

# 2025 YEAR IN REVIEW

Presented by Jeff Lees, CAO  
to Council: February 11, 2026



# AGENDA

## 1 Organizational Chart

## 2 Department Review:

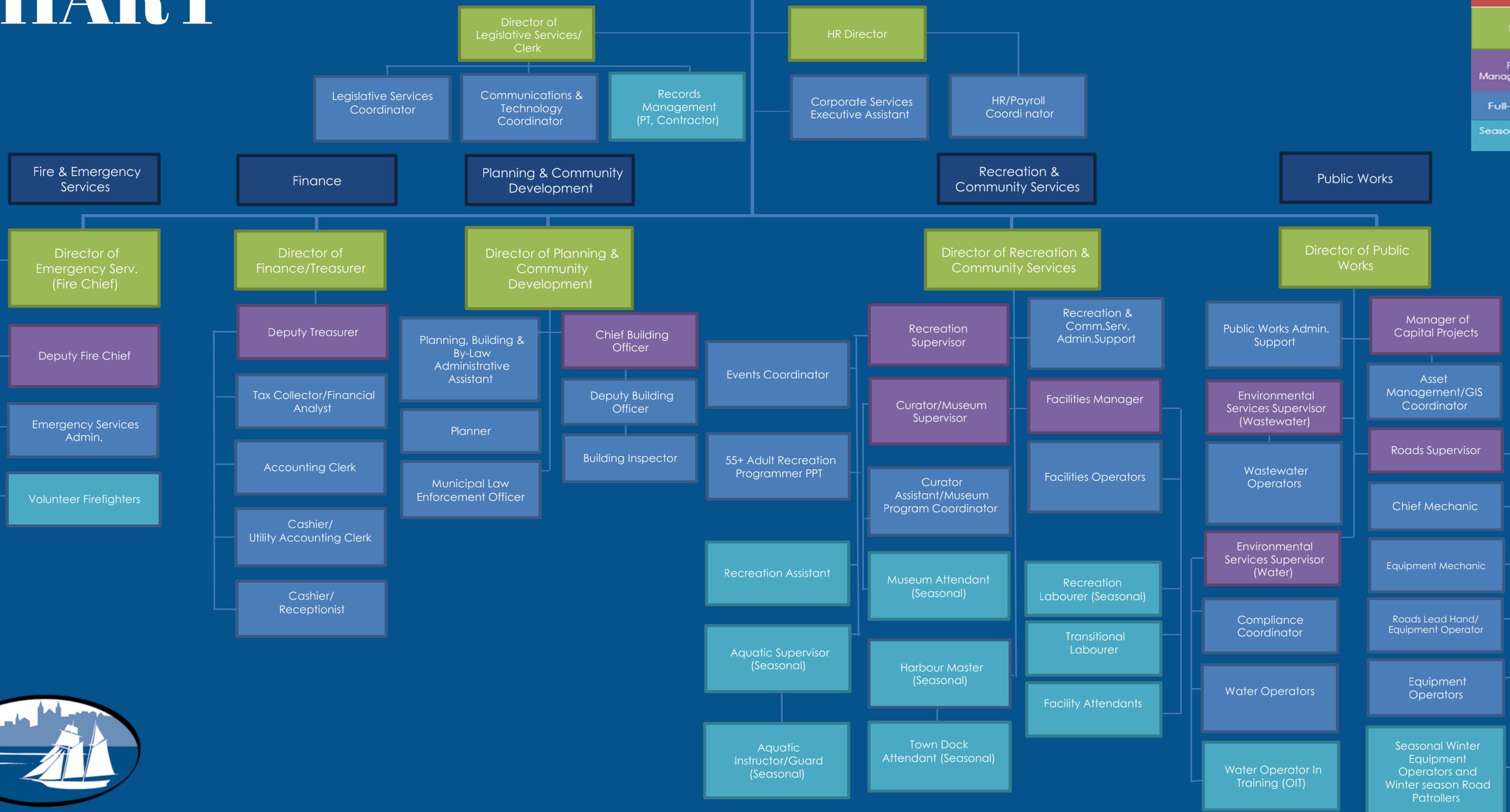
- Corporate Services
  - Chief Administrative Officer
  - Mayor and Council
  - Legislative Services
  - Human Resources
- Finance
- Fire & Emergency Services
- Planning & Community Development
- Recreation & Community Services
- Public Works

## 3 Strategic Plan Progress Overview



# ORGANIZATIONAL CHART

Corporate Services  
Chief Administrative Officer



# CORPORATE SERVICES



## Administration

- Management of the organization.
- Staff and culture.
- Regular Council and staff check-in meetings.
- Support in Southern Georgian Bay OPP Detachment Board.
- Mayor and CAO Business Walkabouts - 3.5 days.
- With Legislative Services Department, coordination of the Doors Open Event at Townhall.
- Support in the North Simcoe Community Safety and Wellbeing Plan 2025-2029 update.
- 25+ meetings with community organizations, businesses and residents.
- Focus on corporate wide update of standard operating procedures.
- In conjunction with Planning and Community Development, presentation of Emergency Management - 78 Main Street Building Collapse during Simcoe County Conference.



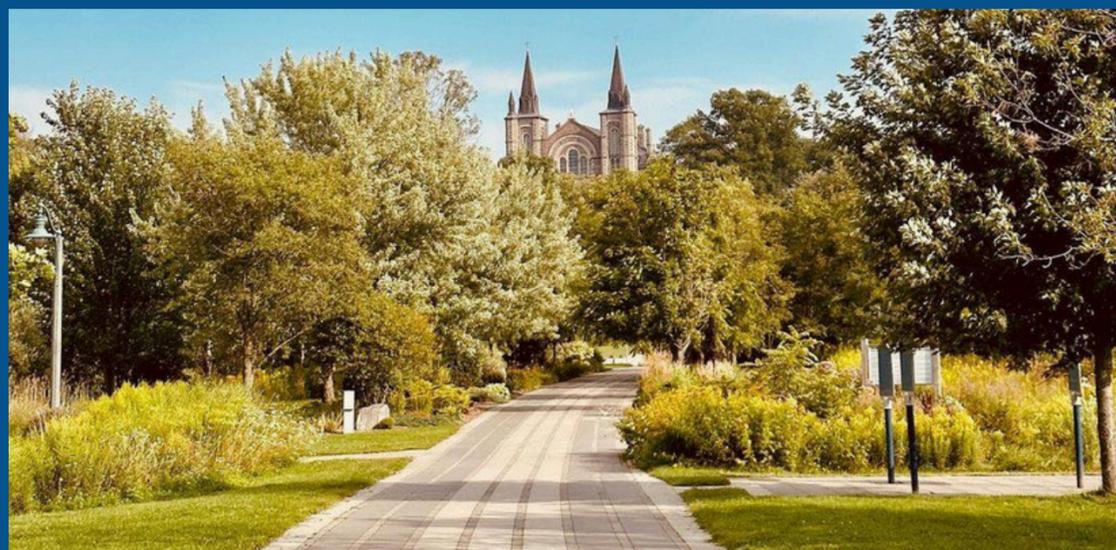
## Mayor & Council Support

- Calendar coordination.
- External meeting arrangements.
- Events coordination.
- Conference registrations.
- Delegations to Ministries on 4 separate topics:
  - 1 delegation during ROMA Conference.
  - 3 delegations during AMO Conference.
- Certificate presentations.
- 12 flag raising ceremonies coordinated to demonstrate support and raise awareness to various community groups and causes.

# CORPORATE SERVICES

## Legislative Services

- 73 meetings, agendas, and minutes.
- 54 by-laws.
- 14 marriage ceremonies.
- 211 death registrations.
- 98 licenses issued.
- 768 lottery reports reviewed.
- 121 documents commissioned.
- 32 FOI Requests.
- Coordination of Volunteer Appreciation Event.
- Preparation for and implementation of Strong Mayor Powers.



## Technology and Communications

- 163 media releases.
- 18 Council, Special Council and Committee of the Whole highlights.
- 23 streamed and recorded meetings.
- 178 Facebook posts.
- 8 engagement surveys.
- Website and server maintenance.
- Website Accessibility and Multi-Language Tool launched.
- Citywide website portal launched.
- 655 IT helpdesk/service request tickets.
- Finalization of device compliance to combat phishing (Intune program).

# CORPORATE SERVICES

## Human Resources

- 120+ recruitment interviews conducted.
- 53 on-boarding events coordinated.
- 1,075+ training hours coordinated, including 2 all-staff training sessions:
  - Respect in the Workplace.
  - Customer Service & Resolving Conflict.
- 2 All Staff Meetings.
- Employee Service Recognition Award.
- Staff engagement events and activities.
- Health & Safety:
  - Joint Health and Safety Committee Terms of Reference updated.
  - Internal online health and safety board launched.
- Staff committees and events.
- Collaboration with union (touchpoint meetings, labour/management, negotiations).
- Implementation of ADP electronic payroll processing system.



# FINANCE



## Budget & Finance

- 76 budget surveys completed by residents, Council and management.
- 2 public budget consultations.
- 2 Special Committee of the Whole budget meetings.
- 2026 operating and capital budget of \$25.7 million adopted during the December 10, 2025 Council meeting.
- Transition to Simcoe County Municipal Insurance Pool.

## Accounting

- \$26 million processed in vendor payments.
- 242 invoices issued in the amount of \$531,484.
- \$20.1 million in property taxes & utility (water/sewer) collected.
- 7,963 property tax bills issued.
- 12,644 water bills issued.



# FIRE & EMERGENCY SERVICES



## Fire and Emergency Response

- 250 emergency responses.
  - 8% increase from 2024.
  - 13 fire related responses.
  - 18 hazardous condition responses.
  - 144 activated alarms.
  - 31 motor vehicle accident responses.
  - 16 medical assistance.
- 661 fire permits sold.
- Organizational effort in response to March 2025 Ice Storm Weather Event.

## Fire Prevention and Education

- 93 fire inspections.
- 588 homes visited through the “Home Safe Home” program.
- 2,800 training hours.
- Annual Emergency Management training and exercise completed.
- 27 public events.
- 4 school visits.
- Food drives held in April, October and December with proceeds donated directly to St. Vincent De Paul, Penetanguishene.
- Awarded:
  - Fire Protection Grant.
  - Mental Health Support for Public Safety Personnel Grant.
  - Firehouse Subs Public Safety Grant.
  - Royal Canadian Legion Grant.



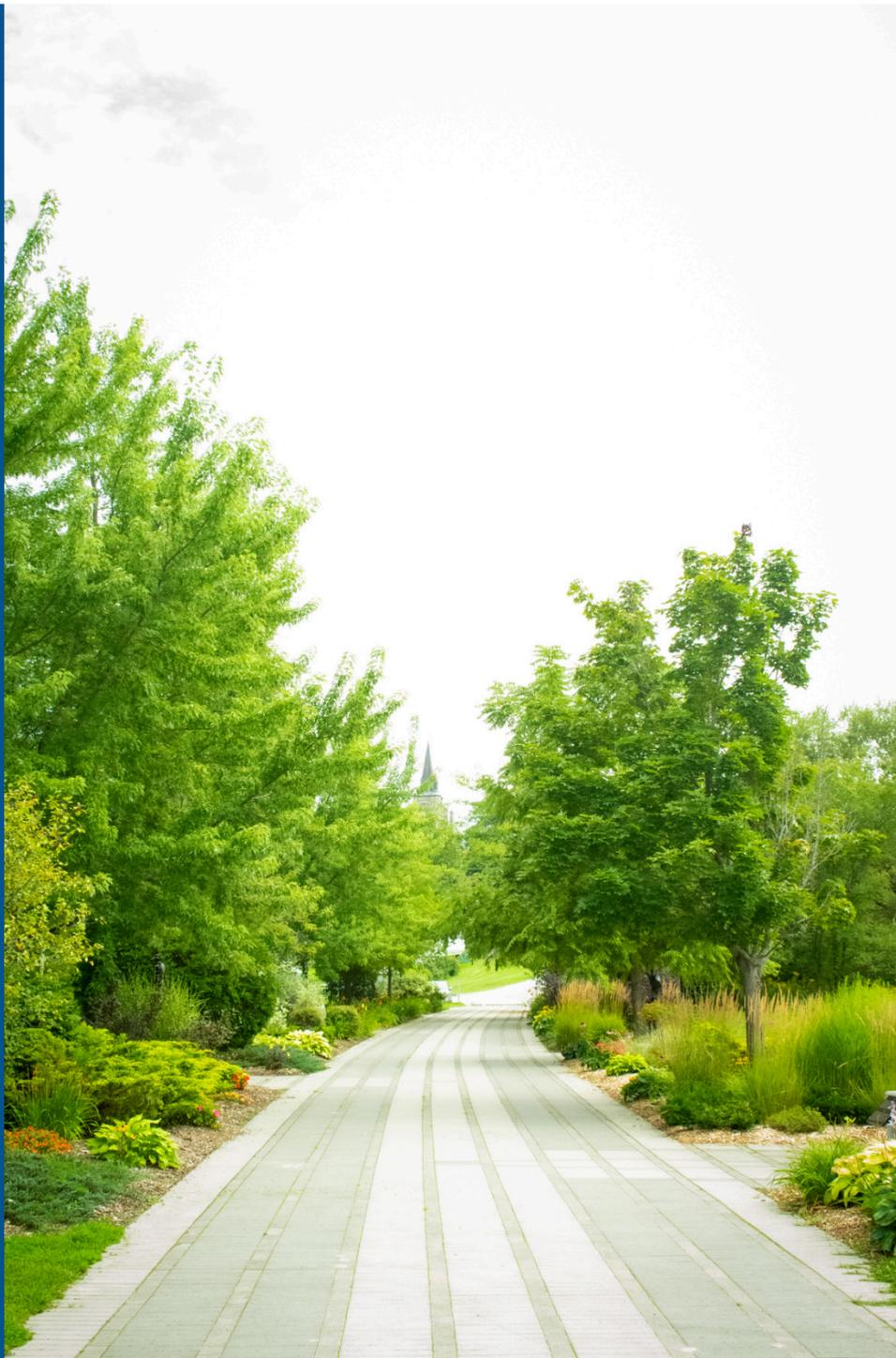
# PLANNING & COMMUNITY DEVELOPMENT

## Building Services

- 130 permits issued.
- 569 inspections completed.
- \$10.2 million value in construction.
- 6 new dwelling units.

## By-law

- 1,140 occurrences logged.
- 347 parking tickets issued.
- 53 warnings given.
- 5 Notice of Violations.
- 5 Administration Monetary Penalties for short-term rentals.



## Planning and Development

- Committee of Adjustment:
  - 2 Consent Applications.
  - 5 Minor Variances.
- 9 Site Plan applications.
- 4 Zoning By-law Amendment Applications.
- 1 Official Plan Amendment.
- 17 Planning Applications received.
- Parking Strategy and additional consultation parking changes completed.
- Heritage Designation project completed.
- Tree Planting Strategy in progress.
- Peel Street Streetscape in progress.
- Town Dock Secondary Plan and Master Plan in progress.

# RECREATION & COMMUNITY SERVICES

## Recreation Services

- CANBike certified staff.
- Seniors Active Living Centre opened.
- 417 programs offered (Adult, 55+ Specific, Youth, Soccer, Swim).
- 2,935 program participants.
- 27 new standard operating procedures developed.
- Addition of boardwalk to Rotary Champlain Wendat Park beach.



## Events

- 77th Annual Winterama.
  - 8,000 unique visitors.
  - 3,000 buttons sold.
  - \$250,222 estimated economic impact to area.
- Plant it Forward: tree reservation program - 64 trees distributed.
- Bayside Summer Soiree: 13 scheduled Fridays.
- Seniors Information Day: 300+ attendees.
- Cycling events: Bike Rodea & Apres Velo.
- Seniors BBQ: 100+ attendees.
- Penetanguishene 150 event:
  - 150 trees distributed.
  - 200+ attendees.
- Festival of Lights: 200+ attendees.
- 12 special event requests reviewed and approved.

# RECREATION & COMMUNITY SERVICES



## Museum

- 9,909 visitors.
- 46 programs offered, 1,017 participants.
- 356 objects/archives accessioned.
- 1,204 archival items scanned and loaded to collections management system.
- Offered 4 free genealogy courses for “May is Museum Month”.
- Developed a 5 year strategic plan.
- Developed a 5 year digitization plan.
- Created a new interactive children’s play area.
- Celebrated Penetanguishene’s 150 with new exhibit and Doors Open Simcoe County.
- Updated and enhanced Beck exhibit area.
- Hosted travelling exhibit “A Tapestry of Voices: Celebrating Canada’s Languages Exhibit.”

## Wharf

- 81 seasonal slip rentals.
- \$20,453 transient slip revenues.
- 1,420 launch passes (with and without parking) sold.
- 63 parking only passes sold.
- Joined the Clean Marine Program.
- Silver member with Boating Ontario.

## Arena & Facilities

- 585 reservations.
  - 10% increase in hall rentals in 2025.
- Facility waste audits completed.
- Installation of new flagpole at Townhall.
- New code of conduct and facility signage for the Arena implemented.
- 461.5 hours of arena floor rentals.
- 1,983.15 ice rental hours.



# TRANSPORTATION & ENVIRONMENTAL SERVICES



## Environmental Services

- 1,853 work orders completed (wastewater).
- 1,492,294 m<sup>3</sup> of wastewater treated (Main Street PCP and Fox Street PCP).
- 1,062 work orders completed (Water).
- 1,072,519 m<sup>3</sup> of water treated and distributed.
- Fox Street PCP Tertiary Treatment Repairs.
- Robert Street West Well treatment system detailed design.



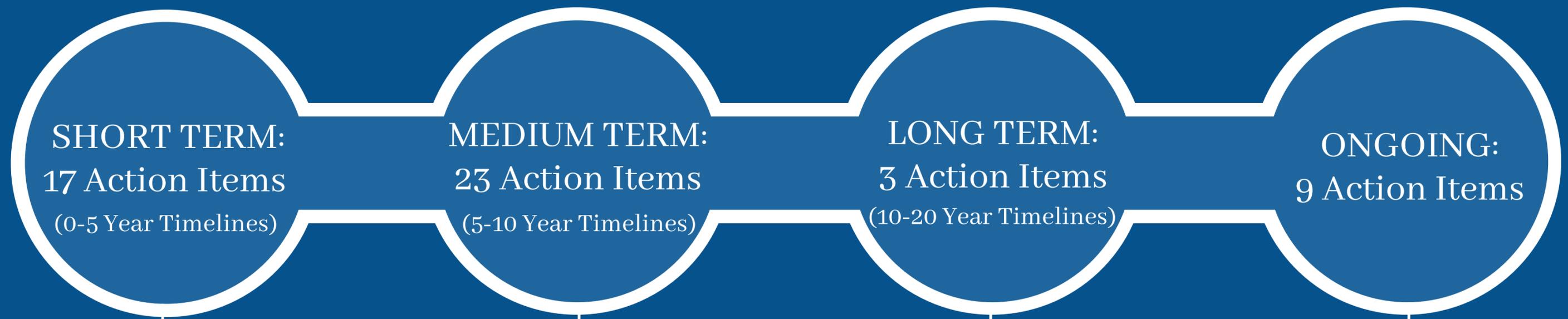
## Roads

- 1.8 km of asphalt resurfaced.
- 1.5 km treated with asphalt rejuvenation.
- 320 m of sidewalk removal and replacement.
- Winter of 2024/2025:
  - 783.6 tonnes of salt applied.
  - 5,313.1 tonnes of sand applied.
  - 110 weather events.
- 240 catch basins cleaned.
- Zones 2 & 4 of the sanitary sewer collection system flushed (Approx. 3.6 km).
- 1,048 workorders completed.
- 504 utility locates completed.
- 1.2 km of drainage ditches excavated and restored.
- Wash bay completed.
- Sand Dome replacement and relocation.
- Robert Street and Fuller Avenue intersection improvements.

# STRATEGIC PLAN PROGRESS OVERVIEW

2-year progress update presented to Council on November 12, 2025. Full presentation is linked below:

[20-Year Community Based Strategic Plan 2-Year Progress Update](#)



- 88% In-progress.
- 6% Awaiting action.
- 6% Completed.

- 17% In-progress.
- 74% Awaiting action.
- 9% Completed.

- 100% Awaiting action.

- 100% In-progress.





"Unity is strength... when there is teamwork and collaboration, wonderful things can be achieved." - Mattie Stepanek





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