

REGULAR AGENDA – AGENDA 59
CORPORATION OF THE TOWNSHIP OF LAIRD
June 18, 2026, at 6:00 pm
Laird Township Council Chambers

1. **Call to Order**
2. **Declaration of Pecuniary Interest**
3. **Agenda Approval**
Recommendation: BE IT RESOLVED THAT Council hereby approves the June 18, 2026, agenda as presented.
4. **Delegations and Presentations**
 - a. Marc Pilon, Algoma Engineering – Fairgrounds Sewage System ECA Submission Update.
(Note: Mr. Pilon will be speaking to the documents found under Unfinished Business section 8. a.) **P. 42 - 55**
5. **Adoption of Minutes of Previous Meeting**
 - a. Council Regular Meeting – May 21, 2026 **P. 6 - 11**
 - b. Council Special Meeting – June 3, 2026 **P. 12 - 13**
 - c. Recreation Committee Meeting – May 26, 2026 **P. 14 - 15**Recommendation: BE IT RESOLVED THAT Council approves minutes of the Regular Council meeting of May 21, 2026, Special Council meeting of June 3, 2026 and the Recreation Minutes of May 26, 2026.
6. **Adoption of Accounts**
 - a. General accounts to May 31, 2026 **P. 16**
Recommendation: BE IT RESOLVED THAT Council approves the general accounts to May 31, 2026, in the amount of \$15,518.55.
 - b. Roads accounts to May 31, 2026 **P. 17**
Recommendation: BE IT RESOLVED THAT Council approves the roads account to May 31, 2026, in the amount of \$39,872.04.
7. **Staff and Committee Reports**
 - a. **Road Superintendent** (Roads, Waste Disposal & Recycling, and Maintenance)
 - i. Road Superintendent Report – Verbal Report **P. 18 - 19**
Recommendation: BE IT RESOLVED THAT Council receives the Road Superintendent Report dated June 18, 2026, as presented.
 - ii. Council Q&A
 - b. **Clerk Administrator, Deputy Treasurer**

i. Clerk's Report – Verbal Report
Recommendation: BE IT RESOLVED THAT Council receives the Clerk's Report dated June 18, 2026, as presented.

ii. Task Summary Sheet & Recent Activity Log **P. 20 - 22**

iii. Concern/Information Log – Updates **P. 23**

Recommendation: BE IT RESOLVED THAT Council receives the June 18, 2026, Task Summary Sheet & Recent Activity Log and the Concern/Information Log as presented.

iv. Council Q&A

c. Treasurer's Report

i. Budget report up to April 30, 2026 **P. 24 - 38**

Recommendation: BE IT RESOLVED THAT Council receives the Budget Report up to May 30, 2026;

AND THAT Council directs the Treasurer to pay Macdonald Meredith and Aberdeen Additional for Bar River Road plowing for the winter months in the amount of \$11,810.06, and that \$4,520.06 be paid from the Fire Reserve for Laird's portion of the initial capital expenditure for the new fire truck.

d. Recreation Committee & Recreation Sub-Committees

i. Laird Hall Sub-committee – NOHFC Grant

Recreation Secretary to provide a verbal report on the June 16, 2026, Laird Hall Sub-committee meeting regarding the NOHFC Grant

e. Cemetery Board

f. Planning Board

i. Desbarats to Echo Bay Planning Board Minutes – May 26, 2026 **P. 38 - 40**
(pending approval)

ii. OP Public Open House – July 7, 2026 **P. 41**

g. Police Detachment Board

h. Algoma District Services Administrative Board (ADSAB)

i. Algoma District Municipal Association (ADMA)

8. Unfinished Business

a. Fairgrounds Sewage System – ECA Submission Direction

i. AEC PCR#2 – Detailed Design & ECA Submission (\$17,000) **P. 42 - 48**

ii. Greenstone Hydrogeological Investigation Proposal (\$27,150) **P. 49 - 55**

Recommendation: BE IT RESOLVED THAT Council receive the presentation from Marc Pilon, Algoma Engineering Company Inc., regarding the Laird Fairgrounds Sewage System Environmental Compliance Approval (ECA) submission;

AND THAT Council approve Project Change Request #2 from Algoma Engineering Company Inc. for Detailed Design and MECP ECA Application services in the amount of \$17,000.00 plus HST;

AND THAT Council approve the Hydrogeological Investigation Proposal from Greenstone Engineering Ltd. in the amount of \$27,150.00 plus HST;

AND THAT Council authorize the Clerk Administrator to proceed with the required work authorizations;

AND THAT Council approve a budget overage for Project 2025-23 and direct staff to require additional funds from general reserves.

9. **New Business**

a. Petition for Drainage Works – Fremlin Drain (Form 1 Expansion Request) **P. 56 - 57**

Recommendation: BE IT RESOLVED THAT Council receives the Petition for Drainage Works (Form 1) submitted by Craig Holmbert to extend the scope of work of the ongoing Fremlin Drain project;

AND THAT Council confirms the petition meets the requirements of the *Drainage Act*, R.S.O. 1990, c. D.17;

AND THAT Council hereby directs the appointed engineer from K. Smart Associates Limited to address the petition in the same report as the ongoing Fremlin Drain project;

AND THAT all affected landowners be notified in accordance with the *Drainage Act*.

b. Grade 5/6 Echo Bay Central School letters **P. 58 - 63**

Recommendation: BE IT RESOLVED THAT Council receives the letters from the Grade 5/6 Echo Bay Central School students, and based on discussion, each Councillor will respond to the letter they received.

c. Memo: Rowdy Ranchers – Donation Request **P. 64 - 63**

Recommendation: BE IT RESOLVED THAT the Council of the Township of Laird hereby receives the Clerk's Report titled "Rowdy Ranchers – Donation Request" dated June 18, 2026, and directs staff with respect to the 2026 Sponsorship Proposal submitted by Rowdy Ranchers.

d. Memo: Community Fire Safety Officer Vacancy **P. 67 - 68**

Recommendation: BE IT RESOLVED THAT the Council of the Township of Laird acknowledges that the position of Community Fire Safety Officer is vacant due to the departure of the previously appointed officer, Janice Catling, originally appointed by By-law 870-08;

AND THAT Council hereby appoint the Clerk Administrator as Interim Community Fire Safety Officer to ensure continuity of mandatory public education functions;

AND THAT a by-law to formalize this appointment is included in the By-law section of this agenda for Council's consideration.

e. Memo: Interim Planning Advisory Services – Single-source Engagement of J.L. Richards & Associates Limited (JLR) **P. 69 - 72**

Recommendation: BE IT RESOLVED THAT Council authorize the engagement of J.L. Richards & Associates Limited to provide interim, as-needed planning advisory services to support the Township’s statutory responsibilities under the Planning Act;

AND THAT this engagement be approved as a single-source professional service in accordance with Sections 1.0.2 and 5.0.2 of Procurement By-law 832-04;

AND THAT the Clerk Administrator be authorized to execute the JLR proposal dated June 10, 2026;

AND THAT staff initiate a full competitive procurement process for long-term planning services following adoption of the Joint Official Plan and commencement of the Zoning By-law update.

f. Memo: Postage Meter Lease Renewal – Cost Review & Options **P. 73 - 76**

Recommendation: BE IT RESOLVED THAT the Township discontinue the postage meter lease and transition to purchasing postage directly from the Echo Bay Post Office, as this remains the lowest-cost option;

AND THAT staff return the postage meter equipment to DeLage Landen Financial Services Canada Inc. and the required component to Francotyp-Postalia Canada Inc., and cover associated return-shipping costs;

AND THAT staff dispose of or sell the Township’s unused postage meter ink in a practical and cost-effective manner.

10. Notices of Motion

11. Closed Session

Recommendation: BE IT RESOLVED THAT Council proceed into closed session at _____ p.m. in accordance with Section 239(2) of the Municipal Act, 2001, for the following reasons:

- Personal matters about an identifiable individual – s.239(2)(b);
- Labour relations or employee negotiations – s.239(2)(d);
- Proposed or pending acquisition of land – s.239(2)(c).

Closed Session Items

- a. Approval of closed meeting minutes – May 21, 2026.
- b. Employee medical leave update – s.239(2)(b).
- c. Potential land acquisition – s.239(2)(c).
- e. Employee Comendation Guidance – s.239(2)(b)(d).
- f. Summer Student Hiring Update – s.239(2)(b).

Recommendation: BE IT RESOLVED THAT Council come out of closed meeting session at _____ p.m. and continue with the Regular Council Meeting.

Consideration of and action on matters arising out of the closed meeting.

12. Communications and Correspondence

- a. Municipal Property Assessment Corporation (MPAC), RE: MPAC's exploratory work on a new revenue management system, June 3, 2026 **P. 77 - 78**

13. Mayor and Council Comments

14. By-laws

- a. 2088-26 Final Tax Rates 2026 and to Repeal By-law 2085-26 **P. 79 - 80**
Recommendation: BE IT RESOLVED THAT Council adopts By-law 2088-26, being a by-law to set and levy the final tax rates for 2026 and to repeal By-law 2085-26 in its entirety.

- b. 2089-26 Interim Community Fire Safety Officer **P. 81**
Recommendation: BE IT RESOLVED THAT Council adopts By-law 2089-26, being a by-law to appoint Jennifer Errington as the Interim Council Fire Safety Officer.

- c. 2090-26 Conformity By-law **P. 82**
Recommendation: BE IT RESOLVED THAT Council adopts By-law 2090-26, being a by-law to confirm the proceedings of the meeting of Council held on June 18, 2026.

15. Adjournment

- Recommendation: BE IT RESOLVED THAT this Council shall now adjourn to meet again on July 16, 2026 or until the call of the chair.

REGULAR AGENDA – AGENDA 57
CORPORATION OF THE TOWNSHIP OF LAIRD
May 21, 2026, at 6:00 pm
Laird Township Council Chambers

Present: *Mayor:* Shawn Evoy
Councillors: Todd Rydall, Brad Shewfelt, Matt Frolick
Absent: Wayne Junor
Clerk: Jennifer Errington
Acting Road Supt.: Ed Lapish

1. Call to Order

Mayor Evoy called the meeting to order at 6:00 p.m.

2. Declaration of Pecuniary Interest

3. Agenda Approval

#112-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council hereby approves the May 21, 2026, agenda as presented.

Carried.

4. Delegations and Presentations

5. Adoption of Minutes of Previous Meeting

a. Council Regular Meeting – April 16, 2026

b. Council Special Meeting – April 21, 2026

c. Recreation Committee Meeting – April 28, 2026

#113-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council approves minutes of the Regular Council meeting of April 16, 2026, Special Council meeting of April 21, 2026 and the Recreation Minutes of April 28, 2026.

Carried.

6. Adoption of Accounts

a. General accounts to April 30, 2026

#114-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council approves the general accounts to April 30, 2026, in the amount of \$4,030.10.

Carried.

b. Roads accounts to April 30, 2026

#115-26

Moved by: Brad Shewfelt

Seconded by: Todd Rydall

BE IT RESOLVED THAT Council approves the roads account to April 30, 2026, in the amount of \$28,607.44.

Carried.

7. Staff and Committee Reports

a. **Road Superintendent** (Roads, Waste Disposal & Recycling, and Maintenance)

i. Road Superintendent Report – Verbal Report

#116-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council directs the Clerk to modify the existing culvert by-law to add a clause for the maintenance of existing culverts to add a fee of \$500.00 for any request or requirement to relay the culvert.

Carried.

#117-26

Moved by: Brad Shewfelt

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council receives the Road Superintendent Report dated May 21, 2026, as presented; and

FURTHER THAT Council instructs the Road Superintendent to purchase the brush hog head from Construction Equipment in the amount of \$20,050.00 plus HST, with additional funds required for the purchase to come out of the funds budgeted for the snow blade for the backhoe.

Carried

ii. Council Q&A

b. Clerk Administrator, Deputy Treasurer

i. Clerk's Report – Verbal Report

#118-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council receives the Clerk's Report dated May 21, 2026, and further provides direction on the following matters arising from the report:

1. **Pumpkin Point Road Platform Demolition** – THAT Council directs staff to waive the tipping fees for the disposal of the old platform.
2. **Government Road Ditching Project – Payment Plans** – THAT Council delegates authority to the Treasurer to establish payment plans for culvert purchases, with any defaulted amounts added to the tax roll in accordance with By-law 2077-26.
3. **Surplus Hood Vents – Gazebo Kitchen** – THAT Council declares the two unused residential hood vents as surplus and directs staff to dispose of them by the most efficient and cost-effective method.
4. **Laird International Raceway Site Visits** – THAT Council directs staff to set up a site meeting for Wednesday, June 3, 2026, at 5:00 p.m. at the Laird Fairgrounds, and again at the end of the season, and further requests staff to circulate the ongoing issues to the tenant.
5. **Free Open Arena Nights** – THAT Council directs staff to designate experienced horse participants as supervisors, ensure they hold valid first aid certification, and confirm whether they will be covered under the Township's insurance.

Carried

ii. Task Summary Sheet & Recent Activity Log

iii. Concern/Information Log – Updates

#119-26

Moved by: Brad Shewfelt

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council receives the May 21, 2026, Task Summary Sheet & Recent Activity Log and the Concern/Information Log as presented.

Carried.

iv. Council Q&A

c. Treasurer's Report

d. Recreation Committee & Recreation Sub-Committees

- i. Laird Fairgrounds Sub-committee Minutes – April 14, 2026
- ii. Wharf Sub-committee Minutes – May 6, 2026
- iii. Laird Hall Sub-committee Minutes – May 12, 2026

#120-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council receives the Laird Fairgrounds Sub-committee minutes of April 14, 2026, the Wharf Sub-committee minutes of May 6, 2026, and the Laird Hall Sub-committee minutes of May 12, 2026.

Carried.

e. Cemetery Board

- i. Cemetery Board Minutes – April 29, 2026

#121-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council receives the Cemetery Board minutes of April 29, 2026.

Carried.

f. Planning Board

g. Police Detachment Board

h. Algoma District Services Administrative Board (ADSAB)

i. Algoma District Municipal Association (ADMA)

8. Unfinished Business

- a. Memo: Government Road Bridge – Expansion Joint Movement & Recommended Next Steps

Council discussed the matter and directed staff to arrange a meeting with the engineer.

- b. Memo: Fuel Service Agreement

#122-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council receive the report titled Fuel Services Agreement dated May 21, 2026;

AND THAT Council endorse, in principle, the draft Fuel Services Agreement as presented;

AND THAT staff be directed to forward the draft Fuel Services Agreement to the Township of Tarbutt for their review and comment;

AND FURTHER THAT, upon confirmation that both municipalities are satisfied with the final terms of the Fuel Services Agreement, a by-law be brought forward for Council's consideration to approve the agreement and to authorize the Mayor and Clerk to execute it on behalf of the Township of Laird.

Carried.

- c. Road Grant Policy

#123-26

Moved by: Todd Rydall

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT By-law 2084-26, being a by-law to adopt the Road Association Grant Program Policy attached as Schedule A, be passed in open Council this 21st day of May, 2026;

AND THAT the Mayor and Clerk be authorized to sign and seal the by-law on behalf of the Corporation of the Township of Laird.

Carried.

9. New Business

10. Notices of Motion

11. Closed Session

#124-26

Moved by: Todd Rydall

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council proceed into closed session at 7:46 p.m. in accordance with Section 239(2) of the Municipal Act, 2001, for the following reasons:

- Personal matters about an identifiable individual, including municipal employees – s.239(2)(b);
- Proposed acquisition of land – s.239(2)(c);
- Advice subject to solicitor client privilege – s.239(2)(f).

Carried.

Rise and Report

- Approval of closed meeting minutes of April 16, 2026.
- Council received an employee update regarding the Road Superintendent under Section 239(2)(b).
- Council received solicitor comments and legal advice regarding the Fire Services Agreement under Section 239(2)(f).
- Council received an update regarding a boundary matter involving Township property under Sections 239(2)(c) and (e).
- Council considered seasonal student hiring recommendations under Section 239(2)(b).
- Council received a staffing update regarding succession planning for the Seasonal Grounds Manager under Section 239(2)(b).
- Council provided direction to staff.

#125-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council come out of closed meeting session at 8:37 p.m. and continue with the Regular Council Meeting.

Carried.

Consideration of and action on matters arising out of the closed meeting.

#126-26

Moved by: Todd Rydall

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council directs the Mayor and Clerk to sign the Fire Services Agreement and further directs the Clerk to finalize insurance concerns, if any.

Carried.

#127-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council approves the hiring of the following 2026 summer students as recommended:

- Evan Ayotte – Grounds Keeper Assistant
- Jacob Kluding – Heritage Assistant
- Hayden Wells – Summer Program Assistant
- Abbi Daynard – Summer Program Assistant

AND THAT Council sets the start date and hours for the Grounds Keeper Assistant position;

AND THAT staff be authorized to utilize Riston McBride later in the season, subject to his availability.
Carried.

12. Communications and Correspondence

a. Ministry of Municipal Affairs and Housing, RE: Ontario Regulation 584/06 and O. Reg 595/06, April 22, 2026

b. Trefry Centre, RE: Funding Request, April 17, 2026
#128-26

Moved by: Brad Shewfelt

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council increase the 2026 budgeted amount of \$3,000 to \$3,040 as per the Dr. H.S. Trefry Memorial Centres request.

Carried.

c. Ministry of Northern Economic Development and Growth, RE: Tourism Campaign – Northern Ontario, April 9, 2026

d. Plummer Additional, RE: Request for Support for Meeting with MP Bill Rosenberg Regarding Highway 17 Closure and Municipal Road Impacts.
#129-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

WHEREAS the closure of Highway 17 on May 13, 2026, diverted significant traffic, including heavy commercial vehicles, onto local municipal roads during half-load season, causing damage and safety concerns; and

WHEREAS the Township of Plummer Additional is seeking regional support for a joint meeting with MP Bill Rosenberg to address impacts from the closure and to develop a coordinated plan for future highway emergencies;

NOW THEREFORE BE IT RESOLVED THAT the Township of Laird supports participating in a joint meeting request with MP Bill Rosenberg; and

THAT the Township supports developing a regional traffic management approach, including identifying suitable alternate routes, restricting heavy trucks on vulnerable municipal roads, improving enforcement during half-load season, and strengthening communication during emergency closures; and

THAT the Mayor and Acting Road Superintendent be appointed as the Township's representatives for the meeting; and

FURTHER THAT staff notify the Township of Plummer Additional of Council's support.

e. Central Algoma Land Trust, RE: Sponsorship for the Central Algoma Land Trust 2026, April 13, 2026

13. Mayor and Council Comments

a. FONOM Conference May 11 to 13, 2026 – Verbal Report from Councillor Shewfelt and Councillor Rydall

14. By-laws

a. 2085-26 Final Tax Rates By-law
130-26

Moved by: Matt Frolick

Seconded by: Brad Shewfelt

BE IT RESOLVED THAT Council adopts By-law 2085-26 Final Tax Rates 2026, authorizing the tax bills be issued.

Carried.

b. 2086-26 Conformity By-law
131-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council adopts By-law 2086-26, being a by-law to confirm the proceedings of the meeting of Council held on May 21, 2026.

Carried.

15. Adjournment

132-26

Moved by: Brad Shewfelt

Seconded by: Matt Frolick

BE IT RESOLVED THAT this Council shall now adjourn to meet again on June 3, 2026 for a Special Council meeting or until the call of the chair.

Carried.

Mayor – _____
Shawn Evoy

Clerk – _____
Jennifer Errington

SPECIAL MEETING MINUTES – AGENDA 58
CORPORATION OF THE TOWNSHIP OF LAIRD
June 3, 2026, at 5:00 pm
Laird Township Fairgrounds: 127 Lake George Road East

Present: *Mayor:* Shawn Evoy
Councillors: Todd Rydall, Brad Shewfelt, Matt Frolick,
Wayne Junor
Clerk: Jennifer Errington
Acting Road Supt.: Ed Lapish
Guest: Donnie Varcoe

1. Call to Order

Mayor Evoy called the meeting to order at 6:00 p.m.

2. Declaration of Pecuniary Interest

3. Agenda Approval

#133-26

Moved by: Matt Frolick

Seconded by: Wayne Junor

BE IT RESOLVED THAT Council hereby approves the June 3, 2026, agenda as presented.

Carried.

4. Delegations and Presentations

5. Adoption of Minutes of Previous Meeting

6. Adoption of Accounts

7. Staff and Committee Reports

8. Unfinished Business

9. New Business

a. **Laird International Raceway – Site Visit**

i. **Lease Agreement Pre-Season Requirements**

Council reviewed the required pre-season items under the lease agreement.

- Council confirmed receipt of post-dated cheques.
- Council noted that the structural engineer's report was still pending.
- Council noted that the Certificate of Insurance was still pending.

ii. **Additional Pre-Season Requirements**

Council reviewed the additional pre-season items identified in 2025.

- Council directed that the Tenant provide the site-specific safety program, confirmation of first aid kits, and training records for workers and supervisory staff prior to season start-up.

iii. **Outstanding Items from 2025 Season – Completion Review**

Council inspected the premises to determine the status of outstanding 2025 items were completed.

- Chain-link fence remains incomplete; few things left to complete.
- Flag tower repairs have been completed.
- Wheelchair access platform is to be removed.
- Repairs to bleacher access and seating are in progress.

- Merchandise trailer remains on site but has been relocated.

iv. **General Condition of Grounds and Facilities**

Council conducted a walk-through of the grounds and facilities.

- Grounds were generally found to be in good condition.
- Council discussed the use of extension cords on the premises and recommended that the Tenant discontinue their use and tidy the electrical setup to ensure compliance with electrical safety standards.
- Bleacher repairs are required and must be completed prior to season start-up.
- A plumber is to install a ¼ inch turn in the bathroom.
- Tenant is to repair the guard rails and catch fence; Clerk will issue a reminder in the first week of July.
- Council reviewed power poles near the canteen and confirmed they form part of the racetrack infrastructure.
- Council directed staff to ensure the next lease agreement clearly outlines responsibilities for power poles.

v. **Lease Agreement Timeline**

Council discussed the lease agreement timeline and next steps.

- Staff was directed to start the lease renewal process and forward the current lease to the Township’s insurance provider for review.
- Council requested that a follow-up site visit be scheduled at the Laird Fairgrounds on September 9, 2026.

10. Notices of Motion

11. Closed Session

12. Communications and Correspondence

13. Mayor and Council Comments

14. By-laws

a. 2087-26 Conformity By-law
#134-26

Moved by: Todd Rydall

Seconded by: Matt Frolick

BE IT RESOLVED THAT Council adopts By-law 2087-26, being a by-law to confirm the proceedings of the meeting of Council held on June 3, 2026.

Carried.

15. Adjournment

#135-26

Moved by: Brad Shewfelt

Seconded by: Wayne Junor

BE IT RESOLVED THAT this Council shall now adjourn to meet again on June 18, 2026, at 6:00 p.m. or until the call of the chair.

Carried.

Mayor – _____
Shawn Evoy

Clerk – _____
Jennifer Errington

MINUTES
LAIRD RECREATION COMMITTEE
May 26, 2026, at 7:00 pm
Laird Township Council Chambers

Present: Matt Frolick, Rhonda Crozier, Suzanne Evoy, JoAnne Entwistle and Joanne North, Noah Crozier and Crystal Wells

1. Call to Order

Chair Matt Frolick called the meeting to order at 7:00 p.m.

2. Declaration of Pecuniary Interest

3. Agenda Approval

#20-26

Moved by: Noah Crozier

Seconded by: Justine Lamming

BE IT RESOLVED THAT Recreation hereby approves the May 26, 2026 agenda, as presented.
Carried

4. Delegations and Presentations

5. Adoption of Minutes of Previous Meeting

a. Recreation Meeting – April 28, 2026

#21-26

Moved by: Joanne North

Seconded by: Crystal Wells

BE IT RESOLVED THAT Recreation approves Recreation Committee minutes of the Regular Meeting of April 28, 2026, as presented.
Carried

6. Committee Reports

a. **Bar River Hall** – The hall committee is planning a Country Night with Northern Honky Tonk Guided Line Dancing, Saturday June 6th at 7pm.

The secretary has submitted the EASE Grant application and notification will not be until the fall.

b. **Finns Bay Wharf** – Jo-Anne Entwistle reported on the Finns Bay Wharf minutes from their last meeting.

c. **Laird Fairgrounds** – The Grounds Caretaker reported that the vehicles have all been removed and that Free Horse Night will hopefully start the first or second Wednesday of June.

d. **Laird Hall** – Jo-Anne Entwistle reported on the Laird Hall minutes from their last meeting. The secretary reported that the township has received word that we will receive the NOHFC grant that we applied for improvements to the Laird Hall in the amount of approx. \$180,000.

7. Adoption of Accounts

- a. Recreation accounts for April 2026

#22-26

Moved by: Justine Lamming

Seconded by: Noah Crozier

BE IT RESOLVED that the Recreation Committee approves the accounts for March 2026 in the amount of \$15,175.65, as presented. Carried

8. Unfinished Business

- a. The secretary reported the we were successful in obtaining the Summer Experience Grant from the province.

- b. The secretary reported that interview have been done for the two summer positions available through the grants and also interviews were done for a Summer Grounds Keeper Assistant.

#23-26

Moved by: Justine Lamming

Seconded by: Noah Crozier

BE IT RESOLVED that the Recreation Committee approves of hiring Abby Daynard and Hayden Wells for the two summer positions as Recreation Summer Program Assistant and hiring Evan Ayotte as the Summer Grounds Keeper Assistant. Carried

- c. The committee discussed the plans for the Appreciation BBQ to be held at the Laird Hall on Sunday June 7th, 2026.

9. New Business

- a. The committee discussed the Rowdy Ranchers Donation Request.

#24-26

Moved by: Joanne North

Seconded by: Justine Lamming

BE IT RESOLVED that the Recreation Committee requests council to review the Rowdy Ranchers Donation request. Carried

10. Adjournment

#25-26

Moved by: Crystal Wells

BE IT RESOLVED THAT this Recreation Committee shall now adjourn the meeting and will meet again June 2026. Carried

Chair – _____
Matt Frolick

Secretary – _____
Rhonda Crozier

**Township of Laird
General Cheques for May 2026**

Name	Description	Journal No.	Amount
Greenstone Engineering	Landfill	J905	11,301.92
Brad Shewfelt	FONOM Mileage	J915	759.98
Wishart Law Firm	Legal	J916	376.51
Jennifer Errington	Admin. Mileage	J918	177.87
	AMCTO	J918	439.13
encompassIT.ca	Taxes	J921	119.06
Brent Coulter	By-Law Mileage	J923	61.60
Glen Irwon	By-Law Mileage	J924	109.34
Bell	Office	J1156	395.04
	Emerg. Man.	"	98.37
Comfort Inn	FONOM	"	1,073.07
Starlink	Internet	"	142.46
Rogers	Dog By-law	"	5.09
Superior Propane	Landfill	"	258.45
Canada Post	"	"	88.28
	"	"	48.84
	Election	"	24.43
Tarbutt Township	Election	J1164	39.11
TOTAL			\$15,518.55

ACCOUNTS CERTIFIED CORRECT

Motion #

(Signed) Mayor

To Treasurer of Laird Township Authority Herewith To issue Cheques in payment of Accounts Certified by Clerk as listed above.

(Signed) Clerk

I hereby certify that Accounts listed above have been paid, and amounts are charged to proper expenditure appropriation.

Date Passed by Council

(Signed) Treasurer

TOWNSHIP OF LAIRD

Road Department

VOUCHER LISTING

Voucher No. 1

Date 5/31/26

<u>Name</u>	<u>Description</u>	<u>Journal No.</u>	<u>Amount</u>
Payroll			10,993.91
Blue Nose Dr. Rd. Ass	Grant	J908	1,157.68
Finns' Bay Rd. Rd. Ass	"	J909	1,544.60
Maskinonge Bay Rd. Ass.	"	J910	2,817.71
Heritage Home Hardware	Laird Fairgrounds	J914	32.61
Soucie Salo	Safety	J917	460.52
Tooltown	"	J919	67.14
Amazon	"	J920	40.68
K Smart	Drainage	J922	727.58
Heavy Equipment Doctors	Track Excavator	J925	217.24
Ministry of Transportation	Dump/Plow Truck	J1156	51.00
Rogers	Shop Office	J1156	15.52
Bell	Shop	"	101.31
Pro North Roofing	Project Outer Trim Repairs Shop	J1158	437.57
Pioneer Construction	Patching	J1159	6,115.71
Huron Central Railway	Safety	J1160	365.50
Gilbertson	Patching	J1166	2,449.45
Black Fox Electric	Shop	J1167	1,625.37
Linde	Project New Welder	J1168	2,628.22
Iconix	Road Culverts	J1169	4,453.63
	Driveway Culverts	"	2,969.09
Dan Rowlinson	Beavers	J1170	600.00

TOTAL \$39,872.04

ACCOUNTS CERTIFIED CORRECT

Motion #

(Signed) Road Superintendent

To Treasurer of Laird Township Authority Herewith To issue Cheques in payment of Accounts Certified by Road Superintendent as listed above.

(Signed) Mayor

I hereby certify that Accounts listed above have been paid, and amounts are charged to Road Expenditure Appropriation.

Date Passed by Council

(Signed) Treasurer

Township of Laird

Roads Department Report to Council

Submitted by: Ed Lapish , Acting Roads Superintendent

Reporting Period: June 18, 2026

Work Completed

All gravel has been applied to Township roads, with additional material placed in the stockpile to support future maintenance requirements. Ditching operations on Government Road have been completed on schedule, including the installation of driveway culverts.

The new Wharf sign has been installed, and the flagpole has been put up. At the cemetery, material from the ditching project has been leveled and covered with A Gravel, creating a new parking area for visitors.

Preparations for this season's surface treatment are advancing as planned. Oversized rocks have been removed from Cloudy Lake Road, and the road has been prepared for surface treatment. In addition, Government Road, from Riley Road to approximately the halfway point, has also been prepared for surface treatment.

Equipment upgrades and maintenance have also been completed. The new brush hog head has been received and installed, and the backhoe has been fitted with two new front tires to ensure continued reliability and safe operation.

Work in Progress

I am currently working to prepare three additional sections of roadway for surface treatment. Roadside cutting operations are also underway and are expected to be completed within the next two weeks.

As part of my ongoing maintenance efforts, I am requesting Council's support through a motion to proceed with roadside clean-up activities. These areas have accumulated debris and material from winter maintenance operations as well as years of gradual build-up. Addressing these areas will improve the overall appearance of Township roads and help reduce the number of ratepayer complaints received by the Roads Department.

I would also request that Council consider a public education initiative regarding the Township's road allowance and the portions of roadside property that fall under municipal jurisdiction. Providing residents with a better understanding of these responsibilities and boundaries may help reduce misunderstandings and assist in addressing recurring concerns related to roadside maintenance.

Work to Be Completed Next

Over the coming weeks, the Roads Department will continue road patching as required and complete the remaining roadside cutting. I will also continue with routine sign maintenance and repairs throughout the Township, as well as grass trimming around guardrails. Regular monitoring of road conditions will continue to ensure maintenance issues are identified and addressed in a timely manner.

TASK SUMMARY SHEET RECENT ACTIVITY LOG

DATE	MOTION #	TASK	CATEGORY	CONTACT	STATUS	TARGET DATE
19-Oct-23	231-23	<p>Council receives the draft Unassumed Road Policy and requests the Clerk make amendments as discussed and prepare a by-law to adopt the policy</p> <p>Note: Draft Unassumed Road Policy has been reviewed by legal counsel, further review and discussion with legal counsel are required in order to refine policy.</p> <p>* Staff are currently working on confirming that the roads listed in policy are actually unassumed (owned by township) and which ones are private.</p>	CLERK	JE	IN PROGRESS	Aug-26
17-Jul-25	174-25	<p>Council directs staff to schedule a formal proposal review with Access2Pay, explore funding options, and to return to Council with a recommendation as to how this system or others like it may free up an equal or better amount of staff labour and make the case that this system pays for itself in offset labour.</p> <p>Note: Clerk has participated in a Access2Pay meeting to explore product, working on preparing report back to Council.</p>	CLERK	JE	IN PROGRESS	Aug-26
18-Sep-25	211-25	<p>... AND THAT staff be directed to coordinate with the Township of Macdonald, Meradith and Aberdeen Additional to obtain a joint engineering review, if possible, in the interest of cost-sharing and project alignment.</p> <p>Note: During 2026 OSIM we will have Engineer recommendations for repairs.</p>	CLERK	JE	IN PROGRESS	Jun-26
19-Feb-26	33-26	<p>Council directs staff to set up a meeting with the Drainage Superintendent to discuss drains in the Township.</p>	CLERK	JE	IN PROGRESS	Jun-26

TASK SUMMARY SHEET RECENT ACTIVITY LOG

DATE	MOTION #	TASK	CATEGORY	CONTACT	STATUS	TARGET DATE
<p>Note: Drainage Superintendent has been provided information on some of the drains in the Township. When he is back in the area he will have a meeting with us to review information.</p>						
19-Feb-26	35-26	Council directs staff to sell surplus tires stored at the Municipal Garage in consultation with Road Superintendent.	RDS	EL	IN PROGRESS	Jun-26
19-Feb-26	39-26	Council directs staff to gather updated quotes for service contracts for an electrician, plumber, furnace repairs and handyman repairs.	TREASURER	RC	IN PROGRESS	Jun-26
19-Feb-26	39-26	Council authorizes the Heritage Sub-Committee to submit an application to the NOHFC for funding towards the future museum building.	TREASURER	RC	IN PROGRESS	Jun-26
19-Feb-26	39-26	Council authorizes the Laird Fairgrounds Sub-Committee to submit an application to NOHFC for funding towards the gazebo kitchen project. Note: Application is in draft form, working on quotes.	TREASURER	RC	IN PROGRESS	Jun-26
19-Feb-26	40-26	Staff be directed to arrange appropriate signage for the Municipal Garage. Note: In process of getting design/quotes for signage.	ADMIN	BA	IN PROGRESS	Jun-26
19-Mar-26	65-26	Council directs staff to schedule the Annual Road Tour for September of each year.	CLERK	JE	IN PROGRESS	Sep-26
21-Apr-26		Amend By-law 624-86	CLERK	JE	IN PROGRESS	Jul-26

TASK SUMMARY SHEET RECENT ACTIVITY LOG

DATE	MOTION #	TASK	CATEGORY	CONTACT	STATUS	TARGET DATE
21-May-26	116-26	Council directs Clerk to modify the existing culvert by-law to add a clause for the maintenance of existing culverst to add a fee of \$500.00 for any request or requirement to relay the culvert.	CLERK	JE	IN PROGRESS	Jul-26

TOWNSHIP OF LAIRD
Complaint & Concern Log

Date YYYY-MM-DD	Category	General Location	Summary	Action Taken	Status
2025-12-03	Ditching	Riverside	Residents don't like the look	Road Dept will look in Spring	Open
2026-03-12	Damaged culvert	Government road	Road operator damaged a culvert	Will address this in spring	Open
2026-05-01	driveway culvert lifted	Pumpkin Point	resident belives Twp should add gravel to his driceway	Rd Dept to discuss with Council	Open
2026-05-07	Flooding	McClennon Rd	Beaver dam causing flooding	Rd dept will look at this next week	Closed
2026-06-08	Pot Holes	Point Drive	Gravel required at end of Point Drive due to potholes.	Rd dept to have a look.	Closed
2026-06-10	Culvert issues	Bar River Road	Culvert has lifted on both sides, water is not running through.	Rd Dept to have a look.	Open
2026-05-28	Registered Concern - Property Standards	Neebish Road West	Property collecting items again.	By-law Enforcment Officer to investigate.	Open
2026-06-04	Roadside Grading	Pumpkin Point Road	Edge of roadway infront of property owners home was back-bladed, removing established grass and leaving the area uneven and difficult to maintain with a lawn mower.	Disturbance on municipal roadway was caused by a blown tire on the Township backhoe. Council needs to determine if they want staff to clean up municipal road allowance.	Open

Note: New since last Council meeting are highlighted in yellow.

TOWNSHIP OF LAIRD
2026 GENERAL BUDGET



VARIANCES UNTIL APRIL 30/26

Description	2026	2026
	Budget	
TAXATION REVENUE	3.50%	3.50%
Taxation Increase	69,816	69,816
Taxation Levy at time of roll	2,013,272	2,013,272
Subtotal	2,083,088	2,083,088
Taxation Supps/Write Offs	150	
Total Municipal Taxation	2,083,238	2,083,088

OPERATING REVENUE

TAXATION OPERATING

Audited Surplus from Prior Year	187,358	187,358
Penalty & Interest Earned	50,000	23,136
Grant-in-Lieu - Provincial	3,250	402
Total Taxation Operating	240,608	210,896

INVESTMENT INCOME

IPC Securities Corporation	30,000	30,000
Total Investment Income	30,000	30,000

GENERAL GOVERNMENT OPERATING

General Government Rent (Misc. eg. Xplornet)	14,000	4,469
Weddings	725	150
Total General Government	14,725	4,619

PROTECTION OPERATING

Building Permits	14,500	925
Provincial Offences Revenue, 911 & Emerg. Man.		5,449
Community Safety & Correction		
Dog Licences, etc.		
Total Protection	14,500	6,374

ENVIRONMENTAL OPERATING

Aggregate	500	250
Tipping Fees	30,000	2,591
Total Environmental	30,500	2,841

CULTURE OPERATING

Provincial Library Grant	2,429	
Total Recreation & Culture	2,429	0

MISC. REVENUE OPERATING

Tax Certificates	1,000	320
Transportation Road Department (Culverts & Misc.)	4,000	3,262
Total Misc. Revenue	5,000	3,582
Description	2026	2026
	Budget	

PLANNING & DEVELOPMENT OPERATING

Planning Fees	200	
Surplus Property Sales - Back Lots Etc	700	735
Total Planning & Development Revenue	900	735

RECREATION OPERATING

Bar River Hall Rent	3,000	380
Laird Fairgrounds Misc. & Rent	5,000	
Laird Fairgrounds Storage Rent	7,500	
Laird Fairgrounds Raceway Contact	25,000	
Laird Hall Rent	2,500	270
Main Recreation Misc. & Pumpkin Fest Event	1,700	
Total Recreation Revenue	44,700	650
Total Operating Revenue	383,362	259,697
Subtotal Taxation/Operating Revenue	2,466,600	2,342,785

OTHER REVENUE

RESERVES & SURPLUSES

Reserve Fund - Landfill		
Operating Cemetery Survey (2025 Reserved)	2,000	
Operating Fairgrounds - Gazebo Kitchen Sinks (2025 Reserved)	3,000	
Capital Fairgrounds - New interior Gazebo washrooms (2025 Reserved)	30,000	
Capital Cemetery Phase 3 (2025 Reserved)	8,000	
Capital Roads Government Bridge	17,836	
Capital Garage - Spray foam around top of walls	5,000	
Capital Rink - Install Playground Equipment (2025 Reserved)	15,000	
Reserve Heritage	35,726	
Reserve Cemetery	10,000	
Cemetery Operating Revenue		
Total Reserves & Surpluses Revenue	126,562	0

GRANT REVENUE

Heritage - Summer Employment Funding	2,500	
Main Recreation Summer Employment Funding Fed. & Prov.	6,200	
Canada Community Building Fund (Gas Tax)	73,426	
Nords Funding for Roads Surface Treatment	0	
OMPF	408,300	204,150
OCIF (Roads Capital, Asset Management, Cultural Infrastructure)	172,000	125,000
MTO - Pothole Grant	38,000	38,000
Total Grant Revenue	700,426	367,150

Subtotal Other Revenue	826,988	367,150
TOTAL COMBINED REVENUE	3,293,588	2,709,935

Description	2026	2026
	Budget	

GENERAL OPERATING EXPENDITURES

GENERAL GOVERNMENT		
Admin Salaries & Benefits \$305,000 Approx.	285,691	111,470
Admin Travel	2,500	517
Admin Education, Conventions & Workshops	4,000	1,267
Admin Health/Safety	1,500	
Council Honourariums & Benefits	33,226	8,263
Council Legal, Advertising, & Misc.	4,000	2,581
Council Conventions/Workshops Good Roads		
Council Conventions/Workshops ROMA (March)		
Council Conventions/Workshops FONOM (May)	3,500	1,214
Council Conventions/Workshops	500	361
Council Donation Retro Ride	200	
Council Donation Graduates	750	
Council Donation Wall of Rem. - W.O.R. Review	355	355
Council Donation Laird Fair	1,500	
Council Donation Echo Bay Elks Fireworks	300	300
Council Donation Crime Stoppers	500	
Council Donaton Royal Canadian Legion & Remembrance Day	406	
Donation - Skating Program	100	
- Perch Derby	300	
- Dog Classes	200	
- Cycling	500	500
- Christmas Cheer	300	
Council Special Meetings Travel	1,000	287
Taxation Program	5,500	2,059
Tax Allowance & Sale	250	
Audit Fees	23,000	24,321
Bank Charges & Interest	1,100	120
Consultant Fees	5,000	
Office Bldg Maintenance, Heat & Lights	9,500	3,505
Supplies & Equipment	10,500	686
Insurance	69,385	69,385
Bad Debt, Misc & Advertising	200	57
Subscriptions, Memberships	8,000	1,563
Telephone, Postage & Internet	12,000	3,408
Asset Management Consult	10,000	
Legal Fees	2,000	2,315

MPAC	25,036	12,518
Election	20,000	16
Total General Government	542,799	247,068

Description	2026	2026
	Budget	
PROTECTION PERSONS & PROPERTY		
Emergency Management Admin Salaries & Benefits	3,000	
Emergency Management Materials	3,000	747
Fire Services Miscellaneous	500	438
Fire Services Agreement (Came in at \$132,650 - \$23,431.36 from 2025)	150,000	
CFSO Admin Salaries & Benefits	1,200	
CFSO Education & Safety	500	
By-law Officer CBO - Wages & Travel	16,000	2,351
By-law Officer CBO - Admin. Wages & Benefits	2,400	
By-law Officers CBO - Membership, Workshops & Supplies	2,500	1,545
By-law Property, Parking & Dogs - Wages, Travel	4,500	1,294
By-law Property, Parking & Dogs - Legal	8,000	4,572
By-law Property, Parking & Dogs - Misc. & Supplies	500	
By-law Property, Parking & Dogs - Admin Salaries & Benefits	2,500	
By-law Dogs - Membership and Fees	1,350	1,471
Police Admin Salaries, Benefits	0	
Police Contract	173,781	61,734
Police OPP Detachment Board & Legal	2,769	
9-1-1	625	
Total Protection Persons & Property	373,125	74,152

ENVIRONMENTAL SERVICES		
Environmental Waste Wages	18,000	5,775
Environmental Admin. Salaries & Benefits	1,500	
Environmental Material	2,500	872
Environmental Recycling-WDS	0	
Environmental - Rd Wages & Materials	20,000	1,244
Environmental - Site Monitoring and Annual Report	12,341	
Environmental - Legal	0	
Environment - Insurance	0	0
Total Environmental Services	54,341	7,891

PLANNING & DEVELOPMENT		
Planning Admin. Salaries & Benefits	2,000	
Planning Official Materials & Miscellaneous	7,500	165
Planning Board Levy (Came in at \$13,440 after budget passed)	9,000	
SSM Public Library	2,429	

Property Sales Back Lots & Purchases, Legal	0	
Total Planning & Development	20,929	165

HEALTH SERVICES		
Algoma Public Health	57,090	
Matthews Memorial Hospital	2,000	
Total Health Services	59,090	0

Description	2026	2026
	Budget	

SOCIAL & FAMILY SERVICES		
Algoma DSAB	565,450	188,483
Dr. Harold Trefry Memorial Centre	3,000	
Total Social & Family Services	568,450	188,483

TOTAL GENERAL OPERATING EXPENDITURES	1,618,734	517,759
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SUBTOTAL GENERAL OPERATING EXPENDITURES	1,618,734	517,759
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HERITAGE OPERATING EXPENDITURES

	2026	2026
<i>Heritage</i>		
Wages, Benefits Church Caretaker, Admin	1,607	
Insurance Church	0	
Materials, Power & Mileage Church	321	121
Heritage Wages Summer Employment	5,474	
Heritage Admin Salaries & Benefits	1,071	
Museum Online Compensation for Programmer	0	
Maintenance Museum	0	46
Insurance Contents	0	
Total Heritage	8,473	167

RECREATION OPERATING EXPENDITURES

<i>Bar River Hall</i>	2026	2026
Wages (Custodian & Admin)	3,500	719
Wages (Property Caretakers with Mileage)	300	
Training (Food Handlers)	200	
Building Maintenance		
Supplies	1,000	183
Propane Heat	6,000	4,682
Power	1,100	594
Equipment Repair (furnace)		818
Insurance	0	

Permits & Fees	650	71
Roads Cost	2,000	235
Total Bar River Hall	14,750	7,302

Description	2026	2026
	Budget	
G. W. Evoy Rink	2026	2026
Wages Winter Caretaker & Road	4,500	3,005
Wages Summer Caretaker		
Wages Admin	500	
Training (Propane Course)		
Building Maintenance & Snow Removal	1,500	953
Supplies	500	751
Heat	4,500	
Power	900	593
Equipment Repair	1,000	678
Insurance	0	
Total G. W. Evoy Rink	13,400	5,980
Finns Bay Wharf	2026	2026
Wages & Mileage Caretaker & Roads	1,000	
Wages Summer Employment	500	
Wages Admin	500	
Misc/shared equipment maintenance		
Insurance	0	
Supplies - Office & Events		
Parking Lot Improvements & Brushing	500	
Signage & Move Picnic Tables		
Roads Cost	1,000	
Total Finns Bay Wharf	3,500	0
Laird Hall	2026	2026
Wages & Mileage (Custodian)	7,000	1,081
Wages & Mileage (Property Caretakers & Roads)	1,000	
Wages Admin	2000	
Training (Food Handlers)	200	
Building Maintenance (Sump Repairs & Siding /Window Washing)	1,000	2,459
Supplies	860	417
Propane	7,500	3,899
Power	2,750	1,076
Equipment Repairs	1,500	
Snow Removal	750	407
Insurance	0	
Total Laird Hall	24,560	9,339
Summer Program		
Funded Wages 2 Students (1 Fed and 1 Prov.)	6,200	
Twp Wages Cost	4,000	

Misc.	200	
Total Summer Program	10,400	0
	2026	2026
Description	Budget	
Main Recreation		
Rec. Secretary - Admin Salaries & Benefits	6,000	
Advertising	200	71
Supplies & Library Boxes	200	
Events - Pumpkin Fest & Earth Day	5,000	179
- Winter Carnival	1,000	113
- Appreciation BBQ Activity	1,500	
- Christmas	400	
Total Main Recreation	14,300	363

Pumpkin Point Park	2026	2026
Wages & Mileage including Roads	4,500	
Summer Youth Wages	1,500	
Wages Admin	1,000	
Insurance	0	
Maintenance & Misc (2026 Soccer Nets & Teatherball)	1,000	
Clay Sand & Playground Sand	500	
Supplies	350	
Replace 4 posts on Gazebo		
Playground Inspections	500	
Tree Limbing & Stump Removal	500	
Total Pumpkin Point Park	9,850	0

Laird Fairgrounds		
Wages - Grounds Keeper Maintenance	23,000	
- Admin. Salaries & Benefits	5,000	
- Roads Labour	12,000	633
- Summer Employee	7,000	
Caretaker	4,000	
Algoma Power Inc.	1,200	122
Mileage	1,500	
Insurance	0	
Maintenance Bldgs & Grounds (2026 Painting)	1,500	
Maintenance Gravel	500	
Equipment Repair	3,000	432
Supplies	2,000	
Misc. Grounds (Animal Water)	3,000	5
Telephone	100	15
Total Laird Fairgrounds	63,800	1,207

TOTAL RECREATION

154,560

24,191

Total Culture/Heritage & Recreation Expenditures	163,033	24,358
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Description	2026	2026
	Budget	

TRANSPORTATION EXPENDITURES**TRANSPORTATION**

BRIDGES & CULVERTS	2026	2026
Road Bridges & Culvert Materials (2026 Cross Culverts 5 yr plan)	2,700	0
Road Bridges & Culvert Equipment Time	1,000	0
Road Bridges & Culvert Labour	2,000	48
Driveway Culvert Materials (2026 Reids Rd. Culvert)	12,000	0
Driveway Culvert Equipment Time	2,500	0
Driveway Culvert Labour	3,500	0
TOTAL BRIDGES & CULVERTS	23,700	48

ROADSIDE MAINTENANCE

Brushing Materials	3,500	0
Brushing Equipment Time	6,400	0
Brushing Labour - Added 5 Year Plan Brushing (2026 - Gov. Rd. 2000m, Reids Rd. 4000m & Birch Point Dr.1000m)	15,000	353
Ditching Materials	6,000	0
Ditching Equipment Time	8,000	0
Ditching Labour - Added 5 Year Plan Ditching (2026 -Lake George Rd. E, Neebish Rd. W. (north side) & Gov. Rd.)	8,500	131
Water Control Materials- Beavers	1,000	0
Water Control Equipment Time	3,000	0
Water Control Labour	3,500	124
Tree Limbing/Tree Removal Materials	3,000	0
Tree Limbing/Tree Removal Equipment Time	3,500	0
Tree Limbing/Tree Removal Labour	5,000	0
Roadside Cutting -Materials	2,400	0
Roadside Cutting Equipment time	300	0
Roadside Cutting Labour	2,000	0
TOTAL ROADSIDE MAINTENANCE	71,100	608

HARDTOP MAINTENANCE

ST Hardtop, Patch & Spray Materials	33,000	0
ST Hardtop, Patch & Spray Equipment Time	3,500	0
ST Hardtop, Patch & Spray Labour	27,000	1,027

Sweep & Clean Materials	2,000	0
Sweep & Clean Equipment Time	1,000	0
Sweep & Clean Labour	2,500	0
S.T. & Capital Projects Labour	5,000	470
TOTAL HARDTOP MAINTENANCE	74,000	1,497

Description	2026	2026
	Budget	
LOOSETOP MAINTENANCE		
Grading Materials includes yard stock	4,200	0
Grading Equipment Time	4,000	0
Grading Labour	3,000	358
Dust Control Materials	500	0
Dust Control Equipment Time	0	0
Dust Control Labour	500	0
TOTAL LOOSETOP MAINTENANCE	12,200	358

WINTER CONTROL		
Plowing Equipment Time	43,000	5,061
Plowing Labour	31,000	32,025
Sanding Materials	16,000	0
Sanding Equipment Time	7,000	5,022
Sanding Labour	6,500	2,046
Culvert Thaw Materials	2,000	0
Culvert Thaw Equipment Time	2,500	0
Culvert Thaw Labour	2,000	585
TOTAL WINTER CONTROL	110,000	44,739

SAFETY		
Safety Materials Including (Guardrails?)	2,500	1,746
Safety Equipment Time	1,000	0
Safety Inspections	4,500	732
Safety Labour and Meetings, Courses and Training	20,000	2,106
TOTAL SAFETY	28,000	4,584

STORMS		
Storms/Wind Materials	2,000	0
Storms/Wind Equipment Time	2,000	0
Storms/Wind Labour	5,000	971
TOTAL STORMS	9,000	971

OVERHEAD		
Shop Materials (2026 Includes Heat & Power Approx. \$20,000)	28,000	10,242
Shop Equipment Time	2,000	0
Shop Labour	8,500	1,761
TOTAL SHOP	38,500	12,003
Road Patrol Equipment Time	5,000	0
Road Patrol Labour	14,000	4,855
TOTAL ROAD PATROL	19,000	4,855

Description	2026	2026
	Budget	
Road Office Materials	1,500	47
Road - Admin Staff Labour	10,000	0
Road - Road Admin Asset Management Labour	0	0
Road Super Office Labour	9,000	4,994
TOTAL ROAD OFFICE/ADMIN	20,500	5,041
ROAD MISC.		
Payroll Sick Time	6,000	7,385
Payroll Vacation Time & Stat. Holiday Time	25,000	1,103
Insurance	0	0
Fees & Dues	1,000	0
Streetlights	5,000	0
Roads Legal Costs	2,000	0
Misc. (Equipment Time Not Allocated)	5,000	26,791
Bereavement	0	0
Road Association Grants	5,520	0
TOTAL ROAD MISC.	49,520	35,279
SUBTOTAL TRANS. MAINT. & OVERHEAD OPERATING	455,520	109,983

SUBTOTAL REC/CULTURE & TRANSPORTATION EXPENDITURES	618,553	134,341
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SUBTOTAL GENERAL, REC/CULTURE & TRANS. EXPENDITURES	2,237,287	652,100
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OTHER EXPENDITURES

CEMETERY BOARD OPERATING		
Wages Caretaker & Summer Employee	9,500	
Admin Wages	2,300	
Roads Wages (Rough in Parking Lot)	600	96
Caretaker Mileage	500	
Maintenance Property	1,000	
Maintenance Lawnmower	700	
Liability Insurance	0	

TOTAL CEMETERY BOARD OPERATING	14,600	96
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CAPITAL PROJECTS FUNDED BY RESERVES & SURPLUSES		
Capital Reserve Fund - Landfill Envior. Ministry Requirements	0	
Capital Reserve Cemetery Survey & Phase 3 2024	10,000	
Capital Cemetery Phase 3 (2025 Reserved)	8,000	
Capital Reserve Heritage 2024	35,726	
Operating Cemetery Survey (2025 Reserved)	2,000	
Operating Fairgrounds - Gazebo Kitchen Sinks (2025 Reserved)	3,000	
Capital Fairgrounds - New interior Gazebo washrooms (2025 Reserved)	30,000	
Capital Roads Government Bridge	17,836	
Capital Rink - Install Playground Equipment (2025 Reserved)	15,000	
Capital Garage - Spray foam around top of walls	5,000	
Total Capital Projects Funded by Reserves & Surpluses	126,562	0

Description	2026	2026
	Budget	
Operating Projects & 5 Year Plan Projects		
Bar River Hall -New Stage Curtains	1,500	2,479
Laird Hall NOHFC Grant Wages Program Manager (Glen Irwin)	1,000	
Finns Bay Wharf Maintenance Widen Door & Build Ramp Gazebo	600	
Finns Bay Wharf Project Flag and Pole (Roads Labour 2 days)	2,700	
Laird Fairgrounds - 2 Holding Tanks (Roads Labour 2 days)	2,200	516
Laird Fairgrounds - 4 Water Meters	1,500	
Laird Fairgrounds - LIR Washroom Maintenance (Roads Labour 1 day)	1,875	
Laird Fairgrounds - Sand for Swings and Stalls	2,000	
Laird Fairgrounds - Bench and Plaque in Memory Goertzen	1,000	
Laird Fairgrounds - Signage for raceway washrooms	500	
Laird Fairgrounds - Electrical for Announcers Booth	3,500	
Laird Hall - Drain (Roads Labour 2 days)	3,300	
Roads - New Welder	2,500	
Roads - New Man Door Old Garage	1,500	
Roads - Fix Trim outside on Garage	1,500	
Roads - Street Light Repairs Gov. Rd. & LGR	2,300	
Total Operating Other Projects	29,475	2,995

Description	2026	2026
	Budget	
Capital 5 Year Plan Projects		
Laird Fairgrounds Gazebo Wall (2025 changed to LIR Plumbing & Engin.)	15,000	
Laird Fairgrounds - Horse Stalls	5,000	
Laird Fairgrounds - Reshape & Extend Horse Arena (Roads Labour 1 days)	8,350	
Laird Fairgrounds -7 Lights on Poles redone	7,000	
Laird Fairgrounds - Ball Diamond Fence	3,500	
Laird Fairgrounds - Gazebo Kitchen NOHFC Grant Application	20,000	
Laird Fairgrounds - ECA Study for Septic	20,000	
Laird Fairgrounds - Gazebo Outdoor Washrooms Counters & Sinks	13,500	
Bar River Hall - W/C Chair Washroom	15,000	
Laird Hall - NOHFC Grant 10% Plus Contiguously (If Unsuccessful - Interior	24,900	
Painting \$4500, Replace Trim, Paint Storage Cabinets, Reduce Acoustic	-----	

Tiles, Replace Outside Vents and Metal Roof on Overhang)	-----	
G. W. Evoy Rink Building Maintenance Furnace	4,630	4,630
G. W. Evoy Rink Capital Zamboni Changeover and Repairs	5,500	
G. W. Evoy Rink - Replace 6 pole top rink lights	7,500	
Finns Bay Wharf Capital Accessible Outhouse	6,000	
Pumpkin Point Park - Reserve Funds for Playground Accessibility	5,000	
Heritage - Museum Construction (Frame & Roofing)	15,000	
Misc. - 18' Trailer for Caretaker	10,000	7,326
Roads - Garage Windows	7,000	
Roads - Heat Trace System	5,000	
Roads - Generator	7,868	7,968
Roads - Old Garage Painting and Lighting	5,000	
Roads - Brushhog Head	12,000	
Roads - Snow Blade Backhoe	19,000	
Roads - Grader Repairs	48,022	48,022
Roads - Fremlin Drain	20,000	1,562
Cemetery - Property Purchase	10,000	
Total Capital 5 Year Plan Projects	319,770	69,508

Description	2026	2026
	Budget	
Capital Transportation		
Roads S.T. Double - Cloudy Lake Road 450m (OCIF)	17,000	
Roads S.T. Single - Gov. Road (Riley- 890 Gov. & Lk. Geo - BRR) (OCIF)	82,800	
Roads S.T. Single - Lake George Rd. E. to Black Creek (OCIF)	18,000	
Roads S.T. Single - Rydall Mill 1/2 way to Junors corner (OCIF)	19,200	
Roads Recycled Asphalt - LGR (Lapish to Isbester) 1690m 40 loads (CCBF)	23,400	
Roads Recycled Asphalt - Isbester 8 loads (OCIF)	4,600	
Roads Recycled Asphalt - Cemetery 22 loads (OCIF)	13,000	
Roads Resurface Gravel - Riverside Dr. 20 loads (CCBF)	12,000	
Roads Resurface Gravel - Lakeshore Dr. 20 loads (CCBF)	12,000	
Roads Resurface Gravel - Cloudy Lake Road 5 loads prior to S.T. (CCBF)	3,000	
Roads Resurface Gravel - Yard Stock 25 loads	14,500	
Roads Culverts - 2 Cross Culverts (CCBF)	10,500	
Total Capital Transportation	230,000	0

RESERVES & TRANSFERS (Going into Reserves)

Reserve Working Capital/Emerg.	-21,294	
Reserve Working Capital/Emerg. Audited Surplus from prior year.	187,358	187,358
Reserve Fund - Roads Equip.		
Reserve Fund - Landfill Closing Costs 2075	20,830	
Reserve Fund - Fire Services		
Reserve Fund - MNR (Fire)	5,000	
Reserve Fund - Climate Change/Extreme weather events	20,000	

Reserve Fund -Tax Stabilization Fund	50,000	
Reserve Fund - Drainage Fund	50,000	
Reserve Fund - Fuel Surcharge	24,000	
Total Reserves & Transfers	335,894	187,358
SUBTOTAL OTHER EXPENDITURES	1,056,301	259,957
TOTAL COMBINED EXPENDITURES	3,293,588	912,057
Difference between Revenue & all Expenditures & Reserve contributions	0	1,797,878
TOTAL TO BALANCE WITH REVENUE	3,293,588	2,709,935

DESBARATS to ECHO BAY PLANNING BOARD
May 26th 2026
Regular Meeting

Present: Lennie Smith, Deputy Chair, Terence Graham, Shelly Bailey, Todd Rydall, Reg McKinnon, Jason Koivisto
Staff: Jared Brice, Jean Palmer
Visitors: List Attached
No conflict of interest was declared at this time.

The following minutes are comprised of resolutions and the Secretary-Treasurer's interpretation of the meeting.

Res.: 24-2026 Shelly Bailey, Terence Graham
Be it resolved that the Board opens their regular meeting at 7:05 p.m. (cd)

Res.: 25-2026 Terence Graham, Shelly Bailey
BE IT RESOLVED THAT THE BOARD accepts the Minutes of March 24th 2026 as presented. (cd)

Res.: 26-2026 Todd Rydall, Reg McKinnon
BE IT RESOLVED THAT THE BOARD agrees to enter into a 12 month contract with a 6 month trial period with Danielle Waters as their new Planner with the option of extending the contract after examining all RFP's #2026-01 that were received. (cd)

Res.: 27-2026 Reg McKinnon, Todd Rydall
BE IT RESOLVED THAT THE PLANNING BOARD receives and accepts the Official Plan Comment Matrix Response from J.L. Richards. (cd)

Res.: 28-2026 Todd Rydall, Reg McKinnon
BE IT RESOLVED THAT THE PLANNING BOARD receives and accepts the Official Plan Amendments from J.L. Richards as received and directs staff to arrange the first Public Meeting.(cd)

Res.: 29-2026 Terence Graham, Shelly Bailey
BE IT RESOLVED THAT THE BOARD forwards any and all recommendations regarding the 2026 (AIA Guidance Document). (cd)

Cont'd pg.2 5-26-2026

Res.:30-2026 Todd Rydall, Terence Graham

BE IT RESOLVED THAT THE BOARD accepts the revised 2026 Draft Budget as presented. (cd)

Res.: 31-2026 Reg Mckinnon, Shelly Bailey

BE IT RESOLVED THAT THE BOARD will move into closed session under Sec.239 (b) of the Municipal Act in order to discuss personal matters about an identifiable individual, including municipal or local board employees; and Sec. 239 (d) labour relations or employee negotiations at 8:00 p.m. (cd)

Res.: 32-2026 Jason Koivisto, Reg McKinnon

BE ITRESOLVED THAT THE BOARD leaves closed session at 8:05 p.m. (cd)

Res.: 33-2026 Todd Rydall, Reg McKinnon

BE IT RESOLVED THAT THE BOARD approve the employee relations as discussed in closed. (cd)

Res.: 34-2026 Jason Koivisto, Reg McKinnon

BE IT RESOLVED THAT THE BOARD receives the Information from the Ministry of Energy and the Ministry of Environment, Conservation and Parks as presented. (cd)

Res.: 35-2026 Jason Koivisto, Reg McKinnon

BE IT RESOLVED THAT THE PLANNING BOARD adjourns at 8:08 p.m. until the next scheduled meeting or at the call of the Chair. (cd)

Date: _____

Chair: _____

Secretary-Treasurer _____

New Official Plan for the Desbarats to Echo Bay Planning Area

TAKE NOTICE that the Planning Board of the Desbarats to Echo Bay Planning Area will hold an open house on **July 7th, 2026** to consider a draft Official Plan under Section 26 of the Planning Act.

What is an Official Plan?

An official plan describes your planning board's policies on how land in your community should be used. It is prepared with input from your community and helps to ensure that future planning and development will meet the specific needs of your community.

An Official Plan deals mainly with issues such as:



where new housing, industry, offices and shops will be located



what services will be needed, like roads, sewers, watermain, parks, and schools



when, and in what order, parts of your community will grow

Share Your Ideas!

Any person may attend the Open House and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan.

Jul
07

When: From 4:00pm to 6:00pm
Where: Echo Bay Community Hall
253 Church St, Echo Bay, ON P0S 0A5

Jul
07

When: From 7:00pm to 9:00pm
Where: Johnson Township Council Chambers
1 Johnson Dr, Desbarats, ON P0R 1E0

How to Participate

If you wish to be notified of the adoption of the proposed Official Plan, you must make a written request to the Planning Board.

If a person or public body would otherwise have an ability to appeal the decision of the Planning Board to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Planning Board before the proposed official plan is adopted, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Planning Board before the proposed official plan is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

Purpose and Effect

The purpose of the new Official Plan is to reflect changes in provincial policy and legislation, address emerging trends at the local level, and plan for growth and development over a 25-year planning horizon.

The new Official Plan will affect all lands within the Desbarats to Echo Bay Planning Area.

Additional Information

Additional information can be obtained by visiting the Planning Board Office during Planning Board business hours:

Tuesdays 9 am to 12 pm
Thursdays 12pm to 4 pm

**27 Barr Road South, R.R. 1
Desbarats, ON P0R 1E0**

Please address all questions and written comments to:

Jared Brice

Secretary Treasurer
Desbarats to Echo Bay
Planning Board
tel: 705-782-6776
email: admin@tarbutt.ca

David Welwood, RPP, MCIP, MES

Project Manager
J.L. Richards & Associates Ltd.
tel: 705-806-1440
email: dwelwood@jlrichards.ca

A draft of the Official Plan is available on the Planning Board's website.

Dated June 9, 2026

June 9, 2026

Jennifer Errington, Dipl.M.A.
Clerk Administrator
Township of Laird
3 Pumpkin Point Road
Echo Bay, ON
P0S 1C0
Phone No. (705) 248-2395

Project 2025-13: Laird Fairgrounds ECA – PCR #2 – Detailed Design and ECA Submission

1. BACKGROUND

The following Project Change Request (PCR) reflects the progression of the above-noted project from the Preliminary Assessment and Inputs phase to the detailed design and Environmental Compliance Approval (ECA) phase.

The Laird Fairgrounds Sewage System Technical Memorandum (August 31, 2025) was submitted to the Ministry of the Environment, Conservation and Parks (MECP) as the design basis for the existing sewage systems reviewed during AEC's site assessment on August 27, 2025, and the proposed design approach to meet the requirements of an ECA as outlined in the MECP's Inspection Report (Event No. 1-1473123260, May 19 – July 3, 2025).

In May 2026, the MECP confirmed the remaining items of the scope of work to be completed for the submission of the ECA to the MECP technical review team.

AEC's initial project proposal (Proposal #: 25-026, July 31, 2025) outlined anticipated ranges of design costs (Refer to Proposal **Table 4** appended for reference). The fees outlined herein in **Section 5** fall within the previous budgetary range provided to the Township.

2. PROPOSED SCOPE OF WORK

Detailed Design and MECP Application

AEC will complete the detailed design required to support the submission of an Environmental Compliance Approval (ECA) application to the Ministry of the Environment, Conservation and Parks (MECP) for the existing sewage systems servicing the Laird Fairgrounds and Racetrack.

The detailed design will incorporate the recommendations identified in AEC's Technical Memorandum dated August 31, 2025, including upgrades necessary to address identified deficiencies and improve long-term system performance and regulatory compliance.

The scope of work will include the preparation of detailed engineering drawings, specifications, and supporting calculations for the proposed sewage system modifications. The proposed works are anticipated to include:

- Diversion of greywater generated from the gazebo kitchen to the existing Class 5 holding tank system to address the Class 2 sewage system flow limitations identified during the preliminary assessment;
- Design of balancing/equalization tanks upstream of the existing Class 4 raised leaching bed to attenuate peak event flows generated during racetrack operations;
- Design of a dosing chamber and associated pumping infrastructure to provide controlled distribution of effluent to the existing raised leaching bed in accordance with Ontario Building Code requirements;
- Integration of flow monitoring and operational controls associated with the balancing and dosing systems;
- Development of site servicing layouts illustrating existing and proposed sewage infrastructure;
- Preparation of a Design Brief documenting the basis of design, design criteria, flow calculations, assumptions, and the rationale supporting the proposed servicing approach;
- Coordination with Greenstone Engineering to incorporate findings and recommendations from the hydrogeological investigation into the final design package;
- Preparation and submission of the Environmental Compliance Approval (ECA) application package, including completion of application forms and assembly of all required supporting documentation; and,
- Liaison with MECP staff during the technical review process to respond to routine comments and requests for clarification associated with the initial review of the ECA submission (10 hours of support included).

The proposed design approach will be based on the findings and recommendations contained within AEC's Technical Memorandum and will be developed with consideration for future flexibility to accommodate foreseeable servicing modifications while minimizing the potential need for future ECA amendments.

T-Time and Grain Size Analysis

AEC will coordinate and oversee the completion of subsurface investigations necessary to support the detailed design and ECA application process. The investigation program will include test pits in the vicinity of the existing raised leaching bed and proposed sewage system upgrades to characterize existing subsurface conditions.

The scope of work will include:

- Coordination of excavation services required to complete the test pit program;
- Field review and documentation of subsurface soil conditions encountered during the investigation;
- Completion of T-Time testing and grain size analyses;
- Assessment of the suitability of the existing subsurface conditions to support the proposed sewage system modifications;
- Integration of the investigation findings into the detailed design process; and
- Preparation of a summary memorandum documenting the test results and design implications for inclusion within the ECA submission package.

It is anticipated that the hydrogeological investigation required in support of the ECA application will be completed by Greenstone Engineering under a separate contract directly with the Township.

3. LIST OF DELIVERABLES

AEC will provide the following deliverables over the span of the project:

- 75% Septic Design Submission;
- 100% Septic Design Submission;
- Design Brief; and,
- MECP ECA Application.

Note: It is proposed the hydrogeological investigation will be provided through a standalone contract with Greenstone Engineering to save the Township the markup on the investigation.

4. SCHEDULE

Reviewing the scope of work provided, AEC has the capacity to initiate this project immediately.

Table 1 below indicates the proposed schedule of deliverables.

Table 1 – Schedule

Deliverable	Completion Date
Approval to Proceed	June 19, 2026
Test Pits and T-Time Analysis	Week of June 29, 2026
Hydrogeological Study (Onsite)	July 17, 2026
Submission of 75% Septic Design	July 24, 2026
Submission of Hydrogeological Investigation Reporting & Submission of 100% Septic Design	August 14, 2026
Submission of ECA Application	August 21, 2026

The above schedule is contingent upon AEC receiving all required documentation/approvals prior to the project start date identified in **Table 1**, as well as any payment milestones identified in **Section 8** (if applicable). Documentation received after this date will result in a re-assessment of schedule and project milestone deliverable dates.

5. FEES

The estimated fees for the scope of work identified are outlined in **Table 2** below.

Table 2 – Professional Service Fees

Phase	Fee
Detailed Design & MECP Application	\$ 13,000.00
T-Time and Grain Size Analysis	\$ 4,000.00
Total (Excl. HST)	\$ 17,000.00

For additional services, or for project phases representing a Time and Material (T&M) structure, the following rates and disbursements identified in **Table 3** below will apply.

Table 3 – Hourly Rates & Disbursements

Item	Fee
Engineering	\$170/hr
Drafting	\$140/hr

Surveying/Inspections	\$125/hr
Administration	\$65/hr
Mileage	\$0.72/km
Per Diem	\$100/day
Printing (8.5x11 – B&W)	\$0.25/pg
Printing (8.5x11 – Colour)	\$0.75/pg
Printing (24x36)	\$10.00/pg

Note: All expenses subject to a 5% markup.

The following table was provided in the initial proposal estimating the range of future design costs. A comparative budget vs. actual comparison has been provided based on the now known design scope required for submission.

Table 4 – Proposal: Range of Future Design Costs Resultant on MECP Pre-Consultation

Task	Budget	Actual
Topographical Survey	\$ 5,000 - 7,500	\$6,000 (PCR 1)
Detailed Design	\$10,000 – 15,000	\$13,000
T-Time and Grain Size Analysis (Including contractor for test pits).	\$ 5,000	\$ 4,000
Hydrogeological Study (Greenstone Engineering)	\$20,000 - \$25,000	\$ 27,150
Subtotal (Excl. HST)	\$52,500	\$50,150

Note: Despite pre-consultation discussions with the MECP, it is not uncommon for additional requirements to be identified by the MECP technical reviewer. This is excluded from the above costing.

From a review of the table above, the proposed design fee falls within the range initially provided for this project.

6. EXCLUSIONS AND ASSUMPTIONS

The following list contains exclusions to AEC's services, as well as assumptions made when developing the scope of services and fee for this proposal. If at any point the Client requests clarification for any exclusions/assumptions below, they are welcome to contact the undersigned.

List of Exclusions

- Environmental/hydrogeological assessments and/or studies (AEC, see separate proposal by Greenstone Engineering).
- Geotechnical engineering.
- Structural engineering.
- Tendering support.
- Private locates.
- Payment for third party studies.
- Electrical engineering.
- Excess soils management.
- Well assessments.
- Legal surveys.
- Cost estimates.
- Permitting/application fees.
- Material testing costs, unless specifically identified in the scope of work.
- Site inspections/construction support.

List of Assumptions

- AEC cannot guarantee the time frame for third party (i.e. approval agency) review and approvals. AEC will make every effort possible to communicate with the regulatory body to retrieve approximate timeframes for reviews and approvals once project limits are finalized.
- Any pump/lift stations are assumed to be package plant systems. The detailed design does not include electrical engineering, and the Township will be required to retain a licensed electrician to review power supply and provide electrical servicing to the unit(s).
- The design will incorporate the use of a balancing tank (equalization tank), and upgrade the existing field bed per the recommendations noted in AEC's technical memorandum (August 2025). Variances to this approach will impact pricing noted above.
- MECP application support varies project to project, site to site. AEC has included ten (10) hours of support during the permitting process. Should these efforts be greater, AEC will communicate with the Township and will continue support in accordance with the T&M rates identified in **Table 3**.

7. PAYMENT SCHEDULE

The payment terms for this project are net 30 days. Project invoicing will be milestone based, coinciding with the following tasks.

- Completion of the T-Time and Grain Size Analysis.
- 50% Septic System Design Submission.
- Submission of ECA Package.

8. TERMS AND CONDITIONS

The abovementioned scope of work will be bound by the *General Terms and Conditions of Contract* provided in the initial proposal dated July 31, 2025.

9. ACCEPTANCE OF PCR

We agree to the above-mentioned scope of work and terms of reference. AEC is directed to proceed with the addition of \$17,000.00 (excl. HST) to project 2025-13.

Client Representative

Date

Marc Pilon, MBA, P.Eng, FEC, C.E.T, PMP
Senior Civil Engineer - Algoma Engineering Company Inc.

Date



Hydrogeological Investigation Proposal

Project: Laird Fairground
127 Lake George Road E
Echo Bay, Ontario

Township of Laird

Attention: Jennifer Errington
3 Pumpkin Point Road
Echo Bay, ON P0S 1C0

June 5, 2026

Project Reference Number: 26225



INTRODUCTION

Further to your request (Jennifer Errington of the Township of Laird, herein referred to the "Client"), Greenstone Engineering Ltd. (Greenstone) is pleased to submit the following proposal to complete a Hydrogeological Investigation in support of proposed septic system upgrades at the Laird Fairground, located at 127 Lake George Road East, Echo Bay, Ontario.

BACKGROUND

The Site is developed with various commercial buildings, associated outbuildings, as well as raceway. The objectives of this study are to characterize the on-site hydrogeological conditions and assess groundwater quality in support of proposed septic system upgrades at the Site.

SCOPE OF WORK

The Hydrogeological Investigation will be completed in general accordance with the following documents and regulations:

- Government of Ontario documents entitled "*Technical Support Document for Ontario Drinking-Water Quality Standards, Objectives and Guidelines*" dated June 2003 (Revised June 2006).
- Ministry of the Environment, Conservation and Parks (MECP) document entitled "*Design Guidelines for Sewage Works*" dated 2008.
- MECP document entitled "*Design Guidelines for Sewage Works*" dated 2008.
- MECP document entitled "*Guideline B-7, Incorporation of the Reasonable Use Concept into MOEE Groundwater Management Activities*" dated April 1994.
- Ontario Regulation 169/03: "*Ontario Drinking Water Quality Standards*" under Safe Drinking Water Act, 2002, S.O. 2002, c. 32.

To characterize Site conditions, a combination of existing background information and field investigations will be completed. The scope of work for the Hydrogeological Investigation will include:

- A detailed review and interpretation of existing background information on earth sciences and groundwater resources in the study area, including previous geotechnical/hydrogeological reports and MECP Water Well Records.
- Inspections to examine the current site conditions.
- Construction of an appropriate number of monitoring wells, anticipated to be up to six wells, to confirm site geology, hydrostratigraphy, groundwater levels, and groundwater quality. The final number, locations, depths, and construction details will be determined following completion of the preliminary site inspection and review of site-specific conditions. All water wells will be installed in accordance with Ontario Regulation 903 "*Wells*" (O. Reg. 903). Boreholes will be



advanced using a track-mounted drill equipped with direct push continuous split spoon assembly and hollow stem augers. For the purpose of this proposal, Greenstone has assumed each monitoring well will be installed to a maximum depth of 4.5 metres below grade (mbg). All monitoring wells will be screened across shallow groundwater aquifer interface and will be fitted with a stickup or flush-mount protective cover. Please note that the drilling depths proposed have been based on Greenstone's understanding of Site conditions. Should drilling depths vary from those assumed herein, or should site conditions require an alternative drilling methodology to achieve the project objectives, Greenstone will notify the Client and issue a change order prior to undertaking the additional work.

- Monitor groundwater levels at all available monitoring wells.
- Conduct in-situ (rising or falling head) field hydraulic conductivity tests at select wells.
- Collection of soil samples for grain size analysis.
- Collection of groundwater samples from the newly installed monitoring wells and existing potable well. Samples will be submitted for laboratory analysis of critical contaminants (i.e., nitrate and nitrite) and other key contaminant indicator parameters (i.e., ammonia, electrical conductivity, dissolved oxygen, total organic carbon (TOC), pH, phosphorus, Total Kjeldahl Nitrogen (TKN), sodium, chloride, metals and potassium), E. coli, total coliforms, bicarbonate/alkalinity and sulphate.
- Determination of static water elevations in wells.
- Inspection of the site and its immediate vicinity for evidence of permanent, intermittent or ephemeral water courses.
- Determination of relative elevations of surface water bodies on-site or in the immediate site vicinity.
- Door-to-door survey in the site vicinity to determine water well use and characteristics.
- Preparation of a Hydrogeological Investigation Report documenting the completed work, presenting the results of the investigation, and providing conclusions and recommendations regarding the proposed septic system upgrades.

The number, locations, depths, and construction details of the proposed monitoring wells will be finalized following completion of the preliminary site inspection. The preliminary site inspection will assess site-specific factors, including topography, drainage patterns, potential contaminant sources, site accessibility, existing infrastructure, and anticipated subsurface conditions. The monitoring well network will be designed to adequately characterize site hydrogeological conditions, groundwater flow direction, and groundwater quality. Accordingly, the monitoring well locations presented herein are conceptual and may be modified based on the findings of the preliminary site inspection.



PROPOSED SCHEDULE

Greenstone proposes the following schedule to complete the project:

Task	Timeline
1) Records review, door to door survey.	2 weeks
2) Utility Locates (private and public)	
3) Drilling and Soil Sampling*	2 days
3) Groundwater Sampling	1-2 days
4) Laboratory Analysis (standard turnaround time)	1 week
5) Hydrogeological Investigation Reporting	2 weeks
Total Project Timeline	Approximately 6 weeks

*The drilling program timeline is subject to contractor availability.

PROJECT COST

Greenstone Engineering can complete the above scope of work for a lump sum fee as per below:

Item	Cost
Greenstone Professional Fees	\$11,900.00
Drilling and Private/Public Utility Locates	\$10,250.00
Laboratory Analysis	\$3,500.00
Disbursements (Equipment, Supplies, Mileage, Etc.)	\$1,500.00
Total (Plus HST)	\$27,150.00

It should be noted that the estimated cost is based on Greenstone's understanding of the property and work conditions. Should conditions or scope of work change during the project, resulting in additional labour or expenses and materials, Greenstone will notify the client and provide a change order. No additional work will commence without notification and consent from the client. Our cost assumes that all work can be completed during the regular business hours of 8 AM to 5 PM, Monday through Friday. If evening or weekend work is required there will be overtime surcharges (50%) incurred for our labour



rates. Our proposal is subject to the Terms and Conditions given in the “Work Authorization” contract form below. **Payment is due net 30 days.**

CLOSING

Should you find the terms and conditions acceptable within the attached Work Authorization Form, please sign it and return it to Greenstone via email to the undersigned.

Should you wish to discuss any aspect of this work, please contact us at your convenience.

Sincerely yours,

A handwritten signature in black ink that reads "Don Cavan".

Donald Cavan, M.Env.Sc., P.Geo., QP_{ESA}

General Manager

705-989-2662

don@greenstoneengineering.ca

Enclosed (2 pages): Work Authorization Form



WORK AUTHORIZATION FORM

1. GREENSTONE's estimate was prepared for the consideration of the client only. Its contents may not be used or disclosed to any party without prior written consent from GREENSTONE.
2. GREENSTONE's estimate shall be valid for a period of thirty (30) days from date of issue. The validity period may be extended by mutual agreement in writing. GREENSTONE reserves the right to revise the estimate beyond the stated validity period.
3. Any work performed by GREENSTONE will be conducted in accordance with generally accepted environmental practices current in the area at the time the work is performed.
4. For any ground disturbance work the client must provide all known maps of private underground utilities and structures within the work area. GREENSTONE will verify location of existing private utilities and structures as shown on these drawings on a best effort basis. GREENSTONE will not be liable for any subsequent damages for failing to designate any underground utilities or structures which were not indicated on the client provided drawings at the time of, or prior to, the provision of this service. GREENSTONE assumes no liability for damages caused by the excavation of buried objects on the site not found that are outside our scope of work or defined work area.
5. GREENSTONE accepts no responsibility and is not liable for damages suffered by any third party as a result of decisions or actions based on the performance of the statement of work by GREENSTONE.
6. The completeness of work carried out by GREENSTONE is based on information provided by the client at or prior to the earlier of the time of issuance of the estimate or quote. If the scope work or size and/or extent of the work area changes, a signed change order must be issued so that scope of work can be adjusted to address client requirement changes. Documents and maps provided by GREENSTONE are the definitive means legally defining the extent of the work area investigated.
7. Except as written in the contract/estimate/quote, GREENSTONE disclaims any and all promises, representations, warranties and covenants, express, implied, statutory or otherwise.
8. GREENSTONE shall not be liable for any amount in excess of the fees paid by the Client to GREENSTONE for the work described in this estimate on account of any loss, injury, death, or damage whether resulting directly or indirectly to a person or property irrespective of the cause or origin of such loss, injury, death or damage including, without limitation, loss, injury, death or damage attributable to the negligence of GREENSTONE, its employees and agents in the performance or non-performance of the service.
9. GREENSTONE is covered by the Workers' Safety Insurance Board of Ontario, and carries general commercial liability insurance, and non – owned automobile insurance. Certificates of documentation are available upon request.
10. No warranty is either expressed or implied, or intended by this agreement or by furnishing oral or written reports or findings.
11. The work will be limited to those locations and/or areas of concern identified by the client or scope of work as outlined in our estimate. Other areas of concern may exist but will not be investigated within the scope of this assignment.
12. Any budget estimates provided are preliminary and subject to verification unless otherwise agreed.
13. The client is to identify all known hazardous conditions that exist within the building, on the property and in the area of work including but not limited to: the presence of confined spaces, work at heights, areas causing heat stress, traffic, pinch points, asbestos, designated substances, etc. The client is to identify any specific training requirements required for access and entry to the building, property and area of work and provide any site-specific training required at no cost to GREENSTONE. The client must provide safe access to the site and compliance with the Occupational Health and Safety Act (Ontario) and all other applicable safety codes and standards for matters under the control of the Client, which would affect the safety of GREENSTONE staff on site.
14. GREENSTONE makes no representations or warranties whatsoever, including those concerning the legal significance of our findings, or as to other legal matters touched on in the report, including, but not limited to, ownership of any property, or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretations and these interpretations may change over time and we undertake no, and expressly disclaim, obligation to advise Client of such change. GREENSTONE accepts no responsibility for consequential financial effects on transactions or property values, or requirements for follow-up actions and costs.



- 15. The liability of GREENSTONE or our officers, directors, shareholders or staff will be limited to the lesser of the fees paid or actual damages incurred by the Client.
- 16. GREENSTONE will not be responsible for any consequential or indirect damages. GREENSTONE will only be liable for damages resulting from negligence of GREENSTONE will not be liable for any losses or damage if Client has failed, within a period of (2) years following the date upon which the claim is discovered within the meaning of the Limitations Act, 2002 (Ontario), to commence legal proceedings against GREENSTONE to recover such losses or damage.
- 17. Information provided by GREENSTONE is intended for Client use only. GREENSTONE will not provide results or information to any party other than the Client, unless the Client, in writing, requests information to be provided to a third party or unless disclosure by GREENSTONE is required by law. Unless consented to by GREENSTONE, which consent may be unreasonably and/or arbitrarily withheld, any use by a third party, of reports or documents authored by GREENSTONE, or any reliance by a third party on or decisions made by a third party based on the findings described in said documents, is the sole responsibility of such third parties. GREENSTONE accepts no responsibility for damages, suffered by any third party as a result of decisions made or actions conducted by any party.
- 18. GREENSTONE does not make any representation or warranty, express or implied, as to the accuracy or completeness of the information or the state of affairs of the property furnished by the Client to GREENSTONE and contained in any report prepared by GREENSTONE.

Acceptance authorizes:

- 1. The release, to GREENSTONE, of information requested in connection with this work. GREENSTONE undertakes to maintain the confidentiality of all such information.
- 2. The release by GREENSTONE of information to others necessary to perform the work.

Entry and access to all areas of the property and buildings on the property, by GREENSTONE staff or representatives, as required, to perform the proposed services. Client shall identify limitations, conditions or terms regarding entry and access ("Access Restrictions").

It is understood that the Client will be liable for all additional costs incurred by GREENSTONE in the performance of the proposed work, caused by changes to the terms, delays, postponements or cancellations or other unseen or unknown conditions that are beyond the control of GREENSTONE including, without limitation, delays caused by failure to provide information on a timely manner or Access Restrictions not revealed to GREENSTONE prior to the date hereof.

By signing, the Client provides authorization to proceed and accepts the terms and conditions outlined above and in the referenced estimate (if applicable). In the event GREENSTONE provides services requested by the Client, in addition to those identified above or in the estimate (where applicable), the Client agrees to compensate GREENSTONE either on a time and materials basis using the GREENSTONE standard rates (in effect at the time the service is provided), or as per a written amendment to the terms and conditions originally agreed upon.

Should you find these terms and conditions acceptable please sign and return this document to GREENSTONE.

COMPANY NAME:	AUTHORIZING CONTACT NAME:
DATE	BILLING ADDRESS:
PURCHASE ORDER NO.:	BILLING CONTACT NUMBER:
AUTHORIZING SIGNATURE	

This form is to be used to petition municipal council for a new drainage works under the *Drainage Act*. It is not to be used to request the improvement or modification of an existing drainage works under the *Drainage Act*.

To: The Council of the Corporation of the Municipality of Laird

The area of land described below requires drainage (provide a description of the properties or the portions of properties that require drainage improvements)

- To add this property to the Fremlin petition to bring the drainage across the road.
- To include this petition with the Fremlin petition + some engineer report.

In accordance with section 9(2) of the *Drainage Act*, the description of the area requiring drainage will be confirmed or modified by an engineer at the on-site meeting.

As owners of land within the above described area requiring drainage, we hereby petition council under subsection 4(1) of the *Drainage Act* for a drainage works. In accordance with sections 10(4), 43 and 59(1) of the *Drainage Act*, if names are withdrawn from the petition to the point that it is no longer a valid petition, we acknowledge responsibility for costs.

Purpose of the Petition (To be completed by one of the petitioners. Please type/print)

Contact Person (Last Name) <u>Holmberg</u>	(First Name) <u>Craig</u>	Telephone Number ext.
---	------------------------------	--------------------------

Address	
Road/Street Number <u>230 A</u>	Road/Street Name <u>Bar River Road</u>

Location of Project			
Lot <u>Lot 29</u>	Concession <u>Plan H773</u>	Municipality <u>Macdonald, Merrett & Aberdeen Additional</u>	Former Municipality (if applicable)

What work do you require? (Check all appropriate boxes)

- Construction of new open channel
- Construction of new tile drain
- Deepening or widening of existing watercourse (not currently a municipal drain)
- Enclosure of existing watercourse (not currently a municipal drain)
- Other (provide description ▼)

Fremlin Drain -

Name of watercourse (if known)

Estimated length of project

General description of soils in the area

What is the purpose of the proposed work? (Check appropriate box)

- Tile drainage only
- Surface water drainage only
- Both

Petition filed this 11 day of June, 2026

Name of Clerk (Last, first name)
Errington, Jennifer

Signature
Jennifer Errington

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number if available.
- If you have more than two properties, please take copy(ies) of this page and continue to list them all.

Number	Property Description Plan H773 Lot 29 PTRCP
Ward or Geographic Township	Parcel Roll Number Macdonald, Meredith & Aberdeen Addl 57 51 020 000 45800 0000

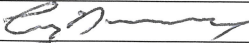

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
Holmberg, Craig		2026/06/11
Holmberg, Sandra		2026/06/11

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation. Date (yyyy/mm/dd)
Position Title	

Number	Property Description
Ward or Geographic Township	Parcel Roll Number

I hereby petition for drainage for the land described and acknowledge my financial obligations.

Ownership

Sole Ownership

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)
--	-----------	-------------------

Partnership (Each partner in the ownership of the property must sign the petition form)

Owner Name (Last, First Name) (Type/Print)	Signature	Date (yyyy/mm/dd)

Corporation (The individual with authority to bind the corporation must sign the petition)

Name of Signing Officer (Last, First Name) (Type/Print)	Signature
Name of Corporation	I have the authority to bind the Corporation. Date (yyyy/mm/dd)
Position Title	

Township of Laird
Clerk Administrator
2026/06/11

Check here if additional sheets are attached Clerk initial **ge**

Petitioners become financially responsible as soon as they sign a petition.

- Once the petition is accepted by council, an engineer is appointed to respond to the petition. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 8(1).
- After the meeting to consider the preliminary report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible in equal shares for the costs. *Drainage Act*, R.S.O. 1990, c. D. 17 subs. 10(4).
- After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 43.
- If the project proceeds to completion, a share of the cost of the project will be assessed to the involved properties in relation to the assessment schedule in the engineer's report, as amended on appeal. *Drainage Act*, R.S.O. 1990, c. D. 17 s. 61.

Notice of Collection of Personal Information

Any personal information collected on this form is collected under the authority of the *Drainage Act*, R.S.O. 1990, c. D. 17 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to: where the form is addressed to a municipality (municipality to complete)

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.

Tuesday May 20, 2026

Dear Mayor Evoy,

Hello Shawn, we are writing from the 4/5 class in Echo Bay, Central Public School.

We have been learning about the governments in Canada including municipal government. We know you have lots of responsibilities as mayor.

Some things that we love about Laird are. We love the Bar River Rink, the Laird Fair and all the farmland we love so much more in Laird.

Some questions we have for you.

- How many cemeteries are in Laird?
- What is the population of Laird?
- Do you enjoy being the mayor?

From: Darby Evoy and Corbett Koski

We hope to hear back from you.

Dear Counselor Rydall,

We are writing to you from the grade 4/5 class at Echo Bay Central Public School. We are learning about the different levels of government including the Municipal government.

We love the Laird Fair, Laird Raceway and Pumpkin Point park. We have also heard that Laird is a safe and peaceful community from a fellow teacher at our school.

We have learned a lot about the municipal government including that you oversee sewage, libraries, museums, parks, roads, emergency services, and more.

Some questions we have are:

- Does Laird have a by-law officer?

- Does every counselor have a different role such as one managing parks and the other museums?
- Is it fun being a counselor?
- Is it difficult being a counselor?
- If you could choose one thing to change/fix or make to make Laird better, what would you change?

Although we do not live in Laird we live in neighboring towns and always have fun when we visit whether it's the Laird Fair or Raceway. We also enjoy visiting the park and more.

We hope you can write back. We enjoy learning about this level of government and would like to hear from someone who works and knows a lot about the Municipal government.

Sincerely, *Ruby Robert and Leah Towell*
of Echo Bay Central Public School.

Monday May 25, 2026

Dear Councilor Matthew Frolick,

I am writing from the grade 4/5 class from Echo Bay Public School. We have been learning about the three different levels of Canadian government.

I have 3 things that I love about Laird.

- I love Laird Raceway.
- I love Pumpkin Point Bird Watch.
- I love Pumpkin Point Park.

In class, we have been learning about the three different levels of Canadian government.

- The leader of municipal council is called Mayor or Reeve.
- There are 444 municipalities in Ontario.

I have 3 questions for you.

- How many Mayors do you know from other communities?
- How many people are in our community right now?
- How many councillors were there before you?

Thank you for your time. I hope to hear back from you soon. Or you're welcome to come visit us in our classroom!

From,

Skyler V.

Grade 5 Echo Bay Central Public School

Dear: Bradley Shewfelt,

We are writing to you from the Grade 4\5 class at Echo Bay Central School. We have been learning about municipal government in Ontario. We learned that there is a total of 444 municipalities in our province of Ontario.

We love living in Laird. We enjoy going to Laird Fair.

We have some questions for you, and we hope to hear back from you soon, or have you come and visit our class.

- Is being a councilor difficult? What are the challenges you face?
- How many lakes are in Echo Bay?

From Grade 4/5 students,

Darwin & Thomas

Friday May 15, 2026

Dear Councilor Junor,

We are writing to you from the grade 4/5 class at Echo Bay Central Public school. We have been learning about the different levels of government in Ontario.

Some things that we really love in Laird is all the great farms, all the awesome land and flowers, the awesome fields and the amazing Laird Raceway!

We learned that municipal government has a mayor or sometimes called a Reeve. Also, there's a council, and we also learned that there are 444 different municipalities within the province of Ontario.

Could you try and convince the Mayor to make a new park please and maybe a library? Do you enjoy being a council member? Do you or any other council members have different jobs outside of council? We hope to hear from you soon.

Sincerely,

Holden D. and Amelia M.

from the 4/5 class in Echo Bay Central School

TOWNSHIP OF LAIRD
MEMORANDUM

Date: June 18, 2026
To: Mayor Evoy and Council
From: Jennifer Errington, Clerk Administrator
Subject: Rowdy Ranchers – Donation Request

Purpose:

To request Council’s guidance on the 2026 Sponsorship Proposal submitted by Rowdy Ranchers, and to provide background on the reduced rental rate approved by the Laird Fairgrounds Sub-committee for the 2025 event weekend.

Background:

Rowdy Ranchers have submitted a Sponsorship Proposal for 2026 seeking support from the Township.

In 2025, Council deferred the group’s donation request to the Laird Fairgrounds Sub-committee. The Sub-committee approved renting the Fairgrounds to Rowdy Ranchers for the Friday night, Saturday, Sunday, and Monday of the August 30, 2025 weekend at a reduced rate of \$500.00.

The Township customarily does not charge for Friday evening when a group rents the Fairgrounds for a full weekend and uses the Friday only for set-up. However, in 2025, Rowdy Ranchers held events on the Friday night, which means the Friday portion should have been included in the rental calculation, which I don’t believe it was.

For Council’s clarity, the true standard four-day rental rates are:

- Full Facility (4 days): \$1,035.00
- Horse Facility Only (with barn, 4 days): \$900.00

When staff prepared the comparison last year, the following internal rate schedule was used:

- Full Facility (3 days): \$755.00
- Horse Facility Only (with barn, 3 days): \$675.00

Analysis

Rowdy Ranchers have requested municipal support through their 2026 Sponsorship Proposal, which includes:

- **Gold Sponsorship** — \$200 and above
- **Silver Sponsorship** — \$100 to \$200
- **Bronze Sponsorship** — \$50 to \$100

In addition to considering a sponsorship contribution, Council may also determine whether it wishes to provide a rental discount for 2026, similar to the reduced rate of \$500.00 approved in 2025.

Council Decision Options (Simplified):

1. **Provide a Sponsorship Contribution**
Support the event at one of the requested levels (Gold, Silver, Bronze). No rental discount would be applied.
2. **Provide a Rental Discount**
Approve a reduced Fairgrounds rental rate for 2026, such as repeating the \$500.00 rate. No sponsorship contribution would be provided.
3. **Provide Both**
Offer a sponsorship contribution **and** approve a reduced rental rate (e.g., **\$500.00**).

These decisions should consider fairness to other user groups, financial impact, and the community benefit of the event.

Financial Impact

In 2025, the Sub-committee approved a reduced rate of **\$500.00**, compared to:

- **\$1,035.00** standard full-facility four-day rate, or
- **\$900.00** standard horse-facility four-day rate.

The 2026 Sponsorship Proposal may have additional financial implications depending on Council’s direction.

RECOMMENDATION

That Council provide direction regarding the 2026 Sponsorship Proposal submitted by Rowdy Ranchers, and receive the 2025 rental rate background for information.

Recommended Motion:

BE IT RESOLVED THAT the Council of the Township of Laird hereby receives the Clerk’s Report titled “*Rowdy Ranchers – Donation Request*” dated June 18, 2026, and directs staff with respect to the 2026 Sponsorship Proposal submitted by Rowdy Ranchers.

ATTACHMENT

- Sponsorship Proposal – Rody Ranchers Round-Up

From: Kelly fremlin <sunsetranch643@hotmail.com>
Sent: May 20, 2026 2:14 PM
To: info@lairdtownship.ca
Subject: Fw: sponsorship letter

Thank you for your consideration. Kelly Fremlin

Get [Outlook for Android](#)

From: shara young <rowdyranchers@outlook.com>
Sent: Saturday, March 14, 2026 10:07:58 AM
To: Kelly fremlin <sunsetranch643@hotmail.com>
Subject: sponsorship letter



SPONSORSHIP PROPOSAL

Please accept this letter as our request for sponsorship for our annual Non-Profit horse show. This year our Rowdy Ranchers Round-Up will be held from August 29th to September 1st, 2025.

The show is a big local attraction each year for horse enthusiasts as well as a fun weekend for the whole family with many classes for young people and adults.

We are reaching out to local businesses, who would be interested in donating funds to help with our costs or renting the Laird Fair Grounds, insurance and prizes for our rowdy ranchers.

In return for your donation, we will advertise your business on our rowdy ranchers round-up face book page, on social media as well as throughout the weekend at the show and on our sponsorship banner.

Gold sponsors \$200.00 and up

Silver sponsors \$100.00 - \$200.00

Bronze sponsors \$50.00 - \$100.00

E-transfers can be made to rowdyranchers@outlook.com or by contacting Kelly Fremlin 7052482280

Thank you in advance for your sponsorship. Please join us as a rider or spectator for a weekend of horsey fun.

TOWNSHIP OF LAIRD
MEMORANDUM

Date: June 18, 2026
To: Mayor Evoy and Council
From: Jennifer Errington, Clerk Administrator
Subject: **Community Fire Safety Officer – Vacancy and Interim Appointment**

Purpose:

To inform Council that the position of Community Fire Safety Officer (CFSO) is currently vacant and to seek Council direction on an interim appointment while staff work with the Township of Macdonald, Meredith & Aberdeen Additional (Echo Bay) to explore a joint appointment.

Background:

The Township's current Community Fire Safety Officer (CFSO), Janice Catling, was appointed by By-law 870-08 on February 6, 2008. Staff have recently confirmed that Ms. Catling has moved out of the area and is no longer available to fulfill the duties of the position. As a result, the CFSO position is now vacant.

Under the Fire Protection and Prevention Act, 1997 (FPPA), municipalities are required to provide public fire safety education and fire prevention programs appropriate to local needs and circumstances. While the Act does not prescribe the exact job title, the function is mandatory. The CFSO role is the Township's designated position responsible for coordinating these legislated public education duties.

Given that Laird Township contracts fire services from Echo Bay, and that most public education activities occur in Echo Bay (including school-based programming), it is operationally efficient and consistent with past practice for both municipalities to share the same CFSO. Staff have reached out to Echo Bay to determine whether they are also seeking a joint appointment, as both municipalities previously appointed Ms. Catling.

Interim Appointment Need:

Until a joint appointment can be finalized, staff recommend that Council appoint the Clerk Administrator as Interim Community Fire Safety Officer to ensure the Township remains compliant with its public education obligations and is represented in upcoming provincial initiatives.

The Clerk Administrator will participate in the Office of the Fire Marshal (OFM) Public Education and Communications Unit webinar on Wednesday, June 17, 2026.

This session will brief departments on the 2026 Fire Prevention Week – Fire Safety Community Champion Program and Carbon Monoxide Awareness Week – Morning Announcements Program, both of which require active participation from local public educators.

Analysis:

- The CFSO role fulfills the Township’s mandatory FPPA obligation to deliver public fire safety education.
- The position is currently vacant due to the departure of the appointed officer.
- An interim appointment ensures continuity, compliance, and participation in provincial initiatives.
- A joint appointment with Echo Bay remains the most efficient long-term solution, given shared fire services and shared public education needs.
- A by-law is required to appoint the interim CFSO.

RECOMMENDATION

Recommended Motion:

That Council pass the following motion:

BE IT RESOLVED THAT the Council of the Township of Laird acknowledges that the position of Community Fire Safety Officer is vacant due to the departure of the previously appointed officer, Janice Catling, originally appointed by By-law 870-08;

AND THAT Council hereby appoint the Clerk Administrator as Interim Community Fire Safety Officer to ensure continuity of mandatory public education functions;

AND THAT a by-law to formalize this appointment is included in the By-law section of this agenda for Council’s consideration.

TOWNSHIP OF LAIRD
MEMORANDUM

Date: June 18, 2026
To: Mayor Evoy and Council
From: Jennifer Errington, Clerk Administrator
Subject: **Interim Planning Advisory Services – Single-source Engagement of J.L. Richards & Associates Limited (JLR)**

Purpose:

The purpose of this report is to seek Council approval to engage J.L. Richards & Associates Limited (JLR) to provide interim, as-needed planning advisory services to support the Township’s statutory responsibilities under the Planning Act, particularly regarding Additional Residential Units (ARUs), application review, and zoning interpretation. This engagement is proposed as a single-source professional service under the Township’s Procurement By-law 832-04.

Background:

Recent amendments to the Planning Act through Bill 109 (More Homes for Everyone Act, 2022), Bill 23 (More Homes Built Faster Act, 2022), and Bill 97 (Helping Homebuyers, Protecting Tenants Act, 2023) have significantly changed municipal obligations related to:

- ARUs
- Mandatory permissions for additional dwelling units
- Shortened decision timelines
- Increased appeal risks
- Zoning conformity with provincial housing policy

Laird Township’s Zoning By-law is outdated and does not contain the required ARU permissions or modern zoning provisions. Staff are receiving increasing inquiries regarding ARUs and anticipate a formal application in the near future. Without an in-house Planner and with an outdated Zoning By-law, staff are not confident navigating these new requirements without professional planning support.

The Township also shares planning responsibilities with the Desbarats to Echo Bay Planning Board, which has retained JLR to prepare the new Joint Official Plan. JLR is therefore already familiar with Laird Township’s planning context, constraints, and policy direction.

Proposal Received:

JLR has submitted a proposal dated June 10, 2026 to provide as-needed planning advisory services. Their scope includes (citations from the proposal):

- “On-call advisory services to support Township staff... including identification of application-related planning issues, assistance with responses to resident inquiries, and zoning interpretations.”
- “Review, analysis and preparation of professional planning recommendations on Planning Act applications... including statutory notices and planning memos.”
- “Creation of service standards, business processes, application forms, and agreement templates, if requested.”
- “Creation and maintenance of the Township’s Zoning By-law, if requested.”

Hourly Rates (excluding HST):

- Principal Associate / Director of Planning – \$285/hr
 - Senior Planner / Practice Lead – \$242.50/hr
 - Planner – \$175/hr
- A 7% administration fee applies to professional fees.

JLR can begin work immediately.

Procurement By-law Compliance:

The Township’s Procurement By-law 832-04 permits non-competitive procurement for professional services under:

1. Professional Services Exemption – Section 1.0.2

The by-law exempts:

“Other Professional and Special Services...”

Planning services fall squarely within this category.

2. Single Source – Section 5.0.2

“Exemption... is granted where the municipality deems it desirable to award a non-competitive contract...”

A single-source engagement is desirable because:

- JLR is already the Planning Board’s consultant for the Joint Official Plan
- They understand Laird’s planning context and constraints
- Staff require immediate support to meet statutory obligations
- An ARU application is expected imminently
- The Zoning By-law is outdated and non-compliant

- Staff lack the expertise to interpret the new Planning Act requirements

This approach is transparent, efficient, and fully compliant with the by-law.

Analysis:

Engaging JLR on an interim basis will:

- Ensure the Township meets its statutory obligations under the Planning Act
- Provide staff with immediate access to professional planning expertise
- Support consistent interpretation of ARU requirements
- Reduce the risk of incorrect decisions or appeals to the Ontario Land Tribunal
- Maintain continuity with the Joint Official Plan work already underway
- Allow the Township to respond confidently to development inquiries and applications

Once the Joint Official Plan is adopted and the Township begins the Zoning By-law update, staff will initiate a full competitive procurement for long-term planning services.

Financial Impact:

Costs for interim planning advisory services will be incurred on an as-needed basis in accordance with JLR's hourly rates and 7% administration fee.

Under the Township's Fee Schedule By-law 2077-26, the Zoning By-law Amendment application fee includes the following clause:

"If a planning peer review service is required for a Zoning Amendment application, any fees associated with the peer review will be charged to the applicant at actual cost for services provided by the Township's planning consultant."

Accordingly:

- Any JLR costs directly related to a specific Planning Act application (e.g., Zoning By-law Amendment, Minor Variance) will be charged back to the applicant at actual cost, consistent with By-law 2077-26.
- JLR will invoice per file, allowing the Township to apply appropriate cost recovery.

The Township may incur some initial costs prior to receiving any applications. These costs may include:

- Reviewing and updating existing application forms
- Reviewing current planning procedures for compliance with Bill 109/23/97
- Staff training and advisory support to ensure correct interpretation of ARU requirements

- Preliminary zoning interpretation work to address active inquiries

These preliminary costs are necessary to ensure the Township is compliant with the Planning Act and prepared to process applications correctly and defensibly. Once applications begin to be submitted, the majority of planning-related costs will be recoverable from applicants.

RECOMMENDATION

Recommended Motion:

That Council pass the following motion:

BE IT RESOLVED THAT Council authorize the engagement of J.L. Richards & Associates Limited to provide interim, as-needed planning advisory services to support the Township's statutory responsibilities under the Planning Act;

AND THAT this engagement be approved as a single-source professional service in accordance with Sections 1.0.2 and 5.0.2 of Procurement By-law 832-04;

AND THAT the Clerk Administrator be authorized to execute the JLR proposal dated June 10, 2026;

AND THAT staff initiate a full competitive procurement process for long-term planning services following adoption of the Joint Official Plan and commencement of the Zoning By-law update.

TOWNSHIP OF LAIRD
MEMORANDUM

Date: June 18, 2026
To: Mayor Evoy and Council
From: Jennifer Errington, Clerk Administrator
Subject: Postage Meter Lease Renewal – Cost Review & Options

Purpose:

To provide Council with updated information regarding the expiry of the Township's postage meter lease, outline the vendor's renewal options, summarize confirmed end-of-lease costs, and present a financial comparison between continuing with a leased postage meter and purchasing postage directly from the Echo Bay Post Office. Staff are seeking Council direction.

Background:

The Township's postage meter lease expired on January 1, 2026. The vendor has offered two renewal options for a 66-month term:

- PostBase 30 – \$56.95/month
- PostBase Fusion S3 – \$66.50/month

The vendor highlights several operational benefits of maintaining a postage meter, including a 1-cent postage discount, semi-automatic feeding, envelope sealing, quiet operation, and on-site postage loading.

The Township currently processes approximately 2,300 envelopes per year, which is lower than when the postage meter was first acquired, reducing the operational benefit of maintaining leased equipment.

Updated Vendor Information:

Staff contacted the vendor to confirm end-of-lease obligations. The vendor advised:

- If the Township does not renew the lease, the postage meter must be returned to the leasing company, and a component must also be shipped to Francotyp-Postalia.
 - The Township is responsible for all return-shipping costs.
- Unused ink cartridges are not refundable unless the Township enters into a new lease.

- The Township currently holds approximately \$400 in unused ink, which may be sold privately but will not be credited by the vendor.

This information has been incorporated into the financial analysis below.

Analysis:

1. Cost of Leasing a Postage Meter

PostBase 30:

- $\$56.95/\text{month} \times 12 = \mathbf{\$683.40/\text{year}}$
- 66-month total: **\$3,758.70**

PostBase Fusion S3:

- $\$66.50/\text{month} \times 12 = \mathbf{\$798.00/\text{year}}$
- 66-month total: **\$4,389.00**

Ink costs would be lower with the Fusion S3 due to high-yield cartridges, but the Township currently uses only one cartridge per year, so savings are limited.

2. Postage Discount Value

The meter provides a 1-cent discount per envelope.

- $2,300 \text{ envelopes} \times \$0.01 = \$23.00/\text{year saved}$

This does not materially offset the lease cost.

3. Cost of Purchasing Postage at the Echo Bay Post Office

Estimated mileage cost for twice-monthly trips:

- $18 \text{ km round-trip} \times \$0.70/\text{km} = \mathbf{\$12.60 \text{ per trip}}$
- $\text{Twice monthly} \times 12 \text{ months} = \mathbf{\$302.40/\text{year}}$

Even with mileage, this remains less than half the annual cost of the current lease and less than 40% of the cost of the new model.

4. End-of-Lease Costs

- Return-shipping costs will apply (amount not yet provided by vendor).
- Unused ink value (~\$400) becomes a sunk cost unless sold privately.

These costs are one-time and do not outweigh the long-term savings of discontinuing the lease.

5. Operational Considerations

While the vendor highlights convenience features, Laird's current mail volume is manageable without a postage meter. Manual stamping does not create a significant operational burden.

Financial Comparison

Option	Annual Cost	66-Month Cost	Additional Considerations
PostBase 30 Lease	\$683.40	\$3,758.70	No ink refund unless renewing
PostBase Fusion S3 Lease	\$798.00	\$4,389.00	Free ink promo; no ink refund unless renewing
Purchase Postage at Post Office	~\$302.40	~\$1,663.20	One-time return-shipping costs; ~\$400 ink loss

Options for Council

Option 1 – Renew Lease (PostBase 30)

- Maintains current workflow
- Higher annual cost
- No refund for existing ink unless renewing

Option 2 – Upgrade to PostBase Fusion S3

- Newer technology
- Lower ink costs
- Highest annual cost

Option 3 – Discontinue Postage Meter and Purchase Postage at Echo Bay Post Office (Recommended)

- Lowest long-term cost
- One-time return-shipping costs and ink loss
- Mail volume is manageable without a meter

RECOMMENDATION

That Council direct staff to discontinue the postage meter lease and transition to purchasing postage directly from the Echo Bay Post Office, as this option provides the lowest long-term cost to the Township even after accounting for return-shipping costs and the loss of unused ink value.

Recommended Motion:

That Council pass the following motion:

BE IT RESOLVED THAT the Township discontinue the postage meter lease and transition to purchasing postage directly from the Echo Bay Post Office, as this remains the lowest-cost option;

AND THAT staff return the postage meter equipment to DeLage Landen Financial Services Canada Inc. and the required component to Francotyp-Postalia Canada Inc., and cover associated return-shipping costs;

AND THAT staff dispose of or sell the Township's unused postage meter ink in a practical and cost-effective manner.

From: Jamie Bishop <jamie.bishop@mpac.ca>
Sent: June 3, 2026 3:05 PM
To: info@lairdtownship.ca
Subject: MPAC's exploratory work on a new revenue management system



June 3, 2026

To: CAO/City Managers, CFO/Treasurer, Clerks/Deputy Clerks,
Taxation, Heads of Council, Councillors

Subject: MPAC's exploratory work on a new revenue management system

Good afternoon Councillor Frolick,

We're writing with an update on early work underway at MPAC to support more integrated, efficient approaches to municipal revenue management and to introduce the team leading it.

Earlier this year, the City of Port Colborne approached MPAC to explore how a more integrated approach to revenue management could be supported. Building on that conversation, we've begun exploratory work to assess how a secure revenue management system, envisioned as a future service offered through MPAC Municipal Connect™, could better connect parts of the assessment-to-tax lifecycle, including billing, account management, payments, reporting, and service interactions.

This work builds on MPAC's established role as a trusted data provider to Ontario municipalities. It explores how the data expertise we already deliver could extend into more connected parts of municipal revenue operations, complementing the services we provide today. We're engaging a small number of municipalities at this stage to ensure the work reflects a broad range of priorities and requirements.

The City of Niagara Falls and a third municipality are also participating in this phase, helping us identify common needs and assess how a modern, scalable approach could support increasingly complex operating environments.

This work is being led by Chris Fusco, Vice President, Professional Services, with Natasha Dawood, Director, Professional Services. The team brings together MPAC's capabilities in data, software, and professional services – extending our role beyond assessment to support more connected municipal services.

At this stage, no decisions have been made about future delivery or approach. However, this work may help inform a potential solution over time that is grounded in real municipal needs and designed to be practical and scalable.

Your local Account Manager remains your primary point of contact and can connect you with the Professional Services team if you'd like to discuss this further.

Chris and Natasha will also be attending the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) Conference on Monday, June 8 and would welcome the chance to connect.

We'll share updates as this work progresses. In the meantime, please don't hesitate to reach out with any questions to Judy Sauder at judy.sauder@mpac.ca.

Sincerely,

Jamie Bishop
Chief Customer Officer
Public Affairs and Customer Experience

Chris Fusco
Vice President, Professional Services
Commercial and Client Solutions

THE CORPORATION OF THE TOWNSHIP OF LAIRD

By-Law No. 2088-26

BEING A BY-LAW to set and levy final tax rates and to repeal By-law 2085-26, and to further provide for penalty and interest in default of payment thereof for 2026.

WHEREAS Section 312 of the *Municipal Act, 2001*, as amended, provides that the Council of a local municipality shall pass a by-law to levy a separate tax rate on the assessment in each property class; and

WHEREAS Section 307 and 308 of the said *Act* require tax rates to be established in the same proportion to tax ratios; and

WHEREAS the sum required for general municipal expenses purposes is estimated at \$2,083,088; and

WHEREAS certain education rates are provided in various regulations, and commercial and industrial education amounts have been requisitioned by the Province; and

WHEREAS By-law 2085-26, passed on May 21, 2026, contained incorrect tax rates and must be repealed and replaced;

NOW THEREFORE the Council of the Corporation of the Township of Laird enacts as follows:

1. THAT the following tax rates are hereby adopted for the year 2026:

<u>CLASS</u>	<u>MUNICIPAL RATE</u>	<u>EDUCATION RATE</u>	<u>TOTAL TAX RATE</u>
Res/Farm	0.01423784	0.00153000	0.01576784
Commercial Occupied	0.01506221	0.00880000	0.02386221
Commercial Vacant	0.01054355	0.00880000	0.01934355
Industrial Occupied	0.01391180	0.00880000	0.02271180
Industrial Vacant	0.00904267	0.00880000	0.01784267
Farmlands	0.00355946	0.00038250	0.00394196
Managed Forests	0.00355946	0.00038250	0.00394196
Aggregate Extraction	0.01132013	0.00511000	0.01643013
BT Shortline Railway Right-of-Way			0.11815000

2. THAT all taxes shall become due and payable in two installments as follows:

50% of the final levy shall become due and payable on July 17, 2026.

50% of the final levy shall become due and payable on September 18, 2026.

3. THAT on all taxes of the levy which are in default, a penalty of 1.25 per cent shall be added, and thereafter a penalty of 1.25 per cent per month will be added on the first day of each and every month the default continues, until December 31, 2026.

4. THAT on all taxes in default on January 1, 2027, interest shall be added at the rate of 1.25 per cent per month for each month or fraction thereof in which the default continues.

5. THAT penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy.
6. THAT taxes are payable to the Township of Laird, at the Municipal Office, 3 Pumpkin Point Road West, R. R. #4, Echo Bay, ON P0S 1C0.
7. That By-law 2085-26 is hereby repealed in its entirety.
8. THAT this by-law comes into force and take effect upon the date of passing.

PASSED in open meeting this 18th day of June 2026.

Mayor _____
Shawn Evoy

Clerk _____
Jennifer Errington

Seal

DRAFT

THE CORPORATION OF THE TOWNSHIP OF LAIRD

By-Law No. 2089-26

Being a by-law to appoint an Interim Community Fire Safety Officer.

WHEREAS subsection 2(1)(a) of the *Fire Protection and Prevention Act, 1997* ("FPPA") requires municipalities to provide public fire safety education and fire prevention programs appropriate to local needs and circumstances;

AND WHEREAS the Township previously appointed Janice Catling as Community Fire Safety Officer by By-law 870-08, passed February 6, 2008;

AND WHEREAS the Township has been advised that Ms. Catling has relocated and is no longer able to perform the duties of Community Fire Safety Officer, resulting in a vacancy in the position;

AND WHEREAS Council deems it necessary to appoint an Interim Community Fire Safety Officer to ensure continuity of mandatory public education functions and participation in provincial fire safety initiatives;

NOW THEREFORE the Council of The Corporation of the Township of Laird enacts as follows:

1. Interim Appointment

1.1 The Clerk Administrator is hereby appointed as the Interim Community Fire Safety Officer for the Township of Laird.

1.2 The Interim Community Fire Safety Officer shall carry out the duties associated with public fire safety education and fire prevention programming as required under the FPPA and as appropriate to the Township's needs.

2. Term of Appointment

2.1 This interim appointment shall remain in effect until Council appoints a permanent or joint Community Fire Safety Officer by subsequent by-law.

3. Repeal

3.1 By-law 870-08 is not repealed, but the appointment made under that by-law is deemed vacant due to the departure of the appointee.

3.2 Any by-law or motion inconsistent with this by-law is hereby superseded to the extent of the inconsistency.

4. Effective Date

4.1 This by-law shall come into force and take effect on the date of its passing.

PASSED in open meeting this 18th day of June 2026.

Mayor _____
Shawn Evoy

Seal

Clerk _____
Jennifer Errington

THE CORPORATION OF THE TOWNSHIP OF LAIRD

By-law Number 2090-26

BEING A BY-LAW to confirm proceedings of the meeting of Council, June 18, 2026.

WHEREAS Section 5(3) of the *Municipal Act, R.S.O. 2001*, as amended, requires a municipal council to exercise its power by by-law except where otherwise provided;

AND WHEREAS in many cases, action which is taken or authorized to be taken by a Council or a Committee of Council does not lend itself to an individual by-law;

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF LAIRD HEREBY ENACTS AS FOLLOWS:

1. **THAT** the action of the Council at its meeting on June 18, 2026, in respect to each motion, resolution and other action passed and taken by the Council at its said meeting, is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. **THAT** the Mayor and the proper officers of the Township are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary and directed to affix the Corporate Seal to all such documents as required.

READ and passed in Open Council this 18th day of June 2026.

Mayor _____
Shawn Evoy

Seal

Clerk _____
Jennifer Errington