



## 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](http://www.northkawartha.ca)

### Report to Council

To: Mayor and Council Members  
From: Gary Geraldi, Director of Parks and Recreation / Waste Management  
Date: December 08, 2025  
Subject: November 2025 Activity Report

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#### 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 November 2025.

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. Completed RO membrane replacement, iron filter re-bed, multi-media filter re-bed and added pre-chlorine injection to function as an oxidizer for the iron filter. The positive results for water production were immediate with RO water production improving by 300%.

Due to the RO's dramatically increased production, the iron, multi-media filter and commercial water softener, which are required to pre-treat the water prior to



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the RO system due to our high mineral content, are having an issue keeping up to the RO system demand. Therefore, we are planning to re-bed the softener and possibly increase the size of the softener head to help solve this issue.

Again, this pre-treatment is solely due to the high mineral content of the raw water. For clarification, micro-biological sampling is perfect returning a 0 e.coli and 0 coliform sample monthly.

As we utilized the current distribution chlorine pump as a pre-chlorinator too (by adding another output line), the contact time before the iron filter is not maximized. To maximize this, a stand-alone chlorine pump would be needed at the pressure tank, where the raw water from the well enters the building. This is a last resort as it requires another chlorine pump and additional plumbing.

In summary, the system now produces lots of good RO treated water, so much that our system is having challenges pre-treating the water fast enough for the RO demand, again, solely due to the high mineral content.

2. The new NKCC driveway entrance signs were installed. In advance, staff dug-up the electrical conduit and removed the sign lighting. I had a site meeting with our electrical contractor to investigate lighting alternatives, rather than the existing lighting at the top of the signs. As an example, I suggested invisible LED lighting strips under the frame, which will provide a back-lit appearance, as an idea.
3. Troy Fire & safety completed annual inspection of NKCC fire alarm, sprinkler system and fire extinguishers. The sprinkler inspection report was just received, and the fire alarm inspection report is outstanding. Once both reports are received, any noted deficiencies will be investigated and plan of action developed.
4. NKCC septic system 'pump' chamber was pumped and the walls power washed as part of the annual proactive maintenance. This helps to prevent sediment from entering the septic field.
5. Cromar performed a semi-annual inspection of the NKCC septic 'FAST' system in compliance with our ECA. All is in good working order and no deficiencies, other than a cracked coupling that was replaced on the splash plate.
6. Ryan Daly (P&R Staff) completed a full remove and replace repair of the NKCC courtyard ledge around the windows. Ryan removed the existing aluminum top



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plate, re-sealed and spray-foamed all areas, cladded and installed new steel siding on the block face matching the building, and installed new aluminum top-plate. And he removed and caulked all of the seams around the base of the window frame, where it meets the new top plate. This was an excellent undertaking by Ryan, and not only dramatically improves the appearance, but as planned, hopefully it will function to solve the Spring season water leak issue under the bench and onto lobby floor.

7. Staff decorated the NKCC for the Holiday Season, which was appreciated by all visitors, including our Seniors and Lions Clubs for their planned Christmas Dinners. But just as important, it was appreciated by all who attended the Lions Christmas Parade and Children's Party, that was a success as always.
8. I was able to secure a significant donation of office furniture for the NKCC admin offices. This included two 'L' shaped desks, two chairs, shelving and lateral filing cabinets, all in excellent condition. This was a significant donation for P&R and was very much appreciated. Although the donor wishes to remain anonymous, a thank you was provided by P&R staff.

### **Other Maintenance:**

1. Public Defibrillators (AED's) batteries and pads were ordered and replaced by Staff per the 5-year replacement plan, at the Municipal Office, Glen Alda Community Centre and Wilson Park Community Centre.
2. The water system at the Municipal Office has been alarming due to high mineral and iron content. Not unlike the NKCC. Staff has been responding accordingly and has been able to re-set the UV. The Viqua Cool-Touch fan was replaced, as it was failing periodically and causing some of the alarm notifications. Although the current water contractor has recommended chlorine injection to pre-treat the mineral content in the raw water, I have received varying opinions on this solution, as the current equipment should be adequate for mineral content treatment if operating at capacity. For clarification, there is no issue with water disinfection and the micro-biological monthly sampling tests 0/e.coli and 0/coliform every month, which is perfect.  
We are coordinating the replacement of identified incoming plumbing lines that have scaled, and I also had another water company perform a site-visit to obtain a second opinion on mineral treatment. In the interim, we are responding as required and are awaiting final reports before proceeding.



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3. The Structural Integrity Inspection took place at the Glen Alda Community Centre. We are awaiting the final report to include any deficiencies into the 2026 plan along with the roof replacement.
4. Staff removed the pole banners in Apsley and installed approximately 32 Veteran Banners for Remembrance Day. This was a time-consuming task (two days) as it also involved the replacement of existing hardware and the installation of new hardware. Two weeks following Remembrance Day, the Veteran Banners were removed, and the winter colour banners were installed. The Veteran Banners are safely stored and will be re-installed for Remembrance Day 2026.  
As a note, P&R Staff visits all Municipal Facilities in the early morning of Nov. 11<sup>th</sup>, to ensure all Municipal Flags are lowered to half-mast for Remembrance Day.
5. I met with CLPOA representatives to further review their plans for a new Boat Cleaning Station sign at the Chandos Boat Launch, before they return to Council with a final proposed plan. This included sign locations as approved by the County.
6. I met with the Snowmobile Club to review the sign location of the recently approved new snowmobile map board at the NKCC.

### **Events:**

1. In addition to regular programming of the arena surface and banquet hall, the NKCC also had a number of special or private events in November. This included private events such as two birthday parties and a birthday party with an ice rental, but it also included large special events:  
ABC Seniors Christmas Bazaar.,  
The Holiday Extravaganza.  
U13 AMHA Hockey Tournament.  
The Lions Christmas Parade, Children's Party, and free Public Skating.
2. We started a new Strength and Core Confidence Fitness Class in November. To date it has been very popular.
3. In addition to their regular weekly programming in November, The Glen Alda and Wilson Park Community Centres had private rentals too, including private birthday parties, and the Trapper's Carnival AGM.



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**Other:**

1. Prepared and submitted draft 2026 operating budgets for the Parks & Recreation and Waste Departments. Reviewed budgets in detail with the Treasurer and CAO, seeking cost-savings and efficiencies.
2. Reviewed 2025 Capital Projects with Staff and the Treasurer. Made plans with the Treasurer to carry-over into 2026 'if' required.
3. Prepared and circulated a job posting for 'Snack Bar Attendant'. Collected and scored resumes. Arranged interviews accordingly.

**Waste Department:**

**Blue Box Recycling Contract for the Depots and Non-Eligible Source or IC&I Recycling:**

1. Met with the CAO and CMO to again review the CMO Change Notice issued on our contract starting January 1, 2026. The Township requested amendments to the Change Notice were accepted and a final amended Change Notice was issued and received.
2. Met with Waste Connections again on a final solution for IC&I recycling starting January 1, 2026. Received the negotiated plan and costing estimate in writing from Waste Connections.
3. Prepared and submitted a final report to Council with the combined information and above. Recommended the acceptance and execution of the CMO Change Notice and Contract starting January 1, 2026. This will ensure blue box recycling will be collected in our Depots.
4. Notified CMO of the Council approved contract and notified Waste Connections of the approved IC&I plan starting January 1, 2026.



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**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.