

# **FIRST QUARTER REPORT JANUARY 2025- MARCH 2025**



## A WELCOME FROM THE MAYOR AND COUNCIL

We are pleased to share the Municipality of Northern Bruce Peninsula's First Quarter Report for 2025, highlighting key activities and accomplishments from January through March. This report provides a snapshot of municipal operations, including financial performance, service delivery, community engagement, and departmental updates. Despite a challenging winter season, staff remained committed to maintaining services, advancing capital projects, and responding to increased community needs. We invite you to review the following pages for insights into our progress and priorities as we move into the rest of the year.



# Building Department

## Permit Issuance Overview

Month	2024 Total Permits	2025 Total Permits
January	12	12
February	13	13
March	18	3

## Permit Type Breakdown (Select Residential)

Type	Jan-Mar 2024	Jan-Mar 2025	Notes
Garages/Carports/Sheds	9	5	↓ Decrease
ADUs	1	0	↓ No activity in 2025
Decks	1	1	↔ Steady
Additions & Renovations	4	8	↑ Doubled
New Residential	9	9	↔ Same level
Multi-Family	0	0	↔ No activity

## Other Permit Categories

Type	Jan-Mar 2024	Jan-Mar 2025	Notes
Commercial (Add/Reno)	0	1	↑ Small uptick
Septic (New/Alterations)	9	6	↓ Decline
Miscellaneous	5	3	↓ Slight drop
Demolition	4	2	↓ Halved

## Revenue Collection

Month	2024 Revenue	2025 Revenue	Change
January	\$13,961.60	\$6,539.65	↓ 53%
February	\$15,306.10	\$11,316.85	↓ 26%
March	\$19,536.56	\$1,225.00	↓ 94%

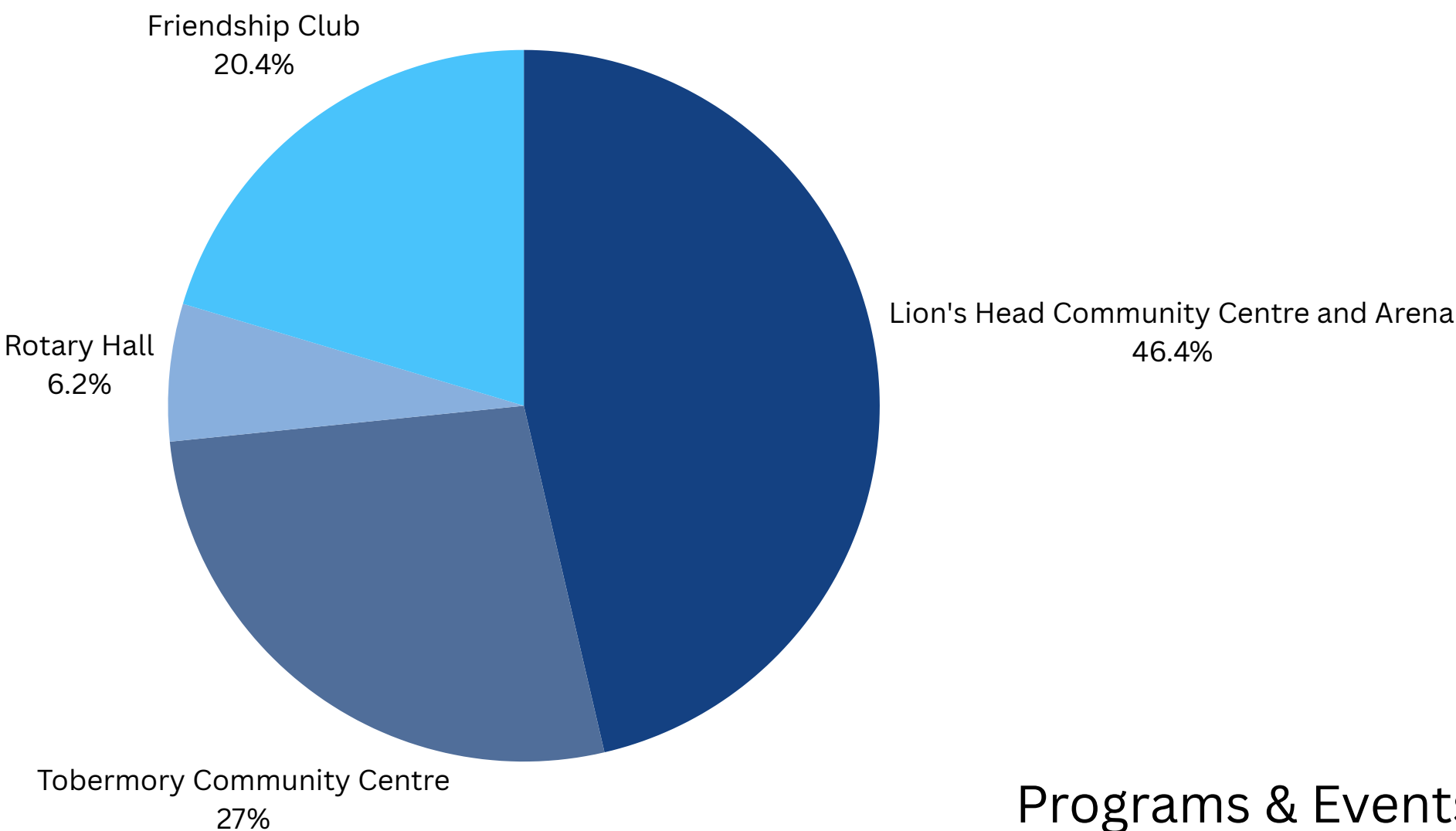
- Summary of Key Trends:
- Stability in January & February permit numbers masks a sharp decline in March 2025, which significantly impacts overall performance.
- Revenue and inspections are down, mirroring reduced permit activity.
- Slight shift from new builds to renovations, possibly indicating market or policy changes encouraging upgrades over new construction.
- Septic and demolition permits declined, which may warrant further investigation into rural development or environmental policy impacts.

# Parks and Facilities Department

## Operational Summary

Metric	Q1 2024	Q1 2025	Change
Safety Inspections	21	16	↓ 24%
Work Orders	41	23	↓ 44%
Maintenance Activities	26	75	↑ 188%
Capital Projects Completed	0	3	↑ Initiated

## Facility Usage and Events



### Attendance Highlights

- Lion’s Head Arena: 8,580 visitors (↓ 7%)
- Tobermory Community Centre: 3,547 visitors (↓ 2%)
- Rotary Hall: 628 visitors (↑ 74%)
- Friendship Club: 2,208 visitors (newly tracked)

### Programs & Events

- Family Day (rescheduled to March 8): 30 families attended
- Curling Bonspiels and Hockey Tournaments at Lion’s Head Arena
- 5 community events hosted in Q1

### DEPARTMENT INITIATIVES

Volunteer Engagement: Recruitment plan developed for St. Edmunds Museum; programming support with seniors' groups under SALC funding

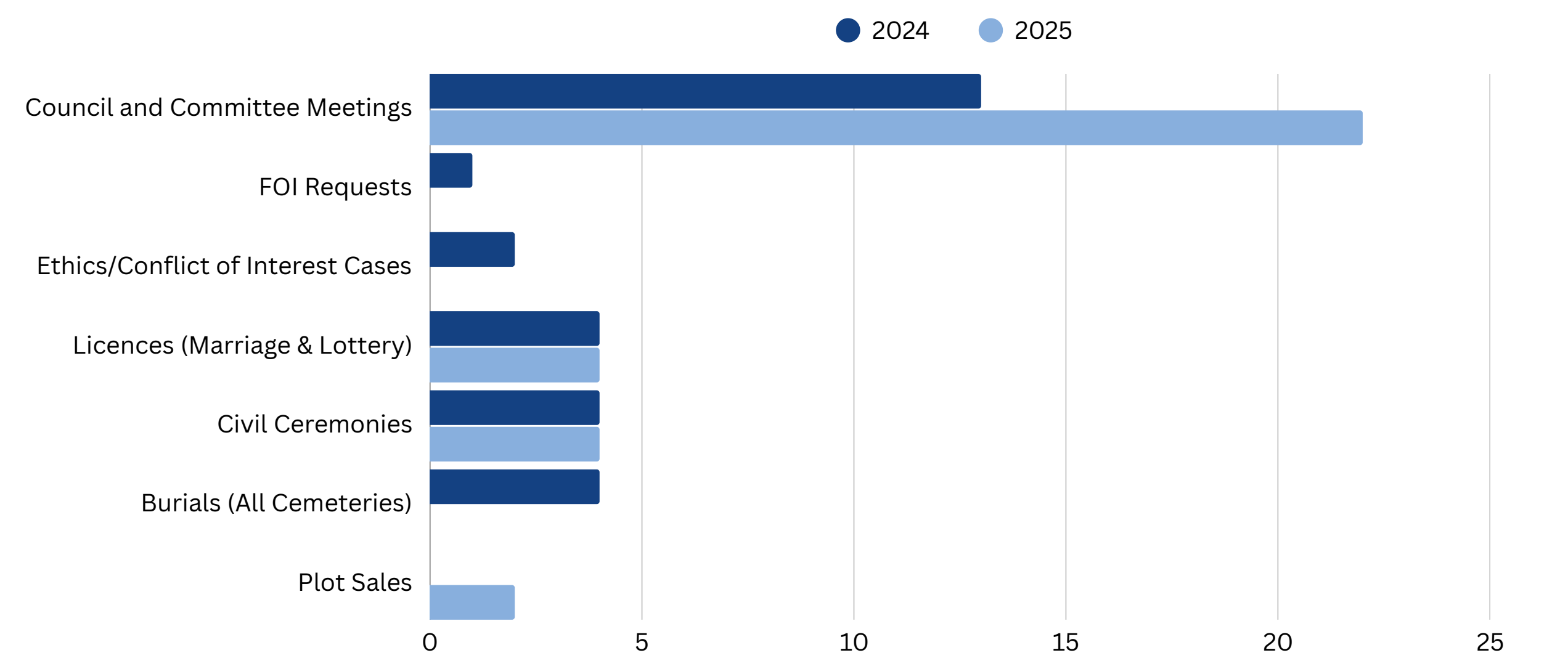
Safety Compliance: Monthly H&S inspections completed; First Aid and Asbestos Program implemented; JHSC expanded

Sustainability: LED lighting upgrades completed at Tobermory CC and Municipal Admin Office

Community Feedback: Participant survey drafted for SALC programs to inform Q2 planning



# Clerks Department



## Planning Services and Development Activity

Category	Q1 2024	Q1 2025	Trend / Insight
Active Applications/Inquiries	25	48	↑ +92% – development interest
Completed Planning Applications	4	8	↑ <b>+100%</b> – Improved

## Highlights

In Q1 2025, the Clerks Department experienced a notable increase in activity, with Council and committee meetings rising by 69% compared to Q1 2024, reflecting a heightened governance workload.

Short-Term Accommodation (STA) licensing showed strong renewal engagement with 21 renewals issued, alongside steady new licence issuance, indicating continued program participation and possible market stabilization.

Planning services saw significant growth, with active applications and inquiries nearly doubling and completed files increasing by 100%, pointing to robust development interest.

Core administrative functions remained consistent, with stable levels of marriage and lottery licensing, civil ceremonies, and no reported FOI requests or conflict of interest cases. Cemetery services were seasonally quiet, with no burials reported, though two plots were sold at Eastnor Cemetery.

# Fire Department

Incident Type	Q1 2024	Q1 2025	Trend / Comment
Fires	1	0	↓ No fires recorded in Q1 2025.
VSA (Vital Signs Absent)	3	2	↓ Slight decline.
Medicals	3	6	↑ Doubled medical responses.
CO Alarms	6	4	↓ Moderate drop.
False Alarms	6	12	↑ Doubled; possible equipment c
MVCs (Motor Vehicle Collisions)	4	10	↑ Sharp rise due to winter storm
No Loss Outdoor Fires	7	1	↓ Significant decrease.
Power Lines Down	1	13	↑ Surge during Q1 ice storm.
Other (Rescues, Leaks, etc.)	Various	Minimal	Stable or negligible occurrence.
Total Calls	34	59	↑ +74% increase in call volume

## Training & Certification

- NFPA Certifications: 7 completed for HAZMAT Awareness & Firefighter I.
- Specialty Training:
- 4 completed Technician-Level Ice Water Rescue.
- All firefighters received Awareness-Level Water Rescue.

## Summary

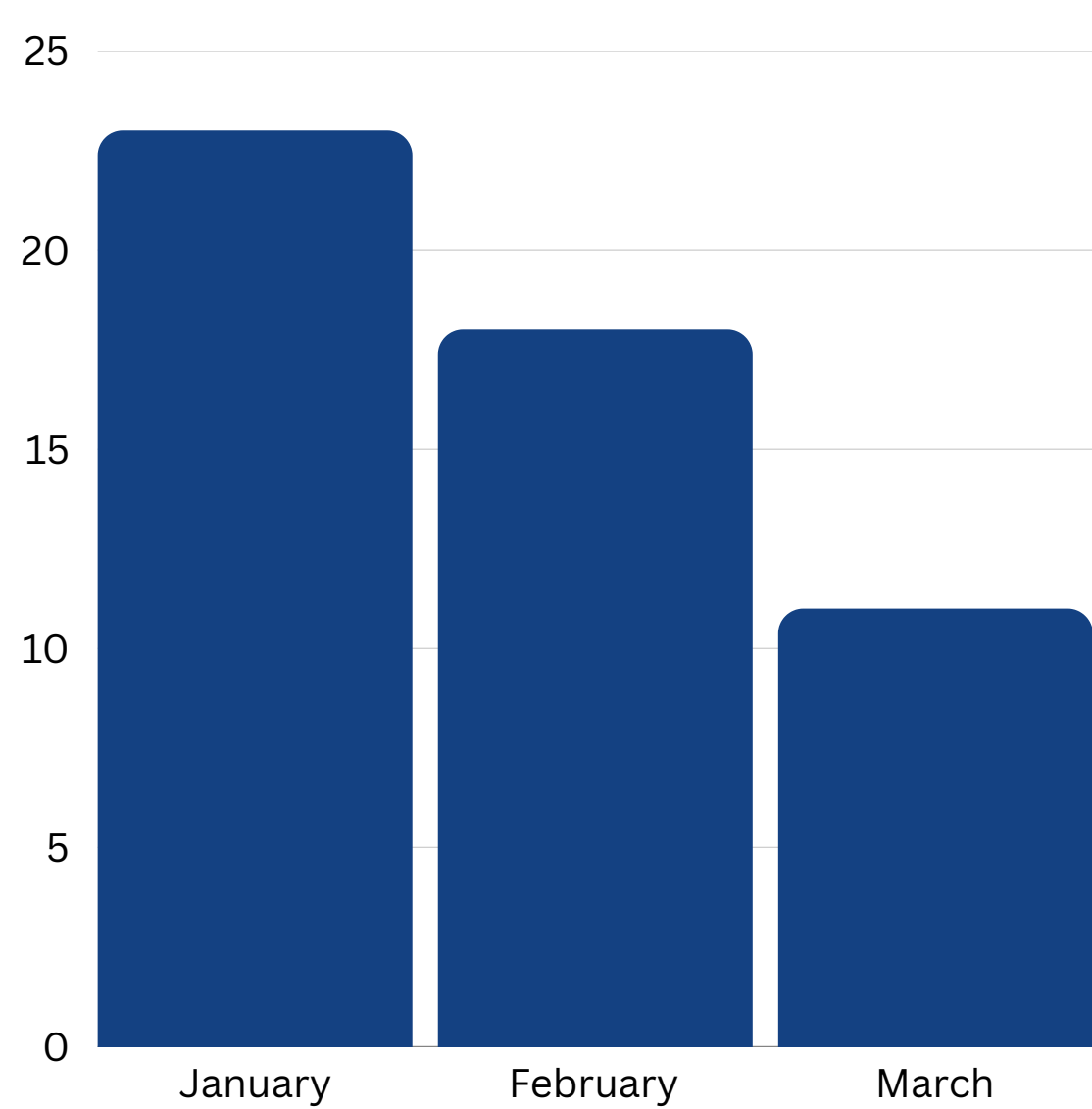
- Emergency call volume surged 74% compared to Q1 2024 due to weather-related events.
- Medical and MVC calls doubled, while false alarms and downed line responses spiked.
- Fire prevention, training, and capital investment continued as operational priorities.
- Q1 established new benchmarks for incident response, inter-agency coordination, and firefighter certification progress.

# Public Works Department

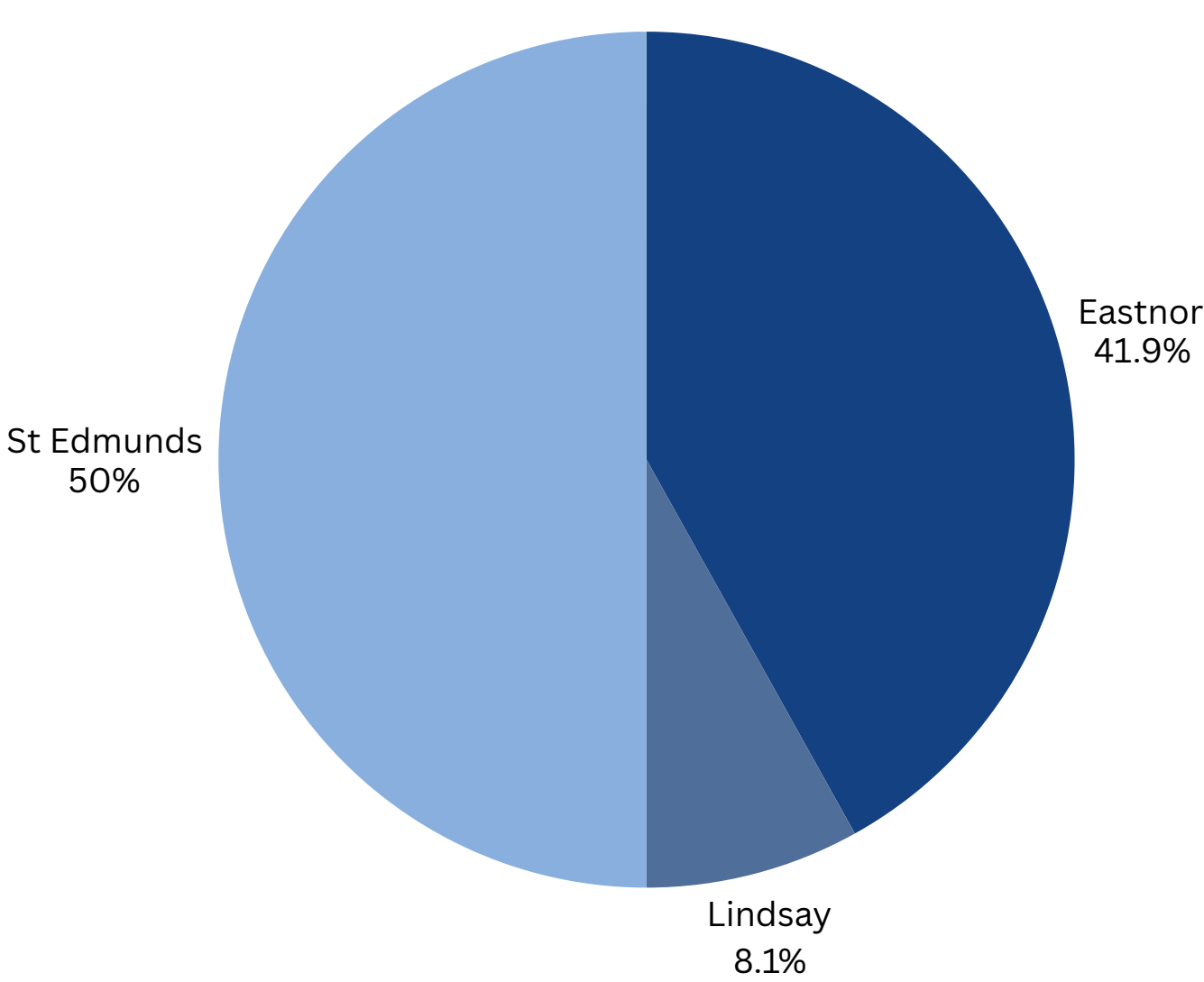
## Infrastructure Maintenance and Repairs

- A busy winter season kept both Public Works staff and contractors active responding to multiple severe weather events.
- January and February storm activity overwhelmed crews at times, with cleanup continuing early the next morning. Public response was mostly positive, with many residents expressing appreciation.
- A March ice storm caused road closures, downed power lines, and widespread debris. Waste Management experienced vehicle breakdowns and service interruptions.
- Significant sign damage occurred throughout the quarter. Ongoing signage replacement and straightening continued to meet reflectivity standards.

Landfill activity increased, with litter cleanup, cover material use, and recycling programs (133 mattresses recycled in Q1). Brush drop-off at landfills was offered free of charge post-ice storm.

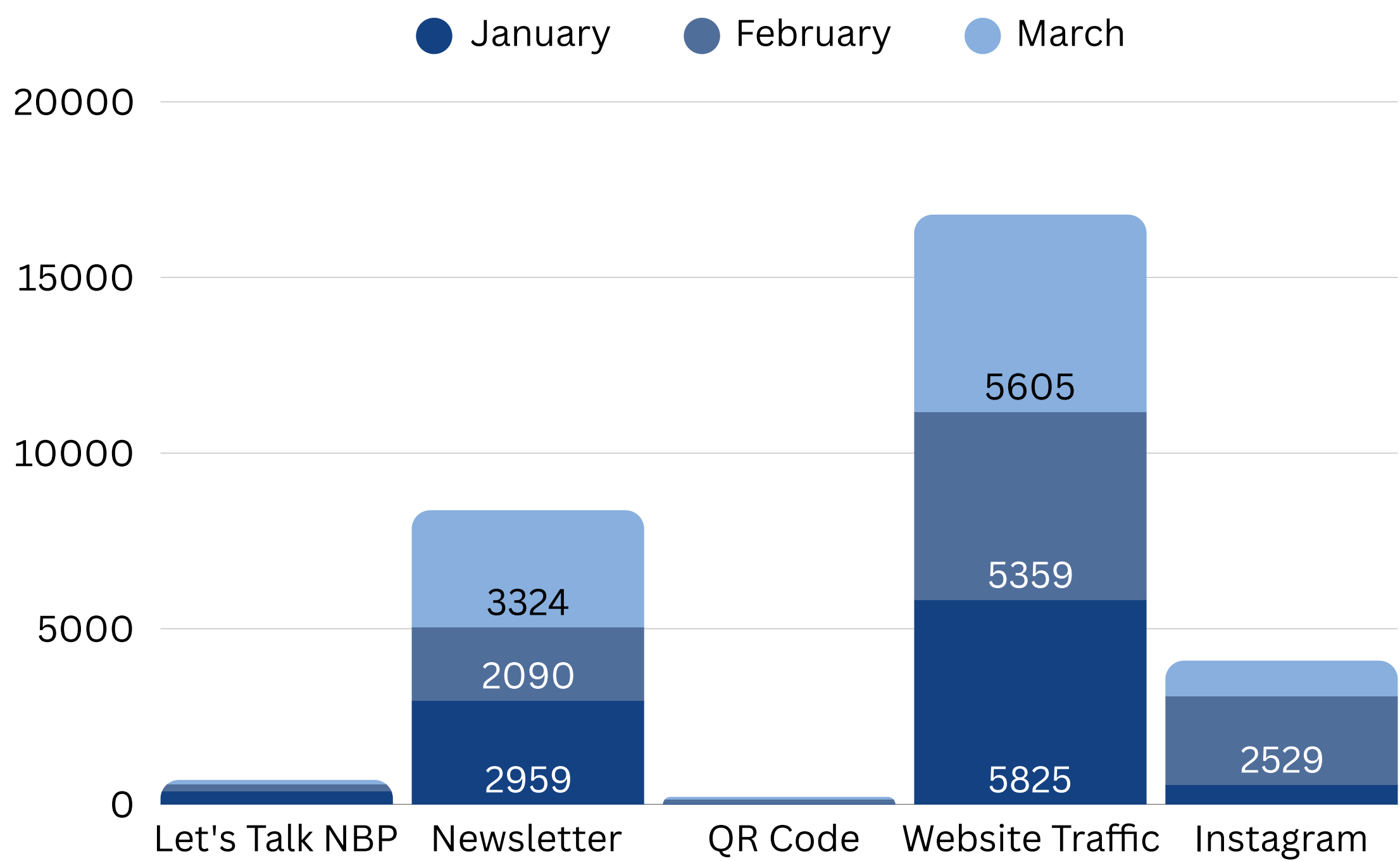


Winter Events



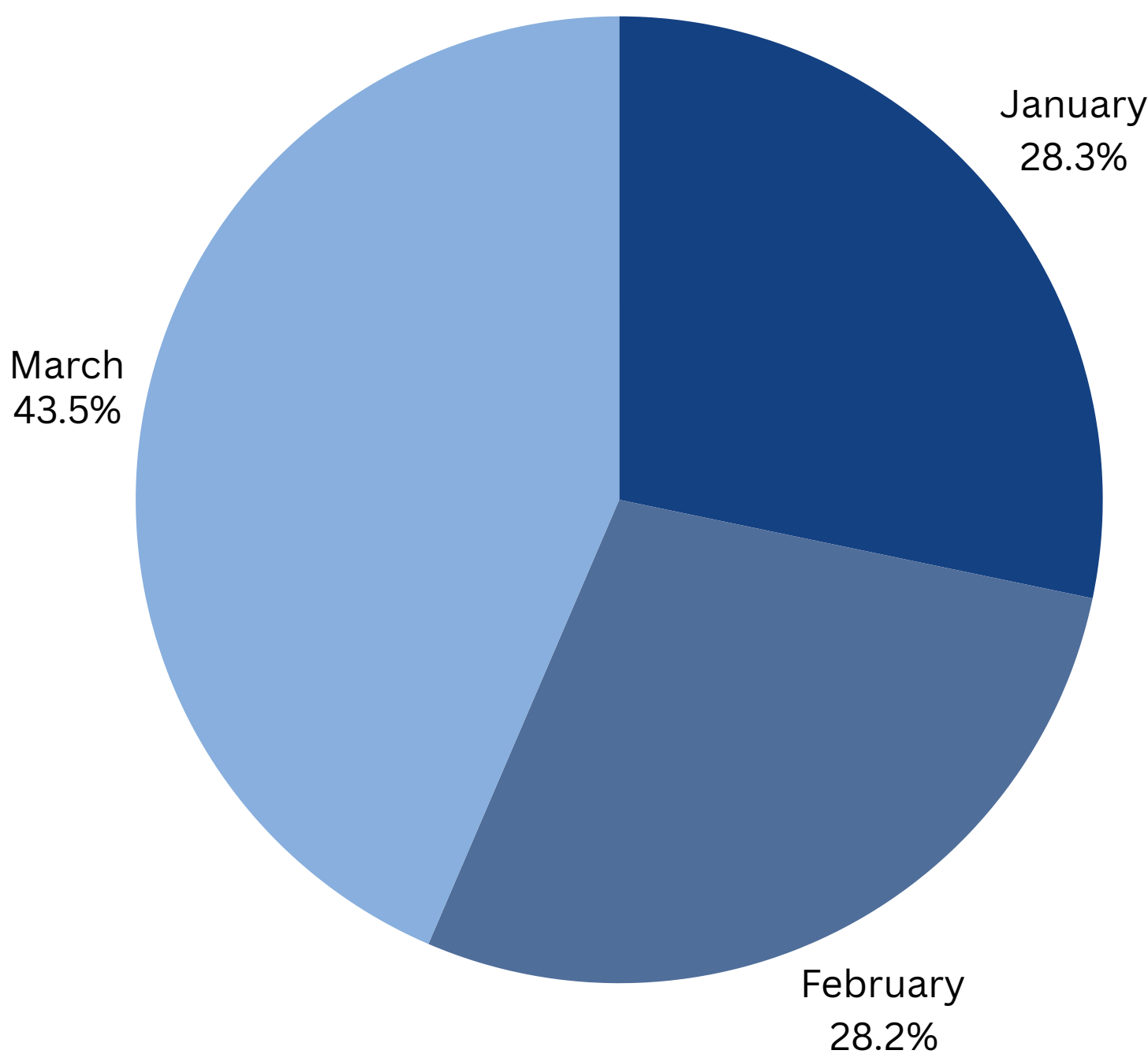
Landfill Materials

# Communication



From January to March, Let’s Talk NBP traffic steadily declined from 383 to 111 visits, while newsletter engagement fluctuated—dropping in February but rebounding strongly in March to 3,324. QR code scanning peaked in February at 125 before decreasing to 67 in March. Website traffic remained relatively stable across the three months, with minor fluctuations. Instagram traffic saw a major spike in February (2,529) before dipping to 1,003 in March, still nearly double the January baseline.

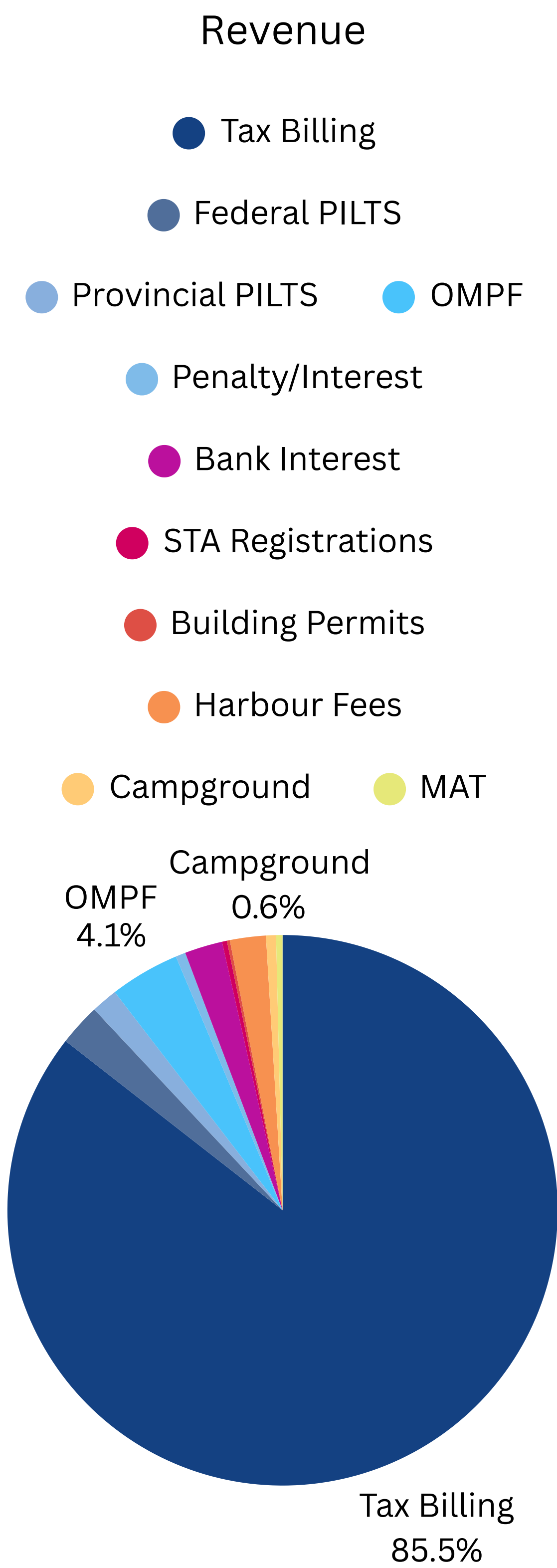
Facebook traffic remained consistently high in January and February, with a major spike in March reaching over 134,000 views—highlighting strong community engagement on the platform.





# Treasury Department

In Q1 2025, the Municipality collected \$6.89 million in revenue, with \$5.05 million from tax billing and \$1.17 million from general sources such as interest, PILTs, and user fees. Expenditures totaled \$5.6 million, leaving a positive cash balance of \$1.29 million. Upfront costs like insurance and lease payments temporarily impacted some budget lines. The Municipality remains in a strong financial position, continues to service its OSIFA loan, and is preparing to implement the Questica Budget system.



# Capital Project Update

During the first quarter of 2025, the Municipality initiated a number of capital projects with a total approved budget of approximately \$8.9 million across departments. As of March 31, expenditures totaled \$186,224, reflecting early-stage progress in several areas.

General Government: LED lighting upgrades at the Administration Office were completed (\$9,740), with heat pump replacements and other upgrades scheduled for Q2.

Protection to Persons and Property: Fire Services saw early progress, with significant investments in gear, coveralls, and a new pickup truck totaling \$97,539.

Transportation: Minimal spending occurred in Q1, though window replacement at the airport was completed in April and reported as Q1 work (\$6,408).

Recreation & Culture: A total of \$72,537 was spent, including a new pickup truck, LED lighting at the Tobermory Community Centre, and furnishings for public spaces.

