

9.4

CAO REPORT TO COUNCIL 2026-15 Changes in East Nipissing Planning Board Fees and Amendments to the Municipality of Calvin's Fees and Charges By-Law

Feb 24, 2026 Meeting

Purpose:

This report provides an update on recent fee changes approved by the East Nipissing Planning Board (ENPB) and outlines necessary amendments to the Municipality of Calvin's Fees and Charges By-Law to ensure accurate fee structures and compliance with relevant regulations.

Background:

On February 13, 2025, the East Nipissing Planning Board (ENPB) Secretary informed member municipalities' CAOs that the ENPB has approved increases in its planning service fees. Below is a summary of the new fees:

- Official Plan Amendment: \$2500 (unchanged)
- Consent Application (includes a fee to the North Bay Mattawa Conservation Authority of \$125): \$800 to \$900
- Right of Way (alone): \$800 to \$900
- Lot Addition (alone): \$800 to \$900
- Right of Way or Lot Addition with a Consent: \$300 to \$400
- Pre-Consultation Fee: \$200 (unchanged)

Note: All fees are payable to, and accepted only by, the East Nipissing Planning Board.

Issues Identified:

Municipality of Calvin's Fees and Charges By-Law:

Historically, the Municipality of Calvin has included the East Nipissing Planning Board's fees in its Fees and Charges By-Law, Schedule D. However, it is important to note that these fees are determined and controlled by the ENPB, not the Municipality. Therefore, it is necessary to remove references to the ENPB fees from the Municipality's By-Law.

The current (and past) Fees and Charges By-Law also includes a planning fee refund schedule that is not referenced in the ENPB's recent communication. A request for the ENPB by-law was made, and once received, it will be added to the Consent Application package for applicants' information purposes.

The current By-Law includes fees that are not set by the Municipality but by the ENPB. This error must be corrected to align with jurisdiction of fee determination.

Next Steps:

- By-Law Amendments:

The Municipality's Fees and Charges By-Law will need to be amended to:

Remove references to the East Nipissing Planning Board's fees, as the ENPB determines these fees independently.

- Public Notice Requirement:

Given that at this time, no changes to the actual fees will be made in the revised By-Law, there is no requirement to serve public notice as per Ontario Regulation 244/02 of the Municipal Act, 2001, which states that municipalities must provide notice of their intention to pass a by-law to impose or change fees.

Recommendation:

It is recommended that the Council:

Be aware of a revised by-law coming forward which will remove references to East Nipissing Planning Board fees and external agency fees, ensuring alignment with the jurisdiction of fee-setting bodies.

Additionally, staff will review the by-laws related to the zoning application process to determine the responsibilities and procedures involved, to ensure that there is a clear, publicly available process in place, and staff will verify whether Council, in its current term, has received any training to review zoning related applications. Additionally, staff will review the relevant fee structure and bring recommendations back to council.

Conclusion:

By correcting these issues, the Municipality of Calvin will ensure its Fees and Charges By-Law is compliant with regulations, reflects accurate fee structures, and avoids confusion regarding the authority and responsibility for fee setting.

By focusing on these key areas—process clarity, accountability, training, public transparency, and proper fee structure. This will ensure that all necessary components are addressed in a logical, structured way, providing Council with the information needed to make informed decisions moving forward.

From: East Nipissing Planning Board <admin@enpb.ca>

Sent: February 13, 2026 7:50 AM

To: Jason McMartin <clerk@papineaucameron.ca>; CAO <CAO@calvintownship.ca>

Subject: Revised consent application

Good morning Jason & Donna,

Attached is a revised consent (severance) application. Please replace all copies of the old application with the new one & post the new application on your websites.

Thank you,

JoAnne Montreuil,
Secretary Treasurer,
East Nipissing Planning Board

CAO

From: CAO
Sent: February 13, 2026 9:41 AM
To: 'East Nipissing Planning Board'; 'Jason McMartin'
Subject: RE: Revised consent application

Oops. Can you please forward a copy of the new bylaw.
Thank you
Donna

Donna Maitland
CAO/Clerk/Treasurer
Municipality of Calvin
1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0
Ph: 705-744-2700
www.calvintownship.ca



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From: CAO
Sent: February 13, 2026 9:26 AM
To: 'East Nipissing Planning Board' <admin@enpb.ca>; Jason McMartin <clerk@papineaucameron.ca>
Subject: RE: Revised consent application

Hi Jason
I read to see/know what is different. FYI

1. Fee changes
2. You will need to add your municipality's map (p10 indicates your municipality's map is below)
3. The ENPB has now included contacts for a few planners

Joanne, did I miss anything? Thanks

Donna

Donna Maitland
CAO/Clerk/Treasurer
Municipality of Calvin

1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0

Ph: 705-744-2700

www.calvintownship.ca



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Instructions for Consent (Severance) Application

Background Information: The East Nipissing Planning Board processes the applications for consents for the Municipalities of Calvin, and Mattawan and the Township of Papineau-Cameron. A consent is required for the creation of a new lot, a lot addition, a right-of-way and/or easement. It is suggested that applicant(s) pre-consult with the East Nipissing Planning Board Secretary to ensure that your application will meet all requirements.

Step 1: Obtain a copy of the application from your local municipality, their website or have a copy emailed to you. The Board requires the original application copy plus seven (7) copies. Keep a copy for yourself. **Do not sign** Section 7 on the application until you are in front of a commissioner to verify your signature.

Step 2: You need to take your completed application to one of the licensed Planners on the list provided to you to ensure that your application conforms to the East Nipissing Official Plan and the Provincial Policy Statement.

Upon submission of the completed application, the letter from the Planner, and payment of the fee, the Board will accept and circulate to the required agencies, that being the North Bay-Mattawa Conservation Authority, the local township/municipality, Ministry of Transportation (if located on the controlled access highway), the Ministry of Mines and the neighbours within 200 feet or 60 metres.

Step 3: The Board will set the date for the next meeting to deliberate on the responses received and set provisional conditions. There is an appeal period of twenty (20) days for any objections to be received. Appeals are made to the attention of the Secretary Treasurer of the East Nipissing Planning Board and must be on the required forms as provided on the website of the Ontario Land Tribunal (OLT), <http://olt.gov.on.ca> and must include the prescribe processing fee. The provisional conditions shall set out the conditions of approval that the applicant is required to completed within two (2) years. No notice shall be given at the end of the second year. If the conditions are not fulfilled within two years, the Notice of Decision is null and void, in accordance with the Planning act.

Step 4: The applicant will then hire a surveyor to complete and register a survey, and have a lawyer register the new lot once all of the conditions have been met. The Board will issue a Certificate of Consent approval to enable registration. The lawyer will complete the registration process by working with the Planning Board to verify that the conditions have been met and the certificate issued for the registration of the new lot.

Contacts: Papineau-Cameron website: papineaucameron.ca 705-744-5610, Calvin website: calvintownship.ca 705-744 -2700, Mattawan website: mattawan.ca 705-744-5680 and the East Nipissing Planning Board email admin@enpb.ca (cell) 705-825-2523

APPLICATION FOR CONSENT

The Planning Act, Section 53(2), Ontario Regulation 197/96 as amended

1.0 APPLICANT INFORMATION		
Complete the information below. All communication will be directed to the Primary Contact with a copy to the Owner.		
1.1 Name of Owner(s). An owner's authorization is required in Section 8, <i>if the applicant is not the owner.</i>		
Name of Owner	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.
Email		Cell No.
1.2 Agent/Solicitor/Applicant: Name of the person who is to be contacted about the application. If different than the owner. (This may be a person or firm acting on behalf of the owner. See Section 8)		
Name of Contact Person/Agent	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.
Email:		Cell No.
1.3 Indicate to whom correspondence is to be sent (check one please)		
Owner	Authorized Agent	Solicitor

2.0 LOCATION OF THE SUBJECT LAND (COMPLETE APPLICABLE BOXES IN 2.1)			
2.1 Municipal Address (mailing address)			Postal Code
Concession Number(s)	Lot Number(s)	Registered Plan No.	Lot(s)/Block(s)
Reference Plan No.	Part Number(s)	Parcel Number(s)	Former Township:
Assessment Roll No.			

3.0 PURPOSE OF APPLICATION	
3.1	Type and Purpose of the proposed transaction (check appropriate space): <input type="checkbox"/> Creation of a new lot <input type="checkbox"/> Addition to a lot <input type="checkbox"/> Right-of-way <input type="checkbox"/> Easement <input type="checkbox"/> Other purpose (please specify)
3.2	Name of person(s), if known, to whom land or interest in land is to be transferred, leased or changed:
3.3	If a lot addition, identify/describe the lands to which the parcel will be added (Also illustrate on the required sketch):

4.0 DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION	
4.1 Lands to be Severed	
Frontage(m): Depth (m): Area (hec/acre):	Existing Use: Proposed Use: Existing Buildings/Structures: Proposed Buildings/Structures:
4.2 Lands to be Retained	
Frontage(m): Depth (m): Area (hec/acre):	Existing Use: Proposed Use: Existing Buildings/Structures: Proposed Buildings/Structures:

4.3	Are there any easements or restrictive covenants affecting the subject lands? If yes, please describe the easement or covenant and its effect.	Yes <input type="radio"/>	No <input type="radio"/>
4.4 Type of Access (Check appropriate box and state road name):			
Severed	Retained		
<input type="checkbox"/>	<input type="checkbox"/>	Provincial Highway (#):	
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road, Maintained Year Round:	
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road, Seasonally Maintained:	
<input type="checkbox"/>	<input type="checkbox"/>	County/District Road (#):	
<input type="checkbox"/>	<input type="checkbox"/>	Private Road:	
<input type="checkbox"/>	<input type="checkbox"/>	Right-of-way:	
<input type="checkbox"/>	<input type="checkbox"/>	Water Access:	
4.5 If located on a Municipal Road or Provincial Highway, is there an existing Municipal Road or Provincial Highway approved entrance to the proposed severed lot? <input type="radio"/> Yes <input type="radio"/> No			
If no, please indicate on sketch, location of proposed entrance for Public Works Manager's inspection purposes.			
4.6 If located on water:			
a) What is the name of the water body?			
b) Describe the location of parking and docking facilities to be used and the distance from the subject lands. Indicate whether parking is public or private			
4.7 Water Supply for Retained land shall be provided by:			
<input type="checkbox"/>	Municipal piped water	<input type="checkbox"/>	Privately owned & operated individual wells for each lot
<input type="checkbox"/>	Privately Owned and Operated Communal Well	<input type="checkbox"/>	Other (specify, e.g., lake, bottled):
4.8 Water Supply for Severed Parcel(s) shall be provided by:			
<input type="checkbox"/>	Municipal piped water	<input type="checkbox"/>	Privately owned & operated individual wells for each lot
<input type="checkbox"/>	Privately Owned and Operated Communal Well	<input type="checkbox"/>	Other (specify, e.g., lake, bottled):
4.9 Sewage Disposal for Retained land shall be provided by:			
<input type="checkbox"/>	Municipal sanitary sewers	<input type="checkbox"/>	Privately owned individual septic system for each lot
<input type="checkbox"/>	Privately owned communal collection	<input type="checkbox"/>	Other (specify):
If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent produced per day as a result of the development being completed, a servicing options report and a hydrogeological report is required.			
Title and date of servicing options report and/or hydrogeological report:			

4.10 Sewage Disposal for Severed Parcel(s) shall be provided by:			
<input type="checkbox"/>	Municipal sanitary sewers	<input type="checkbox"/>	Privately owned individual septic system for each lot
<input type="checkbox"/>	Privately owned communal collection	<input type="checkbox"/>	Other (specify):
<p>If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent produced per day as a result of the development being completed, a servicing options report and a hydrogeological report is required.</p> <p>Title and date of servicing options report and/or hydrogeological report:</p>			
4.11 Storm Drainage (Indicate the proposed storm drainage system)			
<input type="checkbox"/>	Storm Sewers	<input type="checkbox"/>	Ditches
<input type="checkbox"/>	Swales	<input type="checkbox"/>	Other (please state)
4.12 Other Services (Check if the service is available)			
<input type="checkbox"/>	Electricity	<input type="checkbox"/>	School Bussing
<input type="checkbox"/>	Garbage Collection		

5.0 LAND USE AND HISTORY OF THE SUBJECT LAND	
5.1	<p>Has the subject land ever been the subject of an application for approval of a plan of subdivision or a consent under the Planning Act? Yes <input type="radio"/> No <input type="radio"/> Unknown <input type="radio"/></p> <p>If Yes and if known, provide below, the application file number and the decision made on the application.</p>
5.2	<p>Has any land been severed from the parcel originally acquired by the current owner of the subject land? Yes <input type="radio"/> No <input type="radio"/> Unknown <input type="radio"/></p> <p>If yes and if known, indicate previous severances on the required sketch and supply the following information for each lot severed.</p> <p>Date of transfer:</p> <p>Name of Transferee:</p> <p>Land use of parcel:</p>
5.3	<p>Has any land been severed from the parcel by the prior owner(s)? Yes <input type="radio"/> No <input type="radio"/> Unknown <input type="radio"/></p> <p>If yes and if known, please provide below any names & if possible, current addresses of prior owners of which you may be aware:</p>
5.4	<p>Did the current owner acquire the subject land as a result of a consent (i.e. was a lot severed and transferred to the current owner)? Yes <input type="radio"/> No <input type="radio"/></p> <p>If yes, prior owner should be noted in 5.3 above.</p>
5.5	Current Zoning (Specify zone symbol):
5.6	Current Official Plan Land Use Designation:

5.7 Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted for approval? Yes No If yes, specify the file number and status of the application:

5.8 If the subject lands are the subject of any other application under the *Planning Act*, please fill out required fields on page 1.

5.9 Has the property ever been subject to an application under the *Planning Act*? Yes No
 If the answer was yes, please indicate the file number and status of the application:

Has any land been severed from the parcel originally acquired by the owner of the subject land? Yes No
 If the answer was 'yes', please indicate the date of the transfer, the name of the transferee and the uses of the severed land:

5.10 Is the application consistent with policy statements issued under subsection 3(1) of the *Planning Act*?
 Yes No If yes, please explain how the application is consistent with the Provincial Policy Statement, reference section numbers:

5.11 Land Use Features

ARE THERE ANY OF THE FOLLOWING USES OR FEATURES ON THE SUBJECT LANDS AND/OR WITHIN 500 METRES OF THE SUBJECT LANDS	ON THE SUBJECT LANDS	WITHIN 500 METRES OF SUBJECT LANDS
An agricultural operation (any livestock facility, occupied or vacant, including manure storage). If yes, please submit a Minimum Distance Separation (MDS) calculation with application (<i>contact Secretary Treasurer for More Information</i>)	<input type="checkbox"/>	<input type="checkbox"/>
A landfill site (active or non-operating)	<input type="checkbox"/>	<input type="checkbox"/>
A sewage treatment plant or waste stabilization pond	<input type="checkbox"/>	<input type="checkbox"/>
A Municipal or Federal Airport (including an aerodrome)	<input type="checkbox"/>	<input type="checkbox"/>
A municipal wellhead within 1000 m	<input type="checkbox"/>	<input type="checkbox"/>
An operating mine site within 1000 m (specify mine site)	<input type="checkbox"/>	<input type="checkbox"/>
A rehabilitated or abandoned mine site or mine hazards	<input type="checkbox"/>	<input type="checkbox"/>
An operating pit within 150 m or quarry within 500 m.	<input type="checkbox"/>	<input type="checkbox"/>
Any industrial use	<input type="checkbox"/>	<input type="checkbox"/>
Provincial Park or Crown Lands	<input type="checkbox"/>	<input type="checkbox"/>
An active or abandoned rail line and/or trail	<input type="checkbox"/>	<input type="checkbox"/>
A natural gas or petroleum pipeline	<input type="checkbox"/>	<input type="checkbox"/>
A floodplain	<input type="checkbox"/>	<input type="checkbox"/>
Significant wildlife habitat and/or significant habitat of Species at Risk (including but not limited to endangered and threatened species)	<input type="checkbox"/>	<input type="checkbox"/>
Fish habitat	<input type="checkbox"/>	<input type="checkbox"/>

A contaminated site	<input type="checkbox"/>	<input type="checkbox"/>
Utility Corridor, electricity generating station, transformer (high voltage electric transmission line)	<input type="checkbox"/>	<input type="checkbox"/>
An active railway line, railway yard or Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>

5.12 Is there a Provincially Significant Wetland (Class 1, 2 or 3) on or within 120 metres of the subject lands?
 Yes No

5.13 Do the subject lands contain any known cultural heritage, archaeological resources and/or areas of archaeological potential?
 Yes No Unknown

5.14 If yes to 5.13, does the application propose to develop lands within the subject lands that contain known cultural heritage, archaeological resources and/or areas of archaeological potential?
 Yes No Unknown

Note: If yes to 5.13 or 5.14, please contact the Ministry of Tourism and Culture to determine the need for any additional information or reports.

5.15 a) Has there been an Industrial Use, Commercial Use or an Orchard, on the subject lands or adjacent lands?
 Yes No Unknown

b) If yes, specify the use(s):

c) Has the grading of the subject lands been changed by adding/removing earth or other material(s)?
 Yes No Unknown

d) Has a gas station been located on the subject lands or adjacent lands at any time?
 Yes No Unknown

e) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown

f) Is there any reason to believe the subject lands may have been contaminated by former uses on the site or adjacent lands?
 Yes No Unknown

g) If yes to any of 5.15 a) to f), has an Environmental Site Assessment (ESA) been conducted under the Environmental Assessment Act or has a Record of Site Condition (RSC) been filed?
 Yes No Unknown

6.0 OTHER INFORMATION

6.1 Is there any other information that you think may be useful to the East Nipissing Planning Board or other agencies in reviewing this application? If so, explain below or attach a separate sheet if necessary.

7.0 AFFIDAVIT OR SWORN DECLARATION

Declaration for the prescribed information: I (we) _____ of the _____ of _____ in the _____ of _____ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true. Furthermore, I (We) agree to allow the Municipality, its employees and agents to enter upon the subject land for the purpose of conducting a site inspection that may be necessary to process the application.

Sworn (or Declared) before me at the _____ of _____ in the _____ of _____, this _____ day of _____, 20 ____

Commissioner of Oaths (include stamp below)

Signature of Applicant/Solicitor or Authorized Agent

8.0 AUTHORIZATION (if applicable)

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed. I _____, am the owner of the land that is the subject of this application for consent and I authorize _____ to make this application on my behalf.

Signature of Owner _____ Date _____

10.0 AGREEMENT TO INDEMNIFY

AGREEMENT TO INDEMNIFY

The applicant hereby agrees to indemnify and save harmless the East Nipissing Planning Board from all costs and expenses that the Board may incur in connection with the processing of the applicant's application for approval under the Planning Act. Without limiting the foregoing, such costs and expenses will include all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the Board to process the application together with all costs and expenses arising from or incurred in connection with the Board being required, or...

requested by the applicant, to appear at the hearing of any appeal to the Local Planning Appeal Tribunal from any decision of the Board, as the case may be, approving the applicant's application.

The applicant acknowledges and agrees that if any amount owing to the Board in respect of the application is not paid when due, the Board will not be required to process or to continue processing the application, or to appear before the L.P.A.T. in support of a decision approving the application until the amount has been paid in full. The applicant further acknowledges and agrees that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Board may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action.

Date

Signature of Owner

Owner's Name: Printed

11.0 COLLECTION OF INFORMATION

Personal information collected on this form is collected under the authority of the Planning Act, R.S.O. 1990, as amended and will be used to assist in making a decision on this matter. All names, Addresses, opinions and comments will be made available for public disclosure.

Questions Regarding this collection should be forwarded to:

Secretary of the East Nipissing Planning Board _____, Ontario _____,

Phone: _____.

- 11.1 All information requested in this form is mandatory and is either prescribed under Ontario Regulation 197/96 as amended or is required by the Committee of Adjustment.
- 11.2 If an application is deemed to be incomplete, it will be returned, and the time period referred to in subsection 53 (14) of the *Planning Act* for an appeal to the Ontario Municipal Board for failure to make a decision does not begin.
- 11.3 Please indicate on the enclosed key map, the location of the subject property.
- 11.4 In order to enable the required personnel to inspect the property, please provide on Page 10, clear & concise directions to the subject land. If property is not located on a highway or municipal road, please provide a sketch below or on the reverse. Please note it is very important that the directions are adequate. If the inspectors are unable to locate the subject lands because of poor directions, your application may be delayed.
- 11.5 It is required that two (2) copies of the application along with the prescribed fee be filed with the Secretary Treasurer of the _____ of _____ accompanied by the prescribed fee in cash or by cheque payable to the _____ of _____.

KEY MAP

Below is a key map of the geographic Township of _____. Please indicate on this map, where the subject land is located.

Directions to the Site

In order to assess your application, the site must be inspected by the Secretary Treasurer, Building Inspector, and the Public Works Manager; and a representative of the Conservation Authority. Please provide clear, concise directions below. If the subject property is not located on a highway or a main municipal road, please include a simple sketch below to assist the inspector(s) in addition to the Key Map below.

PLANNERS

Ashley Bilodeau (office) 705-962-0092 (email) ashley@ashleymeghan.ca

Dave Welwood (office) 705-806-1440 (email) dwelwood@jlrichards.ca

Steve McArthur (office) 705-474-1210 (cell) 705-492-8587

(email) steve.mcarthur@tulloch.ca

Paul Goodridge (office) 705-493-7974 (email) paul.goodridge@ggpsltd.com

East Nipissing Planning Board Services Fees	
Service	Fee
Official Plan Amendment	\$2,500.00
Consent Application (Severance) Includes a fee to the North Bay-Mattawa Conservation Authority (NBMCA) of \$125.00	\$900.00
Right-of-Way (alone)	\$900.00
Lot Addition (alone)	\$900.00
Right-of-Way or Lot Addition with a Consent (Severance)	\$400.00
Pre-Consultation Fee	\$200.00

Resolution 2026-009 - effective January 1, 2026

Current By law

Calvin



Corporation of the Municipality of Calvin

By-Law NO. 2025-11

Being A By-Law to Amend By-Law 2024-54 -Fees and Charges, Schedule "B"

BEING A BY-LAW TO IMPOSE AND CONSOLIDATE THE FEES AND CHARGES FOR MUNICIPAL SERVICES OR ACTIVITIES AND FOR THE USE OF ITS PROPERTY.

WHEREAS Section 391(1) of the Municipal Act, S.O. 2001, c.25 as amended, without limiting Sections 9, 10 and 11 authorizes municipalities to impose fees or charges on persons, for services or activities provided or done by or on behalf of the municipality, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or local board; and for the use of its property including property under its control;

AND WHEREAS Section 398 (2) of the Municipal Act, S.O. 2001, c.25 as amended, provides for the addition of fees and charges imposed by the municipality or local board, respectively, to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes: any property for which all the owners are responsible for paying the fees and charges;

AND WHEREAS Section 23.1 (1) of the Municipal Act, S.O. 2001, c. 25 as amended, authorizes a municipality to delegate its powers and duties to a person or body subject to the restrictions set in that Part;

AND WHEREAS Section 69 (1) of the Planning Act, R.S.O. 1990, c.13 provides that the Council of a municipality may by By-law establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the Council of the municipality;

AND WHEREAS Section 7 (1) of the Building Code Act, S.O. 1992, c. 23 as amended, provides that the Council of a municipality may pass by-laws requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof, providing for refunds of fees under such circumstances as are prescribed;

AND WHEREAS Section 27 (1) of the Cemeteries Act (Revised), R.S.O. 1990, c.4. s. 2 (1), provides every owner shall file with the Registrar a price list of all interment rights and cemetery services and supplies that may be sold and all charges that may be made by that owner;

AND WHEREAS the Council of the Corporation of the Municipality of Calvin is desirous of establishing user fees and charges to recover some of the costs for services and rents provided by the Corporation;

NOW THEREFORE the Council of the Corporation of the Municipality of Calvin enacts as follows:

1. That the user fees, charges and rents as specified in Schedules A and B, C, D, E, F, G, H and I to this By-law be charged by the Corporation of the Municipality of Calvin for those services and activities provided by the Corporation, for costs payable by it for services or activities provided or done by or on behalf of any

other municipality or any local board; and for the use of property owned or under the control of the Corporation.

2. All fees and charges set out in this By-law shall be payable prior to the provision of the service unless an agreement in writing is made to the contrary and approved by the appropriate municipal official.

3. In the event any fee or charge imposed herein remains unpaid after provision of the service or is otherwise in arrears, such fees or charges may be added to the Tax Roll for any real property in the municipality, the owner of which is responsible for paying the fee charge and shall be collected in like manner as municipal taxes.

4. In default of payment of any charge levied herein, by the required due date for the payment thereof, a percentage charge of one and one-quarter percent (1 ¼%) is hereby imposed as a penalty for non-payment of such charge thereof, and such penalty shall be added to the charge as aforesaid or any installment or part thereof remaining unpaid on the first day of each calendar month thereafter in which default continues.

5. Council does hereby delegate to the CAO of the Corporation of the Municipality of Calvin, the authority to administer such fees and charges and approve such forms and procedures as may be required for the efficient administration of the fees and charges.

6. The fees set out in this By-law shall be reviewed on an annual basis by the CAO and each department manager prior to adoption of the current budget and if there is a discrepancy in fee prices, the fees set out herein supersede any fees listed in other By-laws.

7. All fees and charges listed in the Schedules to this By-law include all applicable taxes.

8. That the fees and charges set out in the attached Schedules are hereby imposed and ratified.

Set out as follows:

Schedule A Clerk/Corporate Services

Schedule B Building Inspection Services

Schedule C Landfill Site Services

Schedule D Planning Services

Schedule E Recreation Hall Services

Schedule F Fire Services

Schedule G Public Works Services

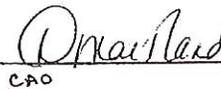
Schedule H Cemetery Price List

Schedule I Closure and Disposition of Shoreline Road Allowances

9. By-Law No. 2024-54 all associated amendments to the Fees and Charges By-law are repealed.

10. That this By-law shall come into full force and take effect as of the date of its signing by the Mayor/Deputy Mayor and CAO.


MAYOR


CAO

SCHEDULE "D" By-Law 2025-11
THE CORPORATION OF THE MUNICIPALITY OF CALVIN
PLANNING SERVICES Official Plan Amendment \$2750

- Major	
Official Plan Amendment -Minor	\$1650
Zoning By-law Amendment	\$1050
Consent Application (payable to East Nipissing Planning Board)	\$800
Minor Variance/Permission	\$520
Subdivision	\$5500
Site Plan Control	\$1100
Part-lot control, Validation of Title	\$175
Combined OPA and ZBLA	75% of combined costs
Lift Holding Symbol	\$275.00
Communications Facility	\$550.00
Pre-consultation Fee	\$220.00

Planning Fees Refund Schedule – Municipality of Calvin		
Item	Refund	Description
Pre-consultation Fee, fee for additional meeting, circulation report or Planning report	Non refundable	Applicable to all pre-consultation and additional cost activities.
Application is withdrawn, or abandoned prior to preparation of first Planning Report	90%	Request must be made in writing prior to refund. No refund will be given where application has been abandoned and no response is made to Municipal correspondence to applicant within 90 days
Application is withdrawn after Planning Report but prior to Council decision	50%	Request must be made in writing prior to refund.
Application is refused by Council	75%	Municipality will issue refund.
Any application to the Committee of Adjustment	Non refundable	
Application is withdrawn prior to draft plan approval for subdivision or condominium	50%	Request must be made in writing prior to refund.
Post Council decision	Non refundable	
Demise of applicant		Refund will be prorated based on the request of the estate as the difference between the funds expended and amount of deposit or application fee will be refunded once final determination of costs are made by the Municipality
Deposit		Difference between funds expended and amount of deposit will be refunded once final determination of costs are made by the Municipality

Committee of a Whole meeting dates

Tuesday March 3rd 4pm

Tuesday April 21st 4pm

Tuesday May 19th 4pm

Tuesday June 16th 4pm

9.6

THE MUNICIPALITY OF NORTH PERTH
COUNCIL MEETING
Regular Council - Updated



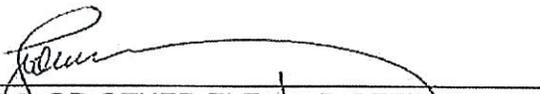
Agenda Number: 7.
Resolution Number 15.01.26
Date: January 26, 2026

Moved By Allan Rothwell
Seconded By Sarah Blazek

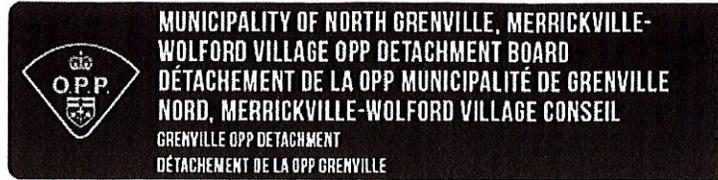
THAT: The Council of the Municipality of North Perth supports item 7.13 Municipality of North Grenville, Merrickville-Wolford Village OPP Detachment Board Regarding Enhanced School Bus Safety; and

THAT: The resolution be circulated to Perth-Wellington MP, Perth-Wellington MPP, Association of Municipalities of Ontario (AMO), and all Ontario Municipalities.

ACTION ON MOTION:



MAYOR OR OTHER ELECTED OFFICIAL



285 County Road 44, Box 130
Kemptville, ON K0G 1J0
T: 613) 258-9569
clerk@northgrenville.on.ca

January 2, 2025

The Honourable Doug Ford
Premier of Ontario

The Honourable Prabmeet Sarkaria
Minister of Transportation
Province of Ontario

RE: Support for Enhanced School Bus Safety and the Implementation of Stop-Arm Camera Systems

Dear Premier Ford and Minister Sarkaria,

On behalf of the Grenville 1 O.P.P. Detachment Board, we are writing to express our strong support for enhanced school bus safety measures across Ontario, including the implementation of school bus stop-arm camera systems and other child-safety technologies.

Illegal passing of stopped school buses remains a persistent and dangerous problem in Ontario, occurring an estimated 30,000 times per day. These violations place children at serious risk and continue to result in preventable injuries and fatalities. Municipalities require additional tools to address this issue effectively and consistently.

The Grenville 1 O.P.P. Detachment Board supports provincial investment in and expansion of school bus stop-arm camera systems under Part XIV.3 (School Bus Camera Systems) of the Highway Traffic Act. These systems have proven effective in deterring dangerous driving behaviour, improving compliance, and enhancing accountability. Provincial funding and support would enable municipalities to implement these technologies equitably and at scale.

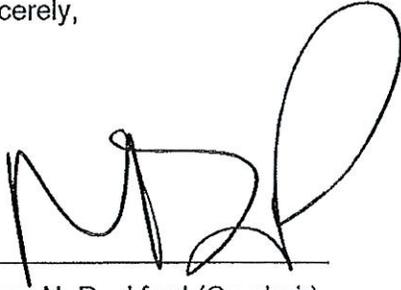
Grenville 1 O.P.P. Detachment Board also proudly supports the Let's Remember Adam – Stop for the School Bus campaign, launched in memory of Adam Ranger, a five-year-old child who tragically lost his life when a driver failed to stop for a school bus displaying its flashing lights and stop arm. Adam's story underscores the urgent need for stronger enforcement, public education, and modern safety solutions to protect children travelling to and from school.

We respectfully call on the Province of Ontario to continue advancing this life-saving work by providing municipalities with the funding mechanisms, legislative support, and implementation guidance necessary to deploy stop-arm cameras and complementary safety technologies province-wide.

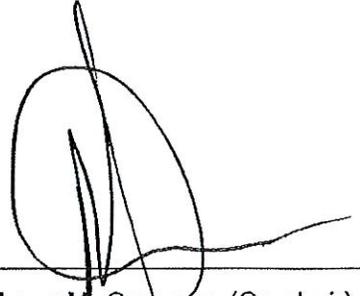
Protecting children is a shared responsibility. With provincial leadership and municipal partnership, we can take meaningful action to prevent further tragedies and ensure Ontario's roads are safer for students and families.

Thank you for your consideration and continued commitment to road safety.

Sincerely,

A handwritten signature in black ink, consisting of several loops and a large, prominent oval shape on the right side.

Mayor N. Peckford (Co-chair)
Municipality of North Grenville

A handwritten signature in black ink, featuring a large, circular loop on the left and a long, sweeping horizontal stroke extending to the right.

Mayor M. Cameron (Co-chair)
Village of Merrickville-Wolford

cc:

The Honourable Steve Clark, Government House Leader
Association of Municipalities of Ontario (AMO)
Ontario Municipalities

Enclosed: Co-signing Template

[Municipality Name]

[Municipal Address]

[Date]

The Honourable Doug Ford

Premier of Ontario

The Honourable Prabmeet Sarkaria

Minister of Transportation

Province of Ontario

Re: Municipal Support for School Bus Safety and Stop-Arm Camera Systems

Dear Premier Ford and Minister Sarkaria,

On behalf of the **[Council / Municipality / Township / City]** of **[Municipality Name]**, I am writing to express our strong support for enhanced school bus safety measures across Ontario, including the implementation of school bus stop-arm camera systems and other child-safety technologies.

Illegal passing of stopped school buses remains a serious and widespread issue throughout the province, occurring an estimated 30,000 times per day. These violations place children at unacceptable risk and continue to result in preventable injuries and fatalities. Municipalities require effective, modern enforcement tools to address this dangerous behaviour.

[Municipality Name] supports provincial investment in and expansion of school bus stop-arm camera systems under Part XIV.3 (School Bus Camera Systems) of the *Highway Traffic Act*. These systems have demonstrated success in deterring illegal passing, improving driver compliance, and strengthening accountability. Provincial funding and implementation support would help ensure municipalities of all sizes can deploy this technology equitably.

We also support the Let's Remember Adam – Stop for the School Bus campaign, launched in memory of Adam Ranger, a five-year-old child who tragically lost his life when a driver failed to stop for a school bus displaying its flashing lights and stop arm. This tragedy highlights the urgent need for continued public education, enforcement, and the use of technology to better protect children travelling to and from school.

We respectfully call on the Province of Ontario to provide municipalities with the necessary funding tools, legislative support, and implementation guidance to advance school bus stop-arm camera systems and complementary child-safety initiatives across Ontario.

Protecting children on our roads is a shared responsibility. Through strong provincial leadership and municipal partnership, meaningful progress can be made to prevent further tragedies and enhance road safety for families across Ontario.

Thank you for your attention to this important matter.

Sincerely,

[Name]

[Title – Mayor / Reeve / Warden]

[Municipality Name]

cc:

The Honourable Steve Clark, Government House Leader
Association of Municipalities of Ontario (AMO)
Ontario Municipalities



AORS
PROMOTING KNOWLEDGE. PURSUING EXCELLENCE.

9.7

Minister of Labour, Immigration, Training and Skills Development David Piccini
14th Floor, 400 University Avenue
Toronto, ON M7A 1T7

February 5, 2026

Dear Minister Piccini,

On behalf of Ontario's municipal public works professionals, we are writing to raise an urgent health and safety concern that is increasingly placing municipal workers and subcontractors at risk while they maintain the critical infrastructure our communities rely on every day.

While the Occupational Health and Safety Act establishes important protections against workplace hazards, it does not adequately address a growing and very real threat: unsafe working conditions created by interference, harassment, and dangerous actions from members of the public.

Through consultations with AORS members across the province, we are hearing consistent and deeply troubling examples of escalating behaviour directed at municipal workers - particularly winter maintenance operators. These are not isolated incidents, but a pattern that is becoming increasingly normalized during significant weather events. Examples reported to AORS include:

- An individual throwing a large chunk of ice at an active piece of municipal equipment while it was operating.
- A resident threatening to kill a sidewalk plow operator.
- A man climbing onto a snow plow and refusing to get off until the operator agreed to plow his road next.
- Two municipal staff members being confronted, accosted, and aggressively yelled at in public - one at a gas station and another while simply standing in line for coffee - by individuals angry about road conditions that were not even under that municipality's jurisdiction, as well as a mailbox that had been struck.
- A voicemail left by a resident threatening to shoot a municipal plow driver with a shotgun the next time the street was plowed.
- A resident angry about snow at the end of their driveway jumping in front of an active plow and refusing to move. The plow was delayed for over an hour during a major snow event, placing service levels and the municipality's overall emergency response at risk. The situation was only resolved once supervisors and by-law officers arrived on scene.

These incidents represent only a small sample of what municipal plow drivers and winter maintenance crews are experiencing across Ontario. What was once limited to disgruntled complaints has escalated into direct threats, physical interference, and dangerous confrontations that place workers, subcontractors, and the public at risk. This issue is becoming a systematic threat to municipal service delivery and is only amplified during significant weather events.

Municipal workers and their contracted partners are responsible for maintaining roads, bridges, sidewalks, and other essential services - often in extreme weather and high-risk environments. When these workers are threatened or obstructed, it becomes not only a workplace safety issue, but a broader public safety concern. In some cases, conditions have become so unsafe that

municipal staff and subcontractors have walked off job sites, jeopardizing timely service delivery during critical events.

We respectfully ask the Province to consider the following changes:

- Under the Emergency Management and Civil Protection Act, when a municipality declares a Significant Weather Event, municipal winter maintenance vehicles and operators - including subcontractors working on behalf of municipalities - should be afforded enhanced protection, with interference or obstruction treated with the same severity as interference with police, fire, or paramedic services.
- Establish clear public-safety interference provisions, similar in intent to Ontario's Slow Down, Move Over legislation, that recognize the essential role of municipal roadside workers.
- Consider adopting provisions similar to Manitoba's recently passed Bill 38, an amendment to their Highway Traffic Act effective January 1, 2026, which requires motorists to maintain a minimum distance of 30 metres behind snowplows where speed limits are 80 km/h or lower, and 100 metres where speed limits exceed 80 km/h.

These changes would provide clarity, deterrence, and enforceability—sending a strong message that interference with municipal workers performing essential services will not be tolerated. Just as Ontario protects first responders from obstruction during emergencies, we must extend similar protections to the public works professionals who keep our communities safe, connected, and functioning.

AORS would welcome the opportunity to meet with you and your staff to discuss these concerns further and to collaborate on legislative solutions that better protect municipal workers and subcontractors while strengthening public safety across the province.

Thank you for your consideration of this critical issue.

Sincerely,



Karla Musso-Garcia, CRS-I
President, Association of Ontario Road Supervisors
Operations Manager, Township of Oro-Medonte



Kelly Elliott
Interim Executive Director
Association of Ontario Road Supervisors

Cc (via e-mail)

Premier Doug Ford

Minister of Emergency Preparedness and Response Jill Dunlop

Minister of Municipal Affairs and Housing Rob Flack

Minister of Transportation Prabmeet Sarkaria

Acting Minister of Infrastructure Todd McCarthy

Scott Butler, Good Roads Executive Director

Walid Abou-Hamde, Ontario Road Builders' Association Chief Executive Officer

Notice of Motion

Protection for Municipal Public Works Workers and Contractors

Whereas municipal public works employees and contracted service providers are responsible for maintaining critical infrastructure including roads, sidewalks, bridges, drainage systems, and winter maintenance operations that are essential to public safety and emergency response; and

Whereas during significant weather events and emergencies, these workers act as frontline responders, ensuring routes remain open for ambulances, fire services, police, school transportation, and the travelling public; and

Whereas municipalities across Ontario are reporting an increase in harassment, threats, intimidation, and dangerous interference from members of the public directed at municipal workers and subcontractors while they perform their duties; and

Whereas these behaviours have included verbal abuse, threats of violence, obstruction of equipment, and actions that delay or disrupt winter maintenance and emergency response operations, placing workers and the broader public at risk; and

Whereas interference with municipal operations during storms and emergencies jeopardizes service levels, delays critical response times, and creates significant occupational health and safety risks; and

Whereas the Association of Ontario Road Supervisors (AORS) has formally called on the Province of Ontario to strengthen legislative protections, enforcement support, and consequences for those who threaten or obstruct municipal public works staff and contractors;

Now therefore be it resolved that the Council of <insert municipality name> supports the calls to action advanced by the Association of Ontario Road Supervisors to improve protections for municipal public works workers and subcontractors; and

Be it further resolved that the Province of Ontario be requested to introduce legislative and enforcement measures that:

- recognize municipal public works workers and contractors as essential service providers during declared significant weather events and emergencies;
- deter and penalize interference, threats, harassment, or obstruction of municipal operations; and
- provide clear direction and support to police services to proactively respond to these incidents;

And be it further resolved that a letter conveying Council's support for these measures be sent to:

- The Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development
- The Honourable Rob Flack, Minister of Municipal Affairs and Housing
- The Honourable Doug Ford, Premier of Ontario

And that a copy of this resolution be forwarded to the Association of Ontario Road Supervisors and neighbouring municipalities for their consideration.

9.8

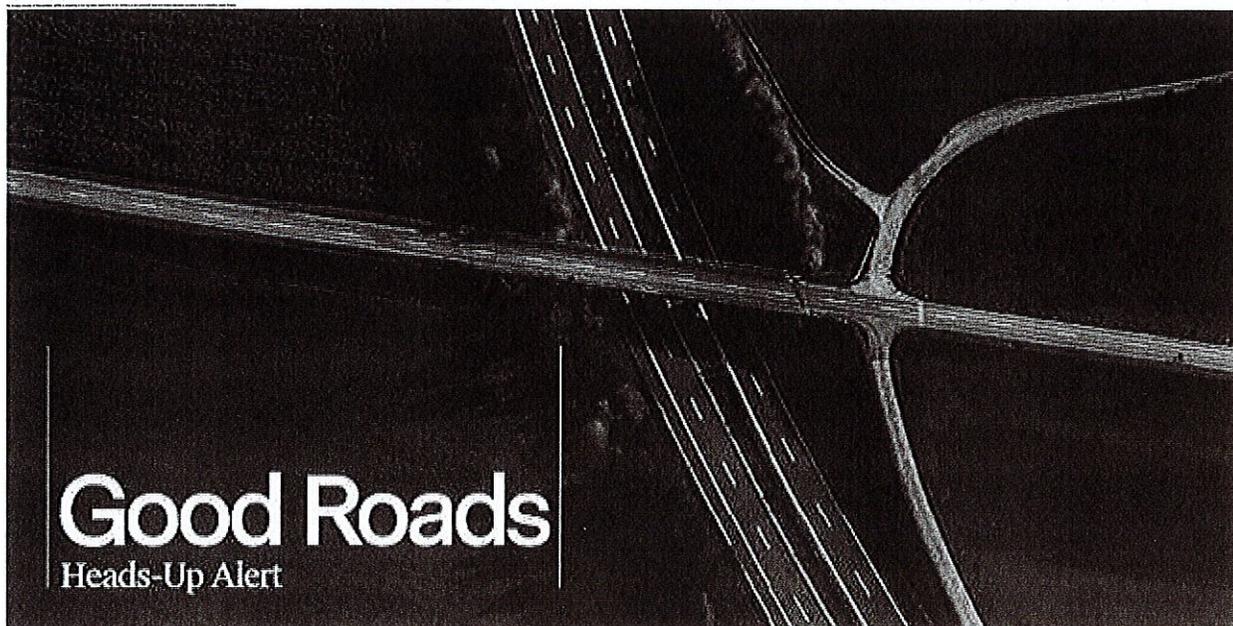
Heads-Up Alert: MTO Proposes Regulation to Harmonize Municipal Road Construction Standards

From: Good Roads <no-reply@goodroads.ca>

Sent: February 17, 2026 11:03 AM

To: CAO <CAO@calvintownship.ca>

Subject: Heads-Up Alert: MTO Proposes Regulation to Harmonize Municipal Road Construction Standards



MTO Proposes Regulation to Harmonize Municipal Road Construction Standards

February 2026

The Ontario Ministry of Transportation (MTO) is proposing a new regulation that would, for the first time, make provincial road construction standards mandatory for municipalities across Ontario. Good Roads is sharing this update so members can understand what is being proposed, what it means for your operations, and what steps are available to you.

Background

As part of the *Fighting Delays, Building Faster Act, 2025*, the province amended the *Public Transportation and Highway Improvement Act (PTHIA)* to give the Minister of Transportation new authority to set mandatory standards for municipal road

construction. A proposed Minister's regulation is now under development to put that authority into effect.

What the Proposed Regulation Would Require

The proposed regulation would mandate the use of Ontario Provincial Standards for Municipal Road Construction (OPSS.MUNI) in three priority areas: **hot mix asphalt**, **aggregates**, and **drainage**. While there are 259 OPSS.MUNI standards in total, MTO is taking a phased approach — the current proposal covers only these priority areas, with standards related to electrical, concrete, and metal work expected to follow in future regulatory phases.

In addition to technical standards, all municipalities would be required to use the OPSS.MUNI 100 General Conditions of Contract as the standard set of terms and conditions in contracts with third-party road construction contractors.

Key Date: March 30, 2026

MTO has posted the proposal on the [regulatory registry](#). To **provide comments on these proposed changes**, please visit the regulatory registry and submit your feedback before March 30th, 2026. MTO has indicated it will continue to engage municipal and industry stakeholders throughout implementation and is developing a modernized governance framework to ensure ongoing technical input into the standard review process.

Key Date: July 1, 2027

All municipalities must be in compliance with the mandatory standards by July 1, 2027. This transition period was established in direct response to stakeholder feedback about the potential for project delays and cost impacts on work already underway.

Exemption Process

The proposed regulation includes a process for municipalities to request an exemption from a specific standard. Requests must

be submitted to MTO with supporting documentation, including details about the project in question and a rationale for why an exemption is appropriate. The Minister will evaluate requests based on criteria such as capital and lifecycle costs, worker and road user safety, project scheduling, material availability, unique site conditions, and environmental sustainability.

Reporting Requirements

Municipalities would be required to submit annual reports to MTO on their application of the mandatory standards. The Minister would have the authority to publish information from these reports.

Member Feedback

We want to hear from you. Do you foresee large transitional costs with these changes? Are there contractual provisions that would be affected by these new standards? We would like to know how these changes affect your municipality. Member feedback on regulatory matters like this helps us advocate effectively at the provincial level.

Good Roads will continue to monitor this regulatory proposal and engage with MTO on behalf of our members. If you have questions or concerns about how this proposal may affect your municipality, please reach out to the Good Roads team.

For more information, please contact Good Roads at info@goodroads.ca or visit goodroads.ca.

G



R

February 13, 2026

SENT ELECTRONICALLY

Dear Honourable Ministers, Members of Provincial and Federal Parliament, and Stakeholders,

Re: Board of Health Resolution and Recommendations for the 2026 Ontario Budget Consultation – Strengthening Social Assistance Rates

The North Bay Parry Sound District Health Unit (Health Unit) is writing to share the recent motion passed and correspondence sent by our Board of Health to the Province of Ontario for the 2026 Ontario Budget Consultation. Based on the results of our 2025 food and housing affordability data, our key recommendations are to increase Ontario Works (OW) and Ontario Disability Support Program (ODSP) rates, and to index OW rates to inflation.

Annually, public health agencies in Ontario monitor food affordability as a requirement of the Ontario Public Health Standards.¹ This involves estimating food costs using the Ontario Nutritious Food Basket (ONFB) survey and examining them in relation to local rent rates within a variety of household income scenarios. Year after year, the results show that households with social assistance through OW or ODSP as their main income do not have enough money for the costs of living, including food.²

The rent data typically utilized in food affordability reporting is sourced from the Canadian Mortgage and Housing Corporation (CMHC).³ These rates are often criticized as they reflect averages that include long-standing rental agreements that maintain affordability and therefore are not representative of rates faced by households entering the rental market. In 2025, the Health Unit undertook a pilot project examining market rent data in North Bay and Parry Sound to determine how current rental rates compare with CMHC data. Both data sets are valuable, providing insight into the financial circumstances of households in longer-standing rental situations, and the reality for households who moved to new rental housing in 2025. Together with ONFB data, these data sets show that social assistance rates fall short of what is needed to cover housing and food expenses, with the situation being very dire for households who were seeking new rental housing in 2025.²

The 2025 factsheets on food and housing affordability for North Bay and Parry Sound are now available on the [Health Unit website](#). They present the financial situation of a single adult, and a single adult with two school-aged children, as about 95% of households receiving OW in Nipissing and Parry Sound districts are single adults.^{4,5} Although these scenarios only present rent and food costs, the urgent need for higher OW rates is clear. Current amounts are significantly mismatched with the real costs of living.

This information provides important local context about food and housing affordability. Adequate income is a foundational social determinant of health that significantly influences housing and food security. Recent homelessness data from the Nipissing District revealed that over 80% of people identifying as homeless had OW or ODSP as their main income. Respondents also cited low income and rent as the top barriers to finding housing.⁶ Homelessness and food insecurity continue to escalate in our district, with significant health consequences.⁶⁻¹⁰ Strengthening social assistance is a critical component of increasing income security for many of the lowest income households in Ontario. Sharing this information with

decision makers ensures they are aware of the local situation and that evidence from our district is available to inform policy decisions. The Health Unit's recent work to share local context to decision-makers related to affordability also includes our submission for the 2025-2030 Ontario Poverty Reduction Strategy consultation.

At its meeting on January 28, 2026, the Board of Health carried the following resolution #BOH/2026/01/12.

Whereas, the Ontario Public Health Standards require public health agencies to monitor food affordability, and assess and report on the health of local populations, describing the existence and impact of health inequities including housing and food insecurity; and

Whereas, income is an important social determinant of health that greatly impacts a household's ability to pay for the basic costs of living, including housing and food; and

Whereas, food insecurity and housing insecurity have detrimental impacts on physical and mental health; and

Whereas, the 2025 North Bay Parry Sound food affordability results show that households with social assistance as their main income do not have enough money for the costs of living; and

Therefore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit continues to support in principle the efforts of staff to monitor, raise awareness about, and work to reduce health inequities including poverty, homelessness, and household food insecurity; and

Furthermore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit calls on the Province of Ontario to strengthen social assistance by increasing OW and ODSP rates to reflect the costs of living, and index Ontario Works rates to inflation as part of the 2026 Ontario budget; and

Furthermore Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Michael Parsa (Minister of Children, Community and Social Services), the Honourable Sylvia Jones (Minister of Health), the Association of Local Public Health Agencies (ALPHA), Pauline Rochefort, MP (Nipissing-Timiskaming), Scott Aitchison, MP (Parry Sound-Muskoka), District of Parry Sound Social Services Administration Board (DSSAB), District of Nipissing Social Services Administration Board (DNSSAB), Association of Municipalities of Ontario (AMO), The Federation of Northern Ontario Municipalities (FONOM), and Council of Medical Officers of Health (COMOH).

Sincerely,



Rick Champagne (Feb 17, 2026 15:49:48 EST)

Rick Champagne
Chairperson, Board of Health



Dr. Carol Zimbalatti, M.D., CCFP, MPH
Medical Officer of Health/Executive Officer

References

1. Ontario Ministry of Health and Long-Term Care. Population health assessment and surveillance protocol, 2018. Toronto, ON: Queen's Printer for Ontario. 2018. Accessed January 5, 2026. <https://files.ontario.ca/moh-population-health-assessment-surveillance-protocol-2018-en.pdf>
2. North Bay Parry Sound District Health Unit. Household food insecurity. Accessed January 5, 2026. <https://www.myhealthunit.ca/en/health-topics/food-insecurity.aspx>
3. Canadian Mortgage and Housing Corporation. Rental market report. October 2025. Accessed January 5, 2026. <https://www03.cmhc-schl.gc.ca/hmip-pimh/en/TableMapChart/Table?TableId=2.1.31.2&GeographyId=35&GeographyTypeId=2&DisplayAs=Table&GeographyName=Ontario#Apartment>
4. District of Nipissing Social Services Administration Board. Ontario Works data portal. 2024. Accessed January 5, 2026. <https://www.dnssab.ca/en/data-portal/ow-data-portal/>
5. District of Parry Sound Social Services Administration Board. Personal communication with J. Degagne, December 17, 2025.
6. District of Nipissing Social Service Administration Board. Nipissing counts. 2024. Accessed January 5, 2026. <https://www.dnssab.ca/media/2kwlugre/2024-nipissing-pit-count-infographic.pdf>
7. Donaldson J, Wang D, Escamilla C, Turner A. Municipalities under pressure: The human and financial cost of Ontario's homelessness crisis. HelpSeeker. 2025. Accessed January 5, 2026. <https://www.helpseeker.org/reports/municipalities-under-pressure-the-human-and-financial-cost-of-ontarioshomelessnesscrisis>
8. Homelessness hub. Homelessness 101: health. Accessed January 5, 2026. <https://homelesshub.ca/collection/homelessness-101/health/>
9. Ontario Agency for Health Protection and Promotion (Public Health Ontario). Household food insecurity snapshot. 2025. Accessed January 5, 2026. <https://www.publichealthontario.ca/en/Data-and-Analysis/Health-Equity/Household-Food-Insecurity>
10. Ontario Agency for Health Protection and Promotion (Public Health Ontario). Food insecurity & food affordability in Ontario. Toronto, ON: King's Printer for Ontario. April 2025. Accessed January 5, 2026.
11. Government of Ontario. Budget consultations. December 23, 2025. Accessed January 5, 2026. <https://www.ontario.ca/page/budget-consultations>

10.
AGENCIES,
BOARDS,
COMMITTEES

12 February 2026

NBMCA report to Calvin Council

At the Feb. 11, 2026 meeting of the NBMCA Board there were three items of note:

- 1) a 2026 service fee proposal was submitted. There are minor rewording changes and some nominal fee increases. A copy of the proposal is attached to this report and the public consultation period before implementation is 30 days (March 11). Public notices are being distributed.
- 2) A report on Flood Plan Mapping and current projects that are being done in the area is attached to this report. NRCan is now accepting applications for new projects through to April 2027. There will be 50% funding by the federal government and 50% locally.
- 3) The minutes from the January 2026 AGM meeting cannot be approved until the January 2027 AGM meeting. Generally Board minutes are distributed to member municipalities once they have been approved (at the next board meeting, so a month later).

The next meeting of the Board is Wed. 11 March 20256 at 4:00 pm

Bill MORETON

Calvin Deputy Mayor

NBMCA Board Vice Chair

To: The Chairperson and Members of the Board of Directors

Origin: Githan Kattera, Engineering & Development Officer

Date: February 6, 2026

Report: 26-IWM-01

Subject: Ontario Flood Hazard Identification and Mapping Program (FHIMP)
– Transfer Payment Agreement (TPA), Multi-Project

- Project 1: ON24-54 – Centennial Creek Floodplain Mapping Project
- Project 2: ON24-62 – Lansdowne Creek Floodplain Mapping Project

Background:

North Bay–Mattawa Conservation Authority (NBMCA) has received funding over the past eight years to undertake floodplain mapping projects within its jurisdiction. Completed projects include Chippewa Creek, Parks Creek, and Jessup’s Creek in the City of North Bay. The La Vase River floodplain mapping project, spanning the City of North Bay and the Municipality of East Ferris, is currently underway.

Floodplain mapping for Centennial Creek and Lansdowne Creek is scheduled to commence in January 2026. For each project, the retained consultant will collect watershed data, including hydrometric flow records and surveys of watercourse crossings. Hydrologic and hydraulic computer models are then developed to characterize watershed runoff responses to various precipitation events and annual snowmelt conditions. Hydrology and hydraulic reports summarize the modelling methodology and results.

Water surface elevations generated through this analysis are used to produce floodplain maps illustrating areas potentially affected by regulatory flood events. Return period flows and corresponding water levels will be provided for the 1:2, 1:5, 1:10, 1:25, 1:50, and 1:100 events, as well as the Timmins Regional Storm. In addition, climate change scenarios will be assessed using the 200-year and 350-year return period events.

Flood Hazard Identification and Mapping Program (FHIMP)

Under the National Adaptation Strategy, the Government of Canada is investing \$164.2 million from 2024 to 2028 in FHIMP to help Canadians better plan and prepare for future floods. The original FHIMP investment totalled \$63.8 million from 2021 to 2024.

The FHIMP is one of many measures the Government of Canada is pursuing to increase the resiliency of Canadians in the face of the rising frequency and costs of flood events and other climate-related disasters.

In January 2022, Natural Resources Canada (NRCan) launched the Flood Hazard Identification and Mapping Program (FHIMP).

They are now accepting applications for funding from municipalities, conservation authorities, and Indigenous communities through April 2027, with 50% of the funding provided by the federal government and the remaining 50% covered by the local partner.

Project Overview

The Centennial Creek and Lansdowne Creek Floodplain Mapping Projects will develop new floodplain mapping for two urbanized watercourses that currently do not have approved floodplain maps. Each project area is estimated to cover approximately 2.5 square kilometres. Both creeks originate in the Municipality of East Ferris, flow through the Municipality of Callander, and discharge into Callander Bay on Lake Nipissing.

These projects will support NBMCA, member municipalities, and residents by improving the understanding and management of flood risks associated with these watercourses. The resulting floodplain maps will also support land-use planning and development review by identifying flood hazard areas and restricting inappropriate development within those areas to minimize flood risk.

Transfer Payment Agreement

The Centennial Creek and Lansdowne Creek Floodplain Mapping Projects are being undertaken under a multi-project Transfer Payment Agreement (TPA) through FHIMP. The TPA establishes project funding, reporting requirements, and deliverable timelines in accordance with federal and provincial program guidelines.

Analysis:

The projects are scheduled to commence in January 2026 and are anticipated to be completed by the end of 2026. The Engineering & Development Officer will serve as the Project Lead, responsible for overall project coordination, consultant oversight, reporting, and liaison with federal and provincial funding partners.

The executed Transfer Payment Agreement is attached for the Board's information.

Recommendation/Recommended Resolution:

THAT the Board of Directors receive this report for information and acknowledge the implementation of the FHIMP multi-project Transfer Payment Agreement for the Centennial Creek and Lansdowne Creek Floodplain Mapping Projects;

THAT the Board of Directors of the North Bay–Mattawa Conservation Authority receive and acknowledge the FHIMP Transfer Payment Agreement for the Centennial Creek and Lansdowne Creek Floodplain Mapping Projects;

AND THAT the Board authorize staff to proceed with the necessary steps to implement the projects, including the procurement of a qualified consultant and the initiation of the projects.

Reviewed by:

Paula Loranger, Communications & Community Relations Coordinator

NBMCA Members Meeting

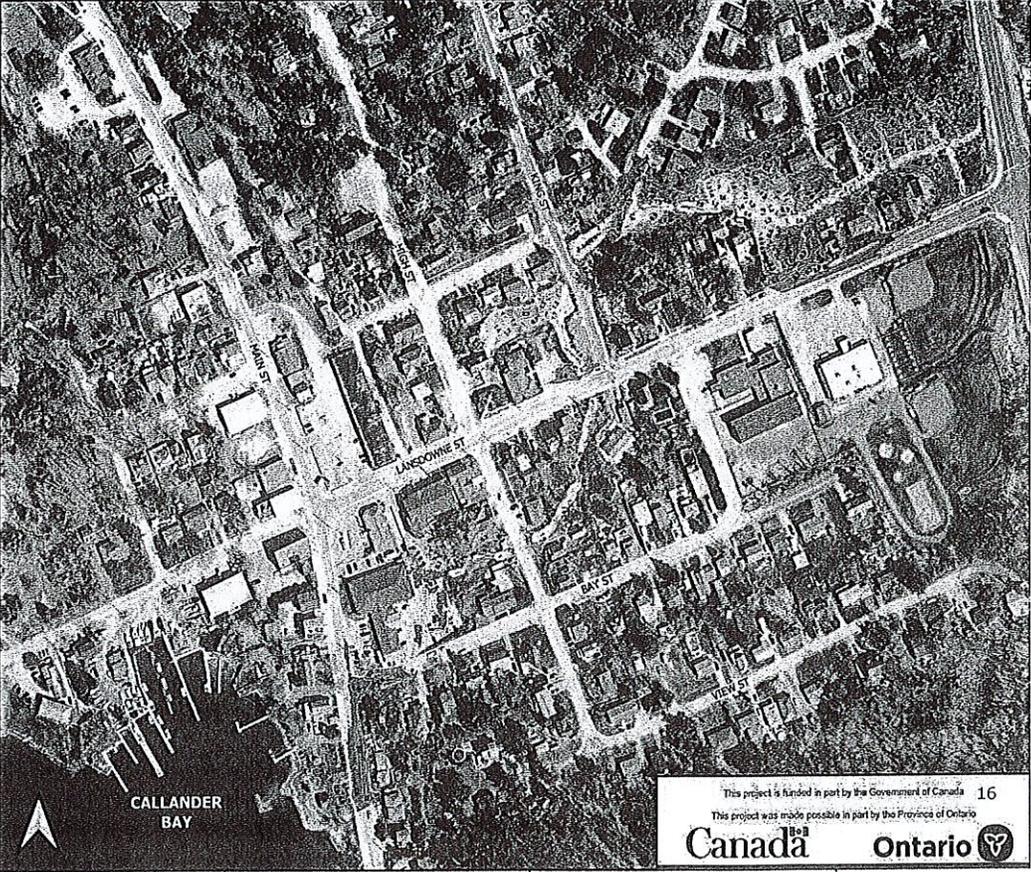
By Githan Kattera

February 11, 2026

Floodplain Mapping Projects



NORTH BAY - MATTAWA
**CONSERVATION
AUTHORITY**



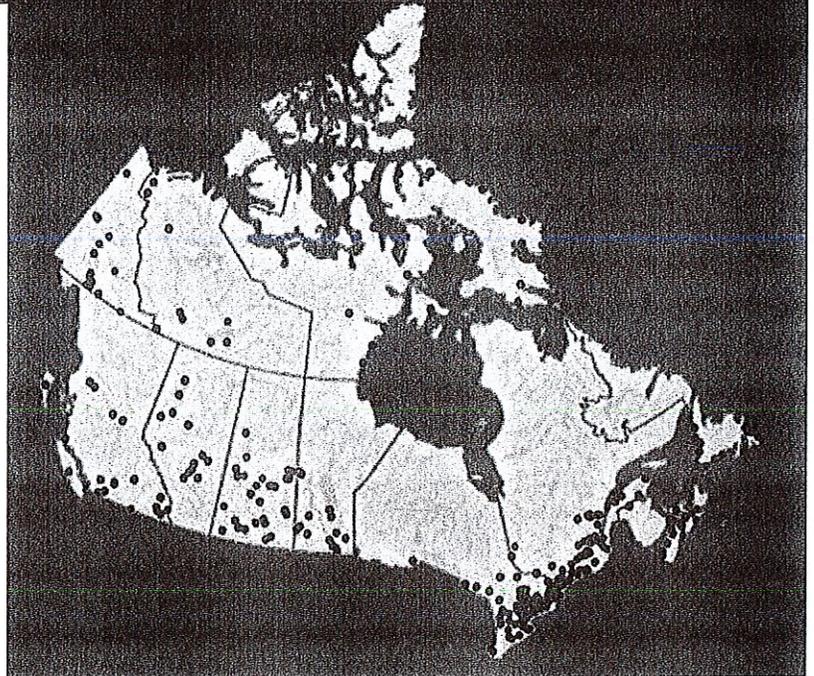
This project is funded in part by the Government of Canada 16
This project was made possible in part by the Province of Ontario
Canada **Ontario**

Ontario Flood Hazard Identification and Mapping Program (FHIMP)



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Under the National Adaptation Strategy, the Government of Canada is investing \$164.2 million from 2024 to 2028 in FHIMP to help Canadians better plan and prepare for future floods.



FHIMP Results



Complementary to Canada's Emergency Management Strategy

\$77M



Cost-shared
investment outlined

1000+



Flood hazard maps
produced

330+



Flood mapping
related projects

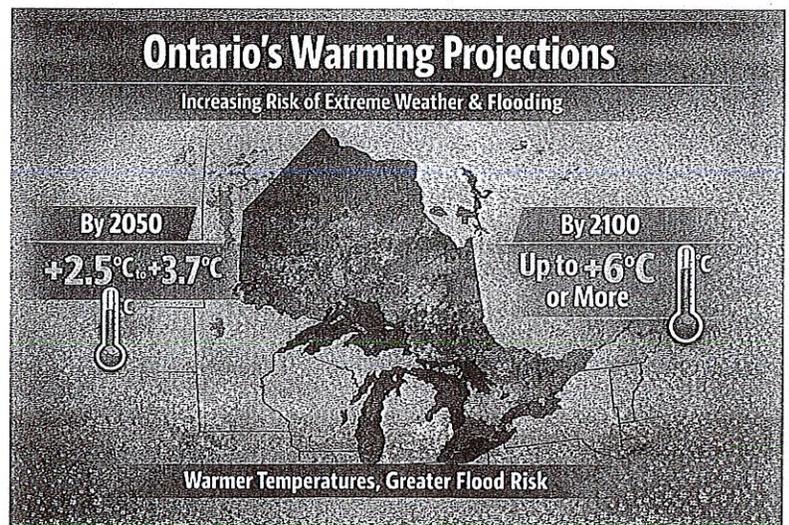
Climate Change



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FHIMP incorporates climate change proxies and future scenarios into flood hazard mapping.

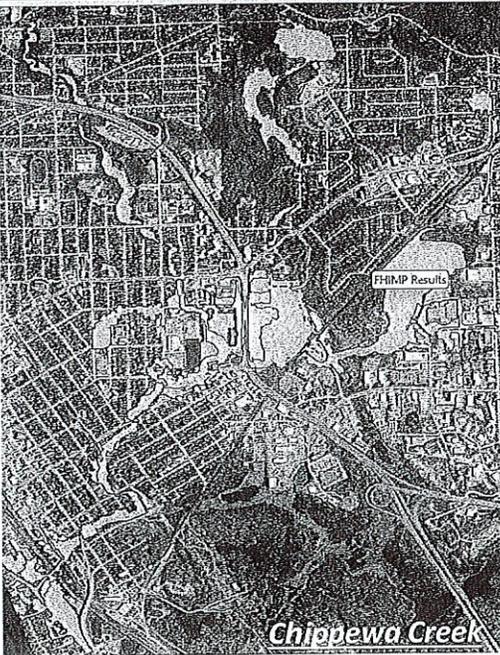
FHIMP requires assessment of 200-year and 350-year return period flood events.



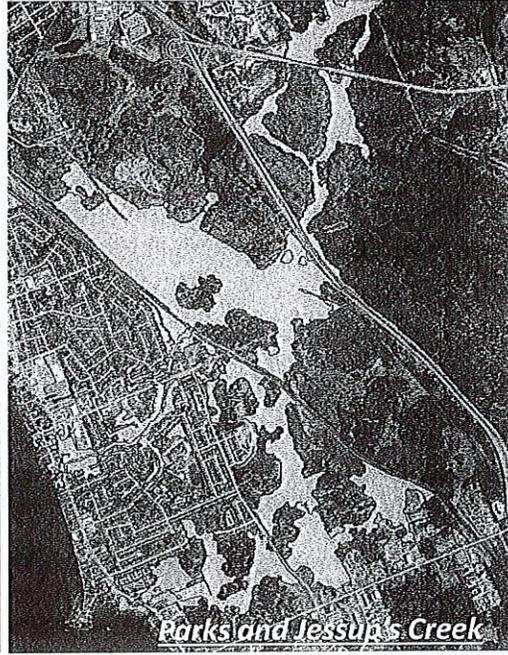
Projects in North Bay



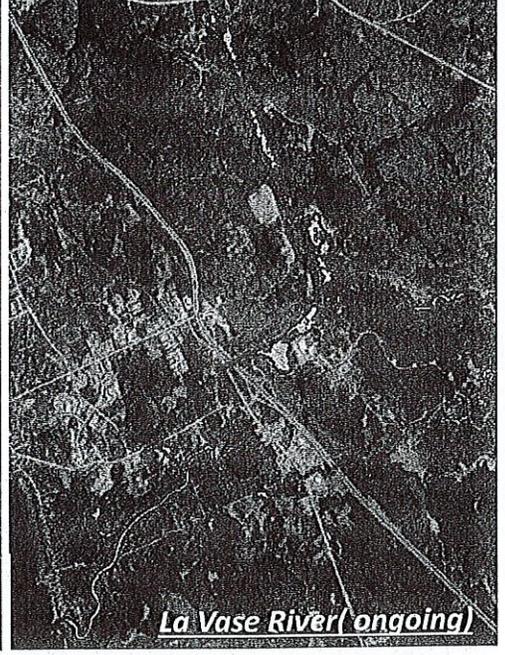
NORTH BAY - MATTAWA
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Chippewa Creek

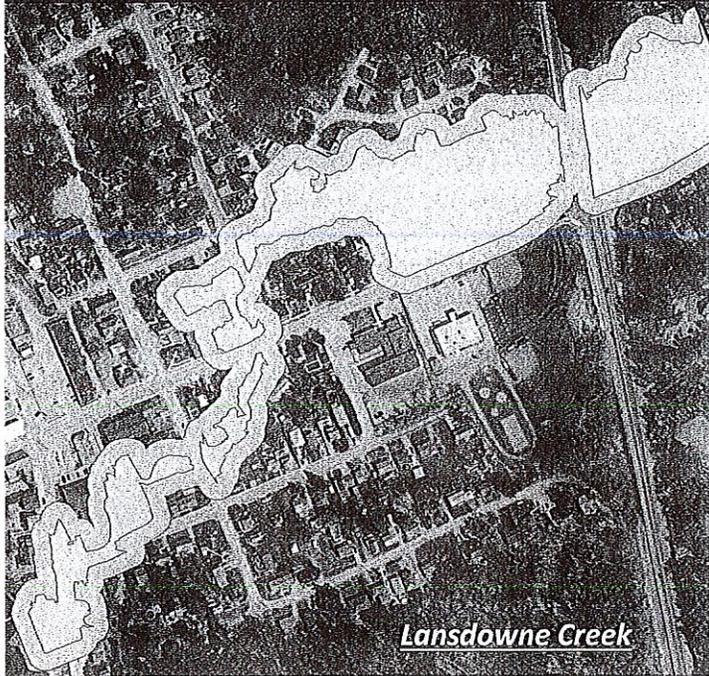


Parks and Jessup's Creek



La Vase River (ongoing)

Projects in Callander



Lansdowne Creek Floodplain Mapping Project commenced in 2022.

The project was initially selected for funding under the FHIMP 2022–2023 program, but the funding was later cancelled.

The project was re-applied under the FHIMP 2025–2026 program and was successfully approved for funding.

The project will help protect more than 500 properties in the Municipality of Callander and support improved flood risk management.

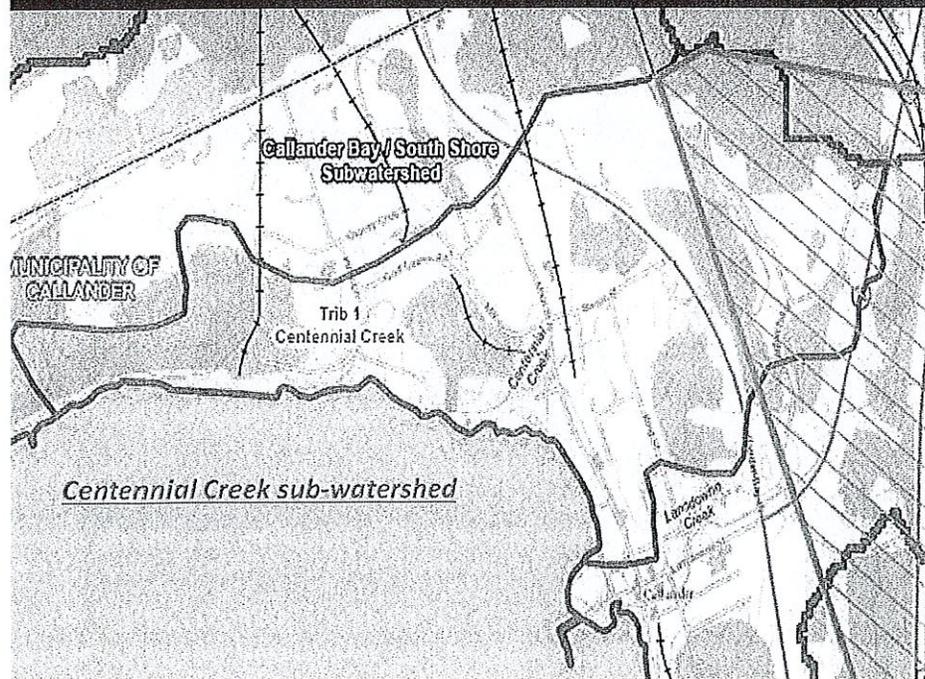
A Property Impact Analysis will be completed, and the project report will be updated to meet 2025–2026 provincial standards.

Final deliverables will be submitted to the Province by April 2026.

Projects in Callander



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The Centennial Creek Floodplain Mapping project is a new initiative under the FHIMP.

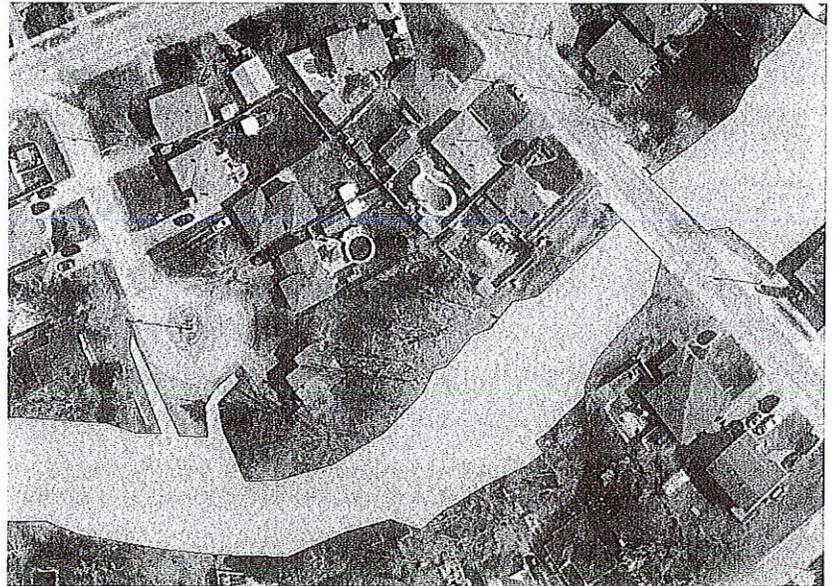
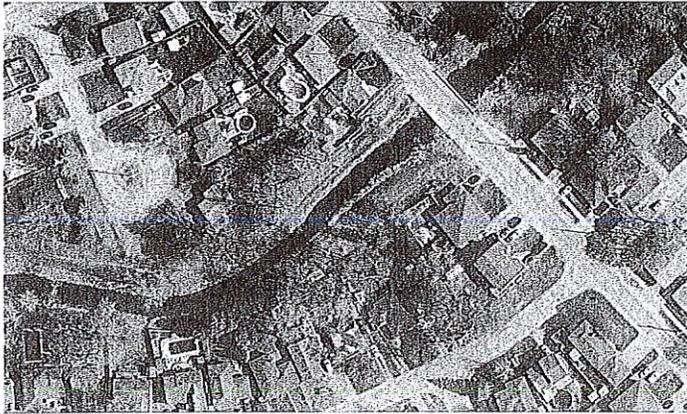
Project will benefit approximately 400–500 homes in the Municipality of Callander.

The total project funding is \$60,000, with 50% provided through FHIMP and the remaining 50% by the Municipality of Callander.

The project is scheduled to run from January 2026 to April 2027.

The project aims to provide data-driven flood protection for the community

Project Outcomes & Goals



Example:
Locations details: Marshall Park Dr, North Bay

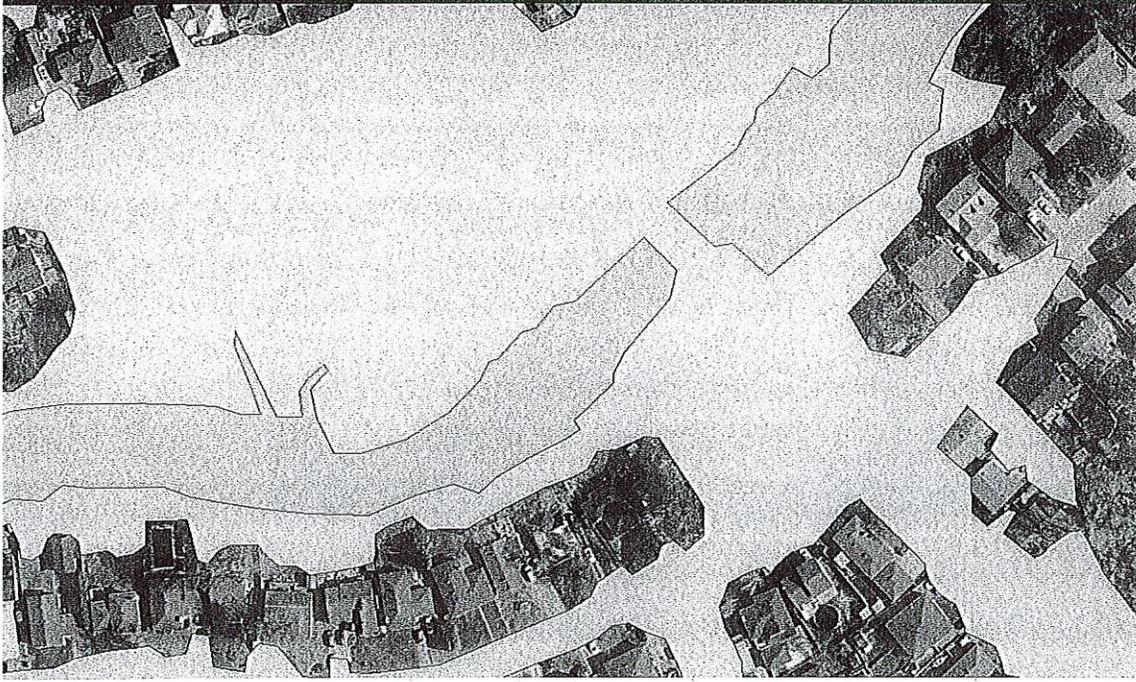
Parks Creek Floodplain Mapping

25-year return period

Project Outcomes & Goals



NORTH BAY - MATTAWA
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An aerial photograph of a coastal area with a light-colored, semi-transparent overlay indicating a 100-year return period flood zone. The overlay follows the shoreline and extends inland in several areas. The background shows buildings, roads, and vegetation.

100 - year
return period

Transfer payment Agreement



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TPA has been signed between NBMCA and MNR

TPA has been signed for 2 projects

- Centennial Creek Project - \$30,000
- Lansdowne Creek Project - \$30,000

Ontario



Transfer Payment Ontario

Request for Proposal



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The Request for Proposal (RFP) was completed for Centennial Creek Floodplain project and publicly posted on Bids & Tenders, in accordance with NBMCA's procurement procedures.

Almost 20 consulting firms registered for the project, and nine firms submitted formal proposals prior to the closing date.

All proposals were evaluated based on the NBMCA evaluation and scoring process.

The evaluation committee consisted of myself, Hannah, and Paula, and each proposal was independently scored. Among the nine consulting firms, three were shortlisted, with funding considered a primary factor. Accordingly, 50% of the scoring was based on financial criteria, and the remaining 50% was based on technical merit and other requirements.

Based on the combined evaluation results, Water's Edge Environmental Solutions Team Ltd. received the highest overall score.

Acknowledgements



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A white speech bubble with a tail pointing towards the bottom left, containing the text "THANK YOU!" in a bold, sans-serif font.

THANK YOU!

A sincere thank you to the board members, management team, Paula, and Hannah for their support and guidance as we begin this exciting project.



Questions please

Stay Connected!



NORTH BAY - MATTAWA
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www.nbmca.ca

www.actforcleanwater.ca

www.restoreyourshore.ca

www.chippewaecopath.ca

www.mattawarivercanoerace.ca



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@YTNBMCA



CHANGES



NORTH BAY - MATTAWA
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Fee Schedule

Prohibited Activities, Exemptions and Permits
(O. Reg 41/24)

Program Fees Effective April 1, 2026

Under Section 28 of the Conservation Authorities Act, R.S.O 1990, c.C27

Application Type	Fee
Major Projects Includes multiple residential units/blocks, institutional commercial buildings greater than 464 m ² (5,000 ft ²), new or replacement infrastructure (bridges, culverts and utility crossings) greater than 25 m (82 ft) in width of excavation and stormwater management ponds/cells, fill activity greater than 2,000 m ³ (2,616 yd ³), grading greater than 1 ha (2.5 acres), channelization/shoreline alterations greater than 500 m (1640 ft.)	\$1,350.00 (\$1290.00)
Large Projects Any new residential dwelling, or new institutional/commercial building less than or equal to 464 m ² (5,000 ft ²), residential additions/reconstruction/basements greater than 92.9 m ² (1,000 ft ²), new or replacement infrastructure (bridges, culverts, utility crossings) 5 to 25 m (16 to 82 ft) in width of excavation, fill activity 500 to 2,000 m ³ (654 to 2616 yd ³); grading 0.5 to 1.0 ha (1.2 to 2.5 acres); shoreline alterations 50 to 500 m (164 to 1640 m), channel maintenance** greater than 200 m (656 ft) in length and similar.	\$960.00 (\$915.00)
Standard Projects Additions, reconstruction, auxiliary buildings and structures less than or equal to 92.9 m ² (1,000 ft ²), foundation (crawl space or piers) replacement/reconstruction, new or replacement infrastructure (bridges, culverts, utility crossings) less than 5 m (less than 16 ft) in width of excavation, fill activity 100 to 500 m ³ (131 to 654 yd ³), grading up to 0.5 ha (1.2 acres), channelization/ shoreline alterations less than 50 m (164 ft) in length, docks and boathouses - new construction, modifications, or extensions with lake bed contact area greater than 15 m ² , channel maintenance** less than or equal to 200 m (656 ft) in length and similar.	\$490.00 (\$465.00)
Small Projects Auxiliary buildings and structures less than 20 m ² (215 ft ²), additions with a total gross floor area less than 20 m ² (215 ft ²), fill activity less than 100 m ³ (131 yd ³), docks and boathouses - new construction, modifications, or extensions with lakebed contact area less than or equal to 15 m ² and similar.	\$210.00 (\$200)

Additional Site Visit	\$100.00
Revisions Applications which are modified or amended following approval; overall scope of project remains the same (also includes review of modifications to previously reviewed sediment and erosion control plans).	50% of base permit application fee
Permit Extensions If the CA has granted permission for an initial period that is less than the applicable maximum allowable, an extension may be granted.	\$80.00
Review of Application retroactive to project commencement (Violations)	100% surcharge of base permit fee
Refund Policy For a withdrawn application prior to a site inspection being conducted: <ul style="list-style-type: none"> • Application processed- no inspection conducted • Fees are non-refundable once a site inspection has been conducted. 	Refund 75% application fee
Property Inquiries For written responses to legal, real estate and related financial inquiries by landowners or others on their behalf. <ul style="list-style-type: none"> • Written response without a site inspection • With a site inspection 	\$250.00 (\$155.00) \$350.00 (\$260.00)

(3)

The above permit fees include a maximum of 1 pre-consultation meeting and 2 site visits. Where a permit application requires additional site visits or consultations, the NBMCA reserves the right to charge additional fees. All fees are payable at the time the application is submitted.

Permits for multiple residential units/blocks may be issued for a maximum 60 months. All other permits may be issued for maximum 24 months. Permit revisions must be requested a minimum of 60 days before the permit termination date.

Auxiliary buildings or structures shall include sheds, on-land retaining walls, gazebos, decks, etc. which are non-habitable.

Fill Activity - includes the placement, removal or grading of fill material of any kind whether it originated on the site or elsewhere.

** Maintenance shall mean no change in size, location or shape.



2026 OSS Fee Schedule

Program Fees Effective April 1, 2026

Application Type / Service	2026 Fee
Class 2 Septic System (Greywater Pit)	\$575
Class 3 Septic System (Cesspool)	\$575
Class 4 Septic System or Class 5 (holding tank) Residential with ≤ 3000 L/day design flow	\$1,000
Class 4 Septic System or Class 5 (holding tank) Residential with > 3000 L/day design flow	\$1,200
Class 4 Septic System or Class 5 (holding tank) Residential with > 5000 L/day design flow	\$1,400
Non-Residential Class 4 septic system or Class 5	\$1,400
Alternative Solutions	\$1,600
Tank Replacement Only	\$450
Sewage System Decommissioning/Demolition	\$200
Change of Registered Owner on Permit	\$150
Permit Extension	\$200
Change to Application Schedule 2 or Schedule 4 change only; no site inspection	\$50
Amendment to Application (without inspection)	\$200
Amendment to Application (with site inspection)	\$350
Additional Inspection (due to deficiencies)	\$250
Conditional Notice of Completion	\$200
OBC Clearance (without site inspection)	\$200
OBC Clearance (with site inspection)	\$350

Application Type / Service	2026 Fee
Installation without permit (violations)	100% of surcharge of base permit fee
File Request - search Additional \$50 for a copy if record is found	\$50
Legal inquiry (Lawyer / Real Estate Inquiry)	\$250
Sewage System File Review (Performance Level)	\$225
Planning Act Proposal Review -no inspection (for lots greater than 4 hectares in size with no constraints)	\$300 for application, one retained & one severed lot. \$75 for each additional lot
Planning Act Proposal Review with site inspection	\$500 for application, one retained & one severed lot. \$125 for each additional lot
Subdivision / Plan of Condominium (up to 10 lots)	\$1,800
Additional Lots for Subdivision / Plan of Condominium	\$125
Review of Lands to be Sold or Developed Sewage Systems only	\$350
Review of Lands to be Sold or Developed Sewage Systems and Section 28 Permit	\$630
Mandatory Maintenance Inspection (MMI)	\$300
<u>Refund Policy:</u> NO REFUND for fees of \$150.00 or less. Withdrawn applications (must be requested within 6 months of submission/receipt)	
Application processed, no inspection / review conducted / letter issued	75% refund
Application processed, inspection conducted / letter / review completed and first inspection has been completed	50% refund

2025 OSS Fee Schedule

Program Fees Effective May 22, 2024



NORTH BAY - MATTAWA
CONSERVATION
AUTHORITY

Application Type / Service	2025 Fee
Class 2 Septic System (Greywater Pit)	\$575
Class 3 Septic System (Cesspool)	\$575
Class 4 Septic System or Class 5 (holding tank) (Residential with \leq 3000 L/day design flow)	\$1,000
Class 4 Septic System or Class 5 (holding tank) (Residential with $>$ 3000 L/day design flow)	\$1,200
Non-Residential Class 4 septic system or Class 5 (holding tank)	\$1,400
Alternative Solutions	\$1,600
Tank Replacement Only	\$450
Sewage System Decommissioning/Demolition	\$200
Change of Registered Owner on Permit	\$150
Permit Extension	\$200
Change to Application (Schedule 2 or Schedule 4 change only; no site inspection)	\$50
Amendment to Application (no site inspection)	\$200
Amendment to Application with Site Inspection	\$350
Additional Inspection due to deficiencies	\$250
Conditional Notice of Completion	\$200
OBC Clearance	\$200
OBC Clearance with site inspection	\$350
Installation without Permit Fee	2 x Applicable Fee
File Request (copy of sewage system permit)	\$100
Legal inquiry (Lawyer / Real Estate Inquiry)	\$250
Sewage System File Review (Performance Level)	\$225

Application Type / Service	2025 Fee
Planning Act Proposal Review -no inspection (for lots greater than 4 hectares in size with no constraints)	\$225 for application, plus \$75 for each additional lot, Minimum \$300
Planning Act Proposal Review with site inspection	\$375 for application, plus \$125 for each additional lot, Minimum \$500
Subdivision / Plan of Condominium (up to 10 lots)	\$1,800
Additional Lots for Subdivision / Plan of Condominium	\$125
Review of Lands to be Sold or Developed – Sewage Systems only	\$350
Review of Lands to be Sold or Developed – Sewage Systems and DIA permit	\$630
Mandatory Maintenance Inspection (MMI)	\$300
Late fee for MMI (applied after 90 days)	\$75
Refund Policy: NO REFUND for fees of \$150.00 or less. Withdrawn applications (must be requested within 6 months of submission/receipt)	
Application processed, no inspection / review conducted / letter issued	75% refund
Application processed, inspection conducted / letter / review completed and first inspection has been completed	50% refund

EAST NIPISSING PLANNING BOARD

December 21, 2025

Meeting held at Mattawan Municipal Hall 6 pm

Present: Michelle Lahaye, Chairperson

Don Lemaire

Keith Dillabough

Richard Gould

Dean Grant

JoAnne Montreuil, Secretary Treasurer

Absent: Jason Belanger

Public in attendance: Jacques Goudreau

Delegations:

Disclosure of pecuniary interest and the general nature thereof

The meeting was called to order at 6 pm by Chairperson Michelle Lahaye

The Land Acknowledgement was read by Chairperson Michelle Lahaye

Motion 2025-079

Moved by Dean Grant, Seconded by Don Lemaire, that the revised agenda for the December 21, 2025 meeting be approved as circulated.

Carried.

Motion 2025-080

Moved by Don Lemaire, Seconded by Keith Dillabough that the Minutes of the meeting of November 24, 2025 be approved as circulated.

Carried.

Motion 2025-081

Moved by Keith Dillabough, Seconded by Richard Gould that File 2025-10 Gravelle be deferred until Jacques Goudreau's survey is completed and registered.

Carried.

Motion 2025-082

Moved by Richard Gould, Seconded by Dean Grant that File 2025-11 Brooker be accepted and standard conditions set.

Carried.

Motion 2025-083

Moved by Dean Grant, Seconded by Don Lemaire that File 2025-12 Bellaire be accepted and standard conditions set.

Carried.

Motion 2025-084

Moved by Don Lemaire, Seconded by Keith Dillabough that File 2025-08 Montreuil be deferred until discussion is had with Paul Goodridge at an ENPB meeting regarding comments.

Carried.

Motion 2025-085

Moved by Keith Dillabough, Seconded by Richard Gould that File 2025-09 Lavigne be deferred until discussion is had with Paul Goodridge at an ENPB meeting regarding comments.

Carried.

Motion 2025-086

Moved by Richard Gould, Seconded by Dean Grant that File 2025-13 Brooker be accepted and circulated for comments.

Carried.

Motion 2025-087

Moved by Dean Grant, Seconded by Don Lemaire that the attached expenses for the month of December 2025 be accepted as paid.

Carried.

Motion 2025-088

Moved by Don Lemaire, Seconded by Keith Dillabough that the Planner, applications and fee increase scheduled review be deferred to January 2026.

Carried.

Motion 2025-089

Moved by Keith Dillabough, Seconded by Richard Gould that the December 21, 2025 meeting be adjourned at 7:10 pm. Date of next meeting will be January 19 at 6 pm.

Carried.



**PHYSICIAN RECRUITMENT
COMMITTEE MEETING**



Monday, October 27, 2025 at 1300 hrs
MINUTES

Attendance	P	R/A	Attendance	P	R/A
Raymond Bélanger, Town of Mattawa (Chair)	✓		Kayla Michaud, Physician Recruiter	✓	
Janet McNabb, Mattawan Twp Representative	✓		Tanya Bélanger, President & CEO	✓	
Mélanie Chenier, Papineau-Cameron Twp.	✓		Christine Thompson, VP Clinical Services/CNO	✓	
Richard Gould, Municipality of Calvin	✓		Amy Morrison, VP Corporate Services & CFO / Administrator	✓	
Narry Paquette, Bonfield Twp		✓	Crystal Burns, HFO Representative		✓
Dr. Bryan Williams, Chief of Staff	✓		Lyse Côté (recorder)	✓	

AGENDA ITEMS	Discussion
1. <u>Call to Order</u> Raymond Bélanger, Chair	Raymond Belanger called the meeting to order at 1303 hours.
2. <u>Approval of Agenda</u>	MOVED BY Amy Morrison, and SECONDED BY Janet McNabb That the agenda be accepted as presented. CARRIED
3. <u>Declaration of Conflicts of Interest</u>	There were no conflicts of interest to declare.
4. <u>Approval of Minutes</u> - June 2, 2025	MOVED BY Melanie Chenier, and SECONDED BY Richard Gould That the Minutes of June 2, 2025 be accepted as presented. CARRIED
5. <u>Business Arising</u>	
5.1 Recruitment Update	<p>Kayla provided an update on Physician Recruitment:</p> <ul style="list-style-type: none"> • Kayla and Tanya will be attending a Recruitment Fair at NOSM in Sudbury November 14th. The event will include an educational component for recruiters as well. • Kayla continues to work closely with the physician ED scheduler. Although we are still relying on the EDLP group, we have been successful in filling most of the open shifts. • We currently have four shifts vacant in December. • Planning for the 2026 schedule is underway and it is filling up and looks promising. • Dr. Wilkins has started in the ED and will begin taking patients in January 2026. • Over the summer, few incentives were needed, as vacancies were minimal. • Melanie mentioned that her niece has classmates who may be interested in exploring in a rural practice. Kayla is developing a pamphlet to share information and is collaborating with local schools to provide local photos as inspiration. Raymond offered to help by providing Kayla with a contact from the Town of Mattawa who could provide images from the community.

AGENDA ITEMS	Discussion
6. <u>New Business</u>	
6.1 Financial Report (Amy)	<p>Amy provided an overview on the Budget planning and recruitment fund.</p> <ul style="list-style-type: none"> • The budget report as of September 30, 2025 was included in the package. Report is also attached to the minutes. • Overall, the budget is on track. We are about halfway through our planned budget. To date, the primary costs have been recruiter fees and signing incentives. • We have completed the payments for the three return of service agreements. • The distribution of contributions was discussed. It was suggested we revisit the cost-sharing formula. Amy will follow up with members prior to the next meeting. • If a candidate is identified at the upcoming recruitment fair, the team can proceed with discussing a return-of-service agreement. • The council's commitment ends in 2027-28.
6.2 Terms of Reference (Tanya)	<p>At the last meeting, it was flagged to create a Terms of Reference for this committee. We circulated a draft for committee input.</p> <ul style="list-style-type: none"> • Membership should say: subject to change based on the term of council. • It should clearly state that members are representatives appointed by the municipalities. • Membership to be reviewed after scheduled elections. <p>Tanya will review the terms of reference based on the suggestions provided.</p>
7. <u>Date of Next Meeting</u>	<p>Meetings to be held on a quarterly basis. The next meeting will be scheduled for February 9, 2026.</p>
8. <u>Adjournment</u>	<p>The meeting adjourned at 13:40 hours.</p>

Raymond Bélanger, Chair