



Municipalité de / Municipality of Val Rita-Harty
March 31, 2026 - Special Meeting of Council - 06:00 PM

1 Call To Order

This Special Meeting of Council is called to order at ____p.m.

2 Land Acknowledgement

3 Recital of the Municipal Mission and Vision Statements

4 Adoption of the Agenda

5 Declaration of Pecuniary and General Conflict of Interest

6 Closed Meeting Session Resolution

THAT Council move to Closed Session Meeting at ____ p.m. pursuant to the *Municipal Act* Section 239 (2) to consider: (b) personal matters about an identifiable individual including municipal or local board employee, (d) labour relations or employee negotiations and(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on, by or on behalf of the municipality or local board for the following matters:

1. Property matters;
2. Work load realignment; and
3. Job transition

7 Report from Closed Session

8 Special Business

8.1 Municipal development projects

8.2 Quarterly Operational Reports - Review of draft format

📎 Quarterly Operational Reports - Review of draft format

9 Adjournment

THAT this Special Meeting of Council be adjourned at ____p.m.

Quarterly Report to the Municipality of Val Rita Council

Action Items and Highlights

ITEM	DESCRIPTION	STATUS/ADDITIONAL INFORMATION
<u>TREASURY/FINANCE</u>		
2026 Budget	Departmental presentation to Council	Public Works, Fire Department and Library to March 30, 2026 Special Council meeting
2025 Budget	Preparation of information for auditors	Ongoing
2026 Variance Report (revenues vs expenditures)	Quarterly	
Cash flow and reserves		
Tax Arrears Report	Quarterly	April 2026 regular meeting of Council
Interim Tax Bills		Completed
2026 Capital Budget		April 2026 regular meeting of Council
2026 Water and Wastewater service rates	After approval of budget	
2026 fees and rental rates	2026 budget considerations. Building fees to be reviewed as not cost neutral.	Ongoing
2026 Tax Ratio and Tax Rates bylaw	Upon approval of budget	
Public Sector Salary Disclosure		Completed
Water Treatment Plant	Council ongoing lobbying to Province for 100% funding of WTP Rehab	Council approval of Version 3 Financial Capital Letter (minus clear wheel cleaning) \$70,400 Reassess in fall 2026
Levels of Service Plan	Prepare/facilitate discussions on levels of service; work with staff/council to determine current levels of service; review of existing policy etc.	Ongoing
Financial Snapshot	Bi-annual	

PUBLIC WORKS		
Road Maintenance & Snow Removal	Challenges & equipment update	April 2026 regular meeting of Council
Spring road maintenance	Possibly organize road tour with Council and report on spring priorities	April 2026 regular meeting of Council
2026 PW Capital & Development projects		March 30, 2026 Special Council meeting
2025-26 regulatory & administration, and compliance	Quarterly	April regular Council meeting
OCWA	Attend Council meeting twice/year	March 17, 2026 meeting
Landfill & Waste Management	As required	
Facility(ies) maintenance, repair and garage operations	As required	
Fleet Maintenance (routine and unscheduled)	As required	
Upcoming priorities	Quarterly	
PW-Summer Student	Approved for 2 students with increase in hourly rate.	Posting for positions to be undertaken
FIRE DEPARTMENT		
Training	Quarterly	
Capital and Development projects		March 30, 2026 Special Council Meeting
Apparatus Status	Quarterly	
Fires/Significant Events	Quarterly	
Capital Budget		
ADMINISTRATION/GENERAL GOVERNMENT		
Council (Regular & Special) & Committee meetings	Quarterly statistics	
Bylaws & Policies	Quarterly priorities Provide statistics	Interim Procedural: future date Finance Governance & Audit (includes donation policy)-future date Feedback Management-future date HR Recruitment & Management (Schedules C and E, good to go. Schedules A & B to go back to Council with amendments) Council Remuneration: Return to Council with amendments. Several policies to be brought before Council for approval.

Statutory and other bylaws	Approved to current. Quarterly report	
Retention & Disposition of Records	As required	Ongoing
Standard Operating Practices including updating file classifications	Review standard operating practices, files set-up and training of staff to be undertaken in February-March 2026.	Mentoring of MSC in late March, 2026
Bylaw Index	The bylaw index has not been updated since June 2019. This presents an issue as it is a vital research/record tool, particularly for research purposes. It is the statutory duty of a Clerk to keep all bylaws and minutes of the proceedings of Council	March 30 & 31, April 1, 2026: Bylaw index to be updated and brought to current.
Val Rita-Harty Public Library	MOU	Approved, arrange signatures
2026 Municipal Elections	Completed: Election Accessibility, Use of Corporate Resources, Bylaw approved for Elections Clerk, Recount policy, required bylaws, Clerk policies and procedures and forms. Meeting statutory requirements.	Consulting with Elections Ontario; undertake mentoring/training to new staff. Other matters Council can expect to see: Establishing/partnering for Compliance Audit Committee for 2026-2030 term. Website updating for 2026 elections and community bulletin to residents – first bulletin by mid-April. Candidate nomination packages being finalized. Nominations open on May 1, 2026 Election file is on track and proceeding in a proactive manner.
Letters of non-compliance	Quarterly	Approximately 10 letters sent to date
Emergency Preparedness & Response/EMO	CEMC and Alternate CEMCs appointed. Emergency Plan reviewed, contact listing to be updated	Schedule meeting with CEMC for May 20 th at 5 p.m., Council Chambers or Committee and Control Group.
Website	Website update of information	Forthcoming
MSC mentoring		MSC Election mentoring for nominations will be undertaken March 30-31, 2026. Mentoring related to local government to commence in April.
FOI	No FOI requests	Statutory reporting completed.

MUNICIPAL SERVICES COORDINATOR		
Community Engagement	Complaints, enquiries. Quarterly statistics	
Initiatives assumed by MSC	Quarterly	
Coordination of Service Delivery	Proficiency in tasks.	
Translation support		Ongoing
Community Bulletin	Assisting Deputy Clerk	Mid-April first bulletin
Files/Record	Incorporate TOMRMS filing with Deputy Clerk	Start end of March
E4M CONSULTANTS & OTHERS		
Strategic Priorities and Council Direction	Quarterly	March 31, 2026 Special Council meeting
HR: staff & organizational performance	As required	
Community Engagement	Schedule public info meetings	
Upcoming priorities	Quarterly	
RITA Kiosk	Government grants for “self-serve” features for website along with “RITA” utilizing AI.	Grant request submitted
Major projects/goals	Quarterly	March 31, 2026 Special Council meeting
Legal Matters	Report to Council as necessary	March 18, 2026 – most recent. Direction provided to staff.
Cemetery	No recent activity	Licence renewed
Policies & organizational bylaws	Quarterly	Ongoing.
PLANNING		
Community Improvement Plan	Quarterly	Report at April regular meeting
Consents	As required	Recently 2 consents approved with conditions. Couple more consents forthcoming
Land inventory	Quarterly	Establish land inventory bank
Mapping/reference plans	Mapping of plans, etc... for the municipality is limited and work will require to be undertaken to bring property plans, etc... to best standard; discussion with MPAC	Update on status

	representative regarding situation.	
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** In event Council requires more information in addition to the quarterly report, a focused update/presentation on a rotating basis could be undertaken a couple times per year and the following is suggested:

Public Works Foreman Fire Chief	June Meeting: After a scheduled tour with Council of roads in Val Rita & Harty and departmental goals. June Meeting: Update on departmental activities and goals.
Deputy Clerk & Municipal Services Coordinator	August Meeting: After close of nominations, to include status of elections in Val Rita-Harty; update on eVoting in terms of public information/education and on Restricted Acts regulations (if applicable) and Council business to end of current term. Departmental priorities.
E4m – Peggy Young-Lovelace Treasurer	September Meeting: Update on development initiatives (eg: potential property/land inventory sales) possibly RITA implementation, policies, human resources report and general progress report. September Meeting: Financial Snapshot
E4m- Planning	October Meeting: Status of mapping/reference plans, RSM report on building permits/construction

