



*The Corporation of the Township of Perry*

**REGULAR MEETING**  
**Wednesday December 3<sup>rd</sup>, 2025**  
**7:00 p.m.**

**Municipal Office and Electronic Attendance**  
**(1695 Emsdale Road, Emsdale, ON)**

Any and all Minutes are to be considered Draft until approved by Council at a Regular Meeting of Council

**In Attendance:**

**Council Chambers:**

Mayor Norm Hofstetter  
Beth Morton, Clerk-Administrator  
Kim Seguin, Treasurer-Tax Collector  
Mike Wilmon, CBO/By-law Enforcement Officer  
Douglas Holland, Fire Chief/CEMC  
Randy McLaren, Working Roads Supervisor

**Electronic Attendance:**

Councillors: Jim Cushman, Joe Lumley, and Margaret Ann MacPhail

**Absent**

Councillor Paul Sowrey

**Members of the Public:**

Nil

**Declaration of Pecuniary Interest**

Nil

**Resolution No. 2025-412**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Corporation of the Township of Perry approves the Minutes of the following Meeting as presented:

3.1. Regular Meeting Minutes of Wednesday, November 19, 2025

**Carried**

**Resolution No. 2025-413**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby receives and approves the Minutes and/or Reports from the following Municipal Boards and Committees:

5.1 **Almaguin Highlands Health Centre**

5.1.1 October 2025 Minutes

5.2 **District of Parry Sound Social Services Administration Board**

5.2.1 October 2025 Minutes

5.2.2 November 2025 CAO Report

- 5.3 **Almaguin Community Economic Development (ACED) Committee**
  - 5.3.1 October 2025 Minutes
  - 5.3.2 November 2025 DoED Report
- 5.4 **Perry Township Recreation and Culture Committee**
  - 5.4.1 November 2025 Minutes - Draft
- 5.5 **Perry Township Public Library Board**
  - 5.5.1 November 2025 Minutes
  - 5.5.2 November 2025 CEO Monthly Report
  - 5.5.3 November 2025 Treasurer's Report
  - 5.5.4 November 2025 Program Committee Minutes
- 5.6 **Board of Health for North Bay Parry Sound District Health Unit**
  - 5.6.1 Board of Health September 2025 Meeting Minutes
  - 5.6.2 Medical Officer of Health Report – November 2025
  - 5.6.3 Personnel Policy, Labour/Employee Relations Committee – April 2025
- 5.7 **Regional Fire Services Committee**
  - 5.7.1 November 2025 - Draft
- 5.8 **Almaguin Highlands OPP Service Board**
  - 5.8.1 September 2025 Minutes
  - 5.8.2 October 2025 Minutes
  - 5.8.3 November 2025 Minutes – Draft
- 5.9 **Almaguin Community Transportation Committee**
  - 5.9.1 October 2025 Agenda Package

**Carried**

**Resolution No. 2025-414**

**Moved by: Joe Lumley**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** the Council of the Corporation of the Township of Perry has received and accepts the Monthly Reports, as circulated, from the following Municipal Departments:

- 6.1 **Fire Department**
  - 6.1.1 November 2025 Fire Chief/Training Report
- 6.2 **By-law Enforcement Department**
  - 6.2.1 November 2025 Monthly Report
- 6.3 **Building Department**
  - 6.3.1 November 2025 Monthly Report
- 6.4 **Transfer Station**
- 6.5 **Public Works**
- 6.6 **Finance Department**

**Carried**

**Resolution No. 2025-415**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** By-law 2025-74 "Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Perry." be given first and second reading.

**Carried**

**Resolution No. 2025-416**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** By-law 2025-74 "Being a By-law to confirm the proceedings of the Council of the Corporation of the Township of Perry." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2025-417**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

**Be it resolved that** By-law 2025-75 "Being a By-law of the Corporation of the Township of Perry to authorize long-term borrowing pursuant to the issue of debentures to Ontario Infrastructure and Lands Corporation ("OILC") in the principal amount of \$340,000.00 towards the cost of the capital work(s)." be given first and second reading.

**Carried**

**Resolution No. 2025-418**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** By-law 2025-75 "Being a By-law of the Corporation of the Township of Perry to authorize long-term borrowing pursuant to the issue of debentures to Ontario Infrastructure and Lands Corporation ("OILC") in the principal amount of \$340,000.00 towards the cost of the capital work(s)." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2025-419**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** By-law 2025-76 "Being a By-law to authorize a Tiered Response Agreement between the Township of Perry Fire Department and Parry Sound District Paramedic Services." be given first and second reading.

**Carried**

**Resolution No. 2025-420**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

**Be it resolved that** By-law 2025-76 "Being a By-law to authorize a Tiered Response Agreement between the Township of Perry Fire Department and Parry Sound District Paramedic Services." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2025-421**

**Moved by: Jim Cushman**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** By-law 2025-77 "Being a By-law authorizing the execution of an Electronic Voting Services Agreement between Intelivote Systems Inc. and The Corporation of the Township of Perry." be given first and second reading.

**Carried**

**Resolution No. 2025-422**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

**Be it resolved that** By-law 2025-77 "Being a By-law authorizing the execution of an Electronic Voting Services Agreement between Intelivote Systems Inc. and The Corporation of the Township of Perry." be given third and final reading and enacted in open Council.

**Carried**

**Resolution No. 2025-423**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby approves the Health and Safety Report dated December 3<sup>rd</sup>, 2025.

**Carried**

**Resolution No. 2025-424**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

**Be it resolved that** the Council of the Township of Perry hereby receives the annual investment report prepared by the Treasurer.

**Carried**

**Resolution No. 2025-425**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Township of Perry hereby authorize a cost-of-living increase of 2.0% to the 2025 Township of Perry salary grid, Council and Committee remuneration rates for the 2026 calendar year and that the increase to the grid be implemented January 1, 2026.

**Carried**

**Resolution No. 2025-426**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby have no objection to the sale of the Original Shore Road Allowance in front of Lot 16, Plan M287, Township of Perry, municipally known as 1365 Bay Lake Road to the owners of the said lands, James and Theresa Jenkins.

**Carried**

**Resolution No. 2025-427**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Jim Cushman**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby approve Change Order 1 in the amount of \$8590 +hst for the upgrades to the Pre-Engineered Building.

**Carried**

**Resolution No. 2025-428**

**Moved by: Joe Lumley**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby receives Correspondence Items 10.1 to 10.24 as outlined in the Agenda of Wednesday December 3<sup>rd</sup>, 2025.

**Carried**

**Resolution No. 2025-429**

**Moved by: Jim Cushman**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby shall proceed into Closed Session at 7:56 pm Council in order to address matters relating to Section 239(2)(d) labour relations or employee negotiations (Succession Planning); and 239(2)(f) advice that is solicitor-client privilege, including communications necessary for that purpose (re: correspondence from CLPOA)

**Carried**

**Resolution No. 2025-430**

**Moved by: Joe Lumley**

**Seconded by: Margaret Ann MacPhail**

**Be it resolved that** the Council of the Corporation of the Township of Perry hereby approves the Closed Minutes of the following Closed Session as presented:

- November 5<sup>th</sup>, 2025

**Carried**

**Resolution No. 2025-431**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Corporation of the Township of Perry adjourns this 'Closed Session' Meeting of Wednesday December 3<sup>rd</sup>, 2025 at 9:24 p.m.

**Carried**

**Resolution No. 2025-432**

**Moved by: Joe Lumley**

**Seconded by: Jim Cushman**

**Be it resolved that** the Council of the Corporation of the Township of Perry reconvenes to its Regular Meeting of Council of Wednesday, December 3<sup>rd</sup>, 2025, at 9:25 p.m.

**Carried**

**Resolution No. 2025-433**

**Moved by: Margaret Ann MacPhail**

**Seconded by: Joe Lumley**

**Be it resolved that** the Council of the Corporation of the Township of Perry direct the Clerk-Administrator to draft a response letter to CLPOA.

The Meeting adjourned at approximately 9:26 p.m.

Dated this 17<sup>th</sup> day of December, 2025.

***"Original signed by Norm Hofstetter"***

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Norm Hofstetter, Mayor

***"Original signed by Kim Seguin"***

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Kim Seguin, Deputy Clerk/Treasurer