

Phone: (705) 676-2416
Fax: (705) 676-2121
Box 10, Latchford, On. P0J 1N0
www.latchford.ca



8.6

Chad Evans, Chief Executive Officer
Ontario Northland Transportation Commission
555 Oak Street East
North Bay, Ontario, P1B 8L3

Sent via email: pr@ontarionorthland.ca

August 26th, 2026

Re: Railway Bridge Maintenance and Painting – Highway 11, Town of Latchford

Dear Mr. Evans,

On behalf of the Council of the Corporation of the Town of Latchford, I am writing to provide you with a copy of Resolution No. 26/151, adopted by Council on August 18, 2026.

Ontario Northland's railway infrastructure is an important part of Northern Ontario's transportation network and has a significant presence in communities throughout the region. In Latchford, the railway bridge located along Highway 11 is highly visible to residents, businesses, visitors and the travelling public. Its current weathered and rusting condition affects the appearance of the Highway 11 corridor and the overall first impression of our community.

The Town continues to invest its resources in community beautification, economic development and tourism initiatives intended to create a welcoming and attractive community. The appearance of prominent infrastructure can either support or detract from these efforts, particularly in smaller northern communities where rail bridges and other structures are significant visual features.

Council is respectfully requesting that Ontario Northland undertake the necessary cleaning, surface preparation and painting of the railway bridge located along Highway 11 in Latchford. Council is also requesting that an appropriate schedule be established for the bridge's ongoing exterior maintenance.

We further encourage Ontario Northland to review its publicly visible infrastructure throughout Northeastern Ontario, particularly structures located along the Highway 11 corridor and within incorporated municipalities, to identify infrastructure requiring exterior maintenance.

The Town would appreciate an opportunity to discuss the condition of the Latchford railway bridge and Ontario Northland's anticipated plans and timelines for its maintenance. Thank you for Ontario Northland's continued service to Northern Ontario.

Kindest Regards,
Malorie Robinson
Malorie Robinson
CAO/Clerk-Treasurer
Town of Latchford

Cc:

Minister of Transportation, Prabmeet Sarkaria minister.mto@ontario.ca

Minister of Northern Economic Development and Growth, George Pirie mnedg.minister@ontario.ca

MPP Timiskaming – Cochrane, John Vanthof jvanthof-gp@ndp.on.ca

Federation of Northern Ontario Municipalities (FONOM) fonom.info@gmail.com

Municipalities within the Districts of Cochrane, Timiskaming and Nipissing



CORPORATION OF THE TOWN OF LATCHFORD RESOLUTION

Resolution No.: 26/151

Date: August 18th, 2026

MOVED BY: Councillor McDonald

SECONDED BY: Councillor Church

Whereas, Ontario Northland Railway (ONR) owns and maintains significant rail infrastructure throughout Northeastern Ontario, including bridges, overpasses and other structures that are highly visible from Highway 11 and within municipalities along the Highway 11 corridor;

And whereas, this infrastructure is an important component of Northern Ontario's transportation network and, due to its prominent location, also contributes to the overall appearance and first impression of the communities in which it is located;

And whereas, aging infrastructure that is visibly rusting, deteriorating or otherwise lacking routine exterior maintenance can negatively impact the aesthetic appearance of a community and the Highway 11 corridor, particularly where such infrastructure is located at or near community entrances and other highly travelled areas;

And whereas, municipalities throughout Northeastern Ontario invest considerable resources in community beautification, economic development, tourism, downtown revitalization and initiatives intended to create welcoming and attractive communities for residents, businesses and visitors;

And whereas, publicly visible transportation infrastructure should be maintained in a manner that reflects the importance of these investments and contributes positively to the communities through which it passes;

Now therefore be it resolved that, the Council of the Corporation of the Town of Latchford hereby requests that Ontario Northland Railway undertake the necessary preparation and painting of its railway bridge located along Highway 11 in the Town of Latchford and establish an appropriate schedule for the ongoing exterior maintenance of this structure;

And further that, Ontario Northland Railway be encouraged to review its publicly visible infrastructure throughout Northeastern Ontario, particularly infrastructure located along the Highway 11 corridor and within incorporated municipalities, and ensure that structures showing significant rust, deterioration or weathering receive appropriate exterior maintenance, including cleaning, surface preparation and painting where required;

And further that, Ontario Northland Railway recognize that the condition and appearance of its infrastructure can have an impact on community appearance, tourism, economic development and municipal beautification efforts, particularly in

smaller Northern Ontario communities where railway infrastructure may be a prominent feature of the community;

And further that, a copy of this resolution be forwarded to Ontario Northland Railway, the Minister of Transportation, the Minister of Northern Economic Development and Growth, local Members of Provincial Parliament, and municipalities throughout Northeastern Ontario requesting their support for this resolution.

CARRIED



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

Tuesday, August 11, 2026

Resolution # RC26159	Meeting Order: 6
Moved by: <i>Cathy Cannon</i>	Seconded by: <i>[Signature]</i>

WHEREAS the Canadian Centre for Policy Alternatives (CCPA) has identified that Ontario hospitals are significantly underfunded relative to the growing demand for health care services; and

WHEREAS the CCPA's report, Failure by Design, identifies that smaller and rural hospitals are disproportionately affected by provincial underfunding; and

WHEREAS rural communities, including the Municipality of Wawa, depend on stable and adequately funded hospitals to provide timely access to emergency, acute, and specialized health care services; and

WHEREAS prolonged emergency department wait times, increasing health care costs, staffing shortages, and limited capacity continue to place significant strain on Ontario's health care system; and

WHEREAS maintaining access to high-quality health care services is essential to the health, safety, economic development, and long-term sustainability of northern and rural Ontario communities;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Municipality of Wawa hereby supports the Municipality of Central Manitoulin and the Municipality of Northeastern Manitoulin and the Islands in their request that the Province of Ontario provide immediate and sustained funding to strengthen Ontario's hospital system, including increased operating funding for small and rural hospitals to address capacity pressures, improve patient care, and reduce emergency department wait times; and



The Corporation of the Municipality of Wawa

REGULAR COUNCIL MEETING

RESOLUTION

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to:

- The Honourable Doug Ford, Premier of Ontario;
- The Honourable Sylvia Jones, Deputy Premier and Minister of Health;
- Bill Rosenberg, MPP, Algoma-Manitoulin;
- The Association of Municipalities of Ontario (AMO);
- The Rural Ontario Municipal Association (ROMA);
- The Municipality of Central Manitoulin;
- The Municipality of Northeastern Manitoulin and the Islands; and
- All Ontario municipalities for their consideration and support.

RESOLUTION RESULT		RECORDED VOTE		
☐	CARRIED	MAYOR AND COUNCIL	YES	NO
☐	DEFEATED	Mitch Hatfield		
☐	TABLED	Cathy Cannon		
☐	RECORDED VOTE (SEE RIGHT)	Melanie Pilon		
☐	PECUNIARY INTEREST DECLARED	Jim Hoffmann		
☐	WITHDRAWN	Joseph Opat		

Disclosure of Pecuniary Interest and the general nature thereof.

- ☐ Disclosed the pecuniary interest and general name thereof and abstained from the discussion, vote and influence.

Clerk: _____

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL

This document is available in alternate formats.

CASSELLHOLME
BOARD OF MANAGEMENT MEETING
THURSDAY, JUNE 26, 2026

CASSELLHOLME

Compassionate care for life's journey.

MINUTES

Date: Thursday, June 26, 2026

Location: Cassellholme Auditorium

Board Members: Dave Mendicino, Chair
 Michelle Lahaye (late arrival)
 James (Jim) Bruce (Zoom)
 Peter Chirico
 Robert Corriveau
 Gary Gardiner

Staff: Angie Punnett, Administrator
 Camille Bigras, QI Director
 Billy Brooks, CFO
 Tiffany Chapman, Secretary
 Anita Brisson, Project Manager

Regrets: Mac Bain

Guests: Monique & Kathy (Family Council)
Zoom: Johanne B., Collette, Karren G.,
 Will K. (Bay Today)

	ITEM	ACTION
A.	CALL TO ORDER	
	MEETING RECORDED <i>"Moved by Peter Chirico and seconded by Gary Gardiner that the meeting be called to order at 3:02p.m."</i> Res. #082-26 <u>Carried</u>	
B.	ROLL CALL	
	As noted above	
	1. Approval of Agenda	
	6.3 – removed 8.2.2 – removed 8.2.3 – deferred <i>"Moved by Robert Corriveau and seconded by Gary Gardiner that the Board approved the agenda for this meeting, as amended."</i> Res. #083-26 <u>Carried</u>	
	2. Conflict of Interest	
	<i>"Moved by Robert Corriveau and seconded by Jim Bruce that no Board Members present have declared a conflict of interest."</i> Res. #084-26 <u>Carried</u>	
	3. Approval of Minutes	
	3.1 Approval of the Minutes of the Regular Board Meeting held on May 28, 2026 <i>"Moved by Peter Chirico and seconded by Gary Gardiner that the minutes of the Regular Board Meeting, held on May 28, 2026, be adopted as presented."</i> Res. #085-26 <u>Carried</u>	

4. New Business

4.1 Family Council Presentation (Motion)

Monique Peters, Chair of Family Council, made presentation
Reviewed background, mission statement/goals
Advised on smoking areas and smoking policy
Policy created and motion to be submitted – bylaw amendment (for City approval)

“Moved by Peter Chirico and seconded by Robert Corriveau WHEREAS the Cassellholme Family Council presented concerns regarding smoking at the main public entrance during its meeting of June 26, 2026; and

WHEREAS the Family Council unanimously resolved to advocate for a smoke-free main public entrance area that extends beyond the current minimum 9-metre restriction; and

WHEREAS concerns regarding smoking at the main entrance have been raised and documented by Family Council on multiple occasions over the past several years; and

WHEREAS Cassellholme currently provides designated outdoor smoking areas for residents, families and staff; and

WHEREAS residents, families, visitors, volunteers, and staff who choose not to smoke should be able to access and enjoy the main entrance area free from exposure to second-hand smoke and tobacco-related odours;

THEREFORE BE IT RESOLVED THAT the Board of Management of Cassellholme receive and support the recommendation of the Family Council to designate the entire public main entrance area, including all seating and gathering spaces at the front entrance, as a smoke-free zone; and

BE IT FURTHER RESOLVED THAT Administration formally request that the City of North Bay amend By-law No. 2012-97 to designate the entire Cassellholme main public entrance area as a smoke-free zone and incorporate this designation into the municipal smoking by-law.”

Res. #086-26

Carried

4.2 Staff Report CAMS (Motion)

Billy made presentation providing information and timeline of CAMS

“Moved by Jim Bruce and seconded by Peter Chirico that the Board receive the staff report regarding Castle Arms Management Services (CAMS); and

That, recognizing CAMS was initially funded through Cassellholme reserve funds as recommended by BDO, and that those funds were subsequently repaid to Cassellholme through consulting services provided by Cassellholme staff to CAMS, the Board direct that the equivalent funds be returned to the appropriate Cassellholme reserve account(s); and

That the Board acknowledge that CAMS formally concluded its operations in June 2026.”

Res. #087-26

Carried

5. Redevelopment

5.1 Construction Update

Warranty millwork in new build complete by mid-July
Pilling to continue

6. Operations

6.1 Operations Update

Operations update in Board Package
New education platform being implemented
Point Click Care reset

6.2 Quality

Camille presented PowerPoint outlining quality and areas of improvement

Family Council Left Meeting

6.3 Removed

6.4 Finance – CSS Audited Financial Statements 2025-2026

Billy presented

“Moved by Jim Bruce and seconded by Robert Corriveau that the board receives the Community Support Services audited Financial Statements for 2025-2026 (year ending March 31, 2026).”

Res. #088-26

Carried

7. Finance and Governance Policy Review

7.1 Cash Management Policy (Motion)

Cash Management Policy presented for approval

“Moved by Gary Gardiner and seconded by Peter Chirico that the board approve the Cash Management Policy as presented.”

Res. #089-26

Carried

7.2 Credit Cards Policy (Motion)

Credit Cards Policy presented for approval

“Moved by Robert Corriveau and seconded by Jim Bruce that the board approve the Credit Cards Policy as presented.”

Res. #090-26

Carried

8. In-Camera

Guests left the meeting & Zoom Meeting Ended

“Moved by Gary Gardiner and seconded by Robert Corriveau that the Board proceed to an In-Camera session at 4:11 p.m.”

Res. #091-26

Carried

8.1 Approval of the In-Camera Minutes – dated May 28, 2026

In-Camera Motion – Res. #092-26

8.2 Legal Matter – Redevelopment

Anita Left the Meeting

- 8.2.1. Advice Subject to Solicitor Client Privilege
- 8.2.2. Advice Subject to Solicitor Client Privilege
- 8.2.3. Staff Report to Board (Resolution 43-26)

	8.3 Legal Matter - Governance <i>"Moved by Peter Chirico and seconded by Robert Corriveau that the Board approve the In-Camera Session to be adjourned at 4:43 p.m."</i> Res. #093-26 <u>Carried</u>	
C. CORRESPONDENCE		
	Ministry Inspection Report – May 13, 2026 Cassellholme Newsletter	
D. REQUEST FOR FUTURE AGENDA ITEMS		
	OHT Financials 2025-2026	
E. DATE OF NEXT MEETING		
	Thursday, July 23, 2026 – Cassellholme Auditorium – 3:00 p.m.	
F. ADJOURNMENT		
	<i>"Moved by Michelle Lahaye and seconded by Gary Gardiner that the meeting be adjourned at 4:50 p.m."</i> Res. #094-26 <u>Carried</u>	

Secretary

Chairman

June 18, 2026

Subject: Cassellholme Redevelopment Update – June 2026

CONSTRUCTION OVERVIEW

Phase 00 - Work complete.
Phase 1-A – Work complete
Phase 1-B - Work complete
Phase 2 – In Progress

SCHEDULE STATUS

Phase 2 schedule is included with this report and is updated to reflect the Phase 2 start date of December 3, 2025, and includes progress up to June 15, 2026. Refer to additional notes provided within the schedule.

PHASE 1-B

- There is some warranty millwork that is planned for mid July
- External deficiencies to be completed by early July

PHASE 2

- Piling ongoing till end of June; a total of 270 piles with roughly over ½ splicing is required
- Elevator piles also to be completed end of June; all other work will continue next spring
- Capping is ongoing into July
- Camber beam testing to commence July and August

Transition Planning Highlights - An updated summary is attached for reference.

Change Order Log - Please see the attached

Budget Update – To be provided separately

Change Order Log -Feb 16 2026															
Person															
RFE	RFE	PC	CD	SI	RFI	CO	Work Description	Reason	Status	Date Issued	Quote Sent	Approval Date	Quoted	Approved	Contract Time (days)
1	1			1		1	Milwork 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					2	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					2	Cost associated to add Whap Up insurance Policy	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$282,579.86	\$282,579.86	
5	5R1	2				2	Door revisions	Coordination	Approved	15-Mar-22	07-Apr-22	06-May-22	\$4,677.20	\$4,677.20	
6	6	3				2	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)		Cancelled	21-Apr-22	25-Apr-22				
8	8	18				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	\$1,736.50	\$1,736.50	
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	Milwork 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	\$70,376.38	\$70,376.38	
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 Jans	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-23	(\$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 grates on type 'C' lin radiation in trench in Auditorium 1005	Coordination	Approved	22-Sep-22	17-Oct-22	15-Nov-22	\$23,009.80	\$23,009.80	
39	39	31					After hours paving of East Parking Lot	Owner Requested	Cancelled	16-Sep-22					
40	40R1	32R1				25	Additional curb at edge of existing parking area	Owner Requested	Cancelled	16-Sep-22	28-Sep-22				
47	47R1	33		209 R		25	Revision to existing sanitary line	Site Condition	Approved	21-Sep-22	29-Sep-22	06-Oct-22	\$61,577.36	\$61,577.36	180
42	42R1	34				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
43	43	35R				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	
44	44	36R2				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	
45	45	37				44	Revision to brace frame V3105	Coordination	Approved	09-Nov-22	13-Dec-22	26-Jan-23	\$9,497.44	\$9,497.44	
46	46	38				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	
49	49R2			36R3		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	
46				7R1		60	Structural clarifications - structural steel and rebar shop drawings	Coordination	Approved	20-Jan-23	10-Mar-23	28-Jun-23	\$2,768.37	\$2,768.37	
51	51R1	39				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	
44R1				22		38	Add smoke detectors in corridors of R4A area	Coordination	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$5,258.00	\$5,258.00	
		40				34	Provide additional steel modifications outlined in S1W22	Coordination	Approved	27-Jul-22	16-Nov-22	22-Nov-22	\$3,300.11	\$3,300.11	
56	56	41					Additional elevator controls	Coordination	Pending	07-Dec-22					
54	54	42				45	Revision to sliding door frame details	Coordination	Approved	21-Dec-22	08-Feb-23	28-Feb-23	\$8,783.50	\$8,783.50	
54R1	54R1	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	
52	52			39		48	Correct the cost of fixed mirrors from C0R46	Coordination	Approved	10-Jan-23	03-Mar-23	21-Mar-23	(\$2,035.00)	(\$2,035.00)	
55	55	43				39	Provide relay bases on smoke detectors related to door hold opens for S1W39	AHJ	Approved	08-Sep-22	13-Dec-22	10-Jan-23	\$3,014.00	\$3,014.00	
57	57	44					Revise range hood colour	Owner Requested	Cancelled	18-Jan-23					
54	54R1			41		47	Revision to L82 & L82.1 lavatory fixtures	Coordination	Approved	18-Jan-23	17-Jan-23	21-Feb-23	\$5,193.10	\$5,193.10	
58	58	45				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
60	60	46					Revisions to operable window vent type	Coordination	Cancelled	06-Feb-23					
55	55	47				52	Modifications to generator ESB breakers	Coordination	Approved	07-Feb-23	24-Mar-23	03-May-23	\$19,405.10	\$19,405.10	
72	72R3	47				79	Revise office door locations, typical millwork from PC47	Owner Requested	Approved	23-Mar-23	08-Sep-23	09-Sep-23	\$10,312.50	\$10,312.50	
59	59	48R				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	
62	62R2	49				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	
		50				54	Typical Bedroom Modup	Owner Requested	Approved	09-Mar-23	03-May-23	06-Jun-23	\$75,577.95	\$75,577.95	
		51					Revise rated floor assembly ULC Listed Design No.	Cost Saving	Cancelled	22-Mar-23					
65	65	52				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	
						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 V820's	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 "O"	Coordination	Approved	02-May-23	26-Jun-23	04-Jul-23	\$2,865.50	\$2,865.50	
		61				Revision to clarify day 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	2
		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	Patent 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 CT2.1 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	73			72	Revision to clay unit masonry product	Coordination	Approved	09-May-24	26-Jun-24	12-Aug-24	\$55,860.00	\$55,860.00	
		74				Revise solid surface finish colour on millwork M30 & M31	Owner Requested	Cancelled	12-Jul-23					
						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	23-Jul-23	03-Oct-23	11-Oct-23	\$1,850.00	\$1,850.00	
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			156	Revision to Dwe St. entrance sanitary & storm pipes for interferences	Coordination	Approved	28-Aug-23	11-Feb-25	25-Feb-25	\$54,487.51	\$54,487.51	
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 S#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 S091 - 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 ERV#1 and S#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 disinfectant 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 S#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 Piping	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 sliding 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 dad 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 S136 and associated hardware	Coordination	Approved	04-Mar-24	05-Apr-24	26-Apr-24	\$11,698.50	\$11,698.50	

147	147R1	111R			135	Revisions to communication cabinets racks and distribution	Coordination	Approved	14-Mar-24	02-Jul-24	29-Jul-24	\$32,195.00	\$32,195.80
150	150	112			123	Radiant heater piping enclosures	Coordination	Approved	14-Mar-24	22-Apr-24	22-May-24	\$9,624.86	\$9,624.86
151	151	113			119	Revisions to Resident Washrooms to Accommodate Plumbing Drain	Coordination	Approved	22-Apr-24	22-Apr-24	29-Apr-24	\$5,564.06	\$5,564.06
152	152R1	114			126	Revisions to water room floor hardware	Coordination	Approved	20-Mar-24	07-May-24	23-May-24	\$8,929.80	\$8,929.80
156	156	116R			121	Revision to handrails and base bumpers	Coordination	Approved	02-May-24	01-May-24	07-May-24	\$14,213.38	\$14,213.38
153	153				129	Revision to cabinet locks	Owner Requested	Approved	24-Apr-24	24-Apr-24	24-May-24	\$1,540.57	\$1,540.57
154	154			193	Delete Sprinkler Control Valve	Cost Saving	Approved	01-May-24	24-Apr-24	07-May-24	(\$500.00)	(\$500.00)	
158	158	117			124	Add temporary heat base system to pipes at underside of server 2078 & 2086	Coordination	Approved	08-Apr-24	08-May-24	15-May-24	\$21,541.30	\$21,541.30
157	157	118			128	Phase 1 - Roof level sun control outrigger support	Coordination	Approved	11-Apr-24	06-May-24	24-May-24	\$29,342.14	\$29,342.14
160	160	119R			132	Kill switch for Ground Floor Server 1067	Coordination	Approved	13-May-24	30-May-24	06-Jun-24	\$2,971.10	\$2,971.10
159	159				125	Revise millwork pulls	Cost Saving	Approved	10-May-24	10-May-24	23-May-24	(\$4,132.80)	(\$4,132.80)
163	163	120			133	Additional exit signs at double egress doors	Coordination	Approved	29-May-24	11-Jun-24	23-Jul-24	\$22,341.00	\$22,341.00
162	162	121R			134	Add end endosures to sneeze guards	A/H	Approved	03-Jun-24	12-Jun-24	23-Jul-24	\$10,373.00	\$10,373.00
		122				Brick support at level 2 balcony/roof	Coordination	Pending					
					130	Delay Claim Settlement	Delay Claim	Approved	04-Jun-24	04-Jun-24	06-Jun-24	\$317,200.00	\$317,200.00
148	149				131	Additional cubicle curtains Phase 2	Coordination	Approved	17-Apr-24	17-Apr-24	29-May-24	\$10,670.00	\$10,670.00
		123				Replace damaged trees by winter salt at highway	Site Condition	Cancelled	08-Jul-24	19-Jul-24		\$34,672.55	
168	168R	124			138	Grouting and densifications for pumps P6, P7, P20 & P21	Coordination	Approved	18-Jul-24	09-Aug-24	29-Aug-24	\$1,821.00	\$1,821.60
167	167				136	Revision to hardware on doors 1018a, 1030b, 1165	Coordination	Approved	22-Jul-24	22-Jul-24	29-Jul-24	\$1,056.00	\$1,056.00
169	169R	125			137	Revision to soffit detail at 1054 & 1075	Coordination	Approved	22-Jul-24	07-Aug-24	14-Aug-24	\$5,908.76	\$5,908.76
		126				Add hot water recirculation line to washers	Design Improvement	Cancelled	22-Jul-24	22-Jul-24	11-Sep-24	\$0.00	\$0.00
		127			140	Generator shore power circuit	Coordination	Approved	07-Aug-24	03-Sep-24	19-Sep-24	\$6,043.40	\$6,043.40
		128			141	Revision to 5th floor Dining Windows & exhaust duct	Coordination	Approved	13-Aug-24	09-Sep-24	19-Sep-24	\$20,700.61	\$20,700.61
		129			142	Rework roof drain above 5th floor balcony	Coordination	Approved	19-Aug-24	11-Sep-24	19-Sep-24	\$4,275.35	\$4,275.35
175	175R	130R			143	Revised - insulation tie-in at temporary wall to curtain wall	Coordination	Approved	19-Sep-24	24-Sep-24	03-Oct-24	\$5,417.50	\$5,417.50
171	171			135	139	Credit for revisions to PRV valves from S#135	Cost Saving	Approved	18-Jul-24	15-Aug-24	29-Aug-24	(\$4,964.00)	(\$4,964.00)
		131				Revised - Gas detection in generator room #601.1	Regulatory Change	Pending	06-Nov-24				
		132			144	Water room drywall revision	Coordination	Approved	19-Sep-24	29-Sep-24	04-Oct-24	\$1,045.44	\$1,045.44
				137		Clarification to handrail corners	Coordination	Approved	24-Jul-24				
				142		Compositio Slab Crack remediation	Coordination	Approved	14-Sep-24				
				142		Ductwork revisions at Chapel 1027	Coordination	Approved	12-Sep-24				
				141		Revised - Location of Electrical Panel in Janitor Rooms	Coordination	Approved	01-Oct-24				
				143		Revision to bulkheads at corridor 1032	Coordination	Approved	17-Sep-24				
		133			146	Revision to balcony ceiling panels at tapered beams	Owner Requested	Approved	21-Oct-24	22-Oct-24	29-Oct-24	\$0.00	\$0.00
				144R(2)		Revised (2) - Temporary link connection details	coordination	Approved	16-Oct-24				
				145		Clarification to boiler breaker feeds and temp link heaters	coordination	Approved	08-Oct-24				
				146		Revised rating at column 12.1-F	coordination	Approved	10-Oct-24				
177				145	145	Reframing and hardware revision relative to S#141R	coordination	Approved	08-Oct-24	15-Oct-24	21-Oct-24	\$1,364.66	\$1,364.66
		147				Clarification to typical windows drainage	coordination	Approved	22-Oct-24				
181	181	134			147	Add handrails to link	Architect omission	Approved	20-Nov-24	20-Nov-24	20-Nov-24	\$5,268.77	\$5,268.77
				148		Clarification to shaft bottom closure location	coordination	Approved	30-Oct-24				
				149		Clarification to penthouse glycol tank wiring	coordination	Approved	06-Nov-24				
				150		Revision to fireplace hearth stone in 5115	coordination	Approved	19-Nov-24				
				151		Cancelled- Miscellaneous Structural Clarifications	coordination	Approved	02-Apr-25				
180R				144R2	148	Temporary Link Connection details	coordination	Approved	15-Nov-24	02-Dec-24	10-Dec-24	\$10,226.30	\$10,226.30
				152		Revisions breakers and raceway at IT Room 6003	coordination	Approved	20-Nov-24				
				149		Gas detection controller in generator room 6011	coordination	Approved	02-Dec-24	02-Dec-24	10-Dec-24	\$3,942.40	\$3,942.40
				153		Austco Nurse Call alert info	coordination	Approved	09-Dec-24				
				154		Revised FHC location main floor phase 1	coordination	Approved	11-Dec-24				
		135			152	Modify alternating tread ladder construction in penthouse	coordination	Approved	12-Dec-24	30-Jan-25	07-Feb-25	\$5,830.00	\$5,830.00
				155		Revision to dryer surround opening dimensions	coordination	Approved	06-Jan-25				
					150	Add Handrails to link (2nd part)	coordination	Approved	17-Dec-25	15-Dec-25	20-Dec-25	\$4,548.50	\$4,548.50
		136			151	Temporary cladding at lounge bump-out to existing construction	coordination	Approved	06-Jan-25	30-Jan-25	13-Jan-25	\$12,562.00	\$12,562.00
				156		Revisions 2 Clarification to gypsum ceilings in stairwells	coordination	Approved	11-Mar-25				
				157		Clarification to balcony soffit heights	coordination	Approved	14-Jan-25				
		137			154	Provide crinkled backlogs insulation between ERW1 and MUAW2	Percon	Approved	15-Jan-25	30-Jan-25	07-Feb-25	\$1,650.00	\$1,650.00
		138			155	Provide keypad locksets on Resident laundry room doors	Owner Requested	Approved	16-Jan-25	30-Jan-25	07-Feb-25	\$4,455.00	\$4,455.00
		139				Cancelled - Provide range hood in gathering space kitchen 5116a	Owner Requested	Approved	11-Mar-25				
		140			153	Millwork revisions for site coordination issues	coordination	Approved	22-Jan-25	30-Jan-25	07-Feb-25	\$1,670.35	\$1,670.35
				191	159	Furr-out around FA panel in Med room 1070	coordination	Approved	30-Jan-25	11-Mar-25	25-Mar-25	\$1,247.07	\$1,247.07
				158		Revision to ceilings bulkheads in corridor 5082 and 5099	coordination	Approved	03-Mar-25				
				160		Revised - Ceiling height in corridor 5081	coordination	Approved	30-Jan-25				
		141			157	Modify stainless steel count 2078	coordination	Approved	10-Feb-25	05-Mar-25	13-Mar-25	\$0.00	\$0.00
				161		Revision to fireplace hearth stone in 5115	coordination	Approved	12-Feb-25	11-Mar-25	25-Mar-25	\$2,694.91	\$2,694.91
192	142				160	Temporary cladding support at M60 under counter fridge	Owner Requested	Approved	12-Feb-25	11-Mar-25	25-Mar-25	\$2,694.91	\$2,694.91
193R1	143				165	Revision to shower floor drains for sheet flooring	coordination	Approved	12-Feb-25	08-Apr-25	15-Apr-25	\$10,961.13	\$10,961.13
				162		Revision to shower floor drains for sheet flooring	coordination	Approved	12-Feb-25				
194R1	144				158	Modify rated wall at Room 5115 to suit piping	coordination	Approved	25-Mar-25	25-Mar-25	25-Mar-25	\$4,923.41	\$4,923.41
				163		Revisions to door frame protection	coordination	Approved	01-Feb-25				
				164		Revised 2: Relocate Shower room storage cabinets	coordination	Approved	24-Mar-25				
				145		Cancelled Add LCD Austco annunciator displays for nurse call in P1	coordination	Approved	15-Apr-25				
				165		Clarifications on IT room 6003 panel terminations and rack equipment locations	coordination	Approved	25-Feb-25				
196	146				162	Horizontal cable management and access control data drop	coordination	Approved	24-Feb-25	01-Apr-25	01-Apr-25	\$4,105.20	\$4,105.20

		166		Drywall bulkhead control joint locations	coordination	Approved	03-Mar-25				
		167		Clarification to expansion joint details	coordination	Approved	04-Mar-25				
		147		Canceled: Add closure panel to back pans on 3rd floor curtainwall	coordination	Approved	07-Apr-25				
202R1	148	166		Door hardware revisions	Owner request/coordination	Approved	10-Mar-25	09-Apr-25	15-Apr-25	\$20,851.60	\$20,851.60
		168		Revised kitchen hood in gathering Space kitchen	coordination	Approved	11-Mar-25				
		169		Install heat pump in shower room 5105	coordination	Approved	11-May-25				
195R1	149	164R2	161	Revised: Filter panels and relocated upper cabinets of SBR64 Revised 2	coordination	Approved	24-Mar-25	18-Mar-25	04-Apr-25	\$804.65	\$804.65
197	150R	171	163	Wall closure at soffit construction in Janitor Room 1065	coordination	Approved	20-Mar-25	02-Apr-25	02-Apr-25	\$3,241.99	\$3,241.99
		170		Revision to cubical curtains in tub rooms	coordination	Approved	17-Mar-25				
		172		Revised Closure at hopper fixture SS#2 base to wall	coordination	Approved	08-Sep-25				
		151		Revise fireplace hearth material	coordination	Approved	24-Mar-25				
152	199	164		Revised Sensorics doors to 2x4	coordination	Approved	24-Mar-25	07-Apr-25	07-Apr-25	\$6,264.50	\$6,264.50
153		152		Revision to ceiling in Lobby 5002	coordination	Approved	25-Mar-25	09-Apr-25	15-Apr-25	\$0.00	\$0.00
		175		Installation of TV mounts in residents rooms	as per contract	Approved	15-Apr-25				
		174		Clarification on location of fireplaces switches	coordination	Approved	02-Apr-25			\$55,096.46	\$55,096.46
		173		Revision to BF operator buttons	coordination	Approved	02-Apr-25	02-Apr-25	05-May-25	\$856.90	\$856.90
154		168		Cabinet lock revisions for keying	owner request	Approved	17-Apr-25	17-Apr-25	27-Apr-25	\$85,005.09	\$85,005.09
		176		Austro nomenclature and IT info clarification	coordination	Approved	28-Apr-25				
205R4	155R2	188		Revised: Revision to storm line serving existing building at Apple Wing	Design improvement/coordination	Approved	06-Oct-25	21-Oct-26	02-Mar-26	\$81,623.25	\$81,623.25
		177		Ceiling height revisions in corridors 1030 1032	coordination	Approved	06-May-25				
		178		Comms cabinet in block c level 5	Design Improvement	Approved	14-May-25				
		179		Clarifications for interferences at clean-out access doors	coordination	Approved	14-May-25				
		180		Clarification for quantity of locks in staff lockers	coordination	Approved	14-May-25				
		156		Revise colour on P2 exterior lounge	Coordination	Approved	22-May-25				
157		171		Revised Temporary fire department connection extension	Authority Having Jurisdiction	Approved	23-May-25	23-May-25	04-Jun-25	\$9,400.60	\$9,400.60
209	158	172		Add Smoke detector in control room 1020	Authority Having Jurisdiction	Approved	29-May-25	29-May-25	23-Jun-25	\$1,578.50	\$1,578.50
		181		Delete light fixtures over M17 in rooms 1064 and 1075	coordination	Approved	29-May-25				
207		170		Create chertlocks at balcony doors	coordination	Approved	29-May-25	29-May-25	02-Jun-25	\$1,650.00	\$1,650.00
211	159	4		Relocate P3 fire hydrant to P1	Coordination	Approved	04-Jun-25	04-Jun-25	23-Jun-25	\$20,973.70	\$20,973.70
	160	3		P1 temporary exit signage	Coordination	Approved	11-Jun-25	17-Jun-25	02-Sep-25	\$5,642.00	\$5,642.00
214	161	2		Flow switch, supervised valve and ATS wiring revision	Coordination	Approved	11-Jun-25	17-Jun-25	18-Jun-25	\$9,350.00	\$9,350.00
212	162	174		Stairwell signage revision	Coordination	Approved	12-Jun-25	30-Jun-25	08-Jul-25	\$2,005.58	\$2,005.58
		163		Canceled Add countertop infill at rethern ovens in servery milkwork	Coordination	Approved	09-Sep-25				
218R	164			Revised - Relocate main floor pot lights conflicting with memory box milkwork	Coordination	approved	08-Oct-25	08-Oct-25	08-Oct-25	\$1,092.30	\$1,092.30
216	165	179		Additional heaters in temporary space transition areas	coordination	approved	08-Oct-25	18-Sep-25	18-Sep-25	\$3,290.10	\$3,290.10
196C		175		Cancelled Additional sign holders for IPAC	client request / under review	approved	09-Sep-25			\$325,514.42	
221	167	182		Delete Removet illuminated exit sign glass at doors 1063, 1076, 1064	coordination	approved	22-Sep-25	22-Sep-25	26-Sep-25	\$2,886.95	\$2,886.95
		3		Replace stairwell light fixture type KS in phase	ministry	approved	24-Jul-25	24-Jul-25	16-Nov-25	\$26,994.61	\$26,994.61
		184		Replace pumps PR20 & 21	coordination	approved	13-Aug-25				
220		176		Add dosers to link doors	coordination	approved	12-Aug-25	12-Aug-25	18-Aug-25	\$2,118.60	\$2,118.60
236R1	168R	214		Existing generator modifications and replacement oil tank pad	coordination	approved	25-Aug-25	15-Apr-26	05-May-26	\$35,879.05	\$35,879.05
		185		Revised FMV L4 - Overview Clarification	Coordination	approved	11-Sep-25				
		186		Existing generator fuel tank upgrade clarification	coordination	approved	27-Aug-25				
169		227R2	187	Milkwork modifications for kitchen sink drains and kitchen eave ventilation	Design Improvement	approved	03-Sep-25	16-Oct-25	27-Oct-25	\$38,332.29	\$38,332.29
223R1		260	178	CO 156 referenced - East parking storm interface with light pole	coordination	approved	29-Aug-25	29-Aug-25	27-Oct-25	\$17,908.00	\$17,908.00
232	170	186		Corner guards at elevator door jamps	customer request	approved	03-Sep-25	09-Oct-25	09-Oct-25	\$4,259.20	\$4,259.20
		188		Fold down grab bar material order	code deficiency	approved	04-Sep-25			\$49,401.00	
		189		Oil/washer fan control	coordination	approved	09-Sep-25				
224R1		191		Revised Repair wall finishes at fold down grab bar removals	code deficiency	approved	09-Sep-25				
224R1		192		Fold down grab bar carrier and/oring detail	code deficiency	approved	09-Sep-25				
		192		additional soffit utility room signs	Design Improvement	approved	11-Sep-25				
234	171	199		revised additional notifier paging relay	owner requested	approved	08-Oct-25	13-Jan-26	13-Jan-26	\$11,117.70	\$11,117.70
230	172	184		Add med fridge outlet to med room	owner requested	approved	16-Sep-25	09-Oct-25	09-Oct-25	\$3,006.30	\$3,006.30
231	173	185		add hose bib in janitor 1065	owner requested	approved	17-Sep-25	09-Oct-25	09-Oct-25	\$4,759.70	\$4,759.70
233	174	202		Revised stairwell door wall steps to floor tops	coordination	approved	18-Sep-25	10-Oct-26	02-Mar-26	\$1,613.70	\$1,613.70
		4		Replaced combination faucet eyewash stations with faucets only	customer request	approved	23-Sep-25				
236				fold down shower benches in shower rooms	coordination	approved	24-Sep-25	24-Sep-25	24-Sep-25	\$4,163.50	\$4,163.50
		193R2		Revise lift track location above tubs	coordination	under review	10-Oct-25				
		194		Clarification to wanderguard blue integration with access control system	coordination	approved	29-Oct-25				
		195		Revise stair 5 door readers with combination keypad	customer request	cancelled	03-Nov-25	03-Nov-25	19-Feb-26	\$10,237.70	
		195		Clarification to snow removal plan on A600	coordination	approval	11-Nov-25				
261	176	215		Revised slab reinforcing detail for P2	Design Improvement	approved	18-Nov-25	17-Apr-26	20-May-26	\$32,862.69	\$32,862.69
237	177	191		Additional H/D access cards	customer request	approved	18-Nov-25		24-Nov-25	\$2,963.40	
178				Provide wall switch for FR7 in hair salon 1103	customer request	approved	19-Nov-25				
		196		Accepted alternate light fixtures P2	Design Improvement	approved	26-Nov-26				
		179		Revised light fixtures type KS in P2 stairwells	Design Improvement	approved	26-Nov-26				
		180		provide punch-pad locks on control room 1020 and hair salon 1103	customer request	cancelled	01-Dec-26		19-Feb-26		
243	181	213		Revision combination eye wash stations in P2	customer request	approved	03-Dec-26	08-Apr-26	05-May-26	\$3,505.70	\$3,505.70
		197		Clarification to Main floor coffee maker receptacles	customer request	approved	09-Dec-26				
		200		Revision to P2 shaft 6 dimensions	Design Improvement	approved	16-Dec-26				
250	185	271	198	Cap heating pipes in basement to accommodate demolition of building wings	coordination	approved	23-Dec-26	12-Jan-26	13-Jan-26	\$3,114.10	\$3,114.10

[illegible]

Action	Sub Actions	Due Date
Resident Communication	Updating website	ongoing
Bed Application - Indigenous	still reviewing the Indigenous unit funding	ongoing
FF&E Review	monthly review as P2 commences; Inventory List Review for P2	ongoing
Ministry submissions	monthly progress reports, draws, ministry financials and insurances - submissions monthly	ongoing
P1 Millwork deficiencies	completed - there are some warranty issues and planning for April to be completed	July
External Deficiencies P1	to be completed by early July	July
P2 Project Schedule Review	bi-weekly	ongoing
Storage reviews - operationally	review if more shelving is required; inventory review	May
P2 Parking		Summer 2027
Storage Area list	Shelving is being installed and reviewed for P2	ongoing
Art Fundraising	ideas have been noted and small WG; including Creative Industries - WG to assemble soon to allow for art in the P1 building	Spring 2027
Art Work - RHA and P1	Artwork underway and will provide updates as artist submits	ongoing
Wood at mill for purpose		2027
Outdoor Space	to purchase furniture in the spring that was not purchased in November	June
Moving Plan	to be reviewed 6 months prior to move	winter 2027
IT	no action at this time - any additions for P2 - FF&E will be added AV reviews for P2 to be confirmed summer	Summer 2026
Furniture	all itemized and pre-selected and ready for order	Spring 2027
Nurse Call	Austco and Percon and Clinical to do a post move review of any changes to be added to P2	Spring 2027
Medication Safety & Room Review	to do a post move review of any changes to be added to P2	Spring 2027
Nursing Station	to do a post move review of any changes to be added to P2	Spring 2027
Office Review	to do a post move review of any changes to be added to P2	Spring 2027
Activity Rooms planning	to do a post move review of any changes to be added to P2	Spring 2027
Clinical Staffing Plan	to be reviewed 6 months prior to move	Spring 2027
Door and Keypad Locks	to do a post move review of any changes to be added to P2	Spring 2027
Wayfinding & external signage	to do a post move review of any changes to be added to P2	Spring 2027
Miller waste process	to do a post move review of any changes to be added to P2	Spring 2027
Kitchen Planning	to do a post move review of any changes to be added to P2	Spring 2027
staffing plan	to be reviewed 6 months prior to move	Spring 2027
Storage Areas and supplies	to do a post move review of any changes to be added to P2	Spring 2027
Inventory Management Solution and Process	to do a post move review of any changes to be added to P2	TBD
Medlets	order; to do a post move review of any changes to be added to P2	Spring 2027
Remar strips	order; to do a post move review of any changes to be added to P2	Spring 2027
Fire plan	to do a post move review of any changes to be added to P2	Summer 2027

Board of Management Meeting

June 25, 2026

CLINICAL SERVICES – Mel Cross, RN, Director of Care

Ministry Inspection & Compliance

The home had a proactive Ministry inspection during the last week of May. Overall, the inspection went very well, with inspectors providing positive feedback regarding the progress made by the home. The inspection resulted in only one Written Notice, related to an area already identified internally and already in progress for improvement.

This follows the positive compliance progress reported in April, where both outstanding compliance orders were complied with and no additional compliance orders were issued. The Clinical Department continues to shift from reactive compliance work toward a more proactive quality improvement approach. Policy and procedure reviews remain underway to ensure clinical practices align with current legislation, best practice standards, and the operational needs of the home.

Critical Incident Overview

There were 6 Critical Incidents reported in May, representing 2.7 incidents per 100 residents based on a month-end census of 217 residents. This is an improvement from April, when there were 11 Critical Incidents, representing 4.9 incidents per 100 residents.

The May incidents included 5 abuse-related reports and 1 report of improper or incompetent treatment. Of the abuse-related incidents, 1 involved staff-to-resident abuse and 4 involved resident-to-resident abuse. Abuse-related reporting remains an important resident safety, regulatory, and reputational risk requiring timely investigation, care plan review, and appropriate follow-up.

Only 33% of May Critical Incidents occurred on evenings, which is improved from previous trends where evenings represented a more significant proportion of reported incidents. There were no Critical Incidents reported on nights. Willow had the highest number of incidents, with 2 reported in May.

Staffing & Workforce Stability

PSW staffing has stabilized, with no PSW vacancies as of the end of May. RPN staffing is also fully staffed; however, the home continues to utilize a small volume of agency RPN support to maintain stability. These agency staff are expected to remain in place through the summer months to support vacation coverage and sick call replacement.

RN staffing remains the highest area of staffing risk. Although the RN group had reached full complement, the last 2 full-time RN hires who recently completed orientation chose to move to casual status in May. This has resulted in 2 full-time RN vacancies and required the home to bring back 2 agency RNs to support coverage and resident safety while recruitment continues.

Stable RN coverage remains essential to clinical oversight, timely assessment, medication management, incident response, documentation quality, and after-hours leadership. Recruitment and retention of RNs will remain a priority moving forward.

Quality Improvement & Operational Effectiveness

Bathing compliance continued to demonstrate significant progress in May. There were 1,857 scheduled baths, with 1,625 completed, representing an 87.5% completion rate. There were 236 resident refusals, representing 12.7%. Importantly, there was only one truly missed bath during the month, which was recovered the following day.

This is significant progress from the concerns that originally prompted compliance action. The majority of uncompleted baths continue to be related to resident refusal rather than missed care. Total bath attempts exceeded the number of scheduled baths due to recovery efforts and additional bathing provided where appropriate.

The home also continues to work on a full overhaul of the skin and wound care policy, procedures, and related clinical direction. This work is being completed in collaboration with the Medical Director, Dr. Gauthier. The goal is to strengthen assessment expectations, clarify staff roles, improve escalation processes, and support timely, appropriate wound care.

Resident and family communication also remains a priority, with continued focus on timely follow-up, clearer communication of concerns and actions, and improved documentation of conversations.

Key Priorities Looking Ahead

Key priorities for the Clinical Department include sustaining bathing compliance, continuing Critical Incident trend analysis, completing the skin and wound care policy overhaul, and improving resident and family communication.

RN recruitment and retention will remain a significant priority following the return of 2 full-time RN vacancies. Agency RN support will continue as needed to ensure resident safety while recruitment is underway. PSW and RPN staffing stability will also be monitored through the summer months.

STAFFING/STUDENTS – Tiffany Chapman, HR Coordinator

New Hires/Terminations May 2026

- ❖ **3 New Hires:** 1 CSS PSW, 1 PSW, 1 Human Resources Manager
- ❖ **14 Terminations/Resignations:** 11 PSWs, 1 FSW, 2 RPNs
- ❖ **Vacancies as of June 17, 2026**
- ❖ PSW Vacancies: 0
- ❖ RPN Vacancies: 1 temporary full-time, 4 permanent part-time, 3 temporary part-time
- ❖ RN Vacancies: 2 permanent full-time (in process of onboarding to fill)
- ❖ Dietary Vacancies: 1 permanent part-time, 1 temporary part-time
- ❖ Housekeeping Vacancies: 2 permanent part-time, 3 temporary part-time

- ❖ Activities Vacancies: 1 permanent part-time
- ❖ CSS Vacancies: 0

Students for June

- ❖ Canadore RPN Student Preceptorship (3 students) to finish in June
- ❖ Canadore PSW Student start June 15 and CTS PSW Students June 19

BEHAVIOURAL SUPPORT TRANSITION UNIT (BSTU) – Jillian Marchand, Unit Manager

The BSTU continues to demonstrate positive outcomes in supporting residents with responsive behaviours while enhancing the specialized care environment. During June, the unit admitted two new residents, with one additional admission planned for the upcoming week. The team continues to work closely with BSO partners to ensure appropriate admissions.

Resident outcomes remain encouraging, with previous reviews indicating that 71% of residents experienced a reduction in agitating behaviours following admission to the BSTU. Ongoing assessment, individualized care planning, and interdisciplinary collaboration remain key contributors to these positive outcomes.

Staff education continues to be a priority. Ongoing training opportunities are being provided to both full-time and part-time team members to strengthen competencies in dementia care, behavioural supports, person-centred approaches, and best practices in managing responsive behaviours. This continued investment in staff development supports consistent, high-quality care delivery across the unit.

Work has also continued to enhance the therapeutic environment within the BSTU. Environmental improvements, including the installation of wallpaper and other unit enhancements, are being implemented to create a more welcoming, calming, and dementia-friendly space for residents. These modifications support resident orientation, comfort, engagement, and overall quality of life while reinforcing the unit's commitment to evidence-informed behavioural care practices.

HOUSEKEEPING & NUTRITION & FOOD SERVICES – Trina Milne, Manager

- ❖ Currently revising recipes in Meal Suite (dysphagia diet) to make it easier for staff to understand.
- ❖ New additional hours added to dietary department to help support NFS Staff and cooks, help in maintaining a clean environment. 4 new lines have been created and in the process of interviewing.
- ❖ Follow up with staff for compliance in temperature documentation and well as food quality.

INFECTION CONTROL – Hannah Bryant, RN, Manager of IPAC

New Information:

- Policies updated:
 - MRSA Management
 - Outbreak Management
 - Staff Illness Guidelines

Audits:

- Staff hand hygiene and personal protective equipment audits continue.
- Resident hand hygiene audits continue.
- PPE set-up audits happen bi-weekly to ensure sufficient supply of PPE on units.
- Quarterly IPAC audits continue (will be done weekly when in outbreak).

Outbreaks:

- No confirmed outbreaks to report for May.

Immunization

- COVID vaccines being rolled out for the end June.

IPAC Construction Audits

- Preventative measure audits continue with the demolition phase and the continuous repairs to the new build.
- Attending the bi-weekly construction IPAC meetings.
- Hoarding wall removed closest to the new build.

COMMUNITY SUPPORT SERVICES (CSS) – Cheryl Hamilton, Manager of CSS

CSS is quite stable at this time. We are fully staffed with one PSW on an extended leave and one PSW who now on Maternity Leave. We have hired a staff in place of the mat leave. We are increasing our Assisted Living numbers bit by bit as staffing allows. We are up to 42 clients at present in Assisted Living, 186 Homemaking clients, 27 Respite clients, 3 supportive Housing clients. We have an upcoming audit with the Innovation Centre for our Transportation program in September so making adjustments to meet all requirements. All in all, CSS is functioning well.

ACTIVITIES – Mandy Gilchrist, Manager

Program Highlights

- Delivered an average of [2] group programs per day and [2] one-to-one sessions for residents requiring individualized support.
- All About Me Project – New Build
 - (71) completed to date 63% completed
- Hosted special events including:
 - April Special Events / Outings
 - April Fools w Guy & Luc (live music)
 - Music w Daniel April 7th / 14th / 28th
 - Music w Frank & Cheryl April 8th / 15th / 29th

- Wine & Cheese Social w Pat Dunn April 11th
- Music w Norm & Barbara April 22nd
- Music w Tom & Tracy April 25th
- Smile Cookie Day April 27th
- Couples Lunch April 23rd
- Blue Sky Bingo Outing April 16th FREE seniors' bingo
- Hit the Spot Outing April 17th

- May Special Events / Outings
 - Music w Daniel May 5th / 12th / 26th
 - Music w Frank & Cheryl May 6th / 13th / 27th
 - Food Committee Meeting May 7th
 - Celebrate Mom Wine & Cheese w Pat Dunn May 9th
 - French Group w **Odyssée** and Guy & Luc music/tea social May 14th
 - Jimmy's Old Time Radio Show May 14th
 - Hit the Spot Outing May 19th
 - Alliance School Visit Grade 1 – games May 19th
 - Music w Norm & Barbara May 20th
 - Bethal Repertory Club – musical May 21st
 - Blue Sky Bingo Outing – FREE seniors bingo May 21st
 - Music w Keith Whitfeild May 23rd
 - Couples Lunch May 28th

Staffing & Training

- Activity team consists of 18 **staff members**
- Staff completed training in:

UFirst 13 / 18 staff trained = 72% staff trained

DementiAbility 2 / 18 staff trained = 11% trained

9.

ADMINISTRATIVE MATTERS

**Ministry of Energy and
Mines**

77 Grenville Street
6th Floor
Toronto ON M7A 2C1

Tel: (437) 223-1065

**Ministère de l'Énergie et
des Mines**

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

Tél: (437) 223-1065



MEMORANDUM TO: Chief Administrative Officers of Ontario Municipalities

FROM: Karen Moore
Assistant Deputy Minister
Strategic Network and Agency Policy Division

DATE: August 31, 2026

SUBJECT: Broadband Resources for Ontario Municipalities

As Ontario continues to make significant progress connecting every home and business to reliable, high-speed internet, municipalities play a critical role in supporting the deployment of broadband infrastructure in communities across the province.

Through close collaboration with municipalities, internet service providers (ISPs), utilities and other infrastructure partners, Ontario is advancing broadband projects efficiently and helping bring reliable connectivity to underserved areas.

Municipal leadership is essential in supporting broadband deployment by facilitating permitting processes, negotiating municipal access agreements, providing rights-of-way (ROW) access and working with proponents to keep projects moving forward.

The Ministry of Energy and Mines (MEM) would like to highlight several resources available to help municipalities support broadband deployment and advance projects in communities across Ontario. These resources are attached to this email and, where available, can also be accessed through the links below:

- [Building Broadband Faster in Ontario Guideline Version 5.0](#)
- Ontario Broadband Expansion: Key Messages for Municipalities
- [Municipal Access Agreement \(MAA\) Template](#)
- [Federation of Canadian Municipalities \(FCM\) Telecommunications Rights-of-Way Handbook](#)
- Infrastructure Ontario's Advancing Designated Broadband Projects Guides (available via the [Broadband One Window](#) Resource library):
 - Running Lines, Depth Requirements and Aerial Infrastructure
 - Asset Management Plans, Causal Costs and Fees

Additional broadband resources are also available through the [Rural Ontario Municipal Association \(ROMA\)'s Rural Connectivity](#) webpage.

The Building Broadband Faster in Ontario Guideline provides updated guidance to support municipalities in understanding broadband deployment processes and responsibilities under the *Building Broadband Faster Act, 2021* (BBFA). Key updates include information on new make-ready work requirements for Hydro One, and updated guidance on the roles and responsibilities regarding ROW access and permit applications for ISPs and municipalities, underground and aerial deployment, and permitting processes for other regulated areas, such as railway crossings and conservation areas.

MEM has also enhanced the [Ontario Connects webpage](#) and the [Ontario High-Speed Internet Projects & Availability Map](#) to provide greater transparency on broadband deployment progress across the province. The updated map includes project-level progress indicators such as planning and preparation activities, fibre deployment and wireless construction milestones. It will be updated quarterly to provide municipalities and residents with timely information on the status of broadband projects in their communities. Municipalities are encouraged to use the map to stay informed of local project activity and help respond to resident inquiries regarding broadband expansion.

The province is committed to working collaboratively with municipalities to support broadband expansion. At the same time, we continue to encourage municipalities to take active steps to enable and expedite broadband deployment by working constructively with project proponents and applying municipal tools and processes in a manner that supports efficient project delivery.

Infrastructure Ontario's Technical Assistance Team (TAT) continues to provide support to municipalities and project proponents on broadband-related matters. Municipalities seeking technical assistance related to specific projects are encouraged to contact TAT directly at TAT@infrastructureontario.ca.

For specific broadband policy or program questions, or if you require alternative formats or French versions of the supporting materials, please contact the Ministry of Energy and Mines at broadband@ontario.ca.

Thank you for your continued partnership and leadership as we work together to connect every community to reliable, high-speed internet by the end of 2028.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Moore', is positioned above the printed name of the signatory.

Karen Moore
Assistant Deputy Minister

cc.
Adela Wan
Director, Broadband Expansion and Connectivity Branch,
Ministry of Energy and Mines

Key Messages for Municipalities – Ontario Broadband Programs

Purpose: This document provides information for municipalities and their stakeholders about Ontario's broadband expansion efforts and the role municipalities play in supporting broadband deployment. It may be used to help respond to questions from residents, businesses, and other stakeholders.

Overview

- Ontario is delivering the largest high-speed internet expansion in Canadian history, supported by a historic \$4-billion investment to ensure families, students, and businesses can access fast and reliable service.
- Ontario's investments in high-speed internet expansion will ensure anyone who wants to connect will be able to by the end of 2028.
- As of April 2026, more than 157,000 homes and businesses have been connected with high-speed internet access to date, with construction continuing across the province.
- Ontario remains committed to bringing access to reliable high-speed internet to every community across the province and to finding the right partners to meet this goal as quickly as possible.

Finding Project Information and Service Availability

- The [Ontario High-Speed Internet Access Map](#) provides information about provincially funded high-speed internet projects across the province, including construction status, provincial and federal contributions, and Internet Service Providers (ISPs) under contract. The map also shows where high-speed internet service is currently available across Ontario.
- The map is updated quarterly by the Ministry, and high-speed internet projects will be updated to provide more information as project schedules are confirmed or revised. Visit the map to learn more about provincially funded high-speed internet projects in your community.
- To find out which Internet Service Providers (ISPs) are available in your community, you may check out the [National Broadband Internet Service Availability Map](#). Included on this site is information on ISPs available in your area. Users can enter their address in the Address Search section to find internet

service availability as well as providers available in their community. ISPs are listed under the Area information section by clicking on the Internet service providers (ISP) in the area button.

Role of Municipalities

- Municipalities help support broadband deployment in their communities by reviewing permits, facilitating access to municipal rights-of-way, negotiating Municipal Access Agreements where appropriate, and coordinating with internet service providers (ISPs) and other project partners.
- The province has established legislation through the *Building Broadband Faster Act, 2021* (BBFA) to help accelerate the deployment of broadband infrastructure across Ontario.
- For designated broadband projects, municipalities are required under the BBFA to provide access to municipal rights-of-way for the construction and operation of broadband infrastructure.
- The BBFA includes requirements related to permitting timelines, approvals, and data sharing to support the timely delivery of broadband projects. Infrastructure Ontario's Technical Assistance Team (TAT) monitors compliance with applicable timelines.
- Successful broadband deployment depends on collaboration between municipalities, ISPs, utilities, Infrastructure Ontario, and the province.
- Municipalities can support efficient project delivery by:
 - Working collaboratively with project proponents.
 - Supporting timely permitting and approval processes.
 - Applying fair, transparent, and consistent municipal practices.
 - Coordinating infrastructure activities where appropriate.
 - Making use of available guidance, templates, and technical resources.

Utility Infrastructure and Preparatory Work

- Many broadband projects rely on existing utility infrastructure, including utility poles.
- Before new telecommunications infrastructure can be installed, utility owners may need to complete preparatory work. For fibre projects, this work may include:
 - Pole replacements or upgrades.
 - Equipment modifications.
 - Capacity improvements.
 - Other activities required to safely accommodate new telecommunications infrastructure.
 - Ontario is working closely with municipalities and utilities, including Hydro One, to streamline the work required to prepare hydro poles for new internet infrastructure, reducing administrative barriers, improving efficiency, and accelerating connectivity

Internet Service Providers (ISPs) and Accountability Measures

- Ontario maintains strong oversight of ISPs leading provincially-funded broadband projects. In 2026, the Ontario government introduced enhanced accountability measures to ensure commitments are met, including potential financial penalties where obligations are not fulfilled.
- Contract extensions for internet service providers are being granted solely to those that agree to enhanced accountability provisions, and we are reviewing every contract to identify local alternatives should the original provider be unable to deliver.
- Ontario encourages ISPs to engage early and frequently with municipalities on projects impacting their communities to ensure awareness of planned project activities, facilitate coordination, and support the timely approval of permits.

Aug 28/26

9.1(b)

MUNICIPALITY OF CALVIN:

ATTN - ANNE

Just enclosing a brief note of
THANKS TO THE PUBLIC WORKS STAFF
BRANDON & ALBERT.

THIS IS THE BEST YEAR I HAVE EVER
EXPERIENCED CUTTING ROADSIDES IN YOUR
TOWNSHIP. NO BEANS LEFT ON ROAD
SHOULDER TO CUT OVER

My SINCERE THANKS & APPRECIATION
TO YOU BOTH. PLEASE CONTINUE YOUR
GOOD WORK

THANKS AGAIN

SINCERELY

Larry Byg



MUNICIPALITY OF CALVIN

1355 PEDDLERS DRIVE, MATTAWA ON, P0H 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

building@calvintownhsip.ca • www.calvintownship.ca

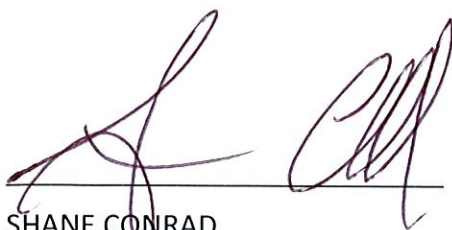
BUILDING REPORT

MONTH: August, 2026

1. NUMBER OF PERMITS ISSUED	4
2. TOTAL MONTHLY VALUE	\$43,500
3. TOTAL FEES COLLECTED	\$720
4. TOTAL BUILDING VALUE TO DATE	\$2,288,277
5. TOTAL FEES COLLECTED TO DATE	\$5,870

COMMENTS:

Permit: 11-2026	Type: Camp	Value: \$25,000	Fee: \$205
12-2026	Storage Shed	\$10,000	\$255
13-2026	Storage Shed	\$7,500	\$155
14-2026	Lean-to on Barn	\$1,000	\$105



SHANE CONRAD
CHIEF BUILDING OFFICIAL



Probity Municipal Consulting

Specializing in Small Rural & Northern Communities
236407 Wendigo Lake Rd, PO Box 171,
Englehart, ON P0J 1H0

Report to the Council of the Municipality of Calvin

Appointment of East Nipissing Representative to the District of Nipissing Social Services Administration Board (DNSSAB) – 2027–2030 Term

August 7, 2026

Recommendation

THAT Council receive the correspondence from the District of Nipissing Social Services Administration Board respecting the appointment of the Area 3 representative for the 2027–2030 term;

AND THAT Council support the continuation of the historical rotational appointment process among the six participating East Nipissing municipalities for the appointment of the Area 3 representative, unless the participating municipalities unanimously agree to an alternative appointment process;

AND FURTHER THAT Council support discussions among the participating municipalities regarding the possible development of a formal rotational appointment protocol, to be considered as a long-term governance initiative that promotes transparency, fairness, consistency, and certainty in future DNSSAB appointments.

Background

The District of Nipissing Social Services Administration Board (DNSSAB) has advised the participating East Nipissing municipalities that, pursuant to the District Social Services Administration Boards Act, the municipalities of:

- a) Bonfield;
- b) Calvin;
- c) Chisholm;
- d) Mattawa;
- e) Mattawan;
- f) Papineau-Cameron;

must jointly appoint one elected official to represent Area 3 on the DNSSAB Board following the 2026 Municipal Election. The new term will run from January 1, 2027 to December 31, 2030.

DNSSAB notes that while representation has generally functioned effectively, the selection process has historically been informal and has not consistently followed any established rotation. Accordingly, DNSSAB encourages the municipalities to collaborate and formalize the appointment through Council resolutions.

The Municipality of Calvin, August 7, 2026

Appointment of East Nipissing Representative to the District of Nipissing Social Services Administration Board (DNSSAB) – 2027–2030 Term

Historical Representation

The historical record supplied by DNSSAB shows the following appointments:

Term	Municipality
2001–2003	East Nipissing
2004–2006	Mattawa
2007–2010	Bonfield
2011–2014	Mattawa
2015–2018	Chisholm
2019–2022	Mattawa
2023–2026	Papineau-Cameron

The attached historical rotation document circulated among the municipalities also indicates that an informal rotation has existed for several regional boards, although it has never been formally adopted for DNSSAB. Under that historic schedule, the municipality identified for the 2026–2030 DNSSAB term is Mattawa, with Bonfield identified as the following municipality.

Analysis

The correspondence raises an important governance question that Council should consider.

While DNSSAB correctly notes that there is no legislated rotational requirement, there has clearly been a long-standing expectation among the participating municipalities that appointments would be shared equitably.

The absence of a formally established appointment process creates unnecessary governance risk. Without clear and agreed-upon procedures, representation may not be distributed equitably among participating municipalities, resulting in some municipalities receiving repeated appointments while others have little or no opportunity to serve. The appointment process may become influenced by political negotiation rather than an objective and transparent framework, requiring each new term of council to revisit the issue without established guidance. This uncertainty also increases the potential for disputes between participating municipalities, which may delay appointments and hinder the effective and continuous governance of the Board.

Probitry Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page / 2

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probitry



Specializing in Small Rural &
Northern Communities



The email circulated by the Township of Bonfield further demonstrates that municipalities are already questioning whether the historical rotation should continue or whether a different process should be adopted.

Discussion

Council should consider whether it wishes to support:

Option 1 – Continue the Historical Rotation

This option would recognize and continue the historical rotation that has evolved among the participating municipalities over many years unless all participating municipalities unanimously agree to adopt an alternative approach. Maintaining the established practice provides continuity while respecting the expectations that have developed through longstanding custom.

The primary advantage of this approach is that it provides a predictable and transparent framework for appointments. Participating municipalities understand when their opportunity to appoint a representative will arise, reducing uncertainty and improving long-term planning.

Continuing the historical rotation also promotes a strong perception of fairness. Although the arrangement may not be formally documented, it reflects an established practice that has historically provided each participating municipality with an equitable opportunity to participate in the governance of the Board.

A further benefit is that it minimizes the potential for political disagreement. By relying on an established practice rather than negotiating appointments each term, municipalities are less likely to become involved in disputes over representation, preserving positive inter-municipal relationships and allowing the Board to focus on its statutory responsibilities.

Finally, continuing the historical rotation provides certainty for future councils. Newly elected councils inherit a clear and well-understood process, reducing the need to renegotiate appointment arrangements every four years and supporting stability, continuity, and effective governance.

Option 1 Assessment

While the historical rotation is based on custom rather than a formal agreement, it has provided a practical and effective governance framework over an extended period. In the absence of unanimous agreement to adopt a different appointment process, continuing the established rotation represents the least disruptive approach and best supports the principles of fairness, transparency, stability, and inter-municipal cooperation.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page | 3

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



Option 2 – Selection by Consensus Every Four Years

Under this option, the participating municipalities would meet following each regular municipal election to determine, by consensus, which municipality would appoint a representative to the Board for the upcoming term. No predetermined rotation or allocation of appointments would exist, with each appointment being determined through discussion and mutual agreement.

The principal advantage of this approach is its flexibility. Participating municipalities would not be constrained by an established rotation and could consider changing circumstances, current priorities, or emerging governance needs when determining appointments.

A further advantage is the ability to appoint representatives who possess particular experience, expertise, or knowledge that may benefit the Board at a given time. For example, municipalities could collectively agree that a representative with experience in finance, social services, governance, or strategic planning would best serve the Board's current priorities.

Despite these advantages, this option presents several governance challenges. The absence of a predetermined process provides little certainty for participating municipalities, as no municipality would know in advance when it might be afforded the opportunity to appoint a representative. This uncertainty would require the appointment process to be revisited following every municipal election.

The consensus approach also creates the potential for disagreements between participating municipalities. Where consensus cannot be achieved, appointments may be delayed, potentially affecting the timely constitution of the Board and creating unnecessary tension among municipal partners.

Finally, because appointments would be determined through negotiation rather than an established framework, municipalities may perceive that they are being treated inconsistently over time. Some municipalities could receive representation more frequently than others without a clear, objective rationale, giving rise to concerns regarding fairness, transparency, and accountability.

Option 2 Assessment

While this option provides flexibility and allows participating municipalities to consider the skills and experience of potential appointees, those benefits must be balanced against the lack of predictability and the increased potential for disagreement. In the absence of clearly defined selection criteria and a formal decision-making framework, this approach may result in inconsistent outcomes and reduced confidence in the appointment process. Accordingly, while consensus-based appointments remain possible, they are generally less conducive to long-term governance stability than a structured and predictable appointment process.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page | 4

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



Option 3 – Future Governance Improvement

Under this option, the participating municipalities would jointly develop and adopt a formal Memorandum of Understanding (MOU) establishing a standardized appointment process for municipal representatives to the Board. Rather than relying upon historical practice or negotiating appointments following each municipal election, the participating municipalities would formally document the process and commit to its application.

The Memorandum of Understanding could establish the order of rotation among participating municipalities, identify circumstances in which a municipality may voluntarily decline its opportunity to appoint a representative, and provide a process for determining which municipality would assume the appointment where a municipality is unable or unwilling to participate. It could also establish procedures for filling vacancies that arise during a term of office and address any other administrative matters necessary to ensure continuity of representation.

The principal advantage of this approach is that it creates a transparent, predictable, and enduring governance framework. By documenting the agreed-upon process, participating municipalities would eliminate uncertainty and reduce the need to revisit appointment procedures following each municipal election. The protocol would provide future councils with clear guidance while preserving the historical principles of fairness and equitable participation.

A formal protocol would also strengthen inter-municipal relationships by reducing the potential for disputes over appointments. Because the process would be agreed upon in advance, appointments could proceed efficiently and consistently without requiring political negotiation or consensus-building each term. This would promote stability, improve administrative efficiency, and enhance public confidence in the integrity of the appointment process.

Importantly, a Memorandum of Understanding would preserve local autonomy. Each participating municipality would retain the authority to determine its own representative when its turn to appoint arises, while collectively respecting the agreed-upon framework governing the allocation of appointments. The protocol could also include provisions permitting amendments where all participating municipalities agree that changes are warranted, allowing the process to evolve over time without sacrificing certainty.

Option 3 Assessment

This option represents the strongest long-term governance solution. It preserves the principles that have guided the historical rotation while formally documenting the process for the benefit of future councils. By providing clarity, consistency, and flexibility within an agreed governance framework, a formal appointment protocol would reduce the potential for future disputes and create a sustainable process capable of serving the participating municipalities for decades.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page | 5

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



Recommendation

While the development of a formal Memorandum of Understanding (Option 3) establishing a standardized appointment protocol represents the strongest long-term governance solution, it requires the participation and unanimous agreement of all affected municipalities. Such an agreement cannot be implemented unilaterally and would require consultation, negotiation, and a collective commitment by the participating municipalities.

For the current appointment process, the recommended approach is to continue the historical rotation (Option 1) that has evolved over many years. This practice has provided continuity, predictability, and equitable representation, is well understood by the participating municipalities, and avoids unnecessary uncertainty or disruption while maintaining positive inter-municipal relationships.

Accordingly, it is recommended that the participating municipalities continue to respect the historical rotation unless they unanimously agree to adopt an alternative process. This approach recognizes the value of the established practice while ensuring stability for the current and future appointment cycles.

As a longer-term governance initiative, the participating municipalities should consider working collaboratively to develop a formal Memorandum of Understanding (Option 3) that commits to the historical rotation and establishes clear procedures for appointments, declined appointments, succession, and vacancies. Formalizing the existing practice would strengthen governance by providing greater certainty, transparency, and consistency for future councils while preserving the principles that have guided the historical rotation.

Financial Impact

None.

Strategic Impact

A transparent appointment process promotes the principles of good governance by providing clarity, consistency, and confidence in the manner in which representatives are selected. It also strengthens regional cooperation by establishing a common understanding among the participating municipalities, enhances accountability through an open and objective decision-making framework, and supports fairness by ensuring that each participating municipality is afforded equitable consideration within the appointment process.

Conclusion

The DNSSAB correspondence identifies an issue that extends beyond the appointment of a single board member. It presents an opportunity for the East Nipissing municipalities to establish a fair, transparent, and predictable appointment process that can be relied upon by future councils.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page | 6

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



The Municipality of Calvin, August 7, 2026

Appointment of East Nipissing Representative to the District of Nipissing Social Services Administration Board (DNSSAB) – 2027–2030 Term

Suggested Resolution

THAT Council receive the correspondence from the District of Nipissing Social Services Administration Board respecting the appointment of the Area 3 representative for the 2027–2030 term;

AND THAT Council support the continuation of the historical rotational appointment process among the six participating East Nipissing municipalities for the appointment of the Area 3 representative, unless the participating municipalities unanimously agree to an alternative appointment process;

AND FURTHER THAT Council support discussions among the participating municipalities regarding the possible development of a formal rotational appointment protocol, to be considered as a long-term governance initiative that promotes transparency, fairness, consistency, and certainty in future DNSSAB appointments.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page | 7

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

July 6, 2026

Subject: Appointment of East Nipissing Representative to DNSSAB Board (2027–2030 Term)

To:

The Corporation of the Township of Bonfield
The Corporation of the Township of Calvin
The Corporation of the Township of Chisholm
The Corporation of the Town of Mattawa
The Corporation of the Township of Mattawan
The Corporation of the Township of Papineau-Cameron

Dear Members of Council,

With the upcoming municipal election scheduled for October 26, 2026, the District of Nipissing Social Services Administration Board (DNSSAB) is writing to provide early notice regarding the appointment of a representative for the East Nipissing municipalities for the next Board term.

As outlined in the *District Social Services Administration Boards Act*, the municipalities of Bonfield, Calvin, Chisholm, Mattawa, Mattawan, and Papineau-Cameron jointly appoint one elected official to represent Area 3 (East Nipissing) on the DNSSAB Board following each municipal election (see Attachment 1).

The upcoming DNSSAB Board term will commence January 1, 2027, and conclude December 31, 2030. The current representative for East Nipissing is Councillor Mélanie Chenier of the Township of Papineau-Cameron, who has served during the 2023–2026 term.

As part of our preparation for the upcoming term, DNSSAB has reviewed historical Board representation for the East Nipissing municipalities (see Attachment 2). While there have been no concerns with the effectiveness of East Nipissing representation, our review and records suggest that the selection process has varied over time and has not consistently followed a defined rotation schedule. In earlier years, it appears that East Nipissing municipalities coordinated amongst themselves to determine

Appointment of East Nipissing Representative to DNSSAB Board (2027–2030 Term) | July 6, 2026

representation, while in other instances, a set rotation schedule was attempted. However, the overall selection process appears informal.

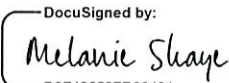
In the interest of transparency and to support a coordinated approach moving forward, we encourage the East Nipissing municipalities to collaborate and determine their representative for the 2027–2030 term. We recommend that this selection be confirmed through Council resolutions by the participating municipalities.

DNSSAB is available to assist with facilitating discussions or coordination among municipalities, should that support be helpful in reaching a collective decision.

We kindly request that you notify DNSSAB of the appointed East Nipissing representative no later than December 1, 2026, to allow sufficient time for Board onboarding and orientation planning. If an alternative approach to the selection process is preferred, please do not hesitate to contact us to discuss.

Thank you for your continued collaboration and commitment to the DNSSAB and Board governance.

Sincerely,

DocuSigned by:

D9E436587D28431
Melanie Shaye
Chief Administrative Officer
Phone: 705-474-2151 ext. 63188
Email: melanie.shaye@dnssab.ca

Cc: District of Nipissing Social Services Administration Board members

Appointment of East Nipissing Representative to DNSSAB Board (2027–2030 Term) | July 6, 2026

Attachment 1: excerpt from the District Social Services Administration Boards Act

SCHEDULE 3

THE DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD

1. The district for the District of Nipissing Social Services Administration Board is the District of Nipissing and the part of the District of Sudbury that is within the area of jurisdiction of The Corporation of the Municipality of West Nipissing.

2. The District of Nipissing Social Services Administration Board shall consist of 12 members and the areas they represent and the manner of their appointment shall be as follows:

1. Area 1 is the area of jurisdiction of The Corporation of the City of North Bay and six members shall be appointed by its municipal council to represent Area 1.
2. Area 2 is the area of jurisdiction of The Corporation of the Municipality of West Nipissing and one member shall be appointed by its municipal council to represent Area 2.
3. Area 3 is the area of jurisdiction of the following municipalities and one member shall be appointed jointly by the municipal councils of those municipalities to represent Area 3:

- 
- i. The Corporation of the Township of Bonfield.
 - ii. The Corporation of the Township of Calvin.
 - iii. The Corporation of the Township of Chisholm.
 - iv. The Corporation of the Town of Mattawa.
 - v. The Corporation of the Township of Mattawan.
 - vi. The Corporation of the Township of Papineau-Cameron.

4. Area 4 is the area of jurisdiction of The Corporation of Township of South Algonquin and one member shall be appointed by its municipal council to represent Area 4.
5. Area 5 is the area of jurisdiction of The Corporation of the Municipality of Temagami and one member shall be appointed by its municipal council to represent Area 5.
6. Area 6 is the area of jurisdiction of The Corporation of the Township of East Ferris and one member shall be appointed by its municipal council to represent Area 6.
7. Area 7 is the territory without municipal organization within the district for the District of Nipissing Social Services Administration Board and one member shall be selected by the residents of that territory to represent Area 7.

O. Reg. 37/99, s. 6; O. Reg. 422/03, s. 2.

Appointment of East Nipissing Representative to DNSSAB Board (2027–2030 Term) | July 6, 2026

Attachment 2: DNSSAB Representation, East Nipissing Municipalities

DNSSAB Term	Board Member	Municipality
2001 - 2003	Bill Vrebosch*	"East Nipissing"
2004 - 2006	Dean Backer	Mattawa
2007 - 2010	Narry McCarthy	Bonfield
2011 - 2014	Dean Backer	Mattawa
2015 - 2018	Leo Jobin	Chisholm
2019 - 2022	Dean Backer	Mattawa
2023 - 2026	Mélanie Chenier	Papineau-Cameron

Note: Prior to 2006, Ontario municipal elections were held every three years

* Bill Vrebosch was the Mayor of East Ferris at the time.

CAO

From: Nicky Kunkel <cao.clerk@bonfieldtownship.com>
Sent: July 7, 2026 9:10 AM
To: Brooke Piercey; Andrée Gagné; CAO; Clerk Calvin; Clerk Calvin; Chisolm; Chisolm CAO; Mattawa CAO; Mattawan Admin; Papineau-Cameron Clerk; Papineu-Cameron Admin
Cc: Melanie Shaye; Chair; Councillor Chenier; Councillor Mayne; terry.kelly@eastferris.ca; jrestoule@westnipissing.ca; Justine Mallah; Lana Mitchell; Maggie Horsfield; mayor@southalgonquin.ca; dan.omara@temagami.ca; Peter Chirico; amanda.liane108@gmail.com
Subject: RE: Appointment of East Nipissing Representative to DNSSAB Board (2027–2030 Term)
Attachments: Council appointments boards for term.pdf

Good morning Everyone,

I hope this finds everyone well and enjoying summer.

I have the attached hanging in my office for the new term appointments when I first got to Bonfield.

I have not been here, but experience tells me that Municipalities try to follow this but either the person already in the role wants to continue or the Township that is supposed to represent the Board for that term doesn't have a councillor willing to sit on the Board (usually time commitments/restraints).

Do we continue to follow this format for DSSAB, which would mean that a member of Mattawa would sit on the Board in the new term, or does the current Councils want to review this rotation now? Or wait till new term and see if there is anyone is Mattawa interested, if not go to the next year's rotation Township?

Nicky Kunkel
CAO Clerk-Treasurer
Township of Bonfield
365 Hwy 531 Bonfield ON
705-776-2641

From: Brooke Piercey <Brooke.Piercey@dnssab.ca>
Sent: July 6, 2026 10:43 AM
To: Nicky Kunkel <cao.clerk@bonfieldtownship.com>; Andrée Gagné <deputyclerk@bonfieldtownship.com>; Calvin CAO <cao@calvintownship.ca>; Calvin Clerk <clerk@calvintownship.ca>; Calvin Deputy Clerk <deputyclerk@calvintownship.ca>; Chisolm <info@chisholm.ca>; Chisolm CAO <l.marshall@chisholm.ca>; Mattawa CAO <cao@mattawa.ca>; Mattawan Admin <admin@mattawan.ca>; Papineau-Cameron Clerk <clerk@papineaucameron.ca>; Papineu-Cameron Admin <admin@papineaucameron.ca>
Cc: Melanie Shaye <Melanie.Shaye@dnssab.ca>; Chair <mark@hfreeman.ca>; Councillor Chenier <melanie.chenier@gmail.com>; Councillor Mayne <chris@maynetravel.com>; terry.kelly@eastferris.ca; jrestoule@westnipissing.ca; Justine Mallah <justine.mallah@northbay.ca>; Lana Mitchell <lane.mitchell@northbay.ca>; Maggie Horsfield <maggie.horsfield@northbay.ca>; mayor@southalgonquin.ca; dan.omara@temagami.ca; Peter Chirico <mayorchirico@northbay.ca>; amanda.liane108@gmail.com
Subject: Appointment of East Nipissing Representative to DNSSAB Board (2027–2030 Term)

EAST NIPISSING REPRESENTATION

TERM	AREA 3 - CASSELLHOLME	NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT	DISTRICT OF NIPISSING SOCIAL SERVICES ADMINISTRATION BOARD
2003-06	East Ferris	Calvin	Mattawa
2006-10	Mattawan	Mattawan	Bonfield
2010-14	Bonfield	Papineau-Cameron	Mattawan
2014-18	Chisholm	Chisholm	Chisholm
2018-22	East Ferris	Mattawa	Calvin
2022-26	Mattawan	Bonfield	Papineau-Cameron
2026-30	Bonfield	Chisholm	Mattawa Bonfield



9.4

Municipality of Calvin
Community Emergency Management Coordinator

Report to council

To: Mayor and Members of Council

From: Jordan Whalley, CEMC (Community emergency management coordinator)

Date: August 20 2026

Meeting date: September 8 2026

Subject: CEMC report

Purpose: to provide council information regarding the CEMC and emergency preparedness and response.

-The Ministry of Emergency Preparedness and Response has announced they will be accepting applications for the 4th round of their Provincially funded grant; however, Calvin does not qualify as we were successful in the last round.

-Public education information has been on-going on social media and within the fire department's weekly public education door to door program.

-Meeting, August 26 2026 with Pauline Rochefort to discuss federal government involvement in emergency preparedness and a round table discussion on how they could better support municipalities with the changing weather situations.

-Calvin has a new emergency field advisor, Diane Ploss has retired and replacing her position is Adam Monster.

-The Tabletop exercise is ready to schedule for this year's training. I will contact the members of the committee to set up a time and date.

-The submission of the plan to EMO is completed other than I am waiting for the election to finalize the updated contact lists, and to finalize training.

-Training has been going well, I have completed 5 of 8 courses. I am currently registered for 2 of the remaining 3. (there is a prerequisite process to registrations)

-Alert ready is available to the municipality through approved officials. The program can be used to notify the community of all types of emergencies with request though PEOC (provincial emergency operations center)



Calvin Fire Department

1238 Peddlers Dr Calvin Township, Ontario 705-744-2291

Submitted to Council Meeting: September for the month of August 2026

Department Volunteer Status

# Active Personnel 15	# Resignations since last report to Council	New applicant(s) (application attached for Council approval) Name(s):
Jordan Whalley Chayse Walls OJ Keown Jason Gienow Brandon Apps Steve Meecham Codey Beaumont Tyler Wright Liam Maxwell Bill Moreton Andres Barahona Blair Grove Les Whalley Wayne Brown Steve Walls	0	0
Chief Deputy Chief Assistant Chief Captain Captain Firefighter FPO Safety Officer Public Relations Officer Dispatch/Station Officer Firefighter Engineer Engineer Engineer Engineer		

Incidents Attended –

The month of August at the time of this report – 6 calls – MVC-2 – Fire-3 – Co-1

What we have been up to –

Each Thursday night meetings from 7-9 consist of a brief meeting and then crews participate in a 2-hour training session on various topics related to Fire Fighter 1&2 with skills testing to evaluate their understanding of each skill.

August has been a busy month for our members with 6 calls, regular training nights, extra training for upcoming testing, drivers training, and preparing for Calvins 50th anniversary.

Members have been focusing on drills and exam testing related to the NFPA fire fighter certification test day.

CFD members have been putting together public education items, information and children's gift bags to hand out at our booth at the Calvin Fall Fair.

CFD was offered a free of charge advanced, off-road medical training by the District of Nipissing Paramedic Services. We have discussed a training day in Oct.

Department Training -

Course/Training Name	Who is required to complete (all, specific role etc.)	# of Active Volunteers who have completed	Comments re training plan this calendar year to meet requirements (method of delivery/where/when)
First Aid and CPR/ BLS	All firefighters are required to do recertification every 3 years	15	All up to date.
Fire Fighter 1&2 skills training and testing	All firefighters	13	In-house training following the NFPA IFST manual, NFPA Skills sheets and vector solutions online training We have now added another means of training through the Ben Hirst perp testing booklets; this allows the members to take practice tests on the information they have been studying and track their progress. Each remaining member will be tested by the AS&E for their final exam.

Other Training Provided Since Last Report to Council

Specific Training Delivered	Delivery Date	Method of Delivery and Provider (i.e. Chief, FMO etc.)	Number of personnel who completed the training	Comments
NFPA 1001 Training	August regular training nights	Training officer, Deputy Chief, Chief	13	August in-house training heavily focused on the basics needed to pass the firefighter certification. They are repeatedly practicing on PPE don and doff. SCBA use, ladders, ropes, hoisting tools, interior search, moving with a charged hose line, ventilation, salvage, mop up and much more. Test day is Sept 24, 2026.
Vector Solutions online Training	Open to Train on FF own time	Online via Vector solutions Training Portal	13	Crews continue to complete FF1 and 2 related modules online, at home, furthering their education towards completing their testing. NFPA 1001 Firefighter 1 and 2 can take over 400 hours to complete.

Meetings attended by Chief/Deputy Chief

Mutual Aid Meetings (running table – latest meeting first)

Meeting Date	Attended by or indicate “not attended”	Meeting Highlights	Actions Necessary, this Dept	Comments
August 26 2026	Attended	Roundtable discussions based on federal involvement in emergency planning.	Attendance.	

Other Meetings/Conferences Attended

Meeting Date	Meeting Name	Attended by:	Comments: such as purpose, benefit etc.
NONE			

Public Education/Outreach Plan -2026 -Fire Prevention

Event/Activity Name	Date to be completed	Lead (i.e. Chief, Deputy etc.)	Municipal Support Required Y/N If Y, name it	*Results: (once complete)
Fire Prevention packages	ongoing	FPO/chief	Y – Print outs	On going
Facebook Updating	Monthly	PIO Liam Maxwell	N	Updating residents on Fire Safety, current situations/road closures. On going

Reports Due to Various Ministries in 2026 (running table)

Report Name	Due to	*Due by date & Frequency	Status
Standard Incident Report	OFM	March 30, 2025 Annual	Up to date
SIR reporting per call	OFM	Per call	Up to date
CAS MTO submissions	MTO	Per call	Up to date

Submitted by Fire Chief

I have received, reviewed and approve of this report submission

Jordan Whalley

Ann Carr/ CAO



9.6

THE MUNICIPALITY OF CALVIN

REPORT TO COUNCIL FROM CAO

To: Mayor and Council
Subject: Operations Report
Author: Ann Carr, CAO, Clerk Treasurer
Date: September 08, 2026
Report No.: CAO-Report 2026

Purpose:

To provide Council information regarding the operations of the Municipality of Calvin.

Public Works:

- Completed "A" gravel application on Peddlers Drive and Mount Pleasant (5.5 kms)
- Improvements to the Smith Lake Boat Launch parking area completed.
- Both Tandem Axle trucks had their annual inspection completed. 2015 International required an EGR (Exhaust Gas Recirculation) valve. This valve is required for exhaust and emissions system to function properly. The cost for the EGR valve repair and installation was approximately \$7000.00. (Have not received invoice from mechanic for the work).
- Addressed shoulder wash outs on Peddlers Drive.
- Ditching and shoulder work on Homestead Road.
- Installed cross culvert on Galston Road.
- Winter Sand has been delivered and stacked.
- Roadside grass cutting has been completed.
- Emergency road closure trailers have been delivered which was purchased through the Emergency Preparedness Grant. These trailers are for use between the Public Works Department and the Fire Department.
- Brushing to start first week of September.
- North Bay Mattawa Conservation Authority has installed the weather station at the municipal office. This weather station is an initiative by the NBMCA and will be paid for by them, however use will be between the Municipality and NBMCA.

Landfill and Recycling:

- Landfill/Recycling attendant job posting was placed to replace "student" employee. Job posting closes on September 03, 2026.
- The following stats were collected for the month of August:

Date	Landfill Users	Recycling Users
August 29/2026	100	66
August 25/2026	39	25
August 22/2026	73	43
August 18/2026	53	33
August 15/2026	77	49
August 11/2026	50	34
August 08/2026	80	52

Recreation:

- Boiler/Furnace has been repaired and there is hot water again in the Community Center.
- Continued grounds maintenance of Municipal Office, Fire Department and Cemetery.



THE MUNICIPALITY OF CALVIN

REPORT TO COUNCIL FROM CAO

- Recreation will ensure that the grounds are prepared and in pristine condition for the Calvin Connects/Fire Department Country Fair being held on September 19th.

Municipal Administration Office:

- Job posting was placed and resumes accepted for interviews to be conducted on August 31 for the desk of the administrative assistant 12 resumes were received for the position.
- Election nominations and procedural duties have been conducted. French Catholic School Board at the time of production of this report remains without a candidate.
- Electors can no longer use the Elections Ontario Portal to add themselves to the Voters List. The portal can still be utilized to ensure residents are on the list. If residents are not on the list, they must add their name to the list by attending the municipal office with the appropriate identification as well as proof of residency or ownership.
- Proxies are available for those residents that are unable to attend on either the advance polling date on October 17th or Election Day on October 26th. These forms are available at the Municipal Office.
- Audit for OMAFA completed regarding Drain 5 Branch 2. Random audits are conducted to ensure compliance with the Drainage Act and the funding for maintaining municipal drains received from Ontario Ministry of Agriculture, Food and Agribusiness. Our local farm properties benefit from drainage across the municipality. When works are done to a drain, OMAFA pays a portion for the maintenance of drains, and the benefitting landowners pay a portion. The Municipality functions as the administrator for this program.

Fire Department/Community Emergency Management Coordinator/By-Law Enforcement:

- On Wednesday, August 26th, the Fire Chief/CEMC and the CAO attended a round table discussion with MP Pauline Rochefort and Anthony Housefather, the Parliamentary Secretary for the Minister of Emergency Management and Community Resilience to discuss approaches in emergency management, along with our experiences in dealing with emergencies. Items that were discussed are as follows:
 - Access to immediate funds for an emergency.
 - The application for the funding from MDRA and the length of time it takes to have the funds returned to Municipalities.
 - How municipalities are not encouraged to mitigate climate resiliency through the application of MDRA. (MDRA will pay a portion of upgrading)
 - The federal government of Canada funds the emergency funds given to municipalities by the province and were surprised to hear that upgrades were not being fully funded.
 - Communications and the difficulties and frustration of lack of response from communication infrastructure owners during emergencies.
 - Discussion regarding the 50 waterbombers being placed in North Bay as the hub for wildland fires due to the available infrastructure that is already in place.
- Fire Department is preparing for the 50th anniversary of the establishing of the Calvin Fire Department to be celebrated in conjunction with the Calvin Country Fair on September 19th, 2026.
- CEMC has prepared tabletop exercise to be completed awaiting confirmation of attendance from the members to ensure the full group is available for the training; the date will be supplied to the members shortly.

Grants and Funding Opportunities/Announcements:

- Fire Department had applied to **Ontario Hydro** for a grant for **\$15,000.00** to purchase Bunker Gear and PPE. This amount was depended upon as revenue in the 2026 budget to finance the cost. Due to the grant being over subscribed we were not successful to receive the funds. The Fire Department has revenue sources for attendance of MTO and Ontario Hydro calls and are requesting the use of the funds for Personal Protective Equipment. PPE is legislated to be replaced every 10 years according to NFPA Standards. **(MOTION)**



THE MUNICIPALITY OF CALVIN

REPORT TO COUNCIL FROM CAO

- Fire Chief prepared and submitted the Fire Protection Grant for cancer prevention items for the maximum amount **\$15,675.00**. Discussed at the last regular meeting of Council.
- **Community Emergency Preparedness Grant** new intake: This grant cannot be applied for as we were successful with the application in 2025. Successful applicants cannot reapply to this year's intake of applications. Funds were received in 2026 and mainly utilized for improvements to the communications tower and communications equipment for the Fire Department.
- **Community Sport and Recreation Infrastructure Fund- (CSRIF) Stream 1-Repair and Rehabilitation:** This funding opportunity is to upgrade existing recreational facilities. A minimum of \$100,000.00 to a maximum of \$1 million may be applied for. Municipalities may apply for a cost share of 50% of the project and the municipality would pay 50%. The 50% portion from the municipality cannot be "stacked" meaning the municipality would not be able to use Ontario Community Infrastructure Fund (OCIF) nor Canada Community Building Fund (CCBF) to fund the additional 50% as required for the application. The Municipality would be required to fund the additional required 50% either using reserves or taxation. Deadline to apply: December 22, 2026.
- **Municipal Housing Infrastructure Program-Non-Development Charge Municipalities Stream-** This grant is funded 40% federal, 40% provincial and 20% municipal, however "stacking" is available for this funding opportunity which would allow the use of CCBF or OCIF. Projects up to 20 million are eligible. Applicable projects that apply to the Municipality of Calvin:
 - Roads Projects:** will be assessed on technical criteria for improved and/or more reliable road infrastructure that enables housing development.
 - Bridge Projects:** will be assessed on technical criteria for improved and/or more reliable bridge infrastructure that enables housing development.

A full report regarding the Recreation Infrastructure Fund and the Municipal Housing Infrastructure Program will be provided to Council on September 22 at the regular meeting of Council.

Impact of Provincial Announcement-OPP policing costs for 2027:

The solicitor general has announced that an amendment to Ontario Regulation 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police made under the Community Safety and Policing Act will not increase by more than 11% for the 2027 budget. The amendment is to provide municipalities the ability to have predictable budgeting planning. The following chart provides the last 3 years in costs and what 11% increase in 2027 will result in for the residents of Calvin:

Year	Policing Costs	Increase
2024	\$96023.00	
2025	103158.00	\$7135.00 *
2026	116540.00	\$13382.00
2027	129359.40	\$12819.40

*Provincial Government paid 7% of the increase in 2025.

Currently 1% increase on the tax levy for the Municipality of Calvin is \$18,800.00. If the OPP costs go to the maximum of 11% the total impact to the levy will be close to ¾ of a point.

Motions of Council from the CAO report:

WHEREAS the Council of the Municipality of Calvin accepts the operations report from the CAO;

AND WHEREAS the report identified that a grant from Hydro One was oversubscribed and the Municipality was not successful in obtaining the funds which were added to the 2026 budget as revenue in the Fire Department budget to purchase bunker gear and personal protective equipment;

THEREFORE, the Council of the Municipality of Calvin endorses the use of revenue collected through MTO and Hydro One response provided by the Fire Department for the purpose of financing the required personal protective



THE MUNICIPALITY OF CALVIN

REPORT TO COUNCIL FROM CAO

equipment of \$15,000.00 that was identified in the 2026 budget; be it hereby resolved that Council approves of this motion.

Respectfully submitted,

Ann Carr, Dipl.MA
CAO, Clerk-Treasurer

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 326-5000
Toll Free: 1 866 517-0571
Minister.SOLGEN@ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél. : 416 326-5000
Sans frais : 1 866 517-0571
Minister.SOLGEN@ontario.ca



132-2026-3665

By email

August 14, 2026

Dear Heads of Council, Chief Administrative Officers and Clerks of OPP-Policed Municipalities:

I am writing to provide you with an update on OPP municipal policing costs for 2027.

Our government recognizes the importance of providing municipalities with predictability as you plan your budgets, while ensuring the OPP has the resources it requires to continue delivering high-quality policing services and keeping communities safe.

With that in mind, we are taking action to limit increases in OPP policing costs for municipalities in 2027.

For the 2027 calendar year, no OPP-policed municipality will see its total amount owed for OPP policing increase by more than 11 per cent compared to 2026, excluding costs associated with any additional policing services a municipality has chosen to receive through a separate agreement with the OPP.

This is a time-limited measure for the 2027 OPP billing cycle, intended to provide municipalities with cost certainty to support local budget planning.

To implement this change, an amendment has been made to Ontario Regulation 413/23: Amount Payable by Municipalities for Policing from Ontario Provincial Police, made under the *Community Safety and Policing Act, 2019* (CSPA). The amendment is being filed with the Registrar of Regulations and will be publicly available through the e-Laws page in the coming days.

The OPP is currently preparing 2027 annual billing statements, which are expected to be provided to municipalities this fall.

We value the important partnership between the province, municipalities and the OPP in keeping Ontario communities safe. We also recognize the importance of ensuring policing costs are sustainable and predictable for municipalities, and we will continue working with our municipal partners on these shared priorities.

.../2

Page 2

Should you have any questions about the regulatory updates, please reach out to solgeninput@ontario.ca. Questions regarding your municipality's annual OPP billing statement can be directed to OPP Municipal Policing at opp.municipalpolicing@opp.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael S. Kerzner', with a long, sweeping horizontal line extending to the right.

The Honourable Michael S. Kerzner
Solicitor General

c: Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety

Thomas Carrique, C.O.M.
Commissioner, Ontario Provincial Police



Probity Municipal Consulting

Specializing in Small Rural & Northern Communities
236407 Wendigo Lake Rd, PO Box 171,
Englehart, ON P0J 1H0

TOWNSHIP OF CALVIN

REPORT TO COUNCIL

Meeting Date	September 8, 2026
Subject	Activity and Transition Report 1
Prepared by	Chris Wray. AMCT

RECOMMENDATION

THAT Council receive the Senior Municipal Advisor – Activity and Transition Report dated September 8, 2026, for information.

PURPOSE

The purpose of this report is to provide Council with an update on the work I have undertaken during the recent administrative transition and since moving from the position of Interim CAO/Clerk-Treasurer to Senior Municipal Advisor.

My work has focused on supporting the transition to the new CAO/Clerk-Treasurer, addressing immediate administrative and governance matters, reviewing existing municipal practices and developing practical systems and processes that will assist the Township going forward.

A recurring consideration throughout this work has been the size of the Township and its available resources. Calvin does not have the staffing or financial capacity of a larger municipality. Accordingly, my approach has been to ensure that legislative, financial and governance requirements are met while developing systems that are practical and sustainable for a municipality of Calvin's size.

CAO/CLERK-TREASURER TRANSITION

A significant portion of my recent work has involved assisting with the transition to the Township's new CAO/Clerk-Treasurer, Ann Carr.

This has included reviewing outstanding administrative matters, providing background on files requiring continued attention, assisting with the transfer of responsibilities and identifying areas where policies, procedures or administrative practices should be strengthened.

With the appointment of the permanent CAO/Clerk-Treasurer, my role has transitioned to Senior Municipal Advisor. In this capacity, I will continue to provide assistance to the CAO and Council on specific projects, municipal governance matters and administrative issues as required.

An important component of this work is ensuring that information and knowledge accumulated during the interim period are properly transferred to the CAO so that ongoing matters are appropriately documented and do not become dependent upon my continued involvement.

FINANCIAL MANAGEMENT AND REPORTING

One area where I have not yet been able to devote as much time as I would have liked is a detailed review of the Township's current financial system and its ongoing financial results in comparison with the approved 2026 Budget.

I consider this a priority.

Council should receive regular and meaningful financial information throughout the year so that it can understand not only whether revenues and expenditures are tracking against the annual budget, but also the Township's overall financial position.

In my view, regular financial reporting to Council should ultimately provide a clear picture of:

- a) year-to-date revenues and expenditures compared with the approved budget, including significant variances and projected year-end results;
- b) the status and purpose of reserves and reserve funds, including significant commitments against those funds;
- c) cash and investments;
- d) significant receivables and amounts owing;
- e) outstanding debt and other material financial obligations;
- f) capital assets and significant changes affecting those assets; and
- g) the overall financial position of the municipality, including its assets and liabilities.

The annual budget is only one component of understanding the financial health of a municipality. Council should also have sufficient information to understand the resources accumulated from prior years, obligations that will need to be met in future years and the overall financial capacity of the Township.

My intention is to bring this work into line as quickly as practical and to work closely with the CAO/Clerk-Treasurer so that she develops a thorough understanding of the Township's financial position, financial systems and reporting requirements.

I would also like to establish a practical financial reporting format that can be provided to Council on a regular basis. The objective should be to provide Council with meaningful information for decision-making without creating an unnecessarily complicated reporting process.

Once the more detailed review of the financial system, 2026 year-to-date results, reserves, assets and liabilities has been completed, I will work with the CAO to identify any areas requiring attention and bring appropriate information or recommendations forward to Council.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON POJ 1H0

Page | 2

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



RECORDS MANAGEMENT AND FILING SYSTEM

One of the more significant administrative matters identified during my time with the Township is the organization and management of municipal records.

Given Calvin's staffing levels and financial resources, I do not believe that an expensive electronic document management system is presently necessary or practical. Instead, I have been developing a records management framework appropriate for a small municipality and capable of being administered with existing resources.

Work undertaken includes:

- a) development of a new Records Retention By-law;
- b) development of a companion Records Management Procedure;
- c) development of a practical records classification and numbering system;
- d) consideration of the management and retention of electronic records and email;
- e) clarification of circumstances where original paper records should continue to be retained;
- f) development of a process for identifying records eligible for destruction; and
- g) establishment of appropriate authorization and documentation before municipal records are destroyed.

The objective is to establish a straightforward system that staff can maintain while ensuring important municipal records can be readily located, appropriately protected and retained for the required period.

BY-LAWS, POLICIES AND PROCEDURES

As part of the broader records management initiative, I have begun locating and consolidating, to the extent possible, the Township's existing by-laws, policies and administrative procedures.

These documents have historically been maintained in various locations and are not always readily accessible from a single source. The objective is to establish a central and reliable repository as the Township moves toward its new filing and records management system.

This should make it considerably easier for Council and staff to locate governing documents and determine which by-laws, policies and procedures are currently in effect. It should also assist in identifying documents that have been amended, superseded or repealed.

Once this material has been assembled, I recommend that the Township undertake a systematic review of its key administrative policies, including those associated with the responsibilities of municipal officers and employees under section 227 of the *Municipal Act, 2001*, together with policies specifically required under the Act and other applicable legislation.

The review should determine whether required policies are in place and whether existing policies remain current, compliant and appropriate for a municipality of Calvin's size.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page / 3

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



This will be an ongoing project rather than a one-time exercise. The longer-term objective is to provide Council, the CAO and staff with an organized and accessible body of current municipal by-laws, policies and procedures and a process for keeping those documents current.

PROCEDURAL BY-LAW

I have undertaken a review of the Township's Procedural By-law, having regard to the requirements of the *Municipal Act, 2001* and the practical requirements of conducting Council business in a small municipality.

The objective has been to provide Council and staff with clear and workable meeting procedures while avoiding unnecessary complexity.

Revisions have been developed to improve clarity and consistency and to provide a stronger procedural framework for Council meetings.

APPOINTMENTS AND ADMINISTRATIVE AUTHORITIES

Work has also been completed respecting the by-laws associated with the recent administrative transition, including the appointment of the new CAO/Clerk-Treasurer and related changes to staff appointments and signing authorities.

The intention has been to ensure that the various appointment by-laws operate together and that previous appointments are appropriately amended or repealed so there is no uncertainty regarding administrative authority following the transition.

Explanatory material has also been prepared to assist the CAO in presenting these matters to Council.

CAO/CLERK-TREASURER PERFORMANCE REVIEW

Further to previous discussions with Council and in conjunction with the employment arrangements for the new CAO/Clerk-Treasurer, I have drafted a CAO/Clerk-Treasurer Performance Review Policy for Council's consideration.

The purpose of the policy is to establish a clear, fair and consistent process for evaluating the performance of the CAO/Clerk-Treasurer.

The proposed framework is intended to establish expectations at the outset, encourage regular communication between Council and the CAO/Clerk-Treasurer and ensure that performance is evaluated against agreed-upon responsibilities, priorities and objectives rather than through an informal or ad hoc process.

The performance review process also provides an opportunity to establish priorities for the coming year, identify professional development requirements and ensure that Council and the CAO/Clerk-Treasurer have a common understanding of the Township's administrative and strategic objectives.

This work follows Council's previous discussion of the matter and complements the employment agreement and appointment of the new CAO/Clerk-Treasurer.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page / 4

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



INFORMATION TECHNOLOGY SERVICES

I have reviewed the Township's current arrangements for information technology services.

The Township presently relies upon an outside provider for its general IT requirements, with the same provider also having responsibilities associated with the Township's property tax system.

Given the importance of cybersecurity, data protection, backups, system access, business continuity and reliable technical support, I have commenced preparation of a Request for Proposals for the Township's general IT services.

The property tax system component is not proposed to form part of this procurement.

The objective is not to assume that a change in provider is required. Rather, a competitive process will allow the Township to clearly define the services it requires and determine whether it is receiving appropriate service, security and value for its IT expenditures.

EMPLOYEE BENEFITS AND MUNICIPAL INSURANCE

I have also commenced a review of the Township's employee benefit insurance and general municipal insurance arrangements to determine whether the Township continues to receive appropriate value for the premiums being paid.

Again, this review is not based upon a predetermined conclusion that the Township should change providers.

The objective is to better understand the Township's existing costs, coverage and level of service and determine whether opportunities may exist for cost savings, improved coverage, improved service or some combination of these.

For a municipality with limited financial resources, I believe it is appropriate to periodically test significant ongoing expenditures against available alternatives. At the same time, potential savings should not be pursued at the expense of appropriate insurance protection or necessary employee benefits.

This review remains in its preliminary stages. I will continue to update the CAO as information becomes available, and any findings or recommendations requiring Council's consideration will be brought forward to Council.

2026 MUNICIPAL ELECTION

I have provided assistance regarding preparations for the 2026 Municipal Election.

In particular, I have reviewed responsibilities relating to school board trustee candidate information and the responsibilities applicable to Calvin and the broader electoral area.

Information has been provided to the CAO to clarify the Township's responsibilities and assist with election administration.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page / 5

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



GENERAL GOVERNANCE AND ADMINISTRATIVE SUPPORT

Throughout the transition, I have continued to provide advice and assistance on municipal governance, legislative requirements, Council procedures and general administrative practices.

My approach has been to simplify processes where possible, clearly identify responsibilities, improve documentation and establish systems that can be maintained by the Township over the longer term.

I have also attempted to identify matters that may not require immediate action but which should be placed on the Township's longer-term administrative work plan. Not everything can or should be addressed at once. Priorities need to be established based upon legislative requirements, financial implications, organizational risk and available staff resources.

NEXT STEPS

Over the coming period, my work will continue to be coordinated with the CAO and directed toward Council's priorities.

The principal areas of work currently include:

- a) completing the review of the Township's financial system and 2026 financial results and developing improved regular financial reporting for Council;
- b) ensuring the CAO develops a thorough understanding of the Township's financial position, reserves, assets and liabilities;
- c) completing and implementing the records management framework;
- d) continuing the consolidation and review of by-laws, policies and procedures;
- e) completing the review and proposed RFP for general IT services;
- f) continuing the review of employee benefits and municipal insurance arrangements;
- g) assisting with the implementation of an appropriate CAO/Clerk-Treasurer performance review process;
- h) continuing to assist with the 2026 Municipal Election; and
- i) providing governance and administrative support to the CAO as required.

Where this work identifies opportunities for cost savings, service improvements, improved financial management, legislative compliance or administrative efficiencies, appropriate information and recommendations will be brought forward through the CAO for Council's consideration.

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page / 6

Tel: 7059140551
Email: chris@pmc.associates
@pmc-probity



Specializing in Small Rural &
Northern Communities



CONCLUSION

The past several weeks have involved a considerable amount of administrative transition, review and organizational work.

Some of the work described in this report addresses immediate requirements. Other initiatives, particularly records management, financial reporting, policy review and the examination of external service arrangements, are intended to provide longer-term benefits to the Township.

The broader objective is not to introduce unnecessary administration. It is to establish practical systems that provide Council with the information it needs, support the CAO and staff in carrying out their responsibilities, protect the municipality and ensure that limited municipal resources are being used effectively.

With the permanent CAO/Clerk-Treasurer now in place, my role is increasingly focused on completing specific projects, transferring knowledge and providing advice and support where my municipal experience can be of assistance.

I appreciate the opportunity to have assisted the Township through this transition and look forward to continuing to work with the CAO and Council in my capacity as Senior Municipal Advisor.

Respectfully submitted,

Reviewed by:



Chris Wray, AMCT
Senior Municipal Advisor

Ann Carr
CAO / Clerk-Treasurer

Probity Municipal Consulting
236407 Wendigo Lake Rd,
PO Box 171
Englehart, ON P0J 1H0

Page | 7

Tel: 7059140551
Email: chris@pmc.associates
@pmc_probity



Specializing in Small Rural &
Northern Communities



10.
AGENCIES,
BOARDS,
COMMITTEES

26 August 2026

NBMCA report to Calvin Council

The Provincial Government has indicated that they intend to reduce the number of Conservation Authorities from 36 to 9. A transition Board has been established from the current northern Boards that are expected to become the new Northern District Conservation Authority. The North Bay Mattawa Conservation Authority is being represented by our General Manager Liza Vandermeer and NBMCA Chair Lana Mitchell (councillor North Bay), with alternate Vice Chair Bill Moreton (councillor Calvin).

Several meetings have taken place over the summer to move the process along and details will be forthcoming as they are confirmed. The new Northern District has an interim CAO – Tim COMMISSO whom has already been travelling around to the current Conservation Authorities (North Bay, Sault Ste, Marie, Sudbury and Timmins) to meet the working staff and transition teams.

On Thurs. 20 August Mr. Commisso met with our NBMCA staff and on Fri. 21 August, he met with Chair Mitchell and myself. Both meetings were quite positive. Mr. Commisso was born and raised in Northern Ontario. He has been the Office Manager of both the City Thunder Bay and the City of Burlington. The transition period does extend into at least February 2027, so details are still in not confirmed.

The next meeting of the NBMCA Board is Wed. 26 August 2026 at 4:00 pm

Bill MORETON

Calvin Deputy Mayor

NBMCA Board Vice Chair

8 September 2026

NBMCA report to Calvin Council

The Provincial Government has indicated that they intend to reduce the number of Conservation Authorities from 36 to 9. A transition Board has been established from the current northern Boards that are expected to become the new Northern District Conservation Authority. The North Bay Mattawa Conservation Authority is being represented by our General Manager Liza Vandermeer and NBMCA Chair Lana Mitchell (councillor North Bay), with alternate Vice Chair Bill Moreton (councillor Calvin).

Several meetings have taken place over the summer to move the process along and details will be forthcoming as they are confirmed. The new Northern District has an interim CAO – Tim COMMISSO whom has already been travelling around to the current Conservation Authorities (North Bay, Sault Ste, Marie, Sudbury and Timmins) to meet the working staff and transition teams.

On Thurs. 20 August Mr. Commisso met with our NBMCA staff and on Fri. 21 August, he met with Chair Mitchell and myself. Both meetings were quite positive. Mr. Commisso was born and raised in Northern Ontario. He has been the Office Manager of both the City Thunder Bay and the City of Burlington. The transition period does extend into at least February 2027, so details are still not confirmed.

At the August 26 board meeting:

- 1) the minutes from the June 10 meeting were adopted and will now be disseminated to the member townships. There was no board meeting in July.
- 2) it was moved that commencing November 1, 2026 open board meetings were to be recorded and posted on the NBMCA youtube website; and
- 3) it was announced that Councillor Don LEMAIRE would be representing Mattawan Township going forward and he will join the September 9 board meeting.

The next meeting of the NBMCA Board is Wed. 14 October 2026 at 4:00 pm

Bill MORETON

Calvin Deputy Mayor

NBMCA Board Vice Chair



Ontario Provincial
Conservation Agency

l'Agence ontarienne de
protection de la nature

July 30, 2026

Dear Conservation Authority CAOs, General Managers, Board Chairs, Mayors and Heads of Council:

I am writing to announce the members of the transition committees that will support the implementation of regional conservation authority consolidation.

As you may recall, transition committees will provide advice and operational expertise to support transition activities, including the development of transition plans for each new regional conservation authority.

Committee membership includes the current CAO or General Manager and one board member from each existing conservation authority participating in a regional consolidation.

Each committee will be chaired by a dedicated project executive who will oversee transition activities and provide continuity by serving as the first Chief Administrative Officer of the new regional conservation authority for up to two years. Project executives were recently appointed.

Following a brief orientation period, project executives will convene their transition committees and begin transition planning activities in the coming weeks.

Please find below the membership of the transition committees for each of the eight new regional conservation authorities.

Thank you for your continued leadership and partnership as we work together to establish strong, effective regional conservation authorities.

Sincerely,

A handwritten signature in black ink, appearing to read "Hassaan".

Hassaan Basit
CEO
Ontario Provincial Conservation Agency

Regional Conservation Authority	Transition Committee Members
Central Lake Ontario Project Executive: Robert Baldwin	Dave Barton, Toronto and Region Conservation John MacKenzie, Toronto and Region Conservation Bob Chapman, Central Lake Ontario Conservation Authority Chris Darling, Central Lake Ontario Conservation Authority
Eastern Lake Ontario Project Executive: Alison McDonald	Brad McNevin, Quinte Conservation Kathryn Brown, Quinte Conservation Rhonda Bateman, Lower Trent Conservation Authority Sherry Hamilton, Lower Trent Conservation Authority Linda Laliberte, Ganaraska Region Conservation Authority Vicki Mink, Ganaraska Region Conservation Authority Mark Majchrowski, Kawartha Conservation Authority Pat Warren, Acting, Kawartha Conservation Authority David Ellingwood, Cataraqui Conservation Authority Paul Proderick, Cataraqui Conservation Authority Janette Loveys Smith, Otonabee Region, Crowe Valley Conservation Authority, Crowe Valley Conservation Authority Michael Metcalf, Otonabee Region Conservation Authority, Crowe Valley Conservation Authority
Western Lake Ontario Project Executive: Jacqueline Johnson	Lisa Burnside, Hamilton Conservation Authority Brad Clark, Hamilton Conservation Authority Leilani Lee-Yates, Niagara Peninsula Conservation Authority Robert Foster, Niagara Peninsula Conservation Authority Chandra Sharma, Conservation Halton Gerry Smallegange, Conservation Halton Terri LeRoux, Credit Valley Conservation Authority Michael Palleschi, Credit Valley Conservation Authority
Lake Huron	Jonathan Scott, Nottawasaga Valley Conservation Authority

Project Executive: Don Goodyear	Jennifer Vincent, Nottawasaga Valley Conservation Authority Raymond Chartrand, Ausable Bayfield Conservation Authority Nathan Schoelier, Ausable Bayfield Conservation Authority Erik Downing, Saugeen Valley Conservation Authority Tom Hutchinson, Saugeen Valley Conservation Authority Phil Beard, Maitland Valley Conservation Authority Ed McGugan, Maitland Valley Conservation Authority Mark Critch, Lake Simcoe Region Conservation Authority Clare Riepma, Lake Simcoe Region Conservation Authority Tim Lanthier, Grey Sauble Conservation Authority Jennifer Shaw, Grey Sauble Conservation Authority
St. Lawrence River Project Executive: Sommer Casgrain-Robertson	Sally McIntyre, Mississippi Valley Conservation Authority Roy Huet, Mississippi Valley Conservation Authority Glen McDonald, Rideau Valley Conservation Authority Gary Waterfield, Rideau Valley Conservation Authority Lisa Van de Ligit, Raisin Region Conservation Authority Andrew Guindon, Raisin Region Conservation Authority Carl Bickerdike, South Nation River Conservation Authority Isabelle Skalski, South Nation River Conservation Authority
Eastern Lake Erie Project Executive: Samantha Lawson	Judy Maxwell, Long Point Region Conservation Authority Doug Brunton, Long Point Region Conservation Authority Elizabeth VanHooren, Kettle Creek Conservation Authority Sharron McMillan, Kettle Creek Conservation Authority John Challinor II, Grand River Conservation Authority Karen Armstrong, Grand River Conservation Authority

	Dusty Underhill, Catfish Creek Conservation Authority Morgaine Griffin, Catfish Creek Conservation Authority
Western Lake Erie Project Executive: Davin Heinbuck	Tim Byrne, Essex Region Conservation Authority Molly Allaire, Essex Region Conservation Authority Tracy Annett, Upper Thames Conservation Authority Brian Petrie, Upper Thames Conservation Authority Mark Peacock, Lower Thames Conservation Authority Sarah Bod, Lower Thames Conservation Authority Ken Phillips, St Clair Region Conservation Authority Greg Grimes, St Clair Region Conservation Authority
Northeastern Project Executive: Tim Commisso	Mark Signoretti, Nickel District Conservation Authority Carl Jorgensen, Nickel District Conservation Authority Liza Vandermer, North Bay-Mattawa Conservation Authority Lana Mitchell, North Bay-Mattawa Conservation Authority Corrina Barrett, Sault Ste. Marie Conservation Authority Sandra Hollingsworth, Sault Ste. Marie Conservation Authority David Vallier, Mattagami Region Conservation Authority Andrew Marks, Mattagami Region Conservation Authority

THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN

DATE August 13, 2026 Resolution No. 2026-081

MOVED BY Councillor Bell

SECONDED BY Councillor EDWARDS

BE IT RESOLVED that as of tonight,
councillor remove Councillor Lahaye
from all committee's, boards, agencies,
authorities and other bodies to which she has
been appointed by Council, including the North
Bay Mattawa Conservation Authority, and appointment
a replacement where permitted by law.
CARRIED Mayor Peter Murphy

P. Murphy

DIVISION VOTE

NAME OF MEMBER OF COUNCIL	YEAS	NAYS
<u>Councillor Bell</u>	<u> </u>	<u> </u>
<u>Councillor Edwards</u>	<u> </u>	<u> </u>
<u>Councillor Lahaye</u>	<u> </u>	<u> </u>
<u>Councillor Lemaire</u>	<u> </u>	<u> </u>

EAST NIPISSING PLANNING BOARD

DATE: August 31, 2026

Motion No. 2026-049

MOVED BY Richard

SECONDED BY Dean

That the East Nipissing Planning Board has reviewed and accepted the Municipality of Mattawan's Resolution 2026-081 removing Michelle Lahaye from the Planning Board and welcome Clwyd Edwards to the Board as her replacement.

The East Nipissing Planning Board has now accepted Don Lemaire to sit as the Chairperson of the East Nipissing Planning Board for the rest of this term.

Carried ✓ Not Carried _____

Chairperson 