

Corporation of the Township of Chisholm

Municipal Office/Council Chambers: 2847 Chiswick Line, Powassan, Ont. P0H 1Z0

Phone (705)724-3526 - Fax (705)724-5099 info@chisholm.ca

AGENDA **COUNCIL MEETING** **TUESDAY, July 8, 2025 7:00 PM**

1. CALL TO ORDER & ACKNOWLEDGE FIRST NATIONS PEOPLES AND LAND

"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings."

2. NOTIFICATION OF PECUNIARY INTEREST

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

(a) Minutes, Regular Council Meeting, June 24, 2025 (Encl.)

5. APPROVAL OF ACCOUNTS – None

6. PRESENTATION AND DELEGATIONS -None

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

(a) Mayor and Council Reports

- Mayor

(b) Committee Reports

- Minutes, Board of Health, April 23, 2025 (Encl.)
- Draft Minutes, Committee of Adjustment, June 24, 2025 (Encl.)
- Minutes, North Bay-Mattawa Conservation Authority, May 14, 2025 (Encl.)
- Minutes, North Bay-Mattawa Conservation Authority Executive Committee, May 23, 2025 (Encl.)

(c) Correspondence

- MOE, Proposed amendments to the Resource Recovery and Circular Economy Act (Encl.)
- Minister of Rural Affairs, Rural Ontario Development (ROD) Program (Encl.)
- AMO President's Update (Encl.)
- Almaguin Highlands Chamber of Commerce Newsletter (Encl.)
- Ministry of Energy and Mines- Municipal Technical Workshops on Broadband Deployment (Encl.)

9. REVIEW BUDGET REPORT -None

10. PUBLIC WORKS REPORTS

(a) Public Works Activity Report – June 7 – July 3, 2025, Operations Superintendent (Encl.)

11. NEW BUSINESS

a) Tender Result Summary Report – Available at meeting only

12. IN CAMERA

13. ADJOURNMENT

(a) By-law 2025-25 being a By-law to confirm the proceedings of the Council meeting.

(b) Resolution re: Adjournment.

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Phone (705) 724-3526 - Fax (705) 724-5099 info@chisholm.ca

MINUTES **COUNCIL MEETING** **TUESDAY, JUNE 24, 2025 7:00 PM**

1. CALL TO ORDER & ACKNOWLEDGE FIRST NATIONS PEOPLES AND LAND

"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings."

The meeting was called to order by Mayor Gail Degagne, in Council Chambers at 8:02 p.m., with Councillors, Bernadette Kerr, Claire Riley, Nunzio Scarfone, and Paul Sharp. Staff member present was CAO Lesley Marshall and OS Shawn Hughes. There were no members of the public present.

2. NOTIFICATION OF PECUNIARY INTEREST

3. ADOPTION OF AGENDA

Resolution 2025-139 Paul Sharp and Claire Riley: Be it resolved that the Agenda for this meeting be adopted as amended, removal of 12 a) In Camera discussion.

4. ADOPTION OF MINUTES

(a) Minutes, Regular Council Meeting, June 10, 2025 (Encl.)

Resolution 2025-140 Bernadette Kerr and Nunzio Scarfone: Be it resolved that the Minutes of the June 10, 2025 Regular Council Meeting be adopted as printed and circulated. **'Carried'**

(b) Minutes, Special Council Meeting, June 12, 2025 (Encl.)

Resolution 2025-141 Paul Sharp and Bernadette Kerr: Be it resolved that the Minutes of the June 12, 2025 Special Council Meeting be adopted as printed. **'Carried'**

5. APPROVAL OF ACCOUNTS – None

6. PRESENTATION AND DELEGATIONS -None

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

(a) Mayor and Council Reports

- Mayor

(b) Committee Reports

- Minutes, Lake Nosbonsing OPP Board, May 22, 2025 (Encl.)
- OPP Report to East Ferris, Bonfield, and Chisholm, May 22, 2025(Encl.)
- Lake Nosbonsing OPP Detachment Annual Informational Report to Council (Encl.)



- Minutes, Health Unit, Board of Health, February 26, 2025 (Encl.)
- Minutes, DNSSAB Board Meeting, April 23, 2025 (Encl.)
- Minutes, Golden Sunshine, May 20, 2025 (Encl.)
- Minutes, Golden Sunshine, June 18, 2025 (Encl.)

(c) Correspondence

- AMO Conference 2025 – Highlights (Encl.)
- Resolution, Municipality of Port Hope, Bill 5 (Encl.)
- Ministry of Municipal Affairs and Housing, Clarification Bill 17 and the Building Code (Encl.)
- Federation of Canadian Municipalities, Rural Canada Report (Preamble Encl.)

Resolution 2025-142 Claire Riley and Nunzio Scarfone: Be it resolved that the Mayor, Staff, Committee and Correspondence reports be accepted as presented. **‘Carried’**

9. REVIEW BUDGET REPORT -None

10. PUBLIC WORKS REPORTS

(a) Discussion -Public Works Capital Allocation, verbal

11. NEW BUSINESS

12. IN CAMERA – Removed from Agenda

13. ADJOURNMENT

(a) By-law 2025-25 being a By-law to confirm the proceedings of the Council meeting.

Resolution 2025-143 Paul Sharp and Bernadette Kerr: Be it resolved that By-law 2025-25, being a by-law to confirm the proceedings of the Council meeting held on June 24, 2025, be read a first, second, and third time and passed this June 24, 2025. **‘Carried’**

(b) Resolution re: Adjournment.

Resolution 2025-144 Claire Riley and Nunzio Scarfone: Be it resolved that the Council now adjourn this meeting. Time: 8:02 p.m. **‘Carried’**

Mayor, Gail Degagne

CAO Clerk Treasurer, Lesley Marshall

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, April 23, 2025, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointee
Central Appointee
Central Appointee
Central Appointee
Central Appointee
Eastern Appointee
Western Appointee – Nipissing District

Karen Cook
Jamie Lowery (*Vice-Chairperson*)
Sara Inch
Maurice Switzer
Dave Wolfe
Rick Champagne (*Chairperson*)
Jamie Restoule

Parry Sound District:

Northeastern Appointee
Southeastern Appointee
Western Appointee

Blair Flowers
Marianne Stickland
Jamie McGarvey
Tim Sheppard
Catherine Still

Public Appointees:

REGRETS:

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer
Executive Assistant, Executive Director's Office

Dr. Carol Zimbalatti
Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health Ashley Lecappelain

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson called the Board of Health meeting to order at 6:50 p.m.

2.0 APPROVAL OF AGENDA



Date: *July 8/25*
Page 1 of 8
Item: *.862*

The agenda for the April 23, 2025, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2025/04/01 *Sheppard/Still

Be It Resolved, that the Board of Health Agenda, dated April 23, 2025, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – February 26, 2025

The minutes from the Board of Health meeting held on February 26, 2025, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2025/04/02 *Restoule/Flowers

Be It Resolved, that the minutes from the Board of Health meeting held on February 26, 2025, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		

Blair Flowers	X	Marianne Stickland	X
Sara Inch	X	Catherine Still	X
Jamie Lowery	X	Maurice Switzer	X
Jamie McGarvey	X	Dave Wolfe	X

"Carried"

5.0 DATE OF THE NEXT MEETING

Date: June 26, 2025

Time: to be determined

Place: Georgian Room, Parry Sound Office

6.0 BUSINESS ARISING

There was no discussion under Business Arising.

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated April 23, 2025, was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

8.0 BOARD COMMITTEE REPORTS

8.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting. The following motions were read:

Board of Health Resolution #BOH/2025/04/03 *Stickland/Sheppard

Whereas, on June 25, 2008, the Board of Health for the North Bay Parry Sound District Health Unit approved a municipal reserve fund be established; and

Whereas, on September 26, 2012, the Board of Health by resolution removed the cap from the municipal reserve; and

Whereas, on April 23, 2025, the Finance and Property Committee of the Board of Health reviewed the North Bay Parry Sound District Health Unit draft annual audited financial statements for the year-ended December 31, 2024.

Now Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve

the transfer of funds from the Health Unit general account to the municipal reserve in the amount of \$154,064; and

Furthermore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2024; and

Furthermore Be It Resolved, that the annual audited financial statements for the North Bay Parry Sound District Health Unit, which includes a note outlining the transactions of the municipal reserve fund for the year-ended December 31, 2024, be sent to member municipalities.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

Board of Health Resolution #BOH/2025/04/04 *Inch/Restoule

Whereas, the Board of Health for the North Bay Parry Sound District Health Unit approved a list of signing officers for 2025 at its meeting on January 22, 2025; and

Whereas, a new position, Manager Finance has been created through the reorganization process;

Therefore, Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve Kimberly Gervais, Manager, Finance, as a signing officer for the year 2025.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		

Blair Flowers	X	Marianne Stickland	X
Sara Inch	X	Catherine Still	X
Jamie Lowery	X	Maurice Switzer	X
Jamie McGarvey	X	Dave Wolfe	X

"Carried"

Board of Health Resolution #BOH/2025/04/05 *Sheppard/McGarvey

Whereas, the current Executive Director, Finance was given delegated authority to represent the Health Unit in 2020; and

Whereas, the current Executive Director, Finance position will not be refilled after retirement; and

Whereas, a level III Representative with CRA assists with the efficient operation of the Health Unit.

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the appointment of the Manager, Finance, as their level III Representative with the Canada Revenue Agency (CRA), with no set end date.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

Board of Health Resolution #BOH/2025/04/06 *Wolfe/Lowery

Whereas, the North Bay Parry Sound District Health Unit submitted a one-time funding request with the annual service plan on March 31, 2025; and

Whereas, the Board of Health approval should have been obtained prior to submission; and

Whereas, the Ministry of Health permitted applications for the purchase of new purpose-built vaccine refrigerators;

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the submission of a request for two purpose-built vaccine refrigerators at a total cost of \$30,816.00.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

Board of Health Resolution #BOH/2025/04/07 *Still/Stickland

Whereas, the current thresholds for approving of legal documents, purchases, and asset capitalization have not been revised since 2007; and

Whereas, the cost of living and inflation have changed significantly since that time;

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approves thresholds as presented in Tables 1-4.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

8.1 Personnel Policy, Employee/Labour Relations Committee

A Personnel Policy, Employee/Labour Relations Committee meeting was held prior to the Board of Health meeting. The following motions were read:

Board of Health Resolution #BOH/2025/04/08 *Lowery/McGarvey

Whereas, Dr. Carol Zimbalatti was appointed as full-time Medical Officer of Health/Executive Officer for the North Bay Parry Sound District Health Unit by the Board of Health, effective July 11, 2023; and

Whereas, the Board of Health conducted a performance evaluation for the Medical Officer of Health/Executive Officer (MOH/EO) in 2024 as per Board of Health Bylaw Section IV, #54; and

Whereas, the Board of Health directed that the next evaluation occur in 2025,

Therefore Be it Resolved, that on the recommendation of the Personnel Policy, Employee/Labour Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the continuation of the Ad Hoc committee, called the "Medical Officer of Health Performance Evaluation Committee," which is comprised of the Chairperson of the Board of Health, Chairperson of the Personnel Policy, Labour/Employee Relations Committee, and the Executive Director of Corporate Services; and

Further Be It Resolved, that on the recommendation of the Personnel Policy, Employee/Labour Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve remuneration for this activity in accordance with Board of Health Bylaw Section VI, #79.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

9.0 CORRESPONDENCE

Board of Health correspondence listed for the April 23, 2025, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Association of Local Public Health Agencies (alPHA) 2025 Annual General Meeting

The following motion was read:

Board of Health Resolution #BOH/2025/04/09 *Stickland/Restoule

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes two Board of Health member(s) to attend the Association of Local Public Health Agencies (alPHA) 2025 Annual General Meeting and Conference to be held June 18-20 at The Pantages Hotel, located at 200 Victoria Street in Toronto, ON; and

Furthermore Be It Resolved, that expenses related to attendance of the alPHA 2025 Annual General Meeting and Conference be paid in accordance with the Board of Health Bylaw, VI, #79.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

16.0 IN CAMERA

There was no in camera session.

17.0 ADJOURNMENT

Having no further business, Rick Champagne the Board of Health Chairperson adjourned the Board of Health meeting at 7:24 p.m.

Original Signed by Rick Champagne	2025/06/25
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2025/06/25
Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – FINANCE AND PROPERTY COMMITTEE, April 23, 2025
345 Oak Street West, Nipissing Room, North Bay, Ontario**

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Sara Inch
Central Appointee	Jamie Lowery
Central Appointee	Maurice Switzer
Central Appointee	Dave Wolfe (Chairperson)
Eastern Appointee	Rick Champagne
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Western Appointee	Jamie McGarvey
Southeastern Appointee	Marianne Stickland

Public Appointees:

Tim Sheppard (Vice-Chairperson)
Catherine Still

REGRETS:

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer	Dr. Carol Zimbalatti
Executive Director, Finance	Isabel Churcher
Executive Director, Corporate Services	Paul Massicotte
Executive Assistant, Executive Director's Office	Christine Neily

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
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1.0 CALL TO ORDER

The Finance and Property Committee members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Dave Wolfe, Finance and Property Chairperson called the meeting to order at 5:10 p.m.

2.0 LAND ACKNOWLEDGEMENT

The land acknowledgement was provided by Marianne Stickland.

3.0 APPROVAL OF AGENDA

The agenda for April 23, 2025, Finance and Property Committee meeting was reviewed, and the following motion was read:

Finance and Property Recommendation #FP/2025/04/01 * Still/Stickland

Be It Resolved, that the Finance and Property Committee agenda dated April 23, 2025 be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	x			Jamie Restoule	x		
Karen Cook	x			Tim Sheppard	x		
Blair Flowers	x			Marianne Stickland	x		
Sara Inch	x			Catherine Still	x		
Jamie Lowery	x			Maurice Switzer	x		
Jamie McGarvey	x			Dave Wolfe	x		

"Carried"

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 PRESENTATION: AUDIT REPORT

Sara Lingenfelter of KPMG LLP provided a presentation on the audit for the year ended December 31, 2024.

Ms. Lingenfelter reviewed the Audit Findings Report. The audit was reported as substantially complete, with no identified audit risks, uncorrected misstatements, significant unusual transactions, internal control deficiencies, or issues related to accounting policies or financial reporting. No concerns were noted regarding the application of new accounting standards or presentation and disclosure practices.

Ms. Lingenfelter also summarized KPMG's audit methodology, including quality indicators, team composition, and use of technology.

Questions from Board of Health members were addressed.

Ms. Lingenfelter and Health Unit staff were thanked for their work and the presentation to the Finance and Property Committee. She left the meeting at 5:35 p.m.

6.0 APPROVAL OF PREVIOUS MINUTES

6.1 Finance and Property committee Minutes – February 26, 2025

The minutes from the Finance and Property Committee meeting held on February 26, 2025, were reviewed and the following motion was read:

Finance and Property Recommendation #FP/2025/04/02 *Lowery/Switzer

***Be It Resolved**, that the minutes from the Finance and Property Committee meeting held on February 26, 2025, be approved as presented.*

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

“Carried”

7.0 DATE OF NEXT MEETING

Date: June 25, 2025

Time: To be determined

Location: Georgian Room, Parry Sound Office

8.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

9.0 NEW BUSINESS

9.1 2024 Year-end Audit

There was no additional discussion following the 2024 year-end audit report presentation provided at the start of the meeting.

The following motion was read:

Finance and Property Recommendation #FP/2025/04/03 *Champagne/Stickland

Whereas, on June 25, 2008, the Board of Health for the North Bay Parry Sound District Health Unit approved a municipal reserve fund be established; and

Whereas, on September 26, 2012, the Board of Health by resolution removed the cap from the municipal reserve; and

Whereas, on April 23, 2025, the Finance and Property Committee of the Board of Health reviewed the North Bay Parry Sound District Health Unit draft annual audited financial statements for the year-ended December 31, 2024.

Now Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the transfer of funds from the Health Unit general account to the municipal reserve in the amount of \$154,064; and

Furthermore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2024; and

Furthermore Be It Resolved, that the annual audited financial statements for the North Bay Parry Sound District Health Unit, which includes a note outlining the transactions of the municipal reserve fund for the year-ended December 31, 2024, be sent to member municipalities.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

“Carried”

9.2 Signing Officer 2025

The following motion was read:

Finance and Property Recommendation #FP/2025/04/04 *Cook/McGarvey

Whereas, the Board of Health for the North Bay Parry Sound District Health Unit approved a list of signing officers for 2025 at its meeting on January 22, 2025; and

Whereas, a new position, Manager Finance has been created through the reorganization process;

Therefore, Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve Kimberly Gervais, Manager, Finance, as a signing officer for the year 2025.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

9.3 CRA – Represent a Client

The following motion was read:

Finance and Property Recommendation #FP/2025/04/05 *Inch/Restoule

Whereas, the current Executive Director, Finance was given delegated authority to represent the Health Unit in 2020; and

Whereas, the current Executive Director, Finance position will not be refilled after retirement; and

Whereas, a level III Representative with CRA assists with the efficient operation of the Health Unit.

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the appointment of the Manager, Finance, as their level III Representative with the Canada Revenue Agency (CRA), with no set end date.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

9.4 One-time Funding Request for 2025

The following motion was read:

Finance and Property Recommendation #FP/2025/04/06 *Still/Cook

Whereas, the North Bay Parry Sound District Health Unit submitted a one-time funding request with the annual service plan on March 31, 2025; and

Whereas, the Board of Health approval should have been obtained prior to submission; and

Whereas, the Ministry of Health permitted applications for the purchase of new purpose-built vaccine refrigerators;

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve the submission of a request for two purpose-built vaccine refrigerators at a total cost of \$30,816.00.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		

Jamie McGarvey

X

Dave Wolfe

X

"Carried"

9.5 Amendments to Thresholds

The following motion was read:

Finance and Property Recommendation #FP/2025/04/07 *Lowery/McGarvey

Whereas, the current thresholds for approving of legal documents, purchases, and asset capitalization have not been revised since 2007; and

Whereas, the cost of living and inflation have changed significantly since that time;

Therefore Be It Resolved, that the Finance and Property Committee recommends that the Board of Health for the North Bay Parry Sound District Health Unit approve thresholds as presented in Tables 1-4.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	X			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	X			Maurice Switzer	X		
Jamie McGarvey	X			Dave Wolfe	X		

"Carried"

9.6 First Quarter Financial Statements – January 1 to February 28, 2025

The first quarter financial statements were provided to the Finance and Property Committee for information purposes.

9.7 First Quarter Medical Officer of Health Expenses – January 1 to February 28, 2025

The first quarter expenses of the Medical Officer of Health/Executive Officer were provided to the Finance and Property Committee for information purposes.

11.0 IN CAMERA

There was nothing brought forward requiring a closed session.

12.0 ADJOURNMENT

Having no further business, Dave Wolfe, the Finance and Property Committee Chairperson adjourned the meeting at 5:50 p.m.

Original Signed by Dave Wolfe

2025/06/25

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Ashley Lecappelain

2025/06/25

Ashley Lecappelain, Recorder

Date (yyyy/mm/dd)



TOWNSHIP OF CHISHOLM COMMITTEE OF ADJUSTMENT

2847 Chiswick Line, R.R. # 4

Powassan, Ontario, P0H 1Z0

Phone (705) 724-3526 Fax (705) 724-5099

info@chisholm.ca

Gail Degagne, Mayor

Lesley Marshall, CAO Clerk-Treasurer

MINUTES

COMMITTEE OF ADJUSTMENT MEETING

TUESDAY, JUNE 24, 2025 - 6:30 P.M.

"We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Metis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honor these teachings."

1. CALL TO ORDER

The meeting was called to order by Chairperson Mayor Gail Degagne at 6:30 p.m., along with Councillor Claire Riley, and committee member Chris Frappier, and Don Butterworth. Absent was Councillor Nunzio Scarfone. Staff present was CAO Lesley Marshall. There was one representative present in zoom..

2. DECLARATION OF PECUNIARY INTEREST - None

3. APPROVAL OF AGENDA

Resolution 2025-15 (COA)

Claire Riley and Chris Frappier: Be it resolved that the Agenda for this meeting be approved as presented.
'Carried'

4. CONSIDER THE FOLLOWING SEVERANCE APPLICATION

(a) File # 2025-05, 06, 07- LOXTON - Con. 13 Lot 1 - 1278 Memorial - Lot Creation

Chairperson confirmed with Secretary that notices had been sent in accordance with Planning Act regulations. Secretary reported that a letter dated May 30, 2025 was received from the Conservation Authority and the following comments were made:

- The NBMCA reviewed the application based on Section 5.2 of the 2024 PPS, Ontario Regulation 41/24 Prohibited Activities, Exemptions, and Permits, as per Section 28.1 of the Conservation Authorities Act and as a Source Protection Authority under the Clean Water Act.
- The jurisdiction of the NBMCA only partially encompasses the subject lands, being the south east corner off the retained lands and a portion of severed area 3.
- There is one area of wetland mapped on the proposed retained lands, regulated by the NBMCA and within 30m adjacent. Development within the regulated area may require a permit from the NBMCA.
- The proposed lots are all over 4 hectares, NBMCA is satisfied that there is adequate space for sewage systems. Prior to development a sewage system permit is required.
- The subject lands are fully within an area of Highly Vulnerable Aquifers (HVA) and partially within a Significant Groundwater Recharge Area. There is an area of Intake Protection Zone 3



Date: July 8/25
Item: 86

- and Issue Contributing Area on both proposed severed and retained lots.
- The NBMCA have no objection to the application.

Resolution 2025-16 (COA)

Don Butterworth and Chris Frappier: Be it resolved that the consent application from Tulloch Geomatics Inc. on behalf of Betty Loxton to sever one rural lot from CON 13 LOT 1 REM PCL 8677 NIP, in the Township of Chisholm, District of Nipissing, be approved subject to the following conditions which must be fulfilled within two years from the date of the Committee's Notice of Decision letter. These conditions must be fulfilled prior to the granting of consent.

1. That this approval applies to the creation of one rural lot, approximately 147 meters in frontage and 412.59 meters in depth, approximately 6.07 Hectares in area, and retain lands being approximately 362.46 meters in frontage and 408.55 meters, and approximately 15.11 Hectares.
2. That the following documents be provided for the transaction described in Condition No. 1:
 - (a) That a signed Acknowledgement and Direction Consent and Draft Electronic Transfer setting out the entire legal description of the parcel in question be submitted to the Clerk-Treasurer or Alternate of the Township for the issuance of a Certificate of Consent.
 - (b) A reference plan of survey, which bears the land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel to which the consent approval relates, unless it is not required by the Land Titles Office.
3. That any traveled road, within the Township of Chisholm border, situated on the severed and or retained lands be transferred to the Township for road purposes.
4. That the retained lands have a minimum of 60 meters frontage on the travelled road for access and is shown on the survey plan.
5. That the applicant pay any planning consultant fees incurred by the Township in processing the application, if any.
6. That all property taxes are paid up to date.

NOTES:

- The NBMCA reviewed the application based on Section 5.2 of the 2024 PPS, Ontario Regulation 41/24 Prohibited Activities, Exemptions, and Permits, as per Section 28.1 of the Conservation Authorities Act and as a Source Protection Authority under the Clean Water Act.
- The jurisdiction of the NBMCA only partially encompasses the subject lands, being the south east corner off the retained lands and a portion of severed area 3.
- There is one area of wetland mapped on the proposed retained lands, regulated by the NBMCA and within 30m adjacent. Development within the regulated area may require a permit from the NBMCA.
- The proposed lots are all over 4 hectares, NBMCA is satisfied that there is adequate space for sewage systems. Prior to development a sewage system permit is required.
- The subject lands are fully within an area of Highly Vulnerable Aquifers (HVA) and partially within a Significant Groundwater Recharge Area. There is an area of Intake Protection Zone 3 and Issue Contributing Area on both proposed severed and retained lots.
- The NBMCA have no objection to the application.

‘Carried’

Resolution 2025-17 (COA)

Don Butterworth and Chris Frappier: Be it resolved that the consent application from Tulloch Geomatics Inc. on behalf of Betty Loxton to sever one rural lot from CON 13 LOT 1 REM PCL 8677 NIP, in the Township of Chisholm, District of Nipissing, be approved subject to the following conditions which must be fulfilled within two years from the date of the Committee’s Notice of Decision letter. These conditions must be fulfilled prior to the granting of consent.

1. That this approval applies to the creation of one rural lot, approximately 147 meters in frontage and 411.40 meters in depth, approximately 6.07 Hectares in area, and retain lands being approximately 362.46 meters in frontage and 408.55 meters, and approximately 15.11 Hectares.
2. That the following documents be provided for the transaction described in Condition No. 1:
 - (a) That a signed Acknowledgement and Direction Consent and Draft Electronic Transfer setting out the entire legal description of the parcel in question be submitted to the Clerk-Treasurer or Alternate of the Township for the issuance of a Certificate of Consent.
 - (b) A reference plan of survey, which bears the land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel to which the consent approval relates, unless it is not required by the Land Titles Office.
3. That any traveled road, within the Township of Chisholm border, situated on the severed and or retained lands be transferred to the Township for road purposes.
4. That the retained lands have a minimum of 60 meters frontage on the travelled road for access and is shown on the survey plan.
5. That the applicant pay any planning consultant fees incurred by the Township in processing the application, if any.
6. That all property taxes are paid up to date.

NOTES:

- The NBMCA reviewed the application based on Section 5.2 of the 2024 PPS, Ontario Regulation 44/24 Prohibited Activities, Exemptions, and Permits, as per Section 28.1 of the Conservation Authorities Act and as a Source Protection Authority under the Clean Water Act.
- The jurisdiction of the NBMCA only partially encompasses the subject lands, being the south east corner off the retained lands and a portion of severed area 3.
- There is one area of wetland mapped on the proposed retained lands, regulated by the NBMCA and within 30m adjacent. Development within the regulated area may require a permit from the NBMCA.
- The proposed lots are all over 4 hectares, NBMCA is satisfied that there is adequate space for sewage systems. Prior to development a sewage system permit is required.
- The subject lands are fully within an area of Highly Vulnerable Aquifers (HVA) and partially within a Significant Groundwater Recharge Area. There is an area of Intake Protection Zone 3 and Issue Contributing Area on both proposed severed and retained lots.
- The NBMCA have no objection to the application.

‘Carried’

Resolution 2025-18 (COA)

Don Butterworth and Chris Frappier: Be it resolved that the consent application from Tulloch Geomatics Inc. on behalf of Betty Loxton to sever one rural lot from CON 13 LOT 1 REM PCL 8677 NIP, in the Township of Chisholm, District of Nipissing, be approved subject to the following conditions which must

be fulfilled within two years from the date of the Committee's Notice of Decision letter. These conditions must be fulfilled prior to the granting of consent.

1. That this approval applies to the creation of one rural lot, approximately 348 meters in frontage and 407.021 meters in depth, approximately 14.16 Hectares in area, and retain lands being approximately 362.46 meters in frontage and 408.55 meters, and approximately 15.11 Hectares.
2. That the following documents be provided for the transaction described in Condition No. 1:
 - (a) That a signed Acknowledgement and Direction Consent and Draft Electronic Transfer setting out the entire legal description of the parcel in question be submitted to the Clerk-Treasurer or Alternate of the Township for the issuance of a Certificate of Consent.
 - (b) A reference plan of survey, which bears the land Registry Office registration number and signature as evidence of its deposit therein, illustrating the parcel to which the consent approval relates, unless it is not required by the Land Titles Office.
3. That any traveled road, within the Township of Chisholm border, situated on the severed and or retained lands be transferred to the Township for road purposes.
4. That the retained lands have a minimum of 60 meters frontage on the travelled road for access and is shown on the survey plan.
5. That the applicant pay any planning consultant fees incurred by the Township in processing the application, if any.
6. That all property taxes are paid up to date.

NOTES:

- The NBMCA reviewed the application based on Section 5.2 of the 2024 PPS, Ontario Regulation 41/24 Prohibited Activities, Exemptions, and Permits, as per Section 28.1 of the Conservation Authorities Act and as a Source Protection Authority under the Clean Water Act.
- The jurisdiction of the NBMCA only partially encompasses the subject lands, being the south east corner off the retained lands and a portion of severed area 3.
- There is one area of wetland mapped on the proposed retained lands, regulated by the NBMCA and within 30m adjacent. Development within the regulated area may require a permit from the NBMCA.
- The proposed lots are all over 4 hectares, NBMCA is satisfied that there is adequate space for sewage systems. Prior to development a sewage system permit is required.
- The subject lands are fully within an area of Highly Vulnerable Aquifers (HVA) and partially within a Significant Groundwater Recharge Area. There is an area of Intake Protection Zone 3 and Issue Contributing Area on both proposed severed and retained lots.
- The NBMCA have no objection to the application.

'Carried'

5. Adjournment

Resolution 2025-19 (COA)

Claire Riley and Don Butterworth: Be it resolved that this meeting now adjourn. **‘Carried’**

Mayor, Gail Degagne

Secretary, Lesley Marshall

DRAFT

Jessica Laberge

From: RRPB, Mail (MECP) <RRPB.Mail@ontario.ca>
Sent: Thursday, June 26, 2025 3:55 PM
To: Jessica Laberge
Subject: Proposed amendments to the Resource Recovery and Circular Economy Act, 2016 and planning for small IC&I collection

Dear Township of Chisholm,

In response to your previous letter to the ministry on blue box services for small industrial, commercial and institutional (IC&I) locations, I wanted to inform you of the proposed amendments to the *Resource Recovery and Circular Economy Act, 2016*, which would strengthen Ontario's blue box program by improving transparency, cost disclosure, and collection of materials.

Maintaining blue box services for IC&I locations that previously received municipal services is an important part of this proposal.

We understand that some municipalities are taking steps this summer to plan for continued collection.

That is why on June 4, 2025, the Minister wrote to Producer Responsibility Organizations (PROs) requesting that they not wait until the proposed amendments are finalized, and that they begin to plan immediately for how they will continue to offer small IC&I service to municipalities in 2026 and beyond.

The Minister has directed PROs to prioritize providing offers for municipalities and small IC&I establishments that received services during the transition period. The Minister's expectation is that this should be in place as soon as possible to ensure there is no disruption in service for these locations upon full implementation in 2026.

The intent is that PROs and municipalities are able to discuss arrangements before legislative amendments are finalized so that local communities and businesses have more certainty as soon as possible.

PROs will be working on their response to the Minister's request this summer. We encourage municipalities to reach out to PROs if they are interested in having PROs continue small IC&I collection in their communities beyond 2026.

We appreciate your municipality's commitment to an effective and orderly transition to producer responsibility and welcome your feedback on the proposed changes. As a reminder, the comment period for proposed changes closes on July 21, 2025.

If you have any questions about the proposal, please contact Marc Peverini, Manager, Resource Recovery Policy Branch at marc.peverini@ontario.ca or (416) 908-1528.



Date: July 8, 2025
Item: 8c

Letter from the Honourable Lisa Thompson, Minister of Rural Affairs / Lettre de l'honorable Lisa Thompson, ministre des Affaires rurales

From noreply@salesforce.com <noreply@salesforce.com>
on behalf of
Minister MRA <minister.mra@ontario.ca>
Date Tue 6/24/2025 3:55 PM
To Lesley Marshall <l.marshall@chisholm.ca>

Tuesday, June 24, 2025

Jenny Leblond
CAO Clerk-Treasurer
Township of Chisholm
j.leblond@chisholm.ca

<Voir version française ci-après>

Dear Jenny Leblond:

As the Minister of Rural Affairs, I am pleased to announce that the newly expanded Rural Ontario Development (ROD) program is now accepting applications.

This enhanced program is part of Enabling Opportunity: Ontario's Rural Economic Development Strategy, our government's blueprint for protecting rural Ontario and helping rural communities and businesses to grow and thrive.

Ontario is investing \$20 million, doubling the funding over two years, to support rural municipalities, not-for-profits, Indigenous communities, local service boards and rural small businesses to attract investment and create new jobs and opportunities for rural workers.

The ROD program introduces four new enhanced funding streams and expands program eligibility to include more rural communities and rural small businesses:

Economic Diversification, Competitiveness and Capacity Building
Projects that support communities with building economic development capacity and implementing strategies to increase competitiveness and retain businesses, attract investment and enhance growth. There are three sub-streams for applicants to explore:

- Strategies and plans – Up to \$50,000 (50 per cent cost share)



Date: July 8/25

Item: 8 c

- Economic diversification and competitiveness – Up to \$150,000 (50 per cent cost share)
- Capacity building events – Up to \$10,000 (35 per cent cost share)

Workforce Development, Attraction and Retention

Projects that support communities to implement strategies and/or undertake initiatives for attracting and retaining workers. Applicants can apply for up to \$150,000 (50 per cent in cost share).

Community Infrastructure Enhancements

Projects that update or transform community assets that have been identified as important to the community's economy. Applicants can apply for up to \$25,000 (35 per cent cost share) for small projects or up to \$250,000 (35 per cent cost share) for large projects.

Business Development

Projects that support small brick-and-mortar businesses in rural Ontario with between one to 20 employees. Applicants can apply for up to \$10,000 (35 per cent cost share).

Whether you're an applicant or a connector in your community, we hope you will help us spread the word about this program and its expanded eligibility. Applicants can find full program details, instructions and applications at www.ontario.ca/RODprogram.

Applications will be accepted until September 24, 2025, at 5 p.m. On the ROD program homepage, applicants can register for a free information session, stay up to date on future program intakes and learn more about opportunities for applicant support. To learn more about Ministry of Rural Affairs programs and to stay connected, please visit this page and follow the Ministry of Rural Affairs on LinkedIn, Facebook or X.

Our government is committed to protecting Ontario's rural communities, enabling them to take advantage of economic development opportunities, address workforce challenges and encourage business attraction and investment.

Please accept my best wishes as you explore the opportunities that are possible through the Rural Ontario Development program.

Sincerely,

Original signed by

Lisa M. Thompson
Minister of Rural Affairs

c: Hannah Anderson, Chief of Staff
Martha Greenberg, Deputy Minister
Laurie Miller, Assistant Deputy Minister, Rural Affairs Division

Bonjour,

AMO President's Board Update - June 2025

From AMO Communications <communicate@amo.on.ca>

Date Fri 7/4/2025 2:00 PM

To Lesley Marshall <l.marshall@chisholm.ca>



AMO President's Update - June 2025

The AMO Board met on June 19th and 20th for its annual retreat and meeting. It was a warm Oktoberfest-in-June Board Meeting, hosted by AMO Secretary-Treasurer Dan Chapman in the City of Kitchener. President Jones welcomed three new Board members: Cam Guthrie (Large Urban Caucus), Josh Matlow (Toronto Caucus), and Kristen Oliver (Northern Caucus).

Watch AMO President, Robin Jones's recap of key board meeting updates below.



Date: July 8/25

Item: 8c



Organizational Matters

After 34 years of public service, including the last six years as AMO Executive Director, Brian Rosborough notified the Board of his upcoming retirement. We thank Brian for his service to Ontario's municipal sector and look forward to celebrating our work with him at AMO's Annual Conference in August.

The Board approved AMO's audited financial statements for 2024. The financial statements are available for members to view as part of AMO's 2024 Annual Report which can be [found here](#).

MPAC Assessment Update

As part of the meeting, the Board heard an update on AMO's advocacy to return to the property assessment cycle. AMO knows that the province's direction that MPAC continue to use 2016 property valuation has resulted in inequity and uncertainty in the property tax system that municipalities rely on. Municipalities bear the brunt of the province's decision and have heard concerns and confusion from their residents and businesses. AMO reconfirmed its commitment to encouraging the province to return to regular assessment cycles as soon as possible, and to work with municipalities to successfully communicate and implement this change.

AMO's Indigenous Reconciliation Action Plan

Strengthening municipal-Indigenous relations and advancing reconciliation remains a key priority of the AMO Board. The Board approved AMO's first Indigenous Reconciliation Action Plan (IRAP), developed through extensive engagement with municipal and Indigenous partners and with the guidance of AMO's Indigenous Advisory Council. The plan includes five action pathways to support AMO and our member municipalities with improving our relationships with Indigenous partners. AMO will launch the IRAP during the AMO Conference and continue to work with the Indigenous Advisory Council and other partners on its implementation.

AMO Infrastructure Research Proposal

The Board approved a new infrastructure research project in support of AMO's future advocacy to the province and federal government about the needs and costs of municipal infrastructure. The research will aim to quantify infrastructure needs with the goal of clarifying our sector's financial barriers to supporting growth and prosperity and strengthening AMO's advocacy for stable, predictable, and adequate infrastructure funding over the long-term.

Other Items

AMO-MPAC Strategic Partnership

AMO will help guide the development and implementation of a standardized housing data portal. This portal aims to consolidate and centralize new housing data and critical metrics across the province to unify the municipal sector in support of addressing Ontario's ongoing housing challenges.

LAS Annual Report

LAS continues to meet the needs of our Ontario communities and shared key accomplishments from 2024 under their strategic plan. As the member of LAS, the AMO Board approved the LAS Annual Report and Financial Statements for 2024.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

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155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA



NORTH BAY - MATTAWA
**CONSERVATION
AUTHORITY**

NORTH BAY-MATTAWA CONSERVATION AUTHORITY
MINUTES
of the

FIFTH meeting of the North Bay-Mattawa Conservation Authority held at as a hybrid meeting 4:00 p.m. on May 14, 2025 in the NBMCA's Marc Charron Boardroom, 15 Janey Avenue, North Bay, Ontario and via zoom.

MEMBERS PRESENT:

Bonfield, Township of	-	Steve Featherstone
Chisholm, Township of	-	Nunzio Scarfone
Calvin, Township of	-	Bill Moreton
East Ferris, Municipality of	-	Steve Trahan
Mattawa, Town of	-	Loren Mick
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Chris Mayne
North Bay, City of	-	Lana Mitchell
Papineau-Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton

MEMBER(S) ABSENT:

Callander, Municipality of	-	Grant McMartin
North Bay, City of	-	Peter Chirico

ALSO PRESENT:

Carolyn Rodgers, P.Eng, CAO, Secretary-Treasurer
Rebecca Morrow, Human Resources Coordinator/Executive Assistant/Deputy CAO
Aaron Loughheed, Manager, Finance
Dave Sweet, Manager, Lands & Stewardship
Paula Loranger, Community Relations Coordinator

1. Acknowledgement of Indigenous Traditional and Treaty Lands

The meeting was called to order at 4:07 pm, and afterwards Shelley Belanger read a statement acknowledging Indigenous and Treaty Lands.

2. Approval of the Agenda

After discussion the following resolution was presented:

Resolution No. 46-25, Bealnger-Mayne

THAT the agenda be approved as presented.

Carried Unanimously



Date: July 8/25
Item: 86

3. Declaration of Pecuniary Interest

None. declared

4. Adoption of Previous Minutes of April 9, 2025

After discussion the following resolution was presented:

Resolution No. 47-25, Moreton-Mick

THAT the minutes of the meeting held March 10, 2025 be adopted as written, and that the corrected minutes of February 12, 2025 be received as amended.

Carried Unanimously

5. Correspondence

None presented.

6. Audited Financial Statements

Sarah Pabst of MNP presented the audited Financial Statements to the Members. After discussion, questions and answers the members thanked Sarah and the following resolution was presented:

Resolution No. 48-25, Britton-Mick

THAT the Audited Financial Statements be approved as presented.

AND THAT the audited Financial Statements be appended to the minutes of this meeting.

Carried Unanimously

7. Monthly Financial Statements

Aaron Lougheed presented the Monthly Financial Statements. After discussion, the following resolution was presented:

Resolution No. 49-25, Trahan-Featherstone

THAT the Profit and Loss YTD comparison be deferred until the next meeting.

Carried Unanimously

8. Reserve Policy

Aaron Lougheed presented the Draft Reserve Policy. After discussion, the following resolution was presented:

Resolution No. 50-25, Scarfone-Moreton

THAT the Board defers the Reserve Policy until the next Board meeting.

Carried Unanimously

9 Section 28 Permits

Githan Kattera presented the Section 28 permit report. After the discussion members thanked Githan for the information.

10. Flood Hazard Identification & Mapping Program – Centennial Creek

Githan Kattera gave members an update on the Centennial Creek Flood Hazard Identification & Mapping Program. After discussion, the members thanked Githan for the information report.

11. Updated Flood Plain Mapping North Bay & Callander

Githan Kattera gave members an update on the Centennial Creek Flood Hazard Identification & Mapping Program. After discussion, the members thanked Githan for the information report.

12. Marketing and Communications Policy

Paula Loranger presented members with an updated Marketing and Communications Policy. After discussion, the members thanked Paula, and the following resolution was presented:

Resolution No. 51-25, Belanger-Featherstone

THAT the Marketing and Communications Policy is deferred until the next meeting.

Carried Unanimously

13. Ontario Building Code Designations

Carolyn Rodgers provided an update to members on the Ontario Building Code Designations. After discussion, the following resolution was presented:

Resolution No. 52-25, Mitchell-Mick

THAT Sara Swaine, Building Code Identification Number (BCIN) 129196, now qualified by the Ministry of Municipal Affairs and Housing (MMAH) in the category of on-site sewage systems, is appointed, in the North Bay-Mattawa Conservation Authorities' (NBMCA) area of jurisdiction, to the position of Sewage System Inspector as related to Part 8 of the Ontario Building Code (OBC);

AND THAT Ella Bird's (BCIN) 46172 appointment as Sewage System Inspector for the NBMCA be rescinded.

AND THAT the NBMCA acknowledges that Amanda Savage (BCIN) 119529 is no longer affiliated with NBMCA.

AND THAT this report be received and appended to the minutes of this meeting.

Carried Unanimously

14. Appointment of Officers

Carolyn Rodgers updated the members on the achievements of Githan Kattera and Hannah Wolfram attending the Provincial Offences Officer course. After discussion, the members congratulated Githan and Hannah and the following resolution was presented:

Resolution No. 53-25, Mick-Trahan

THAT Githan Kattera and Hannah Wolfram be appointed as Provincial Offences Officers by the North Bay-Mattawa Conservation Authority Board of Directors pursuant to Section 30.1 of the Conservation Authorities Act (CA Act) for the purposes of compliance and enforcement of Section 28 of the CA Act, R.R.O. 1990, Ontario Regulation 41/24 relating to prohibited activities, exemptions and permits.

Carried Unanimously

15. Committee of the Whole to discuss Personnel and Property matters

After discussion the following resolutions were presented:

Resolution No. 54-25, Scarfone-Britton

THAT the meeting moves into a closed session of "Committee of the Whole" to discuss property and personnel matters at 5:45 pm.

Carried Unanimously

Resolution No. 55-25, Mayne-Mitchell

THAT the meeting moves out of a closed session of "Committee of the Whole" and back into an open meeting. (6:43 pm)

Carried Unanimously

16. New Business

None.

17. Adjournment (6:43 p.m.)

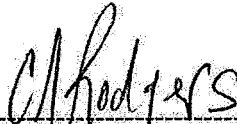
Resolution No. 56-25, Scarfone-Mick

THAT the meeting be adjourned, and the next meeting be held at 4:00 pm Wednesday June 11, 2025 or at the call of the Chair.

Carried Unanimously

A handwritten signature in cursive script, appearing to read "Lana Mitchell", written over a horizontal dashed line.

Lana Mitchell, Vice Chair

A handwritten signature in cursive script, appearing to read "Carolyn Rodgers", written over a horizontal dashed line.

Carolyn Rodgers, CAO Secretary-Treasurer

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY
EXECUTIVE COMMITTEE
MINUTES
of the**

SECOND of the North Bay-Mattawa Conservation Authority Executive Committee held in person at the NBMCA office, 15 Janey Avenue, North Bay, Ontario on May 23, 2025, at 8:00 am.

MEMBERS PRESENT:

Calivn, Municipality of	-	Bill Moreton
North Bay, City of	-	Lana Mitchell
North Bay, City of	-	Peter Chirico
Mattawan, Municipality of	-	Michelle Lahaye
Papineau Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton

ALSO PRESENT:

Beginning at 9:00am - Carloyn Rodgers, Chief Administrative Officer, Secretary-Treasurer

Members only met for discussion purposes from 8:00 am to 9:00am. After discussion, the meeting was formalized as outlined below.

1. Acknowledgement of Indigenous Traditional and Treaty Lands

Chair Lahaye read the Acknowledgement of Indigenous Traditional and Treaty Lands.

2. Adoption of the Agenda

After discussion the following resolution was presented:

Resolution No. EXE06-25 Chirico-Britton

THAT the agenda is approved as presented.

Carried Unanimously

3. Declaration of Pecuniary Interest

None declared.

4. Approval of the previous minutes of November 13, 2024 and March 19, 2025

After discussion the following resolution was presented:



Date: July 8/25
Item: 8b

Resolution No. EXE07-25, Moreton-Mitchell

THAT the minutes for the Executive Committee meeting held on November 13, 2024 and March 19, 2025 are adopted as written.

Carried Unanimously

5. Closed Session of Committee of the Whole

After discussion the resolutions were presented:

Resolution No. EXE08-25, Britton-Mitchell

THAT meeting move into a closed session of Committee of the Whole to discuss personnel matters.

Carried Unanimously

Resolution No. EXE09-25, Britton-Moreton

THAT meeting move out of a closed session of Committee of the Whole to and back into an open meeting at 10:35 am.

Carried Unanimously

6. New Business

None

7. Adjournment

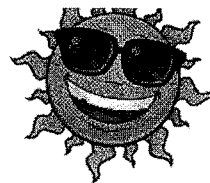
Resolution No. EXE10-25, Britton-Mick

THAT the meeting be adjourned, and the next meeting be held at the call of the Chair.

Carried Unanimously

Michelle Lahaye
Executive Committee Chair

Carolyn Rodgers
Chief Administrative Officer, Secretary-Treasurer



Featured Member Event ~



Northridge Inn & Resort ~

712 S Lake Bernard Rd, Sundridge

Y'all, ready for a good ol' time? Join us every Wednesday from 6PM to 8PM at The Northridge Inn & Resort for our Western Wednesday BBQ Buffet!

We're firing up the grill and serving a delicious buffet-style BBQ that's open to everyone – locals, guests, families, and friends. Come hungry and ready for a relaxing evening by the lake!

Bonus: Stick around after the feast – we're screening a movie from 7-9PM!

Saddle up and we'll see you this coming Wednesday!



ALL YOU CAN EAT
WESTERN WEDNESDAYS
BBQ
6 to 9
BUFFET | ~~5 to 9 PM~~
BBQ BUFFET • DESSERT
\$35 ADULTS
\$15 KIDS NORTHBRIDGE INN

Featured Member Event~

Backyard Art at

The Mag Store

Friday, July 11, 2025

11am - 2pm

Meet local artisans and see how they work their magic.
Rug hooking, basket weaving, pottery and more.

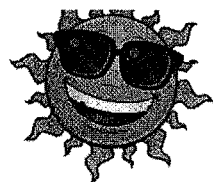
Backyard at The Mag
113 Yonge Street
Behind Stan Darling Park
Burk's Falls, Ontario P0A 1C0

For more info:
Call The Mag
705-888-1236
Follow @magonthetmag



Date: July 8/25

Item: 8c



Chamber News!!! ~

**AHCC Member
Business Excellence**



AWARDS

It's Official! The Almaguin Highlands Chamber of Commerce is proud to be recognizing some of our top member businesses for the 2024 Business Excellence Program! Requests for nominations were open from January to March 2025. We received a total of 10 nominations from our members and the public. The winners were announced at the AHCC 2024 Business Excellence Awards ceremony on June 10th, 2025. We are proud to recognize the following businesses for their outstanding contributions to the community. Congratulations to all winners and nominees! For more information, please contact us at almaguinhighlandschamber@gmail.com.

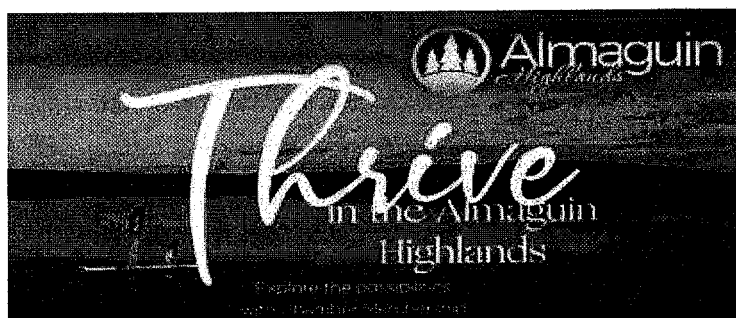
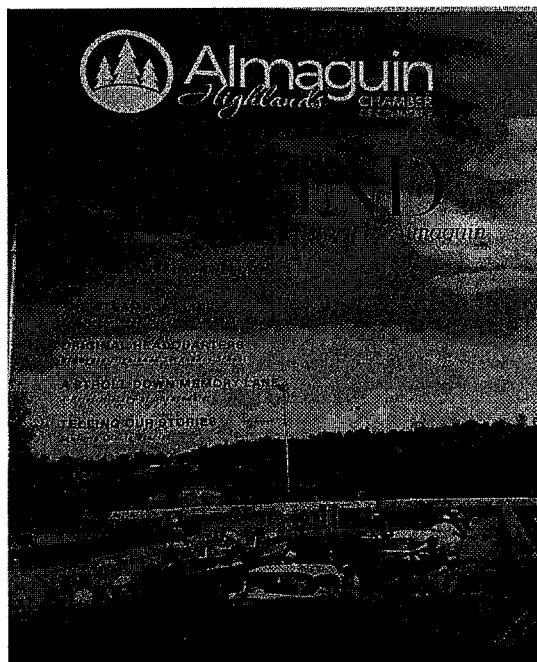
**Community Guide Magazine-
2025/2026 Issue - Now Available!**

Contact us to arrange to get your copies ~

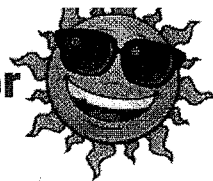
With locally inspired articles & beautiful imagining,
it certainly encompasses life & tourism here in Almaguin!
And this year's issue is truly steeped in history!

Contact us to arrange to get your copies ~

almaguinhighlandschamber@gmail.com



Almaguin Highlands Chamber of Commerce
100 Main Street
Almaguin, Ontario
K0M 1A0
Phone: 519-832-1234
Fax: 519-832-1235
Email: almaguinhighlandschamber@gmail.com
Website: www.almaguinhighlandschamber.com



Local Canada Day Celebrations-

Canada Day Celebrations start Sat. June 28th - July 1st. Check your Municipality FB pg. for more info

Strong Recreation Committee Canada Day Celebration

Date: Saturday June 28th, 2025

Location: Village of Sundridge Lion's Park

Details: Great Family Fun & Games

For more details contact the Strong Township Office

Powassan Canada Day Celebration

June 28, 1pm-4pm 2025

Music, Kids Games, Lazer Tag,

Food Truck, Free Cake

55 Fairview Lane, Powassan

Eagle Lake Canada Day Celebration

Canada Day Weekend 2025

Fireworks Display

South River Lions Club Canada Day Celebrations

Date: Saturday June 28th, 2025

Location: Tom Thomson Park

Parade at 1pm, music, beer tent, cake

Canada Day in Perry Township

Tuesday July 1, 2025

from 11am – 3pm

Emsdale Community Park,

25 Joseph Street

Vendors, Music, Games & more!

Burks Falls Canada Day Celebration

Canada
Day

CELEBRATION

JULY 1ST, 2025

STAN DARLING PARK

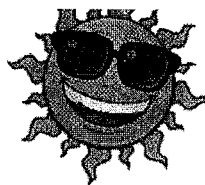
11AM-2PM

BBQ, MUSIC, AND MORE!!!

**FIREWORKS AT DUSK
KNIGHT BROTHER'S PARK**

Canada





Local July Events-



YARD SALE

Trout Creek United Church

Is having a **BAKE SALE**

There will also be a BBQ with a yummy strawberry dessert

So please come hungry

Please come and support this summer fundraiser! Lots of delicious baking and treasures to be found

201 Main Street E
Trout Creek
Saturday, July 5th @
8 am - 1 pm



BAKE SALE





HELLO SUNSHINE

SPRUCEDALE SENIORS LUNCH


Tuesday, July 8th
Sprucedale Community Centre

Baked Ham & Cheese Sliders
Potato Salad - Tuna Macaroni Salad
Garden Pasta Salad - Coleslaw
Dessert

\$10/person
Call the CSS Office to reserve
705-724-6028




Community Support Services




25th ANNIVERSARY PARTY!

ANNUAL PICKEREL FRY

SATURDAY JULY 19th 5PM





Macetown Pavilion



HELLS BELLS AC/DC

The World's Longest Touring AC/DC Cover Band

One-Piece or Two-Piece Dinner with Fries and Coleslaw
Don't like fish - Hamburgers and Hotdogs also available

MENU

Beverages
Tea
Coffee
Lemonade

Sweets \$7
(Includes Beverage)
Scone with Whipped Cream & Fruit
Maple Streusel Cake with Fruit


Savouries \$7
(Includes Beverage)
Cucumber, Bacon & Cream Cheese Sandwiches
Caramelized Vegetable Tart

Vegan Options Available

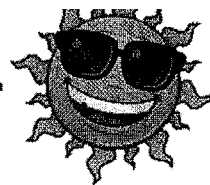
Tea & Talk

at the
Nipissing Township Museum

Join us in a Celebration
of Community & Local Produce!



Sunday July 13
11am - 3pm
4363 Hwy 654 Nipissing, ON



Local July Events-



SWIM LESSONS

Registration is now OPEN
Sign up at- recreation@powassan.net
Four week sessions
For residents of the Municipality of Powassan,
others will be wait-listed.

The Municipality of
Powassan
The Heart of Good Living



250 clark

HOW to Start YOUR OWN BUSINESS

Learn business skills, record-keeping, etc
Local speakers
Limited spaces

Week of July 14-18
For girls aged 12-18
Sign up today-
519-222-5136

Join us in Celebrating



HERITAGE FESTIVAL & FIREFIGHTER CHALLENGE



SATURDAY JULY 12, 2025

11 AM - 3 PM
Burk's Falls Fairgrounds
220 Centre Street, Burk's Falls

- LIVE MUSIC • DUNK-A-POLITICIAN • FACE PAINTING
- FIRE TRUCK SPRINKLER RUN • INFLATABLES • FREE WATER
- MECHANICAL BULL • PETTING ZOO • FREE POPCORN
- THUNDER RIDGE FARM HORSE DRAWN WAGON RIDES

Pancake Breakfast 8:30 -10:30am, Burk's Falls Legion

VENDORS MARKET WITH OVER 85 VENDORS

AGRICULTURAL SOCIETY BBQ
CAR SHOW (PRE-REGISTRATION REQUIRED)
CLOSES @ 9AM MON JULY 7
COMPLIMENTARY IN TOWN BUS SHUTTLE
BRING A LAWN CHAIR!

FREE ADMISSION, DONATIONS GRATEFULLY ACCEPTED

www.burksfallsdistricthistoricalsociety.com

BURK'S FALLS & DISTRICT HISTORICAL SOCIETY & THE TOWNSHIP OF ARMOUR

Heritage Festival CAR SHOW

ENTRY FREE



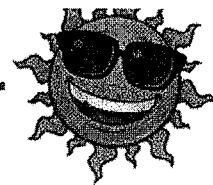
SATURDAY, JULY 12, 2025

11am - 3pm
Burk's Falls Fair Grounds

To register: www.armourtownship.ca
or use the QR Code



Car Show - Vendors Market - Firefighter Challenge



Local July Events-



Paint Party

Join your friends as we show you how to paint your own large vertical door sign using stencils already created for you.

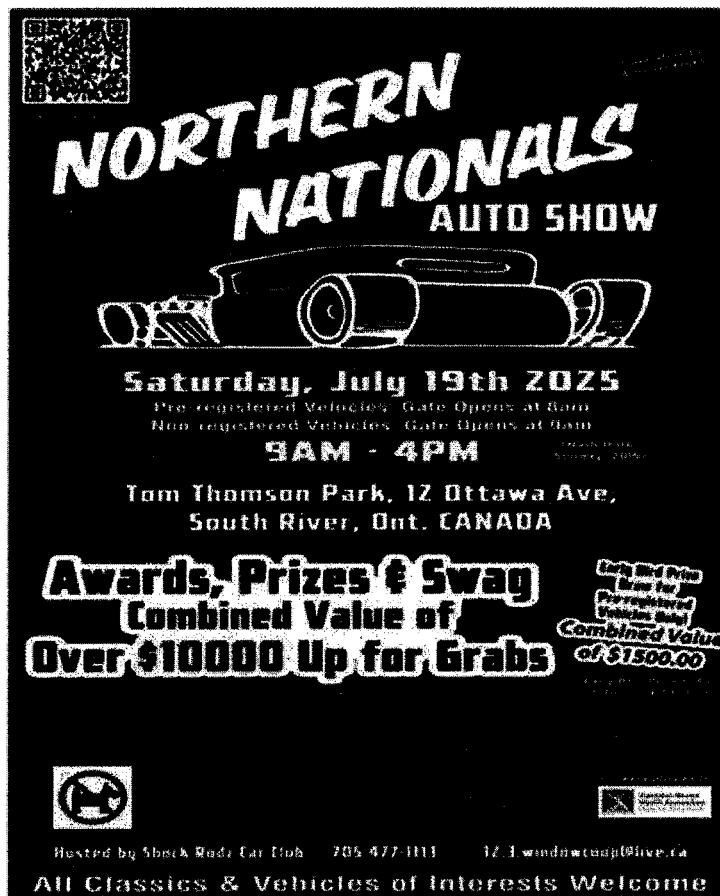
Choose from one of the three signs provided and be sure to state which one you'd like when you register so it can be prepared for you!

All Supplies are included
\$75 per person

Friday, July 11th from 11 am to 2 pm

Contact The Dragonfly Collective to book your spot!!

payment can be made by e-transfer to akountrijunction@hotmail.com



NORTHERN NATIONALS AUTO SHOW

Saturday, July 19th 2025
Pre-registered Vehicles: Gate Opens at 8am
Non-registered Vehicles: Gate Opens at 9am
9AM - 4PM

Tom Thomson Park, 12 Ottawa Ave,
South River, Ont. CANADA

Awards, Prizes & Swag
Combined Value of
Over \$10000 Up for Grabs

Early Bird Price
Now for
Pre-registered
Vehicles Only!
Combined Value
of \$1500.00

Hosted by Sheik Road Car Club 705 477-1111 12.1.windmtnclub@live.ca

All Classics & Vehicles of Interests Welcome

Powassan Farmers' Market

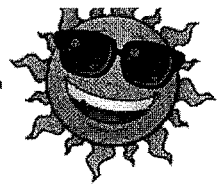
Saturday, 12 July 9:00am - 1:00pm
Monthly on the second Saturday

Located at the south entrance of town,
beside the Beer Store in Powassan.




PERRY TOWNSHIP MOVIE NIGHT

Perry township is offering a free adult movie in the park July 22 @ Emsdale Community Centre
Concessions for purchase by Muskoka Vending.



Local July Events-



Sprucedale Summerfest

Home of the Lawn Tractor Races

Sat. July 26, 2025

Vendors Market, Food, Live Entertainment,
Beer Garden, Kids Events

For more info: www.mcmurrichmonteith.com

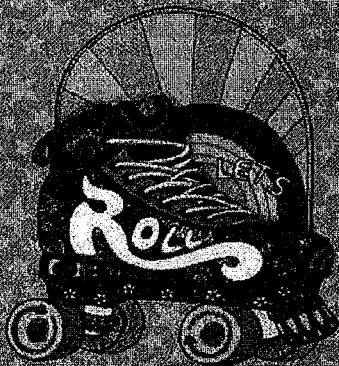


ROCK 'N' ROLL IN THE MAG!

FREE ROLLERSKATING FRIDAY NIGHTS

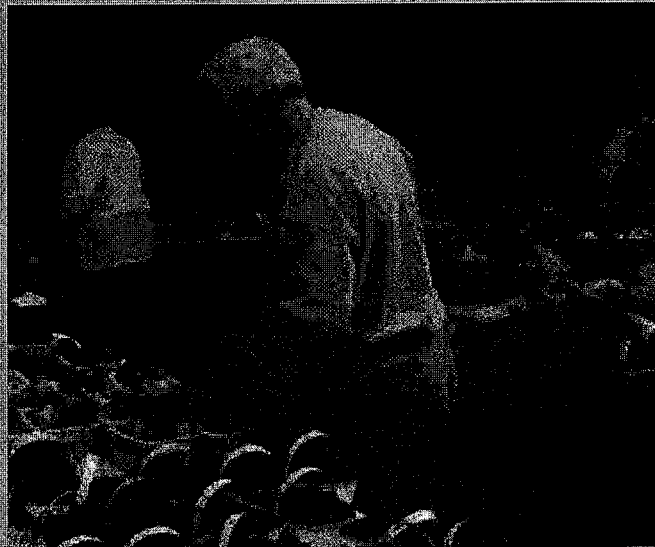
6-9 PM JULY AND AUGUST

LOCATED AT THE MAGNETAWAN LIONS' PAVILION



EQUIPMENT CAN BE PROVIDED OR BRING YOUR OWN ROLLERSKATES!
SKATING IS AVAILABLE ON A FIRST COME FIRST SERVE BASIS
EACH CHILD MUST BE ACCOMPANIED BY AN ADULT
HELMETS AND SAFETY WEAR IS RECOMMENDED

FOR MORE INFORMATION AND FOR REGISTRATION
FORMS CONTACT US AT (705) 387-3947
OR AT RECREATION@MAGNETAWAN.COM



Magnetawan Market

Bakers, makers, produce, cheese,
cured meats, plants, and more!
Saturdays through Thanksgiving
Lions Pavillion 10:00 a.m. - 1:00 p.m.

77 Grenville Street
6th Floor
Toronto ON M7A 2C1

77, rue Grenville
6e étage
Toronto ON M7A 2C1

MEMORANDUM TO: Chief Administrative Officers
representing Ontario municipalities

FROM: Ministry of Energy and Mines

DATE: June 27, 2025

SUBJECT: Follow-up from Municipal Technical Workshops on Broadband
Deployment

Thank you to all municipalities who attended the technical workshops co-led by the Ministry of Energy and Mines (MEM) and Infrastructure Ontario (IO) in late May. These sessions were designed to support municipal permitting departments in addressing key challenges related to broadband deployment.

As a follow-up to those workshops, we are sharing the following materials (attached to this message) to support your ongoing work:

- Municipal Access Agreement (MAA) Template – to support negotiations with ISPs
- Technical workshop presentations – delivered during the sessions
- Building Broadband Faster in Ontario Guideline – Version 4.0
- FCM Telecommunications Rights-of-Way Handbook

We encourage you to share these resources with relevant teams including permitting staff across your municipality.

Your participation and the insights you shared were critical in helping us better understand the local challenges and supports needed to enable timely broadband expansion. As discussed, municipalities play a vital role in advancing high-speed internet projects — including through permitting processes, municipal access agreements, and collaboration with ISPs to ensure efficient project delivery across the province.

As we continue working to remove barriers and streamline deployment, we are committed to maintaining an open dialogue with municipalities. In some cases, provincial or agency partners may be in contact with select municipalities for more focused conversations on complex or persistent issues.

Our shared goal is to expand broadband access in Ontario. To achieve this, it is essential that all parties have a clear understanding of their roles and responsibilities throughout the deployment process.



Date: July 8/2
Item: 8c

If you have any technical questions or require further technical support with projects happening in your municipality, you are welcome to contact the Technical Assistance Team (TAT) at IO by emailing tat@infrastructureontario.ca.

For all other broadband-related questions, please contact the MEM team at broadband@ontario.ca

Thank you again for your continued partnership as we work together to expand broadband access across the province.

Sincerely,

Mike Smith
Director, Broadband Expansion and Connectivity
Ministry of Energy and Mines

cc. Karen Moore, Assistant Deputy Minister, Ministry of Energy and Mines
Lindsay Jones, Policy Director, Association of Municipalities of Ontario
Amar Singh, Executive Vice President, Infrastructure Ontario

Advancing Designated Broadband Asset Management Plans, Causal Costs and Fees



Table of Contents

- 1 Introduction and Session Outcomes**
- 2 Alignment to Capital and Asset Management Plans**
- 3 Reasonable Application of Causal Costs and Fees**
- 4 Available Support**

1. Introduction and Session Outcomes

Purpose and Overview

As part of our ongoing efforts to support the municipal sector, these workshops are designed to provide necessary tools, strategies, and insights around negotiating deployment terms and managing right-of-way Service Providers (ISPs).

Context

- The Ontario government has previously communicated to the municipal sector and outlined expectations for municipalities and highlighted the critical role municipalities play in the provision of reliable, high-speed internet to every community across Ontario.
 - As part of this communication, our government committed to hosting technical workshops with municipal permitting authorities to build dialogue and strengthen municipal capacity.
- Internet Service Providers (ISPs) have raised several challenges they are facing in their broadband construction efforts and in successfully navigating the municipal permitting process.

Purpose of Today's Meeting

- **Align on communication strategies and best practices** for negotiations and maintaining consistency in asset management planning and broadband objectives.
- **Achieve clear understanding of causal cost drivers** and explore reasonable approaches to developing performance recovery.

Progress to Date

Across all **Ontario Broadband Programs**, the in-scope number of premises is over 566K in total, with 154 projects passed. The number of total projects is 271 with 154 projects in progress. The provincial funding commitment for all programs is **\$2.9 billion**.

ICON / UBF (Improving Connectivity for Ontario / Universal Broadband Fund)

- 255K in-scope Premises to be served across 74 projects with 40K in Premises passed. The total provincial funding commitment is \$613M.

SWIFT/SWIFT 2.0 (Southwestern Integrated Fibre Technology)

- 68K in-scope Premises to be served across 106 projects, with 66K in Premises passed. The provincial investment is \$85M.

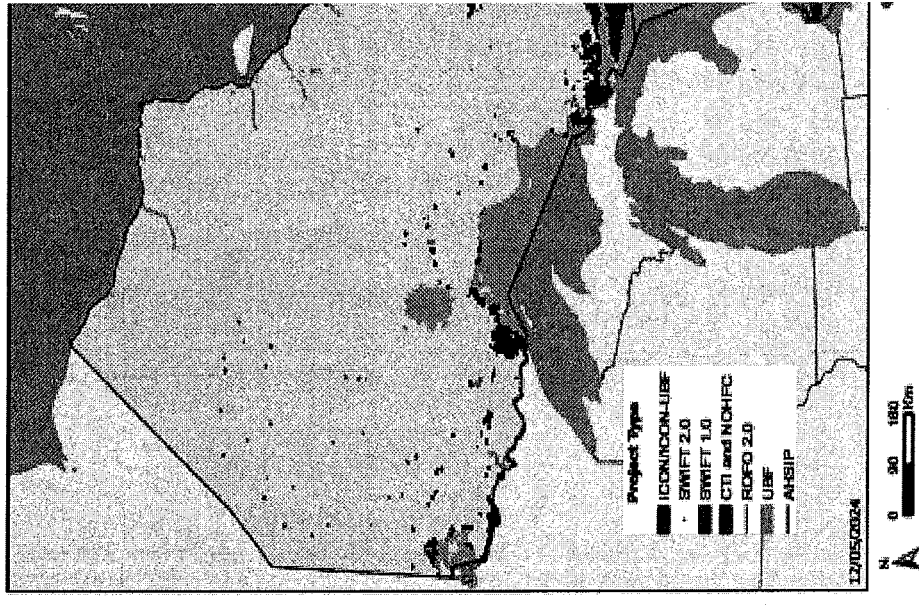
NOHFC (Northern Ontario Heritage Fund Corporation)

- 7.4K in-scope Premises to be across 7 projects, with all 7.4K in Premises passed. The provincial investment is \$14M.

AHSIP (Accelerated High-Speed Internet Program)

- 212K Premises to be served under the AHSIP program with 80 lots in total. The provincial funding commitment is \$1.9 billion. 15,050 premises passed to date (includes premises passed in segments with Full and Partial network segment completion).

MEM All program coverage - D



Broadband Deployment and Municipalities

Municipalities are a key partner to the province in the delivery of Designated Broadband Projects through their contributions to data sharing, provision of local standards, and collaborating with Internet Service Providers on rights-of-way (ROW) based activities.

Accelerating Broadband Expansion

- Municipalities are uniquely positioned to support the acceleration of broadband expansion through **streamlining the permitting process, enhancing collaboration with ISPs, and leveraging municipal assets.**

Role of Municipalities

- Municipalities are key enablers to ensuring every corner of the province. Local governments are in negotiating agreements with ISPs, securing supporting infrastructure development.
- Broadband deployment is a shared responsibility between partners and municipalities are responsible for implementation, including ROW management.

Legislative Requirements for Municipalities

Municipalities are critical to reducing barriers to broadband infrastructure deployment by coordinating a The Ministry established a legislative and regulatory framework through the Building Broadband Faster clarify municipal responsibilities, such as:



Approving and permitting projects within prescribed timelines

- Complete review within 10 business days for applications requesting access to 30km or less of road.
- Complete review within 15 business days for applications requesting access to more than 30km of road.



Negotiating rights-of-way with ISPs in good faith, including:

- ISPs' running line and depth proposals.
- New aerial infrastructure proposals.
- Aligning asset management plans with ISP proposals.
- Calculating Municipal Consent Permit Application fees in a reasonable manner.



Adhering to data sharing requirements

- Provide data related infrastructure and as way within 15 business days
- Data can be requested through the Broadband

NOTE

The BBFA authorizes the Minister to issue notices and orders requiring broadband stakeholders to resolve rights-of-way complete the work necessary for designated broadband projects. To accelerate project construction and conflict resolution prepared to utilize all available tools, including Minister notices and orders, to overcome project barriers and ensure

2. Alignment with Capital and Asset Management Plans

Guidance for Municipalities

To effectively support the outcomes for all designated broadband projects, municipalities are encouraged to work collaboratively and negotiate reasonably with ISPs with respect to aligning existing and long-term asset management plans to ISF proposals for deployment.

Engaging in good-faith negotiations to reach fair cost-sharing agreements will not only effort needed in aligning on running lines with ISPs but will also pave the way for future

Outcomes

Accelerated high speed internet deployments

Active negotiations around cost-sharing models are key to ensuring there is clear coverage in costs incurred throughout deployment, was well as a more expedient transition through design and construction.

Transparency through Collaboration

Exchanging information on planned works will foster enhanced collaboration and reduce redundancy in engineering and permitting efforts, streamlining the planning and execution phases of project deployment. Information from Asset Management Plans prepared under O.Reg 588/17 can be shared with ISPs.

Efficiency Gains At Technical Level

Integrating geospatial data from multiple parties and infrastructure sources will create a more efficient process for route selection, ensuring optimal decisions for underground or aerial infrastructure placement that benefits both the municipality and the ISP.

Key Considerations



To date, there is limited access to detailed mapping and infras data, complicating pre-engineering efforts and leading to ineff of efforts, re-engineering solutions based on missing data, etc.



Access to up-to-date utility infrastructure data is crucial for bro partners to proactively plan and organize their work, using acc located infrastructure.



Uncoordinated work schedules and unclear project plans lead causing resource under-utilization and project delays due to ti extended delays between milestones.



Municipalities should re-consider rejecting an ISP's proposal d about future capital works and should engage in good-faith ne what is known today to reach fair cost-sharing agreements for relocation, based on industry standards.

Common Questions ISPs Seek Answers To:

Where are the best places we can propose running lines that does not conflict with future capital works plans?

When are changes to municipal rights-of-way expected to happen and how does that alter the deployment plan?

Are there any restrictions on broadband deployment within the scope of planned capital projects that should be made aware of?

How does the municipality's long-term capital plan account for future broadband expansion needs?

Are there existing or planned municipal infrastructure projects that ISPs can leverage for deployment?

Information Municipalities C

Road (re)Construction

Creation of, Widening, re-paving,

Broader Infrastructure Chan

Bridge replacement, highway crc

Planned asset management

Drainage, lighting, etc.

Undocumented Changes to I

Newly approved subdivisions, bil

Timelines and other due con

Active collaboration and open data sharing between ISPs and municipalities is crucial to achieving optimal resource allocation and minimizing downstream conflicts.

Encourage Active, Working Level Collaboration with ISPs

Designers, right-of-way managers, asset managers, and capital planning teams should work together to facilitate the exchange of mapping, GIS, and CAD files with ISPs early in the project. This ensures accurate pre-engineering work and helps align all parties around a single, reliable source of data.

Alignment to general use agreements and “as-is” provisions tied to data sets is critical in fully assessing the associated liabilities and risks related to fibre deployments

Facilitate Public Utility Coordination Committees

Public Utility Coordination Committees facilitate the opportunity for municipalities to collaborate on fibre installations as well as public initiatives.

These meetings also focus on proactive data sharing, conflict resolution, and the creation of an asset mapping system to improve planning and coordination of both current and future utility projects.

Section Recap

- Municipalities are encouraged to work collaboratively reasonably with ISPs with respect to aligning existing asset management plans to ISP proposals for deployment.
- Road construction, planned asset management activities, timelines for broader infrastructural changes are all be brought forward by municipalities to further negotiate with ISPs.
- While active collaboration is encouraged, municipal public utility coordination committees (where applicable) are encouraged to coordinate across delivery partners.

3. Reasonable Application of Cause Costs and Fees

Guidance for Municipalities

To effectively support the outcomes for all designated broadband projects, municipalities can charge reasonable permitting fees based on the actual costs incurred for processing and inspecting broadband deployment works, inclusive of road restoration costs applicable to the assets impacted during deployment.

It is essential to understand the guidelines established by the Canadian Radio-television and Telecommunications Commission (CRTC) and the regulatory framework under Ontario 584/06 (Fees and Charges) when establishing fee and cost recovery frameworks.

Regulatory Guidelines



CRTC Guidelines on Cost Neutrality

CRTC established principles concerning the use of municipal rights-of-way (ROW) by telecommunications carriers. These principles emphasize the cost neutrality principle while also determining specific circumstances to depart from this principle is deemed appropriate.



Ontario Regulation 584/06

This regulation allows municipalities to impose fees to recover costs for issuing permits related to placing works on a municipal highway and for cutting or digging up a municipal highway for such works. It does not allow charges for the "use of property" or land-based charges.

Key Takeaways

- ✓ Municipalities can impose fees to recover reasonable related to permit processing, site visits, restoration of inspections.
- ✓ Fees for issuing and renewing municipal approval must be reasonable and are subject to CRTC guidelines.
- ✓ In cases of infrastructure relocation, cost sharing using a scale approach should be applied to maintain cost neutrality over time.
- ✓ Municipalities are encouraged to develop clear and reasonable fee structures for telecommunications permits.
- ✓ Municipalities are encouraged to plan for future infrastructure needs and potential relocations in alignment with CRTC decisions and provincial regulations.

Over the years, the CRTC has made numerous decisions shaping the telecommunications landscape, emphasizing the need for clear access agreements and modern management of rights-of-way.

Precedence

**Ledcor v. Vancouver
(CRTC Telecom Decision 2001-23):**

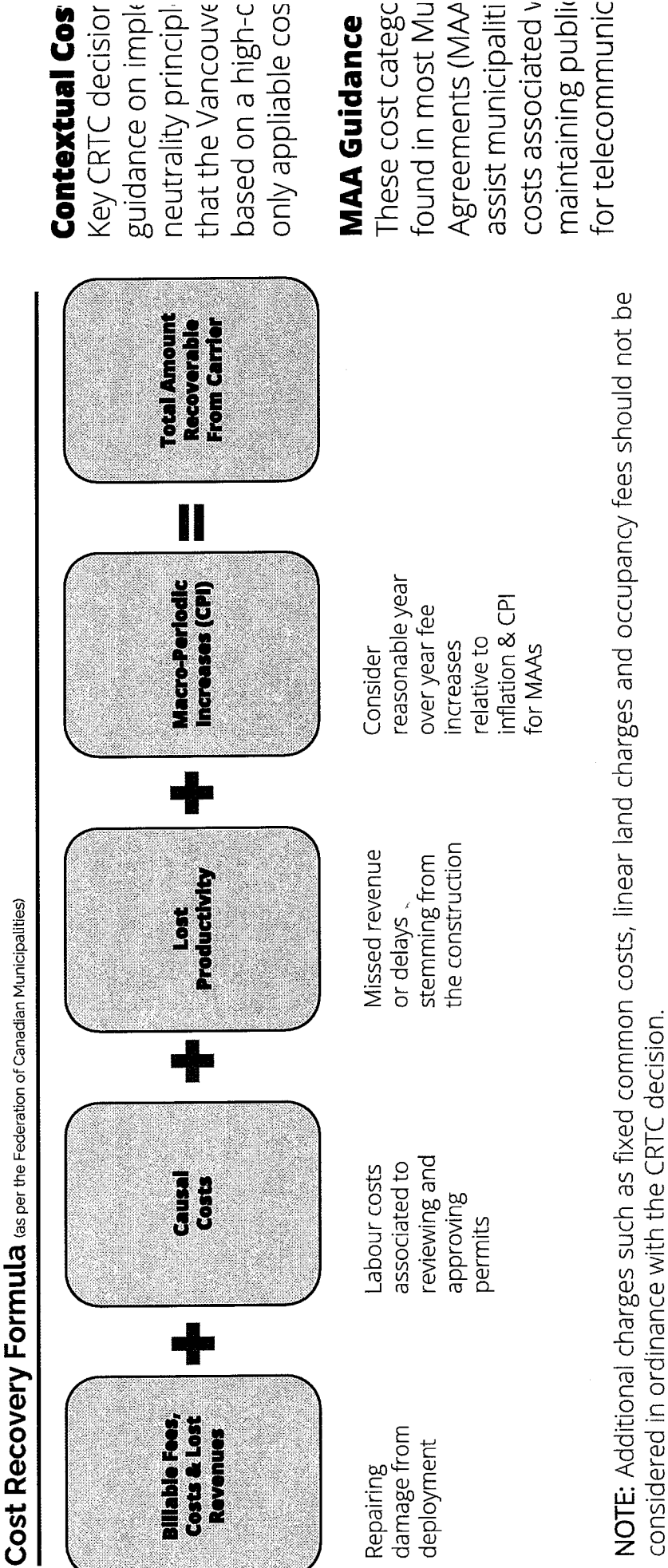
This decision addressed a dispute between the City of Vancouver and Ledcor Industries Limited regarding the construction of a fibre optic transmission system in Vancouver. Key outcomes of this decision include creation of Ledcor Principles, development of Causal Cost framework, denial of land charges (rent) for ROW use and denial of agreement negotiation costs.

**Hamilton v. Bell
(CRTC Telecom Decision 2016-51):**

Telecom Decision CRTC 2016-51 addressed the dispute between the City of Hamilton and Bell Canada over a Municipal Access Agreement (MAA). Key outcomes of this decision include performance clauses, the CRTC determined the Model MAA was not a binding document, the term "other public place" should not be included in an MAA, longer relocation scale (now 17 years), denial of request for carrier 3-year capital program, approval of cost allocation for impacted normal municipal activities.

These CRTC decisions are important to building a deployment and partnership as framework on obligations for inform what "costs" the CRTC.

Municipalities are expected to calculate Municipal Consent Permit Application fees in a manner, adhering to the principles of cost recovery and cost neutrality.



A transparent, cost recovery-based approach will help municipalities in reasonable negotiations, ensuring that municipalities have sufficient resources covered to support broadband while relaying reasonable and predictable costs clearly and supporting ISPs in their fore

Key Components of a Transparent Cost-Recovery Model

Provide Detailed Cost Breakdowns	Provide Clarity of Causal Costs	Engage in Reasonable Negotiation
Providing a generic list of the costs typically covered under the permitting fees will ease the negotiations with ISPs to ensure that costs, fees and losses associated to the fibre build are appropriately outlined.	Clearly outlining the outcomes of the costs, especially in scenarios where sliding scales or increased inspection rates are applied, will not only advance negotiations at a faster rate, but also introduce alternative solutions to mitigate costs or risks in the process.	Ensure that the costs being covered are inclusive of the impacts to existing capital and asset management plans. Avoid inflating costs out of an abundance of caution, rather seek assurances from the ISPs on what can be covered in the event things change over time.

Section Recap

- Municipalities can charge reasonable permitting fee actual incremental costs incurred for processing and broadband deployment.
- Municipalities are encouraged to establish transparent reasonable fee structures for telecommunications projects considering infrastructure needs and potential relocation forecasted planning period, in alignment with CRTC provincial regulations.
- The cost recovery formula from the FCM provides a way to calculate permit costs. The Vancouver cost model adjusted to reflect actual incremental costs.
- Clear cost breakdowns and transparency around costs for ISPs to understand and accept permit fees, support more efficient permitting processes.
- A sliding cost scale for relocations should be negotiated through permit approvals or a Municipal Access Agreement as an approach within their document "Telecommunications of-way".

4. Available Support

TAT/IO and MEM are available to improve communications and coordination across del to support the smooth implementation of Designated Broadband Projects in Ontario.

Technical Assistance Team (TAT)

Ministry of Energy and

TAT@infrastructureontario.ca

broadband@

Permits and Approvals Coordination
Provide support related to permit applications such as reviewing applications for completeness, general coordination services, providing quality assurance and ensuring compliance with permit processes.

Broadband Stakeholder Support

Openly acknowledging and tracking issues as they may arise to ensure that they are handled appropriately and expeditiously across parties. This can be through recurring meetings or with designated points of contact with the ISPs.

Disputes and Resolution Coordination

Provide early informal and non-legally binding support for the resolution of disputes, including permitting issues, facilitate communication and coordination, and provide support related to Guideline.

You can reach out to TAT to get support on the following topics:

- Network overlay planning and third-party analysis
- Permit requirements and best practices
- Data standards
- Scheduling systems adoption and management
- Technical assistance
- Dispute resolution

The Ministry's Broadband / available for any questions municipalities have regarding projects in their community.

Resources

Broadband One Window (BOW)

Please refer to the available guidance documents and reference materials that have been made available in the BOW Resource Library.

The guidance documents provide step-by-step instructions, checklists, and templates to ensure that permit submissions are thorough, accurate, and compliant with all relevant regulations and requirements.

Send an email to TAT at TAT@infrastructureontario.ca for any access requests or challenges with BOW.



Resources

- [O. Reg. 410/22: Electricity Infrastructure - Designated Broadband](#)
- [Ontario Underground Infrastructure Notification System Act, 201](#)
- [Bill 93, Getting Ontario Connected Act, 2022](#)
- [Building Broadband Faster Act, 2021](#)
- [Supporting Broadband and Infrastructure Expansion Act, 2021](#)
- [Building Broadband Faster in Ontario Guideline](#)
- [Ontario Connects | Accelerated High-Speed Internet Program](#)



Building Broadband Faster in Ontario C

- [What Is New in Guideline 3.0](#)
- [Legislative and Regulatory Changes](#)
- [Accelerating Access to LDC Poles](#)
- [Accelerating Access to Rights-of-Way](#)
- [Technical Assistance Team](#)
- [Resolving Disputes](#)
- [Further Reducing Complex Make-Ready Work](#)
- [Broadband One Window](#)
- [Ontario One Call – Streamlining Locates](#)
- [Ministry of Transportation Requirements](#)
- [What Guideline 3.0 Means for Municipalities](#)

onewindow.ca Resource Page

Resources

Guideline 4.0

Updated January 28, 2025

Key updates include:

- Guidance on expediting negotiations for municipal right of way access and best practices for municipalities when engaging with ISPs.
- Considerations for municipal access agreements.
- A summary of Hydro One's and Bell Canada's recent technical bulletin updates to optimize make-ready work.
- Additional details on the Technical Assistance Team's (TAT) role, including guidance and resources on rail crossings, easements and multiple ISPs on the same running line.
- A summary of recent legislative and regulatory changes, including:
 - BBFA amendments updating Ministerial expropriation authorities for easements necessary to expedite broadband projects;
 - Amendments to the Ontario Underground Infrastructure Notification System Act, 2012 enacting regulatory changes to Ontario One Call authorities
 - Updates made to the BBFA's Administrative Penalties and Definition and Described Provisions regulations.

MINISTRY OF INFRASTRUCTURE

Building Broadband Faster in Ontario

A guideline to support accelerated broadband

Version 4.0

Version 1.0 Released: November 30, 2021

Version 2.0 Released: August 4, 2022

Version 3.0 Released: August 14, 2023

Version 4.0 Released: January 28, 2025.



Available on Bro.

Ministerial Powers through the Building Broadband Faster Act (2021)

The province has put legislative provisions in place to support broadband deployment through the *Building Broadband* Ontario municipalities whose boundaries include the geographic areas where there are designated broadband project right of way access for the construction or operation of a designated broadband project.

- The BBFA affords the Minister of Energy and Mines certain authorities to expedite municipal right-of-way access (ROW).
- Under **s. 12**, the Minister may issue a written notice informing the municipality that right-of-way access is required at which point the municipality must enter into negotiations and agree on terms for ROW access. The written notice will contain the following elements:
 - The particulars of what municipal service or right of way access is required.
 - The date that the municipal service or right of way access is required by.
- Under **s. 15**, if the Minister determines that the municipality and the proponent will not be able to agree on terms of ROW access, the Minister may prescribe the terms of access and the municipality and ISP must comply with it
 - The Minister will consult the proponent and municipality and acquire the necessary information to develop the order
- A municipal service and right-of-way access order may include the following:
 - Implementation of adequate measures to mitigate the impact in the public of the municipal service and right of way access.
 - Provision of resources and compensation to address the impact on the municipality.
 - Measures to address potential municipal liability
 - Technical standards that must be met
 - Dispute resolution provisions

Thank you!

For further assistance please contact:

TAT support TAT@infrastructureontario.ca

Ontario Connects Onboarding@infrastructureontario.ca

Ministry's Broadband Account: broadband@ontario.ca

Corporation of the Township of Chisholm

Municipal Office: 2847 Chiswick Line, RR #4, Powassan, ON P0H 1Z0

(705)724-3526 - Fax (705)724-5099

info@chisholm.ca

Lesley Marshall, CAO Clerk-Treasurer

MEMO

To: Council

From: Shawn Hughes, Ops Superintendent

Date: July 3, 2025

Re: Public Works Activity Report (June 7 2025– July 3, 2025)

Landfill/Roads/Parks

Gravel application was completed on Kells, Wasing and Maple road

Road side grass cutting is almost complete

Dig out on Golf course road will be completed July 4th with hard surfacing to be completed at later date.

Calcium applied on new gravel

Grass cutting

Equipment

Parts ordered for water pump

New decals installed on 2024 pickup

Other notes

This week we will be complete the dig out area on Golf Course Road, we have been salvaging some of the ok material and using it on beach road in the dry areas that needed to be filled in unfortunately we would need different material for the wet end of the road off of memorial park. Next week we will be finishing ditching and berm removal on Wasing road. Our summer student started this week and we will be starting to cut grass along all the guide rails and around all of our signs.



Date: July 8/25

Item: 10 a



To: Council

From: Lesley Marshall, CAO Clerk Treasurer

Date: July 8, 2025

Re: **Tender 2025-05 Results** Granular 'A'

Summary:

Name	Base Bid	Total
Evan Hughes Excavating	\$189,500.00	\$214,135.00
Miller Paving Ltd.	\$260,000.00	\$293,800.00

No errors or omissions were found. The opening was witnessed by CAO Clerk Treasurer L. Marshall and Operations Superintendent Shawn Hughes, and a member of the Miller Paving staff.

The tender was advertised as required by the notice by-law, and circulated by email. The bid price meets the requirement of the 2025 Budget.

Work Background:

Supplying, Hauling and Spreading on various roads of approximately 10,000 metric tonnes of Quarry – Granular 'A' Material for Pioneer Road, Gravelle Road, Maple Road, or as directed by the Operations Superintendent.

Recommendation:

That tender 2025-05 be awarded to Evan Hughes Excavating, in the total amount of \$214,135.00 inclusive of HST.

Respectfully submitted

I concur with this report and recommendation.

Lesley Marshall, CAO Clerk-Treasurer

Shawn Hughes, Operations Superintendent



To: Council

From: Lesley Marshall, CAO Clerk Treasurer

Date: July 8, 2025

Re: **Tender 2025-04 Results Winter Sand**

Summary:

Name	Base Bid	Total
Robinson Haulage Inc.	\$59,015.00	\$66,686.95
Miller Paving Ltd.	\$84,175.00	\$95,117.75

No errors or omissions were found. The opening was witnessed by CAO Clerk Treasurer L. Marshall and Operations Superintendent Shawn Hughes, and a member of the Miller Paving staff.

The tender was advertised as required by the notice by-law, and circulated by email. The bid price meets the requirement of the 2025 Budget.

Work Background:

Screening, hauling, mixing and stockpiling of 3,700 tonne of winter sand at the Public Works yard.

Recommendation:

That tender 2025-04 be awarded to Robinson Haulage Inc, in the total amount of \$66,686.95 inclusive of HST.

Respectfully submitted

Lesley Marshall, CAO Clerk-Treasurer

I concur with this report and recommendation.

Shawn Hughes, Operations Superintendent



To: Council

From: Lesley Marshall, CAO Clerk Treasurer

Date: July 8, 2025

Re: **Tender 2025-05 Results** Granular 'A'

Summary:

Name	Base Bid	Total
Evan Hughes Excavating	\$189,500.00	\$214,135.00
Miller Paving Ltd.	\$260,000.00	\$293,800.00

No errors or omissions were found. The opening was witnessed by CAO Clerk Treasurer L. Marshall and Operations Superintendent Shawn Hughes, and a member of the Miller Paving staff.

The tender was advertised as required by the notice by-law, and circulated by email. The bid price meets the requirement of the 2025 Budget.

Work Background:

Supplying, Hauling and Spreading on various roads of approximately 10,000 metric tonnes of Quarry – Granular 'A' Material for Pioneer Road, Gravelle Road, Maple Road, or as directed by the Operations Superintendent.

Recommendation:

That tender 2025-05 be awarded to Evan Hughes Excavating, in the total amount of \$214,135.00 inclusive of HST.

Respectfully submitted

Lesley Marshall, CAO Clerk-Treasurer

I concur with this report and recommendation.

Shawn Hughes, Operations Superintendent