



Report to Council

To: Mayor and Council Members
From: Gary Geraldi, Director of Parks and Recreation / Waste Management
Date: March 10, 2026
Subject: January 2026 Activity Report

Recommendation:

Monthly Activity Reports are intended for information purposes.

Background:

Departmental Activity Reports were created to keep the Mayor and Council Members informed of recent general activity in the preceding month. These reports are not meant to be comprehensive or include day to day operational duties, they are a high-level overview.

Analysis:

The following is an activity report from the Parks and Recreation, Waste Management and Facility Maintenance Departments for the month of January 2026.

This is a General Activity Report and as mentioned, it does not include day-to-day activities, regular rental activities, private rentals and responsibilities/duties pertaining to customer service and facility operational/maintenance. This is merely an overview in point-form format and topics can be expanded, upon request.

Parks and Recreation

NKCC Maintenance:

1. Neo-Tec returned to further diagnose and eliminate our elevated conductivity notifications/alarms. For information, we now have excellent RO production levels, minimal pressure drops and the repairs/upgrades to the NKCC water distribution system have worked as planned. This will be a big asset during high demand periods, such as August and September. The only remaining nuisance issue is the elevated conductivity email alarms on the output side. These alarms do not affect operation, but they also do not differentiate between other alarms



Township of North Kawartha

280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0
Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446
www.northkawartha.ca

that could affect operation. Therefore, we are working diligently with Neo-Tec and have plans in place to eliminate these alarm notifications.

As a note, CSP performed their monthly inspection and testing on Jan. 19/26 and they confirmed the quality and quantity of the RO production is excellent.

2. The NKCC courtyard eavestrough and downspout heat cables were serviced, and one cable was re-positioned and fastened. The 2025/2026 upgrades seem to be working effectively and have greatly reduced or even eliminated the falling snow/ice hazard. There was a small ice-build-up in the courtyard corner, but this was removed and did not pose any danger.
3. In mid-January we experienced a general Refrigeration Plant Alarm due to a failure in compressor 1. Safe entry procedures to the plant were followed and the cause of the alarm was diagnosed. Cimco was able to log-in remotely, trouble-shoot and diagnose the issue. Staff cleared a small amount of ice-build-up from the cooling tower fan and ensured there were no obstructions. Cimco made a few minor adjustments remotely, and we were back-up and running. As a note, there was no threat to losing the ice surface, no cancellations, and there were no staff safety issues. There are several safety cut-out mechanisms in an arena refrigeration plant, and this was minor.
4. The Public Works Dept. did a fantastic job at moving snow at the NKCC, improving driveway sightlines and creating more parking lot room for our large events.
5. The MAU (make-up air unit) that provides heat and exchanges the air in all the dressing rooms and referees room, failed towards the end of January due to a faulty ignitor. While the ignitor was on order, we maximized the in-floor radiant heating and only used electric portable heat when required. All is fine now.

Other Maintenance:

1. Staff continues to maintain pole banners, if the Parks and Rec. health and safety procedures can be adhered to, due to weather, snow and ice.



Township of North Kawartha

280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0

Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446

www.northkawartha.ca

2. The regular monthly generator inspections were performed at all Township facilities.

As previously reported, the only two requiring follow-up service by GECO was the Municipal Office and the NKHC, which was planned and scheduled.

Upon further diagnosis, the propane regulator valve at the Municipal Office feeding the generator required replacement. This was performed by Battye Mechanical as they are certified (TSSA) Gas Technicians/Fitters.

Battye Mechanical performed pressure testing, and leak detection, on all Municipal office propane lines and propane appliances. (eg. furnace, hot water tank, generator). The regulator was replaced with success, and it will supply the required propane pressure during all propane tank levels, and in all outdoor temperatures. And well beyond any temperature we will experience in the winter or summer.

As reported in December 2025, the NKHC generator was scheduled to have the main board replaced in January to resolve the auto-start issue. Unfortunately, although it eliminated the other error messages, one error message remains and it is still preventing the auto-start feature, in the event of a hydro outage.

Note, as reported by the GECO Technician, once the generator is started manually, the generator runs fine and provides power to the NKHC without any issues. As indicated, the only issue we have been having is the auto-start if hydro goes out. We have a procedure and protocol in place in the event of a power outage to ensure this generator is started until the problem is rectified.

They are recommending what hopes to be the final piece to the puzzle which is the Transfer Switch. On a positive note, the Transfer Switch is separate from the generator and usable on another generator or a new generator down the road.

It is important to note that the NKHC generator is very large and the rough estimate that Alana and I received back in December for a replacement unit of same size and performance, was \$80,000. Therefore, as the Technicians are reporting that the current generator runs and tests excellent, diagnosing and repairing the auto-start issue is feasible.

3. Monthly HVAC system inspections were completed at Municipal office, NKHC, NK Library, GACC and WPCC. Follow-up service was required at WPCC.



Township of North Kawartha

280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0

Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446

www.northkawartha.ca

4. Monthly septic inspections were completed at facilities with access, including NKCC, WPCC and NK Library.
5. Staff (Ryan) completed some maintenance at the NKHC. This included some minor floor repairs, front tile, and he created an attic access hatch. Access to the attic was not viable after the renovations over the years. We now have a usable attic access location.
6. PestRX re-visited facilities for our pro-active pest control program.
7. Staff performed some general maintenance at the Municipal Office including; repairing some carpet tile, keyboard tray installation, re-lamping, and other minor maintenance.

Events:

1. In addition to regular programming of the arena surface and banquet hall, the NKCC also had several special or private events in January. This included both banquet hall and ice rentals. Additionally, the NKCC also hosted an Annual U9 Hockey Tournament on January 24th, in conjunction with the Annual Lions Winter Carnival. This was another very busy and successful weekend!
2. The Apsley Public School started their Friday School Skating on January 16th.
3. Back by popular demand, the 2026 Strength and Core Fitness Class ran another program from January 5th to 23rd.
4. In addition to their regular weekly programming in December, The Glen Alda Community Centre (GACC) and Wilson Park Community Centres (WPCC) had private rentals too. GACC is popular for family reunions and/or dinners. And in addition, Yoga classes were held at GACC in January, starting on January 8th and the classes ran for the month of January.



Waste Department:

1. Installed new IC&I signs at the Transfer Stations and reviewed the Non-Eligible Source Recycling procedures with staff again.
2. Met again with Waste Connections to review curbside garbage collection, transfer station bin pick-ups, and the new I.C.& I. non-eligible source recycling program.
I prepared a submitted a Staff Report to Council recommending the execution of the final optional year in our garbage contract with Waste Connections. The current contract ends January 31, 2027.
3. Started the procedure of compiling all 2025 waste management information including 2025 diversion records. We use an excel based summary document that can accurately provide information for all required annual reports. Annual reports for all closed landfill sites, as well as our two operating Transfer Stations are required by March 31, 2026.

Financial Implications:

N/A

Strategic and/or Other Plans:

Infrastructure

1. Ensure that the existing infrastructure is sustained reflective of the Asset Management Plan.

Governance

1. Provide Quality Community Programs and Services.
2. Provide effective, clear and transparent Township Communication.

Environment

1. Promote Responsible Environmental Stewardship.

Consultant(s) Sourced:

Shawn Tucker, Program Coordinator / Administrative Assistant.

Attachment:

None.