

# 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](mailto:info@chisholm.ca)

## **AGENDA** **COUNCIL MEETING** **TUESDAY, FEBRUARY 11, 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** – January 28, 2025 Regular Council Meeting Minutes.

**5. APPROVAL OF ACCOUNTS** – January 2025

**6. PRESENTATION AND DELEGATIONS** -None

### **7. OPEN FORUM**

### **8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS**

- (a) Mayor and Council Reports
  - Mayor – General Update
- (b) Staff Reports
  - Tax Arrears Report (Encl.)
- (c) Committee Reports
  - Minutes, Lake Nobsong OPP Detachment Board, January 29, 2025 (Encl.)
  - Minutes, Cassellholme Board of Management, December 18, 2024 (Encl.)
  - Minutes, NBMCA, November 13, 2024 (Encl.)
  - Minutes, NBMCA, December 11, 2024 (Encl.)
- (d) Correspondence
  - AMO Policy Update – February 3, 2025 (Encl.)
  - Blue Sky Net – Tech Talk – January 2025 Newsletter (Enc.)

**9. REVIEW BUDGET REPORT** – Printed February 7, 2025

### **10. PUBLIC WORKS REPORTS**

- (a) Memo to Council from OS Shawn Hughes Re: Activity Report (Encl.)

## **11. NEW BUSINESS**

- (a) By-law 2025-09, a by-law to authorize the Mayor and CAO to sign an Ontario Transfer Agreement for the Emergency Preparedness Grant. (Encl.)
- (b) Discussion attendance Northeastern Fire Education Conference and Trade Show (Encl.)
- (c) Resolution to Proclaim April 2<sup>nd</sup>, 2025, as World Autism Day (Encl.)

## **12. ADJOURNMENT**

- (a) By-law 2025-10 being a By-law to confirm the proceedings of the Council meeting.
- (b) Resolution re: Adjournment.

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## MINUTES COUNCIL MEETING TUESDAY, JANUARY 28, 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. There were 2 people in attendance in person and 2 online.

### 2. NOTIFICATION OF PECUNIARY INTEREST

### 3. ADOPTION OF AGENDA

**Resolution 2025-24** Paul Sharp and Claire Riley: Be it resolved that the Agenda for this meeting be adopted as printed. **'Carried'**

### 4. ADOPTION OF MINUTES – January 14, 2025 Regular Council Meeting.

**Resolution 2025-25** Nunzio Scarfone and Bernadette Kerr: Be it resolved that the Minutes of the January 14, 2025 Regular Council Meeting be adopted as printed and circulated. **'Carried'**

### 5. APPROVAL OF ACCOUNTS – None

### 6. PRESENTATION AND DELEGATIONS

a) Denny Sharp to present Grant Application for Phragmite Removal Project (Encl.)

**Resolution 2025-26** Claire Riley and Nunzio Scarfone: Be it resolved that the Council of the Corporation of the Township of Chisholm receives the presentation from Denny Sharp regarding the Grant Application for Phragmite Removal Project. **'Carried'**

### 7. OPEN FORUM

### 8. MAYOR STAFF COMMITTEE AND GOVERNMENT REPORTS

(a) Mayor and Council Reports

- Mayor – The Mayor gave a general update on the following topics: OPP Board, Powassan Library, Ice Rink, Sunday Cards, Etc.

(b) Staff Reports

- 2024 Building Permit Fee Annual Report (Encl.)
- Council Remuneration and Expenses for 2024 (Encl.)
- Remuneration for Persons – Other bodies (Encl.)

(c) Committee Reports

- Minutes, Powassan Library, December 16, 2024 (Encl.)
  - Minutes, Lake Nosbonsing OPP Detachment Board, December 16, 2024 (Encl.)
  - Minutes, Board of Health, December 4, 2024 (Encl.)
- (d) Correspondence
- Letter, Solicitor General, Re: Public Safety (Encl.)
  - Letter, Minister of Rural Affairs, Re: Ontario Rural Economic Development Strategy (Encl.)
  - Federation of Ontario Public Library, Re: Ontario Digital Public Library (Encl.)
  - Federation of Ontario Public Library, Re: 2025-26 Budget Submission (Encl.)

**Resolution 2025-27** Paul Sharp and Bernadette Kerr: 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**, - None

**11. NEW BUSINESS**

- (a) **Resolution to appoint member to the Lake Nosbonsing OPP Detachment Board**  
**Resolution 2025-28** Claire Riley and Nunzio Scarfone: WHEREAS the Lake Nosbonsing OPP Detachment Board Community Representative Advisory Committee recommended to Council for the Township of Bonfield, Council for the Township of Chisholm and Council for the Municipality of East Ferris that Brian Linn be appointed to the Lake Nosbonsing OPP Detachment Board as the community member who is neither a member of the council of, nor an employee of, any of the above municipalities, jointly appointed by all of the above municipalities; AND THAT this appointment shall be for the remaining 2022-2026 term of Council; BE IT HEREBY RESOLVED THAT Council of the Township of Chisholm approves of this recommendation. **‘Carried’**
- (b) **Resolution to sign contract from Knight Piesold, for Landfill monitoring and reporting for 2025-2027 (Encl.)**  
**Resolution 2025-29** Bernadette Kerr and Paul Sharp: Be it resolved that the Council of the Corporation of the Township of Chisholm authorizes the CAO to sign the Contract from Knight Piesold for the Landfill Monitoring and Reporting for the years 2025, 2026, and 2027. **‘Carried’**
- (c) **Discussion on presentation Re: Grant Application for Phragmite Removal Project**  
**Resolution 2025-30** Paul Sharp and Bernadette Kerr: Be it resolved that Council authorizes staff work with the external volunteer group to finalize the budget details and approve and submit the final application for the Invasive Phragmites Control Fund. **‘Carried’**
- (d) **Resolution Support from FONOM Re: Blue Box ineligible sources (Encl.)**  
**Resolution 2025-31** Bernadette Kerr and Nunzio Scarfone: WHEREAS under Ontario Regulation 391/21: Blue Box, producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for ‘eligible’ sources only;

AND WHEREAS ‘ineligible’ sources which producers are not responsible for including businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings and not-for-profit organizations, such as shelters and food banks;

AND WHEREAS should a municipality continue to provide services to the ‘ineligible’ sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

AND WHEREAS these costs will further burden the municipalities’ finances and potentially take resources away from vital infrastructure projects;

THEREFORE BE IT RESOLVED THAT the Council of the Township of Chisholm hereby request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources;

AND FURTHER THAT this resolution be forwarded to the Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks, Local MPP, AMO, ROMA and FONOM. ‘Carried’

## **12. ADJOURNMENT**

**(a) By-law 2025-08 being a By-law to confirm the proceedings of the Council meeting.**

**Resolution 2025-32** Claire Riley and Paul Sharp: Be it resolved that by-law 2025-08, being a by-law to confirm the proceedings of Council at the January 28, 2025, Council meeting, be read a first, second, and third time and passed this January 28, 2025.

‘Carried’

**(b) Resolution re: Adjournment.**

**Resolution 2025-33** Nunzio Scarfone and Bernadette Kerr: Be it resolved that the Council now adjourn this meeting to meet again on February 11, 2025. ‘Carried’

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Mayor, Gail Degagne

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CAO Clerk Treasurer, Lesley Marshall

**TOWNSHIP OF CHISHOLM**  
**Council/Board Report By Dept-(Computer)**



AP5130 Page : 11  
 Date : Feb 03, 2025 Time : 3:57 pm

Vendor : UNITED CH To ZEHR  
 Batch : All  
 Department : All

Cheque Print Date : 01-Jan-2025 To 31-Jan-2025  
 Bank : 1 To 1  
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

DEPARTMENT 2000 Planning & Development

Computer Paid Total : 183,082.32

Total Unpaid for Approval :	0.00
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	183,082.32
Total EFT Paid for Approval :	0.00
<b>Grand Total ITEMS for Approval :</b>	<b><u>183,082.32</u></b>

**Payroll - January 2025**  
 (3 payroll)

Administration	.....	\$19,303.80
Council	.....	\$2,786.61
By-Law Enforcement	.....	\$0.00
Fire Department	.....	\$826.54
Public Works Department:		
Full-time	.....	\$25,245.03
Part-time and Landfill	.....	\$2,295.73
<b>TOTAL</b>	<b>.....</b>	<b><u>\$50,457.71</u></b>

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G.L. Account	CC1 CC2 CC3 GL Account Name				

<b>DEPARTMENT 0100 Council</b>					
<b>CIT30010 CITY OF NORTH BAY</b>					
JAN 2025 FONOM REGISTRATIONS			1 07-Jan-2025	07-Jan-2025	
1-4-0100-1120	Travel & Conferences				1,356.00
<b>Department Totals :</b>					<b>1,356.00</b>

<b>DEPARTMENT 0300 Administration</b>					
<b>ALL01 ALLSTREAM</b>					
DEC 2024 LONG DISTANCE CHARGES			197 31-Dec-2024	31-Dec-2024	
1-4-0300-1620	Telephone & Fax				12.42
JAN 2025 LONG DISTANCE CHARGES			14 17-Jan-2025	17-Jan-2025	
1-4-0300-1620	Telephone & Fax				12.17
<b>AMC01003 AMCTO</b>					
2803, 216386 YEARLY MEMBERSHIPS			1 07-Jan-2025	07-Jan-2025	
1-4-0300-1660	Subscriptions & Memberships				1,046.38
<b>AMO01 ASSOCIATION OF MUNICIPALITIES OF ONTARIO</b>					
2025 YEARLY MEMBERSHIP			1 07-Jan-2025	07-Jan-2025	
1-4-0300-1660	Subscriptions & Memberships				1,349.67
<b>BAIN BAINBRIDGE PATRICIA</b>					
11011 GARBAGE PICKUP			197 31-Dec-2024	31-Dec-2024	
1-4-0300-1498	Office Expenses				81.36
<b>BEL02000 BELL CANADA</b>					
12-10-2024 OFFICE PHONE AND FAX			197 31-Dec-2024	31-Dec-2024	
1-4-0300-1620	Telephone & Fax				304.35
JANUARY 2025 OFFICE PHONE AND FAX			8 13-Jan-2025	13-Jan-2025	
1-4-0300-1620	Telephone & Fax				347.17
<b>BELL BELL CONFERENCING INC</b>					
117365731 CONFERENCING			16 28-Jan-2025	28-Jan-2025	
1-4-0300-1620	Telephone & Fax				11.30
<b>CANADA P CANADA POST</b>					
01-2025 NEWSLETTER			1 07-Jan-2025	07-Jan-2025	
1-4-0300-1630	Postage				108.10
<b>CENTRAL CENTRAL SQUARE CANADA</b>					
420452 SOFTWARE			1 07-Jan-2025	07-Jan-2025	
1-4-0300-1540	Computer Expenses				10,919.94
<b>DIS04001 DISTRICT OF PARRY SOUND MUNICIPAL ASSOC.</b>					
2025-06 YEARLY MEMBERSHIP			8 13-Jan-2025	13-Jan-2025	
1-4-0300-1660	Subscriptions & Memberships				200.00
<b>DLL DLL FINANCIAL SOLUTIONS</b>					
9915650 POSTAGE METER RENTAL			213 31-Dec-2024	31-Dec-2024	
1-4-0300-1530	Contracted Office Services				169.33
<b>EVERGUARD EVERGUARD</b>					
069676 YEARLY SAFETY INSPECTION			16 28-Jan-2025	28-Jan-2025	
1-4-0300-1485	Health & Safety				132.67
<b>FED90424 FEDERATION OF CANADIAN MUNICIPALITIES</b>					
2025 YEARLY MEMBERSHIP			1 07-Jan-2025	07-Jan-2025	
1-4-0300-1660	Subscriptions & Memberships				584.11

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G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 0300 Administration</b>					
<b>FPTELESAT FP TELESET</b>					
JAN 2025	POSTAGE FOR METER		5 09-Jan-2025	09-Jan-2025	
1-4-0300-1630	Postage				1,130.00
<b>GRA07018 GRAND &amp; TOY</b>					
426194	OFFICE SUPPLIES		14 17-Jan-2025	17-Jan-2025	
1-4-0300-1610	Office Supplies				65.78
<b>HYD15001 HYDRO ONE</b>					
FEB 2025	BUILDING HYDRO		16 28-Jan-2025	28-Jan-2025	
1-4-0300-1498	Office Expenses				240.08
JANUARY 2025	BUILDING HYDRO		1 07-Jan-2025	07-Jan-2025	
1-4-0300-1498	Office Expenses				203.05
<b>JEY 2609614 ONTARIO INC</b>					
10693	SHREDDING		1 07-Jan-2025	07-Jan-2025	
1-4-0300-1610	Office Supplies				140.54
<b>LIMIT LIMITLESS ELECTRICAL SOLUTIONS INC</b>					
703	REPAIR OUTDOOR LIGHTS		14 17-Jan-2025	17-Jan-2025	
1-4-0300-1498	Office Expenses				123.14
<b>LOR00003 LORENA THOMPSON</b>					
01-2025	KEYBOARD AND MOUSE		5 09-Jan-2025	09-Jan-2025	
1-4-0300-1720	Computer Equipment				119.53
<b>MCISAAC MCISAAC MONIQUE</b>					
2024-12	TO REPLACE CKS # 15449, 15755, 15889		211 31-Dec-2024	31-Dec-2024	
1-4-0300-1498	Office Expenses				75.40
<b>MEPCI01 MUNICIPAL EMPLOYER PENSION CENTER OF ONT</b>					
2025	YEARLY CONTRIBUTION		1 07-Jan-2025	07-Jan-2025	
1-4-0300-1660	Subscriptions & Memberships				59.33
<b>MFO01 MUNICIPAL FINANCE OFFICERS ASSOCIATION OF</b>					
2025	YEARLY MEMBERSHIP		1 07-Jan-2025	07-Jan-2025	
1-4-0300-1660	Subscriptions & Memberships				367.25
<b>MOORE O2 MOORE PROPANE LIMITED</b>					
11014222	PROPANE		1 07-Jan-2025	07-Jan-2025	
1-4-0300-1498	Office Expenses				137.76
11014413	BUILDING PROPANE		14 17-Jan-2025	17-Jan-2025	
1-4-0300-1498	Office Expenses				272.88
9017128	PROPANE		197 31-Dec-2024	31-Dec-2024	
1-4-0300-1498	Office Expenses				292.20
9017678	BUILDING PROPANE		16 28-Jan-2025	28-Jan-2025	
1-4-0300-1498	Office Expenses				279.38
<b>MOYER MOYER PRINTING</b>					
32073	ENVELOPES		14 17-Jan-2025	17-Jan-2025	
1-4-0300-1610	Office Supplies				175.15
<b>NORTHERN B NORTHERN MELCARM GROUP</b>					
1040308	PHOTOCOPIER CHARGES		16 28-Jan-2025	28-Jan-2025	
1-4-0300-1530	Contracted Office Services				333.21
AR1019760	TO REPLACE CHUQUE # 16720		203 31-Dec-2024	31-Dec-2024	
1-4-0300-1530	Contracted Office Services				341.36



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**DEPARTMENT 0300 Administration**

**NORTHPOINT NORTHPOINT COMMERCIAL FINANCE INC.**

2798596 PRINTER LEASE 197 31-Dec-2024 31-Dec-2024 198.79  
 1-4-0300-1530 Contracted Office Services

**ONT15002 ONTARIO GOOD ROADS ASSOC.**

75460 YEARLY MEMBERSHIP 1 07-Jan-2025 07-Jan-2025 780.58  
 1-4-0300-1660 Subscriptions & Memberships

**SUNLIF01 SUN LIFE ASSURANCE COMPANY OF CANADA**

DEC 2024 GRP INS PREMIUMS 199 31-Dec-2024 31-Dec-2024 1,261.52  
 1-4-0300-1480 Benefits - Group Insurance

JAN 2025 GRP INS PREMIUMS 14 17-Jan-2025 17-Jan-2025 1,261.52  
 1-4-0300-1480 Benefits - Group Insurance

**SUNWIRE SUNWIRE INC**

JAN 2025 PHONE SYSTEM 1 07-Jan-2025 07-Jan-2025 140.12  
 1-4-0300-1620 Telephone & Fax

**TELUS TELUS**

JAN 2025 CELL PHONES 8 13-Jan-2025 13-Jan-2025 39.14  
 1-4-0300-1621 Cell Phone

**THEENGR01 THE ENGRAVING SHOPPE**

101842 NAME PLATE 8 13-Jan-2025 13-Jan-2025 33.90  
 1-4-0300-1610 Office Supplies

**WORKPL01 WORKPLACE SAFETY & INSURANCE BOARD**

OCT-DEC 2024 PREMIUMS OCT-DEC 2024 200 31-Dec-2024 31-Dec-2024 2,195.37  
 1-4-0300-1490 Worker's Compensation

**Department Totals : 25,545.95**

**DEPARTMENT 0400 General Government**

**MUNIC01 MUNICIPAL PROPERTY ASSESSMENT CORPORATION**

JAN 2025 QUARTERLY PAYMENT 1 07-Jan-2025 07-Jan-2025 6,657.02  
 1-4-0400-2770 Property Assessment

**VS VS GROUP**

2866 EMAIL HOSTING JAN 5 09-Jan-2025 09-Jan-2025 166.11  
 1-4-0400-2805 Web Site

2875 WINDOWS HOSTING AND DOMAIN MANAGEMENT 14 17-Jan-2025 17-Jan-2025 1,101.75  
 1-4-0400-2805 Web Site

**Department Totals : 7,924.88**

**DEPARTMENT 0500 Fire Department**

**BEL02000 BELL CANADA**

10-12-2024 FIRE HALL PHONE 197 31-Dec-2024 31-Dec-2024 41.50  
 1-4-0500-2135 Communications

JAN 2025 FIRE HALL PHONE 8 13-Jan-2025 13-Jan-2025 42.70  
 1-4-0500-2235 Heat & Hydro

**DYNAMIC DYNAMIC ONLINE MKTG**

135882 RESCUE LIGHTS 16 28-Jan-2025 28-Jan-2025 418.10  
 1-4-0500-2245 Small Equipment

**EVERGUARD EVERGUARD**

Council/Board Report By Dept-(Computer)



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G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 0500 Fire Department</b>					
069676	YEARLY SAFETY INSPECTION	16	28-Jan-2025	28-Jan-2025	
1-4-0500-2160	Health & Safety				132.67
<b>FISH01 FISHER'S REGALIA</b>					
56474	CLOTHING	5	09-Jan-2025	09-Jan-2025	
1-4-0500-2185	Clothing				660.38
<b>HYD15001 HYDRO ONE</b>					
FEB 2025	BUILDING HYDRO	16	28-Jan-2025	28-Jan-2025	
1-4-0500-2235	Heat & Hydro				240.07
JANUARY 2025	BUILDING HYDRO	1	07-Jan-2025	07-Jan-2025	
1-4-0500-2235	Heat & Hydro				203.05
<b>JIM10008 JIM MOORE PETROLEUM</b>					
660130	CLEAR DIESEL	200	31-Dec-2024	31-Dec-2024	
1-4-0500-2180	Gas & Oil				206.56
<b>KET90516 KETCHUM MANUFACTURING LTD</b>					
448633	ID TAGS	14	17-Jan-2025	17-Jan-2025	
1-4-0500-2125	Materials & Supplies				343.76
<b>LEWIS002 LEWIS MOTOR SALES (NORTH BAY) INC.</b>					
397692	HEADLAMP SWITCH	197	31-Dec-2024	31-Dec-2024	
1-4-0500-2150	Equipment Maintenance				45.23
<b>LIMIT LIMITLESS ELECTRICAL SOLUTIONS INC</b>					
703	REPAIR OUTDOOR LIGHTS	14	17-Jan-2025	17-Jan-2025	
1-4-0500-2130	Building Maintenance				123.14
<b>LINDE01 LINDE CANADA LIMITED</b>					
46682570	CYLINDER RENTAL	197	31-Dec-2024	31-Dec-2024	
1-4-0500-2160	Health & Safety				134.98
47167805	CYLINDER RENTAL	199	31-Dec-2024	31-Dec-2024	
1-4-0500-2160	Health & Safety				113.62
<b>MIN13004 MINISTER OF FINANCE</b>					
3621112416130	FOREST PROTECTION FEES	197	31-Dec-2024	31-Dec-2024	
1-4-0500-2155	Expenses re: Fire Management Agreem				195.84
3812122410570	REGISTRATION FEES	198	31-Dec-2024	31-Dec-2024	
1-4-0500-2140	Training				130.00
<b>MOORE O2 MOORE PROPANE LIMITED</b>					
11014222	PROPANE	1	07-Jan-2025	07-Jan-2025	
1-4-0500-2235	Heat & Hydro				137.76
11014413	BUILDING PROPANE	14	17-Jan-2025	17-Jan-2025	
1-4-0500-2235	Heat & Hydro				272.88
9017128	PROPANE	197	31-Dec-2024	31-Dec-2024	
1-4-0500-2235	Heat & Hydro				292.20
9017678	BUILDING PROPANE	16	28-Jan-2025	28-Jan-2025	
1-4-0500-2235	Heat & Hydro				279.39
<b>NIP90529 NIPISSING/EAST PARRY SD</b>					
2024	MEMBERSHIP DUES 2024	198	31-Dec-2024	31-Dec-2024	
1-4-0500-2230	Memberships & Subscriptions				50.00
<b>POW16033 POWASSAN HOME HARDWARE</b>					
93449	EXTINGUISHER	198	31-Dec-2024	31-Dec-2024	

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DEPARTMENT 0500		Fire Department				
1-4-0500-2125			Materials & Supplies		45.19	
<b>POWASSANAI POWASSAN AUTO SERVICE</b>						
14834	OILAND FILTERS	5	09-Jan-2025	09-Jan-2025		
1-4-0500-2150			Equipment Maintenance		638.73	
<b>PPE PPE SOLUTIONS INC</b>						
12439	BUNKER SUITS	14	17-Jan-2025	17-Jan-2025		
2-4-0500-2185			Fire Dept Clothing Expenses		9,827.61	
13632	CLOTHING	197	31-Dec-2024	31-Dec-2024		
1-4-0500-2185			Clothing		3,054.15	
<b>REGAL REGAL OVERHEAD DOORS</b>						
10842	REPAIRS TO OVERHEAD DOORS	16	28-Jan-2025	28-Jan-2025		
1-4-0500-2130			Building Maintenance		406.80	
<b>SPE19001 SPECTRUM TELECOM GROUP LTD.</b>						
43936	RADIO EQUIPMENT	14	17-Jan-2025	17-Jan-2025		
1-4-0500-2165			Radio Equipment		1,397.47	
<b>SPI SPI HEALTH AND SAFETY INC</b>						
12159106	SCBA EQUIPMENT	8	13-Jan-2025	13-Jan-2025		
1-4-0500-2150			Equipment Maintenance		1,078.02	
<b>TELUS TELUS</b>						
JAN 2025	CELL PHONES	8	13-Jan-2025	13-Jan-2025		
1-4-0500-2235			Heat & Hydro		124.30	
<b>WORKPL01 WORKPLACE SAFETY &amp; INSURANCE BOARD</b>						
OCT-DEC 2024	PREMIUMS OCT-DEC 2024	200	31-Dec-2024	31-Dec-2024		
1-4-0500-2146			WSIB - Fire department		244.34	
1-4-0500-2146			WSIB - Fire department		2,232.56	
<b>Department Totals :</b>					<b>23,113.00</b>	

DEPARTMENT 0700		Conservation Authority				
<b>CGI90523 CGIS SPATIAL SOLUTIONS</b>						
45658	FIRST QUARTER PAYMENT	1	07-Jan-2025	07-Jan-2025		
1-4-0700-2775			GIS		2,564.95	
<b>Department Totals :</b>					<b>2,564.95</b>	

DEPARTMENT 0800		Building Bylaw Enforcement				
<b>TOW20022 MUNICIPALITY OF EAST FERRIS</b>						
3091	BLDG INSPECTION DEC	200	31-Dec-2024	31-Dec-2024		
1-4-0800-2420			Bldg. Insp. - Other Expenses		199.33	
1-4-0800-2410			Bldg. Insp. Salaries		1,130.00	
<b>TOW20045 TOWNSHIP OF BONFIELD</b>						
DEC 2024	BY-LAW ENFORCEMENT	198	31-Dec-2024	31-Dec-2024		
1-4-0800-2720			By-Law Enforce. - Other Expenses		70.51	
1-4-0800-2710			By-Law Enforcement Officer		318.18	
<b>Department Totals :</b>					<b>1,718.02</b>	

DEPARTMENT 0900		Animal Control - Canine				
<b>KET90516 KETCHUM MANUFACTURING LTD</b>						

Council/Board Report By Dept-(Computer)



Vendor : UNITED CH To ZEHR  
 Batch : All  
 Department : All

Cheque Print Date : 01-Jan-2025 To 31-Jan-2025  
 Bank : 1 To 1  
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				

<b>DEPARTMENT 0900</b>	Animal Control - Canine				
448674	DOG TAGS		14 17-Jan-2025	17-Jan-2025	
1-4-0900-2520	Canine Control - Supplies & Serv.				248.37
<b>Department Totals :</b>					<b>248.37</b>

<b>DEPARTMENT 1000</b>	Other Protections				
<b>MIN13004</b>	<b>MINISTER OF FINANCE</b>				
381712241317	OCTOBER POLICING COSTS		199 31-Dec-2024	31-Dec-2024	
1-4-1000-0050	Policing Costs				13,868.00
382012241053	NOVEMBER POLICING COSTS		199 31-Dec-2024	31-Dec-2024	
1-4-1000-0050	Policing Costs				14,196.00
<b>Department Totals :</b>					<b>28,064.00</b>

<b>DEPARTMENT 1100</b>	Public Works				
<b>407</b>	<b>407 ETR</b>				
DEC 2024	TRAVEL		198 31-Dec-2024	31-Dec-2024	
1-4-1100-3725	Travel				24.56
<b>BAIN</b>	<b>BAINBRIDGE PATRICIA</b>				
11011	GARBAGE PICKUP		197 31-Dec-2024	31-Dec-2024	
1-4-1100-3160	Garage Building Maintenance				81.36
<b>BEL02000</b>	<b>BELL CANADA</b>				
01-2025	GARAGE PHONE		8 13-Jan-2025	13-Jan-2025	
1-4-1100-3710	Garage - Telephone				52.00
2024-10-12	GARAGE PHONE		197 31-Dec-2024	31-Dec-2024	
1-4-1100-3710	Garage - Telephone				50.54
<b>BUSTED</b>	<b>BUSTED KNUCKLE MOBILE SERVICE</b>				
104	INSTALL DRIVE SHAFT		198 31-Dec-2024	31-Dec-2024	
1-4-1100-3227	Western Star 2005 Parts and Repairs				660.20
105	HYDRAULIC LINES		1 07-Jan-2025	07-Jan-2025	
1-4-1100-3242	Backhoe Parts and Repairs				191.56
106	MAIN CHAIN REPAIRS		16 28-Jan-2025	28-Jan-2025	
1-4-1100-3222	Western Star 2024 Parts and Repairs				389.00
107	BRAKE POT CHANGE		16 28-Jan-2025	28-Jan-2025	
1-4-1100-3272	Freighliner Parts and Repairs				203.40
<b>CURRIE</b>	<b>CURRIE TRUCK CENTRE</b>				
04407971	YOKE AND U JOINTS		197 31-Dec-2024	31-Dec-2024	
1-4-1100-3227	Western Star 2005 Parts and Repairs				1,689.46
<b>DRD90387</b>	<b>DRD DISTRIBUTING</b>				
13052	WING SPRING		198 31-Dec-2024	31-Dec-2024	
1-4-1100-3262	2015 GMC Parts and Repairs				216.85
<b>EVERGUARD</b>	<b>EVERGUARD</b>				
069676	YEARLY SAFETY INSPECTION		16 28-Jan-2025	28-Jan-2025	
1-4-1100-3765	Health & Safety				132.67
<b>FREIGHT</b>	<b>FREIGHTLINER NORTH BAY</b>				
12366	WINDOW REGULATOR		198 31-Dec-2024	31-Dec-2024	
1-4-1100-3272	Freighliner Parts and Repairs				182.17
<b>GFPRESTON</b>	<b>GF PRESTON</b>				

Council/Board Report By Dept-(Computer)



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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 1100</b>	Public Works				
05750	FILTERS	197	31-Dec-2024	31-Dec-2024	
1-4-1100-3280	Excavator Expenses				262.13
05751	PARTS AND REPAIRS	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3282	Excavator Parts and Repairs				286.20
05803	BLADES	5	09-Jan-2025	09-Jan-2025	
1-4-1100-3212	Grader Parts and Repairs				1,469.00
<b>HEA90471</b>	<b>HEATHER HENRY</b>				
JANUARY 202:	BOOTS AND CLOTHING HENRY	14	17-Jan-2025	17-Jan-2025	
1-4-1100-3770	Boots and Clothing Allowance				372.87
<b>HEB08001</b>	<b>H E BROWN SUPPLY CO. LTD.</b>				
1/6/25	HYDRAULICS	8	13-Jan-2025	13-Jan-2025	
1-4-1100-3272	Freighliner Parts and Repairs				78.43
1-4-1100-3222	Western Star 2024 Parts and Repairs				78.42
1-4-1100-3242	Backhoe Parts and Repairs				78.42
1-4-1100-3282	Excavator Parts and Repairs				78.42
918938	SHOP SUPPLIES	8	13-Jan-2025	13-Jan-2025	
1-4-1100-3120	Materials & Shop Supplies				97.13
918938/12	AMBER LIGHT	8	13-Jan-2025	13-Jan-2025	
1-4-1100-3257	2019 GMC Parts and Repairs				389.85
919204	SHOP SUPPLIES	8	13-Jan-2025	13-Jan-2025	
1-4-1100-3120	Materials & Shop Supplies				46.67
<b>HP</b>	<b>HP ENGINEERING</b>				
924124	OSIM INSPECTIONS AND STUDY	213	31-Dec-2024	31-Dec-2024	
1-4-1100-3740	Plans and Studies				7,514.50
<b>HYD15001</b>	<b>HYDRO ONE</b>				
2025-01	GARAGE HYDRO	1	07-Jan-2025	07-Jan-2025	
1-4-1100-3720	Garage - Hydro				356.64
FEBRUARY 20	GARAGE HYDRO	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3720	Garage - Hydro				574.38
<b>IND09008</b>	<b>INDEPENDENT TIRE SERVICE</b>				
047435	FLAT REPAIRS	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3257	2019 GMC Parts and Repairs				46.90
<b>J&amp;J01</b>	<b>J &amp; J EQUIPMENT REPAIR</b>				
83490	HOSE ASSEMBLY	197	31-Dec-2024	31-Dec-2024	
1-4-1100-3212	Grader Parts and Repairs				190.31
<b>JEFF</b>	<b>JEFFERIES BRANDON</b>				
JAN 2025	WORK BOOTS BRANDON	1	07-Jan-2025	07-Jan-2025	
1-4-1100-3770	Boots and Clothing Allowance				225.98
<b>JIM10008</b>	<b>JIM MOORE PETROLEUM</b>				
659761	DYED DIESEL	200	31-Dec-2024	31-Dec-2024	
1-4-1100-3241	Backhoe Fuel				137.75
1-4-1100-3211	Grader Fuel				255.80
660130	CLEAR DIESEL	200	31-Dec-2024	31-Dec-2024	
1-4-1100-3221	Western Star 2024 Fuel				1,363.16
1-4-1100-3271	Freightliner Fuel				1,404.47
1-4-1100-3226	Western Star 2005 Fuel				1,156.62
660647	GASOLINE	200	31-Dec-2024	31-Dec-2024	

**TOWNSHIP OF CHISHOLM**  
**Council/Board Report By Dept-(Computer)**



AP5130 Page : 8  
 Date : Feb 03, 2025 Time : 3:57 pm

Vendor : UNITED CH To ZEHR  
 Batch : All  
 Department : All

Cheque Print Date : 01-Jan-2025 To 31-Jan-2025  
 Bank : 1 To 1  
 Class : All

Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 1100</b>	Public Works				
1-4-1100-3261	2015 GMC Fuel				508.30
1-4-1100-3256	2019 GMC Fuel				488.35
<b>LEWIS002 LEWIS MOTOR SALES (NORTH BAY) INC.</b>					
398323	PARTS	8	13-Jan-2025	13-Jan-2025	
1-4-1100-3272	Freighliner Parts and Repairs				62.09
1-4-1100-3120	Materials & Shop Supplies				124.19
<b>LINDE01 LINDE CANADA LIMITED</b>					
46566129	CYLINDER RENTAL	198	31-Dec-2024	31-Dec-2024	
1-4-1100-3120	Materials & Shop Supplies				386.35
<b>MOORE O2 MOORE PROPANE LIMITED</b>					
11014225	PROPANE	1	07-Jan-2025	07-Jan-2025	
1-4-1100-3150	Garage Furnace Fuel				360.76
11014411	PROPANE	14	17-Jan-2025	17-Jan-2025	
1-4-1100-3150	Garage Furnace Fuel				886.63
9017123	PROPANE	198	31-Dec-2024	31-Dec-2024	
1-4-1100-3150	Garage Furnace Fuel				1,062.43
9017681	GARAGE PROPANE	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3150	Garage Furnace Fuel				1,049.58
<b>MOYER MOYER PRINTING</b>					
32069	VEHICLE INSPECTION REPORTS	14	17-Jan-2025	17-Jan-2025	
1-4-1100-3120	Materials & Shop Supplies				614.72
<b>POW16033 POWASSAN HOME HARDWARE</b>					
93440	SHOP SUPPLIES	198	31-Dec-2024	31-Dec-2024	
1-4-1100-3120	Materials & Shop Supplies				32.28
<b>REL18043 RELIANCE HOME COMFORT</b>					
DEC 2024	WATER HEATER RENTAL	198	31-Dec-2024	31-Dec-2024	
1-4-1100-3160	Garage Building Maintenance				56.62
<b>SHAWN HUGHES SHAWN</b>					
12-2024	WORK BOOTS	198	31-Dec-2024	31-Dec-2024	
1-4-1100-3770	Boots and Clothing Allowance				225.00
<b>SLING01 SLING CHOKER SAFETY AND RIGGING SUPPLIES</b>					
109057	CLOTHING AND BOOTS KUNKEL	5	09-Jan-2025	09-Jan-2025	
1-4-1100-3770	Boots and Clothing Allowance				384.17
109204	CLOTHING-KUNKEL	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3770	Boots and Clothing Allowance				74.90
109251	CLOTHING HUGHES	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3770	Boots and Clothing Allowance				43.29
1092511	SHOP SUPPLIES	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3120	Materials & Shop Supplies				72.86
109340	WORK BOOTS- SHAWN	16	28-Jan-2025	28-Jan-2025	
1-4-1100-3770	Boots and Clothing Allowance				206.46
<b>SPE19001 SPECTRUM TELECOM GROUP LTD.</b>					
01-2025	AIR TIME	1	07-Jan-2025	07-Jan-2025	
1-4-1100-3765	Health & Safety				412.45
<b>SUNLIF01 SUN LIFE ASSURANCE COMPANY OF CANADA</b>					
DEC 2024	GRP INS PREMIUMS	199	31-Dec-2024	31-Dec-2024	
1-4-1100-3660	Benefits - Group Insurance				2,024.56

**TOWNSHIP OF CHISHOLM**  
**Council/Board Report By Dept-(Computer)**



AP5130 Page : 9  
 Date : Feb 03, 2025 Time : 3:57 pm

Vendor : UNITED CH To ZEHR  
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 Department : All

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Vendor Invoice	Vendor Name Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 1100 Public Works</b>					
JAN 2025	GRP INS PREMIUMS		14 17-Jan-2025	17-Jan-2025	
1-4-1100-3660	Benefits - Group Insurance				2,024.56
<b>TER20056 TERRY TRAN JR.</b>					
DEC 2024	CLOTHING TRAN		197 31-Dec-2024	31-Dec-2024	
1-4-1100-3770	Boots and Clothing Allowance				275.00
<b>TOROMONT TOROMONT CAT</b>					
901050090	MONTHLY SERVICING		8 13-Jan-2025	13-Jan-2025	
1-4-1100-3242	Backhoe Parts and Repairs				156.28
<b>WORKPL01 WORKPLACE SAFETY &amp; INSURANCE BOARD</b>					
OCT-DEC 2024	PREMIUMS OCT-DEC 2024		200 31-Dec-2024	31-Dec-2024	
1-4-1100-3700	WSIB Premiums Roads				2,775.50
<b>Department Totals :</b>					<b>34,645.15</b>

<b>DEPARTMENT 1300 Environmental</b>					
<b>BEL02005 BELL MOBILITY CELLULAR</b>					
DEC 2024	CELLULAR PHONE		197 31-Dec-2024	31-Dec-2024	
1-4-1300-4510	Site Expenditures				90.97
<b>CIT30010 CITY OF NORTH BAY</b>					
145229	HAZARDOUS WASTE DEPOT		16 28-Jan-2025	28-Jan-2025	
1-4-1300-4610	Recycling				2,456.00
<b>GFL GFL ENVIRONMENTAL</b>					
140935	RECYCLING DEC		197 31-Dec-2024	31-Dec-2024	
1-4-1300-4610	Recycling				3,139.60
<b>HEA90471 HEATHER HENRY</b>					
DEC 2024	LANDFILL EXPENSES		212 31-Dec-2024	31-Dec-2024	
1-4-1300-4510	Site Expenditures				36.55
JAN 2025	WATER		14 17-Jan-2025	17-Jan-2025	
1-4-1300-4510	Site Expenditures				9.00
<b>KNI11011 KNIGHT PIESOLD</b>					
18029	PROFESSIONAL SERVICES		197 31-Dec-2024	31-Dec-2024	
1-4-1300-4510	Site Expenditures				64.06
18117	PROFESSIONAL SERVICES DEC 2024		212 31-Dec-2024	31-Dec-2024	
1-4-1300-4510	Site Expenditures				54.92
<b>MOORE O2 MOORE PROPANE LIMITED</b>					
12048230	PROPANE		14 17-Jan-2025	17-Jan-2025	
1-4-1300-4510	Site Expenditures				244.35
<b>PRI16026 PRICE SIGNS AND DECALS</b>					
2867	SIGN RE BOTTLE COLLECTION		197 31-Dec-2024	31-Dec-2024	
1-4-1300-4510	Site Expenditures				47.46
<b>WORKPL01 WORKPLACE SAFETY &amp; INSURANCE BOARD</b>					
OCT-DEC 2024	PREMIUMS OCT-DEC 2024		200 31-Dec-2024	31-Dec-2024	
1-4-1300-4650	WSIB				166.92
<b>Department Totals :</b>					<b>6,309.83</b>

**DEPARTMENT 1400 Health**  
**JC NOON JC NOON MEMORIALS**

Council/Board Report By Dept-(Computer)



Vendor : UNITED CH To ZEHR  
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 Department : All

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G.L. Account	CC1 CC2 CC3 GL Account Name				

**DEPARTMENT 1400 Health**

11071	CEMETERY EXPENSES		197 31-Dec-2024	31-Dec-2024	
1-4-1400-6510	Cemetery Expenses				2,706.35
<b>NOR14001</b>	<b>NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT</b>				
JAN 2025	MONTHLY LEVY		1 07-Jan-2025	07-Jan-2025	
1-4-1400-5110	Health Unit				3,597.62
<b>Department Totals :</b>					<b>6,303.97</b>

**DEPARTMENT 1500 Social Services**

<b>NIP14003</b>	<b>NIPISSING DISTRICT SOCIAL SERVICES BOARD</b>				
JAN 2025	MONTHLY LEVY		1 07-Jan-2025	07-Jan-2025	
1-4-1500-6110	General Assistance				25,808.09
<b>Department Totals :</b>					<b>25,808.09</b>

**DEPARTMENT 1700 Parks & Recreation**

<b>HYD15001</b>	<b>HYDRO ONE</b>				
01-2025	TENNIS CRT HYDRO		1 07-Jan-2025	07-Jan-2025	
1-4-1700-1115	Tennis Court				32.04
02-2025	TENNIS CRT HYDRO		16 28-Jan-2025	28-Jan-2025	
1-4-1700-1115	Tennis Court				35.98
2025-02	BEACH COTTAGE HYDRO		16 28-Jan-2025	28-Jan-2025	
1-4-1700-1110	Parks Expenses				41.14
JAN 2025	BEACH COTTAGE HYDRO		1 07-Jan-2025	07-Jan-2025	
1-4-1700-1110	Parks Expenses				41.80
<b>Department Totals :</b>					<b>150.96</b>

**DEPARTMENT 2000 Planning & Development**

<b>BELL</b>	<b>BELL CONFERENCING INC</b>				
117321777	CONFERENCING		1 07-Jan-2025	07-Jan-2025	
1-4-2000-1110	Planning Expenses				40.11
<b>CAN03059</b>	<b>CANADIAN UNION OF PUBLIC</b>				
DEC 2024	DECEMBER CONTRIBUTIONS		198 31-Dec-2024	31-Dec-2024	
1-2-2000-3336	Deductions Payable- Union Dues				448.91
<b>OME15030</b>	<b>OMERS</b>				
DEC 2024	DEC 2024 CONTRIBUTIONS		198 31-Dec-2024	31-Dec-2024	
1-2-2000-3335	OMERS Contributions				7,597.34
<b>RECEIV02</b>	<b>RECEIVER GENERAL - SOURCE DEDUCTIONS</b>				
DEC 2024	PAYROLL DEDUCTIONS DEC 2024 RP0001		198 31-Dec-2024	31-Dec-2024	
1-2-2000-3331	Deducations Payable - EI Reduced				993.18
1-2-2000-3320	Deductions Payable - CPP				2,532.86
1-2-2000-3310	Deductions Payable - Inc. Tax				6,116.61
DECEMBER 2024	PAYROLL DEDUCTIONS DEC 2024 RP0003		198 31-Dec-2024	31-Dec-2024	
1-2-2000-3320	Deductions Payable - CPP				541.22
1-2-2000-3310	Deductions Payable - Inc. Tax				872.17
1-2-2000-3330	Deductions Payable EI				186.75
<b>Department Totals :</b>					<b>19,329.15</b>





**MINUTES OF THE LAKE NOSBONSING OPP DETACHMENT BOARD MEETING  
Township of Bonfield – Township of Chisholm – Municipality of East Ferris**

Wednesday, January 29<sup>th</sup>, 2025, at 5:00 p.m.  
East Ferris Municipal Office, 25 Taillefer Road, Corbeil

**PRESENT:** Narry Paquette, Township of Bonfield Council Representative (Chair)  
Gail Degagne, Township of Chisholm Council Representative (Vice-Chair)  
Marc Vaillancourt, Township of Bonfield Community Representative  
Brian Linn, Jointly Appointed Community Representative  
Pauline Rochefort, Municipality of East Ferris Council Representative  
Kirk Kelusky, Municipality of East Ferris Community Representative  
Kari Hanselman, Secretary-Treasurer

**OTHERS:** Staff Sergeant Andrew Kreamer, OPP  
Kim Rose, Deputy Clerk Municipality of East Ferris

**EXCUSED ABSENT:** Kathleen Jodouin, Township of Chisholm Community Representative

**1. Call to Order**

The meeting was called to order at 5:08 p.m.

**2. Adoption of Agenda**

Motion No. 2025-01  
Moved by Gail Degagne

Seconded by Kirk Kelusky

THAT the draft agenda presented to the Board and dated January 29<sup>th</sup>, 2025 be adopted as amended by adding:

Item 8.c) OPP Report  
Item 9.a) Affirmation – Brian Linn

CARRIED

**3. Accepting the Minutes of the Previous Meeting(s):**

a) Minutes of October 29<sup>th</sup>, 2024

Motion No. 2025-02  
Moved by Marc Vaillancourt

Seconded by Pauline Rochefort

THAT the Minutes of the OPP Detachment Board meeting held October 29<sup>th</sup>, 2024 be adopted as circulated.

CARRIED

**4. Business Arising from the Minutes**

None for this session.

**5. Declarations of Conflict of Interest**

None for this session.

**6. Chair’s Comments:**

Narry Paquette expressed her condolence to the family of Doug Laplante. Mr. Laplante served on the Bonfield Police Services Board for many years.

**7. Delegations:**

None for this session.

**8. Correspondence and Information Items:**

**a. OAPSB Joint Meeting with OACP Zone 1A - Sudbury - November 13 & 14, 2024**

Marc Vaillancourt attended the joint meeting and provided the Board with an update.

**b. OAPSB November & December 2024 Bulletins**

**c. OPP Report**

Staff Sergeant Kraemer reviewed the 2024 OPP Report with the Board.

Motion No. 2025-03

Moved by Pauline Rochefort

Seconded by Gail Degagne

THAT the Lake Nosbonsing OPP Detachment Board requests data unique to each municipality with regards to the OPP Reports.

CARRIED

Motion No. 2025-04

Moved by Gail Degagne

Seconded by Marc Vaillancourt

THAT the Lake Nosbonsing OPP Detachment Board invites the Canadian Anti-Fraud Centre to participate in an information session for Bonfield, Chisholm and East Ferris residents;

AND THAT the Secretary-Treasurer be directed to reach out to the Centre and facilitate the session.

CARRIED

**9. Action Items:**

**a. Affirmation – Brian Linn**

New Board member, Brian Linn, completed his affirmation. Board members introduced themselves to Mr. Linn.

**b. Election of Chair and Vice-Chair (S. 36 - done at first meeting each year)**

Motion No. 2025-05

Moved by Pauline Rochefort

Seconded by Marc Vaillancourt

WHEREAS Section 36(1) of the Community Safety and Policing Act states that members of a police service board shall elect a chair at the board's first meeting in each year;

AND WHEREAS Section 36(2) states that members of a police service board may also elect a vice-chair at the first meeting in each year, and the vice-chair shall act as the chair if the chair is absent or if the chair's position is vacant;

BE IT HEREBY RESOLVED THAT Narry Paquette be appointed Chair and Gail Degagne be appointed Vice-Chair of the North Bay OPP Detachment Board – Board 2 for the remainder of 2025.

CARRIED

**c. Draft Abuse Policy**

Motion No. 2025-06

Moved by Marc Vaillancourt

Seconded by Gail Degagne

THAT the Lake Nosbonsing OPP Detachment Board approves the Abuse Policy as amended.

CARRIED

**d. Draft Terms of Reference**

Motion No. 2025-07

Moved by Pauline Rochefort

Seconded by Brian Linn

THAT the Lake Nosbonsing OPP Detachment Board approve the Terms of Reference.

CARRIED

**e. Draft Travel Expense Policy**

Motion No. 2025-08

Moved by Gail Degagne

Seconded by Pauline Rochefort

THAT the Lake Nosbonsing OPP Detachment Board approves the Travel Expense Policy.

CARRIED

**f. Draft 2025 Board Budget**

Motion No. 2025-09

Moved by Marc Vaillancourt

Seconded by Brian Linn

THAT the Lake Nosbonsing OPP Detachment Board approves the 2025 Budget in the amount of \$18,885;

AND THAT the share of the costs between the three municipalities is as follows:

Bonfield \$5,344  
Chisholm \$3,182  
East Ferris \$10,359

AND FURTHER THAT these estimates be forwarded to the three municipalities for their contributions as per Section 71(3) of the CSPA.

CARRIED

Motion No. 2025-10

Moved by Pauline Rochefort

Seconded by Gail Degagne

THAT the Community Safety and Well Being Plans remain the responsibility of each municipality;

AND THAT municipalities are encouraged to ensure the plans are up to date.

CARRIED

**g. Information for residents on the new OPP Detachment Board (P. Rochefort)**

The Board discussed providing information to residents regarding the new Detachment Board via social media. This item will be brought forward to the next meeting.

**h. 2025 OAPSB Conference: June 3rd to 5th, 2025 (London) - Attendance Resolution**

Motion No. 2025-11

Moved by Gail Degagne

Seconded by Brian Linn

THAT the Lake Nosbonsing OPP Detachment Board approves the following members to attend the 2025 OAPSB Conference in London, Ontario June 3rd through 5th, 2025:

Marc Vaillancourt

Kirk Kelusky

Narry Paquette (if M. Vaillancourt is covered as a Board Member of the OAPSB).

AND THAT the Secretary-Treasurer be directed to register and book accommodations accordingly.

CARRIED

**10. Other Business**

None for this session.

**11. In-Camera (if required)**

None for this session.

**12. Adjournment**

Motion No. 2025-12

Moved by Kirk Kelusky

Seconded by Pauline Rochefort

THAT we do now adjourn at 7:12 p.m. and meeting again on March 27<sup>th</sup>, 2025.

CARRIED

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Chair  
Narry Paquette

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Secretary-Treasurer  
Kari Hanselman

**2025 LAKE NOSBONSING OPP DETACHMENT BOARD BUDGET**

OPP Detachment Board Budget

CSPA Section 71(1)

**2025**

PER DIEM PAY	2,250
CONFERENCE/COURSE/SEMINAR COSTS	4,600
MILEAGE/CAR RENTAL	432
MEMBERSHIPS (OAPSB)	957
PUBLIC EDUCATION/COMMUNITY INITIATIVES	3,185
ADVERTISING	221
COMMUNITY SAFETY AND WELL BEING PLANS	-
INSURANCE	3,940
ADMINISTRATION	1,500
	17,085
REMUNERATION	1,800
	18,885
<b>TOTAL 2025 BOARD BUDGET</b>	<b>18,885</b>

	East Ferris	\$	10,359	2,295	Property Count	55%
	Bonfield	\$	5,344	1,184	Property Count	28%
	Chisholm	\$	3,182	705	Property Count	17%

4,184 Total Properties

\*Municipality of East Ferris will submit HST rebate and invoice Bonfield and Chisholm amounts exclusive of HST

**WEDNESDAY, DECEMBER 18, 2024**

**MINUTES**

**Date:** Wednesday, December 18, 2024

**Location:** Cassellholme Garden Room

**Present:** Mark King, Chair  
 Peter Chirico  
 Robert Corriveau  
 Michelle Lahay

**Staff:** Angie Punnett, Administrator  
 Billy Brooks, Chief Financial Officer  
 Dave Smits, Director, Capital Facilities  
 Camille Bigras, QI Director  
 Julie Pilkey, Secretary

**Regrets:** Chris Mayne, Vice Chair  
 Lindsay Dyrda, DOC

**Guests:** Anita Brisson  
 Monique Peters, Family Council (Zoom)  
 Johanne Brousseau (Zoom)

ITEM	ACTION
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<p><b>MEETING RECORDED</b></p> <p><i>“Moved by Robert Corriveau and seconded by Peter Chirico that the meeting be called to order at 5:01 p.m.”</i></p> <p>Res. #135-24 <span style="float: right;"><u>Carried</u></span></p>	
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**1. Approval of Agenda**

<p><i>“Moved by Michelle Lahay and seconded by Peter Chirico that the Board approved the Agenda for this meeting, as presented.”</i></p> <p>Res. #136-24 <span style="float: right;"><u>Carried</u></span></p>	
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**2. Conflict of Interest**

<p><i>“Moved by Robert Corriveau and seconded by Michelle Lahay that no Board Members present have declared a conflict of interest.”</i></p> <p>Res. #137-24 <span style="float: right;"><u>Carried</u></span></p>	
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### 3. Approval of Minutes

#### 3.1 Approval of the Minutes of the Regular Board Meeting held on November 28, 2024

*"Moved by Michelle Lahay and seconded by Robert Corriveau that the minutes of the Regular Board Meeting, held on November 28, 2024, be adopted as amended."*

Res. #138-24

Carried

### 4. New Business

#### 4.1 Provincial Appointments Update

There are potentially 2 Provincial Appointments waiting for approval from the Province. The Orders in Council are currently being reviewed and processed. Hoping for signing by the end of the year.  
It was noted they will both need a CPIC with Vulnerable Sector Check before starting.

#### 4.2 Cultural Unit

Angie and Camille attended a meeting last Friday, Dec 13/24 with positive feedback. Requested to be selected for the Pilot Project. The project will begin in January 2025. Cassellholme's redevelopment will not be completed to participate at that time. A designation process is being created. Continue to ask for a separate wait list.

### 5. Redevelopment

#### 5.1 Construction Update *(Dave Smits)*

Report in package.  
Move in date is still scheduled for May 4, 2025.  
Weekly meetings are ongoing to discuss schedule. Contractors are working through the holidays and extra workers are on site.  
Finalizing phone system.  
Anita looking at the training for the new year.  
Dave will send the budget update to the Board.

#### 5.2 Meeting Date with the Municipalities

The meeting scheduled with the Municipalities for December 4<sup>th</sup>, 2024 at 5:00 p.m. in the Cassellholme Auditorium was cancelled due to the weather.  
Julie will send out another doodle poll to the Board to pick a date towards the end of January. Noted January 17<sup>th</sup> to 22<sup>nd</sup> is not available.

### 6. Operations

#### 6.1 Operations Update

Update in package.  
Angie added Agency Staff would be used to supplement staff on Leave of Absences to return home for the holidays. The alternative would be to deny their leave requests, and then they quit causing a shortage of staff.

#### 6.2 Insurance *(Motion)*

No renewal received at time of meeting. As long as there are no extreme increases to the renewal, the Board verbally approves the renewal once received.

**7. IN - CAMERA**

**Guests left the meeting**

*“Moved by Robert Corriveau and seconded by Michelle Lahay that the Board proceed to an In-Camera session at 5:30 p.m.”*

**Res. #139-24**

**Carried**

**7.1 Approval of the In-Camera Minutes – dated November 28, 2024**

**In-Camera Motion - Res. #140-24**

**7.2 Confidential Matter - Redevelopment**

**7.3 Confidential Matter - Property**

*“Moved by Michelle Lahay and seconded by Robert Corriveau that the Board approve the In-Camera session to be adjourned at 5:47 p.m.”*

**Res. #141-24**

**Carried**

**B. CORRESPONDENCE**

Robert Corriveau discussed a municipal meeting with the Assistant Minister of Finance. The Assistant agreed to bring their recommendation to the Minister.

**C. REQUEST FOR FUTURE AGENDA ITEMS**

No items noted

**D. DATE OF NEXT MEETING**

Thursday January 23, 2025 @ 5:00 p.m. – Cassellholme Garden Room

**E. ADJOURNMENT**

*“Moved by Peter Chirico and seconded by Robert Corriveau that the meeting be adjourned at 5:53 p.m.”*

**Res. #142-24**

**Carried**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman

December 13, 2024

**Subject: Cassellholme Redevelopment Update – Dec 13, 2024**

## **Construction Activity**

### **Highlights:**

Phase 00 - Work complete.

Phase 1-A – Work complete

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

Sharing a draft finishing schedule dated December 3rd, 2024, included with this report. Refer to October 2024 report and earlier, for previous schedule notes and comments on Rev. 4 schedule.

Schedule comments in this report are up to date with site progress as of the date of issuance for this report.

### **PHASE 1-B**

- Metal cladding is ongoing and in the finishing phase.
- Interior framing work on all floors is largely complete. Small areas remain to be framed and are being coordinated with other trades.
- Interior boarding is ongoing on Levels 1, 2, 3, 4, and 5.
- Elevator installation is ongoing.
- Mechanical and electrical above ceiling rough-ins and are ongoing, as well as and M&E finishes.
- All roofing work is complete, except for the balconies.
- Concrete slab floor crack repair related to steel deflection is complete.
- Link construction is in progress.
- Painting and millwork installation is in progress.
- Drywall and T-bar ceiling in progress.
- Floor prep work and flooring installation is in progress

The resident move date is still held for May 4<sup>th</sup> 2024. As shown in Percon's monthly report they have identified a finishing schedule that is reviewed every Mondays with CH, MJA, and Percon for the upcoming dates and any past with percentages complete. A very detailed meeting to articulate and challenge what is actual. Attached is the Dec 3<sup>rd</sup> version but an updated Dec 9<sup>th</sup> had been issued. It will continue to be modified every Monday to zero in on the challenges and verifying we hold the May 4<sup>th</sup> date.

## **Transition Planning**

An updated summary is attached for reference.

### **Highlights:**

NFN Partnership/Indigenous Unit Operation and Licensing – No further update.

Bed Application Licensing – Continue to have discussions with OH and Ministry on next steps.

Staff Training Plan for equipment, IT and orientation– Plan has been developed using a number of different delivery methods. Trainers will be selected by February 2025 and training will commence.

Laundry Plan - No further update this month.

Waste Handling – No further updates at this time.

Storage Plan – Proposal for Just in Time delivery proposal are under review and to be finalized with SLT December/January. Continue to plan detailed storage room configuration on each RHA; clean utility, med room, small and large storage rooms.

Move Plan –week of April 28<sup>th</sup> and resident in rooms May 4<sup>th</sup> 2025. Next scheduled meeting with movers in January 2025, in person review.

IT – All network and CCTV equipment work ongoing for the resident entertainment system and facility phone system.

Outdoor space – Completed for 2025

FF&E Budget – Budget validation ongoing with a final check back to departments in terms of the items they will require.

Occupancy Planning –Occupancy Plan to be submitted by end of January to MLTC.

Emergency Planning – Work progressing well and on track

**Change Order Log** - Please see the attached

**Budget Update** – Summary to be added to package.

Summary - 2024-12-13

Action	Sub-Actions	Responsible	Due Date
Occupancy Checklist	Continue to review Ministry LTC occupancy checklists - final submission required 3 months prior to occupancy; Construction portion 85%, and Interior checklists 75% complete	Anita	2024-01-28
Art Fundraising		Anita	ongoing
Wood at mill for purpose	ideas have been noted and small WG; including Creative Industries - WG to assemble once individuals are available	Anita	ongoing
<b>P1 Move</b>			
HCR - Movers	Scheduled for week of April 28 2025; Resident in rooms May 4 2025; in-person walk through and meeting tentative for January 2025	Anita	15-Jan
Resident Communication	Will be communicating in the fall as we come closer to move in dates and patient placement	Billy/Angie/Jillian	Winter 2025
Furniture delivery	Scheduled 2 partial dates - 2/3 rd floor March 4-10th; 4/5/Ground March 17-21	Anita	March
<b>IT</b>			
Cameras	added to training plan		
ID Access Card	To breakdown internal processes for profiles, roles, access; program the system and print the cards for implementation		
Phone System	almost finalized with vendor for resident cable and phone packages		
Network Design	completed	Dave/Anita	ongoing
Digital Menus/Boards	S/W to be finalized by CH management and TVs to be purchased for install - still to be confirmed by Support Services		
Nurse Call	Austco and Percon and Clinical finalize the alerts, call bells, colours for certain calls. Nov 4 - added to training plan		
<b>Bed Allocation - Indigenous and Speciality</b>			
Bed Application - Licencing	Continue to have discussions with OH and Ministry on next steps	NFN/Angie	ongoing
NFN Collaboration Document	Angie will reach out to NFN to include them to see where we fit in with the Pilot Project. At this time, there is no funding included in this Pilot Project.	Angie	ongoing
<b>Support Services</b>			
Building Ready	Discussions of the process for building ready (kitchens, med rooms, medications, storage, linens, food, laundry flow, elevator usage and timing, housekeeping and cleaning)	Anita	ongoing
Storage Area list	Walkthrough with clinical management on 2nd floor to finalize layout and storage needs prior to ordering shelving. Received options for smaller storage and will bring one set for 2nd floor for set up when area is ready. Will bring mgmt staff through for further discussion before order is made.	Dave/Anita	January
Inventory Management Solution and Process	Further internal discussions on inventory management solutions and JIT for P1 - to be finalized my January	Dave/Anita	January
<b>Emergency Response</b>			
Fire plan	training plan created; policy work ongoing and on track; Will be creating demo anchor system in old building to assist in the timing needed for training	Anita/Julie/Ron	ongoing
P2 Parking	Need to begin discussions and planning for start of P2 parking (winter 2026); options to be discussed with SLT	Dave/Anita	Winter 2026
<b>Staff Training Plan</b>			
Detailed Breakdown	Comprising of various methods: in-person, video, replicated in old building, in new building to ensure move readiness; awaiting Level 2 mock up to be complete for next MGT walk through and to understand detailed training needs Managers to confirm different elements of training; to appoint leads - train the trainers to be named	Anita	winter 2025

Change Order Log - Nov 20 2024

Percon							Change Order Log - Nov 20 2024											Contract Time (days)
RFE	RFE	PC	CD	SI	RFI	CO	Work Description	Reason	Status	Date Issued	Quote Sent	Approval Date	Quoted	Approved				
1	1			1		1	Millwork revisions/clarifications	Coordination	Approved	18-Feb-22	17-Mar-22	28-Mar-22	\$34,553.53	\$34,553.53				
2	2	1				2	Emergency Switchboard revisions	Coordination	Approved	17-Feb-22	17-Mar-22	28-Mar-22	\$4,919.20	\$4,919.20				
3	3					3	Increase Builders Risk Insurance to include Soft Costs	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$29,846.88	\$29,846.88				
4	4					3	Cost associated to add Wrap Up Insurance Policy	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$282,579.86	\$282,579.86				
5	SR1	2				5	Door revisions	Coordination	Approved	15-Mar-22	07-Apr-22	06-May-22	\$4,677.20	\$4,677.20				
6	6	3				4	Washroom Accessories Revisions	Coordination	Approved	28-Mar-22	22-Apr-22	25-Apr-22	\$863.50	\$863.50				
7	7	9					Removal existing foundations (Unit rate only - see RFE 16)	Coordination	Cancelled	21-Apr-22	25-Apr-22							
8	8	16				6	Provide new water valve at property line	AHJ	Approved	05-May-22	06-May-22	06-May-22	\$8,607.50	\$8,607.50				
9	9	4				41	North wing door revisions	Coordination	Approved	28-Mar-22	16-Jan-23	19-Jan-23	\$3,756.50	\$3,756.50				
10	10	5				7	Elevator pit lighting revisions	AHJ	Approved	29-Mar-22	09-May-22	16-May-22	(\$1,361.00)	(\$1,361.00)				
11	11	6				8	Transformer modifications	Cost Saving	Approved	07-Apr-22	09-May-22	27-May-22	(\$6,000.00)	(\$6,000.00)				
12	12 R1					9	Millwork edging revisions & Drawer modifications (per email April 25, 2022)	Cost Saving	Approved	N/A	19-May-22	01-Jun-22	(\$11,906.00)	(\$11,906.00)				
13	13						CANCELLED: Drawer modifications (SEE RFE 12R1)	Cancelled		N/A	09-May-22							
14	14	17				12	Temporary Hydrant at North Wing	AHJ	Approved	12-Apr-22	16-May-22	01-Jun-22	\$5,585.25	\$5,585.25				
15	15R2	7R1				36	Phase 1 temporary door revisions and hardware coordination	Coordination	Approved	02-Dec-22	06-Dec-22	10-Jan-22	\$4,539.70	\$4,539.70				
16	16R2	9				15	Removal of existing foundations	Site Condition	Approved	21-Apr-22	20-May-22	27-Jun-22	\$70,326.38	\$70,326.38				
17	17	11				11	Hardware revisions to Door V101	Coordination	Approved	27-Apr-22	19-May-22	01-Jun-22	\$6,046.70	\$6,046.70				
18	18R2	18				14	Revise pipe material storm main tee at Olive St.	Site Condition	Approved	13-May-22	20-May-22	29-Jun-22	\$7,885.44	\$7,885.44				
19	19	12				10	Temporary lighting in courtyard parking	Health & Safety	Approved	27-Apr-22	25-May-22	01-Jun-22	\$15,888.40	\$15,888.40				
20	20R1	8				13	Add card reader control for rear doors on elevators 1024 & 1025	Design Improvement	Approved	25-Apr-22	30-May-22	10-Jun-22	\$1,512.50	\$1,512.50				
21	21R1					16	Temporary Door Hardware supplied by Owner's Security Provider	Schedule Change	Approved	22-Jun-22	08-Jul-22	22-Jul-22	(\$6,650.00)	(\$6,650.00)				
22	22	23					Investigate/repair storm line blockage near property line at Olive St.	Site Condition	Cancelled	23-Jun-22	06-Jul-22							
23	23R2		19R1			17 R	Corrections and revisions to parking lot line in temporary and east parking areas	Owner Requested	Approved	16-Aug-22	15-Sep-22	22-Sep-22	\$3,454.00	\$3,454.00				
24	24R4	22R1				27	Provide temporary power feed to east parking lot lighting	Coordination	Approved	19-Aug-22	24-Oct-22	27-Oct-22	(\$8,416.88)	(\$8,416.88)				
25	25R1	25R1				18	Revision to waterline connections to existing building - Revised	Site Condition	Approved	03-Aug-22	05-Aug-22	11-Aug-22	\$42,426.23	\$42,426.23				
26	26	20				19	Revision to electrical panel E-1-C	Coordination	Approved	02-Jun-22	09-Aug-22	11-Aug-22	\$6,702.30	\$6,702.30				
27	27R1	19R1				23	Revise acoustic ceiling tile materials	Cost Saving	Approved	15-Sep-22	28-Sep-22	05-Oct-22	(\$66,054.48)	(\$66,054.48)				
28	28			23		20	Pile Rock Points	Contractor Requested	Approved	03-Aug-22	12-Aug-22	12-Aug-22	\$98,826.40	\$98,826.40				
29	29R3	28				33	Revision to Phase 1 & 2 sanitary and storm connections at grade beams	Coordination	Approved	03-Aug-22	09-Nov-22	22-Nov-22	\$21,724.63	\$21,724.63				
30	30	26				21	Revision to under-slab plumbing and inverts	Coordination	Approved	26-Jul-22	18-Aug-22	22-Sep-22	\$15,196.50	\$15,196.50				
31	31	10				40	Revision to the fire and combination fire/smoke dampers	AHJ	Approved	26-Apr-22	15-Sep-22	26-Jan-23	\$134,858.85	\$134,858.85				
32	32R1	14					Door frame material revisions along corridor 1165	Design Improvement	Not Accepted	31-Aug-22	31-Aug-22							
33	33					24	Revised wood frame design for Jams	Cost Saving	Approved	09-Sep-22	28-Sep-22	05-Oct-22	(\$12,750.00)	(\$12,750.00)				
34	34R4	21R3				29	Provide new grounding loop for new building service	AHJ	Approved	22-Aug-22	28-Oct-22	08-Nov-22	\$77,892.15	\$77,892.15				
35	35R3	27R2				35	Delete deck mounted soap dispensers	Owner Requested	Approved	21-Nov-22	05-Dec-22	10-Jan-22	(\$4,081.00)	(\$4,081.00)				
36	36R4	15R				117	Door hardware revisions to door 1147a	Coordination	Pending	12-Oct-22	18-Apr-24	29-Apr-24	\$10,606.20	\$10,606.20				
37	37	13R				31	Janitor room door revisions	Coordination	Approved	19-Sep-22	19-Sep-22	10-Nov-22	\$4,785.00	\$4,785.00				
38	38	29				22	Existing Service Plug Requirement	AHJ	Approved	31-Aug-22	23-Sep-22	10-Oct-22	\$2,414.10	\$2,414.10				
41	41	24R1				32	Provide grilles on type 'O' fin radiation in trench in Auditorium 1005	Coordination	Approved	22-Sep-22	17-Oct-22	15-Nov-22	\$23,009.80	\$23,009.80				
		30					After hours paving of East Parking Lot	Owner Requested	Cancelled	16-Sep-22								
39	39	31					Additional curb at edge of existing parking area	Owner Requested	Cancelled	16-Sep-22	28-Sep-22							
40	40R1	32R1				25	Revision to existing sanitary line	Site Condition	Approved	21-Sep-22	29-Sep-22	06-Oct-22	\$61,577.36	\$61,577.36	TBD			
47	47R1	33				43	Structural revisions to Phase 1 framing, Phase 2 framing, pile caps and piles	Coordination	Approved	23-Sep-22	11-Jan-23	22-Jan-23	\$37,038.71	\$37,038.71	4			
42	42R1	34				26	Water storage tank layout and structural revisions	Coordination	Approved	26-Sep-22	14-Oct-22	27-Oct-22	\$3,597.83	\$3,597.83				
43	43	35R				61	Revision to North Wing elevator brackets for rail attachments	Coordination	Approved	07-Oct-22	20-Jun-23	27-Jun-23	\$11,964.96	\$11,964.96				
53	53	36R2				44	Revision to brace frame VB105	Coordination	Approved	09-Nov-22	13-Dec-22	26-Jan-23	\$9,497.44	\$9,497.44				
45	45	37				30	Revision to light fixtures P5 and P6	Coordination	Approved	11-Oct-22	31-Oct-22	08-Nov-22	\$2,369.33	\$2,369.33				
48	48	38				37	Structural beam revisions at Block B roof terraces balconies	Coordination	Approved	20-Oct-22	13-Dec-22	10-Jan-23	\$969.52	\$969.52				
49	49R2		36R1			6#	Structural clarifications - structural steel and rebar shop drawings	Coordination	Approved	20-Jan-23	10-Mar-23	28-Jan-23	\$2,768.37	\$2,768.37				
46			7R1			28	Provide slab Mounting brackets for smoke shelter	Site Condition	Approved	17-Oct-22	25-Oct-22	01-Nov-22	\$1,050.68	\$1,050.68				
51	51R1	39				38	Add smoke detectors in corridors of RHA areas	Coordination	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$5,258.00	\$5,258.00				
44R1				22		34	Provide additional steel modifications outlined in SH22	Coordination	Approved	27-Jul-22	16-Nov-22	22-Nov-22	\$3,300.11	\$3,300.11				
		40					Additional elevator controls	Coordination	Pending	07-Dec-22								
56	56	41				45	Revision to sliding door frame details	Coordination	Approved	21-Dec-22	08-Feb-23	28-Feb-23	\$8,783.50	\$8,783.50				
54	54	42				46	Provide fixed mirrors in Staff washrooms	Coordination	Approved	10-Jan-23	03-Feb-23	28-Feb-23	\$7,507.50	\$7,507.50				
54R1	54R1	42				48	Correct the cost of fixed mirrors from CO#46	Coordination	Approved	10-Jan-23	03-Mar-23	21-Mar-23	(\$2,035.00)	(\$2,035.00)				
52	52			39		39	Provide relay bases on smoke detectors related to door hold opens for Slt#39	AHJ	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$3,014.00	\$3,014.00				
55	55	43					Revise range hood colour	Owner Requested	Cancelled	18-Jan-23								
57	57	44				47	Revision to W/2 & W/2-1 lavatory fixtures	Coordination	Approved	18-Jan-23	17-Jan-23	21-Feb-23	\$5,193.10	\$5,193.10				
54	54R1			41		42	Remedial modifications to pile caps and grade beams - Phase 1	Site Condition	Approved	28-Nov-22	10-Jan-23	20-Jan-23	\$14,145.87	\$14,145.87	4			
58	58	45					Revisions to operable window vent type	Coordination	Cancelled	06-Feb-23								
60	60	46				52	Modifications to generator ESB breakers	Coordination	Approved	07-Feb-23	24-Mar-23	03-May-23	\$19,405.10	\$19,405.10				
95	95	47				79	Revise office door locations, electrical from PC47	Owner Requested	Approved	23-Mar-23	08-Sep-23	09-Sep-23	\$10,312.50	\$10,312.50				
72	72R3	47				73	Revise office door locations, typical millwork from PC47	Owner Requested	Approved	15-Aug-23	15-Aug-23	07-May-24	\$11,985.60	\$11,985.60				
59	59	48R				49	Revisions to electrical to accommodate Kitchen Equipment Phase 1	Coordination	Approved	14-Feb-23	17-Mar-23	22-Mar-23	\$501.60	\$501.60				
62	62R2	49				54	Typical Bedroom Mockup	Owner Requested	Approved	09-Mar-23	03-May-23	06-Jun-23	\$75,577.95	\$75,577.95				
		50					Revise rated floor assembly ULC Listed Design No.	Cost Saving	Cancelled	22-Mar-23								
		51				50	Revision to select light fixtures to alternate product	Design Improvement	Approved	22-Mar-23	20-Apr-23	26-Apr-23	\$0.00	\$0.00				
65	65	52				57	Delete select cubical curtains and provide track breaks in patient lift tracks	Coordination	Approved	29-Mar-23	12-May-23	01-Jun-23	(\$5,382.50)	(\$5,382.50)				

75	75R1	53		69	Electrical revisions for elevator connections	Coordination	Approved	30-Mar-23	29-Jun-23	03-Aug-23	\$18,212.70	\$18,212.70
		54			Revisions to interior expansion joints types	Coordination	Cancelled	30-Mar-23				
68	68	55		56	Existing Water Room pull station	Coordination	Approved	05-Apr-23	17-May-23	23-May-23	\$1,142.90	\$1,142.90
67	67	56		55	Revision to brace frame VB205	Coordination	Approved	17-Apr-23	12-May-23	18-May-23	\$1,164.02	\$1,164.02
82	82R2	57R		78	Revision to biometric readers	Owner Requested	Approved	18-Apr-23	01-Sep-23	25-Sep-23	-\$21,023.00	-\$21,023.00
64	64		49	51	Tree Removal at End of Block B	Site Condition	Approved	03-Nov-22	20-Apr-23	26-Apr-23	\$2,117.50	\$2,117.50
66	66R1	58		68	Clarification to area drains	Coordination	Approved	20-Apr-23	19-Jul-23	27-Jul-23	\$25,942.40	\$25,942.40
77	77R1	59		85	Fiber optic connection to existing building	Coordination	Approved	02-May-23	25-Jul-23	12-Oct-23	\$10,118.90	\$10,118.90
78	78	60		63	Additional pot light in Bedroom Type "D"	Coordination	Approved	02-May-23	26-Jun-23	04-Jul-23	\$2,865.50	\$2,865.50
		61			Revision to clarify clay unit product	Discontinued Product	Pending	09-May-23				
71	71	62R		59R	Modifications to elevator framing for door supports and additional pit ladder	Coordination	Approved	23-May-23	05-Jun-23	27-Jun-23	\$66,131.08	\$66,131.08
		63			Patching of existing asphalt drive-ways	Owner Requested	Cancelled	23-May-23				
81	81	64		65	Flooring revisions	Coordination	Approved	25-May-23	07-Jul-23	20-Jul-23	\$7,090.72	\$7,090.72
80	80R2	65		84	Owner requested revisions to Kitchen Equipment	Owner Requested	Approved	25-May-23	22-Sep-23	03-Oct-23	\$68,113.10	\$68,113.10
73	73	66		62	Delete kitchen equipment soap and towel dispenser accessories	Owner Requested	Approved	29-May-23	20-Jun-23	27-Jun-23	(\$2,670.00)	(\$2,670.00)
126	126R2	67R3		115	Tie-in to existing fire alarm and PA systems	Coordination	Approved	30-May-23	21-Mar-24	12-Apr-24	\$18,950.80	\$18,950.80
87	87	68		70	Revision to louvers	Coordination	Approved	30-May-23	02-Aug-23	08-Aug-23	\$660.00	\$660.00
68	68	69		58	Patient lift system power supply covers	Owner Requested	Approved	01-Jun-23	05-Jun-23	22-Jun-23	\$10,222.30	\$10,222.30
83	83	70		67	Revision to stair guard assembly	Coordination	Approved	06-Jun-23	19-Jul-23	26-Jul-23	\$726.00	\$726.00
84	84	71		66	Revision to Ceramic tile type CT.1 in select rooms	Owner Requested	Approved	15-Jun-23	19-Jul-23	25-Jul-23	\$0.00	\$0.00
74	74R1	72R		64	Temporary support angles for Block C structural frame	Coordination	Approved	13-Jun-23	28-Jun-23	04-Jul-23	\$10,563.30	\$10,563.30
69	69R1			71	Removal of existing foundations at electrical duct bank trench	Site Condition	Approved	14-Jun-23	07-Jul-23	09-Aug-23	\$10,095.80	\$10,095.80
76	76R3	61		72	Revision to clay unit masonry product	Coordination	Approved	09-May-24	26-Jun-24	12-Aug-24	\$55,860.00	\$55,860.00
		73			Revise solid surface finish colour on millwork M30 & M31	Owner Requested	Cancelled	12-Jul-23				
		74			Additional structural support at 5th floor trench drain	Coordination	Pending	12-Jul-23				
90	90	75R		74	Revised detail at expansion joint at gridline 23 between S & T/T.2.	Coordination	Approved	12-Jul-23	14-Aug-23	24-Aug-23	\$8,513.40	\$8,513.40
92	92			75	Revised rebar stirrups at elevator conduit duct bank	Coordination	Approved	18-Jul-23	23-Aug-23	30-Aug-23	\$1,036.20	\$1,036.20
93	93		148	76	Revision to window sill support material detail	Contractor Requested	Approved	23-Aug-23	29-Aug-23	05-Sep-23	\$3,312.89	\$3,312.89
102		76		86	Coring of Foundation for temporary generator connection	Coordination	Approved	25-Jul-23	03-Oct-23	11-Oct-23	\$3,850.00	\$3,850.00
101	101R3	76R2		91	Connection for Portable Genset and Load Bank Testing	Owner Requested	Approved	06-Feb-24	22-Feb-24	12-Mar-24	\$116,723.25	\$116,723.25
94	94	77		77	Revision to jockey pump electrical feed	Coordination	Approved	26-Jul-23	01-Sep-23	12-Sep-23	\$5,904.80	\$5,904.80
98	98	78		82	Revised wall depth in Laundry Rooms to accommodate 4" drain pipe	Coordination	Approved	27-Jul-23	19-Sep-23	03-Oct-23	\$246.50	\$246.50
108	108	79		111	Delete fire damper at return air duct in penthouse level	Coordination	Approved	31-Jul-23	24-Oct-23	21-Mar-24	(\$497.00)	(\$497.00)
97	97R1	80R		81	Revise wall thickness to accommodate pipe size	Coordination	Approved	03-Aug-23	19-Sep-23	03-Oct-23	\$3,090.10	\$3,090.10
96	96	81		83	Domestic booster pump power feed	Coordination	Approved	23-Aug-23	13-Sep-23	02-Oct-23	\$6,792.50	\$6,792.50
		82			Revision to Drew St. entrance sanitary & storm pipes for interferences	Coordination	Pending	28-Aug-23				
105	105	83		88	Electric heaters for temporary heat in rooms at junction between Phase 1 and 2	Coordination	Approved	15-Sep-23	10-Sep-23	24-Oct-23	\$5,335.90	\$5,335.90
		84			Investigation for tie-in to existing PA system	Coordination	Cancelled	15-Sep-23				
85	85		67	80	Ductwork revisions related to SI#67	Coordination	Approved	06-Jun-23	02-Aug-23	25-Sep-23	\$1,439.90	\$1,439.90
103	103R1	85		89	Additional louvre colour	Coordination	Approved	02-Oct-23	30-Oct-23	10-Nov-23	\$3,300.00	\$3,300.00
106	106	86		87	Chiller Support Frames	Coordination	Approved	02-Oct-23	17-Oct-23	18-Oct-23	\$42,145.73	\$42,145.73
112	112R1	87		96	Revise light fixture type U & U1	Coordination	Approved	17-Oct-23	29-Nov-23	07-Jan-24	\$2,753.30	\$2,753.30
114	114	88		94	Revise storm drain piping from the roof of Stair Shaft #5	Coordination	Approved	26-Oct-23	14-Nov-23	05-Dec-23	\$8,269.80	\$8,269.80
120	120R4	89		114	Add digital menu board connections at each dining area	Owner Requested	Approved	31-Oct-23	01-Apr-24	12-Apr-24	\$15,745.40	\$15,745.40
116	116	90		100	Additional roof anchors at chimney for Boiler #4	Coordination	Approved	01-Nov-23	20-Nov-23	10-Jan-24	\$35,019.60	\$35,019.60
		91		97	Revision to flooring materials in corridors and resident vestibules	Owner Requested	Approved	08-Nov-23	22-Nov-23	07-Jan-24	\$0.00	\$0.00
		92			Provide a permanent load bank for generator testing	Coordination	Pending	08-Nov-23				
132	132R2	93		127	Revision for door controls	Coordination	Approved	10-Nov-23	08-May-24	23-May-24	\$55,073.65	\$55,073.65
117	117	94		93	Ground connection from pole to transformer	Coordination	Approved	14-Nov-23	24-Nov-23	27-Nov-23	\$3,122.90	\$3,122.90
104	104R2			90	Additional track components for lift track in room 5091 - Submittal 135	Coordination	Approved	30-May-23	31-Oct-23	10-Nov-23	\$2,448.60	\$2,448.60
111	111R1		91R2	92	Revision to ductwork related to ERW11 and SI#91R2	Coordination	Approved	15-Sep-23	16-Nov-23	20-Nov-23	\$4,701.40	\$4,701.40
		95R			Typical resident wardrobe storage hinges	Owner Requested	Cancelled	20-Nov-23				
121	121R2	96R		102	Typical resident room and washroom millwork revisions	Owner Requested	Approved	22-Nov-23	09-Jan-24	15-Jan-24	\$28,778.20	\$28,778.20
123	123R2	97R		101	Revision to resident room drapes	Owner Requested	Approved	22-Nov-23	08-Jan-24	10-Jan-24	\$4,059.00	\$4,059.00
		98			Additional lightning protection	Coordination	Cancelled	27-Nov-23				
125	125R2	99R		103	Toggle switch at flusher disinfecter in soiled utility rooms	Coordination	Approved	29-Nov-23	11-Jan-24	15-Jan-24	\$1,651.10	\$1,651.10
135	135R1	100		105	Revise drainage for balcony/roof areas	Coordination	Approved	29-Nov-23	15-Feb-24	27-Feb-24	\$19,183.78	\$19,183.78
110	110R1		80	95	Costs associated with piping clarification in SI#80	Coordination	Approved	15-Aug-23	30-Nov-23	14-Dec-23	\$22,236.50	\$22,236.50
		101			Delete telephone cables between communications cabinets	Owner Requested	Cancelled	19-Dec-23				
				53	Phase 2 Piling	Site Condition	Approved	08-Jan-24	08-Jan-24	10-Jan-24	\$0.00	\$0.00
129	129R1	102		104	Revision to Clean Utility Millwork M13	Owner Requested	Approved	22-Dec-23	24-Jan-24	30-Jan-24	(\$29,960.00)	(\$29,960.00)
134	134R2	103		112	Delete resident room lower entertainment boxes	Owner Requested	Approved	02-Jan-24	15-Mar-24	03-Apr-24	(\$112,848.00)	(\$112,848.00)
133	133	104		106	Revisions to Phase 2 Structural Steel	Coordination	Approved	04-Jan-24	02-Feb-24	27-Feb-24	\$13,369.24	\$13,369.24
136	136	105		118	Wanderguard elevator control tie-in	Coordination	Pending	08-Jan-24	17-Apr-24	29-Apr-24	\$32,157.40	\$32,157.40
				98	Asphalt deficiency warranty extension	Deficiency Reconciliation	Approved	06-Dec-23	14-Dec-23	11-Jan-24	(\$7,500.00)	(\$7,500.00)
127	127			99	CSA IPAC training course	Contractor Requested	Approved	10-Nov-23	02-Jan-24	11-Jan-24	(\$550.00)	(\$550.00)
139	139R	106		109	Revision to Block D tub rooms	Coordination	Approved	24-Jan-24	26-Feb-24	07-Mar-24	\$7,681.30	\$7,681.30
148	148R1	107		122	Support posts for med sled system in stairwells	Owner Requested	Approved	31-Jan-24	01-May-24	07-May-24	\$53,607.07	\$53,607.07
141	141	108		108	Revise outlet locations in Type C Bedrooms	Owner Requested	Approved	08-Feb-24	23-Feb-24	07-Mar-24	\$1,907.40	\$1,907.40
140	140			107	Delete siding band detail at Penthouse	Cost Saving	Approved	21-Feb-24	21-Feb-24	27-Feb-24	(\$10,600.00)	(\$10,600.00)
137	137			110	Slab edge firestop detail revision	Coordination	Approved	09-Feb-24	04-Mar-24	07-Mar-24	\$39,165.00	\$39,165.00
145	145			113	Extent of slab edge at curtain wall block C - Phase 1	Coordination	Approved	22-Mar-24	22-Mar-24	04-Apr-24	\$3,637.92	\$3,637.92
		109R			Clarification to temporary soffit and heating details	Cancelled	Pending	07-Mar-24				
146	146	110		116	Add door 5136 and associated hardware	Coordination	Approved	04-Mar-24	05-Apr-24	26-Apr-24	\$11,698.50	\$11,698.50





Board of Management Meeting  
December 18, 2024

❖ **CLINICAL SERVICES** - Lindsay Dyrda, Director of Care

**Critical Incidents to the Ministry of Long Term Care**

- ❖ November 23 – December 13, 2024 – 4 Total
  - ❖ Staff to Resident Action: 2 classified as neglect
  - ❖ Resident to Resident Action: 1 classified as sexual, 1 classified as physical

**Inspections**

- ❖ None

**Staffing**

- ❖ Agency RN hired to assist over the holidays and cover vacations

❖ **CLINICAL SERVICES** - Mathew Mlodozenc - RAI Coordinator

**Care Plans**

- ❖ More attention to details and more thorough assessment during the RAI assessment period.
- ❖ RPN TL also conducting CP reviews – this new process ensures reviews are completed ~6 weeks to promote accuracy.
- ❖ Clinical Pathways project currently in the preliminary phase – care plans to be streamlined for clarity and organization; new assessments to be implemented that promote consistency and standardization

**CMI**

- ❖ Remains stable around 1.20 with fluctuations of ~0.02 points above/below
- ❖ Changes in service provisions are showing potential for maximizing CMI further (IV therapy) – Aug 2024 CMI of 1.1892, Nov 2024 CMI of 1.2535 (CMI increase primarily influenced by administration of remdesivir (IV) during outbreak)
- ❖ New documentation templates created for IV therapy – easy to track who is receiving IV
- ❖ IV fluids given in house; potential to impact resident rug scores significantly
- ❖ Plans to implement and offer more extensive services in house

**Staff**

- ❖ Nancy Corbett assumed the role of the Nursing Rehab Nurse following Maxine McCart's retirement. Nancy has seamlessly adapted into her new role. Nancy currently provides nursing rehab services to 59 residents. She has maintained the nursing rehab RUGs well above the allotted 5%.

### ❖ STAFFING - Tiffany Chapman, HR Coordinator

#### Staffing & Students

- ❖ Active/In Progress - PSW Living Classroom Group

#### Vacancies as of December 12, 2024

- ❖ PSW's - 2 perm FT, 2 temp FT / 1 perm PT, 8 temp PT - ALL LINES POSTED
- ❖ RPN's - 1 perm FT, 4 temp FT / 1 temp PT, 1 perm PT
- ❖ 1 RN FT Vacancy - temp to assist with time off requests - RN Agency + 1 new hire RN onboarding
- ❖ Dietary - 3 temp PT, 1 perm PT
- ❖ Housekeeping - 3 temp PT

#### Hired in November

- ❖ 4 Total (1 PSW, 2 RPN, 1 FSW)

#### Terminated/Resigned/Retired in November

- ❖ 11 Total (6 PSWs, 1 CSS HMKER, 1 RN, 3 RPN)

### ❖ ADMISSIONS - Tracy Davis, Interim Resident & Family Navigator

This report provides an update on the admissions and discharges at Cassellholme during the ongoing hospital bed crisis, covering the period from November 21 to December 11, 2024.

#### Admissions:

- We have admitted 9 new residents to our facility during this period. The increase in admissions reflects the continued pressure on the healthcare system, with more individuals requiring long-term care as hospital beds remain occupied.

#### Discharges and Deaths:

- There have been 5 deaths within our facility during this same period.

We understand that this is an incredibly challenging time for both residents and their families. Our team is dedicated to providing compassionate support and communication with families, ensuring they feel informed and involved in their loved ones' care.

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

**TENTH** meeting of the North Bay-Mattawa Conservation Authority held at 4:00 p.m. on November 13, 2024 in the NBMCA's Marc Charron Boardroom, 15 Janey Avenue, North Bay Ontario.

**MEMBERS PRESENT:**

Chisholm, Township of	-	Nunzio Scarfone
Mattawa, Town of	-	Loren Mick
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
Papineau-Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton

**MEMBER(S) ABSENT:**

Bonfield, Township of	-	Steve Featherstone
Callander, Municipality of	-	Grant McMartin
Calvin, Township of	-	Bill Moreton
East Ferris, Municipality of	-	Steve Trahan
North Bay, City of	-	Chris Mayne
North Bay, City of	-	Lana Mitchell

**ALSO PRESENT:**

Robin Allen, Interim CAO - Secretary Treasurer  
Rebecca Morrow, Human Resources Coordinator/Executive Assistant/Deputy CAO  
Aaron Lougheed, Manager, Finance  
Hannah Wolfram, Regulations Officer  
Ella Bird, Deputy Chief Building Official, Acting Manager, On-Site Sewage Systems

**1. Acknowledgement of Indigenous Traditional and Treaty Lands**

Michelle Lahaye read a statement acknowledging Indigenous and Treaty Lands.

**2. Approval of the Agenda**

After discussion the following resolution was presented:

Resolution No.122-24, Mick-Scarfone

**THAT** the agenda be approved as amended.

**Carried Unanimously**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Delegations**

None

**5. Adoption of Previous Minutes of October 9, 2024**

After discussion the following resolution was presented:

Resolution No. 123-24, Chirico-Belanger

**THAT** the minutes of the meeting held October 9, 2024 be adopted as presented.

**Carried Unanimously**

**6. Correspondence**

Robin Allen presented an item of correspondence received from the Township of McDougall. After discussion, the members requested that Robin Allen draft a response and prepare it for distribution to municipalities and the Minister of Municipal Affairs and Housing, Graydon Smith, MPP Parry Sound Muskoka and the West Parry Sound Municipalities under the jurisdiction of the North Bay-Mattawa Conservation Authority.

**7. Section 28 Permits**

Githan Kattera presented the report to the Members. After discussion, the Members thanked Githan and the following resolution was presented:

Resolution No. 124-24, Chirico-Britton

**THAT** the Prohibited Activities, Exemptions and Permits report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**8. Quarterly Financial Report**

Aaron Loughheed presented the Quarterly Financial Report. After discussion the following resolution was presented:

Resolution No. 125-24, Belanger-Mick

**THAT** the Budget Status Report at September 30, 2024 be approved by the members of the Board of Directors and appended to the minutes of this meeting.

**Carried Unanimously**

**9. Conservation Authorities (CA) Act Deliverables**

Kevin Tayler presented the report on the CA Act Deliverables update. After discussion, the members

thanked Kevin and the following resolution was presented:

Resolution No. 126-24, Mick-Chirico

**THAT** the C.A. Act Deliverables Interim Report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**10. Communications Quarterly Report**

In the absence of Paula Loranger, Community Relations Coordinator, Robin Allen presented the Communications Quarterly Report. After discussion, the members extended their gratitude to Paula for her work done in the community. After discussion, the following resolution was presented:

Resolution No. 127-24, Scarfone-Belanger

**THAT** the Communications and Outreach Report dated October 24, 2024 be received and appended to the minutes of this meeting.

**Carried Unanimously**

**11. October CAO Update**

Robin Allen presented the October CAO Update. After discussion the members thanked Robin and the following resolution was presented:

Resolution No. 128-24, Belanger-Britton

**THAT** the Interim CAO's Report dated October 29, 2024 be received and appended to the minutes of this meeting.

**Carried Unanimously**

**12. Ski Hill Capital Reserve Request**

Aaron Lougheed presented the Ski Hill Capital Reserve Request Report. After discussion, the members thanked Aaron, and the following resolution was presented:

Resolution No. 129-24, Belanger-Mick

**THAT** the staff report 'Laurentian Ski Hill Capital Reserve Request' is received and appended to the minutes of this meeting;

**AND THAT** the Members approve the Laurentian Ski Hill and Snowboarding Club's request for

\$78,784 from the NBMCA's Ski Hill capital reserve.

**Carried Unanimously**

**13. Closed session of Committee of the Whole**

After discussion, the following resolutions were presented:

Resolution No. 130-24, Scarfone-Chirico

**THAT** the meeting move into a closed session of "Committee of the Whole" to discuss personnel, property and legal matters at 5:10 pm.

**Carried Unanimously**

Resolution No. 131-24, Mick-Scarfone

**THAT** the meeting move out of a closed session of "Committee of the Whole" and back into an open meeting at 6:10 pm.

**Carried Unanimously**

**Carried Unanimously**

**14. New Business**

The members reviewed the Draft 2025 Budget. The draft budget was scheduled to be presented to the Executive Committee meeting scheduled for 3:00pm on November 13<sup>th</sup>, but the Executive Committee meeting did not proceed as planned, and the members present at the full Board of Directors meeting reviewed the Draft 2025 Budget. After discussion, the following resolution was presented:

Resolution No. 132-24, Mick-Britton

**THAT** the Members receive and accept the Members Report and that it be appended to the minutes of this meeting;

**AND THAT** the Committee recommends the Budget to the Full Board of Directors,

**AND THAT** a Special Board Meeting be called at the call of the Chair to review the Budget after consultation.

**Carried Unanimously**

**15. Adjournment (6:10 p.m.)**

As there was no further new business, the following resolution was presented:

Resolution No. 134-24, Britton-Belanger

**THAT** the meeting be adjourned, and the next meeting be held at 4:00pm on December 11, 2024 or the call of the Chair.

**Carried Unanimously**



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Michelle Lahaye, Chair



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Robin Allen, Interim Chief Administrative Officer,  
Secretary Treasurer

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

**ELEVENTH** meeting of the North Bay-Mattawa Conservation Authority held at 4:00 p.m. on December 11, 2024 in the NBMCA’s Marc Charron Boardroom, 15 Janey Avenue, North Bay Ontario.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Steve Featherstone
Callander, Municipality of	-	Grant McMartin
Calvin, Township of	-	Bill Moreton
Chisholm, Township of	-	Nunzio Scarfone
East Ferris, Municipality of	-	Steve Trahan
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
North Bay, City of	-	Chris Mayne
North Bay, City of	-	Lana Mitchell
Papineau–Cameron, Township of	-	Shelley Belanger

**MEMBER(S) ABSENT:**

Mattawa, Town of	-	Loren Mick
Powassan, Municipality of	-	Dave Britton

**ALSO PRESENT:**

Robin Allen, Interim CAO - Secretary Treasurer  
Rebecca Morrow, Human Resources Coordinator/Executive Assistant/Deputy CAO  
Aaron Lougheed, Manager, Finance  
Hannah Wolfram, Regulations Officer  
Githan Kattera, Water Resources Coordinator/Regulations Officer  
Kevin Taylor, Senior Manager, Lands & Stewardship  
Angela Mills, Water Resource Specialist

**1. Acknowledgement of Indigenous Traditional and Treaty Lands**

Michelle Lahaye read a statement acknowledging Indigenous and Treaty Lands.

**2. Approval of the Agenda**

After discussion the following resolution was presented:

Resolution No.135-24, Mitchell-Moreton

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**3. Declaration of Pecuniary Interest**



None declared.

**4. Delegations**

None

**5. Adoption of Previous Minutes of November 13, 2024**

After discussion the following resolution was presented:

Resolution No. 136-24, Featherstone-Mayne

**THAT** the minutes of the meeting held November 13, 2024 be adopted as presented.

**Carried Unanimously**

**6. Correspondence**

None presented.

**7. Section 28 Permits**

Githan Kattera presented the report to the Members. After discussion, the Members thanked Githan and the following resolution was presented:

Resolution No. 137-24, McMartin-Trahan

**THAT** the Prohibited Activities, Exemptions and Permits report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**8. Conservation Authorities (CA) Act deliverables**

Kevin Taylor and Githan Kattera presented the CA Act deliverables reports to members. After discussion, the members thanked Kevin and Githan and the following resolution was presented:

Resolution No. 138-24, Featherstone-Chirico

**THAT** the six deliverables under the Conservation Authorities Act:

- 1) Ice Management Plan
- 2) Natural Hazzard Infrastructure Operational
- 3) Asset Management Plan
- 4) Lands Inventory
- 5) Conservation Area Strategy
- 6) Watershed Based Resource Management Strategy

Be received and appended to the minutes of this meeting;

**AND THAT** the Conservation Area Strategy and the Watershed Based Resource Management Strategy be posted to the Website in accordance with the requirements of the Conservation Authorities Act.

**Carried Unanimously**

**9. 2025 Board Meeting schedule and Office Closures**

Rebecca Morrow presented the report on the 2025 Board Meeting schedule and Office Closures. Afterwards members thanked Rebecca and the following resolution was presented:

Resolution No. 139-24, Belanger-McMartin

**THAT** the NMBCA Members set the meeting schedule and office closure dates for 2025 as listed in this report and that staff are directed to make necessary arrangements to schedule meetings for the recommended dates and times;

**AND THAT** this Board Report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**10. Engineering Report**

Githan Kattera presented the Engineering Report. After discussion, the members thanked Githan and the following resolution was presented:

Resolution No. 140-24, Chirico-Belanger

**THAT** the NBMCA Floodplain Mapping and Infrastructure Improvement Projects as presented is received and appended to the minutes of this meeting.

**Carried Unanimously**

**11. Closed session of Committee of the Whole**

After discussion, the following resolutions were presented:

Resolution No. 141-24, Mayne-Chirico

**THAT** the meeting move into a closed session of "Committee of the Whole" to discuss personnel, property and legal matters at 4:36 pm.

**Carried Unanimously**

Resolution No. 142-24, Mitchell-Scarfone

**THAT** the meeting move out of a closed session of “Committee of the Whole” and back into an open meeting at 5:15 pm.

**Carried Unanimously**

Resolution No. 143-24, Chirico-Scarfone

**THAT THAT** the recommendations outlined in the report titled “Personal Policy Update” dated December 11, 2024 be added to the 2025 budget and staff work to make the necessary changes in the Personnel Policy.

**Carried Unanimously**

Resolution No. 144-24, Belanger-Moreton

**THAT** the following minutes be received and approved as presented:

- April 4, 2024 – closed meeting
- April 10, 2024 – closed meeting
- April 18, 2024 – Human Resources Meeting
- May 1, 2024 – Closed Special Meeting

**Carried Unanimously**

**12. New Business**

Members discussed the Draft 2025 Budget. It was explained that the Budget is currently in the public consultation process and that any comments received will be brought forward to the December 16, 2024 Board meeting.

The Interim CAO presented her report to members. After discussion, the members thanked Robin and the following resolution was presented:

Resolution No. 145-24, Mayne-Scarfone

**THAT** the Interim CAO’s Report dated December 10, 2024 be received and appended to the minutes of this meeting.

**Carried Unanimously**

**13. Adjournment (5:21 p.m.)**

As there was no further new business, the following resolution was presented:


Resolution No. 146-24, Feathertone-Moreton

**THAT** the meeting be adjourned, and the next meeting be held at 4:00pm on December 16, 2024 or the call of the Chair.

**Carried Unanimously**



-----  
Michelle Lahaye, Chair



-----  
Robin Allen, Interim Chief Administrative Officer,  
Secretary Treasurer

**From:** AMO Policy <policy@amo.on.ca>  
**Sent:** Monday, February 3, 2025 1:26 PM  
**To:** Jessica Laberge  
**Subject:** AMO Policy Update – Statement on Trade and Update on Provincial Election Advocacy



## **AMO Policy Update - Statement on Trade and Update on Provincial Election Advocacy**

### **Tariffs, Trade Disruptions and Migration**

Ontario's local economies, our natural and human resources as well as the businesses and industries situated in Ontario municipalities are the foundation of Ontario's economy. These elements are fundamental to the national economy and Canada's prosperity.

On December 9, 2024, AMO wrote to the Prime Minister, Ontario's Premier and leaders of both the official federal and provincial opposition pledging the support of AMO and its members to assist Canada and Ontario in the face of challenge and uncertainty.

Tariffs and international trade disruptions have the potential to seriously harm Ontario's economy. Other changes in American policy and practices affecting immigration and social policy could create mass migration of American residents seeking the safety and protection afforded by Canada, with massive resource implications for municipalities in Ontario.

AMO and its members stand ready to play our part in protecting our shared social and economic prosperity in Ontario and Canada.

### **AMO's Provincial Election Campaign**

While we collectively turn our eyes toward the real threats we face from outside our borders, AMO and its members must also consider the long-standing challenges we face closer to home.

With an early election in Ontario now underway, AMO's efforts to promote the interests of municipalities in the election will enter its second phase with additional print ads in the days ahead and continued social and digital media postings.

The campaign was launched at the ROMA conference and has garnered considerable notice. The ultimate purpose of the campaign is to ensure that all parties understand that the voice of Ontario's \$68 billion-a-year municipal sector will not be silent in an important debate on Ontario's future.

Since the launch of the campaign on January 19, AMO has received considerable positive feedback from members and some expressions of concern. The impartiality of the campaign has been questioned by some members. The media has asked if it is possible to have an impartial campaign when one party has been governing for more than 6 years.

Through months of planning, the commitment to a non-partisan campaign has been at the forefront of every discussion at the AMO Board. The campaign asks voters to consider the needs of their communities when voting. All parties have the opportunity to compete for their vote by making commitments that help municipalities succeed.

The challenges faced by communities that are caused by provincial policies are complex and caused by both long-standing, historical arrangements and by recent actions and inactions.

No party or individual government is to blame for decades of provincial policies that undermine the social and economic prosperity of Ontario's communities. However, provincial policies that result in declining infrastructure investment, higher property taxes and homelessness in your communities are both bad social policy and bad economic policy. These policies will need to be addressed by whoever forms the next government of Ontario.

AMO is steadfastly non-partisan and looks forward to working with whoever the people elect to form the next Government. These efforts are intended to ensure that whatever party is selected to govern, it will have made clear and measurable commitments to the success of municipalities in every part of Ontario.

---

**Jessica Laberge**

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**From:** Blue Sky Net <info@blueskynet.ca>  
**Sent:** Monday, February 3, 2025 10:23 AM  
**To:** Jessica Laberge  
**Subject:** Blue Sky Net January 2025 Tech Talk

[View this email in your browser](#)



## January 2025 Newsletter

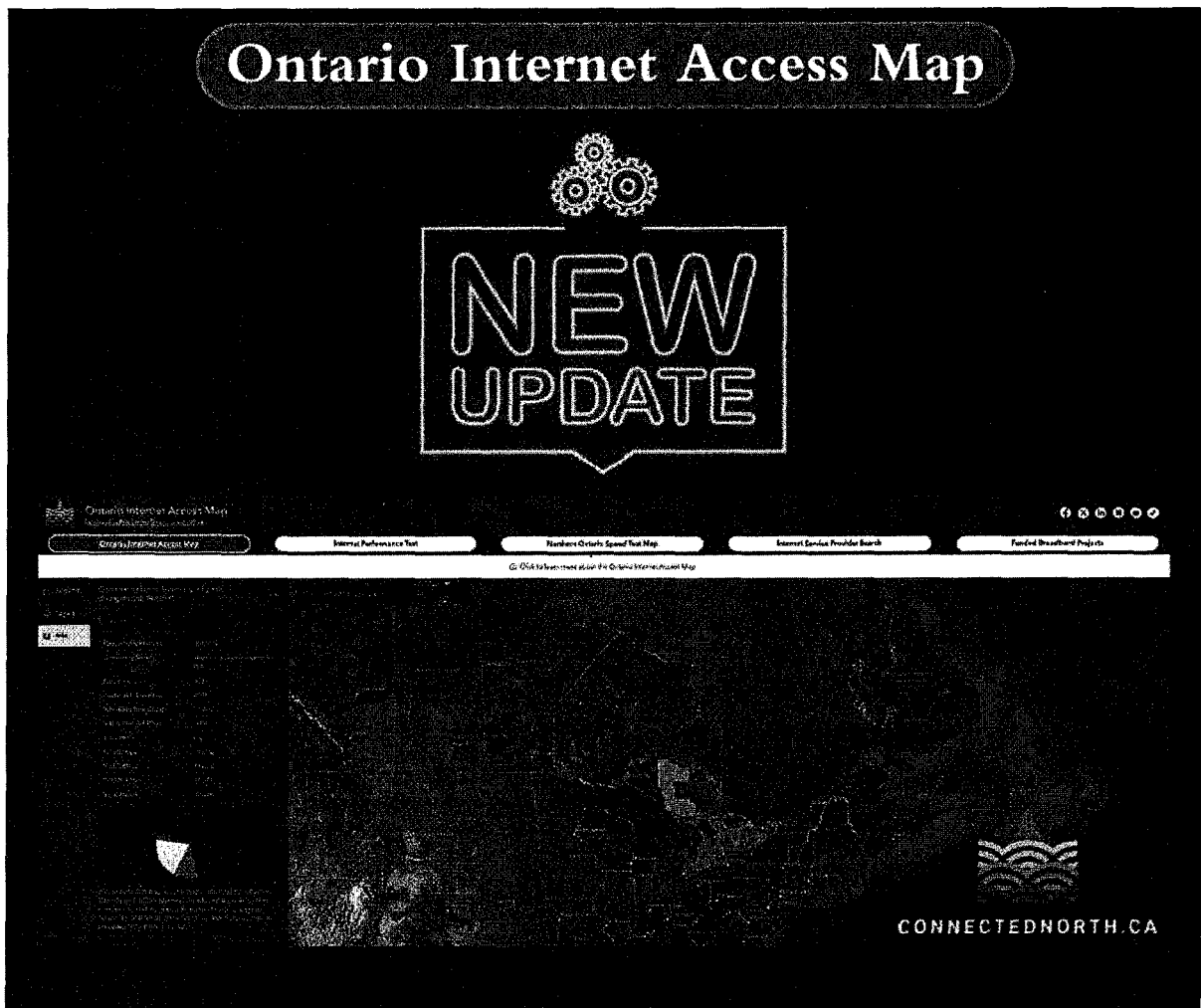
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Happy New Year from the Blue Sky Net team! In this month's newsletter, we'll be highlighting our Ontario Internet Access Map and Broadband Hub, and talking about the importance of participating in CRTC consultations.

### NOTABLE NEWS

- [IBM predicts that 2025 will be a big year for AI in Canada](#)
- [Cogeco plans to launch wireless service in Ontario, Quebec](#)
- [Rogers receives highest number of CCTS complaints for the second consecutive year](#)
- [Telcos to slow removal of Huawei equipment after prorogation kills bill](#)

Along with the fresh new year, Blue Sky Net has refreshed our Ontario Internet Access Map and Ontario Broadband Hub.



## What is the Ontario Internet Access Map?

The Ontario Internet Access Map (OIAM) is a collection of mapping tools developed by Blue Sky Net combining broadband availability data from Innovation, Science and Economic Development Canada (ISED), speed test data from the Canadian Internet Registration Authority (CIRA) and funded broadband project data from the Government of Ontario.

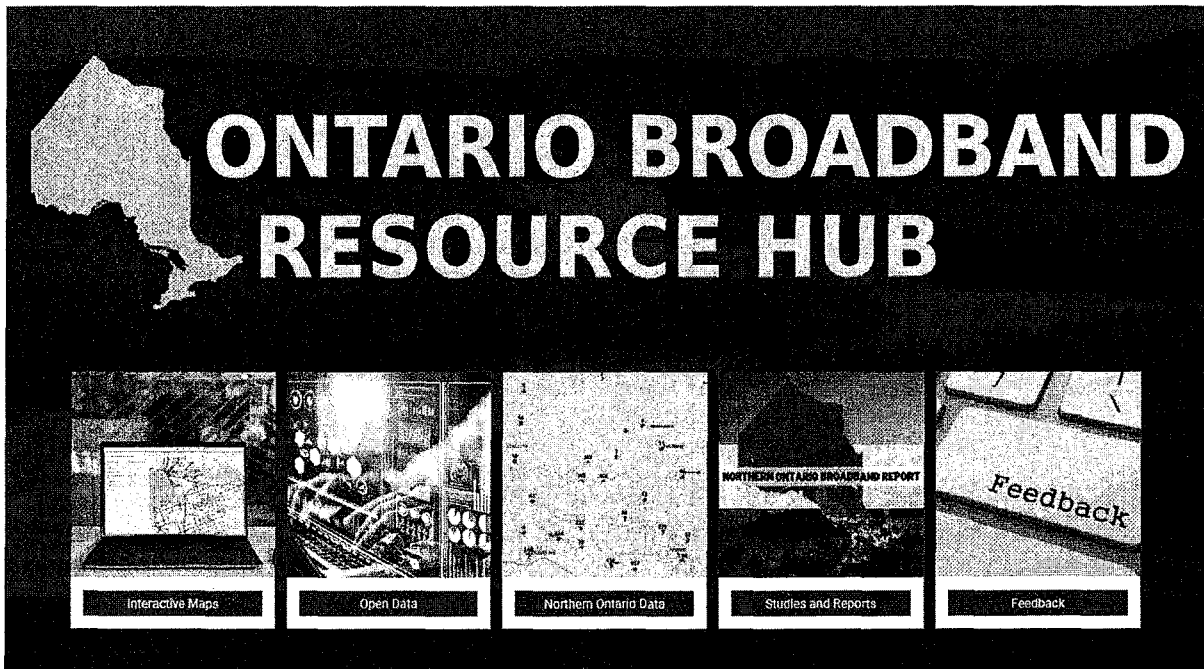
Using our Ontario Internet Access Map you can:

- View speed availability by region or down to the neighbourhood level
- Search for internet providers in your area
- Run speed tests
- View a map of speed test results



- Search for funded broadband projects and view their status

View the map on our [connectednorth.ca](#) site [HERE!](#)



### What is the Ontario Broadband Resource Hub?

The Ontario Broadband Resource Hub was created by Blue Sky Net and includes broadband related data and mapping specific to both Northern Ontario and Ontario-wide households.

What resources you can find on the Ontario Broadband Resource Hub:

- Interactive maps
- Shape files and open data
- Broadband availability reporting tools
- Studies and reports (including our Northern Ontario Broadband Report - NEW report coming soon!!)

Visit the Ontario Broadband Resource Hub [HERE.](#)

**FEATURED TOPIC**

# The Importance of Participating in CRTC Consultations

The Canadian Radio-television and Telecommunications Commission (CRTC) regulates and supervises broadcasting and telecommunications in Canada. The CRTC's work is guided by three pillars: **Create** (supporting diverse content), **Connect** (ensuring access to quality services) and **Protect** (enhancing consumer safety and interests).

The Canadian Radio-television and Telecommunications Commission (CRTC) plays a pivotal role in shaping the country's broadcasting and telecommunications landscape. One of the key ways the CRTC ensures that its decisions reflect the needs and desires of Canadians is through public consultations. These consultations provide an essential platform for individuals, businesses, and organizations to contribute their perspectives on various issues affecting the communications sector. In this article, we will explore the importance of participating in CRTC consultations and how they impact the future of Canadian communications.

## Influence on Policy and Regulation

CRTC consultations are designed to gather diverse viewpoints on proposed policies and regulations. By participating in these consultations, Canadians can directly influence the development of policies that affect their access to telecommunications services, the quality of Canadian content, and the overall structure of the broadcasting system. For instance, recent consultations have focused on modernizing the definition of Canadian content for TV and online streaming services, ensuring that online streaming services contribute to Canadian content, and improving consumer protections for Internet and cellphone services.

## Empowering Consumer Choice

Consultations also focus on empowering consumers by making it easier for them to choose the best Internet and cellphone plans. By sharing their experiences and suggestions, Canadians can help the CRTC develop regulations that protect consumers from unexpected price changes and facilitate smoother transitions between service providers.

## How to Participate

Participating in CRTC consultations is straightforward and accessible. Canadians can submit comments online, by mail, or via fax. Additionally, the CRTC offers opportunities to speak at public hearings, allowing individuals to present their views directly to the commission. The CRTC also uses social media platforms to engage with Canadians and provide updates on ongoing consultations.

See more information on how you can participate here:

[https://crtc.gc.ca/eng/info\\_sht/g10.htm](https://crtc.gc.ca/eng/info_sht/g10.htm)

See the current consultations and hearings here: <https://crtc.gc.ca/eng/consultation/>

CanWISP 2025 is quickly approaching, see the event details here:

<https://www.canwisp.ca/event-5847661>



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You are receiving this email as a municipal representative. We hope to continue to deliver insights regarding information communication technology through this newsletter. Feel free to share information from Tech Talk with any of your ratepayers.

**Our mailing address is:**

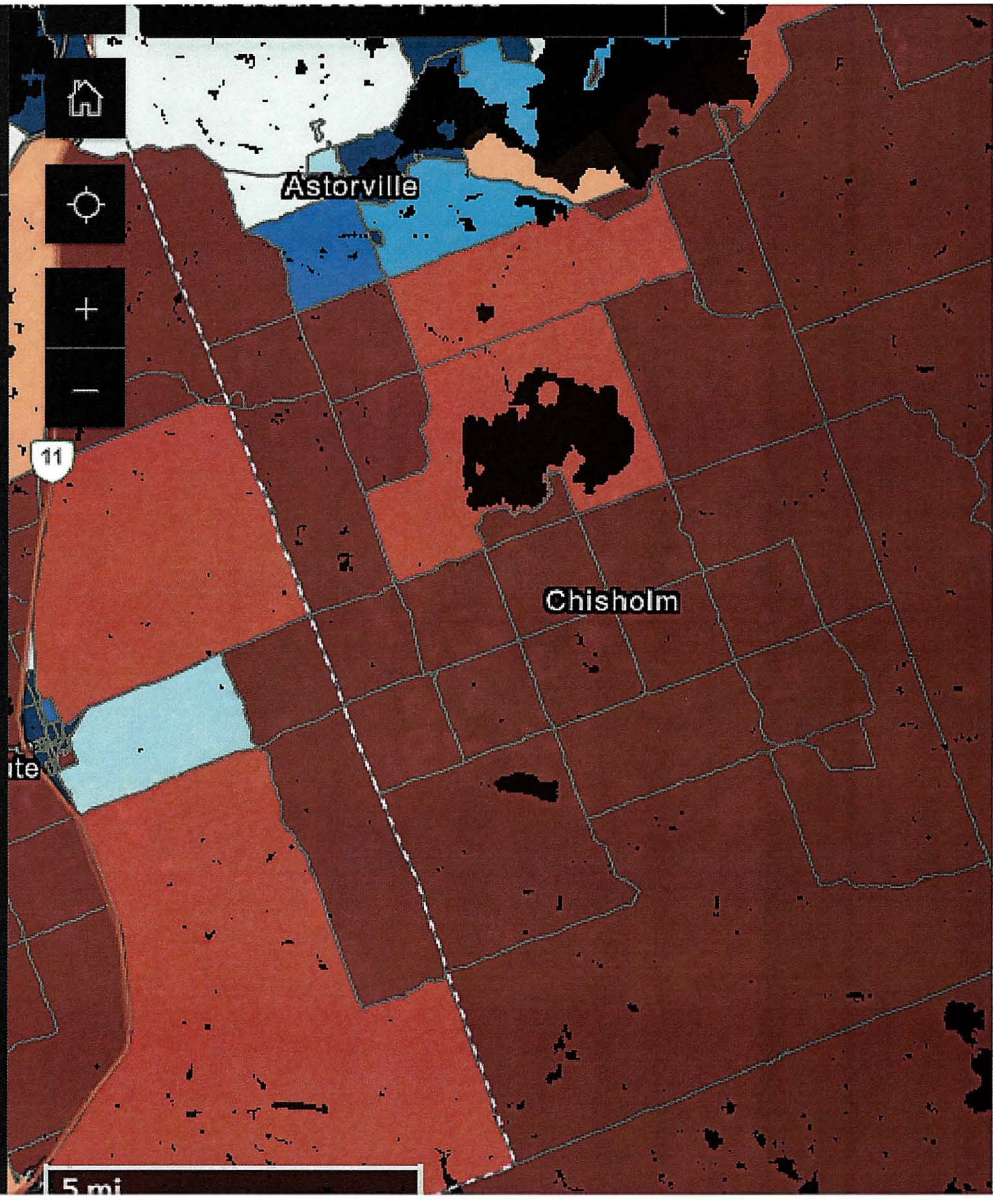
Blue Sky Net

Waterbody - OHN Waterbody

Dec2024\_Neighbourhood\_Level\_Summary

% 50/10 Mbps

- 91% - 100%
- 81% - 90%
- 71% - 80%
- 61% - 70%
- 51% - 60%
- 41% - 50%
- 31% - 40%
- 21% - 30%
- 11% - 20%
- 0% - 10%



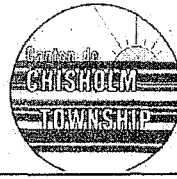
## BUDGET SUMMARY



For Period Ending 31-Dec-2025

	ACTUAL	FINAL	PRIOR YR	PRIOR YR
	VALUES	BUDGET	ACTUALS	BUDGET
<b>OPERATING</b>				
<b>REVENUES</b>				
Cemetery Revenue	0	0	(4,460)	(1,100)
General Taxation	0	0	(1,938,175)	(1,918,792)
Taxation School Boards	0	0	(196,877)	(192,891)
French Public levy	0	0	(3,416)	(3,416)
English Separate Levy	0	0	(17,540)	(17,495)
French Separate Levy	0	0	(13,609)	(13,606)
Taxation School Boards	0	0	(9,202)	(10,150)
Unconditional Grants Provincial	0	0	(507,100)	(507,100)
Federal Grants	0	0	(2,319)	(2,100)
Conditional Grants - Provincial	0	0	(172,004)	(83,000)
Administration Revenue	(410)	0	(5,369)	(5,550)
Building Revenue	0	0	(41,871)	(22,500)
Animal Control Revenue	(380)	0	(1,692)	(1,500)
Roads Revenue	0	0	(24,004)	(47,500)
Fire Dept. Revenue	0	0	(60)	0
Recreation Revenue	0	0	(195)	0
Environmental Revenue	(703)	0	(29,316)	(32,500)
Planning Revenue	(1,100)	0	(26,242)	(19,500)
Other Revenue	(6,180)	0	(48,250)	(89,500)
<b>Total REVENUES</b>	<b>(8,773)</b>	<b>0</b>	<b>(3,041,701)</b>	<b>(2,968,200)</b>
<b>EXPENDITURES</b>				
Council	4,564	0	44,576	42,950
Administration	56,356	0	392,587	389,139
General Government	7,799	0	80,401	81,493
Fire Department	8,942	0	236,673	152,146
Conservation Authority	2,310	0	23,334	24,383
Building Bylaw Enforcement	0	0	29,535	29,390
Animal Control - Canine	224	0	2,121	2,000
Animal Control - Livestock	0	0	2,282	600
Animal Control - Veterinary	0	0	550	550
Other Protections	736	0	157,933	173,627
Public Works	59,810	0	1,191,868	1,223,376
Environmental	4,615	0	122,183	124,819
Health	3,598	0	50,638	44,758
Social Services	25,808	0	307,368	309,937
Home for Aged	0	0	54,612	54,612
Parks & Recreation	136	0	13,187	13,246
Recreation Programs	0	0	1,296	800
Library Services	0	0	29,878	31,316
Planning & Development	36	0	29,867	31,500
Education Req Public	0	0	203,908	196,307
Education Req Separate	0	0	34,490	31,101
Education - Commercial/Industrial	0	0	0	10,150
<b>Total EXPENDITURES</b>	<b>174,933</b>	<b>0</b>	<b>3,009,288</b>	<b>2,968,200</b>
<b>Total OPERATING</b>	<b>166,160</b>	<b>0</b>	<b>(32,414)</b>	<b>0</b>

**TOWNSHIP OF CHISHOLM**  
**BUDGET SUMMARY**



GL5410

Date : Feb 07, 2025

Page : 2

Time : 11:08 am

For Period Ending 31-Dec-2025

	ACTUAL	FINAL	PRIOR YR	PRIOR YR
	VALUES	BUDGET	ACTUALS	BUDGET
<b>CAPITAL</b>				
<b>CAPITAL REVENUES</b>				
Provincial Grants	0	0	(269,535)	(297,540)
revenue	0	0	(17,802)	(101,500)
Other Revenue	0	0	(13,413)	(22,685)
<b>Total CAPITAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>(300,750)</b>	<b>(421,725)</b>
<b>CAPITAL EXPENDITURES</b>				
Fire Department	8,850	0	17,802	101,500
Public Works	0	0	282,949	320,225
<b>Total CAPITAL EXPENDITURES</b>	<b>8,850</b>	<b>0</b>	<b>300,750</b>	<b>421,725</b>
<b>Total CAPITAL</b>	<b>8,850</b>	<b>0</b>	<b>0</b>	<b>0</b>

**TOWNSHIP OF CHISHOLM**  
**Budget Variance Report**



GL5070

Page : 1

Date : Feb 07, 2025

Time : 11:05 am

Fiscal Year : 2025 Period : 12  
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>REVENUE</b>						
<b>6100 Administration Revenue</b>						
1-3-6100-7770	Tax Certificates	0.00	-60.00	0	60.00	0.00
1-3-6100-7800	Tax Registration Revenue	0.00	-350.00	0	350.00	0.00
<b>Total Administration Revenue</b>		<b>0.00</b>	<b>-410.00</b>	<b>0</b>	<b>410.00</b>	<b>0.00</b>
<b>6300 Animal Control Revenue</b>						
1-3-6300-7210	Dog Taxes Collected At Office	0.00	-380.00	0	380.00	0.00
<b>Total Animal Control Revenue</b>		<b>0.00</b>	<b>-380.00</b>	<b>0</b>	<b>380.00</b>	<b>0.00</b>
<b>6700 Environmental Revenue</b>						
1-3-6700-7540	Tipping Fees	0.00	-150.00	0	150.00	0.00
1-3-6700-7545	Scrap Metal Removal	0.00	-553.08	0	553.08	0.00
<b>Total Environmental Revenue</b>		<b>0.00</b>	<b>-703.08</b>	<b>0</b>	<b>703.08</b>	<b>0.00</b>
<b>6800 Planning Revenue</b>						
1-3-6800-7785	Severances	0.00	-1100.00	0	1100.00	0.00
<b>Total Planning Revenue</b>		<b>0.00</b>	<b>-1100.00</b>	<b>0</b>	<b>1100.00</b>	<b>0.00</b>
<b>8000 Other Revenue</b>						
1-3-8000-7520	Interest - Tax Arrears	0.00	-6179.67	0	6179.67	0.00
<b>Total Other Revenue</b>		<b>0.00</b>	<b>-6179.67</b>	<b>0</b>	<b>6179.67</b>	<b>0.00</b>
<b>Total REVENUE</b>		<b>0.00</b>	<b>-8772.75</b>	<b>0</b>	<b>8772.75</b>	<b>0.00</b>
<b>EXPENSE</b>						
<b>100 Council</b>						
1-4-0100-1110	Council Remuneration	0.00	3200.00	0	-3200.00	0.00
1-4-0100-1120	Travel & Conferences	0.00	1269.46	0	-1269.46	0.00
1-4-0100-1141	CPP Premiums Council	0.00	94.80	0	-94.80	0.00
<b>Total Council</b>		<b>0.00</b>	<b>4564.26</b>	<b>0</b>	<b>-4564.26</b>	<b>0.00</b>
<b>300 Administration</b>						
1-4-0300-1141	CPP Premiums Administration	0.00	1437.24	0	-1437.24	0.00
1-4-0300-1410	Admin. Salaries	0.00	31724.54	0	-31724.54	0.00
1-4-0300-1460	EI Premiums -Administration	0.00	663.25	0	-663.25	0.00
1-4-0300-1476	Benefits -OMERS	0.00	2549.74	0	-2549.74	0.00
1-4-0300-1480	Benefits - Group Insurance	0.00	2523.04	0	-2523.04	0.00
1-4-0300-1485	Health & Safety	0.00	119.48	0	-119.48	0.00
1-4-0300-1498	Office Expenses	0.00	1283.77	0	-1283.77	0.00
1-4-0300-1530	Contracted Office Services	0.00	300.07	0	-300.07	0.00
1-4-0300-1540	Computer Expenses	0.00	9833.75	0	-9833.75	0.00
1-4-0300-1610	Office Supplies	0.00	374.05	0	-374.05	0.00
1-4-0300-1620	Telephone & Fax	0.00	459.96	0	-459.96	0.00

**TOWNSHIP OF CHISHOLM**  
**Budget Variance Report**



GL5070

Page : 2

Date : Feb 07,2025

Time : 11:05 am

Fiscal Year : 2025 Period : 12  
 Account Code : 1-1-1000-1210 To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>EXPENSE</b>						
1-4-0300-1621	Cell Phone	0.00	-106.75	0	106.75	0.00
1-4-0300-1630	Postage	0.00	1114.94	0	-1114.94	0.00
1-4-0300-1660	Subscriptions & Memberships	0.00	3970.81	0	-3970.81	0.00
1-4-0300-1720	Computer Equipment	0.00	107.64	0	-107.64	0.00
<b>Total Administration</b>		<b>0.00</b>	<b>56355.53</b>	<b>0</b>	<b>-56355.53</b>	<b>0.00</b>
<b>400 General Government</b>						
1-4-0400-1760	Rounding Account	0.00	-0.04	0	0.04	0.00
1-4-0400-2770	Property Assessment	0.00	6657.02	0	-6657.02	0.00
1-4-0400-2805	Web Site	0.00	1141.75	0	-1141.75	0.00
<b>Total General Government</b>		<b>0.00</b>	<b>7798.73</b>	<b>0</b>	<b>-7798.73</b>	<b>0.00</b>
<b>500 Fire Department</b>						
1-4-0500-1141	Fire Department CPP Premium	0.00	46.25	0	-46.25	0.00
1-4-0500-1476	Benefits OMERS	0.00	96.21	0	-96.21	0.00
1-4-0500-2125	Materials & Supplies	0.00	309.56	0	-309.56	0.00
1-4-0500-2130	Building Maintenance	0.00	477.23	0	-477.23	0.00
1-4-0500-2140	Training	0.00	747.94	0	-747.94	0.00
1-4-0500-2150	Equipment Maintenance	0.00	1545.99	0	-1545.99	0.00
1-4-0500-2160	Health & Safety	0.00	119.48	0	-119.48	0.00
1-4-0500-2165	Radio Equipment	0.00	1258.47	0	-1258.47	0.00
1-4-0500-2185	Clothing	0.00	594.70	0	-594.70	0.00
1-4-0500-2190	Travel and Conferences	0.00	671.62	0	-671.62	0.00
1-4-0500-2200	Honorarium	0.00	1069.00	0	-1069.00	0.00
1-4-0500-2230	Memberships & Subscriptions	0.00	305.28	0	-305.28	0.00
1-4-0500-2235	Heat & Hydro	0.00	1323.27	0	-1323.27	0.00
1-4-0500-2245	Small Equipment	0.00	376.51	0	-376.51	0.00
<b>Total Fire Department</b>		<b>0.00</b>	<b>8941.51</b>	<b>0</b>	<b>-8941.51</b>	<b>0.00</b>
<b>700 Conservation Authority</b>						
1-4-0700-2775	GIS	0.00	2309.82	0	-2309.82	0.00
<b>Total Conservation Authority</b>		<b>0.00</b>	<b>2309.82</b>	<b>0</b>	<b>-2309.82</b>	<b>0.00</b>
<b>900 Animal Control - Canine</b>						
1-4-0900-2520	Canine Control - Supplies & Serv.	0.00	223.67	0	-223.67	0.00
<b>Total Animal Control - Canine</b>		<b>0.00</b>	<b>223.67</b>	<b>0</b>	<b>-223.67</b>	<b>0.00</b>
<b>1000 Other Protections</b>						
1-4-1000-0040	Costs Re 911 contract	0.00	736.03	0	-736.03	0.00
<b>Total Other Protections</b>		<b>0.00</b>	<b>736.03</b>	<b>0</b>	<b>-736.03</b>	<b>0.00</b>
<b>1100 Public Works</b>						
1-4-1100-1141	CPP Premiums - Roads	0.00	2124.15	0	-2124.15	0.00
1-4-1100-1460	FI Premiums - Roads	0.00	786.57	0	-786.57	0.00



**TOWNSHIP OF CHISHOLM**  
**Budget Variance Report**



GL5070

Page : 3

Date : Feb 07,2025

Time : 11:05 am

Fiscal Year : 2025    Period : 12  
 Account Code : 1-1-1000-1210    To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>EXPENSE</b>						
1-4-1100-1460	EI Premiums - Roads	0.00	786.57	0	-786.57	0.00
1-4-1100-1476	Benefits- OMERS	0.00	3484.97	0	-3484.97	0.00
1-4-1100-3110	Wages - Crew	0.00	37882.57	0	-37882.57	0.00
1-4-1100-3120	Materials & Shop Supplies	0.00	902.89	0	-902.89	0.00
1-4-1100-3125	Memberships & Subscription	0.00	66.14	0	-66.14	0.00
1-4-1100-3150	Garage Furnace Fuel	0.00	2599.62	0	-2599.62	0.00
1-4-1100-3160	Garage Building Maintenance	0.00	32.58	0	-32.58	0.00
1-4-1100-3212	Grader Parts and Repairs	0.00	1322.88	0	-1322.88	0.00
1-4-1100-3222	Western Star 2024 Parts and Repairs	0.00	575.03	0	-575.03	0.00
1-4-1100-3242	Backhoe Parts and Repairs	0.00	537.98	0	-537.98	0.00
1-4-1100-3257	2019 GMC Parts and Repairs	0.00	1008.03	0	-1008.03	0.00
1-4-1100-3272	Freighliner Parts and Repairs	0.00	463.82	0	-463.82	0.00
1-4-1100-3282	Excavator Parts and Repairs	0.00	482.45	0	-482.45	0.00
1-4-1100-3660	Benefits - Group Insurance	0.00	4049.12	0	-4049.12	0.00
1-4-1100-3710	Garage - Telephone	0.00	46.83	0	-46.83	0.00
1-4-1100-3720	Garage - Hydro	0.00	838.42	0	-838.42	0.00
1-4-1100-3765	Health & Safety	0.00	1268.00	0	-1268.00	0.00
1-4-1100-3770	Boots and Clothing Allowance	0.00	1337.95	0	-1337.95	0.00
<b>Total Public Works</b>		<b>0.00</b>	<b>59810.00</b>	<b>0</b>	<b>-59810.00</b>	<b>0.00</b>
<b>1300 Environmental</b>						
1-4-1300-1460	EI Premiums Landfill	0.00	40.65	0	-40.65	0.00
1-4-1300-4510	Site Expenditures	0.00	290.11	0	-290.11	0.00
1-4-1300-4610	Recycling	0.00	2456.00	0	-2456.00	0.00
1-4-1300-4620	Wages-Landfill Site	0.00	1828.67	0	-1828.67	0.00
<b>Total Environmental</b>		<b>0.00</b>	<b>4615.43</b>	<b>0</b>	<b>-4615.43</b>	<b>0.00</b>
<b>1400 Health</b>						
1-4-1400-5110	Health Unit	0.00	3597.62	0	-3597.62	0.00
<b>Total Health</b>		<b>0.00</b>	<b>3597.62</b>	<b>0</b>	<b>-3597.62</b>	<b>0.00</b>
<b>1500 Social Services</b>						
1-4-1500-6110	General Assistance	0.00	25808.09	0	-25808.09	0.00
<b>Total Social Services</b>		<b>0.00</b>	<b>25808.09</b>	<b>0</b>	<b>-25808.09</b>	<b>0.00</b>
<b>1700 Parks &amp; Recreation</b>						
1-4-1700-1110	Parks Expenses	0.00	74.69	0	-74.69	0.00
1-4-1700-1115	Tennis Court	0.00	61.25	0	-61.25	0.00
<b>Total Parks &amp; Recreation</b>		<b>0.00</b>	<b>135.94</b>	<b>0</b>	<b>-135.94</b>	<b>0.00</b>
<b>2000 Planning &amp; Development</b>						
1-4-2000-1110	Planning Expenses	0.00	36.12	0	-36.12	0.00
<b>Total Planning &amp; Development</b>		<b>0.00</b>	<b>36.12</b>	<b>0</b>	<b>-36.12</b>	<b>0.00</b>

**TOWNSHIP OF CHISHOLM**  
**Budget Variance Report**



GL5070

Page : 4

Date : Feb 07,2025

Time : 11:05 am

Fiscal Year : 2025    Period : 12  
 Account Code : 1-1-1000-1210    To 2-4-1100-4456

Budget Type : FINAL BUDGET

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
<b>EXPENSE</b>						
	<b>Total Planning &amp; Development</b>	0.00	36.12	0	-36.12	0.00
	<b>Total EXPENSE</b>	0.00	174932.75	0	-174932.75	0.00
<b>EXPENSE</b>						
	<b>500 Fire Department</b>					
2-4-0500-2185	Fire Dept Clothing Expenses	0.00	8850.07	0	-8850.07	0.00
	<b>Total Fire Department</b>	0.00	8850.07	0	-8850.07	0.00
	<b>Total EXPENSE</b>	0.00	8850.07	0	-8850.07	0.00
	<b>Report Total</b>	0.00	175010.07	0	-175010.07	0.00

**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](mailto:info@chisholm.ca)

Lesley Marshall, CAO Clerk-Treasurer

## MEMO

To: Council

From: Shawn Hughes, Ops Superintendent

Date: Feb 7, 2025

Re: Public Works Activity Report ( Jan 11 2025– Feb 7, 2025)

---

### **Landfill/Roads/Parks**

Used grader to scrape built up snow off of all roads  
Used grader to push back all snowbanks where needed  
Plow and sand  
Rink maintenance as time permits  
Removed snow from narrow bridge decks  
Road inspections  
Setup tables, garbage cans, and porta john at outdoor rink

### **Equipment**

Replaced tail light on 2015 GMC  
Had front left axle replaced on 2015 GMC (4x4 not working)  
Backhoe front tire had to be patched  
Replaced hydraulic line on backhoe  
Repaired wiring harness on backhoe  
Replaced cutting edge on Freightliner wing  
Replaced cutting edges on Grader

### **Other notes**

All in all Public works has been having a good winter so far, as the snow depth increases we will be working on more snow removal on bridge decks and around guide rails to ensure the roadway doesn't get too narrow. The 2015 GMC pickup will be going in for quotes for body work that will be required for it to pass its next annual certification we should have numbers at the next finance meeting.

**THE CORPORATION OF THE TOWNSHIP OF CHISHOLM  
BY-LAW 2025-09**

*Being a bylaw to authorize the Mayor and CAO Clerk-Treasurer to execute an Ontario Transfer Payment Agreement under the Emergency Preparedness Grant with his majesty the King in right of Ontario as represented by the President of the Treasury Board*

**WHEREAS** the Council of the Corporation of the Township of Chisholm deems it expedient for the Mayor and CAO Clerk Treasurer to enter into an Ontario Transfer Payment Agreement under the Emergency Preparedness Grant with his majesty the King in right of Ontario as represented by the President of the Treasury Board.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF CHISHOLM ENACTS AS FOLLOWS:**

1. **THAT** the Municipality enters into and executes with His Majesty the King in Right of Ontario as represented by the President of the Treasury Board, an Ontario Transfer Payment Agreement as attached as Schedule "A" to this bylaw.
2. **THAT** the Mayor and CAO Clerk Treasurer are hereby authorized and directed to execute the Transfer Payment Agreement here to attached as Schedule "A" on behalf of The Council of the Corporation of the Township of Chisholm.
3. **THAT** this by-law shall come into force and effect upon third reading and being finally passed.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 11<sup>TH</sup> DAY OF FEBRUARY, 2025.

---

Mayor, Gail Degagne

---

CAO Clerk Treasurer, Lesley Marshall

# ONTARIO TRANSFER PAYMENT AGREEMENT

**THE AGREEMENT is effective as of the 3rd day of March, 2025.**

## **BETWEEN:**

His Majesty the King in right of Ontario  
as represented by the President of the Treasury Board

(the "Province")

- and -

**CORPORATION OF THE TOWNSHIP OF CHISHOLM**  
**(the "Recipient")**

## **CONSIDERATION**

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

### **1.0 ENTIRE AGREEMENT**

1.1 Schedules to the Agreement. The following schedules form part of the Agreement:

- Schedule "A" - General Terms and Conditions
- Schedule "B" - Project Specific Information and Additional Provisions
- Schedule "C" - Project
- Schedule "D" - Budget
- Schedule "E" - Payment Plan
- Schedule "F" - Reports.

1.2 Entire Agreement. The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

### **2.0 CONFLICT OR INCONSISTENCY**

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

### 3.0 COUNTERPARTS

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

### 4.0 AMENDING THE AGREEMENT

4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

### 5.0 ACKNOWLEDGEMENT

5.1 Acknowledgement. The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:
  - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;

- (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project;
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (f) the Province is bound by the *Financial Administration Act* (Ontario) ("FAA") and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
  - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
  - (ii) The payment having been charged to an appropriation for a previous fiscal year.

**SIGNATURE PAGE FOLLOWS**

The Parties have executed the Agreement on the dates set out below.

HIS MAJESTY THE KING IN RIGHT OF ONTARIO as  
represented by the President of Treasury Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name: Nina Diaz  
Title: Director

CORPORATION OF THE TOWNSHIP OF CHISHOLM

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name: Lesley Marshall  
Title: CAO Clerk Treasurer

I have authority to bind the Recipient

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:  
Title:

I have authority to bind the Recipient



**SCHEDULE "A"**  
**GENERAL TERMS AND CONDITIONS**

---

**A1.0 INTERPRETATION AND DEFINITIONS**

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

"Budget" means the budget attached to the Agreement as Schedule "D".

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A12.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective

Date and ending on the following March 31; and

(b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

"Funds" means the money the Province provides to the Recipient pursuant to the Agreement.

"Indemnified Parties" means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

"Loss" means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

"Maximum Funds" means the maximum set out in Schedule "B".

"Notice" means any communication given or required to be given pursuant to the Agreement.

"Notice Period" means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A12.4.

"Parties" means the Province and the Recipient.

"Party" means either the Province or the Recipient.

"Proceeding" means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

"Project" means the undertaking described in Schedule "C".

"Records Review" means any assessment the Province conducts pursuant to section A7.4.

"Reports" means the reports described in Schedule "F".

## **A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS**

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

### **A3.0 TERM OF THE AGREEMENT**

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

### **A4.0 FUNDS AND CARRYING OUT THE PROJECT**

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule "E"; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient for any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;

- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

#### **A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS**

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease, or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

#### **A6.0 CONFLICT OF INTEREST**

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
  - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
  - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

#### **A7.0 REPORTS, ACCOUNTING, AND REVIEW**

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address set out in Schedule "B":
  - (i) all Reports in accordance with the timelines and content requirements set out in Schedule "F";
  - (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;
- (b) ensure that all Reports and other reports are:
  - (i) completed to the satisfaction of the Province; and
  - (ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either

international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and

- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 **Records Review.** The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project;
- (c) the Recipient's allocation and expenditure of the Funds.

A7.5 **Inspection and Removal.** For the purposes of any Records Review, the Province may take one or both of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3;
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 **Cooperation.** To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents wherever they are located;
- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 **No Control of Records.** No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.8 **Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act*

(Ontario).

## **A8.0 COMMUNICATIONS REQUIREMENTS**

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

## **A9.0 INDEMNITY**

A9.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

## **A10.0 INSURANCE**

A10.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days' written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:



- (a) provide to the Province, either:
  - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
  - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

### **A11.0 TERMINATION ON NOTICE**

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
  - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
  - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

### **A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

A12.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:

- ~~(i)~~ carry out the Project;
- ~~(ii)~~ receive or spend Funds; or
- ~~(iii)~~ provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver;
- (d) the Recipient ceases to operate.

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and

- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A12.3 Opportunity to Remedy. If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

### **A13.0 FUNDS AT THE END OF A FUNDING YEAR**

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

### **A14.0 FUNDS UPON EXPIRY**

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

### **A15.0 DEBT DUE AND PAYMENT**

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment, such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.

A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".

A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

## **A16.0 NOTICE**

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and

- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and
- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

## **A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

## **A18.0 SEVERABILITY OF PROVISIONS**

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

## **A19.0 WAIVER**

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

## **A20.0 INDEPENDENT PARTIES**

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

## **A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and
- (b) the successors to His Majesty the King in right of Ontario.

## **A22.0 GOVERNING LAW**

A22.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

## **A23.0 FURTHER ASSURANCES**

A23.1 Agreement into Effect. The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

## **A24.0 JOINT AND SEVERAL LIABILITY**

A24.1 Joint and Several Liability. Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

## **A25.0 RIGHTS AND REMEDIES CUMULATIVE**

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

## **A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

A26.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of His agencies (a "Failure");
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

## **A27.0 SURVIVAL**

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, section A12.1, sections A12.2(d), (e), (f), (g), (h), (i) and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

**END OF GENERAL TERMS AND CONDITIONS**



**SCHEDULE "B"**  
**PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS**

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<b>Maximum Funds</b>	\$47,888.80
<b>Project Expiry Date</b>	November 28, 2025
<b>Amount for the purposes of section A5.2 (Disposal) of Schedule "A"</b>	\$25,000
<b>Certificate of Insurance</b>	\$ 2,000,000
<b>Contact information for the purposes of Notice to the Province</b>	Priscilla McKenzie Senior Manager Design and Implementation Unit, Emergency Management Ontario Treasury Board Secretariat <b>Address:</b> Emergency Management Ontario 25 Morton Shulman Avenue Toronto, Ontario, M3M 0B1 <b>Email:</b> EMOcommunitygrants@ontario.ca
<b>Contact information for the purposes of Notice to the Recipient</b>	<b>Name:</b> Lesley Marshall <b>Position:</b> CAO Clerk Treasurer <b>Address:</b> 2847 CHISWICK LINE, POWASSAN, ON, P0H1Z0 <b>Phone:</b> 7057243526 <b>Email:</b> l.marshall@chisholm.ca
<b>Contact information for the senior financial person in the Recipient organization (e.g., CFO, CAO) – to respond as required to requests from the Province related to the Agreement</b>	<b>Name:</b> <b>Position:</b> <b>Address:</b> <b>Phone:</b> <b>Email:</b>

**Additional Provisions:**

**B1.0 ADDITIONAL COMMUNICATIONS REQUIREMENTS**

**B1.1 Communications Details.** The Recipient agrees that:

- (a) Any of the Province's Project-related communications shall be at the discretion of

the Province.

- (b) The Province may acknowledge the Project in any of its communications.
- (c) The Province may request that the Recipient participate in an announcement or media event with government officials.
- (d) The Recipient shall share any proposed public-facing Project-related communications with the Province for review prior to public release.
- (e) The Province may also request a summary of any of the Recipient's planned communication activities about the Project.
- (f) Any of the Recipient's Project-related public communications about the Project shall be made in accordance with the timing specified by the Province, including the timing of any official Project launch announcement.

Visual identity and branding for any Project-related products, materials, equipment, and other assets used by the Recipient shall be in accordance with direction provided by the Province

**SCHEDULE "C"  
PROJECT**

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A. This project will address the emergency of flooded roads. There are two ways we get flooded roads, 1) water levels rising from lakes, rivers and streams and compromising roads and 2) severe precipitation events that will washout roads.

B. The grant will allow the township to purchase the additional resources needed to keep the public safer around areas that are flooded.

C. This project is necessary to keep the staff and public safe. With the minimal signage we have currently, residents are driving around these signs into flooded zones. We do not have any detour signs and with more and more new people moving into the township, people are getting lost.

**Project Timelines**

Project Start Date	Effective Date of the Transfer Payment Agreement
Completion Date	August 29, 2025

Performance Metrics

KPI	Description/Calculation	Target
Increasing emergency preparedness in this community as a result of this project	Rate of emergency preparedness increase in this community as a result of this project (scale: 1 (not prepared), 2 (minimally prepared), 3 (partially prepared), 4 (mostly prepared), 5 (fully prepared))	5
Increase number of volunteers in the community as a result of this project	Number of volunteers recruited for the organization/project	0
Increase number of people trained for emergency preparedness as a result of this project	Number of people trained	0

Client Provided Performance Metrics

KPI	Description/Calculation	Target
Reducing complaints around road closures	Better, clearer and more signage will inform the public and reduce the complaints about lack of signage	0
Increasing safety of the	With the added resources we will be able	0

motoring public	to keep more people out of the non-safe flooded zone	
Identify hazardous beaver dams	Using the drone to find large hazardous beaver dams to prevent road washouts.	5

**SCHEDULE "D"**  
**BUDGET**

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<b>Expense Category</b>	<b>Total</b>
Supplies	\$4,139.80
Capital Equipment	\$43,749.00
Services	\$0.00
Training	\$0.00
Other	\$0.00
<b>Total Funding Request</b>	<b>\$47,888.80</b>

**SCHEDULE "E"**  
**PAYMENT PLAN**

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The payment of Funds will be made by electronic fund transfer by the Province. The Recipient is required to have a profile on the Integrated Financial Information System (IFIS) system and is responsible for keeping it up to date with appropriate banking and contact information.

	<b>Payment Amount</b>	<b>Payment Date</b>
Payment	\$47,888.80	Up to 15 Business Days after all the following occur: <ul style="list-style-type: none"><li>• the Agreement is signed by both parties;</li><li>• the Province receives the following from the Recipient the Certificate of Insurance</li></ul>

## SCHEDULE "F" REPORTS

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The following documents will be required before completion of report back:

- Confirmation of signing authority; and
- Copy of notification to elected official/head for awareness

**Final Report.** The Recipient shall include the following in the Final Report:

- (a) Final expense summary, including a reconciliation of actual payments made by the Province and actual expenses incurred by the Recipient in accordance with the Budget.
- (b) An explanation of variances between the Budget and actual expenses incurred by the Recipient.
- (c) Itemized list of all capital and operating equipment purchased.
- (d) Supporting documents substantiating the Recipient's completion of Project activities.
- (e) Summary of Project and performance measures results demonstrating how the Project has enhanced capabilities.
- (f) Final Report to be completed on TPON by the Recipient's Finance Contact or equivalent in accordance".

A failure to meet any of the reporting requirements described above may impact the Recipient's ability to return Funds under this Agreement, as well as the Recipient's eligibility to receive funding that may be available through **future iterations of the program**.

Unless the Province specifies otherwise, all Reports must be completed in Transfer Payment Ontario.

<b>Project reporting deadline</b>	<b>September 12, 2025</b>
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# 2025 NORTHEASTERN FIRE EDUCATION CONFERENCE AND TRADE SHOW

**MARCH 27 - 30**  
**HUNTSVILLE, ON**



## Northeastern Fire Education Conference and Trade Show

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### 2025 NEFEC Registration Information and Rates

What is included?	Fee
<p><b><i>Main Conference Track</i></b></p> <p><b>Deadline to register: March 14, 2025</b></p> <p><b>Includes the following:</b></p> <ul style="list-style-type: none"> <li>• Main Conference Track on Friday March 28 to Saturday March 29</li> <li>• Half Day Workshop on Sunday, March 30</li> <li>• Welcome Reception on Thursday March 27</li> <li>• Vendor Reception on the Trade Show Floor on Friday March 28</li> <li>• 1 ticket to attend the Banquet on Saturday March 29</li> <li>• Breakfast, lunch, AM and PM coffee breaks on March 28 and March 29</li> <li>• Breakfast and AM coffee break on Sunday March 30</li> </ul>	<p><b>\$660.00 + HST</b></p>
<p><b><i>Municipal Track</i></b></p> <p><b>Includes the following:</b></p> <ul style="list-style-type: none"> <li>• Municipal Track on Friday March 28</li> <li>• Breakfast, lunch, AM and PM coffee breaks on Friday March 28</li> <li>• Access to the trade show on Friday March 28</li> </ul>	<p><b>\$250.00 + HST</b></p>



# Municipal Track - Friday March 28

## Presentation Summaries

### Office of the Fire Marshal (OFM) Update

An update from the Office of the Fire Marshal Executive Team.

### What is new at the Ontario Association of Fire Chiefs (O AFC)?

Learn about what is new at the O AFC, including member services like the new Chief Officer Peer Support Program, as well as exciting changes to upcoming events, recent discussions with government leaders on strategic priorities and more.

### Keynote: Emerging Stronger: The 7 Gifts From Burnout

The 7 Gifts from Burnout presentation is a 60-minute session aimed at fire chiefs, focusing on the transformative potential that burnout can offer when approached with the right mindset and tools. The presentation begins by exploring the nature of burnout, highlighting its emotional, physical, and mental toll on individuals. Through personal stories, such as "The Day I Almost Died," the presentation emphasizes the seriousness of burnout and introduces seven key gifts that can emerge from the experience:

- Gift of Awareness: Understanding one's stress, emotions, and physical body. Techniques such as box breathing and the physiological sigh are introduced as tools for self-regulation.
- Gift of Boundaries: Learning to set and enforce personal boundaries to protect against overwhelm, including the importance of saying "no" and managing one's "stress plate."
- Gift of Emotional Intelligence: Emphasizing self-regulation, purpose, and values, and how these contribute to greater resilience and understanding.

The session encourages self-care practices like TRE (Tension and Trauma Releasing Exercises), the importance of connection, and reframing time management as energy management to maintain overall well-being.

### Cancer Prevention

A study by the Occupational Cancer Research Centre found that Ontario firefighters have an increased risk of developing certain cancers, including testicular cancer, melanoma and prostate cancer, when compared with other workers in Ontario. The International Agency for Research on Cancer has reclassified firefighting as a Group 1 human carcinogen (cancer-causing). Because of this, in Ontario, 19 cancers are presumed to be occupational in nature (presumptive legislation) for firefighters and fire investigators, which has resulted in more than \$500,000,000 in WSIB costs, costs borne by both the province and municipalities. And the human toll and suffering of firefighter cancer has resulted in hundreds of firefighters dying in the line of duty.

But there are things that fire departments can do to reduce the prevalence of firefighter cancer. The Ministry of Labour, Immigration, Training and Skills Development has produced a "Firefighter Cancer Prevention Checklist" which has been beneficial to Fire Chiefs in understanding how they can implement

Cancer Prevention Programs. This presentation will look at the current landscape and data related to firefighter cancers, explore how fire department cancer prevention programs can be effective and assist Municipal Leaders with understanding how they can support their local fire departments to reduce this very serious risk.

### **Asset Management and Fleet Replacement**

With the rising costs of apparatus and fire department equipment, fire chiefs are tasked with developing replacement plans. Understanding the new reality of asset management requires changing old programs to new ones that manage both costs and delivery times. This session will discuss several ways to understand the way assets are now managed in the fire service.

### **Mental Health**

In Ontario, when an emergency responder (police officer, firefighter, paramedic etc.) is diagnosed with post-traumatic stress disorder (PTSD) it is presumed to be occupational. Emergency responder mental health emergencies, PTSD and suicides are at a tragic all time high, leading to significant costs, absenteeism, suffering and death. There are programs that municipalities and fire departments can enact to support the mental health of firefighters, and this presentation will explore these programs; and what is being done nationally, provincially and locally to prevent firefighter PTSD and suicide. This will give Municipal Leaders insight and tools into how to support Fire Chiefs and firefighters to enact local programs to support the mental health and well-being of firefighters.

### **Shared Services**

The presentation will be sharing the positive outcome of 3 fire departments coming together to share a Fire Management Team but maintain their own identities. We will review all of the positive outcomes as well as the lesson learnt from the entire experience including dealing with 3 separate Councils. The new model will be offered as an alternative to the traditional structure that most volunteer/paid on call fire departments currently operate under.

### **Mandatory Certification**

Effective July 1, 2026, all firefighters in Ontario must be certified to meet the requirements of Ontario Regulation 343/22 Firefighter Certification. This session will provide information on what that means for your municipality.

### **Establishing and Regulating By-law/Level of Service to Provide Panel**

Establishing and regulating by-laws outline the responsibilities, structure, and operation of the fire service to ensure its efficiency and alignment with local needs. This panel will provide insight and experiences regarding this topic.

Time	Topic	Presenter	Location
6:30am - 7:00pm	Registration		Activity Desk
7:00am - 8:00am	Breakfast		Waterhouse Ballroom
8:00am - 8:15am	Opening Remarks		Waterhouse Ballroom
8:15am - 8:45am	Office of the Fire Marshal (OFM) Update	Office of the Fire Marshal (OFM) Executive Team	Waterhouse Ballroom with the Main Track
8:45am - 9:15am	What is new at the Ontario Association of Fire Chiefs (O AFC)?	O AFC President Deputy Chief Rob Grimwood	Waterhouse Ballroom with the Main Track
9:15am - 10:15am	Keynote: Emerging Stronger: The 7 Gifts From Burnout	Arjuna George	Waterhouse Ballroom with the Main Track
10:15am - 10:30am	Coffee Break		Ballroom Conference Hallway
10:30am - 11:30am	Cancer Prevention	Deputy Chief Rob Grimwood	TBD
11:30am - 12:00pm	Asset Management and Fleet Replacement	Fire Chief Jeremy Parkin	TBD
12:00pm - 1:00pm	Lunch		Peninsula
1:00pm - 2:00pm	Mental Health	Deputy Chief Rob Grimwood	TBD
2:00pm - 2:45pm	Shared Services	Fire Chief Chris Harrow	TBD
2:45pm - 3:00pm	Coffee Break		Ballroom Conference Hallway

3:00pm - 4:00pm	Mandatory Certification	Deputy Fire Marshal John McBeth, OFM	TBD
4:00pm - 5:00pm	Establishing and Regulating By-law/Level of Service to Provide Panel	Deputy Fire Marshal Carrie Clark, OFM and 3 Fire Chiefs	TBD
4:00pm - 8:00pm	Trade Show		Legacy Hall
4:00pm - 8:00pm	Networking Reception on Trade Show Floor		Legacy Hall



## A Proclamation on World Autism Day 2025

### **Whereas:**

World Autism Day is recognized on April 2, 2025, in Canada. Autism Ontario is one of the largest collective voices representing the autism community, and the work we do helps all autistic individuals and families in their communities have access to meaningful support, information, and connections — not only on April 2 but every day throughout the year.

### **Whereas:**

Autism impacts more than 135,000 individuals in Ontario, representing 1 in every 50 Canadian children and youth. It not only influences the lives of autistics but also their friends, families, and communities. It's crucial for us to raise awareness, and acceptance, provide support and promote a more inclusive society.

### **Whereas:**

Autism is a diverse spectrum that varies widely among individuals. Each person's experience with autism can change over time. This evolving journey highlights the uniqueness of every autistic individual, emphasizing the need for understanding and support tailored to their specific needs.

### **Whereas:**

Autism Ontario is the leading source of information and referral on autism, and since 1973, has been providing support, information, and opportunities for thousands of families and individuals across the province.

### **Whereas:**

Autism Ontario is devoted to raising public awareness about autism and addressing the everyday challenges faced by individuals with autism, their families, and the professionals who work alongside them. We urge everyone to recognize and celebrate the unique differences and needs of others, fostering an inclusive environment where all individuals can participate fully in activities and discussions. Together, we can create a society that values and includes everyone.

### **Now Therefore:**

BE IT RESOLVED that I, (insert Mayor name or designate), do hereby recognize April 2 as World Autism Day while committing to embrace awareness and acceptance today and every day throughout the year.

Dated at (municipality), Ontario this 2<sup>nd</sup> day of April 2025.

**CORPORATION OF THE TOWNSHIP OF CHISHOLM  
BY-LAW NUMBER 2025-08**

*A by-law to confirm the proceedings of the Council of the Township of Chisholm  
at the regular meeting held on February 11, 2025*

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the power, including a municipality's capacity, rights, powers and privileges under section 9 of the Act, of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Township of Chisholm at this meeting be confirmed and adopted by by-law;

NOW THEREFORE, the Council of the Corporation of the Township of Chisholm enacts as follows:

1. That the actions of the Council of the Township of Chisholm in respect of each motion and resolution passed and other action taken by the Council of the Township of Chisholm at this meeting, save and except any directions passed in the closed session, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the CAO Clerk-Treasurer or Alternate and the appropriate officials of the Township of Chisholm are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Township of Chisholm referred to in the preceding section.
3. The CAO Clerk-Treasurer, or in the absence of the CAO Clerk-Treasurer the Acting Clerk, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the corporate seal of the Township of Chisholm.
4. That this By-law shall come into force and take effect upon the passing thereof.

READ a first, second and third time and passed this 11<sup>th</sup> day of February, 2025.

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Mayor, Gail Degagne

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CAO Clerk-Treasurer, Lesley Marshall