

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

Report to Council

To: Mayor and Council Members
From: Gary Geraldi, Director of Parks and Recreation / Waste Management
Date: July 30, 2026
Subject: July 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 July 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

Facility Maintenance

July was another busy month for scheduled and unscheduled Municipal facility maintenance items. As an example, a few of the items included:

- Obtained quotations for water systems upgrades and maintenance at the NK Library and Municipal Office, as previously reported on. Prepared and submitted staff report to Council. Scheduled maintenance of systems and the Library iron



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filter replacement, per recommendation and motion of Council. The Municipal Office water system maintenance as planned, is scheduled for July 31st.

- Staff recognized that the NKCC recirculation pump # 5 was sounding irregular and starting to drip water. Diagnosed and scheduled pump seal and bearing replacement. No disruption to service.
- Had Cimco on-site to perform planned off-season service and schedule the Cooling Tower fill-pack and bearing replacement that was budgeted and planned prior to fall start-up.
- Staff responded promptly and had the NKHC air-conditioning diagnosed and fixed the same day an issue was reported.
- Cromar performed semi-annual inspection and maintenance of the NKCC septic FAST system, as required per ECA. All systems reported to be operating as designed.
- As with the NKHC, staff responded promptly and had the Municipal Office air-conditioning that services the Building Dept., diagnosed and fixed the same day an issue was reported.
- A low water alarm for the NKCC fire cistern appeared on the NKCC lobby fire alarm panel on July 25th. Although the cistern was at the normal water level, we ordered a water truck to bring the cistern to maximum capacity (additional 5" inches) and to confirm the low water alarm was faulty. Troy Fire & Safety was then called and scheduled to replace the float switch.
- The planned roof repairs and roof replacement at the Glen Alda Community Centre was completed in July. The new steel roof installation is complete with snow stops. Staff is working on a few remaining items identified in the structural integrity inspection that will be completed in 2026.
- The planned roof replacement of the Wilson Park Picnic Shelter was complete in July. All shelter components were inspected through this process, and the picnic shelter is in great condition.
- NKHC – In addition to performing regular inspections and completing minor maintenance, Staff arranged site visits to receive quotations on the NKHC roof replacement in 2027. Staff also met with the floor installer, formerly with Stradwick's, to measure and assess the Dentist Suite flooring. The installer has confirmed that we have enough new flooring remaining to complete the Dentist Suite. This was the flooring originally earmarked for the addition. As the installer is familiar with the NKHC and the current requirements, he is willing to work with us on scheduling this install. I will follow-up with the CBO on schedule and plans.
- Through dogged persistence, we were successful in arranging painting contractor site visits to obtain proposals for the paint refresh of the NKCC banquet hall and lobby as planned.
- Staff performed a deep clean, inventory and organization of NKCC kitchen.



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- Staff continues to perform thorough landscaping and maintenance of Riverview Park. I prepared a request for quotation in June and have been seeking qualified companies to complete the items identified for the next phase.
- New signage was installed on the WPCC Tennis Courts.
- As mentioned at the start, the above maintenance items were just in addition to all the regular scheduled inspections and maintenance items that staff performs, including minor maintenance and work orders for the Municipal Office, facility generator inspections, HVAC inspections, re-lamping at all facilities, beach rakes, weeding gardens, dragging ball diamonds, tennis court maintenance, pest control, etc.

Special Events:

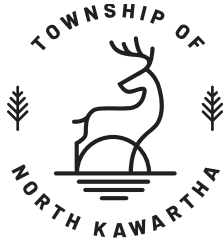
NKCC, WPCC and GACC - In addition to regular programming of the community centre banquet halls, all three community centres also had private rentals in July. A few other notable events included:

Events:

- **July 4th** – NKCC Banquet Hall - Jack and Jill
- **July 11th** – NKCC Banquet Hall - Jack and Jill
- **July 17th** – GACC Hall - Cottage Association AGM
- **July 18th & 19th** – NKCC Banquet Hall & Arena - Lion's Flea Market
- **July 25th** – NKCC Banquet Hall - Apsley Public School Fundraiser
- **July 28th** – WPCC Hall - NK Library Board
- **July 27th** – NKCC Banquet Hall - Apsley Artisans Festival

Programs:

- **July** – Strength & Core Confidence Fitness Program
- **July** – Indoor Pickleball Mondays and 1st/3rd Thursday of the Month
- **July** – Ping Pong every Tuesday
- **July** – Adult Mixed 3-Pitch - Mondays and Wednesdays
- **July** – NK Piecemakers Quilting Group – Weekly on Mondays
- **July** – Youth Beach Volleyball - Mondays
- **July** – Youth (U12) Softball - Tuesdays
- **July** – Youth Flag Football - Wednesdays
- **July** – Youth T-Ball and U15 Softball – Thursdays
- **July** – Meetings were held to finalize fall program start dates, including the August Hockey School and Figure Skating Boot Camp.



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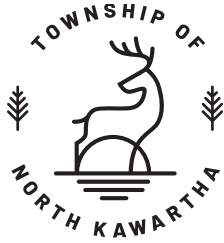
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Waste Department:

- **Recycling** – As reported last month, Circular Materials performed a surprise inspection of the Township's two Transfer Stations, specifically the recycling system processes and operations. As mentioned, Circular Materials appeared very satisfied with our established recycling collection system and processes, but we did make and install individual signs on each fibre bin, asking residents to please flatten cardboard.
- **Garbage** - The end of June and start of July was challenging for private road garbage collection. Servicing the private roads can be difficult for a new Driver that is not familiar with all the nuances that exist on some of the fire routes and private roads. Our contractor was quick to realize a change was required and immediately made some route changes that solved the issue almost immediately.
- **Loader** - The loader at Haultain was unexpectedly out of service, creating a challenge for bin compaction prior to going out. The loader was successfully repaired this week and back in service.
- **Transfer Stations** – The transfer stations continue to be busy in the summer months. Staff is compacting bins and scheduling bin dump and returns on a weekly basis.

HR / Training / Other:

- Drafted a new four-year agreement for the ABC Seniors Club that starts January 1, 2027, and runs concurrent with the term of Council. Once approved at the Club level, it will come forth to Council.
- Drafted a new four-year agreement for the Apsley Lions Club that starts January 1, 2027, and runs concurrent with the term of Council. Once approved at the Club level, it will come forth to Council.
- Although originally planned to be included in the four-year agreement, I created a separate memorandum of understanding (MOU) between the Lions Club and the Township, for the Lions Park.
- Parks and Recreation Staff attended the chainsaw training at Fire Hall # 2 on July 21st.
- Mr. Tucker facilitated a staff review of current Corporate Policies and Procedures. Mr. Tucker will be following this up with a review/training on the current Parks and Recreation Policies and Procedures.
This review is being facilitated with specific identified objectives and outcomes.



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Citywide Statistics:

As reported last month, the Parks, Recreation and Waste Departments are very active users and proponents of the Township's Citywide software. As previously stated, Citywide has been very effective for inspections and work orders. For information, the following are some Citywide Departmental specific statistics for July.

Inspections:

90% of the required Morning Shift Daily Inspections were completed through Citywide. (This discrepancy was due to a staff member not having access to the Citywide software. However, the inspections were completed via hard copy. Access is being corrected).

100% of the required Afternoon Shift Daily Inspections were completed through Citywide.

100% of remaining generated inspections were completed and on time.

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, Parks and Recreation Supervisor

Attachment:

None.