

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, SEPTEMBER 23, 2025 AT 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) September 9, 2025 Regular Council Meeting Minutes.

5. APPROVAL OF ACCOUNTS – None

6. PRESENTATION AND DELEGATIONS

- (a) Fire Chief Ray Ford – 2024 Fire Department Report

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

- (a) Mayor and Council Reports
 - Mayor
- (b) Staff Report
 - Draft Amendments to Fees by-law 2023-39
- (c) Committee Reports
 - Minutes, Cassellholme, July 17, 2025 (Encl.)
 - Letter, Powassan Library, September 10, 2025 (Encl.)
- (d) Correspondence
 - Nipissing Counts, 24-hour Point in Time Enumeration (Encl.)
 - Invitation, J.L. Richards 20th Anniversary (Encl.)
 - AMO Policy Update, September 10, 2025 (Encl.)
 - MPAC Quarterly Update (Encl.)

9. REVIEW BUDGET REPORT -None

10. PUBLIC WORKS REPORTS -None

11. NEW BUSINESS

- (a) East Ferris Remembrance Day Ceremony Invitation (Encl.)
- (b) Received Castle Arm Resolution from Cassellholme Member Municipalities (Encl.)

12. ADJOURNMENT

- (a) By-law 2025-30 being a By-law to confirm the proceedings of the Council meeting.
- (b) Resolution re: Adjournment.

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MINUTES

COUNCIL MEETING

TUESDAY, SEPTEMBER 9th, 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 7:00 p.m., with Councillors, Bernadette Kerr, Claire Riley, Nunzio Scarfone, and Paul Sharp. Staff member present was CAO Lesley Marshall and OS Shawn Hughes.

2. NOTIFICATION OF PECUNIARY INTEREST

Councillor Sharp declared Pecuniary Interest for Agenda item 11a)

3. ADOPTION OF AGENDA

Resolution 2025-172 Claire Riley and Nunzio Scarfone: Be it resolved that the Agenda for this meeting be adopted as amended with addition of agenda item 11 i) Resolution regarding Castle Arms. **'Carried'**

4. ADOPTION OF MINUTES

(a) Minutes, Public Meeting, August 12, 2025 (Encl.)

Resolution 2025-173 Bernadette Kerr and Paul Sharp: Be it resolved that the Minutes of the August 12, 2025, Public Meeting be adopted as printed and circulated. **'Carried'**

(b) Minutes, Regular Council Meeting, August 12, 2025 (Encl.)

Resolution 2025-174 Paul Sharp and Bernadette Kerr: Be it resolved that the Minutes of the August 12, 2025, Regular Council Meeting, be adopted as printed and circulated. **'Carried'**

5. APPROVAL OF ACCOUNTS – August 2025

Resolution 2025-175 Nunzio Scarfone and Claire Riley: Be it resolved that the Administration, Fire Department, Council, By-Law Enforcement Officer and Public Works payroll accounts in the amount of \$34,612.09 and general accounts totaling \$143,722.10 for the month of August 2025 be accepted as presented. **'Carried'**

6. PRESENTATION AND DELEGATIONS -None

7. OPEN FORUM

8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

(a) Mayor, and Council, Reports

- Mayor. The mayor spoke about the following topics: AMO delegations, Glyphosate herbicides, Asset Management, and J.L Richards,
- Delegation Summaries, AMO Conference (Encl.)
- (b) Staff Reports
 - Taxes Owing Report (Encl.)
- (c) Committee Reports
 - Draft Minutes, Committee of Adjustment, September 2, 2025 (Encl.)
 - Minutes, Golden Sunshine, July 17, 2025 (Encl.)
- (d) Correspondence
 - Resolution, City of North Bay, September 3, 2025, Re: Castle Arms (Encl.)
 - Letter, Ministry of the Environment (MECP), Re: Compliance Policy (Encl.)
 - Ministry of Natural Resources, operational policies, Aggregates Resources Act (Encl)

Resolution 2025-176 Claire Riley and Paul Sharp: Be it resolved that the Mayor, Staff, Committee and Correspondence reports be accepted as presented. **‘Carried’**

9. REVIEW BUDGET REPORT -Printed September 9, 2025

Resolution 2025-177 Paul Sharp and Nunzio Scarfone: Be it resolved that the Budget Report printed September 9, 2025, be accepted as presented. **‘Carried’**

10. PUBLIC WORKS REPORTS

(a) Public Works Activity Report August 9, 2025 – September 5, 2025, Operations Superintendent (Encl.)

Resolution 2025-178 Bernadette Kerr and Claire Riley: Be it resolved that Council accept the August 9, 2025, to September 5, 2025, Activity Report from Operations Superintendent Shawn Hughes. **‘Carried’**

11. NEW BUSINESS

(a) By-law 2025-28, Being a by-law to stop up and close said lakeshore road allowance (Encl.)

Resolution 2025-179 Claire Riley and Bernadette Kerr: Be it resolved that by-law 2025-28, being a by-law to Close, Stop Up and Declare the lands to be surplus and to sell part of the original road allowance in front of Lot 16 Concession 13, Township of Chisholm, be read a first, second and third time, and passed this September 9, 2025. **‘Carried’**

(b) Integrity Commissioner Resignation/Council Code of Conduct Review (Encl)

Resolution 2025-180 Nunzio Scarfone and Paul Sharp: Be it resolved that Council accepts the resignation from the Integrity Commissioner, David King, and further authorizes the CAO to post an RFQ for Integrity Commissioner Services. **‘Carried’**

(c) North Bay-Mattawa Conservation Authority re: Climate Station Network (Encl.)

Resolution 2025-181 Bernadette Kerr and Paul Sharp: Be it resolved that Council agrees to have the NBMCA install a personal weather station at the Township Office/Firehall. **‘Carried’**

(d) Discussion, Ontario Ministry of Natural Resources and Forestry, 2025 Glyphosate Spraying

Resolution 2025-182 Claire Riley and Bernadette Kerr:

WHEREAS the Province of Ontario, through the Ministry of Natural Resources and Forestry, is planning to begin aerial spraying of glyphosate-based herbicides in late August 2025 in the Nipissing Forest; and ecosystems may be impacted by this activity; and

WHEREAS new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm; and
WHEREAS the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method; and
WHEREAS many residents have expressed concern regarding the potential environmental and public health risks associated with aerial spraying of glyphosate-based herbicides;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Chisholm formally request that the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Nipissing Forest and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed; and **BE IT FURTHER RESOLVED THAT** this resolution be forwarded to:
The Honourable Mike Harris Jr., Minister of Natural Resources and Forestry
The Honourable Sylvia Jones, Minister of Health
MPP John Vanthof, Timiskaming–Cochrane
AMO (Association of Municipalities of Ontario)
FONOM (Federation of Northern Ontario Municipalities)

'Carried'

- (e) Dist. Of Parry Sound Municipal Association Fall meeting (Encl.)
Resolution 2025-183 Paul Sharp and Claire Riley: Be it resolved that Council authorizes the attendance of Gail Degagne and Bernadette Kerr to the Fall District of Parry Sound Municipal Association meeting on September 26, 2025. **'Carried'**
- (f) MSO-North (Sudbury) Ministry of Municipal Affairs and Housing (Encl.)
Resolution 2025-184 Nunzio Scarfone and Claire Riley: Be it resolved that Council authorizes the attendance of Gail Degagne, Bernadette Kerr, and Paul Sharp, to the 2025 Northeast Municipal Council Workshop. **'Carried'**
- (g) Resolution support from North Glengarry Re: amend O Reg 391/21: Blue Box (Encl.)
Resolution 2025-185 Nunzio Scarfone and Paul Sharp: Be it resolved that the Corporation of the Township of Chisholm supports a resolution from North Glengarry, urging the province of Ontario to amend Ontario regulation 391/21: blue box, to ensure producers are responsible for the end of life management of recyclable materials from all sources. **'Carried'**
- (h) Resolution support from Township of Terrance Bay, Re: Firefighter Certification Requirements (Encl.)
Resolution 2025-186 Paul Sharp and Nunzio Scarfone: Be it resolved that the Council of the Corporation of the Township of Chisholm supports a resolution from the Township of Terrace Bay, opposing the mandatory firefighter certification requirements as outlines in O. Reg 343/22. And further that this resolution be sent to the Solicitor General, Premier of Ontario, MPP Lise Vaugeois, the Ontario Fire Marshal, AMO, FONOM, NOMA, and all Ontario municipalities. **'Carried'**

(i) Resolution regarding Castle Arms

Resolution 2025-187, Nunzio Scarfone and Bernadette Kerr:

Whereas on March 7, 1986, the Board of Management for Cassellholme – East Nipissing Home for the Aged (Cassellholme), a District Home, gave direction to create a separate legal entity in the form of a new public non-profit housing corporation. This new entity (Castle Arms) would be operated and governed by the same appointees as Cassellholme Board.

Whereas the assets of Castle Arms have been built through contributions from taxpayers at the federal, provincial, and municipal levels.

Whereas at a Castle Arms meeting held on October 28, 2021, the Chief Executive Officer advised the Castle Arms Board that, due to upcoming changes to the Ontario Not-for-Profit Corporations Act (ONCA), the Cassellholme and Castle Arms Boards could no longer have identical membership.

Whereas although the Castle Arms Board was advised that it had until October 2024 to implement the upcoming changes to the ONCA, at the subsequent meeting on November 25, 2021 - when 8 of the 9 municipalities had no representation due to a wave of resignations and a lack of public consultation - the Castle Arms Board directed the CEO to alter the composition of the Castle Arms Board.

Whereas in January 2025, Cassellholme obtained a solicitor-client privileged legal opinion stating in part that “neither ONCA nor the Fixing Long-Term Care Act contain any provisions that would require Boards of Management to have a different composition than Boards of Non-Profit Housing Corporations.”

Whereas the November 25, 2021 change to the composition of the Castle Arms Board was made in reliance on advice regarding the requirements of the ONCA;

Whereas the advice the former Castle Arms Board received appears to have been incorrect.

Whereas no changes to the former composition of the Castle Arms Board would have been made if not for the Boards’s reliance on the incorrect advice;

Whereas the current Castle Arms Board has an obligation to the taxpayers of the nine (9) member Municipalities to restore governance of the Castle Arms Board to representatives from its member Municipalities.

Therefore Be It Resolved that the Council of the Township of Chisholm calls upon the other member Municipalities to join in investigate available legal and administrative remedies to restore democratic and public oversight of the Castle Arms Non-Profit Housing Corporation. This includes returning Castle Arms governance to its member Municipalities.

Further Be It Resolved that a committee, composed of the Mayors of the member Municipalities or their designates, along with Cassellholme Board representatives, be established to examine these options.

And Further Be It Resolved that a copy of this motion be shared with the eight (8) other member Municipalities, the Cassellholme Board of Directors, the Castle Arms Board of Directors and Nipissing MPP Vic Fedeli. **‘Carried’**

12. IN CAMERA

13. ADJOURNMENT

(a) By-law 2025-29 being a By-law to confirm the proceedings of the Council meeting.

Resolution 2025-188 Claire Riley and Bernadette Kerr: Be it resolved that By-law 2025-29 being a by-law to confirm the proceedings of Council at their regular Council meeting on September 9, 2025, be read a first, second and third time and passed this September 9, 2025.

‘Carried’

(b) Resolution re: Adjournment

Resolution 2025-189 Nunzio Scarfone and Paul Sharp: Be it resolved that this meeting now adjourn. Time: 8:17 PM

‘Carried’

Mayor, Gail Degagne

CAO Clerk Treasurer, Lesley Marshall

Chisholm Twp. Fire Dept. 2024 Report

September, 2025

Your Worship, members of council, Township staff and members of the public, thank you for allowing me to present this report on the fire department's 2024 activities. I also hope to outline some of the challenges the department faces during the remainder of this council's term, and into the term of the new council.

The department ran 26 calls last year, part of a general upward trend in our call volume. (We're already at 27 calls for this year.)

Last year we had two types of calls in a virtual tie for our most common response. Medical calls, including strokes, difficulty breathing, trauma from falls, and vital signs absent were in the lead. A close second was outdoor burning and smoke complaints. Together, these two categories represented more than half our total responses in 2024.

Remaining calls were split almost equally between actual fires, including a structure fire that resulted in the loss of a barn and storage building, chimney fires, and small wildland fires; and hydro calls, including power lines down and arcing or minor fires started by downed lines. Total losses were roughly \$160,000. No firefighter or civilian injuries associated with these incidents. A highlight of the year was the effective use of the automatic aid agreement with East Ferris. Under this system, both departments respond to structure fires in the north end of Chisholm and the Astorville area of East Ferris.

Although it's increasingly difficult, we worked within our operational budget. The bulk of our allocated capital budget went unspent because we were unable to find a vehicle that physically fits in the hall, but that situation is being reversed in 2025 with the purchase of a used Rescue unit from the Niagara Region.

In addition to fire suppression, we carried out mandated public education activities, including smoke alarm visits in the north end of the township and fire inspections as required. You'll be hearing more about our public education and fire prevention program this winter, when we bring our recently drafted Community Wildland Fire Protection Program to council.

We also continued our traditional fundraisers, raising \$1,813.01 for the Muscular Dystrophy Assn. and \$291 for Camp BUCKO, a summer camp for children recovering from burns. We delivered Christmas baskets for the East Ferris Santa Fund, stationed the pumper at the Pumpkin Tour and assisted with the Christmas tree lighting. The Firefighters Association, which represents the members, has a new and active executive, and they've brought in new ideas including the Christmas and Canada Day decoration contests.

In terms of mandatory provincial certification, the department continues to make progress, and I'm confident we will continue to offer our present level of fire suppression when the new policy takes effect in July of 2026.

Level of Service, and Health and Safety Issues:

Within the department we've discussed what our core tasks should be. In addition to fighting fires, responding to medical calls, and fire prevention activities, there is a consensus that our ability to respond to car crashes needs to be upgraded, given the diverse traffic on our roads.

To date we've been able to acquire second-hand extrication equipment that will improve our response. We're training with that now. As for other roles, including water rescue, I will likely be back here to seek direction after we have a closer look at the costs of training and equipment.

One activity mandated by the province is fire inspection and code enforcement. It's a significant burden for a small, rural department. Although this is only in the early discussion phase right now, with your permission, I would like to explore the potential for contracting out this role to an inspector in a neighbouring department.

With certification mostly in hand, I'm planning to update the department's health and safety programs, bringing them in line with industry standards. As you know, firefighting is associated with a higher incidence of cancer. Eighty-five percent of the line-of-duty deaths of firefighters in Canada are caused by cancer. In Ontario there are 19 types of cancer that, if you're a firefighter, the WSIB presumes are caused by your workplace exposure. (For most of these cancers, the WSIB covers diagnoses well after retirement, so claims can be filed many years after a member's service.)

So far – and to my knowledge – no one on our department has contracted one of these illnesses. But because we can't rule out the potential, I will be working with the administration to develop health and safety policies that keep our members safe and protect the township and its ratepayers from liability for future WSIB claims.

Succession:

Finally, it's no secret that the people in the top half of the department are developing grey hair. Within the next four or five years, succession will be a major issue in the service. In my view this must include a discussion of the department's management structure.

With certification, health and safety requirements and our own rising call volume, the role of the chief has changed during the past decade. The present time allocated to the job – essentially, four paid hours per week – may no longer be sufficient to attract a successor, and put that new chief in a position where he or she can effectively manage the department.

I'm hoping to brainstorm options with my members, the administration and some of our peer departments. Could we, for example, contract out the senior management to a neighbouring department, or hire someone from outside the department to perform multiple roles, including fire inspection and by-law enforcement, as well as acting as the chief? I can see problems and benefits with both these ideas. But as the township grows, the department is reaching the point where we may have to do things differently in the 2030s.

As always, it's an honour to serve this council and the people of Chisholm, and I look forward to working with everyone around this table as we ensure the effectiveness of the township fire service. Thank you for your time.

**THIS IS SCHEDULE "A" TO BY-LAW 2023-39
OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

1. The user fees charged for General Government services shall be as follows:

Municipal Freedom of Information & Privacy Act (MFIPPA) as prescribed by legislation

Request	\$5.00
Search time (per 15 minutes)	\$7.50
Preparation of records for Disclosure (per 15 minutes)	\$7.50
Photocopies or print outs (per page)	\$.20

Miscellaneous

Tax Certificate	\$60.00
Zoning Information	\$60.00
Outstanding Work Orders Information	\$60.00
Fire Work Orders Information	\$60.00
Photocopies	\$.25 per page
Returned Item Charge	\$25.00
Facsimile	\$1.00 per page
Interest on overdue accounts	1.25% per month
Zoning By-law copy	\$35.00
Official Plan copy	\$35.00
Record Search	\$7.50 per 15 minutes
Township pins	\$3.00
Newsletter advertising	\$10.00 ea. Or 6 for \$50.00
Filming Permit	\$50
Administrative Fee	\$100
Culvert Installation	Actual cost of culvert and material labour cost as per MTO OPSS
Entrance Permit	\$100.00
Certification of Documents	
First Signature	\$15.00
Second Signature	\$5.00
Commissioning of Documents	
First Signature	\$40.00
Second Signature	\$5.00

911 Replacement Cost

Sign	\$25.00
Post	\$25.00

Tax Sale

Subsequent to registration of tax arrears certificate	\$250.00
Subsequent to registration of first notice	\$350.00
Subsequent to registration of final notice:	
where there has been no extension agreement	\$450.00
where there has been an extension agreement	\$850.00
Pursuant to sale of land by public tender	\$900.00
Special meeting requested	\$450.00
<i>Further costs related to the Public Sale such as advertising, surveying, legal, transfer and other charges will be the actual costs incurred, and will be charged in addition</i>	

Mayor, Gail Degagne

CAO Clerk-Treasurer, Lesley Marshall

**THIS IS SCHEDULE "F" TO BY-LAW 2023-39
OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM**

1. The fees charged for cemetery services shall be as follows:

Burial Lots

Township Resident or Property Owner (as of date of purchase)	Single Lot	4'x 8' (New Section) <u>or</u> 4'x 9' (Old Section) \$340 (\$50 plus \$290 Care and maintenance fund)
Non Resident	Single Lot	4'x 8' (New Section) <u>or</u> 4'x 9' (Old Section) \$540 (\$250 plus \$290 Care and Maintenance)

*Price Includes Care & Maintenance Fund.

Interment Rates

	Weekdays	Weekends
Regular Grave Opening: Adult	\$525 600	\$625 700
Child/Infant	\$525	\$625
Cremation Opening	\$300	\$400
Double Cremation	\$425 450	\$575

Care and Maintenance Contributions for Monument Markers

Under 173 sq. inches (no foundation required)	Nil
1 – 24 inches	\$100
25 – 48 inches	\$200
Over 48 inches	\$400

Cost for constructing foundations at the expense of clients and to be provided by Monument Companies.

Mayor, Gail Degagne

CAO Clerk-Treasurer, Lesley Marshall

CASSELLHOLME
BOARD OF MANAGEMENT MEETING

CASSELLHOLME

Compassionate care for life's journey.

THURSDAY, JULY 17, 2025

MINUTES

Date: Thursday, July 17, 2025

Location: Cassellholme Garden Room

Board Members: Dave Mendicino, Chair
Michelle Lahaye – Vice Chair
Peter Chirico
James (Jim) Bruce
Chris Mayne

Staff: Angie Punnett, Administrator
Billy Brooks, Chief Financial Officer
Anita Brisson, Project Manager
Camille Bigras, QI Director
Julie Pilkey, Secretary
Tiffany Chapman, Secretary

Regrets: Robert Corriveau
Mark King

Guests: Monique Peters, Family Council
Nathan Jensen

A. CALL TO ORDER

MEETING RECORDED

"Moved by Michelle Lahaye and seconded by Chris Mayne that the meeting be called to order at 5:02 p.m."

Res. #087-25

Carried

1. Approval of Agenda

"Moved by Peter Chirico and seconded by Jim Bruce that the Board approved the Agenda for this meeting, as presented."

Res. #088-25

Carried

2. Conflict of Interest

"Moved by Michelle Lahaye and seconded by Jim Bruce that no Board Members present have declared a conflict of interest."

Res. #089-25

Carried

3. Approval of Minutes

3.1 Approval of the Minutes of the Regular Board Meeting held on June 26, 2025, 2025

"Moved by Jim Bruce and seconded by Peter Chirico that the minutes of the Regular Board Meeting, held on June 26, be adopted as presented."

Res. #090-25

Carried

4. New Business

5. Redevelopment

5.1 Construction Update (Anita Brisson)

Report in package.

Percon unable to meet deadline.

Delay to move in date of September 8-16, 2025

Potential delay unable to get occupancy approval – a lot of moving pieces

Next potential dates of November 25 or 30, 2025. Difficulties securing dates – cost for alternate dates.

New fire hydrant installed – water shut off 9am-5pm Monday, July 14, 2025

5.2 Redevelopment – Move Plan, Staffing Plan, etc.

All families contacted – emails sent out to all

Internal move plan still in the works

A lot of questions – communication to be sent out

Staffing plan – lines created – working with Union on how line selection process

Staff training delayed

5.3 Behavioural Support Unit

Ministry still hasn't come back with a decision to move forward. Update within next month.

Sounds promising as per email sent from OH regarding expansion of 12-24 bed for BSU.

BSU separate waitlist criteria – North Bay does not currently have BSU waitlist.

6. Operations

6.1 Operations Update

Update in package.

Currently in Respiratory Outbreak on 3rd floor

Pharmacy Contract up for renewal

Layoff notice to RPN Team Leads at time of move – waiting on line selection process

WSIB Claims null

7. IN - CAMERA**Guests left the Meeting**

"Moved by Peter Chirico and seconded by Jim Bruce that the Board proceed to an In-Camera session at 5:38 p.m."

Res. #091-25

Carried

7.1 Approval of the In-Camera Minutes – dated June 26, 2025
In-Camera Motion - Res. #092-25

- 7.2 Confidential Matter – Redevelopment**
- 7.3 Confidential Matter – Financial**
- 7.4 Confidential Matter – Governance**

"Moved by Peter Chirico and seconded by Jim Bruce that the Board approve the In-Camera session to be adjourned at 6:35 p.m."

Res. #093-25

Carried

B. CORRESPONDENCE**C. REQUEST FOR FUTURE AGENDA ITEMS**

No items noted

D. DATE OF NEXT MEETING

Thursday August 28, 2025 – Cassellholme Garden Room – 5:00 p.m.

E. ADJOURNMENT

"Moved by Jim Bruce and seconded by Michelle Lahaye that the meeting be adjourned at 6:40 p.m."

Res. #094-25

Carried

Secretary

Chairman

July 14 2025

Subject: Cassellholme Redevelopment Update – July 14 2025

Construction Activity - Percon

Highlights:

Phase 00 - Work complete.

Phase 1-A – Work complete

Phase 1-B sequencing remains unchanged from the previous report.

Refer to schedule notes of previous reports for comments on Draft Finishing Schedule and comments on Rev. 4 Schedule.

The owner's move in date has been confirmed for September 8 to September 16, 2025.

Schedule risks outlined in the March 2025 report have materialized resulting in the revised September 2025 move-in date.

Updated milestones have been coordinated with Cassellholme and are as follows:

Documentation submission to the Ministry of Long-Term Care (MOLTC): July 15/16, 2025

Anticipated Pre-Occupancy review by MOLTC: July 29, 2025

Cassellholme Move-in: Start – September 8, 2025, Finish September 16, 2025.

Current occupancy risks:

- CO 171 - Temporary fire department connection - complete
- PC 159 - Relocate Phase 3 fire hydrant to Phase 1 – complete
- PC 160 - Temporary Exist Signage - work is in progress
- PC 161 - Flow switch & supervised valve, ATS wiring valve - work is in progress
- PC 162 - Stairwell Signage Revision - work is in progress
- Exist stair levels - work is in progress

PHASE 1-B

- Mechanical and electrical finishes are ongoing.
- Link from old to new construction – to be completed July 18
- Final Millwork installation finishing Level 1
- Finish paint coat and touchups ongoing throughout the building
- Full ceiling tile installation in progress on remaining portion of L1
- Flooring installation complete, final baseboard being installed
- Final washroom accessories being installed.
- BAS programming, Equipment start-ups and balancing is ongoing.

- Planting in progress for week of July 14.

Significant work in millwork installations, and drywall finishing, painting for the last weeks, furniture and appliances in place, kitchens and nursing stations in their last weeks of completion.

This month Percon and MJA to continue to review 2/3/4th by end of month for. Main push is on the ground floor and 5th for final completion and to be reviewed. Furniture room placement targeted for July 16. All TVs, small appliances, supplies to be in by mid July. Many vendors on site installing to make areas ready. Balcony furniture begin to be placed this month.

Transition Planning Highlights

An updated summary is attached for reference.

Change Order Log - Please see the attached

Budget Update – To be provided separately, W. Brooks

Board of Management Meeting

July 17, 2025

CLINICAL SERVICES – Mel Cross, Acting Director of Care

This reporting period has been marked by a continued commitment to **resident safety, process improvement, and staff stabilization**. Clinical operations have remained steady, supported by strong collaboration across front-line teams and leadership. Our collective efforts remain centered on delivering **holistic, resident-focused care** that supports quality of life and clinical excellence.

Critical Incidents Summary

Since our last report ending June 16th, we have had an additional 6 critical incidents in the month of June. Two of which were unfounded.

- ❖ **Outbreak:** 1 incident
- ❖ **Alleged Staff-to-Resident Abuse:** 1 incident
- ❖ **Fall with Injury:** 1 incident
- ❖ **Written Complaint Regarding Resident Care:** 1 incident
- ❖ **Missing Narcotic:** 1 incident
- ❖ **Misappropriation of Resident's Money:** 1 incident

Details & Follow-up:

- ❖ **Outbreak:**
Enteric outbreak on Apple Street. Total number of affected residents was 5 (50 resident unit). Initiated June 21st, closed June 30th.
- ❖ **Alleged Staff-to-Resident Abuse:**
Inappropriate comment made toward resident by PSW. Complaint was validated. PSW served a suspension and was required to complete training
- ❖ **Fall with Injury:**
Resident received appropriate assessment and care. Subsequently transferred to hospital for additional assessment and treatment. Care plan updated.
- ❖ **Written Complaint:**
Amicable resolution achieved after investigation and follow-up between family and manager.
- ❖ **Missing Narcotic:**
Missing medication was eventually located; the CI was amended to reflect this outcome.
- ❖ **Misappropriation of Resident's Money:**
Resident alleges there was money in an envelope a month prior that was now missing. Accusation has been unfounded despite an investigation.

Other Clinical Updates

Staffing & Leadership Updates

- ❖ With our current IPAC Lead, Ellen Whittaker, retiring this summer we held an interview process and have since offered full time employment to one of the candidates to become our new IPAC Lead. We will also be seeking to hire a qualified individual as an IPAC assistant to help bolster our IPAC processes.

- ❖ We are working with the CUPE union to finalize our line selection process as we work to have lines posted for the staff to bid into in preparation for the transition into our new building.
- ❖ The RN's and Clinical Leadership Team continue to work with Jayne Harvey as we strive to improve our leadership skills, ultimately improving processes and resident care.

Clinical Practice

We continue to work closely with our Medical Director and have been able to update some clinical policies and procedures coupled with new medical directives to help streamline care provision for our residents. Applicable education is being rolled out to ensure staff are knowledgeable in these areas.

Looking Ahead

- ❖ We continue to work closely with our staff in leadership positions helping to refine their leadership skills.
- ❖ Striving to refine our education process with the goal to reach more staff more efficiently and provide high quality learning opportunities.
- ❖ Ongoing recruitment for some outstanding positions.
- ❖ Continued focus on building our team's resilience and capacity as we strive to realign our staffing with the needs of our residents.

Committed to ongoing excellence in care.

CLINICAL QUALITY ASSURANCE – Kathryn MacDonald, RN, Manager of Clinical Quality Assurance

As part of our ongoing commitment to quality improvement and resident safety, I am pleased to provide this update on recent activities and outcomes related to clinical quality assurance for the Home:

Fall Prevention Initiatives

In recent weeks, I delivered multiple fall prevention training sessions to members of the nursing and interdisciplinary teams. These sessions focused on our revised Fall Prevention Policy, ensuring that all team members are aligned with current best practices and proactive risk reduction strategies. In addition to the training, we have explored collaboration with the Aging Research Trial Group, who presented their PREVENT Program—a research initiative dedicated to improving outcomes for older adults, particularly in reducing the risk of hip fractures. We are currently evaluating the feasibility of participating in this innovative trial.

Fall Statistics Overview

We continue to monitor our fall data closely as part of our quality indicators:

- June 2025: 62 falls (identical to June 2024)
- May 2025: 61 falls (down from 94 in May 2024)
- April 2025: 72 falls (compared to 67 in April 2024)

While April showed a slight increase compared to last year, May's significant reduction highlights progress in our efforts. These fluctuations reinforce the importance of our continued focus on fall prevention strategies and staff education.

Redevelopment and Environmental Improvements

As we move into our redevelopment phase, we are optimistic about the impact that a modernized environment will have on resident safety. Currently, overcrowded spaces and tight maneuvering areas, including some bathrooms and corridors, contribute to fall risks. The new design will offer improved accessibility and safer physical layouts, which we anticipate will support a reduction in fall related incidents and enhance quality of life for our residents.

Hospital Emergency Department Transfers

We're proud to report continued progress in reducing hospital transfers, which reflects the growing clinical expertise of our team and the effectiveness of on-site medical interventions:

- April 2025: 0 transfers
- May 2025: 2 transfers
- June 2025: 5 transfers
(All significantly lower than prior years)

This reduction is a strong indicator of clinical improvement and showcases the excellent work being done by our medical team, as well as the expanded skill sets of our registered staff. Interventions such as bladder scanning, IV therapy, and ECG monitoring have greatly improved our capacity to manage complex clinical situations within the home, reducing the need for emergency transfers.

Clinical Documentation Improvements

We have also streamlined the auditing process for incident reports and progress notes. A live shared document is now used by registered staff, allowing for real time updates, follow ups, and collaborative monitoring of incidents and trends.

In Summary

These quality indicators reflect a facility wide commitment to resident centered care, proactive risk mitigation, and team based clinical excellence. As we continue to grow into our redeveloped space and embrace new initiatives like PREVENT, I remain confident in our ability to improve outcomes even further.

Wishing all Board members a happy and restful summer and thank you for your ongoing support of our care programs and quality initiatives.

STAFFING – Tiffany Chapman, HR Coordinator

Students

- ❖ Active/In Progress: PSW Living Classroom, Canadore PSWs, CTS PSWs – 1 on 1 Preceptorships in progress

Staffing June 2025

- ❖ Hired – 14 Total (5 PSWs, 4 RPNs, 5 FSWs, 2 HSKPERS, 1 Activities)
- ❖ Terminated/Resigned/Retired – 7 total (1 Unit Manager, 1 PSW Day Program, 2 PSWs, 1 RPN, 1 housekeeper, 1 FSW)

Vacancies as of July 10/25

- ❖ PSW Vacancies as of today – 1 temp FT, 9 temp PT, 2 perm PT– all lines posted – actively recruiting/interviewing.
- ❖ RPN Vacancies as of today – 3 temp FT, 1 temp PT, 1 perm PT
- ❖ Dietary vacancy as of today – 2 perm PT, 5 temp PT
- ❖ Housekeeping vacancy as of today – 2 perm PT, 7 temp PT
- ❖ Activities Vacancies – 1 temp PT
- ❖ PSW Day Program – 1 temp PT, 1 perm PT
- ❖ PSW Day Program, PSW CSS jobs posted, actively recruiting

Other

- ❖ Master Lines created for redevelopment - ALL lines being posted for redevelopment tentatively July 21, 2025
- ❖ Recruiting for Nurse Practitioner
- ❖ Active Non-Union Vacancies –IPAC Support Assistant, Scheduling Coordinator (x2)

HOUSEKEEPING & NUTRITION & FOOD SERVICES – Trina Milne, Manager

- ❖ Continued weekly meetings withy Meal Suite new menu system
- ❖ Dietary meetings to go over new Fall/Winter Menu
- ❖ Ordering supplies for new building
- ❖ New laundry chemicals installed July 8, 2025 in current building as well as new building.
- ❖ Conducting interviews for more housekeeping staff

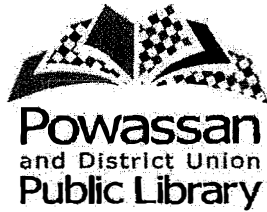
RESIDENT FAMILY NAVIGATOR –Alysia Loyer

Diligently working on the upcoming move. We had four permanent admissions & 2 short stay respite admissions. I've been working on rostering Dr. Gauthier to residents in Maple St. and providing messaging to families about the upcoming move as able

COMMUNITY SUPPORT SERVICES –Cheryl Hamilton, CSS Manager

- ❖ CSS has been on a steady pace over the past few months. We have had an increase of 5 PSW's over the past year which has allowed us to bring our Assisted Living numbers up to 42-44 clients.
- ❖ We have a PSW who is leaving CSS so are in the process of interviewing candidates and have received a number of resumes so this is good (assuming they are appropriate candidates). We have had an ongoing challenge of PSW interest in the community and finding suitable candidates.
- ❖ We have had challenges with a number of Assisted Living clients being hospitalized all at the same time which means a drop in client hours and we cannot replace clients until we know they cannot come home.
- ❖ We are fully staffed in our Home Help Homemaking program, and it continues to see a very lengthy waitlist for services. We continue to receive many referrals for all programs.
- ❖ The Cassellhome Van has been seeing some increased repair bills but is running efficiently and is a very busy service.
- ❖ No major health and safety issues currently
- ❖ We did purchase some laundry carts to make it easier for staff having to carry loads of laundry for longer distances and this is working well.

All in all, CSS is operating smoothly and with no significant changes at this time.



September 10, 2025

Mayor Gail Degagné
Township of Chilsholm
2847 Chiswick Line
Powassan, ON P0H 1Z0

Dear Mayor Degagné and Council members,

Thank you, Mayor Degagné and Council members for paying the remainder of your 2025 Library Fees Levy. It will be most helpful for us to finish the year in a very strong position. We are already planning to have, again this year, The Gloria Brown Craft Items Sale, a Halloween Costume Swap, a Hockey Equipment Swap, the Kid's Holiday Shopping Event, Santa at the Library, and our popular Holiday Open House. All this in addition to our regular weekly and monthly events. A busy time indeed!

As always, we look forward to continuing to serve our great community!

And thank you again for your ongoing support.

Sincerely,

A handwritten signature in black ink that reads "Marie Rosset".

Marie Rosset, CEO
Powassan & District Union Public Library



Nipissing Counts

Nipissing Counts 2025 a Point-in-Time Enumeration

Re: A 24-hour Point-in-Time (PiT) Enumeration

Dear Municipal Partners,

From Wednesday, October 8th at 8:00 am until Thursday October 9th at 7:59 am, 2025, the District of Nipissing Social Services Administration Board (DNSSAB) and the Nipissing District Housing and Homelessness Partnership (NDHHP) will be conducting a Point-in-Time (PiT) Enumeration.

As of 2024, the Government of Canada has required that all Reaching Home designated communities complete an annual PiT enumeration with a comprehensive PiT Count survey to occur every three years. Nipissing District completed a comprehensive PiT Count, with a survey component, in the fall of 2024, therefore an enumeration with survey is not required again until the fall of 2027. Enumeration activities in the fall of 2025 and 2026 will only include administrative information.

A PiT Enumeration is an estimate of the number of people experiencing homelessness within a determined geographical area during a 24-hour period. Conducted over subsequent years, PiT enumeration data can be used by the community to track progress in reducing homelessness and identify changes in the location that individuals experiencing homelessness spend the night. The two main components of PiT enumeration are:

- The sheltered enumeration, which is obtained from administrative data systems and/or shelter administrators; and
- The unsheltered enumeration, which is collected by outreach workers, homeless-sector staff, and/or volunteers.

For the purposes of this communication, unsheltered homelessness refers to individuals who are living in places not intended for permanent human habitation (e.g., streets, parks, vehicles, abandoned buildings; while encampments refer to groups of visible structures (e.g., tents, shacks) where two or more individuals are staying.

The aim of the enumeration is to gather as complete of a one-night community-wide picture of both sheltered and unsheltered homelessness as possible. This can be understood to be the minimum number of people experiencing homelessness in a community.

However, it is important to note that a PiT Enumeration is not intended to:

- Include people who cycle in and out of homelessness.
- Be an enumeration of hidden homelessness. (comprehensive PIT Count years only)
- Identify how long people will experience homelessness for.

Municipalities are reminded of the district-wide unsheltered person response protocol for Nipissing District and are encouraged to contact True Self Debwewendizwin if unsheltered homelessness or encampments are identified or suspected within their municipality at any time, including leading up to, or on the date of this year's PiT Enumeration:

True Self Debwewendizwin Peer Outreach support Team (POST)

Monday to Friday

8:00 am to 8:00 pm

Saturday and Sunday

10:00 am to 6:00 pm

(705) 498 9482

For after-hours calls please leave a message indicating the location of the site and the number of people living there.

For individuals looking for shelter, please contact Crisis Center North Bay:

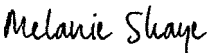
Emergency Crisis Line

(705) 474 1031

Your participation is essential to ensure accurate and comprehensive data collection. If unsheltered homelessness is occurring or suspected in your municipality, we kindly request you follow the unsheltered response protocol above.

If you have any questions or concerns about this initiative, please contact Lindsey Gradeen at CANipissing@dnssab.com

Sincerely,

DocuSigned by:

D9F436587D28431...

Melanie Shaye

Chief Administrative Officer

District of Nipissing Social Services Administration Board

JOIN US IN CELEBRATING
THE NORTH BAY OFFICE'S

20TH Anniversary

Wednesday October 8, 2025

122 Main Street West, Suite 3

Drop in between 3:30 - 5 pm

City lots and street parking is available.
Parking is free after 4:30 PM.



Click here to RSVP

Please RSVP by Wednesday September 24.

From: AMO Policy <policy@amo.on.ca>
Sent: Wednesday, September 10, 2025 6:21 PM
To: Jessica Laberge
Subject: AMO Policy Update – AMO Advocacy on Automated Speed Enforcement, Federal Development Charges Advocacy, Federal Government Pre-Budget Announcements, Federal-Provincial-Territorial Housing Forum Commitments, and Blue Box Amendments



AMO Policy Update – AMO Advocacy on Automated Speed Enforcement, Federal Development Charges Advocacy, Federal Government Pre-Budget Announcements, Federal-Provincial-Territorial Housing Forum Commitments, and Blue Box Amendments

Top Insights

- In response to recent comments by Premier Ford about municipal use of **automated speed enforcement**, AMO wrote a letter to the Premier and Minister of Transportation. ASEs are evidence-based and cost-effective tools to support road safety that have broad public support.
- AMO is advocating to the federal government that any **federally mandated reductions to development charges** will need to be replaced with a new, equally predictable, and sufficient revenue source that make Ontario municipalities whole.
- The federal government announced a new **federal industrial strategy** which will include a new “Buy Canadian” procurement policy, including a roadmap for provinces and municipalities to adopt.
- AMO stands ready to work with the provincial government to support conversations with the federal government about commitments agreed to by the **Federal-Provincial-Territorial Forum on Housing**.

- The province finalized amendments to the **Blue Box Regulation**, addressing some municipal concerns.

AMO Advocacy on Automated Speed Enforcement

Earlier today, AMO sent a letter to the Premier and Minister of Transportation highlighting the important evidence-based role that automated speed enforcement (ASE) plays in improving road safety:

- Automated speed enforcement is making roads safer. Automated speed enforcement cameras in Toronto reduced speeding vehicles by 45 per cent.
- ASE is cost effective. ASE allows police officers to focus on other high-impact activities and net ASE revenues are reinvested in community safety improvements.
- ASE is supported by most Ontarians. Nearly three-quarters of Ontario drivers support the use of ASE in targeted areas like school zones or community centres.

Municipalities understand the need to use these tools thoughtfully and can be counted on to do so. AMO has sought to collaborate with the province to ensure that ASE is used effectively and to improve public understanding of their importance.

Federal Development Charges Advocacy

The federal government's election platform pledged \$6 billion federal funding over four years for Development Charge (DC) discounts of 50% for multi-unit residential housing projects. The platform also committed to working with provinces and territories to make municipalities whole.

AMO has advocated to Minister Robertson and his ministry that DCs are a long-term and relatively stable revenue source, and any federally mandated reductions to DCs will need to be replaced with a new, equally predictable, and sufficient revenue source.

The foregone revenue loss for Ontario municipalities would be significant. Federal funding must fully compensate Ontario municipalities with an increase in direct, stable and multi-year funding to match the full municipal revenue loss from any reduction in DCs. Additional financing tools or short-term

funding commitments will not be enough to support Ontario's long-term infrastructure needs.

AMO has also highlighted the broader issue of chronic underinvestment in Ontario's municipal infrastructure and called on the federal government to work with the province and municipalities to establish new and innovative mechanisms that will provide sustainable, predictable and enhanced funding for local infrastructure.

Federal Government announces new industrial strategy to combat US tariffs

Last week, Prime Minister Carney said to expect a fall budget with austerity and investment measures.

Providing more insight into the planned investments, the Prime Minister announced six new strategic measures. These measures are designed to support workers and businesses most impacted by US tariffs and trade disruptions. They focus on helping workers acquire new skills and businesses retool their production and diversify their products, finding ways to increase their sales nationally through new and existing programs.

One key initiative is the introduction of a new "Buy Canadian Policy" to boost domestic demand for Canadian businesses. As part of this new procurement policy, the federal government will provide a roadmap that provinces and municipalities can adopt for their own procurement practices. AMO will continue to work closely with the province to ensure new procurement measures – including this roadmap - reflect the needs of Ontario municipalities. AMO Policy will review and share insights on the "Buy Canadian Policy" and roadmap for municipalities once its released.

AMO will also monitor its Major Projects Office, which is charged with fast-tracking nation building projects, for announcements that impact Ontario municipalities.

Federal-Provincial-Territorial Ministers Forum on Housing and Homelessness

The forum of federal, provincial and territorial ministers (FPT) across Canada met to discuss solutions to key housing and homelessness issues facing people in Canada. As detailed in a news release, the forum focused on a coordinated approach to advancing housing and homeless priorities and resulted in commitments to working together including to renew

intergovernmental partnerships on affordable housing beyond the expiry of the National Housing Strategy (NHS) in 2028.

AMO is pleased to see this commitment for continued FPT collaboration. Continued NHS funding is crucial because of the role it plays in providing access to safe, affordable, and inclusive housing by increasing housing supply, improving housing quality, and supporting vulnerable populations. These contributions are essential to helping to strengthen the social and economic prosperity of communities. AMO stands ready to support the Ontario government in conversations with their federal counterparts through a Team Ontario approach.

Blue Box Regulation Amendments

On September 4th, the province released finalized Blue Box Regulation (O. Reg 391/21) amendments. The regulation shifts the financial and operational responsibility of the blue box program from municipalities to industry.

In July, AMO sent a letter to Minister McCarthy outlining municipal concerns about proposed Blue Box Regulation amendments. AMO is pleased to see that the government listened and adjusted some amendments in response. In particular, we are pleased that the province has:

- Delayed enforceable recycling targets by two years instead of five, and
- Delayed, instead of canceling, the expansion of service to multi-residential buildings.

AMO will continue to advocate for a strong recycling system where manufacturers are responsible for their packaging and incentivized to reduce waste.

An online version of this Policy Update is also available on the [AMO Website](#).

*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

To unsubscribe, please [Opt Out](#)

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

MPAC Quarterly Update.

Q2 – Chisholm

September 2025



Local Issues ?

If you have any local issues of concern, would like to meet, want training or would like for us to speak to Council please reach out to us!

Alice Newton, Account Manager

Assistance with Property Specific Enquiries, Legislation, Staff Changes, Building Permits and Planning Issues, MPAC Products, Training, Presentations.

Alice.newton@mpac.ca

(705) 419-2979

Michelle Paquette, Account Support Coordinator

Assistance with Municipal Connect Access and Admin Support, Accessing RMOS.

Michelle.paquette@mpac.ca

(807) 698-0669



Agenda.

New Assessment

Service Level Agreement

Assessment at Risk

MPAC Updates



New Assessment.

2025 insights.

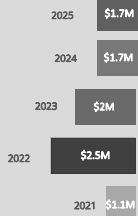


2025 Control Totals.

Property Type	Category	Counts	Assessment Value	%	Counts	Assessment Value	%	Variance	%
Residential	Residential	785	121907100	74.04	784	123977500	74.37	2,070,400	1.7
	Special/Exempt	3	210900	0.13	3	210900	0.13	0	0
	Farm	234	38508000	23.39	233	38498000	23.09	-10000	-0.03
	Commercial	7	2836000	1.72	7	2853000	1.71	17000	0.6
	Industrial	11	1198700	0.73	11	1156700	0.69	-42000	-3.5
Total		1040	164660700	100	1048	166696100	100	2,035,400	1.24

As of September 7, 2025, Assessment Analysis Dashboard by Property Type

Assessment Snapshot 2021-2025



Based on in-year published Supplementary. Omitted as well as Year End assessment changes.



2025 New Assessment.



Sup/Omit (Taxable) - Captured / Count	Property Type	Taxable Transactions	Count	%	1 Year Occupancy	%	YEA / YEE
\$1.7m 11	Residential	\$1,430,200	10	90.91%	\$1,430,200	100.00%	\$194,300
	Farm	\$233,400	1	9.09%			\$85,800
	Total	\$1,663,600	11	100.00%	\$1,430,200	85.97%	\$280,100
YEA - Captured / Count							
\$159.3k 17							
YEE - Captured / Count							
\$120.8k 5							

Transactions as of September 4, 2025



Municipal Connect – In Progress Events.

Add Filters

Event

Effective Date

Effective Tax Year

Event Status

Event Type

History Person Code

Nature of Change Code

Published Date

Apply Filter(s)

Event Status

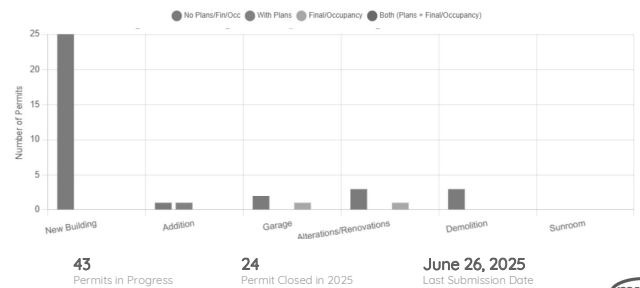
☐ A - Approved
☒ I - In Progress
☐ P - Published

Event Type

☐ CMV - Current Maintenance View
☐ CRT - Court Change
☐ SGR - Equity Report
☐ CMAT - Current Assessment
☐ PRN - Post Roll Assessed Notice
☐ ROL - Year End at time of roll
☐ SAN - Special Assessed Notice
☐ SUP - Supplementary Assessment

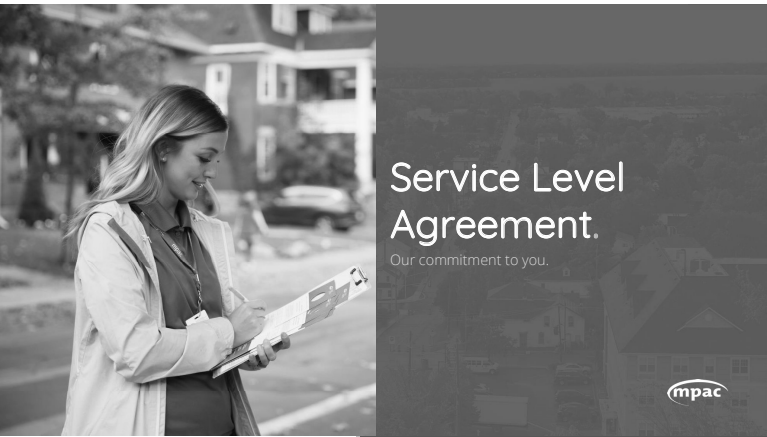


2025 Building Permits in Progress.

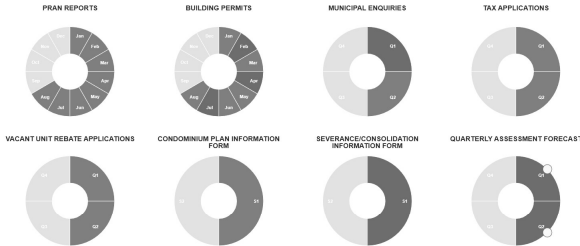


As of September 8, 2025, Municipal Connect Building Permits Dashboard





SLA 2025.



Legend: ● MPAC achieved ● SLA missed ● No work objects to report ● Future reporting period - data not yet available
Municipal dependency not met



Building Permit Submissions.

- No permit submissions have been received by MPAC in since June 26, 2025.
- Please report permits and updates within **30 days** (even if you only have one or two permits).
- Up to date permit information allows MPAC to better coordinate inspections, add new assessment, and accurately forecast assessment growth.

2025
New Permit Reporting
Snapshot

Days	Permit #
42	2025-002
36	2025-003
31	2025-004
31	2025-005
24	2025-007
21	2025-009
25	2025-012
10	2025-011
3	2025-014

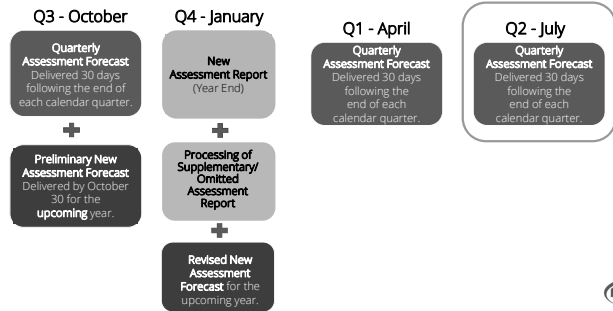


SLA Municipal Submissions Overview.

Submission	Description	Frequency	Outcome	Delivery
Building Permits	Initial permit and status permits (occupancies, final, cancellations)	Monthly	Data updates, new assessment, year-end changes	MPAC template to subppl@mpac.ca or webservice
Building Plans	Initial plans and any amendments	Monthly	Assists with timeliness and accuracy of processing permits	My Work - Municipal Enquiry - Choose "Building Permits" and "Building Plans"
Tax Applications S.357, 358	s. 357 - Cancellation, reduction, refund of taxes & s. 358 - Gross error	Anytime	Provides prompt factual verification of information to assist municipality in decide whether a tax refund, cancellation or reduction is warranted.	My Work - Tax Application "Include affected structures and/or photos"
Municipal Vacant Unit Rebate	Municipal Act Sect. 364 - Vacant Unit Rebate	Anytime	Adjust taxes based on value of vacant area	My Work - Vacancy Rebate Application
School Support Changes	Changes through AboutMyProperty /™ or through online portal	Anytime	Updated on Municipal Connect, other products, and on next Assessment Roll	MPAC's School.Support.webpage
Planning/ Consent Notices and Decisions	All can be sent to land parcel unit for more accurate processing of SCIFs.	Anytime	Assists with accurately processing severances	Email lp.consent@mpac.ca
Zoning Amendments	Changes to zoning	Anytime	Assists with accurate land values and classification	Email heather.mackay@mpac.ca
Address Updates	Mailing and Municipal Address updates	Monthly	Updated on Municipal Connect, other products, and on next Assessment Roll	MPAC template to cpl@mpac.ca



SLA Reporting + Forecasting Cycle.



Quarterly Assessment Forecast.

- Works from the Assessment Forecasts sent in January and April
- Captures what MPAC deemed potentially available between April – June 2025
- Forecast is presented as a range (85% -100%)
- Available in the MyProducts portal on Municipal Connect **July 28, 2025**

Accessing the Quarterly Assessment Forecast in **Municipal Connect**

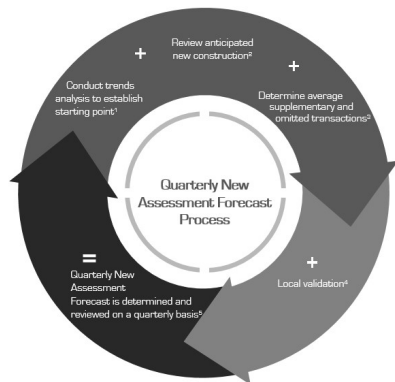
The screenshot shows the 'My Products' section of the Municipal Connect portal. It displays a table with columns for 'Product Name', 'Region', 'Market', and 'Status'. The table lists two products: 'Quarterly Assessment Forecast' and 'Quarterly Assessment Forecast'. The 'Status' column shows 'Active' for both.

No Changes have occurred between the Revised Preliminary New Assessment forecast and the Quarterly Assessment Forecast

Doesn't include losses from Requests for Reconsideration or appeals

The MPAC logo is located at the bottom right of the screenshot.

Forecast Process.

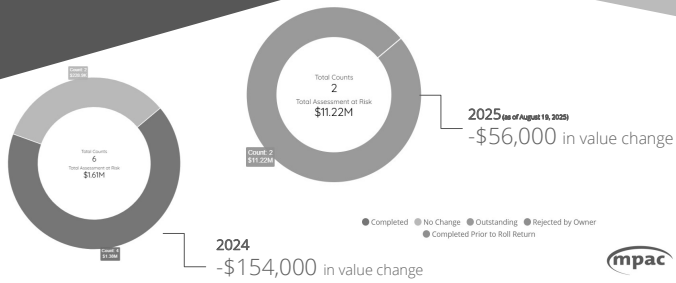


Assessment at Risk.

Stay informed with Assessment Base Management.



Requests for Reconsideration Snapshot. (2016 Current Value)



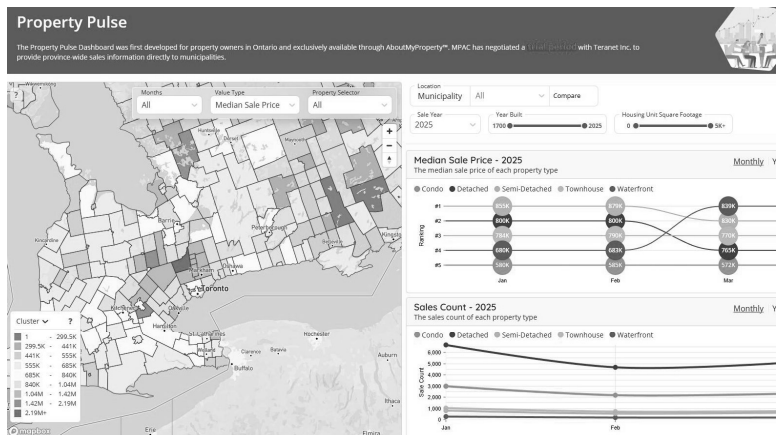
Municipal Connect New Feature Spotlight.

- The Property Pulse Dashboard is available through Municipal Connect and is a pilot
- Your local Municipal Administrator can provide access
- Updated on the 15th of each month
- Q&As and a Quicksheet on how to use the dashboard is available in the Learning Library in Municipal Connect

Property Pulse Dashboard

Data will NOT be displayed where there are fewer than 6 sales.

mpac



Property Assessment-related Highlights from the Budget.



Optional subclass for affordable rental housing



Electronic assessment notices



Expanded use of MPAC assessment information



Central, online access to the Assessment Roll



Budget Overview.

Proposed Affordable Rental Housing Optional Subclass

- Amend O. Reg. 282/98 to introduce a new optional subclass for affordable rental housing
- A single-tier or upper-tier municipality must pass an adopting by-law
- The adoption of optional subclass provides a tool for municipalities to apply a further tax reduction to eligible affordable rental housing units of up to 35%
- A transitional approach for the 2026 taxation year, requiring the adoption of a by-law by September 30, 2025

Enhanced Access to Assessment Information

- MPAC to deliver assessment and other notices to property owners electronically starting on January 1, 2026
- Property owners must consent to receiving notices electronically



Budget Overview.

Expand Municipal Uses of Assessment Information

- Proposed changes to expand municipal uses of property assessment information such as for research or operational needs
- Currently, section 53 restricts municipal use of property assessment information to "planning purposes" only

Online Access to Assessment Roll Information

- Commitment to ongoing work to enable MPAC to provide assessment roll information to the public through centralized online access rather than requiring on-site viewing of the information in municipal offices



Tax Incentive Approval (TIA) Process Changes.

- Properties removed from Agricorp and Ministry of Natural Resources (MNR) tax incentive programs via PACN but later received approval will be reinstated through a Tax Incentive Approval (TIA) letter in-year
- This includes the:
 - Farm Tax Class program;
 - Managed Forest Tax Incentive Program; and
 - Conservation Land Tax Incentive Program
- As with all TIAs, these are subject to appeal within 90 days
- This is an enhancement to the existing TIA notification process and will follow the same In-Year Extract Schedule



***REMINDER** – TIA Listing and related property taxpayer letters are available via My Products in Municipal Connect



Tax Application Process – Notional Values.

- Effective July 2, 2024 MPAC provides a notional value for tax applications for:
 - structures damaged (but not razed) by fire; and
 - repairs or renovations.
- All other Tax Application responses remain unchanged.

Do you have a policy to determine which portions are eligible for tax relief?



Tax Application Webinar

Application made under Sec. 31(7)(3)(b) of the Municipal Act, 2001

MPAC's RESPONSE

Owner name: 12345678
 Roll number: 12345678
 Property location: 12345678
 Property description: 12345678
 Municipal Council being advised: 12345678
 Application number: 12345678
 Application date: September 01, 2023
 Received date: September 01, 2023
 Current period: 2023
 Taxation year: 2023

MPAC Response

2023 Taxation returned at \$ 0.00

Notional value of the structure to which this application pertains, on the assessment roll for 2023: \$0.00

This use of the notional value provided rate only with the Municipality/Local being authority and not with the Municipal Property Assessment Corporation.

MPAC Representative: JPM Representative
 Date: September 01, 2023

Submit per 31(7)(3)(b)



New Insights.

Ontario's residential property landscape

Explore our interactive map at mpac.ca and uncover the change in Ontario's residential property inventory over the last ten years*

* For privacy reasons, analysis is suppressed where there are fewer than 6 sales in a category



Stay Connected. Northern Training Series

- Thanks for filling out the survey!
- If you haven't already, please do so by clicking the link in the email you received on June 11
- Let us know what topics **YOU** want to hear about

Upcoming Fall Training

TBD	Year-end Schedule and Products
10:00 – 10:30 a.m.	
TBD	Property Classification
10:00 – 10:30 a.m.	

Registration email will be sent in September



Coming Soon! Inside the Farm Property Class Tax Rate Program

Join representatives from MPAC, Agricorn, and the Ministry of Agriculture, Food, and Agribusiness (OMAFRA) on **Thursday September 25, 2025 from 1:00 – 2:00 p.m.** for an inside look at the Farm Property Class Tax Rate Program. Together, we'll walk through each organization's role in program administration and highlight recent enhancements to the application process that are designed to improve the experience for property owners and municipalities alike.

Register now



Ontario Aggregate Sites Review.

- MPAC is collecting property information to better understand the activities undertaken on aggregate sites across Ontario.
- The review will support the ongoing review of the property assessment and taxation system.
- Aggregate property owners have been contacted to provide an overview of site details and a summary of the total site breakdown, including licensed, unlicensed, rehabilitated, and depleted sites by **September 12, 2025**.
- Additional Info [here](#)



Pits and Quarries Appeals Webinar

Sample Letter

ADDRESS 1
ADDRESS 2
ADDRESS 3

PROPERTY LOCATION
MUNICIPALITY
MUNICIPALITY

Action requested: Submit requested information by September 12, 2025

Dear Property Owner,

The Municipal Property Assessment Corporation (MPAC) is requesting specific information regarding the property identified in this letter.

MPAC is collecting property information to better understand the activities undertaken on aggregate sites across Ontario and to help inform the ongoing review of the property assessment and taxation system. The development of this MPAC is the ability to request and collect property-related information to support the assessment.

As a property owner, you are required to submit accurate, timely, and relevant information, as outlined in Section 11 of the Act.

Property information required

Please submit an overview of site details and a summary of the total site breakdown, including licensed, unlicensed, rehabilitated, and depleted sites. The deadline to complete this information request is **September 12, 2025**.

Submitting property information

You may submit your property information by one of the following methods:

1. Complete the attached request form and return to MPAC using the enclosed postage paid envelope provided. Completed forms will be mailed to:
MPAC, Central Processing Facility
1400 Piquette Parkway, Suite 100
Flushing ON L1V 3C4
2. Visit www.mpac.ca to download a fillable PDF copy of the request form. Complete the form and email MPAC at mpac@mpac.ca

Thank you for your cooperation.



Reminders.

- **Property specific** municipal enquiries can be logged in to My Work
 - Plans and Permit Information
 - Single civic address corrections
 - Inspection request
 - Tax Applications
 - Vacancy Rebate Applications
 - Other requests
- Bulk/Monthly Mailing and Civic Address Changes cpf@mpac.ca
- Planning information (by-laws, notices, reports) lpconsents@mpac.ca
- Update MPAC of any staffing/contact information.
- Past webinars available through our [website](#).



Your Municipal Contacts

Alice Newton
Account Manager
alice.newton@mpac.ca

Michelle Paquette
Account Support Coordinator
michelle.paquette@mpac.ca





September 11th, 2025

#20

Township of Chisholm
2847 Chiswick Line
Powassan, Ontario P0H 1Z0
info@chisholm.ca

Dear Sir or Madam:

It is with great honour that the Municipality of East Ferris invites you to join us for our Remembrance Day Ceremony on Monday, November 10th, 2025 at 10:30 a.m.

The Ceremony will be held at the East Ferris Cenotaph Memorial Park in the Hamlet of Corbeil. The Cenotaph is located at the north end of Corbeil Road where it intersects with Hwy 94 and Champagne Road.

We will be marching to remember and honour those who have served, and continue to serve, for our freedom.

Please RSVP to the Municipal Office at 705-752-2740, ext. 268 or to monica.hawkins@eastferris.ca by October 14th, 2025. We look forward to seeing you.

Yours truly,

Monica L. Hawkins
Deputy Clerk



Corporation of the Town of Mattawa

Telephone: (705) 744-5611 ~ Fax: (705) 744-0104

160 Water Street, P. O. Box 390

Mattawa, ON P0H 1V0

www.mattawa.ca

September 9, 2025

Cassellholme Board of Directors

Delivered Electronically to: chapmant@cassellholme.on.ca

Castle Arms Board of Directors

Delivered Electronically to: info@castlearms.ca

Dear Board of Directors:

Council of the Town of Mattawa, at their Regular Meeting of September 8, 2025 approved the following resolution, which stated:

Resolution Number 25-174

Moved by Councillor Garry Thibert

Seconded by Councillor Loren Mick

WHEREAS Cassellholme Board of Management, through its member municipalities' Mayors has provided a detailed backgrounder document with respect to the evolution of Castle Arms, an incorporated not for profit organization and registered charity, and a request that all municipalities adopt a motion to support specific actions, including that member municipalities form an action committee and that all members share in the costs associated with funding any legal action against the Castle Arms organization to resolve the matters brought forward by the Cassellholme Board of Management in the backgrounder document;

AND WHEREAS the Council for the Corporation of the Town of Mattawa has received, reviewed and discussed the information provided by Cassellholme Board of Management.

NOW THEREFORE BE IT RESOLVED THAT Council for the Town of Mattawa hereby moves that the first option should be that the Cassellholme and Castle Arms organizations engage and together fund at their cost, an unbiased third-party mediator to attempt to resolve the issues brought forward by the Cassellholme Board of Management,

AND FURTHER THAT the results of mediation be shared openly with the general public and Cassellholme Board of Management member municipalities with next step recommendations for their consideration.

AND FURTHER THAT a copy of this motion be shared with Cassellhome Board of Management, the Castle Arms Board of Directors, all member municipalities and Nipissing MPP Vic Fedeli.

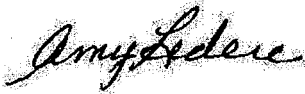
CARRIED – Recorded vote and the vote was as follows:

For: Mayor Bélanger, Councillors Mick, Ross, Thibert, Bigelow

Against: Councillors Gardiner, Levesque

Trusting this is acceptable.

Sincerely,

A handwritten signature in cursive script, appearing to read "Amy Leclerc".

Amy Leclerc
Municipal Clerk
Revenue Services Clerk

c.c. MPP Vic Fedeli
City of North Bay
Township of Bonfield
Township of Chisholm
Township of Papineau-Cameron
Township of South Algonquin
Municipality of Calvin
Municipality of East Ferris
Municipality of Mattawan



East Ferris
MUNICIPALITY • MUNICIPALITÉ

REGULAR COUNCIL MEETING

HELD
September 9th, 2025

2025-208

Moved by Councillor Kelly

Seconded by Councillor Trahan

WHEREAS on March 7, 1986, the Board of Management for Cassellholme – East Nipissing Home for the Aged (Cassellholme), a District Home, gave direction to create a separate legal entity in the form of a new public non-profit housing corporation. This new entity (Castle Arms) would be operated and governed by the same appointees as Cassellholme Board;

AND WHEREAS the assets of Castle Arms have been built through contributions from taxpayers at a federal, provincial and municipal levels;

AND WHEREAS at a Castle Arms meeting held on October 28, 2021, the Chief Executive Officer advised the Castle Arms Board that due to upcoming changes to the Ontario Not-for-Profit Corporations Act (ONCA), the Cassellholme and Castle Arms Boards could no longer have identical membership;

AND WHEREAS although the Castle Arms Board was advised that it had until October 2024 to implement the upcoming changes to the ONCA, at the subsequent meeting on November 25, 2021 – when 8 of the 9 municipalities had no representation due to a wave of resignations and a lack of public consultation – the Castle Arms Board directed the CEO to alter the composition of the Castle Arms Board;

AND WHEREAS in January 2025, Cassellholme obtained a solicitor-client privileged legal opinion stating in part that “neither ONCA nor the Fixing Long Term Care Act contain any provisions that would require Boards of Management to have a different composition than Boards of Non-Profit Housing Corporations”;

AND WHEREAS the November 25, 2021 change to the composition of the Castle Arms Board was made in reliance on advice regarding the requirements of the ONCA;

AND WHEREAS the advice the former Castle Arms Board received appears to have been incorrect;

AND WHEREAS no changes to the former composition of the Castle Arms Board would have been made if not for the Board’s reliance on the incorrect advice;



East Ferris

MUNICIPALITY • MUNICIPALITÉ

AND WHEREAS the current Castle Arms Board has an obligation to the taxpayers of the nine (9) member municipalities to restore governance of the Castle Arms Board to representatives from its member municipalities;

THEREFORE BE IT HEREBY RESOLVED that the first option is to use a third-party mediator at the cost of the member municipalities to work in the best interest of the tenants of Castle Arms and that the results be shared at a public meeting;

AND FURTHER BE IT RESOLVED that failure to find a resolution that the Council of the Municipality of East Ferris calls upon other member municipalities to join in pursuing all available legal and administrative remedies to restore democratic and public oversight of Castle Arms Non-Profit Housing Corporation which includes returning Castle Arms governance to its member municipalities;

AND FURTHER BE IT RESOLVED that a committee, composed of the Mayors of the member municipalities or their designates, along with Cassellholme Board representatives, be established to pursue these options;

AND FURTHER that a copy of this resolution be shared with the eight (8) other member municipalities, the Cassellholme Board of Directors, and Nipissing MPP Vic Fedeli.

Carried Mayor Champagne

CERTIFIED to be a true copy of
Resolution No. 2025-208 passed by the
Council of the Municipality of East Ferris
on the 9th day of September, 2025.

Kim Rose, Dipl. M.A.
Clerk



Corporation of the Municipality of Calvin Council Resolution

Date: September 10, 2025

Cassellholme motion request to member municipalities re Castle Arms- Mayor Gould

Resolution Number: 2025-262

Moved By: Councillor Moreton

Seconded By: Councillor Grant

Whereas Cassellholme Board of Management, through its member municipalities' Mayors has provided a detailed backgrounder document with respect to the evolution of Castle Arms, an incorporated not for profit organization and registered charity, and a request that all municipalities adopt a motion to support specific actions, including that member municipalities form an action committee and that all members share in the costs associated with funding any legal action against the Castle Arms organization to resolve the matters brought forward by the Cassellholme Board of Management in the backgrounder document; and

Whereas the Council for the Corporation of the Municipality of Calvin has received, reviewed and discussed the information provided by Cassellholme Board of Management;

Now therefore be it resolved that Council for the Corporation of the Municipality of Calvin hereby moves that the first option should be that the Cassellholme and Castle Arms organizations engage and together fund at their cost, a third-party, unbiased mediator to attempt to resolve the issues brought forward by the Cassellholme Board of Management,

And further that the results of mediation be shared openly with the general public and Cassellholme Board of Management member municipalities with next step recommendations for their consideration.

And further that a copy of this motion be shared with Cassellholme Board of Management, Castle Arms and all member municipalities as well as Nipissing MPP Vic Fedeli.

Result Carried

CERTIFIED to be a true copy of
Resolution No. 2025-262 passed by the
Council of the Municipality of Calvin Township
on the 09th day of September, 2025.

Donna Maitland
CAO/Clerk/Treasurer

THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN

DATE September 11, 2025 Resolution No. 2025 - 101

MOVED BY Councillor Bell
SECONDED BY Councillor LAHAYE

WHEREAS Cassellholme Board of Management, through its member municipalities' Mayors has provided a detailed backgrounder document with respect to the evolution of Castle Arms, an incorporated not for profit organization and registered charity, and a request that all municipalities adopt a motion to support specific actions, including that member municipalities form an action committee and that all members share in the costs associated with funding any legal action against the Castle Arms organization to resolve the matters brought forward by the Cassellholme Board of Management in the backgrounder document and;

WHEREAS the Council for the Corporation of the Municipality of Mattawan has received, reviewed and discussed the information provided by Cassellholme Board of Management;

NOW THEREFORE BE IT RESOLVED that Council for the Corporation of the Municipality of Mattawan hereby moves that the first option should be that the Cassellholme and Castle Arms organizations engage and together fund at their cost, an unbiased third-party mediator to attempt to resolve the issues brought forward by the Cassellholme Board of Management;

AND FURTHER that the results of mediation be shared openly with the general public and Cassellholme Board of Management member municipalities with next step recommendations for their consideration;

AND FURTHER that a copy of this motion be shared with Cassellholme Board of Management, the Castle Arms Board of Directors. all member municipalities and Nipissing MPP Vic Fedeli.

CARRIED Mayor Peter Murphy

DIVISION VOTE

NAME OF MEMBER OF COUNCIL

YEAS

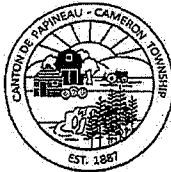
NAYS

Councillor Bell

Councillor Edwards

Councillor Lahaye

Councillor Lemaire



THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
Website: www.papineaucameron.ca

DATE: September 9, 2025

RESOLUTION NUMBER: 2025-229

MOVED BY:

Shelley Belanger

SECONDED BY:

[Signature]

WHEREAS on March 7, 1986, the Board of Management for Cassellholme – East Nipissing Home for the Aged (Cassellholme), a District Home, gave direction to create a separate legal entity in the form of a new public non-profit housing corporation. This new entity (Castle Arms) would be operated and governed by the same appointees as Cassellholme Board;

AND WHEREAS the assets of Castle Arms have been built through contributions from taxpayers at the federal, provincial, and municipal levels;

AND WHEREAS at a Castle Arms meeting held on October 28, 2021, the Chief Executive Officer advised the Castle Arms Board that, due to upcoming changes to the Ontario Not-for-Profit Corporations Act (ONCA), the Cassellholme and Castle Arms Boards could no longer have identical membership;

AND WHEREAS although the Castle Arms Board was advised that it had until October 2024 to implement the upcoming changes to the ONCA, at the subsequent meeting on November 25, 2021 – when 8 of the 9 municipalities had no representation due to a wave of resignations and a lack of public consultation – the Castle Arms Board directed the CEO to alter the composition of the Castle Arms Board;

AND WHEREAS in January 2025, Cassellholme obtained a solicitor-client privileged legal opinion stating in part that “neither ONCA nor the Fixing Long-Term Care Act contain any provisions that would require Boards of Management to have a different composition than Boards of Non-Profit Housing Corporations”;

AND WHEREAS the November 25, 2021 change to the composition of the Castle Arms Board was made in reliance on advice regarding the requirements of the ONCA;

AND WHEREAS the advice the former Castle Arms Board received appears to have been incorrect;

AND WHEREAS no changes to the former composition of the Castle Arms Board would have been made if not for the Board’s reliance on the incorrect advice;

AND WHEREAS the current Castle Arms Board has an obligation to the taxpayers of the nine (9) member Municipalities to restore governance of the Castle Arms Board to representatives from its member Municipalities;

THAT the first option is to use a third-party mediator at the cost of the Municipalities to work in the best interest of the tenants of Castle Arms and that the results be shared at a public meeting.

AND FURTHER THAT failure to find a resolution that the Council of Papineau-Cameron Township calls upon the other member Municipalities to join in pursuing all available legal and administrative remedies to restore democratic and public oversight of the Castle Arms Non-Profit Housing Corporation. This includes returning Castle Arms governance to its member Municipalities.

AND FURTHER THAT a committee, composed of the Mayors of the members Municipalities or their designates, along with Cassellholme Board representatives, be established to pursue these options.

AND FURTHER THAT a copy of this motion be shared with the eight (8) other member Municipalities, the Cassellholme Board of Directors and Nipissing MPP Vic Fedeli.

CARRIED:

Robert Corriveau

(Mayor)

NOT CARRIED:

(Mayor)

Recorded Vote (Upon Request of Councillor

) Section 246 (1) Municipal Act

RECORDED DIVISION VOTE	YES	Signature	NO	Signature	ABSTAIN	Signature
Mayor Robert Corriveau						
Deputy Mayor Shelley Belanger						
Councillor Keith Dillabough						
Councillor Jason Bélanger						
Councillor Mélanie Chenier						

COPY