

**THE TOWNSHIP OF TARBUTT
COUNCIL MEETING OF SEPTEMBER 16, 2026
CONSENT AGENDA**

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|---|---------|
| a. Letters from FONOM
Re: Advancing Northern Ontario Priorities at the 2026 AMO Conference
Celebrating Municipal Service and new FONOM Board Members
Calling on Federal Provincial Cooperation on Bail Reform
FONOM Statement on US Tariffs and Canada/US Trade
FONOM welcomes Federal commitment to Ontario's Northern Highways | 1 – 12 |
| b. Resolution from the Town of Caledon
Re: Provincial Support to Combat Tick Borne Diseases | 13 – 14 |
| c. Letter from Xplore Inc.
Re: Proposed Broadband Update by Xplore Inc. | 15 |
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Re: OPP Municipal Policing Costs for 2027 | 16 |
| e. Letter from the Municipality of Tudor & Cashel
Re: Request Producer Responsibility for Single Use Propane Cylinders | 17 – 18 |
| f. Briefing Note from IT Service Provider
Re: Bill 194 Requirements for Cybersecurity Compliance | 19 – 24 |

Recommendation: Be it resolved that correspondence items a through f on the Consent Agenda dated September 16, 2026 be received; and
That The Township of Tarbutt receive and support the correspondence items from FONOM on various matters affecting Northern municipalities; and
That The Township of Tarbutt supports the resolution from the Town of Caledon asking the Province to support, fund and coordinate plans to combat tick borne diseases; and
That message from PAAinc on behalf of Xplore Inc seeking support for broadband infrastructure to improve internet service in and around The Township of Tarbutt; and
That The Township of Tarbutt support the letter from Tudor & Cashel requesting that the Ministry of the Environment and RPRA review the current requirements for one pound propane cylinders to be included in Producer Responsibility legislation; and
That Council support staff initiatives to seek outside assistance to prepare for compliance with new cybersecurity obligations under Bill 194.

FOR IMMEDIATE RELEASE

August 19, 2026

FONOM Advances Northern Ontario Priorities at 2026 AMO Conference

Municipal leaders bring Northern concerns directly to provincial and federal decision-makers

OTTAWA, ON— The Federation of Northern Ontario Municipalities (FONOM) used the 2026 Association of Municipalities of Ontario (AMO) Conference to advance several priorities affecting communities across Northeastern Ontario.

Throughout the conference, FONOM representatives met with provincial ministers, parliamentary assistants and federal officials to discuss Northern highways, policing costs, housing and infrastructure, homelessness, mental health and addictions, and health care.

FONOM President Dave Plourde met with Jennifer McKelvie, Parliamentary Secretary to the federal Minister of Housing and Infrastructure. The discussion focused on ensuring the National Housing Strategy and other federal programs reflect the needs of small, rural, Northern and remote municipalities.

The meeting also addressed:

- The housing and infrastructure pressures facing growing Northern communities;
- The need to modernize Highways 11 and 17 to support public safety, housing and economic growth;
- The impacts of homelessness, mental health and addictions on municipal services and local housing needs; and
- Rebuilding communities affected by wildfires while creating more climate-resilient housing and infrastructure.

“Northern communities need housing and infrastructure programs designed around the realities of the North,” said Dave Plourde, President of FONOM. “Our smaller populations, large geographic areas, limited tax bases and growing resource economy create very different pressures. We appreciated the opportunity to bring those realities directly to the federal government and look forward to continuing our work with Parliamentary Secretary McKelvie.”

FONOM also met with Ontario Transportation Minister Prabmeet Sarkaria, Minister of Northern Economic Development and Growth George Pirie and Associate Minister of Forestry and Forest Products to discuss highway safety and the importance of Northern Ontario’s transportation network.

During the meeting, FONOM received an update on the Province’s \$770-million investment in Northern

highways this year. The discussion also explored how FONOM and the Northwestern Ontario Municipal Association can encourage the federal government to match Ontario's investment in Northern highways.

"Highways 11 and 17 are vital national transportation corridors that connect our communities and support mining, forestry, manufacturing and trade," Plourde said. "Ontario's investment is significant, but making these highways safer and more reliable cannot be the responsibility of the Province alone. The federal government must recognize their national importance and become a full funding partner."

FONOM met with Solicitor General Michael Kerzner to continue advocating for a dedicated Northern Ontario policing grant. Municipalities across the North face policing costs that place considerable pressure on local property taxpayers and reduce the funding available for other essential services and infrastructure.

FONOM representatives also met with Anthony Leardi, Parliamentary Assistant to the Minister of Health, to discuss the organization's proposal for a Compassionate Intervention framework. FONOM is advocating for carefully defined changes to Ontario's Mental Health Act that would allow for short-term assessment, stabilization and treatment in the most serious cases involving substance use, while including strong medical, legal and individual safeguards.

"Northern municipalities are dealing with increasingly complex pressures, but we also brought practical solutions to the conference," said Maggie Horsfield, First Vice-President of FONOM and Deputy Mayor of North Bay. "Whether the issue is policing, highway safety, housing or addictions, municipalities cannot address these challenges on their own. The meetings at AMO allowed us to speak directly with decision-makers and reinforce the need for programs that recognize Northern circumstances."

FONOM welcomed several investments announced during the conference, including the new \$1-billion Canada-Ontario funding stream for municipalities that do not levy development charges. The program will support housing-enabling infrastructure such as roads, bridges and water systems, with applications scheduled to open October 29, 2026.

The Province also announced additional investments in community sport and recreation infrastructure, primary care teams, land ambulance services and public health.

In addition to formal meetings, FONOM hosted the Northern Ontario Hospitality Suite, providing Northern municipal leaders with an opportunity to speak informally with more than 16 provincial ministers while showcasing Northern Ontario food, beverages and hospitality.

"The Hospitality Suite gives Northern municipal leaders a unique opportunity to build relationships and have direct, informal conversations with provincial decision-makers," Horsfield added. "We thank our partners for helping FONOM host the event and everyone who joined us to experience some genuine Northern hospitality."



FONOM will continue working with its municipal members, the Province, the federal government, AMO and other Northern organizations to advance practical solutions for Northern Ontario.

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Federation of Northern Ontario Municipalities
705-498-9510
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FOR IMMEDIATE RELEASE

Thursday, August 20, 2026

FONOM Celebrates Municipal Service and Those Stepping Forward in 2026

The Federation of Northern Ontario Municipalities (FONOM) is recognizing the municipal leaders who have decided not to seek re-election this fall, while thanking all new and returning candidates who have put their names forward to serve their communities.

Serving on a municipal council requires a significant commitment of time and energy. Municipal leaders are often called upon to make difficult decisions that directly affect their neighbours, local businesses and the future of their communities.

"On behalf of FONOM and our 110 member municipalities, I want to sincerely thank every mayor, councillor and municipal leader who has decided not to seek another term," said FONOM President Dave Plourde. "Whether they served one term or several, each of them stepped forward because they cared about their community. Their contributions deserve to be recognized and appreciated."

FONOM also recognizes three members of its Board of Directors who will be stepping away from municipal office this year: Councillor Sandra Hollingsworth (Sault Ste. Marie), Deputy Mayor Renée Carrier (French River), and Deputy Mayor Danny Whalen (Temiskaming Shores).

"Sandra, Renée and Danny have each brought a strong community voice and a valuable Northern perspective to the FONOM Board," Plourde said. "Their knowledge, commitment and willingness to speak up for Northern Ontario have made FONOM a stronger organization. We thank them for their service to their municipalities, to FONOM and to communities throughout the North."

Plourde also thanked the entire FONOM Board for its hard work during the current four-year municipal term, including Maggie Horsfield (City of North Bay), Lynn Watson (Echo Bay), Al MacNevin (NEMI), Lynda Carleton (Township of Machar), Terry Kelly (Township of East Ferris), Lorne Feldman (City of Timmins), Paul Lefebvre and alternate Mark Signoretti (Greater City of Sudbury).

"FONOM's advocacy is a team effort," said Plourde. "Our Board members bring forward the priorities of their communities and work together to develop practical Northern solutions. I am proud of the respectful and determined way our Board has represented our 110 member municipalities over the past four years."

During the current term, the FONOM Board has advanced several major Northern Ontario priorities.

While progress has been made, there is still much more advocacy work ahead, and FONOM will continue pressing for action on the following issues: Improving the safety and capacity of Highways 11, 17 and 69;

- Seeking a dedicated Northern Ontario Policing Grant to address rising municipal policing costs;
- Calling for changes to Ontario's Mental Health Act to provide compassionate intervention for individuals experiencing severe substance use disorders;
- Supporting Northern Ontario's forestry and natural resource sectors;
- Advocating for fair and predictable municipal infrastructure funding;
- Addressing Northern housing, homelessness and community infrastructure needs;
- Supporting improvements to Northern air, rail and transportation services; and
- Working with regional partners to identify municipal workforce, recruitment and retention challenges.

"These files require persistence, partnerships and a strong, united Northern voice," Plourde said. "Every member of the FONOM Board has contributed to that work, and I thank them for their commitment."

FONOM also recognizes those who have put their names forward as new or returning candidates in the 2026 municipal election.

"Running for municipal office takes courage," Plourde added. "It means putting your ideas, your experience and yourself before the public. We thank every new and returning candidate who is willing to take on that responsibility and contribute to the future of their community."

FONOM supports the goals of the Association of Municipalities of Ontario's Healthy Democracy Project, including encouraging greater participation in local democracy, attracting candidates with different backgrounds and perspectives, promoting respect for those involved in the democratic process, and increasing awareness of the important role municipal governments play in people's daily lives.

"Healthy local democracy depends on people being willing to run, residents being engaged and everyone participating in a respectful way," Plourde said. "We encourage candidates to focus on the issues, listen to their residents and treat one another with respect throughout the campaign."

FONOM also encourages Northern Ontario residents to learn about their local candidates and participate in the municipal election.

"Regardless of the final results, everyone who allows their name to appear on a municipal ballot is making a contribution to local democracy," Plourde concluded. "We wish all candidates well, thank



those who have served and look forward to working with the municipal councils elected across Northern Ontario.”

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About FONOM

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

FOR IMMEDIATE RELEASE

FONOM STATEMENT ON U.S. TARIFFS AND CANADA–U.S. TRADE

Iroquois Falls – August 24, 2026 - The Federation of Northern Ontario Municipalities (FONOM) supports the Government of Canada's decision to stand firm in defence of Canadian industries, businesses, workers, communities, and our national sovereignty following the imposition of the latest U.S. tariffs.

FONOM recognizes the leadership of Prime Minister Mark Carney, Minister Dominic LeBlanc, and Canada's trade negotiating team. We also recognize the support provided by Ontario Premier Doug Ford and Canada's premiers as they work with the federal government through a Team Canada approach.

FONOM remains hopeful that Canada and the United States can eventually reach a fair, stable, and mutually beneficial agreement. However, no deal is better than a bad deal that compromises Canadian jobs, industries, sovereignty, or our ability to make decisions in Canada's best interests.

This is not the time for partisan politics. FONOM calls on all federal political parties, provincial and territorial premiers, and Canadian political leaders to stand together in support of the Government of Canada's position. A divided Canada would only weaken our negotiating position. Our strength will come from speaking with one clear and united Canadian voice.

Northeastern Ontario's forestry, mining, manufacturing, steel, transportation, and resource sectors are especially vulnerable to tariffs and prolonged trade uncertainty. These industries support thousands of workers, families, Indigenous communities, municipalities, and businesses across the North. When a major employer reduces production or closes, the effects are felt throughout the entire community.

The federal government has already established tariff relief, worker assistance, financing, and industry-support programs. FONOM urges the Government of Canada to ensure that these measures are delivered quickly and effectively, with particular attention given to forestry and resource-dependent communities. Programs must be accessible to Northern businesses and workers before temporary disruptions become permanent job losses or plant closures.

Canada must also continue expanding its domestic supply chains, developing new



international markets and reducing its dependence on any single trading partner. Northern Ontario's critical minerals, forests, energy, transportation corridors, and skilled workforce will be essential to building a stronger and more self-reliant Canadian economy.

FONOM encourages residents, municipalities, governments, and businesses to Buy Canadian whenever possible. Supporting local businesses, choosing Canadian-made products, using Canadian resources, and investing in Canadian companies are practical ways we can protect Canadian jobs and strengthen our economy.

Federal, provincial, and municipal procurement policies should also give greater priority to Canadian businesses, workers, materials, steel, lumber, and manufactured products. Canadian taxpayer dollars should support Canadian jobs and communities wherever possible.

FONOM will continue working with the federal and provincial governments, NOMA, AMO, industry partners, and our 110 member municipalities to ensure the needs of Northeastern Ontario remain part of the national response.

Our position is clear: stand with the Government of Canada, support our workers and industries, Buy Canadian, and remain united as Canadians.

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Media Contact:

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FOR IMMEDIATE RELEASE

FONOM Calls for Federal-Provincial Cooperation on Bail Reform

September 2, 2026

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

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

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

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

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

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

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

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

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

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

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

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

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FOR IMMEDIATE RELEASE

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

September 3, 2026

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

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

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

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

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

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

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

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

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

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

Media Contact:

Dave Plourde, President
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About FONOM

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Annette Groves
Mayor

July 2, 2026

Sent via E-Mail: sylvia.jones@pc.ola.org

Honourable Sylvia Jones, Deputy Premier
Constituency Office
Suite A, 3rd Floor
180 Broadway Ave.
Orangeville, ON L9W 1K3

Dear Deputy Premier Jones,

RE: Motion for Provincial Support, Funding and Coordinated Plans to Combat Tick Borne Diseases

I am writing to advise that at the Town Council meeting held on June 23, 2026, Council adopted a motion regarding requesting support to combat tick borne diseases.

The resolution reads as follows:

Whereas the prevalence of ticks, including those known to carry Lyme disease, and other Vector borne diseases have increased across Ontario;

Whereas Lyme disease diagnoses have increased by 27% in 2024 to 2369 (Public Health Agency of Canada, PHAC);

Whereas residents across Caledon have registered growing concerns about public health risks associated with tick exposure in parks, trails and residential areas;

Whereas municipalities have limited jurisdiction and resources to effectively manage tick populations on a broad ecological scale;

Whereas the Government of Ontario is responsible for public health policy, environmental management and vector-borne disease prevention and detection;

Therefore, be it resolved that:

Caledon Town Council formally requests that the Government of Ontario investigate and implement measures to reduce burgeoning tick populations and to mitigate their associated public health risks; and

THE CORPORATION OF THE TOWN OF CALEDON

6311 Old Church Road, Caledon East, Caledon, ON, Canada L7C 1J6
T. 905.584.2272 | 1.888.225.3366 | F. 905.584.1444 | www.caledon.ca | annette.groves@caledon.ca

That such measures may include safe and effective tick control methods, public education campaigns and coordinated regional strategies; and

That the Province consider increased funding and support for local public health units to address tick-borne disease prevention; and

That a copy of this motion be sent to Minister of Health, Sylvia Jones, Chief Medical Officer of Health, Kiernan Moore, Minister of the Environment, Conservation and Parks, Todd McCarthy, Peel Public Health, the Toronto and Region Conservation Authority (TRCA), the Credit Valley Conservation (CVC), the Association of Municipalities of Ontario (AMO) and all 444 municipalities across Ontario.

For more information regarding this request, please contact the undersigned by email to mayor@caledon.ca or by phone at 905.584.2272 ext. 4155.

Thank you for your attention to this matter.

Sincerely,



Mayor Annette Groves

CC:

Chief Medical Officer of Health Kieran.Moore@ontario.ca

Minister of the Environment, Conservation and Parks minister.mecp@ontario.ca

Peel Public Health info@peelregion.ca

Toronto and Region Conservation Authority (TRCA) info@trca.ca

Credit Valley Conservation (CVC) foundation@cvc.ca

Association of Municipalities of Ontario (AMO) resolutions@amo.on.ca

444 municipalities across Ontario

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From: Simone Racine <simone.racine@paainc.ca>

Sent: Thursday, July 30, 2026 3:31 PM

To: Carol Trainor <clerk@tarbutt.ca>

Subject: Re: Proposed project to upgrade broadband Internet by Xplore Inc.

I am writing on behalf of Xplore Inc. to notify you of a proposed broadband infrastructure project, CRTC Broadband Fund Fourth Call Ontario Application, that we are planning to submit to the Canadian Radio-television and Telecommunications Commission's (CRTC) Broadband Fund for funding. The CRTC has recently issued its fourth call for applications for funding.

The objective of the CRTC's fourth call for applications is to increase the number of Canadian households with access to reliable high-speed Internet services that meet or exceed the universal service objective speed target of 50 megabits per second (Mbps) download and 10 Mbps upload.

I am writing today to provide you with information about our proposed project and to seek any feedback you may have about how it might impact your community. Please do not hesitate to let us know if you have any questions or concerns.

If selected for funding, our proposed project will upgrade existing fixed wireless broadband infrastructure in the vicinity of the Township of Tarbutt using 5G technology to improve Internet service for affected rural communities. The project is intended to provide eligible households and businesses with access to reliable high-speed Internet service, with speeds of up to 100 Mbps download and 10 Mbps upload, supporting improved connectivity for residents, businesses, and community services.

One of the criteria the CRTC considers when evaluating applications for funding is whether a proposed project has received support from communities that would be affected by the project. Should you wish to express support for our project, we would greatly appreciate it. Support can be demonstrated by way of letter, email, a signed transcript, or minutes from a community meeting.

Should you wish to discuss this project, we invite you to contact us at your earliest convenience. If possible, we would appreciate receiving a response, preferably in writing, by August 12, although community engagement documents can be submitted after the application deadline has passed. Should you require more time, or if you would prefer to discuss by phone or in person, please do not hesitate to contact Melissa Greco, Senior Manager of Government Relations (melissa.greco@xplore.ca).

Alternatively, you may also submit feedback directly to the CRTC Broadband Fund team, identifying the applicant and the project you are commenting on, at FLB-BBF@crtc.gc.ca or by mail at 1 Promenade du Portage, Gatineau, QC, J8X 4B1. We respectfully ask to receive a copy of any documents submitted directly to the CRTC.

We look forward to receiving your response and engaging in further discussions with you with regard to our proposed project.

Simone Racine

Research Advisor

simone.racine@PAAinc.ca

PAAinc.ca

Solicitor General

Office of the Solicitor General

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132-2026-3665
By email

August 14, 2026

Dear Heads of Council, Chief Administrative Officers and Clerks of OPP-Policed Municipalities:

I am writing to provide you with an update on OPP municipal policing costs for 2027.

Our government recognizes the importance of providing municipalities with predictability as you plan your budgets, while ensuring the OPP has the resources it requires to continue delivering high-quality policing services and keeping communities safe.

With that in mind, we are taking action to limit increases in OPP policing costs for municipalities in 2027.

For the 2027 calendar year, no OPP-policed municipality will see its total amount owed for OPP policing increase by more than 11 per cent compared to 2026, excluding costs associated with any additional policing services a municipality has chosen to receive through a separate agreement with the OPP.

This is a time-limited measure for the 2027 OPP billing cycle, intended to provide municipalities with cost certainty to support local budget planning.

To implement this change, an amendment has been made to Ontario Regulation 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police, made under the *Community Safety and Policing Act, 2019* (CSPA). The amendment is being filed with the Registrar of Regulations and will be publicly available through the e-Laws page in the coming days.

The OPP is currently preparing 2027 annual billing statements, which are expected to be provided to municipalities this fall.

We value the important partnership between the province, municipalities and the OPP in keeping Ontario communities safe. We also recognize the importance of ensuring policing costs are sustainable and predictable for municipalities, and we will continue working with our municipal partners on these shared priorities.

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Via: minister.mecp@ontario.ca

Honorable Todd McCarthy

Subject: Request for Review of Extended Producer Responsibility for One-Pound Single-Use Propane Cylinders

Dear Sir,

I am writing to request that the Ministry of the Environment, Conservation and Parks and the Resource Productivity & Recovery Authority (RPRA) undertake a review of the current regulatory framework governing one-pound single-use propane cylinders sold in Ontario.

Consumers purchasing these cylinders pay environmental stewardship or producer responsibility costs at the point of sale with the expectation that an appropriate end-of-life management system exists. In practice, however, accessible return and recycling opportunities for these cylinders are extremely limited across many parts of the province. Most retail locations that sell the cylinders do not accept them back, and consumers are often left with few or no practical disposal options.

As a result, municipalities have become the default managers of these products. Municipal waste facilities bear the responsibility, cost, and safety risks associated with collecting, storing, and managing these pressurized cylinders despite not being the producers or distributors of the product. Improper disposal also creates significant operational hazards at material recovery facilities, transfer stations, and landfills, including the risk of fires and equipment damage.

This situation appears inconsistent with the principles of Extended Producer Responsibility (EPR), which are intended to shift the financial and operational responsibility for post-consumer products from municipalities and taxpayers to producers. When consumers contribute to environmental handling costs at the time of purchase, there should be a convenient, accessible, and effective collection system available to ensure the product is managed responsibly at the end of its useful life.

I respectfully request that the Ministry and RPRA review the current requirements applicable to one-pound propane cylinders and consider the following:

- Assess whether the existing producer responsibility system provides sufficient and accessible return opportunities for consumers throughout Ontario.
- Evaluate whether the fees collected from consumers are being used to establish an effective province-wide collection and recycling network.



- Require producers and retailers to provide convenient and publicly accessible take-back locations wherever these products are sold.
- Review whether municipalities are being unfairly burdened with the costs and liabilities associated with managing these products.
- Consider regulatory amendments to strengthen producer accountability and ensure the objectives of Ontario's circular economy and waste diversion policies are being achieved.

Municipalities should not be left to absorb the financial costs, operational challenges, and public safety risks associated with products for which producers have collected environmental stewardship fees. A well-functioning producer responsibility system should ensure that consumers have practical disposal options and that municipalities are not forced to subsidize the end-of-life management of these products.

I appreciate your consideration of this matter and would welcome the opportunity to discuss this issue further or provide examples of the challenges municipalities continue to face regarding the management of one-pound propane cylinders.

Thank you for your attention to this important issue.

Sincerely,

Nancy Carrol
CAO/Clerk-Treasurer
Tudor and Cashel Township

Cc: Resource Productivity & Recovery Authority (RPR): registry@rpra.ca
Premier Doug Ford: Premier@ontario.ca
All municipalities

BRIEFING NOTE

To: Municipal Council

From: [CAO

Subject: Bill 194 – IT Readiness and Cybersecurity Compliance Requirements

Date:

PURPOSE

The purpose of this briefing note is to inform Council of the new cybersecurity obligations introduced under the Strengthening Cyber Security and Building Trust in the Public Sector Act, 2024 (Bill 194), and to outline the actions required for the municipality to achieve compliance.

BACKGROUND

Bill 194 establishes a strengthened cybersecurity framework for Ontario's broader public sector, including municipalities. The legislation enables the Province to:

- Establish mandatory cybersecurity standards for public-sector organizations
- Require reporting of cybersecurity incidents
- Increase oversight of digital systems and data protection practices
- Improve public trust through consistent cybersecurity governance

Municipalities will be expected to demonstrate improved cybersecurity maturity, maintain documentation, and implement processes that align with provincial expectations.

KEY ISSUES

Municipal IT systems support essential services such as ~~water, wastewater~~, finance, ^{taxation} emergency response, and public communications. Cybersecurity threats continue to ^{planning} increase in frequency and sophistication, and municipalities are frequent targets due to ^{building} limited resources and aging infrastructure. ^{record keeping}

Bill 194 requires municipalities to strengthen their cybersecurity posture in several areas, including:

- Governance and policy
- Identity and access management
- Network and infrastructure security
- Data protection and privacy
- Incident reporting and response
- Vendor and cloud security
- Business continuity and disaster recovery

Failure to comply may expose the municipality to operational disruptions, financial loss, reputational damage, and potential non-compliance with provincial requirements.

ANALYSIS

A preliminary review of the municipality's current IT environment indicates the following needs:

1. Governance and Policy Updates

- Establish or update cybersecurity governance policies
- Designate a cybersecurity lead (internal or contracted)
- Implement formal incident reporting procedures aligned with provincial requirements

2. Identity and Access Management

- Implement multi-factor authentication (MFA) for all staff and privileged accounts
- Enforce role-based access controls and remove inactive accounts
- Centralize identity management where possible

3. Network and Infrastructure Security

- Patch and harden firewalls, routers, switches, and servers
- Implement network segmentation to protect critical systems
- Deploy modern endpoint protection (EDR/XDR)
- Ensure secure remote access and eliminate insecure remote tools

4. Data Protection and Privacy

- Encrypt sensitive data at rest and in transit

- Update data retention and destruction policies
- Ensure secure file-sharing and email encryption

5. Monitoring and Incident Response

- Implement centralized logging and real-time threat monitoring
- Update and test the municipal Incident Response Plan
- Prepare for mandatory provincial incident reporting

6. Vendor and Cloud Security

- Review IT vendor contracts for cybersecurity and breach-notification requirements
- Validate cloud services against recognized security standards

7. Business Continuity and Disaster Recovery

- Update Business Continuity and Disaster Recovery Plans to include cybersecurity scenarios
- Test backup restoration and recovery procedures

FINANCIAL IMPLICATIONS

Costs will vary depending on the municipality's current IT maturity. Potential expenditures include:

- Cybersecurity consulting or managed services
- MFA and identity management tools
- Network and endpoint security upgrades
- Staff training and awareness programs
- Backup and disaster recovery improvements

A detailed cost estimate will be provided following a formal IT risk assessment.

OPTIONS

Option 1 – Proceed with a full IT cybersecurity readiness program (Recommended)

- Conduct a cybersecurity risk assessment
- Update policies and implement required technical controls
- Engage external IT security expertise where internal capacity is limited
- Prepare for provincial compliance audits

Option 2 – Maintain current practices (Not Recommended)

- Leaves the municipality at higher risk of cyber incidents
- May result in non-compliance with Bill 194 once provincial standards are finalized
- Potential operational, financial, and reputational impacts

RECOMMENDATION

THAT Council direct staff to undertake a comprehensive IT cybersecurity readiness program to ensure compliance with Bill 194, including a cybersecurity risk assessment, policy updates, technical improvements, and staff training; AND THAT staff report back with a detailed implementation plan and budget.

NEXT STEPS

- Initiate a cybersecurity risk assessment
- Develop an implementation roadmap and budget
- Update governance policies and incident reporting procedures
- Begin phased rollout of technical and administrative controls
- Provide Council with quarterly progress updates

Bill 194 (Ontario) – IT Readiness Checklist

Strengthening Cyber Security and Building Trust in the Public Sector Act

1. Cybersecurity Governance & Compliance

- ☐ Cybersecurity lead designated (internal or contracted)
- ☐ Municipal Cybersecurity Governance Policy updated to align with Bill 194
- ☐ Formal process in place for reporting cybersecurity incidents to the province
- ☐ Mechanism established to adopt provincial cybersecurity standards once issued

2. Security Risk Assessment & Gap Analysis

- ☐ Comprehensive cybersecurity risk assessment completed
- ☐ Gaps identified relative to expected provincial standards
- ☐ Documented risk mitigation plan created
- ☐ Responsibilities assigned for each mitigation action

3. Identity & Access Management (IAM)

- ☐ Multi-factor authentication (MFA) enabled for all staff
- ☐ MFA enforced for all privileged/administrator accounts
- ☐ Role-based access controls (RBAC) implemented
- ☐ Inactive, duplicate, and orphaned accounts reviewed and removed
- ☐ Centralized identity management in place (e.g., Entra ID / Azure AD)

4. Network & Infrastructure Security

- ☐ Firewalls, routers, and switches patched and securely configured
- ☐ Network segmentation implemented (admin, public Wi-Fi, SCADA, etc.)
- ☐ Endpoint protection (EDR/XDR) deployed on all municipal devices
- ☐ Secure remote access implemented (VPN + MFA; no open RDP)
- ☐ Backup system includes offline or immutable backups

5. Data Protection & Privacy Controls

- ☐ Sensitive municipal data encrypted at rest

- ☐ Sensitive municipal data encrypted in transit
- ☐ Data retention and destruction policies reviewed and updated
- ☐ Secure file-sharing and email encryption available for staff
- ☐ Vendor contracts reviewed for cybersecurity and privacy compliance

6. Monitoring, Logging & Incident Response

- ☐ Centralized logging enabled for servers, firewalls, and critical apps
- ☐ Real-time threat monitoring in place (internal or managed service)
- ☐ Incident Response Plan updated to reflect Bill 194 reporting rules
- ☐ Annual incident response test or tabletop exercise completed

7. Staff Training & Awareness

- ☐ Mandatory cybersecurity awareness training provided to all staff
- ☐ Phishing simulations or equivalent awareness activities conducted
- ☐ IT staff receive advanced training on security tools and incident response

8. Vendor & Cloud Security

- ☐ IT vendor contracts reviewed for Bill 194 compliance requirements
- ☐ Cloud services verified to meet recognized security standards (e.g., SOC 2, ISO 27001)
- ☐ Vendors required to notify the municipality promptly in the event of a breach
- ☐ Third-party access to municipal systems reviewed and restricted as needed

9. Business Continuity & Disaster Recovery

- ☐ Business Continuity Plan updated with cybersecurity scenarios
- ☐ Disaster recovery procedures tested (backup restore, failover, etc.)
- ☐ Recovery priorities documented for critical municipal services

10. Documentation & Evidence of Compliance

- ☐ All cybersecurity policies and procedures documented
- ☐ Compliance activities tracked (patching, training, audits)
- ☐ Evidence packages prepared for potential provincial audits