



## AGENDA

REGULAR MEETING OF COUNCIL  
**Monday, February 24, 2025 at 6:30 PM**  
IN THE CIVIC CENTRE COUNCIL CHAMBERS

**Members of Council and the public may access the meeting, electronically, as follows:**

Dial: 1-800-974-5902  
Conference ID: 9076440

**KINDLY TURN OFF ALL CELL PHONES FOR THE DURATION OF THE MEETING**

**1. CALL MEETING TO ORDER 6:30 p.m.**

**INDIGENOUS LAND ACKNOWLEDGEMENT**

*The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.*

*We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.*

**2. APPROVAL OF AGENDA**

**3. DISCLOSURE OF PECUNIARY INTEREST**

**4. DELEGATIONS**

**5. COMMITTEE OF ADJUSTMENT – None**

**6. CONSENT AGENDA**

*Items listed under the Consent Agenda are considered routine and will be enacted in one motion. A member of Council may request one or more items to be removed from the Consent Agenda for separate discussion and/or Action.*

**6.1 Council and Committee Meeting Minutes**

**6.1.1 Regular Council Meeting Minutes for Monday, January 27, 2025**

**6.1.2 Special Council Meeting Minutes for Tuesday, February 18, 2025**

**7. BUSINESS**

- 7.1 OCWA Capital Budget Review
- 7.2 NOHFC Interns for Community Development
- 7.3 Paperless Billing Update
- 7.4 Annual Health and Safety Policy Endorsement
- 7.5 Annual Workplace Violence and Workplace Safety Policy Endorsement
- 7.6 AMO Conference 2025 Addition
- 7.7 2025 Bridge Inspection
- 7.8 World Autism Day Proclamation (include \$25 for flag
- 7.9 Paul Martel – Wildwood Bible Camp Request
- 7.10 Maison Boreal Request to Publicize on Municipal Website Calendar
- 7.11 Fox Lake Road Approval for Laying of Internet Cable
- 7.12 2024 Statement of Council and Board Member Remuneration and Expenses

**8. ACCOUNTS PAYABLE**

**9. RESOLUTIONS**

- 9.1 By-law 2025-12, Being a by-law to enter into an Agreement with AECOM for the Engineering Costs for the Water Tank Rehabilitation Project at the Water Plant.
- 9.2 By-law 2025-13, Being a by-law to regulate the use of Smudging on Municipal Properties and in Municipal Buildings.

**10. CORRESPONDENCE**

- A. AMCTO email regarding the Early Provincial Election Called, dated January 29, 2025.
- B. MNR, Office of the Associate Minister of Forestry and Forest Products, letter on behalf of the towns of Kapuskasing, Hearst, Cochrane and Chapleau, regarding forestry-related issues in Northern Ontario, dated January 28, 2025.
- C. Northumberland County resolution regarding the Municipality of St. Charles “Deposit Return Program”, dated January 31, 2025.
- D. Town of Cobourg resolution regarding the Northumberland County Municipal Restructuring Study, dated January 31, 2025.
- E. World Animal Protection briefing note regarding Ontario’s Roadside Zoos and sample Municipal resolution for Provincial regulations needed to restrict keeping of non-native, wild animals.
- F. FCM news release regarding Calls for Co-ordinated Canada-U.S. response to Tariffs, dated February 1, 2025.
- G. Peterborough County resolution regarding Proposed U.S. tariffs on Canadian Goods, dated February 5, 2025.
- H. Eastern Ontario Wardens’ Caucus resolution regarding Support of Canadian and Ontario Governments’ Negotiations with the U.S. Government on Trade Tariffs, dated February 10, 2025.
- I. Township of Uxbridge resolution regarding the Implementation of “Buy Canadian” Policy, dated February 14, 2025.

**11. IN CAMERA**

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of January 27, 2025.
- 11.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act, Section 239(2)(b)*
- Human Resources

**Matters Arising from In Camera Meeting**

**12. CONFIRMATORY BY-LAW**

**13. ADJOURNMENT**

# CONSENT AGENDA



**REGULAR MEETING OF COUNCIL  
MONDAY, JANUARY 27, 2025 at 6:30 PM  
IN THE CIVIC CENTRE COUNCIL CHAMBERS**

**Attendance:**

**Council:** Mayor Ryan Bignucolo  
Deputy Mayor Lisi Bernier  
Councillor Cathy Ansara  
Councillor Alex Lambruschini  
Councillor Paul Bernier

**Staff:** Judith Meyntz, CAO  
Réjean Raymond, Operations Director  
Les Jones, Treasurer/Deputy Clerk

**Guests:** Oscar Polini, KPMG

**Attendees:** 0

**1. CALL MEETING TO ORDER**

**THAT** the Council of the Corporation of the Township of Chapleau does hereby call the Regular Council Meeting of Monday, January 27, 2025 to order at 6:30 p.m.

**INDIGENOUS LAND ACKNOWLEDGEMENT**

*The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.*

*We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.*

**2. APPROVAL OF AGENDA**

**RESOLUTION 02-22:**

**L. BERNIER – A. LAMBRUSCHINI**

**WHEREAS** the Members of Council have been presented with an Agenda for the Regular Council Meeting of Monday, January 13, 2024;

**BE IT RESOLVED THAT** the Agenda be adopted as amended.  
Add Business Item 7.7 Dufferin Watermain Repair - Tender

**Carried.**

**3. DISCLOSURE OF PECUNIARY INTEREST**

Mayor Bignucolo requested that any pecuniary interest be declared for the record. None declared.

**4. DELEGATIONS - None**

**5. COMMITTEE OF ADJUSTMENT - None**

**6. CONSENT AGENDA  
RESOLUTION 02-23:  
**P. BERNIER – C. ANSARA****

**WHEREAS** the Council of the Township of Chapleau has reviewed the Consent Agenda consisting of:

- 6.1 Council and Committee Meeting Minutes
  - 6.1.1 Regular Council Meeting Minutes for Monday, January 13, 2025

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Township of Chapleau does hereby approve the Regular Council Meeting Minutes for Monday, January 13, 2025.

**Carried.**

**7. BUSINESS  
RESOLUTION 02-24:  
**A. LAMBRUSCHINI – L. BERNIER****

- 7.1 2023 Financial Statement Presentation

**THAT** the Council of the Township of Chapleau does hereby approve the 2023 Financial Statements as presented;

**AND FURTHERMORE, THAT** Council does thank Oscar Poloni for his presentation.

**Carried.**

**RESOLUTION 02-25:  
**P. BERNIER – C. ANSARA****

- 7.2 Chapleau Airport Facilities Assessment – CYLD Chapleau Airport

**THAT** the Council of the Township of Chapleau does hereby receive the Report for the Chapleau Airport Facilities Assessment – CYLD Chapleau Airport for information.

**Carried.**

**RESOLUTION 02-26:  
**L. BERNIER – A. LAMBRUSCHINI****

7.3 Chapleau Drag Races request for Use of the Airport Grounds

**THAT** the Council of the Township of Chapleau does hereby receive the request from the Chapleau Drag Races Committee for the use of the airport grounds from August 14 to 17, 2025;

**AND THAT** the Township of Chapleau does hereby approve the use of the airport grounds for the Chapleau Drag Races free of charge;

**AND FURTHERMORE, THAT** the Chapleau Drag Races and the Township of Chapleau will enter into an Agreement on the use of the facilities.

**Carried.**

**RESOLUTION 02-27:**

**P. BERNIER – C. ANSARA**

7.4 Water and Wastewater Capital Projects Funding

**THAT** the Council of the Township of Chapleau does hereby receive the report from CAO Meyntz for information.

**Carried.**

**RESOLUTION 02-28:**

**C. ANSARA – P. BERNIER**

7.5 2024 Integrity Commissioner Report and 2025 Fee Schedule

**THAT** the Council of the Township of Chapleau does hereby receive the 2024 Integrity Commissioner's Report from Antoinette Blunt, Ironside Consulting Services Inc. for information;

**AND FURTHERMORE, THAT** Council does hereby accept the 2025 Fee Schedule and the current agreement for Services that ends December 31, 2026.

**Carried.**

**RESOLUTION 02-29:**

**C. ANSARA – L. BERNIER**

7.6 Tax Rate for Utility Billing Report

**THAT** the Council of the Township of Chapleau does hereby receive the Tax Rate for Utility Billing Report from CAO Meyntz for information.

**Carried.**

**RESOLUTION 02-30:**

**A. LAMBRUSCHINI – P. BERNIER**

7.7 Dufferin Watermain Repair - Tender

**THAT** the Council of the Township of Chapleau does hereby approve AECOM in distributing the Tender for the Dufferin Watermain Repair;

AND THAT Council directs AECOM to manage the receipt of tenders, review the submissions, and provide a report to Council on their recommendation.

**Carried.**

8. **ACCOUNTS PAYABLE:**  
**RESOLUTION 02-31:**  
**C. ANSARA – L. BERNIER**

THAT the Council of the Corporation of the Township of Chapleau does hereby receive for information the Accounts Payable listing in the amount of \$379,102.12 for the period ending January 23, 2025.

**Carried.**

9. **RESOLUTIONS:**  
**RESOLUTION 02-32:**  
**C. ANSARA – A. LAMBRUSCHINI**

9.1 By-law 2025-07, Being a by-law to provide for imposing upon owners or occupants of land a final 2025 Refuse Collection Rate.

THAT By-law Number 2025-07, Being a by-law to provide for imposing a 2% aggregate increase upon owners or occupants of land a final 2025 Refuse Collection Rate be read a first and second time on this day 27<sup>th</sup> of January, 2025;

AND FURTHER be Read a third time, passed and properly signed and sealed this 27<sup>th</sup> day of January, 2025.

Recorded Vote		
	For	Against
R. Bignucolo	X	
L. Bernier	X	
C. Ansara	X	
P. Bernier	X	
A. Lambruschini		X

**Carried.**

**RESOLUTION 02-33:**  
**P. BERNIER – C. ANSARA**

9.2 By-law 2025-08, Being a by-law to provide for imposing the final 2025 sewage service rate upon owners or occupants of land who use sewage works.

THAT By-law Number 2025-08, Being a by-law to provide for imposing a 2% aggregate increase on the final 2025 sewage service rate upon owners or occupants of land who use sewage works be read a first and second time on this day 27<sup>th</sup> of January, 2025;



**AND FURTHER** be Read a third time, passed and properly signed and sealed this 27<sup>th</sup> day of January, 2025.

Recorded Vote		
	For	Against
R. Bignucolo	X	
L. Bernier	X	
C. Ansara	X	
P. Bernier	X	
A. Lambruschini		X

**Carried.**

**RESOLUTION 02-34:**  
**L. BERNIER – P. BERNIER**

9.3 By-law 2025-09, Being a by-law to provide for the management, maintenance and regulation of the waterworks system and to fix the final 2025 rates for the use.

**THAT** By-law Number 2025-09, Being a by-law to provide for a 2% aggregate increase on the management, maintenance and regulation of the waterworks system and to fix the final 2025 rates for the use be read a first and second time on this day 27<sup>th</sup> of January, 2025;

**AND FURTHER** be Read a third time, passed and properly signed and sealed this 27<sup>th</sup> day of January, 2025.

Recorded Vote		
	For	Against
R. Bignucolo	X	
L. Bernier	X	
C. Ansara	X	
P. Bernier	X	
A. Lambruschini		X

**Carried.**

**RESOLUTION 02-35:**  
**A. LAMBRUSCHINI – P. BERNIER**

9.4 By-law 2025-10, Being a by-law to Amend Fees and Charges By-law for Cemetery Services.

**THAT** By-law Number 2025-10, Being a by-law to Amend Fees and Charges By-law for Cemetery Services be read a first and second time on this day 27<sup>th</sup> of January, 2025;

**AND FURTHER** be Read a third time, passed and properly signed and sealed this 27<sup>th</sup> day of January, 2025.

**Carried.**

**10. CORRESPONDENCE:**

**RESOLUTION 02-36:**  
**L. BERNIER – P. BERNIER**

**THAT** the Council of the Township of Chapleau receives the Correspondence from the January 27, 2025 Council Agenda with no items extracted for discussion.

**Carried.**

**11. IN CAMERA:**

**Adjourn to In Camera Session**

**RESOLUTION 02-37:**  
**P. BERNIER – C. ANSARA**

**THAT** the Corporation of the Council of the Township of Chapleau move into In Camera Session on Monday, January 27, 2025 at 7:48 p.m. for the following matters:

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of January 13, 2025.
- 11.2 Personal matters about an identifiable individual, including municipal or local board employees, pursuant to *Ontario Municipal Act, Section 239(2)(b)*
  - Human Resources (1 Item)

**Reconvene to Regular Meeting**

**RESOLUTION 02-38:**  
**C. ANSARA – A. LAMBRUSCHINI**

**THAT** this meeting be reconvened to a Regular Meeting at 8:10 p.m.

**Matters Arising from In Camera Session**

**RESOLUTION 02-39:**  
**C. ANSARA – L. BERNIER**

- 11.1 In Camera Session Meeting Minutes for the Regular Council Meeting of January 13, 2025.

**THAT** the Council of the Township of Chapleau does hereby approve the In-Camera Minutes for January 13, 2025 as presented.

**Carried.**

**RESOLUTION 02-40:**  
**C. ANSARA – L. BERNIER**

- 11.2 Personal matters about an identifiable individual, including municipal or local board employees pursuant to *Ontario Municipal Act, Section 239(2)(b)*

- Human Resources

**THAT** the Council of the Township of Chapleau does hereby request from staff a monthly report outlining high level departmental costs and a detailed quarterly report and presentation with the complete and current cash position.

**Carried.**

**12. CONFIRMATORY BY-LAW  
RESOLUTION 02-41:  
C. ANSARA – P. BERNIER**

**THAT** By-law No. 2025-11, being a confirmatory by-law for the Regular Council Meeting of Monday, January 27, 2025 be given a First, Second, Third and final reading and is passed as of this date.

**Carried.**

**13. ADJOURNMENT  
RESOLUTION 02-42:  
C. ANSARA – A. LAMBRUSCHINI**

**WHEREAS** the business of the Meeting has concluded:

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 8:13 p.m. until the Regular Council meeting of Monday, February 10, 2025 at 6:30 p.m. or the call of the Chair.

**Carried.**

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Ryan Bignucolo Mayor

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Judith Meyntz CAO



SPECIAL MEETING OF COUNCIL  
TUESDAY, FEBRUARY 18, 2025 AT 6:30 P.M.  
IN THE CIVIC CENTRE BOARDROOM

**Attendance:**

**Council:** Mayor Ryan Bignucolo

Councillor Cathy Ansara  
Councillor Paul Bernier  
Councillor Alex Lambruschini

**Excused Absence:** Deputy Mayor L. Bernier

**Staff:** Judith Meyntz, CAO  
Les Jones, Treasurer  
Rejean Raymond, Operations Director  
Sam St. Amand, Public Works Manager  
Carole Ouellette, Leisure & Cultural Services Manager

**Guests:** Antoinette Blunt, Ironside Consulting  
John Hart, Ritchie Ketcheson Hart & Biggart LLP

**Attendees:** 12

**1. CALL MEETING TO ORDER**

**THAT** the Council of the Corporation of the Township of Chapleau does hereby call the Special Council Meeting of Tuesday, February 18, 2025 to order at 6:30 p.m.

**INDIGENOUS LAND ACKNOWLEDGEMENT**

*The Municipality of Chapleau is situated on the ancestral treaty and title lands of the Anishinabe and Cree peoples in the Treaty 9 area, and recognizes the neighbouring First Nations of Brunswick House, Chapleau Cree, Chapleau Ojibwe, Michipicoten and Missanabi Cree.*

*We acknowledge the long history of First Nations and Metis People in Ontario and show respect to them today.*

**2. APPROVAL OF AGENDA  
RESOLUTION 03-43:  
P. BERNIER - C. ANSARA**

WHEREAS the Members of Council have been presented with an Agenda for the Special Council Meeting of Tuesday, February 18, 2025;

BE IT RESOLVED THAT the Agenda be adopted as presented.

Carried.

3. **DISCLOSURE OF PECUNIARY INTEREST**

Mayor Bignucolo requested that any pecuniary interest be declared for the record and none was declared.

4. **RESOLUTION**  
**RESOLUTION 03-44:**  
**P. BERNIER, A. LAMBRUSCHINI**

THAT Council of the Township of Chapleau does hereby appoint Mayor Ryan Bignucolo to work with staff on the upcoming budget preparations, including providing recommendations for actions for consideration by Council.

Carried.

5. **TRAINING SESSION FOR COUNCIL AND STAFF**

4.1 Introduction to Presenters: Antoinette Blunt, Integrity Commissioner and John Hart, Ritchie Ketcheson Hart & Biggart LLP

John Hart:

- Role of Council
- Role of Mayor
- Role of Staff
- What is Conflict of Interest
- Who declares a Conflict of Interest?
- How to Avoid COI in Bidding Processes
- What about sub-contractors

Antoinette Blunt

- How does Council provide direction to staff?

4.2 Questions from Staff and/or Council related to training session items  
**Clerk's Note:** Mayor Bignucolo also permitted questions from the public

12. **CONFIRMATORY BY-LAW**  
**RESOLUTION 03-45:**  
**A. LAMBRUSCHINI - P. BERNIER**

THAT By-law No. 2025-12, being a confirmatory by-law for the Special Council Meeting of Tuesday, February 18, 2025, be given a First, Second, Third and final reading and is passed as of this date.

Carried

13. **ADJOURNMENT**  
**RESOLUTION 03-46:**  
**C. ANSARA – P. BERNIER**

**WHEREAS** the business of the Meeting has concluded:

**NOW THEREFORE BE IT RESOLVED THAT** this meeting be adjourned at 8:01 p.m. until the Regular Council meeting of Monday, February 24, 2025 at 6:30 p.m. or the call of the Chair.

**Carried**

\_\_\_\_\_  
Ryan Bignucolo            Mayor

\_\_\_\_\_  
Judith Meyntz            CAO

# **BUSINESS**



Submission No3: February 20 2025

**Township of Chapleau**

20 Pine Street West,  
Box 129 Chapleau,  
On P0M 1K0

**RE: Township of Chapleau 2025 Capital Proposal**

**Attn: Judith Meyntz- Chief Administrative Officer**

**Les Jones- Treasurer**

**Rejean Raymond- Operations Director**

On behalf of the Ontario Clean Water Agency (OCWA), we have enclosed a rolling six-year list of major maintenance recommendations as per our Services Agreement. OCWA proposes the following improvements/ upgrades to ensure the long-term health and operation of your facilities. Please note that as per the requirements of the Drinking Water Quality Management Standard (DWQMS) version 2.0, the outcomes of the risk assessment conducted for your water facility/facilities were considered and any related items have been included in the recommendations.

At a time amenable to both parties, OCWA's Senior Operations Manager will meet with the Township's Administrative staff and/or Council to discuss the recommendations, projected expenses, and to decide on a course of action. Dialogue with and approvals from the Township are key components of the process. Please find a summary of the report in the chart below.

FACILITY	2025	2026	2027	2028	2029	2030
<b>Chapleau Water Treatment</b>	\$49,725	\$43,200	\$23,750	\$31,100	\$32,650	\$31,700
<b>Chapleau Lagoon and Pump Stations</b>	\$44,250	\$22,500	\$28,200	\$12,500	\$26,700	\$26,500
<b>Total</b>	<b>\$93,975</b>	<b>\$65,700</b>	<b>\$51,950</b>	<b>\$43,600</b>	<b>\$59,350</b>	<b>\$58,200</b>

As your service provider, OCWA has a comprehensive understanding of the strengths, unique issues and challenges associated with operating your water and wastewater facilities. It is OCWA's intention to work with the Township to determine the scope and budget to complete any approved work. We look forward to continuing to work with you as a trusted partner and advisor in the years to come.

Best Regards,

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

**Christopher D Ciarrocca C.E.T, CMM III**

Senior Operations Manager  
Northeast Ontario Regional Hub



**Township of Chapleau**

6-Year Recommended Capital/Major Maintenance from 2025 to 2030

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref.								Compliance	DWQMS RA Outcome*	Health & Safety	Repair / Maintenance	Lifecycle Replacement	Improvement	Spare Parts Inventory	Approved by Client	Rationale for Project
No.	Scope of Work	2025	2026	2027	2028	2029	2030									
	<b>Chapleau Water Treatment Plant</b>	2025	2026	2027	2028	2029	2030									
1	MCC panel and electrical system upgrades	TBD	TBD	TBD	TBD	TBD	TBD									Project in coordination with Aecom, Township, and Ocwa (financial for field verifications, meetings, and information gathering)
2	Surge protection Installation	TBD	TBD	TBD	TBD	TBD	TBD									Project in coordination with Aecom, Township, and Ocwa (financial for field verifications, meetings, and information gathering)
3	Electrical starters: clarifiers, mixers and scrapers	TBD	TBD	TBD	TBD	TBD	TBD									Project in coordination with Aecom, Township, and Ocwa (financial for field verifications, meetings, and information gathering)
4	Yearly Security system services	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600				X					Yearly service fees for Waterplant building security alarm system
5	Backflow Preventor calibrations (3 units)	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000			X	X		X			Annual Servicing and required calibrations
6	Generator servicing	\$ 1,725	\$ 1,725	\$ 1,725	\$ 1,725	\$ 1,725	\$ 1,725		X		X					Emergency Generator annual servicing
7	Drinking water quality audits, desktop and onsite as required under Drinking Water Quality Management System	\$ 1,500	\$ 1,500	\$ 2,300	\$ 1,500	\$ 1,500	\$ 2,400	X	X	X						On-site audits take place every 3rd year which reflect the higher cost. Audits are required under DWQMS
8	Chlorine analyser membranes and caps	\$ 1,500		\$ 1,500		\$ 1,700					X	X	X	X		Running inventory and part usage
9	Calibration standards for Cl, Turbidity, pH, handheld & online analysers	\$ 2,000		\$ 2,000		\$ 2,000		X			X	X	X			Standards chemical packs to calibrate all analyzers
10	Chemical pump rebuild kits	\$ 1,900			\$ 5,600						X	X		X		Rebuild kits for chemical injection pumps: Chlorine, Alum, Soda (Alum only this year)
11	Municipal Drinking Water Licence renewal – due date September 2025	No Cost						X	X							Application must include council resolution approving an updated 6 year financial plan
12	Municipal financial plan for six year period. Resolution from council that the financial plan has been accepted and must be submitted to the MECP as part of the MDWL renewal package.	Client						X	X							As part of the renewal application package, a resolution and/or financial plan covering 2026 to 2031 inclusive is required'. It will need to be updated to cover the time period the new licence will cover. .

13	Purchase lab glassware, beakers, pipettes, cylinders, sample viles CI and turbidity (2022)	\$400		\$400		\$400					X	X	X	X		Replace lab glassware , sample cells etc
14	HighLift Pump 6 Starter Replacement (for consideration-may be included in Aecom Plant upgrades)		TBD								X	X	X			Original starter, has been causing issues, electrical chattering of contacts and arching- consider to replace with VFD or soft start to extend pump life cycle
15	Lifting Device Repairs (Main Overhead Door) \$1,992 (Cold Storage Overhead Door) \$1,009 (Chain Block Lifting Device) \$2,364 (Overhead Crane Hoist) \$4,183	\$11,500								X	X		X			**APPROVED-2024** as health and safety item; parts order December; Repair Scheduling for Q1 2025**  Listed items cannot be used due to failed inspection, require various repairs to meet inspection requirements prior to usage
16	Sludge Mixing Pump Purchase and Install	\$22,000										X	X			Replacement of non-functional sludge mixing pump: this pump circulates and thins the sludge within the sludge pit for to aid in processing and sludge build up <b>**Postponed from 2024 to 2025**</b> Slight price increase since we will have the contractor clean 2 other recirculation pumps within the sludge pit
17	Backflow Preventor Piping Replacement	\$3,600														Corroded piping on both sides of backflow preventor should be replaced to avoid possible pipe break during normal operations
18	Leak Detection Study	TBD								X	X	X	X			To discuss with client a leak detection program knowing we have watermain breaks in various areas of the distribution system
19	Chlorinator rebuild kits			\$ 1,500		\$ 1,500				X		X	X		X	Replacement following manufactures recommendations
20	Clarifier Circulating Pump: Gear Box Reducer		\$8,400												X	Utilized a shelf spare in 2024 due to wearing of the shaft on the reducer causing the clarifier rakes to slip. Having a spare is critical for process continuity
21	Waste pit cleaning		\$10,000			\$10,000						X		X		Sludge pit industrial cleaning
22	Lifting device inspection		\$1,725	\$1,725	\$1,725	\$1,725	\$1,725			X	X					Not required this year due to obsolete equipment and various repairs required- refer to item 15 (Lifting device repairs)
23	Safety harnesses and lanyards for water		\$2,000			\$2,500		X		X	X	X				Replacment of Fall Arrest harnesses and lanyards for Water system

24	Singer valve Maintenance Works (3 units)		\$6,000		\$6,000		\$6,000				X		X			Rebuild to ensure proper pressures in Distribution system, process optimization, and hydro savings
25	Replace genset battery (2 Batteries)		\$2,000		\$2,200		\$2,000				X	X				Generator battery replacements
26	Total chlorine sensor & pH sensor - complete unit		\$4,750			\$5,000		X			X	X		X		lifecycle replacement: if required
27	PVC piping, fittings replacement and repairs.		\$1,500		\$1,750		\$1,750				X	X	X	X		Spare parts inventory for typical pvc pipe works
28	Free and total chlorine analyser probes purchase and installation			\$6,000			\$7,000		X		X	X				Replacement of probes, in accordance with lifecycle replacement
29	Investigate the use of caustic soda for pH adjustment Vs. existing soda ash for pH adjustment at distribution point			\$3,000									X			Begin investigations on caustic soda for pH adjustment at the distribution point, in relation to process efficiencies.
30	Caustic Wash for Filters				\$3,000		\$3,000				X		X			Sodium Hydroxide injection to both Filter 1 and 2 , chemical scours and is agitated via filtration process and backwashing,the chemical releases and loosens debris from filters
31	Process pH probe				\$4,000						X	X	X			Replace pH monitor prob within the treatment process
32	pH probe for the distribution pH meter (treated PH meter)					\$3,500					X	X	X			replace pH monitor prob at the distribution outlet
33	Roof repairs at the water treatment plant. Vegetation has taken root and may pose a threat to the roof membrane. (Client)	Client	Client	Client	Client	Client	Client				X	X	X			Client to continue on-going maintenance to ensure life span of roofing structure and system
34	Generator load testing	TBD	TBD	TBD	TBD	TBD	TBD				X					To be discussed with Client: contractor concern with load testing older generators can result in unforeseen damage to the units
35	New chlorinators which would be controlled from the SCDA system.	TBD	TBD	TBD	TBD	TBD	TBD					X	X			To be discussed with Client for possible improvement

36	Consider sending all water plant sludge to the waste water system.	TBD	TBD	TBD	TBD	TBD	TBD		X	X	X					Eliminate bagger maintenance and repair, electricity costs and disposal costs. OCWA's process optimization team contacted to look at potential positive and/or negative impacts of routing the sludge to the lagoon. Any additional information collected to be forwarded to the town to help with decision.
37	Possible sampling for harmful algae blooms (blue/green Algae)	TBD	TBD	TBD	TBD	TBD	TBD	X	X							On-going MECP discussions. Possible sampling requirements in the future
<b>Total Estimate -Water Treatment</b>		<b>\$49,725</b>	<b>\$43,200</b>	<b>\$23,750</b>	<b>\$31,100</b>	<b>\$32,650</b>	<b>\$31,700</b>									
<b>Chapleau Lagoon and Pumping Stations</b>		<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>									
1	SCBA inspection	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	X		X	X					To be performed by certified contractor to ensure safety and certifications of SCBA units
2	Generator inspections and maintenance (lagoon and pump stations)	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200				X					Annual servicing for generators and emerg. Backup (4 Units)
3	Lifting device inspection for all sites	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600			X	X					Requirements for lifting device certifications
4	Chlorinator rebuild kits	\$ 1,500		\$ 1,500		\$ 1,500	\$ 1,500	X		X	X	X		X		Chlorinator rebuild kits replace yearly as per operations manual
5	Chlorine analyser membranes and caps	\$ 1,500		\$ 1,500		\$ 1,500	\$ 1,500	X			X	X		X		Yearly replacement membranes, caps and electrolyte
6	Dufferin Pump Station Generator Mechanical Louver Repairs	\$ 6,960									X		X			Repair mechanical louver that is not functional: thermostat and louver motor replacment
7	Riverside Pump Station Generator Mechanical Louver Repairs	\$ 3,300									X		X			Repair mechanical louver that is not functional: thermostat and louver motor replacment
8	Riverside Pump Station Generator 24V Battery Charger	Client Works									X		X			Replace with 12V battery charger with auto swtich on after power outages; current unit requires manual reset
9	Chapleau Lagoon Generator Mechanical Louver Repairs	\$ 6,960									X		X			Repair mechanical louver that is not functional: thermostat and louver motor replacment
10	Chapleau Lagoon Generator Battery Charger Replacement	Client Works									X		X			Replace with 12V battery charger with auto swtich on after power outages; current unit requires manual reset
11	Lisgar Pump Station Generator Battery Charger Replacement	Client Works									X		X			Replace with 12V battery charger with auto swtich on after power outages; current unit requires manual reset

12	ORP Probe (Oxidation Reduction Probe)	\$ 2,500										X		X		Replacement in accordance with life cycle, current unit is beginning to show signs of malfunction- will continue to utilize current probe until failure
13	Chlorine Analyser Probes	\$ 4,400		\$ 4,400		\$ 4,400						X		X		Replacement and spare chlorine probes for online analyzers
14	Chlorine Dosage Paced to Flow Investigations: Not Working Properly	\$ 3,500									X		X			Request SCG Process (system manufacturer) to come and investigate with staff the issue of the Chlorine paced to flow not working consistently, requiring to revert to manual dosage
15	Riverside Lift Station: Level Sensor and Transducer Replacement (Miltronics)	\$ 4,330										X				2011 Unit has been problematic in 2024, resulting in a few non-compliances of overflow from Riverside Lift Station. Had local electrician investigate and spent monies on transformer replacement with no luck on solving the issue of the Miltronics unit reading erratically or not at all.
16	Sanitary Collection System Infiltration Study	TBD									X	X	X	X		To discuss with client a Sanitary Collection System Infiltration Study program knowing we have breaks in various areas of the collection system
17	Batteries for all generators.		\$ 2,200		\$ 2,200		\$ 2,200					X	X			Battery replacement for generators
18	Safety Harnesses and lanyards for Wastewater		\$ 1,000		\$ 1,000			X		X	X	X				Replacement of Fall Arrest harnesses and lanyards for Wastewater system
19	Chlorine Contact Chamber Clean out		\$ 10,000			\$ 10,000						X				Completed 2023, continue to monitor and set funds every second year
20	Chlorination and Dechlorination System Maintenance			\$ 11,500			\$ 12,000					X		X		Inlet valve repair kit, seal replacements, probe maintenance, membranes and electrolyte replacements, injector and flow meter maintenance
21	Total Chlorine Probe												X		X	Replacement in accordance with life cycle, current unit is beginning to show signs of malfunction- will continue to utilize current probe until failure
22	Fire extinguisher inspection and maintenance	Client	Client	Client	Client	Client					X	X				Client works
23	Grit channel and pumping station vacuum cleaning	Client	Client	Client	Client	Client						X				Client works
24	Brushing and ground maintenance for the lagoon	Client	Client	Client	Client	Client		X				X				Client works

25	Transfer switch at the Lisgar lift station. This unit is old but still functional; reviewed with field staff	TBD	TBD	TBD	TBD	TBD						X				Field review with staff in 2023 on transfer switch performance
26	Lagoon liner replacements (Consideration)	TBD	TBD	TBD	TBD							X				Cracking and degradation of the UV exposes portion of the membrane has been observed. Further examination is required by a membrane vendor/expert to determine if there is a risk of membrane failure and if so how best to proceed. This would likely require dropping the level of the lagoon enabling a piece of the membrane to be harvested to analysis and patching prior to resuming normal operation.
Total Estimate- Lagoon and Pump Stations		\$44,250	\$22,500	\$28,200	\$12,500	\$26,700	\$26,500									
TOTAL CAPITAL ESTIMATE		\$93,975	\$65,700	\$51,950	\$43,600	\$59,350	\$58,200									
Legend:											2025Recommended Capital Presented by: Christopher D Ciarrocca C.E.T, CMM III					
H	High priority recommended to be completed in upcoming year	2025 Recommended Capital Approved by:														
M	Medium priority recommended to be completed in 1 to 3 years															
L	Low priority recommended to be completed in years 4 to 5															

<b>Date:</b>	<b>February 24, 2025</b>
<b>Subject:</b>	<b>NOHFC Economic Development Interns</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>

**BACKGROUND:**

With the activation of the Chapleau Regional Development Corporation, Chapleau Council has made the decision to investigate the opportunity to hire two interns. One intern will work out of the Chapleau Civic Centre, and the other to work in Timmins out of the office of the Commerce Management Group offices. Both interns will be working towards Economic Development opportunities for Chapleau. The applications were submitted in December, 2024, and we have now received acknowledgement for these grant requests.

The cost of the salary for the Interns will be covered by 90% by the NOHFC grant and the Municipality will cover the cost of 10% of the salary. This will be a contract position. The cost to the Township for both positions in 2025 will be approximately \$5,000.00 each. There will also be a cost for two new computers to be purchased by the Township for a total cost of about \$3,000.00.

These costs will be added to the operational budget for 2025.

We are excited to have the manpower to move forward the many initiatives for economic development within the Township. These initiatives include tourism events such as the Drag Races, supporting the Fish Derby, creation of a Strategic Plan, consideration of building an OPP building, consideration to supply water distribution services to Chapleau Cree FN, improvements to the runway at the Municipal Airport, bringing new businesses into the community, housing and many other initiatives.

**RECOMMENDATION:**

**THAT** the Council of the Corporation of the Township of Chapleau does hereby approve the hiring of two interns on a contract basis through the NOHFC grant;

**AND THAT** Council does approve the purchase of two laptop computers for the two new positions;

**AND FURTHERMORE, THAT** Council requests regular updates from the Chapleau Regional Development Corporation on the status of the initiatives.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer

## REPORT TO COUNCIL

<b>Date:</b>	<b>February 10, 2025</b>
<b>Subject:</b>	<b>Paperless Billing Update</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>

**BACKGROUND:**

The Municipality has taken on the task of moving our billing to paperless. This move was initially in response to the Canada Post Strike, but was also an initiative that was being discussed to be completed over the course of 2025.

There are two different streams of billing within the Vadium software system. Utility billing and Tax billing. Utility billing uses a desktop software model to draw from the system and send out emails linking the bills to the various email addresses. The conversion has been fairly simple.

However, the Tax billing platform appears to use the Cloud based software which we are currently not using. It appears that we may need to a retro fit for this component, or we will need to upgrade our system to the cloud-based software.

**RESULTS:**

An analysis was completed on the cost per bill for sending out paper copies of the bills. These totals are detailed below.

Description	Qty	per	1.76%	Total with hst 1.76%	Cost/Unit	Yearly Cost
PAPER	500	\$16.99	\$0.30	\$17.29	\$0.03	\$187.69
Envelopes	500	100	\$1.76	\$101.76	\$0.20	\$1,104.71
Stamps	1	1.25	\$0.02	\$1.27	\$1.27	\$6,904.42
Copies - 1 side	1	0.0043	\$0.00008	\$0.00438	\$0.00438	\$23.75
Postage Machine	5428	\$2,291.76	\$40.33	\$2,332.09	\$0.42964	\$2,332.09
Xerox Copier Lease - yearly cost	15%	\$2,842.44	\$50.03	\$2,892.47	\$0.08	\$433.87
Staff - per billing 8 hrs x 6	\$368.00	\$368.00		\$2,208.00	\$0.41	\$2,208.00
<b>Total cost per bill</b>					<b>\$2.43</b>	<b>\$13,194.53</b>

In summary, we are saving \$2.43 x 4 billings per year for each resident that moves to emailed billing. In February, the billing through email saved the Township \$1,555.20. The annual savings based on the total number of residents who have signed up will be \$6,220.80.

We continue to receive more emails from residents, as those who received a paper copy, were also sent a notice in the bill asking them to sign up for paperless billing.

Staff of the Township are very pleased to be able to find cost saving measures by using our existing technology without increasing taxes.



As for the initiative of charging residents who receive a paper copy; our recommendation to Council is to give Staff some additional time to work with the community to bring the balance of the residents over to paperless billing.

We can revisit this initiative once we get the tax billing converted over to paperless billing as well.

**RECOMMENDATION:**

**THAT** the Council of the Township of Chapleau does hereby accept the Report: Paperless Billing Update for information;

**AND THAT** Council does support the Staff initiative to continue to work with residents to transition all ratepayers over to paperless billing.

**AND FURTHERMORE, THAT** Council requests that Staff provide an update to Council in six months on the continual transitioning over to paperless billing.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer



## **THE TOWNSHIP OF CHAPLEAU**

### **HEALTH AND SAFETY POLICY STATEMENT**

The Corporation of the Township of Chapleau is committed to the protection of the Health and Safety of employees.

To achieve this objective, the Corporation will take all reasonable measures to identify hazards, minimize risks, and comply with all applicable Occupational Health and Safety Legislation. The Corporation endorses the Joint Health and Safety Committee structure and supports the resolutions of health and safety concerns through the participation process.

The Corporation views Accident Prevention as a priority, with every employee having a role and a responsibility.

Endorsed by Municipal Council this 24<sup>th</sup> day of February, 2025.

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CAO  
Township of Chapleau

## **Workplace Violence and Workplace Harassment Policy**

Everyone should be able to work without fear of violence or harassment, in a safe and healthy workplace. Violence and harassment in the workplace are not tolerated in Ontario. The Bill 168 amendments to Ontario's Occupational Health and Safety Act (OHSA) came into force on June 15, 2010. These amendments strengthen protection for workers from workplace violence and address harassment at work and will apply to all workplaces to which the OHSA currently applies.

The purpose of the policy is to ensure that;

- Individuals are aware of and understand that acts of workplace violence are considered a serious offence for which necessary action will be imposed;
- Those subjected to acts of workplace violence are encouraged to access any assistance they may require in order to pursue a complaint; and
- Individuals are advised of available recourse if they are subjected to, or become aware of, situations involving workplace violence.
- There is a clearly defined disciplinary action based on the outcome of an investigation.

### **SCOPE**

The policy applies to all Company employees regardless of position, classification or union membership; all persons who arrive and conduct duties on the Township of Chapleau sites, including but not limited to, all visitors, contractors, vendors and delivery persons.

Endorsed by Municipal Council this 24<sup>th</sup> day of February, 2025.

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C.A.O.  
Township of Chapleau



[Home](#) / [AMO Annual Conference](#) /

# Registration

## AMO 2025 Annual General Meeting and Conference

Hosted by the City of Ottawa at Rogers Centre Ottawa and Westin Ottawa

August 17-20, 2025

### Registration Packages:

- **Package A:** full conference access, including Tuesday evening Social
- **Package B:** full conference access, excluding Tuesday evening Social
- **Day passes:** all conference access on that given day, excluding Tuesday evening Social
- **Social Pass A:** for guests of delegates, access to evening receptions on Sunday, Monday, and Tuesday
- **Social Pass B:** for guests of delegates, access to evening receptions on Sunday and Monday

### Registration Rates

Package Type	Member Rate	Non Member Rate
Package A - EARLY	\$900	\$1190
Package B - EARLY	\$835	\$1115
Monday - EARLY	\$645	\$790
Tuesday - EARLY	\$645	\$790

Wednesday - EARLY	\$645	\$790
Package A - Regular	\$1000	\$1250
Package B- Regular	\$945	\$1170
Monday - Regular	\$690	\$830
Tuesday - Regular	\$690	\$830
Wednesday - Regular	\$690	\$830
Package A - Onsite	\$1125	\$1320
Package B - Onsite	\$1050	\$1245
Package B - Speaker Upgrade	\$500	\$550
Monday - Onsite	\$740	\$880
Tuesday - Onsite	\$740	\$880
Wednesday - Onsite	\$740	\$880
Student - Regular B Package	-	\$500
Student - Day Rate	-	\$350
Social Pass A	\$140	\$200
Social Pass B	\$60	\$85
Cancellation	\$100	\$125

[Register Here](#)

**For Air Canada and Via Rail discount codes please email [events@amo.on.ca](mailto:events@amo.on.ca)**

## Important Information When Registering for AMO

When Registering-Complete Your Form!

Incomplete registration forms cannot be processed. Spend the time to review your registration and ensure you have provided all details before submitting the form, please ensure the details you have provided are correct and complete.

## Registration Receipts

A confirmation notice will be sent to those emails provided upon registration. This includes all registration, modifications or cancellations. Review your confirmation carefully for accuracy. If you are registering others, ensure that those attending the AMO Conference are provided with all pertinent information you may receive on their behalf.

## Registration Timelines

The early bird rate cut-off is March 12, 2025. Payments by cheque must be postmarked before March 12, 2025 to receive early bird pricing. Registrations received after March 12, 2025 at 6:00 pm will be processed at the regular rate.

The regular rate cut-off is Monday, August 11, 2025 at 12:00pm. Payments by cheque must be postmarked before August 11, 2025, to receive regular rate pricing. After this date, you may register on-site during conference registration hours.

## Cancelling Your Registration

The deadline to cancel your registration is July 4, 2025. All cancellations must be submitted in writing to the Association of Municipalities of Ontario via e-mail to [events@amo.on.ca](mailto:events@amo.on.ca). Cancellations received prior to 4:00 pm ET, July 4, 2025, will be eligible for a refund less \$100.00 (plus HST) for members and \$125.00 (plus HST) for non-members administration fee. Cancellations submitted after 4:00 pm on this date are non-refundable. You are able to transfer your registration. An alternate attendee name may be substituted at any time.

## Caucus' and Caucus Lunches - *Choose a caucus when registering.*

When you register for AMO, the caucus you choose provides you access to the assigned lunch.

AMO Caucus lunches are held on Monday August 18th.

Elected officials are asked to choose one caucus for their lunch. All other delegates including municipal staff will be assigned to the “non-voting lunch”.

AMO cannot guarantee caucus lunch choices with registrations received after **July 25, 2025**, due to the likelihood of space constraints at that time. AMO will do its best to accommodate your request.

### **What is a caucus lunch?**

As indicated above, caucuses are used to assign Monday lunches and for voting in AMO Board elections. While Council members can identify with more than one caucus, only one may be declared for conference registration and for 2024. Only elected officials and AMO members in good standing can register for a caucus lunch and vote in AMO Board elections.

Below is a description of each caucus

County (Council members from upper-tier County municipalities. Affiliated with Eastern Ontario Wardens’ Caucus or Western Ontario Wardens’ Caucus)

Large Urban (Council members from lower-tier municipalities with populations greater than 100,000. Affiliated with Ontario Big City Mayors)

Northern (Council members from municipalities contained within the Northern Ontario districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, or Timiskaming. Affiliated with the Federation of Northeastern Ontario Municipalities and Northwestern Ontario Municipal Association)

Small Urban (Council members from municipalities with 10,000-100,000 residents that are predominantly small urban towns and villages, suburban, or exurban. Affiliated with Ontario Small Urban Municipalities).

Rural (Council members from municipalities with less than 10,000 residents and are predominantly rural or Council members representing rural wards in larger municipalities. Affiliated with Rural Ontario Municipal Association).

Regional and Single Tier (Council members from upper-tier Regional municipalities or single-tier municipalities. Affiliated with Mayors & Regional Chairs of Ontario).

Non-Voting (for all other non-elected delegates and municipal staff).

**The last day to register online is Monday, August 11 at 12:00 noon. *After this date, you may register on-site.***

**\*\*SPAM ALERT\*\***

*If you are emailed or called to book your hotel or make your registration for the AMO Conference, this will either be a phishing or spam exercise. AMO does not solicit participation in the AMO Conference other than through our direct AMO Events Communications and our website. Be diligent, hackers are becoming more and more sophisticated. If it seems odd, or doesn't feel right, trust your instinct.*

**Registration**

[Hotel and Travel Information](#)

[Exhibitors](#)

[Sponsorship](#)



**REPORT TO COUNCIL**

<b>Date:</b>	<b>February 24, 2025</b>
<b>Subject:</b>	<b>2025 Biennial Bridge Inspection</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>

**BACKGROUND:**

The Township of Chapleau is due for our biennial bridge inspection to be completed on our four (4) bridges. These bridges include Monk Street, Lisgar Street, Cedar Street and the Pedestrian Overpass Bridge.

In preparation CAO Meyntz reached out to AECOM and TULLOCH to see if they would be interested in provide a quote for this work. AECOM indicated that they do not have the staffing required for this type of inspection work and recommended Tulloch to do the work.

Tulloch did perform our last inspections in 2021 and 2023.

Tulloch has provided a price to have this work completed this calendar year.

**RECOMMENDATION:**

**THAT** the Council of the Corporation of Township of Chapleau does hereby approve the quote provided by Tulloch for the 2025 OSIM Inspections.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer



Planners | Surveyors | Biologists | Engineers

January 14, 2025  
P25356-GEN

Township of Chapleau  
20 Pine Street West  
PO Box 129  
Chapleau, ON P0M 1K0

Attention: Judith Meyntz, CAO

Re: 2025 OSIM Inspections

TULLOCH has noted that The Township of Chapleau is required to complete biennial bridge and culvert inspections in 2025. TULLOCH performed the inspections in 2021 & 2023 and would be pleased to do so again this year. TULLOCH would complete the inspections of Monk Street, Lisgar Street, and Cedar Street, as well as the pedestrian bridge over the rail tracks at the south end of Town. Our inspections would include a visual review of all exposed bridge elements and provide a final detailed report complete with estimates for recommended repairs.

TULLOCH would perform these services for a lump sum total of **\$8,200** plus HST. Inspections would take place during the late spring/early summer of 2025 with final reports to be issued no later than September 15, 2025.

Our proposal is valid for your acceptance for 60 days, after which time a review of the terms and conditions offered may be required. TULLOCH will perform all services in accordance with the standard of care customarily observed by professional consulting firms performing similar services at the same time and location. The standard of care will include adherence to all applicable published standards of the profession and laws, regulations, by-laws, building codes and governmental rules. In no event, however, will TULLOCH be liable for indirect or consequential damages, including, without limitation, loss of use or production, loss of profits or business interruption.

I trust this letter is sufficient for your purposes at this time. Should you require clarification or any additional information, please do not hesitate to contact the undersigned.

Thank you,

TULLOCH Engineering Inc.

Frank Palmay, P.Eng.  
**Project Manager/Sr. Associate**  
[frank.palmay@TULLOCH.ca](mailto:frank.palmay@TULLOCH.ca)

**Huntsville Office** 80 Main St. W., Huntsville, ON. P1H 1W9  
T: 705.789.7851 | TF: 800.797.2997 | F: 705.789.7891



**CAO**

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**From:** Erika Luoma <erika.luoma@autismontario.com>  
**Sent:** Sunday, February 2, 2025 3:27 PM  
**To:** CAO  
**Subject:** Le 2 avril 2025, faites flotter le drapeau pour la Journée mondiale de l'autisme / Fly the Flag on April 2, 2025, for World Autism Day  
**Attachments:** Autism Ontario World Autism Day Proclamation 2025 - FRENCH.pdf; Autism Ontario World Autism Day Proclamation 2025.pdf

Chère Judith Meyntz,

Autisme Ontario est un organisme de bienfaisance fondé en 1973, et nous avons le grand privilège d'appuyer la communauté autiste de Chapleau. Nous soutenons et représentons depuis plus de 50 ans toutes les personnes autistes de la province, dont nous défendons les intérêts peu importe la race, l'origine ethnique, le revenu, la religion, l'identité de genre ou l'orientation sexuelle.

Joignez-vous à Autisme Ontario pour *célébrer le spectre* à l'occasion de la prochaine Journée mondiale de l'autisme, en achetant un drapeau pour notre campagne « Faites flotter le drapeau » et en proclamant officiellement le **2 avril 2025** comme **Journée mondiale de l'autisme**. C'est là une excellente occasion pour votre municipalité de montrer son appui aux personnes autistes de toute la province et de vos communautés.

Vous pouvez acheter un drapeau sur notre site Web à l'adresse <https://celebratethespectrum.com/shop/>

Qu'est-ce que **Célébrons le spectre**?

Célébrons le spectre est le nom de notre campagne pour les célébrations entourant la Journée mondiale de l'autisme. Cette campagne est pour nous l'occasion d'agir positivement pour offrir des espaces de soutien et de revendication au bénéfice de nos communautés diverses, tout en nous renseignant sur l'autisme et sur la façon dont nous pouvons faire de nos communautés un meilleur endroit pour les personnes autistes. Notre campagne a pour thème la teinture par nœuds (*tie-dye*), qui symbolise l'exceptionnelle unicité et individualité de chaque personne autiste.

« Célébrons le spectre » unit les familles, les écoles, les communautés, les entreprises, les gouvernements et les professionnel.le.s dans le cadre de la Journée mondiale de l'autisme et les incite à célébrer les personnes autistes, tout en mettant en évidence les barrières systémiques qu'il faut éliminer pour créer un Ontario plus solidaire et plus inclusif.

Nous sommes toujours à votre disposition si vous avez besoin de ressources et d'idées sur la façon de contribuer. Tous ensemble, rassemblons-nous et faisons l'éloge de notre diversité, en explorant les possibilités infinies de chaque motif!

Faites-nous savoir que vous ferez flotter le drapeau! Inscrivez votre municipalité [ici](#).

Vous pouvez me contacter par courriel ou au numéro de téléphone indiqué ci-dessous. Je vous remercie du temps que vous m'avez accordé, et il me fera plaisir d'avoir bientôt de vos nouvelles.

Avec toute ma gratitude,

Erika Luoma

\*\*\*\*\*

Dear Judith Meyntz, CAO,

Autism Ontario is a charitable organization founded in 1973, and we are privileged to support the autism community of Chapleau. We have more than 50 years of supporting, representing, and advocating for all autistic individuals across the province regardless of race, ethnicity, income, religion, gender identity or sexual orientation.

Join Autism Ontario as we *Celebrate the Spectrum* this upcoming World Autism Day by purchasing a flag for our “Fly the Flag” campaign and formally proclaiming **April 2, 2025, as World Autism Day**. This is an excellent opportunity for your municipality to show support for autistic individuals across Ontario and in your communities.

You can purchase a flag through our website at <https://celebratethespectrum.com/shop/>

### **What is Celebrate the Spectrum?**

Celebrate the Spectrum is our campaign for World Autism Day celebrations. It is an opportunity for positive action to provide spaces of support and advocacy for our diverse communities while learning about autism, and how we can all make our communities better for autistic individuals. Our campaign theme is tie-dye, symbolizing the beautiful uniqueness and individuality of every autistic person.

Celebrate the Spectrum unites families, schools, communities, businesses, government, and professionals in recognizing World Autism Day by celebrating autistic people and bringing to light the systemic barriers that must be removed to create a more supportive and inclusive Ontario.

We are always available to help with resources and ideas on how you can get involved. Let’s come together and embrace our diversity, exploring endless possibilities in every pattern!

Let us know you will be flying the flag! Register your municipality [here](#).

I can be reached via email or at the telephone number below. Thank you for your time and I look forward to connecting with you soon.

With appreciation,  
Erika Luoma  
Fund and Volunteer Coordinator, Mom of an Autistic Adult and resident of Sault Ste. Marie

## **Autism**ONTARIO

### **Autism Ontario**

[autismontario.com](http://autismontario.com)

1179 King St. West, Suite 004 | Toronto, ON | M6K 3C5

T: 1-800-472-7789 ext. 223 | E: [erika.luoma@autismontario.com](mailto:erika.luoma@autismontario.com)

### **Show your support for the autistic community.**

**DONATE TODAY**

[Facebook](#) | [X](#) | [Instagram](#) | [LinkedIn](#)

\*\*Pour les services en français, veuillez envoyer un courriel à [melanie@autismontario.com](mailto:melanie@autismontario.com).\*\*



## A Proclamation on World Autism Day 2025

### Whereas:

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

### Whereas:

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

### Whereas:

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

### Whereas:

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

### Whereas:

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

### Now Therefore:

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

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

Paul Martel  
Box 1051  
Chapleau, Ontario  
P0M 1K0

February 9, 2025

To the Chapleau Town Council,

The Wildwood Bible Camp has booked the Community Hall during the March Break (March 10-14<sup>th</sup>) from 8:30am to 1:30pm. A team from Woodside Bible Chapel from Elmira Ontario will be hosting a Free Children's Camp for children ages 7 to 14.

I am writing this letter to see if it would be possible to reduce the rental fee for the hall as this is a non-profit event. This would be greatly appreciated.

If you need more information please do not hesitate to contact me.

Yours truly,



Paul Martel  
705-864-1066

## REPORT TO COUNCIL

<b>Date:</b>	<b>February 24, 2025</b>
<b>Subject:</b>	<b>Wildwood Bible Camp Request</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>

### **BACKGROUND:**

The Municipality received a request from the Wildwood Bible Camp regarding a reduced rental fee for the Community Hall. The Wildwood Bible Camp has booked the Community Hall from March 10<sup>th</sup> to 14<sup>th</sup> from 8:30 am until 1:30 pm each day.

With a booking of this nature, we would like to remind Council of the fact that staff must be present during rentals times, there are costs for heating the space, lighting and opening it up to the public. After the event staff must clean the space and prepare it for the next rental.

There is not a lot of cushion in our hourly rate of \$23.50 plus HST per hour for the use of the Community Hall.

### **RECOMMENDATION:**

CAO Meyntz would like to recommend to Council that they consider the staffing costs, heating and hydro, we do not have a profit margin available in this price to reduce the rate for community users. This price is already kept low that so members of our community can afford to use the space.

### **RESOLUTION:**

**THAT** the Council of the Corporation of Township of Chapleau does hereby receive the letter from Paul Martel regarding the booking of the Community Hall for the Wildwood Bible Camp event;

**AND THAT** Council does hereby approve / decline the request based on the costs being necessary to cover our expenses for the Arena.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer

**CAO**

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**From:** Zaikos, Zoeline <zzaikos@sschs.ca>  
**Sent:** Thursday, February 13, 2025 8:25 AM  
**To:** CAO; Carole Ouellette; Rejean Raymond  
**Cc:** maisonborealhome.inc@gmail.com  
**Subject:** Public Town Calendar

Hello Members of Council,

I am reaching out on behalf of the board members of Maison Boréal Home to express our interest in petitioning for the Township of Chapleau to expand on the community event calendar on the town website (<https://chapleau.ca/calendar/>).

The town has an existing calendar which lists council meetings and some other events, but it is currently not being used to its full potential. The members of Maison Boréal Home believe a community calendar featured publicly on the town’s official website (or posted monthly on the town’s facebook site) would be incredibly beneficial to fundraising, tourism, and individual enjoyment. It would allow for community organizations to submit their events well in advance, preventing overlap and helping to raise awareness of them (e.g. organizations could post their fundraising campaigns so that they don’t overlap with other organizations). Those submitting their events would include the time and date, location, title/description, entry cost, and any other relevant information. They could then be approved by a member of the township staff who manages the calendar.

Is this something that the township would be open to?

Kind regards,  
Zoe Zaikos



Zoe Zaikos  
Intern Project Coordinator | Coordinatrice interne de projet  
Cedar Grove Office | 101 Pine St. E.  
PO Box / CP 1605, Chapleau, ON P0M 1K0  
T: 705-864-1919 ext. 5008  
[sschs.ca](http://sschs.ca)

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The information contained in this e-mail and document(s) attached are for the exclusive use of the addressee and may contain confidential, privileged and non-disclosable information. If the recipient of this e-mail is not the addressee, such recipient is strictly prohibited from reading, photocopying, distributing or otherwise using this e-mail or its content in any way.

Seul le destinataire de ce courriel peut utiliser les renseignements et les documents qui s’y trouvent, car ceux-ci peuvent



## REPORT TO COUNCIL

<b>Date:</b>	<b>February 24, 2025</b>
<b>Subject:</b>	<b>Maison Boreal Request to Publicize on the Municipal Calendar</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>

### **BACKGROUND:**

Maison Boreal have made a request to have one of our staff manage a community calendar for groups within our community to share information and then later post this information on Facebook and other social media.

Many groups struggle with the need for a Communication Person who can design information, upload to the calendar, share the calendar with Facebook, and then post reminders about items in the calendar. All of these posts also require oversight to ensure appropriate messaging, grammar and spelling.

Currently each post that comes through the Township's social media is developed and reviewed by a Senior Manager prior to being posted. This is a policy we have in place for all posts on the website, Facebook and Community Facebook.

### **DISCUSSION:**

This policy must remain in place for community posts as well. This would then take an administrator to design, confirm, proof the post. Then forward it to a Senior Management, either Rejean Raymond, Les Jones or myself to review the document and provide approval prior to posting.

Another concern is timeliness of the posts. It is often a last-minute post that must be out within hours to be timely to the public. We cannot guarantee that the Administrative Person is available and that the Senior Manager is available for review and approval. In house we have an understanding that non-urgent posts require 24 hours to go live, but we do not have that option if it is an emergency such as issues on the bridge, water breaks, lost dogs, etc.


### **RESOLUTION:**

**THAT** the Council of the Corporation of Township of Chapleau does hereby receive the letter from Zoe Zaikos on behalf of Maison Boreal for information;

**AND THAT** the Council does not have enough information in order to make a reasonable decision on this matter;

**AND FURTHERMORE, THAT** Council instructs Staff to investigate further and provide a report on the amount of time and costs that will be required for the Township to take on this initiative.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer

<b>Date:</b>	<b>February 24, 2025</b>
<b>Subject:</b>	<b>Fox Lake Road Cable Project</b>
<b>Prepared by:</b>	<b>Judith Meyntz, AOMC, CAO</b>

**BACKGROUND:**

The Township of Chapleau has been asked for permission to allow internet cable to be run along the Fox Lake Road from Highway 129 to the Gas Station where it will then be connected to the Chapleau Cree First Nation cabling.

I have been ensured by the contractor of the following:

1. This project has been awarded to Vianet to construct and operate a FTTH network in the community.
2. We do not anticipate any damage to the asphalt. The duct will be installed along the unpaved shoulder and any road crossings will be completed with trenchless methods. All areas of construction will be restored to the same or better condition so if there is any damaged asphalt it will be repaired as part of the project.
3. We hope to commence construction as soon as possible in the spring. Our project timelines are as below, but they are weather dependant:
  - Jan 1 2025 to May 1 2025
    - OSP network design & permitting
    - Material procurement and delivery to Chapleau
    - Construction contract allocation
  - May 15 2025 – commencement of construction
  - August 15 2025 – substantial completion of construction phase
  - July 1 2025 – commencement of customer activation in areas of completed construction
  - Sept 15 2025 – target for 100% service activation of all subscribers in the community

**RECOMMENDATION:**

**THAT** the Council of the Corporation of Township of Chapleau does hereby approve access to Fox Lake Road to Vianet for the laying of cable along the side of the road.

Report respectfully submitted:



Judith Meyntz, AOMC,  
Chief Administrative Officer

**2024 STATEMENT OF COUNCIL AND BOARD MEMBER REMUNERATION AND EXPENSES**  
 Section 284 of the Municipal Act, S.O. 2001, c.25, as amended  
 Schedule A to By-Law 2024-04 February 24th, 2025

**COUNCIL**

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				Remuneration		Expenses		Total
Mayor	Ryan Bignucolo			\$ 23,760.73				\$ 36,984.11
Deputy Mayor	Lisi Bernier			\$ 15,501.99				\$ 15,501.99
Councillor	Catherine Ansara			\$ 12,405.99				\$ 12,405.99
Councillor	Paul Bernier			\$ 12,405.99				\$ 12,405.99
Councillor	Alex Lambruschini			\$ 12,405.99		\$ 1,765.53		\$ 14,171.52
								\$ -
								\$ -
								\$ -
								\$ -
<b>TOTAL</b>				<b>\$ 76,480.69</b>		<b>\$ 14,988.91</b>		<b>\$ 91,469.60</b>

**CHAPLEAU HYDRO**

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Councillor	Lisi Bernier			\$ 2,250.00				\$ 2,250.00
Councillor	Paul Bernier			\$ 2,250.00				\$ 2,250.00
<b>TOTAL</b>				<b>\$ 4,500.00</b>		<b>\$ -</b>		<b>\$ 4,500.00</b>

**MANITOULIN-SUDBURY DISTRICT SERVICES BOARD**

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Mayor	Ryan Bignucolo			\$ 1,145.47		\$ 2,952.80		\$ 4,098.27
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**PUBLIC HEALTH SUDBURY AND DISTRICTS**

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	Natalie Tessier			\$ 2,380.00		\$ 2,891.60		\$ 5,271.60
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# **ACCOUNTS PAYABLE**

**TOWNSHIP OF CHAPLEAU**

**COUNCIL CHEQUE/EFT REGISTER**

Ck/EFT	Chq._Date	Vendor_Name	Invoice_Description	Debit
00122-0001	31-Dec-24	CANADA LIFE GROUP BENEFITS	CANADA LIFE BENEFITS PREMIUMS DECEMBER	\$ 10,495.25
00122-0002	31-Dec-24	MONERIS SERVICES	MONERIS SERVICES CHARGE DECEMBER AIRPORT	\$ 55.44
00122-0002	31-Dec-24	MONERIS SERVICES	MONERIS SERVICES CHARGE DECEMBER	\$ 48.44
00122-0002	31-Dec-24	MONERIS SERVICES	MONERIS SERVICES CHARGE DECEMBER ADMIN	\$ 60.92
00123-0001	06-Jan-25	RBC ROYAL BANK	BANK SERVICE CHARGES DECEMBER	\$ 316.30
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER ARENA	\$ 22,124.44
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER AIRPORT	\$ 1,189.52
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER PW	\$ 959.86
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER RIVERSIDE PUMPHOUSE	\$ 1,732.24
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER FLASHING LIGHT HIGH SCHOOL	\$ 9.86
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER STREET LIGHTS	\$ 1,836.41
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER DUFFERIN PUMPHOUSE	\$ 715.28
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER WATERFRONT PAVILION	\$ 129.56
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER MUSEUM	\$ 45.33
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER PED. OVERPASS	\$ 15.42
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER FLASHING LIGHT BIRCH/LORNE	\$ 33.56
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER PUMPING STATION LAGOON	\$ 1,792.83
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER FLASHING LIGHT SKI HILL	\$ 11.46
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER DECEMBER	\$ 45.33
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER LANDFILL GARAGE	\$ 107.36
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER - LISGAR PUMPHOUSE	\$ 249.32
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER CIVIC CENTRE	\$ 7,453.17
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER WATER PLANT	\$ 6,543.40
00124-0001	29-Jan-25	HYDRO ONE NETWORKS INC	HYDRO DECEMBER LANDFILL OFFICE	\$ 180.60
00125-0001	28-Jan-25	BELL CONFERENCING INC.	BELL CONFERENCING CALLS JANUARY	\$ 90.40
00125-0004	28-Jan-25	DINEL, MARC	NEWMONT WATER HAUL - JANUARY 19TH	\$ 131.66
00125-0004	28-Jan-25	DINEL, MARC	NEWMONT WATER HAUL - JANUARY 18TH, 2025	\$ 131.66
00125-0005	28-Jan-25	FEDERATION OF ONTARIO PUBLIC LIBRARIES	2025 MEMEBERSHIP FEES LIBRARY	\$ 75.00
00125-0007	28-Jan-25	JOLY, GERALD	NEWMONT WATER HAUL - JANUARY 18TH, 2025	\$ 131.66
00125-0008	28-Jan-25	MCEACHREN, JONATHAN	NEWMONT WATER HAUL - JANUARY 21, 2025	\$ 131.66
00125-0009	28-Jan-25	MEYNTZ, JUDITH	ROMA - TRAVEL CAO	\$ 1,010.02
00125-0010	28-Jan-25	OUELLETTE, PAULINE	TRANSLATION CHRISTMAS MESSAGE FROM MAYOR	\$ 20.13
00125-0011	28-Jan-25	PORTER, STEPHAN	NEWMONT WATER HAUL - JANUARY 21ST, 2025	\$ 131.66
00125-0012	28-Jan-25	SERVENT, LUC	NEWMONT WATER HAUL- JANUARY 19TH, 2025	\$ 131.66
00126-0001	04-Feb-25	AECOM CANADA ULC	AS BUILT DRAWINGS RICHARD STORM SEWER	\$ 526.15
00126-0002	04-Feb-25	AIR LIQUIDE CANADA INC.	CO2 TANKS FROZEN LINES	\$ 237.00
00126-0003	04-Feb-25	BIGNUCOLO, RYAN	ROMA TRAVEL/MEALS/KM & CAO ROOM	\$ 4,166.24
00126-0004	04-Feb-25	CANADIAN UNION OF PUBLIC EMPLOYEES	UNION DUES JANUARY PAY 3	\$ 412.28
00126-0005	04-Feb-25	CHAPLEAU EXPRESS	ADVERTISE NOTICE CEMETERY	\$ 33.90
00126-0005	04-Feb-25	CHAPLEAU EXPRESS	ADVERTISE EQUIPMENT OPERATOR POSTING	\$ 67.80
00126-0006	04-Feb-25	CIMCO REFRIGERATION	2025 PLANT YEARLY SERVICE MAINTENANCE	\$ 4,375.21
00126-0007	04-Feb-25	DINEL, MARC	NEWMONT WATER HAUL JANUARY 24TH	\$ 131.66
00126-0008	04-Feb-25	ENTANDEM	SOCAN SKATING RINK FEES 2025	\$ 147.94
00126-0008	04-Feb-25	ENTANDEM	SOUND SKATING RINK FEES 2025	\$ 55.43
00126-0009	04-Feb-25	JJAM AGENCY	WEBPAGE ADVERTISING OPERATOR	\$ 113.00
00126-0009	04-Feb-25	JJAM AGENCY	ADVERTISE OPERATOR	\$ 226.00
00126-0010	04-Feb-25	JOLY, GERALD	NEWMONT WATER HAUL JANUARY 28TH	\$ 131.66
00126-0011	04-Feb-25	LOCAL AUTHORITY SERVICES LTD	OFFICE SUPPLIES	\$ 163.82
00126-0011	04-Feb-25	LOCAL AUTHORITY SERVICES LTD	OFFICE SUPLIES	\$ 50.84
00126-0012	04-Feb-25	MEYNTZ, JUDITH	ROMA HOTEL JANUARY 18TH - CAO	\$ 648.01
00126-0013	04-Feb-25	NESER INVESTMENTS INC.	13 - PROPANE TANK REFILL ZAMBONI DECEMNER	\$ 557.04
00126-0014	04-Feb-25	NOR-THERM REFRIDGERATION LTD.	REPAIR FRIDGE CURLING CLUB	\$ 1,592.96
00126-0014	04-Feb-25	NOR-THERM REFRIDGERATION LTD.	REPAIR FRIDGE CURLING CLUB	\$ 1,324.91
00126-0015	04-Feb-25	O'HEARN, DAVID	NEWMONT WATER HAUL JANUARY 28TH	\$ 131.66
00126-0016	04-Feb-25	O.M.E.R.S.	OMERS JANUARY PAY 3	\$ 11,112.14
00126-0017	04-Feb-25	ONTARIO CLEAN WATER AGENCY	BREATHING APPARATUS/ES INSPECTION & CERTIFICATIONS	\$ 1,533.92
00126-0017	04-Feb-25	ONTARIO CLEAN WATER AGENCY	CALL OUTS EXCEEDING ALLOWANCE	\$ 400.00
00126-0017	04-Feb-25	ONTARIO CLEAN WATER AGENCY	WWT DECHLORINATION MAINTNEANCE	\$ 15,199.91
00126-0017	04-Feb-25	ONTARIO CLEAN WATER AGENCY	HIGHLIGHT PUMP 5 REPAIRS	\$ 6,604.52
00126-0017	04-Feb-25	ONTARIO CLEAN WATER AGENCY	4TH QTR ALARM SYSTEM FEES	\$ 121.06

**TOWNSHIP OF CHAPLEAU**

**COUNCIL CHEQUE/EFT REGISTER**

Ck/EFT	Chq._Date	Vendor_Name	Invoice_Description	Debit
00126-0017	04-Feb-25	ONTARIO CLEAN WATER AGENCY	4TH QTR CHEMICALS WASTE WATER	\$ 11,954.99
00126-0018	04-Feb-25	ORKIN CANADA	PEST CONTROL AIRPORT	\$ 84.75
00126-0018	04-Feb-25	ORKIN CANADA	PEST & ODOR CONTROL ARENA	\$ 205.39
00126-0018	04-Feb-25	ORKIN CANADA	PEST CONTROL JANUARY LANDFILL	\$ 56.50
00126-0018	04-Feb-25	ORKIN CANADA	PEST & ODOR CONTROL PW	\$ 88.69
00126-0019	04-Feb-25	PUROLATOR INC	SHIPPING CHARGES	\$ 6.78
00126-0020	04-Feb-25	THE WRISTBAND MAN INC.	1000 - CARNIVAL KEY CHAINS	\$ 1,107.40
00126-0021	04-Feb-25	TURCOTTE, MARC	NEWMONT WATER HAUL JANUARY 24TH	\$ 131.66
00126-0022	04-Feb-25	WAMCO WATERWORKS NORTHERN	WATERMAIN REPAIR CLAMPS	\$ 3,019.81
00126-0023	04-Feb-25	WEAVER SIMMONS LLP	GENERAL LEGAL SERIVCES DECEMBER	\$ 791.00
00127-0001	31-Jan-25	CANADA LIFE GROUP BENEFITS	CANADA LIFE BENEFITS PREMIUMS JANUARY	\$ 11,233.59
00127-0002	31-Jan-25	MONERIS SERVICES	MONERIS SERVICES CHARGE JANUARY - LANDFILL	\$ 54.96
00127-0002	31-Jan-25	MONERIS SERVICES	MONERIS SERVICES CHARGE JANUARY - AIRPORT	\$ 99.34
00127-0002	31-Jan-25	MONERIS SERVICES	MONERIS SERVICES CHARGE JANUARY - ADMIN	\$ 40.32
00127-0003	31-Jan-25	RBC ROYAL BANK	RBC - PAY-FILE SET UP	\$ 25.00
00127-0004	31-Jan-25	VICTOR INSURANCE MANAGERS INC.	CPUC - RETIREE BENEFITS	\$ 425.93
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	AMAZE N FUN - CARNIVAL ACTIVITIES DEPOSIT	\$ 2,989.98
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	ZOOM - RENEWAL	\$ 242.84
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	CLIMB N FUN - CARNIVAL DEPOSIT	\$ 636.75
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	AMAZON - PICKLE BALL	\$ 90.38
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	BP BARCO - 2 - PARK BENCHES	\$ 3,489.69
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	VALU MART - CREAMER	\$ 5.07
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	AMAZON - DESK DRAW ORGANIZER	\$ 40.67
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	AMAZON - DESK ORGANIZER	\$ 51.70
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	AMAZON - NAME PLATES	\$ 24.83
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	CANADA POST - INSERT PAPERLESS MESSAGE	\$ 228.71
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	MTO - NEEBING HWY 61 - SIGN RENEWAL - 5 YEARS	\$ 770.00
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	STARLINK - AIRPORT INTERNET JANUARY	\$ 158.20
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	CHAPLEAU MOTEL - MECHANIC ROOM	\$ 121.05
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	TRANSPORT TRAINING - DZ BRINDLEY	\$ 960.50
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	VALU MART - CREAMER	\$ 7.58
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	FONOM REGISTRATION - CAO/MAYOR/OD	\$ 1,356.00
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	CANADA POST - INSERT COUNCIL YEAR END REVIEW	\$ 415.84
00128-0001	11-Feb-25	RBC ROYAL BANK VISA	ROYAL YORK - ROOMS GOOD ROADS OP	\$ 1,325.97
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY EMERG. NO	\$ 426.14
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY ARENA	\$ 62.53
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY AIRPORT	\$ 60.62
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY PW	\$ 62.35
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY FIRE DEPT. PAGING SYSTEM	\$ 46.48
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY LIBRARY	\$ 58.91
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY FIRE HALL	\$ 46.48
00129-0001	17-Feb-25	BELL CANADA	PHONE FEBRUARY CIVIC CENTRE	\$ 320.45
00129-0002	17-Feb-25	RBC ROYAL BANK VISA	RBC - VISA OVERLIMIT FEE	\$ 29.00
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	STARLINK - LANDFILL INTERNET JANUARY	\$ 158.20
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	AMAZON - SUGGESTION BOX	\$ 115.23
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	ORFA - MEMBERSHIP RENEWAL	\$ 1,039.60
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	ORFA - MEMBERSHIP RENEWAL	\$ 219.22
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	SUBWAY - LUNCH WATER MAIN REPAIR	\$ 69.44
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	AMAZON - CHAIR MAT OPERATION DIRECTOR	\$ 93.73
00129-0003	17-Feb-25	RBC ROYAL BANK VISA	MTO - LEVEL 2 CVOR REPORT	\$ 5.00
00129-0004	17-Feb-25	TBAYTEL	CELL PHONES FEBRUARY	\$ 200.51
13222	03-Feb-25	RECEIVER GENERAL - PAYROLL	REMITTANCE JANUARY LIBRARY PAY 3	\$ 267.58
13223	03-Feb-25	RECEIVER GENERAL - PAYROLL	REMITTANCE JANUARY - PAY 3	\$ 18,574.92
13224	03-Feb-25	BROKERLINK INC.	2025 INSURANCE PREMIUMS	\$ 239,014.92
13225	03-Feb-25	FARQUHAR, CHRIS	CARNIVAL 2025 - MAGIC SHOW	\$ 2,090.50
13226	03-Feb-25	MINISTER OF FINANCE EHT	EHT JANUARY PAY 3	\$ 1,154.96
13227	03-Feb-25	MINISTRY OF FINANCE	911 ANNUAL BILLING 2025	\$ 1,089.46
13228	03-Feb-25	MINISTRY OF FINANCE - MTO	MTO-PARKING TICKET/FINE ADMIN FEE NOVEMBER	\$ 49.50
13228	03-Feb-25	MINISTRY OF FINANCE - MTO	MTO-PARKING TICKET/FINE ADMIN FEE DECEMBER	\$ 33.00
13229	03-Feb-25	WORKPLACE SAFETY AND INSURANCE BOARD	WSIB JANUARY PAY 3	\$ 1,827.23

**TOWNSHIP OF CHAPLEAU**

**COUNCIL CHEQUE/EFT REGISTER**

Ck/EFT	Chq._Date	Vendor_Name	Invoice_Description	Debit
13231	07-Feb-25	MNISTRY OF FINANCE - MTO	MTO-PARKING TICKET/FINE ADMIN FEE JANUARY	\$ 41.25
13232	07-Feb-25	OUELLETTE, CAROLE	CARNIVAL 2025 - REFEREE	\$ 484.00
13233	10-Feb-25	ALGOMA DISTRICT SCHOOL BOARD	PUC EASEMENT - RE-ISSUED	\$ 500.00
00130-0001	18-Feb-25	1854072 ONTARIO INC	SNOW REMOVAL JANUARY	\$ 3,167.53
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	REPLACE STARTER ON RESCUE #2	\$ 469.33
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	REPAIRS F-550	\$ 2,477.86
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	TOW TRACKLESS TO GARAGE	\$ 226.00
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	OIL CHANGE	\$ 138.98
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	REPAIRS LANDFILL PICKUP	\$ 1,020.13
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	REPAIRS LANDFILL PICKUP	\$ 553.87
00130-0002	18-Feb-25	A.M.S TOWING AND RECOVERY	REPAIR 2014 F-150	\$ 1,774.69
00130-0003	18-Feb-25	AIR LIQUIDE CANADA INC.	EXTRA TANK RENTAL	\$ 69.61
00130-0004	18-Feb-25	BIDOUS MECHANICALSERVICES	EQUIPMENT REPAIRS	\$ 3,319.38
00130-0004	18-Feb-25	BIDOUS MECHANICALSERVICES	REPAIRS SERVICES	\$ 2,118.75
00130-0005	18-Feb-25	BRANDT	REPAIRS REFUSE TRUCK	\$ 2,006.88
00130-0006	18-Feb-25	BROWN, ALVIN	WORK BOOTS ALVIN BROWN	\$ 282.49
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	COUPLING	\$ 17.81
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	COUPLING	\$ 19.07
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	LUBE FILTERS	\$ 85.57
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	TEE TUBE	\$ 34.78
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	DE-ICER	\$ 24.84
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	EVAPORATOR FOR AIR SYSTEM	\$ 112.94
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	EVAPORATOR FOR AIR SYSTEM	\$ 112.94
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	1 - WATER BOTTLE REFILL	\$ 9.95
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	HARDHATS & VEST	\$ 61.98
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	STRIKER FOR TIGER TORCH	\$ 7.91
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	BLUE & GREEN PAINT	\$ 40.51
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	ELECTRICAL COMPONENT RESCUE 2	\$ 25.26
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	ELECTRIAL COMPONENTS PUMPER 1	\$ 9.45
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	ROTELLA T4 OIL	\$ 162.67
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	AW32 OIL	\$ 342.42
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	REPLACEMENT HYDRAULIC LINE	\$ 111.20
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	DEF EXHAUST FLUID	\$ 337.86
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	CAPS FOR HYDRAULIC LINES	\$ 12.29
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	BELTS GARAGE DOOR	\$ 34.40
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	HYDRAULIC OIL TRACKLESS	\$ 123.64
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	WIPER BLADES	\$ 26.88
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	SHOVEL LANDILL	\$ 43.04
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	WIPERS TRANSIT BUS	\$ 53.77
00130-0007	18-Feb-25	CHAPLEAU AUTO PARTS	FIRE HYDRANT REPAIR MINTO/RIVERSIDE	\$ 26.20
00130-0008	18-Feb-25	CHAPLEAU VILLAGE SHOPS INC	HIGH VIS JACKET A.NICOL	\$ 225.98
00130-0008	18-Feb-25	CHAPLEAU VILLAGE SHOPS INC	HIGH VIS. JACKE T.BRINDLEY	\$ 210.17
00130-0008	18-Feb-25	CHAPLEAU VILLAGE SHOPS INC	RUBBER BOOTS T.BRINDLEY	\$ 220.33
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	SHARK BITE WATER TANK REPLACEMENT	\$ 19.96
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	WATER TANK PW	\$ 493.91
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	MATERIAL WATER TANK REPLACEMENT	\$ 28.41
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	IN-LINE 40' HEAT CABLE	\$ 416.96
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	GARBAGE BAGS	\$ 6.97
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	EXTENSION CORD & CABLE STRAPS	\$ 58.31
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	POLY PIPE & FITTINGS	\$ 115.83
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	CLEANING SUPPLIES	\$ 83.59
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	LOCKS PW GAS TANKS	\$ 15.75
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	MOP	\$ 15.02
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	TAPE MEASURE	\$ 5.07
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	HOOKS	\$ 32.18
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	DUSTER REFILLS/SOAP	\$ 18.23
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	PLYWOOD	\$ 49.26
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	VINYL MAPS	\$ 94.13
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	VINYL MAPS -CREDIT	\$ (19.29)
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	BEVERAGE JUG	\$ 76.26

**TOWNSHIP OF CHAPLEAU**

**COUNCIL CHEQUE/EFT REGISTER**

Ck/EFT	Chq._Date	Vendor_Name	Invoice_Description	Debit
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	SOAP/PAPER TOWELS	\$ 76.20
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	DOGS SUPPLIES	\$ 17.98
00130-0009	18-Feb-25	CHARLES W COLLINS STORES LIMITED	WAHSER/NUTS/BOLTS	\$ 4.29
00130-0010	18-Feb-25	CIMCO REFRIGERATION	INSTALL TWO ON DEMAND HOT WATER - ZAMBONI ROOM	\$ 43,533.10
00130-0011	18-Feb-25	ENCOMPASSIT.CA	LAPTOP DOCKING STATION ADMIN	\$ 563.85
00130-0011	18-Feb-25	ENCOMPASSIT.CA	REPLACE LAPTOP TREASURER	\$ 1,615.02
00130-0012	18-Feb-25	G-FORCE MARKETING	ASSESSMENT ROLL BINDER	\$ 240.93
00130-0013	18-Feb-25	IRELAND, JUSTIN WILLIAM	RUBBER BOOTS	\$ 220.33
00130-0014	18-Feb-25	IRONSIDE CONSULTING SERIVCES INC.	INTEGRITY COMMISSIONERS REPORT	\$ 102.55
00130-0015	18-Feb-25	JOLY, GERALD	NEWMONT WATER HAUL FEB. 6-25	\$ 131.66
00130-0016	18-Feb-25	LOCAL AUTHORITY SERVICES LTD	STAPLES - OFFICE SUPPLIES	\$ 244.10
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	1,645L PROPANE AIRPORT	\$ 1,308.26
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	2,380.6L PROPANE WATER PLANT	\$ 1,893.28
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	2,203.6L PROPANE WATER PLANT	\$ 1,752.52
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	CARD LOCK FUEL	\$ 404.27
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	2,917.5L PROPANE WATERPLANT	\$ 2,320.27
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	3,0026 PROPANE PW	\$ 2,387.48
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	570.6L DIESEL WATERPLANT GENERATOR	\$ 911.01
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	1,602.40L DIESEL LANDFILL	\$ 2,550.17
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	26L GAS PW	\$ 62.56
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	1706.9L - GAS PW	\$ 2,623.36
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	3,140.1L PROPANE ARENA	\$ 2,497.30
00130-0017	18-Feb-25	MCDOUGALL ENERGY INC.	1,381.8L DIESEL AIRPORT	\$ 2,228.76
00130-0018	18-Feb-25	MUNICIPALITY OF WAWA	2025 SUPERIOR EAST OPP BOARD LEVY	\$ 6,500.00
00130-0019	18-Feb-25	NESER INVESTMENTS INC.	15 - PROPANE REFILL ZAMBONI JANUARY	\$ 642.74
00130-0020	18-Feb-25	NEW NORTH FUELS INC.	CARD LOCK FUEL JANUARY	\$ 8,737.11
00130-0021	18-Feb-25	NORTHERN COMMUNICATION SERVICE	FIRE DISPATCH FEBRUARY	\$ 450.31
00130-0022	18-Feb-25	OHEARN, DAVID	NEWMONT WATER HAUL - FEB. 10	\$ 131.66
00130-0022	18-Feb-25	OHEARN, DAVID	NEWMONT WATER HAUL FEB. 4-25	\$ 131.66
00130-0022	18-Feb-25	OHEARN, DAVID	NEWMONT WATER HAUL FEB. 6-25	\$ 131.66
00130-0022	18-Feb-25	OHEARN, DAVID	NEWMONT WATER HAUL JANUARY	\$ 131.66
00130-0023	18-Feb-25	ONTARIO CLEAN WATER AGENCY	LEAK DETECTION KING ST. WATER BREAK	\$ 2,916.61
00130-0023	18-Feb-25	ONTARIO CLEAN WATER AGENCY	WATER PLANT/SEWER OPERATIONS JANUARY	\$ 34,512.17
00130-0023	18-Feb-25	ONTARIO CLEAN WATER AGENCY	4TH QTR CHEMICALS	\$ 1,923.23
00130-0023	18-Feb-25	ONTARIO CLEAN WATER AGENCY	4TH QTR CHEMICALS	\$ 10,526.32
00130-0024	18-Feb-25	ORKIN CANADA	PEST CONTROL FEBRUARY - LANDFILL	\$ 56.50
00130-0024	18-Feb-25	ORKIN CANADA	PEST & ODOR CONTROL ARENA	\$ 205.39
00130-0024	18-Feb-25	ORKIN CANADA	PEST & ODOR CONTROL FEBRUARY	\$ 88.69
00130-0024	18-Feb-25	ORKIN CANADA	PEST CONTROL FEBRUARY	\$ 84.75
00130-0025	18-Feb-25	OUELLETTE, PAULINE	TRANSLATION FINAL REVIEW 2024	\$ 187.12
00130-0026	18-Feb-25	PUBLIC HEALTH SUDBURY & DISTRICTS	MUNICIPAL LEVY FEBRUARY	\$ 11,300.96
00130-0027	18-Feb-25	PUROLATOR INC	SHIPPING CHARGES	\$ 44.87
00130-0028	18-Feb-25	SPECTRUM TELECOM GROUP LTD.	RADIO PHONE FEBRUARY	\$ 49.72
00130-0028	18-Feb-25	SPECTRUM TELECOM GROUP LTD.	GPS TRACKING FEBRUARY	\$ 107.35
00130-0029	18-Feb-25	TOROMONT CAT	TOROMONT LOADER MARC CHARGES -JANUARY	\$ 2,443.81
00130-0030	18-Feb-25	TURCOTTE, MARC	NEWMONT WATER HAUL JAN 30TH	\$ 131.66
00130-0030	18-Feb-25	TURCOTTE, MARC	NEWMONT WATER HAUL FEB. 10-24	\$ 131.66
00130-0030	18-Feb-25	TURCOTTE, MARC	NEWMONT WATER HAUL FEB.4-25	\$ 131.66
00130-0031	18-Feb-25	VIANET	INTERNET FEBRUARY	\$ 490.42
00130-0031	18-Feb-25	VIANET	INTERNET SERVICES JANUARY	\$ 490.42
00130-0032	18-Feb-25	WHITEHOTS INC.	LIBRARY BOOKS	\$ 68.23
00130-0033	18-Feb-25	WORK EQUIPMENT LTD.	HYDRAULIC LINES TRACKLESS	\$ 907.07
00130-0034	18-Feb-25	WURTH CANADA LIMITED	MISC. PARTS	\$ 621.08
00130-0035	18-Feb-25	XEROX CANADA LTD.	COPIER LEASE FEBRUARY & COPY CHARGES	\$ 412.97
13234	18-Feb-25	MINISTRY OF FINANCE	OPP SERVICES DECEMBER	\$ 42,123.00
13235	18-Feb-25	RECEIVER GENERAL FOR CANADA	RADIO RENEWAL 2025	\$ 1,852.72
				<b>\$ 636,569.29</b>



# RESOLUTIONS

**THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU**

**BY-LAW NO. 2025-13**

**Being a by-law to enter into an Agreement with AECOM for the Engineering Costs for the Design of the Water Tank Rehabilitation Project at the Water Plant**

**WHEREAS** the Council of the Corporation of the Township of Chapleau deems it advisable to enter into an Agreement with AECOM for the Engineering Costs for the Design of the Water Tank Rehabilitation Project at the Water Plant;

**THEREFORE** the Council of the Corporation of the Township of Chapleau **ENACTS AS FOLLOWS:**

1. That the CAO of the Corporation of the Township of Chapleau be and is hereby authorized to execute an agreement between the Corporation and AECOM as set out in Schedule "A" attached hereto and forming part of this by-law.
2. That the CAO be and is hereby authorized and directed on behalf of the Corporation to execute all documents as may be required to give effect to this presence.
3. That this By-law shall come into force and take effect on the 24th day of February, 2025.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED this 24<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Ryan Bignucolo Mayor

\_\_\_\_\_  
Judith Meyntz CAO

# Professional Services Agreement

THIS AGREEMENT, made effective as of January 28, 2025,

BETWEEN: The Corporation of the Township of Chapleau  
20 Pine Street, Chapleau, Ontario P0M 1K0  
Attention: Judith Meyntz  
*(herein called "Client")*

AND: AECOM Canada ULC  
523 Wellington Street East, Sault Ste. Marie, Ontario P6A 2M4  
Attention: Darrell Maahs  
*(herein called "AECOM")*

**AECOM Project Name:** Chapleau WTP Water Tank Rehabilitation

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WHEREAS Client has requested AECOM to perform the professional services set forth herein and AECOM has agreed to perform such services on and subject to the terms and conditions contained herein.

NOW THEREFORE, in consideration of the mutual promises contained herein, it is hereby agreed as follows:

## Article I – Project

AECOM will perform the professional services set out in Article II hereof in connection with the following project (the "Project"):

Water Treatment Plant Tank Repairs and Recoating

## Article II – Scope of Services

The professional services to be provided by AECOM hereunder shall consist of the following (the "Services"):

Refer to the attached AECOM proposal dated October 3, 2024 re: Proposal for Engineering Services (Updated from April 9, 2024 to October 3, 2024) Water Treatment Plant Tank Repairs and Recoating

## Article III – Compensation

Client agrees to pay to AECOM the following fees, expenses and disbursements as compensation (the "Compensation") for providing the Services:

Refer to the attached AECOM proposal dated October 3, 2024 re: Proposal for Engineering Services (Updated from April 9, 2024 to October 3, 2024) Water Treatment Plant Tank Repairs and Recoating

## Article IV – General Conditions

AECOM shall provide the Services in accordance with and subject to the General Conditions attached hereto as Schedule "A".

## Article V – Supplemental Conditions

The following Supplemental Conditions, **if any**, shall also form part of this Agreement:

None

**Article VI – Notices**

Unless otherwise prescribed by law or stipulated herein, all notices required by this Agreement to be given by either party shall be made in writing and shall be deemed to be properly given and received on the date of delivery if delivered by hand or within 2 days of transmission if transmitted to the other party by facsimile or registered mail, addressed to the address of such other party as set forth herein.

**Article VII – Governing Law**

This Agreement shall be deemed to have been made in the place where AECOM's address as set forth herein is located, and its provisions, interpretation and performance shall be governed by the laws of such place (the "Governing Law"). The parties agree that if certain terms and conditions are required by the Governing Law, that this Agreement shall be deemed to have and hereby does incorporate such terms and conditions herein by reference.

**Article VIII – Severability and Survival**

If any of the provisions contained in this Agreement are held illegal, invalid or unenforceable, the other provisions shall remain in full effect. Limitations of liability set forth herein shall survive termination of this Agreement for any cause.

**Article IX – Entire Agreement**

This Agreement, together with any Supplemental Conditions and documents noted below, if applicable, and the Schedule(s) attached hereto, constitutes the sole and entire agreement between Client and AECOM relating to the Services, and supersedes all prior agreements between them, whether written or oral, respecting the subject matter hereof, and no other terms, conditions, warranties or guarantees, whether express or implied, shall form a part hereof. If Client issues a Purchase Order in connection with the Services, any terms and conditions contained in such Purchase Order do not apply to this Agreement. This Agreement may be amended only by written instrument signed by both Client and AECOM.

**Article X – Additional Documents**

None

**Article XI – Assignment**

This Agreement shall enure to the benefit of and be binding upon the parties, their executors, administrators, successors and permitted assigns. Neither party may assign this Agreement without the written consent of the other provided, however, that AECOM shall be entitled, in its discretion and at any time, to assign this Agreement to any of its subsidiaries or affiliates upon written notice to Client and to engage subconsultants to perform all or any part of the Services.

**IN WITNESS WHEREOF** the parties have executed this Agreement.

**The Corporation of the Township of Chapleau**

**AECOM Canada ULC**

Per: \_\_\_\_\_  
Signature Authorized Representative

Per: \_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Print Name of Authorized Representative

\_\_\_\_\_  
Print Name of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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Date

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Date

## Schedule "A"

### General Conditions of Professional Services Agreement

1. **Client's Responsibilities.** Unless otherwise agreed to by AECOM in writing, Client shall do the following in a timely manner so as not to delay the Services:
  - a) Provide AECOM with all information in its possession or control relating to the Services to be performed and, if applicable, the site(s) for the Project (the "Project Site"), including without limitation all information pertaining to hazardous materials which may exist at the Project Site and details of any underground or concealed utilities, services or other hidden obstructions. Client acknowledges that AECOM shall be entitled to rely upon full disclosure by Client of the foregoing information to enable AECOM to properly perform the Services. AECOM shall not be responsible for any incorrect advice, judgement, recommendation, finding, decision or conduct based upon any inaccurate or incomplete information supplied by Client and Client shall defend, indemnify and hold AECOM harmless from and against any claim, loss or damage resulting therefrom.
  - b) Where applicable, grant or arrange timely and unobstructed access to the Project Site for all equipment and personnel of AECOM required to perform the Services. AECOM will take reasonable precautions to minimize damage to the Project Site but it is understood by Client that, in the normal course of events, damage to or at the Project Site, including without limitation damage to underground or concealed utilities or services, may occur. The correction of such damage is not part of the Services unless agreed to in writing by AECOM and, provided AECOM has taken the precautions mentioned above, any such restoration of the Project Site will only be undertaken by AECOM at additional cost.
  - c) When required by AECOM, engage subconsultants directly to perform services necessary to enable AECOM to carry out its duties and responsibilities as set forth in Article II of this Agreement. Such subconsultants engaged by Client shall be subject to the joint approval of Client and AECOM.
  - d) Obtain any required approvals, licenses, permits or related documents so as not to delay AECOM in the performance of the Services.
  - e) Give prompt consideration to all reports and other documents relating to the Services furnished by AECOM and, whenever prompt action is necessary, inform AECOM in writing of its decisions in such reasonable time so as not to delay the Services or to prevent AECOM from forwarding instructions to its subconsultants in good time.
2. **Field Services.** Any field services recommended by AECOM for the Project are the minimum necessary, in the sole professional discretion of AECOM, to observe whether the work (the "Work") of any contractor retained by Client ("Contractor") is being carried out in general conformity with the intent of the Services. Any reduction from the level of field services recommended will result in AECOM qualifying any certifications it provides for the Work. Field services are rendered for the benefit of Client, not Contractor.
3. **Responsibility for Work.** Contractor alone is responsible for the quality control of the Work, for construction means, methods, techniques, sequences and procedures, for the direction of construction personnel, selection of construction equipment and co-ordination of subcontractors, for safety precautions and programs and for placing into operation any plant or equipment and for failure to perform the Work in accordance with the construction contract.

Where the Services include field services, AECOM will consult with and advise Client and will serve as Client's professional engineering representative in carrying out the Project. AECOM is hereby granted authority as agent of Client to disapprove or reject any of the Work which AECOM may observe or discover does not conform to the construction contract. All of Client's instructions to Contractor will be issued through AECOM as Client's agent, who will have authority to act on behalf of Client to the extent provided by the terms of the construction contract.

Where the Services do not include field services, or the level thereof recommended by AECOM, AECOM shall have no responsibility for the consequences of any defects in its design if normally accepted field services could have reasonably been expected to identify such defects during the performance of the Work.

Neither acceptance nor approval by AECOM of the Work, whether express or implied, shall relieve Contractor from its responsibilities to Client for the proper performance of such Work.
4. **Financial Estimates/Opinions.** Any cost estimates or opinions regarding profit, return on capital or other economic returns provided by AECOM represent AECOM's professional judgement in light of its experience and the knowledge and information available to it at the time of preparation. Since AECOM has no control over market or economic conditions or bidding procedures, AECOM, its directors, officers and employees are not able to make any guarantees or warranties whatsoever, whether express or implied, with respect to such estimates or opinions and accept no responsibility for any loss or damage arising therefrom or in any way related thereto. Persons relying on such estimates or opinions do so at their own risk.

Except as required by law, any report containing such estimates or opinions is for the private and sole use of Client and is to be treated as confidential by Client, its directors, officers and employees and is not to be made available to others without the prior written consent of AECOM.

5. **Building Codes and Bylaws.** AECOM will endeavour to obtain from the appropriate authorities their interpretation of applicable Building Codes and Bylaws and will, to the best of its ability, interpret Building Codes and Bylaws as they apply to the Project at the time of design, but it is expressly acknowledged and agreed by Client that as the Project progresses, the Building Codes and Bylaws may change or their interpretation by any public authority may differ from the interpretation of AECOM, through no fault of AECOM, and any extra cost necessary to conform to such changes or interpretations during or after execution of the Work will be paid by Client.
6. **Materials and Samples.** Any items, substances, materials or samples removed from the site for testing, analysis, or other evaluation will be returned to the site unless otherwise agreed to by the parties in writing. Client recognizes and agrees that AECOM is acting as a bailee and at no time assumes title to said items, substances, materials or samples.
7. **Documents.** Unless otherwise agreed to by the parties in writing, all of the documents (including without limitation drawings and specifications and electronic or digital data) prepared by or on behalf of AECOM in connection with the Project (the "Documents") will become the property of Client upon full and final payment of the Compensation but the copyright in and to the Documents shall be retained by AECOM. AECOM grants to Client a non-exclusive right and licence to use, disclose and reproduce the Documents solely for the purpose of the Project.

Client shall not use, permit the use of, disclose or reproduce any of the Documents for the construction of another project or work, or in any way amend, alter or revise the Documents, without first obtaining the written consent of AECOM, and all reproductions shall include notice of this restriction.

AECOM shall have no responsibility for any loss or damage suffered by Client or others resulting from any unauthorized use or modification of the Documents, errors in transmission of the Documents, changes to the Documents by others, the consequences of design defects due to the design of others, or defects in contract documents prepared by others, and Client agrees to defend, indemnify and hold AECOM harmless from and against all claims, demands, losses, damages, liability and costs associated therewith. Subject to the foregoing provisions, the Documents may be relied upon by Client for design and construction work undertaken by other parties with respect to the Project provided such parties verify the accuracy and completeness of the Documents to their satisfaction.

Unless otherwise agreed to by the parties in writing, in the event that Client is in default of its obligations under this Agreement, AECOM may terminate Client's right and licence to use, disclose and reproduce the Documents

upon providing written notice to Client, whereupon Client shall return to AECOM all Documents, including all media containing Documents transmitted to Client in electronic or digital form, and ensure that all Documents in electronic or digital form are erased from all memories of Client's computers or information storage devices and from all memories of computers or information storage devices belonging to other persons or legal entities to whom the Documents have been disclosed by Client, and that no residual copies of any part of any Documents are retained by any of them. At the request of AECOM, Client shall provide a certificate of a senior officer certifying Client's compliance with this clause.

AECOM, in developing solutions, testing hypotheses, or documenting designs, may employ advanced technologies for simulation, information modeling, generative design, and the development of project documentation (the "Technical Tools"). While the Technical Tools may result in digital files and/or simulations or models (the "Datasets"), when not specifically defined within this Agreement, the Datasets will not constitute a Document or portion thereof. Rather, the Technical Tools and the Datasets will be a by-product of AECOM's internal processes and shall be AECOM's sole proprietary information. Notwithstanding anything to the contrary in this Agreement, any ownership and data rights provision will not apply to the Technical Tools and the Datasets and AECOM shall remain the sole owner of such Technical Tools and Datasets.

8. **Confidentiality.** AECOM shall use reasonable efforts to keep confidential all data and information which is marked confidential and furnished to AECOM by Client under this Agreement. AECOM's confidentiality obligations shall not apply if such data or information is within the public domain, previously known to AECOM, obtained by AECOM from third parties without violating any confidentiality agreement or required to be produced by AECOM pursuant to any law, subpoena or court order.
9. **Personal Information.** Unless otherwise agreed to by the parties in writing, Client shall only collect and use individually identifiable information from or about AECOM employees, such as salary information, ("Personal Information") if such collection and use is directly required for the fulfillment of the terms of this Agreement. Client shall collect and use all Personal Information in accordance with applicable federal or provincial personal information protection legislation.

If requested to do so by AECOM, Client shall provide AECOM with particulars regarding its collection and use of Personal Information.

Client shall use appropriate security measures to protect Personal Information and shall not directly or indirectly disclose, allow access to, transmit, or transfer Personal Information to a third party, or copy, modify or dispose of Personal Information, without AECOM's prior written consent. Should any unauthorized disclosure, access, transmission, transfer, copying, modification or disposal of Personal Information occur, Client shall immediately inform AECOM's Privacy Officer at [privacyofficer@aecom.com](mailto:privacyofficer@aecom.com) of the details of the occurrence.

Upon termination or expiration of this Agreement, Client shall immediately deliver up to AECOM, at Client's own expense, or render anonymous, at Client's own expense, all Personal Information in its possession, charge, control, or custody.

**10. Fees.** When the fee basis of the Compensation is AECOM's Per Diem Rates, such rates are those hourly or daily rates charged for work performed on the Project by AECOM employees of the indicated classifications. These rates are contained in ARTICLE III - COMPENSATION and are subject to annual calendar year adjustments.

All sales, use, value added, business transfer, gross receipts or other similar taxes will be added to AECOM's fee when invoicing Client.

**11. Payments to AECOM.** A monthly invoice ("Invoice") will be issued by AECOM for all Services performed under this Agreement. Except as set forth below, Client shall pay each Invoice within 30 days from its receipt without holdback. An Invoice shall include the date of issuance; the invoice period for the Services; the amount due as payable; the authority for the Services (this Agreement or otherwise); the applicable payment terms; and the contact information for the payment recipient, including name, title, telephone number and mailing address. Interest at a rate of 15% per annum or the maximum rate allowed by law, whichever is lower, will accrue on all overdue amounts.

In the event of a disputed billing, only the disputed portion will be withheld from payment, and the undisputed portion will be paid. Client will exercise reasonableness in disputing any Invoice or portion thereof. Interest at the rate of 15% per annum or the maximum rate allowed by law, whichever is lower, will accrue on any payable funds not paid when due following resolution of a previously disputed sum.

Client shall use commercially reasonable efforts to facilitate payments to AECOM using an Electronic Funds Transfer method.

If Client fails to make payment of any sum due hereunder, AECOM may, after giving 7 days' written notice to Client, suspend the Services until all such sums have been paid in full to AECOM.

**12. Changes.** Client may make or approve changes within the general scope of the Services provided written notice of such changes is given to AECOM. If such changes affect AECOM's cost of or time required for performance of the Services, an equitable adjustment of the Compensation or of the term hereof will be made through an amendment to this Agreement.

**13. Force Majeure.** Neither party shall be responsible for a delay or disruption in, or inability to provide its respective performance under this Agreement, other than a delay in payment for Services already performed, if such delay is caused by events or contingencies, existing or future, beyond the reasonable control of the claiming party, including "acts of God," abnormal weather conditions or other natural catastrophes, war (whether declared or not),

terrorism, sabotage, computer viruses, riots, strikes, lockouts or other industrial disturbances, pandemics, epidemics, health emergencies, virus (e.g., SARS Cov-2), disease (e.g. COVID-19),, plague, quarantine, travel restrictions, discovery of hazardous materials, differing or unforeseeable site conditions, changes in law or regulations, acts of governmental agencies or authorities (whether or not such acts are made in response to other Force Majeure events), or any other events or circumstances not within the reasonable control of the party affected, whether or not of a similar kind or nature to any of the foregoing (a "Force Majeure Event"). The party seeking application of this provision shall notify the other party in writing promptly upon learning of the impact of the Force Majeure Event upon the notifying party's performance of its obligations under this Agreement. Upon the occurrence of a Force Majeure Event, AECOM shall be entitled to an equitable adjustment to the project schedule and compensation sufficient to compensate AECOM for any increase in the time or costs necessary to perform the Services under this Agreement. Should a Force Majeure Event substantially prevent or be reasonably likely to substantially prevent AECOM's performance of the Services for more than 30 days, then AECOM shall be entitled to terminate this Agreement without breach. In case of such termination, AECOM shall be entitled to the Compensation for those Services performed as of the date of termination.

**14. Standard of Care.** The standard of care applicable to the Services will be the degree of care, skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time and place that the Services are performed.

**15. Insurance.**

- a) AECOM shall maintain throughout the term of this Agreement Professional Liability Insurance with per claim and annual aggregate limits which it deems to be reasonable, insuring AECOM's professional liability resulting from the performance of the Services. AECOM shall provide Client with proof of such insurance upon written request.
- b) As between AECOM and Client, Client assumes sole responsibility and waives all rights and claims against AECOM for all loss of or damage to property owned by or in the custody of Client and any items at the site or in transit thereto (including without limitation construction work in progress) however such loss or damage shall occur, including the fault or negligence of AECOM. Client agrees to maintain appropriate Property Insurance and shall require its insurers to waive all rights of subrogation against AECOM for claims covered under any Property Insurance that Client may carry. Such waivers shall survive termination or discharge of this Agreement. If Client purchases, or causes Contractor to purchase, a Builders All Risk or other Property Insurance policy for the Project, Client shall require that AECOM be included as a named insured on such policy without liability for the payment of premiums.



Client shall require Contractor to include Client and AECOM as additional insureds on its General Liability Insurance policy (such policy to be primary and non-contributing). Further, Client shall obtain from Contractor and maintain for the benefit of AECOM the same indemnities and other insurance benefits obtained for the protection of Client, and shall provide to AECOM insurance certificates evidencing the required coverages.

**16. Limitation of Liability.** AECOM's liability to Client for claims arising out of this Agreement, or in any way relating to the Services, will be limited to direct damages and to the reperformance, without additional compensation, of any Services not meeting the standard set forth in General Condition 14 and such liability will, in the aggregate, not exceed the lesser of the amount of our fees or \$1 million.

In no event will AECOM be liable for indirect or consequential damages including without limitation loss of use or production, loss of revenue, loss of profits or business interruption nor will it be responsible for the failure of Contractor to perform the Work.

No claim may be brought against AECOM more than 1 year after the Services were last performed under this Agreement; provided, however, that if (and only if) the shortest limitations period for claims under the Governing Law is greater than 1 year and the Governing Law does not permit the parties to reduce that limitations period by contract, no claim may be brought against AECOM after the limitations period prescribed by the Governing Law expires.

The limitations of liability contained in this General Condition will apply, to the extent permitted by law, whether AECOM's liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and will extend to and include AECOM's directors, officers, employees, insurers, agents and subconsultants.

These provisions take precedence over any conflicting provisions of this Agreement or any document incorporated into it or referenced by it.

**17. Third Party Beneficiaries.** This Agreement gives no rights or benefits to anyone other than Client and AECOM and has no third party beneficiaries except as provided in General Condition 16.

**18. Termination.** This Agreement may be terminated for convenience by either party on 30 days' written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such non-performance within 5 days of written notice and diligently complete the correction thereafter. On termination, AECOM will be paid for all authorized work performed up to the termination date plus reasonable termination expenses including without limitation reassignment of personnel, subconsultant termination costs and related close-out costs. AECOM shall be allowed a reasonable period of time to complete such records as are considered necessary by AECOM to place its files in order to protect its professional reputation and/or limit its legal liability.

**19. Non-Solicitation.** Client shall not, directly or indirectly, during the term of this Agreement or for a period of 1 year thereafter, without the prior written consent of AECOM, actively solicit or offer employment to any employee of AECOM who has been engaged in providing, or associated with, the Services.

**20. Representatives.** Each party shall designate a representative who is authorized to act on behalf of such party and to receive notices under this Agreement.

**21. Dispute Resolution.** Upon the written request of either party, the parties shall attempt to resolve all disputes arising out of or in connection with this Agreement, or in respect of any defined legal relationship associated with it or from it, by structured negotiation, on a without prejudice basis, with the assistance of a mediator appointed by them. If a dispute cannot be settled within a period of 30 days after such request, or such longer period as may be agreed to by the parties, the parties shall be free to pursue any other procedures or remedies available to them, including arbitration or litigation, in an effort to finally resolve the dispute. Any party's participation in the process herein is not to be construed as acknowledgement of a right to, or an agreement for, any party to refer the dispute to a statutory adjudication process, if applicable.

Judith Meyntz  
CAO  
Township of Chapleau  
20 Pine Street  
Chapleau, ON P0M 1K0

October 3, 2024

**Subject: Proposal for Engineering Services (Updated from April 9, 2024 to October 3, 2024)  
Water Treatment Plant Tank Repairs and Recoating**

Dear Ms. Meyntz:

**Introduction**

The Chapleau Water Treatment Plant (WTP) is owned by the Township of Chapleau (Township) and operated by the Ontario Clean Water Agency (OCWA). The WTP includes five steel process tanks including a Pre-Contact Tank, two Filter Tanks and two Clarifier tanks. Recent inspections were completed in 2019 and 2022 identified general deterioration to the tanks and coating systems, including corrosion and perforations of steel components, locally reducing original plate thickness. A general repair and recoating of the steel tanks was recommended.

**General Scope for Repairs and Recoating**

AECOM will prepare a tender for the necessary general repairs and recoating based on the following:

- Exterior and interior coating of steel tank structures including the single Pre-Contact tank, two Clarifier tanks and two Filter Tanks.
- Coating activities will be based on a surface preparation compliant to SSPC-SP10/NACE No.2 (Near-White Metal Blast Cleaning) and use of a high performance, high solids, low VOC epoxy (such as Amerlock 2), meeting the requirements for NSF/ANSI 61.
- General staging approach anticipated would be to coat the Pre-Contact Tank first followed by one clarifier & filter train at a time. Prior to taking the Pre-Contact out of service, its proposed that an in-pipe static mixing solution be trialed (assumed that the installation can be coordinated and inspected by OCWA without AECOM attending the site) to confirm that the operation can proceed without the Pre-Contact tank. Other approaches will be discussed at the onset of the project to ensure the approach suits the Township and OCWA.

**AECOM Work Program**

**Design and Tendering**

AECOM will undertake the following design and tendering activities:

- Discussions with the Town and OCWA re: options for procurement of a suitably qualified coating contractor given that they may not want fill the general contracting role.
- Coordinate with OCWA any functions and roles it may have as part of the work.
- Develop Contract Drawings with facility general arrangement and dimensioning of the tanks for contractor information and bidding.

- Prepare a Form of Tender and Contract Specifications.
- Complete detailed quantity calculations for estimating purposes.
- Provide a 90% contract package review submission.
- Finalize Drawings and Specifications based on review comments.
- Prepare tender document including front end documentation.
- Submit digital files for electronic tendering.
- Provide clarification to questions during the tender period.
- Issue Addenda as required.
- Evaluate and prepare tender review letter and summary.
- Prepare Contract Documents for signatures/execution.

## **Construction Services**

AECOM will undertake the following construction administration and inspection activities:

- Arrange and attend pre-construction and bi-weekly MS Teams/site meetings (assumed 7 meetings for estimated 14 week construction duration).
- Provide part time inspection services during construction to ensure Contract compliance. 280 hours and 10 trips have been assumed over 14 weeks of work.
- Monitor compliance with safety requirements in accordance with the Occupational Health and Safety Act.
- Provide project management throughout construction.
- Review payment certificates and make recommendations for payment.
- Provide technical support from designers.
- Review shop drawings by the Contractor.
- Evaluate / recommend claims.
- Issue Change Order and Extra Work Orders, if required.
- Complete post construction activities including as-constructed records (drawing, photos, etc.)

## **Fees and Schedule**

AECOM is prepared to initiate work following receipt of authorization to proceed and will complete the 90% submission within 12-16 weeks of approval to proceed. We will subsequently incorporate any comments received and finalize the tender package in two weeks. The schedule for the construction phase will be developed through discussions with the operators and Township.

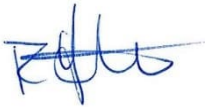
AECOM will undertake the tasks and activities as outlined within this proposal for a fee of \$164,875 as summarized in the following table.

Engineering Fees

Task	Description	Fees	Disbursement	Subtotal
1.1	PROJECT INITIATION, MANAGEMENT AND DATA COLLECTION	\$7,250	\$105	\$7,355
1.2	DETAILED DESIGN & CONTRACT PACKAGE DEVELOPMENT	\$46,200	\$105	\$46,305
1.3	TENDERING AND CONTRACT AWARD	\$5,960	\$100	\$6,060
2.1	CONTRACT ADMINISTRATION AND INSPECTION	\$82,900	\$15,750	\$98,650
2.2	PROJECT CLOSE	\$6,400	\$105	\$6,505
<b>TOTAL</b>		<b>\$139,986</b>	<b>\$16,118</b>	<b>\$164,875</b>

Sincerely,

**AECOM Canada Ltd.**



Rick Talvitie, P. Eng.  
Associate Vice President

# Proposal Assumptions and Limitations

AECOM will perform all professional services in accordance with the standard of care customarily observed by professional consulting firms performing similar services at the same time and location. The standard of care will include adherence to all applicable published standards of the profession and laws, regulations, by-laws, building codes and governmental rules.

Please note that, notwithstanding its construction contract administration services, AECOM shall have no responsibility for construction means; methods; techniques; sequences and procedures, all of which remain the sole responsibility of the contractor performing the work.

**THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU**

**By-Law No. 2025-14**

**Being a By-Law to Regulate the use of Smudging on Municipal Property and in Municipal Buildings**

**WHEREAS** Section 8 of the Municipal Act, S.O. 2001, Chapter 25, provides that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

**WHEREAS** Section 9 of the Municipal Act, S.O. 2001, Chapter 25, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**WHEREAS** Section 10 (1) of the Municipal Act, S.O. 2001, Chapter 25, provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

**WHEREAS** Council deems it necessary to provide a policy on the use of Smudging in the Municipal Buildings and/or on Municipal properties with the Township of Chapleau;

**NOW THEREFORE** the Council of the Township of Chapleau **ENACTS AS FOLLOWS:**

1. That the Mayor and CAO is hereby authorized on behalf of the municipality, to execute, affix the Corporate Seal of the municipality, as per Schedule "A" attached to and forming part of this By-Law.
2. That this By-Law shall come into force and take effect on the 24<sup>th</sup> day of February, 2025.

**READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED** this 24<sup>th</sup> day of February, 2025.

\_\_\_\_\_  
Ryan Bignucolo Mayor

\_\_\_\_\_  
Judith Meyntz Clerk

**Schedule “A”  
POLICY  
SMUDGING**

**Purpose:**

The Township of Chapleau’s Council recognizes that smudging is an important cultural and spiritual practice. Smudging is considered by many Indigenous community members as essential to ceremony and individual well-being. Smudging involves the burning of sacred plants such as tobacco, sage, sweet grass, and cedar. Smudging may be used to purify a location, individuals, healers, helpers, and/or ritual objects. This policy provides guidance to support the cultural and spiritual healing practice of smudging in the Township of Chapleau.

**Regulations:**

In accordance with the Township’s principles, the Township recognizes and embraces the principles and calls to action of the Truth and Reconciliation Commission of Canada.

The Ontario Human Rights Commission (OHRC) recognizes that “organizations under provincial jurisdiction have a duty to accommodate Indigenous peoples’ spiritual beliefs and practices – including ceremonies and sacred customs – under the *Code*”. The OHRC recognizes smudging as a common spiritual practice and notes that a “failure to accommodate a person’s Indigenous spiritual belief or practice in a timely and appropriate way may be discriminatory under the *Code*”.

The *Smoke-Free Ontario Act* provides exemptions for the traditional use of tobacco by Indigenous persons

**Responsibilities/Accountabilities:**

All staff and/or Council members will:

- a) support requests for smudging,
- b) if invited to and agreeing to participate in the smudging ceremony, follow all cultural protocols at the direction of the person leading the ceremony,
- c) work with the person leading the smudging so that the appropriate arrangements can be made in accordance with the Township’s Smudging Guidelines, which are outlined in Appendix A.

## Appendix A

### **Township of Chapleau Smudging Guidelines**

- Township staff will receive notification of the date, time, and location of all smudging ceremonies and will relay that information to Fire Services and the Alarm Monitoring company. When possible, smudging ceremonies will be held in the Community Hall.
- Before the smudging ceremony is conducted, Township Staff will contact local Fire Services and the Alarm Monitoring company to notify them of when the ceremony will be held, and that the system is being put on TEST for the duration of the ceremony.
- During the ceremony, Township Staff will conduct a Fire Watch (a walk-through of the building every hour) while the system is disabled. After the ceremony, Township Staff will ensure that all fire monitoring equipment is operational by calling the Alarm Monitoring Company.
- Signage will be posted on the entrances to the building, as well as the door of the room where the smudging is being held, indicating a ceremony will be taking place. Once the aroma of the smudge has dissipated, the signs will be removed.
- No flammable materials or large quantities of combustible materials will be in the designated room during the smudging ceremony
- The person responsible for the smudge must know the location of the nearest fire extinguisher, how to properly use it and be aware of nearby combustible materials. The door(s) where the smudge is being performed will remain closed for the duration of the ceremony.
- The smudge bowl must rest in an area with non-combustible materials. The smudge bowl must be capable of withstanding the heat of the smudge bundles. Embers must be kept in a heatproof container until cold to the touch before discarding.
- The person responsible for the smudge must ensure that no burning materials are left unattended and that all burning materials are doused immediately after the conclusion of the smudging ceremony.
- The person responsible for the smudge shall ensure the safe disposal of ashes as per cultural practice.
- Township users or staff in the building, particularly those with severe asthma, respiratory issues or allergies to smoke will be advised that a ceremony will be taking place. If requested, alternative service or work arrangements will be provided.
- The room will be well ventilated after each smudging ceremony.
- These guidelines will be included in the Township's Fire Safety Plan
- Any outdoor ceremonial fires must be approved by the Fire Department and a Fire Permit must be issued.
- Outdoor ceremonial fires must be supervised at all times and must be completely extinguished before leaving the area.



# **CORRESPONDENCE**

# CAO

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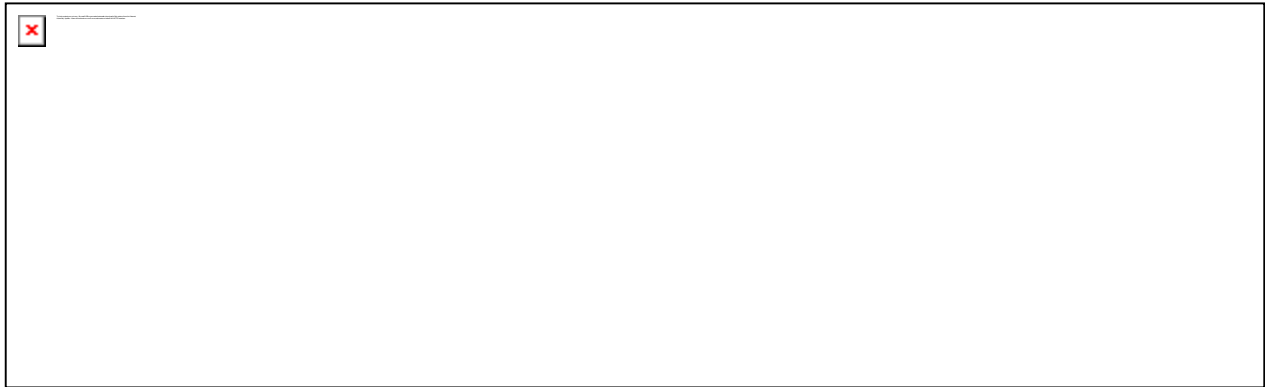
**From:** AMCTO | The Municipal Experts <amcto@amcto.com>  
**Sent:** Wednesday, January 29, 2025 11:03 AM  
**To:** CAO  
**Subject:** Advocacy Update: Early Provincial Election Called

What this means for the municipal sector

View this email [in your browser](#).



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January 29, 2025

## Early Provincial Election Called

Earlier this week, Premier Ford met with the Lieutenant Governor to set in motion the **call for an early provincial election**. With the campaign period beginning Wednesday, January 29, 2025, there is a 28-day period with voting day on February 27, 2025.

The election is being called more than a year ahead of the scheduled provincial election of June 2026. The Premier says that he requires a clear mandate to effectively respond to United States tariff threats on Canadian goods, though opposition parties have already expressed support in responding to tariffs.

The legislature was set to return on March 3, however, now, **it will instead prorogue**, bringing legislative proposals and ongoing committee matters to a halt. **As you may recall**, several bills affecting municipalities were set to continue moving through the legislative process. This includes:

- *Bill 242, Safer Municipalities Act, 2024* (re: policing and enforcement of encampments and illegal drug use in public spaces)
- *Bill 241, Municipal Accountability Act, 2024* (re: code of conduct and integrity commissioner framework)
- *Bill 240, Peel Transition Implementation Act, 2024* (re: service delivery efficiencies for Peel municipalities)
- *Bill 238, Emergency Management Modernization Act, 2024* (re: coordination and capacity of emergency management)

However, with an election called, these bills, 'die on the order paper'. During an election period, the provincial government still functions, transitioning to operating at a caretaker level, with limits on spending. Only when the new Legislature forms and sits in a new parliament can new bills be considered and/or be reintroduced.

## Municipal Impact

Municipalities serve as a lifeline to many provincial services and quality of life. Municipal staff work hard to ensure their communities, residents and councils are supported and built up. Municipalities are the first to help residents and businesses in our communities despite complex structural and funding challenges - especially when it comes to issues like health care and homelessness, among others.

With the political parties campaigning over the next 28 days, we will be providing our priorities for the next provincial government that address the concerns of our members, municipal staff and the wider sector. Stay tuned for these priorities and accompanying member toolkit to be released in the coming week.

In the meantime, check out the status of our previous 2022 provincial election priorities below. Where there is still more work to be done, we have included these items in our 2025 election priorities.

- Increase funds like Ontario Community Infrastructure Fund (OCIF) and Ontario Municipal Partnership Fund (OMPF) – *Partially achieved*
- Invest in important infrastructure projects – *Partially achieved*
- Commit to meaningful joint and several liability reform – *In progress*
- Tackle significant areas of operational and administrative burden and reduce red tape on municipally-provided services – *In progress*
- Collaborate and consult with AMCTO on core legislation – *In progress*
- Ensure digital government policy and implementation – *In progress*

Looking back on our priorities in 2022 and looking ahead at our priorities for 2025, a similar theme emerges: there needs to be a better municipal-provincial relationship where collaboration and co-designing policies and programs is valued and encouraged.

Rather than working as separate levels of government, now more than ever, governments at all levels need to work together to address common challenges and opportunities to put Ontarians first. There continues to be a need to establish fundamental and *functional* foundations that will make our communities strong, resilient and supportive for residents and businesses.

We encourage you to keep an eye out for our 2025 provincial election priorities and member toolkit to come next week. Over the course of the next month, we will be adding to this toolkit to support our advocacy on these priorities and to keep members up to date with election-related developments.



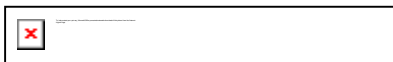
**AMCTO | The Municipal Experts**

5090 Explorer Drive, Suite 510, Mississauga, Ontario L4W 4T9

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**Ministry of Natural  
Resources**

Office of the Associate  
Minister of Forestry and  
Forest Products

99 Wellesley Street West  
Room 6630, Whitney Block  
Toronto ON M7A 1W3  
Tel: 416-314-2301

**Ministère des Richesses  
naturelles**

Bureau du ministre  
Associé des Forêts et des  
Produits forestiers

99, rue Wellesley Ouest  
Bureau 6630, Édifice Whitney  
Toronto ON M7A 1W3  
Tél.: 416 314-2301



354-2024-724

January 28, 2025

His Worship Dave Plourde  
Mayor  
Town of Kapuskasing  
[dave.plourde@kapuskasing.ca](mailto:dave.plourde@kapuskasing.ca)

Dear Mayor Plourde:

Thank you for writing to the Honourable Graydon Smith, Minister of Natural Resources, on behalf of the towns of Kapuskasing, Hearst, Cochrane and Chapleau regarding forestry-related issues in Northern Ontario. I am pleased to respond as the Associate Minister of Forestry and Forest Products.

As you may know, the ministry is always working to support the forest industry while ensuring the health of the forest resource for future generations. I share your concern with the current challenges being faced by our industry and want to assure you that the Ministry of Natural Resources is focusing significant attention on these issues.

The forestry sector is a key economic driver in Ontario, contributing \$5.5 billion to the provincial Gross Domestic Product, providing 45,800 direct jobs and supporting more than 137,000 total jobs. However, it is a cyclical industry and is currently being impacted by challenges such as energy costs, trade tariffs, inflationary pressures, a tight labour market and lower prices in the pulp sector.

As you alluded to in your letter, the recent idling of the pulp and paper mills in Terrace Bay and Espanola will impact sawmills that have lost these facilities for the consumption of chips and other mill by-products. The ministry has been working cooperatively with our partners across the government and with stakeholders within the industry on strategies to address these immediate issues, as well as supporting investment for the future.

Ontario's Forest Sector Strategy was developed to maintain and increase the amount of wood we sustainably use in the province. Under the strategy, we have implemented the forestry-specific Forest Sector Investment and Innovation Program, which has a budget of \$10 million each year, and the Forest Biomass Program, which has a budget of \$20 million each year. These programs were put in place to support investments to improve productivity and innovation, enhance competitiveness and secure and increase long-term wood utilization, with a focus on underused species and forest biomass.

On July 18, 2024, Ontario licensed forest resource processing facilities across the province were notified of the \$10 Million, Ontario Sawmill Chip Relief Program. Licensed facilities have been invited to submit proposals to address the immediate issue of wood chips and other residual inventories accumulating at their facilities.

Ontario has also extended \$34 million in support to Kap Paper Inc., a key employer for Kapuskasing and a vital part of Ontario's forest sector supply chain in the region, to support the mill's on-going operations during challenging market conditions.

I understand that more work needs to be done and I can assure you we will continue to work with the industry on strategies to address the issues facing the forestry sector and support its transition to a more stable future.

Thank you again for writing.

Sincerely,

A handwritten signature in cursive script that reads "K. Holland".

The Honourable Kevin Holland  
Associate Minister of Forestry and Forest Products

c: Premier Doug Ford  
The Honourable Graydon Smith, Minister of Natural Resources  
Mayor Roger Sigouin, Town of Hearst  
Mayor Peter Politis, Town of Cochrane  
Mayor Ryan Bignucolo, Township of Chapleau  
Chantal Guillemette, Municipal Clerk, Town of Kapuskasing



# Northumberland County

## Council Resolution

**SENT VIA EMAIL**

**January 31, 2025**

Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks)  
 Honourable Peter Bethlenfalvy (Minister of Finance)  
 Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development  
 and MPP for Northumberland Peterborough-South)  
 Association of Municipalities of Ontario (AMO)  
 All Ontario Municipalities

**Re: Correspondence, Municipality of St. Charles 'Deposit Return Program'**

At a meeting held on January 22, 2025 Northumberland County Council approved Council Resolution # 2025-01-22-035, adopting the below recommendation from the January 6, 2025 Public Works Committee meeting:

**Moved by:** Councillor Mandy Martin  
**Seconded by:** Councillor John Logel

"**That** the Public Works Committee, having considered correspondence from the Municipality of St. Charles regarding 'Deposit Return Program' recommend that County Council support this correspondence; and

**Further That** the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland Peterborough-South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

**Council Resolution # 2025-01-22-035**

**Carried**

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at [matherm@northumberland.ca](mailto:matherm@northumberland.ca) or by telephone at 905-372-3329 ext. 2238.

Sincerely,  
 Maddison Mather



Manager of Legislative Services / Clerk  
 Northumberland County

# Council Resolution

---

Moved By M. Mabin  
Seconded By J. Fogel

Agenda Item 10 Resolution Number 2025-01-22- 035

Council Date: January 22, 2025

**“That** Council adopt all recommendations from the three Standing Committees, as contained within the Committee Minutes (meetings held January 6 and 8, 2025).”

Recorded Vote Requested by \_\_\_\_\_  
Councillor’s Name

Deferred \_\_\_\_\_  
Warden’s Signature

Carried  \_\_\_\_\_  
Warden’s Signature

Defeated \_\_\_\_\_  
Warden’s Signature



## Public Works Committee Resolution

---

**Committee Meeting Date:** January 6, 2025

**Agenda Item:** 7.b

**Resolution Number:** 2025-01-06-004

**Moved by:** B. Ostrander

**Seconded by:** J. Logel

**Council Meeting Date:** January 22, 2025

---

"**That** the Public Works Committee, having considered correspondence from the Municipality of St. Charles regarding 'Deposit Return Program' recommend that County Council support this correspondence; and

**Further That** the Committee recommend that County Council direct staff to send a copy of this resolution to the Honourable Andrea Khanjin (Minister of Environment, Conservation and Parks), the Honourable Peter Bethlenfalvy (Minister of Finance), the Honourable David Piccini (Minister of Labour, Immigration, Training and Skills Development and MPP for Northumberland Peterborough-South), the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities."

**Carried**   
Committee Chair's Signature

**Defeated** \_\_\_\_\_  
Committee Chair's Signature

**Deferred** \_\_\_\_\_  
Committee Chair's Signature

The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE



Regular Meeting of Council

**Agenda Number:** 8.2.  
**Resolution Number** 2024-403  
**Title:** Resolution Stemming from October 16, 2024 Regular Meeting of Council - Item 8.1 - Correspondence #4  
**Date:** November 20, 2024

---

**Moved by:** Councillor Loftus  
**Seconded by:** Councillor Lachance

**BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the letter dated September 20, 2024 by the Town of Bradford West Gwillimbury, regarding the Ontario Deposit Return Program;**  
**AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be sent to the Minister of the Environment, Conservation and Parks, Andrea Khanjin; the Minister of Finance, Peter Bethlenfalvy; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.**

CARRIED

  
MAYOR

September 20, 2024

**BY E-MAIL**

Hon. Andrea Khanjin, Minister of the Environment, Conservation and Parks  
5th Floor  
777 Bay St.  
Toronto, ON M7A 2J3

Dear Minister Khanjin:

### **Ontario Deposit Return Program**

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I hope this letter finds you well. I am writing to formally address the recent discussions surrounding the Ontario Deposit Return Program, particularly regarding our community residents asking us about the recycling of nonalcoholic beverage plastics.

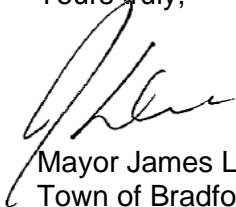
Whereas the Ontario Deposit Return Program has successfully incentivized the recycling of alcoholic beverage containers, resulting in the removal of over 204,000 tonnes of greenhouse gas emissions, we recognize the potential for similar success with nonalcoholic beverages.

The Ministry of the Environment, Conservation and Parks highlighted in their June 2023 letter that they are considering the adoption of a deposit-and-return system for nonalcoholic beverages. This initiative presents a unique opportunity to further promote recycling, reduce litter, and encourage sustainable practices among consumers.

Therefore, I am proud to announce that our Council endorses the expansion of the Ontario Deposit Return Program to include nonalcoholic beverage containers. We believe that this expansion will not only enhance environmental stewardship but also foster a culture of sustainability within our community.

We encourage all stakeholders to support this initiative and work collaboratively towards its implementation. Together, we can make a significant impact on our environment and set a positive example for future generations.

Yours truly,



Mayor James Leduc  
Town of Bradford West Gwillimbury

CC:

Hon. Peter Bethlenfalvy, Minister of Finance  
Hon. Caroline Mulroney, Member of Provincial Parliament for York-Simcoe  
MPP Sandy Shaw, Opposition Environment, Conservation and Parks Critic  
Ontario's Municipal Councils and Conservation Authorities



# The Corporation of the Town of Cobourg

## Resolution

Honourable Doug Ford, Premier of Ontario  
Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Town of Cobourg  
55 King Street West,  
Cobourg, ON, K9A 2M2  
[clerk@cobourg.ca](mailto:clerk@cobourg.ca)

### **Delivered via email**

Doug.fordco@pc.ola.org  
premier@ontario.ca

January 31, 2025

### RE: Correspondence received from Northumberland County regarding the Municipal Restructuring Study

Please be advised that the Town of Cobourg Council, at its meeting held on January 29, 2025, passed the following resolution:

WHEREAS Cobourg Council understands that the Northumberland tax base is having difficulties with the constant increase in municipal taxes from both the upper and lower tier municipalities; and

WHEREAS the Council acknowledges the need to explore service rationalization, restructuring, and potential amalgamation within Northumberland County to enhance efficiency and service delivery; and

WHEREAS any study undertaken must provide a comprehensive and balanced approach to ensure that all viable options are fairly considered in determining the best governance and financial structure for all of our communities; and

WHEREAS the town of Cobourg tax base makes up 23% of the Northumberland County tax levy and the town of Cramahe contributes just 6% while both having a single vote at the County of Northumberland Council table unless it is a recorded vote; and

WHEREAS in addition to the options of restructuring and amalgamation, a third alternative must be evaluated, namely the potential dilution of the upper-tier government that could allow for the direct allocation of provincial funding to lower-tier municipalities enhancing the local decision-making process and allowing for fiscal autonomy of the various communities.

NOW THEREFORE BE IT RESOLVED THAT the Cobourg Council expresses its support and significant interest in the pursuing a study on service rationalization, restructuring, and amalgamation of Northumberland County; and that a third option, be included in the study and that the third option look at the possible dissolution of the



# The Corporation of the Town of Cobourg

## Resolution

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upper tier government; and

FURTHER THAT this letter be forwarded to Honourable Doug Ford, Premier of Ontario, Honourable, David Piccini, Minister of Labour, Immigration, Training and Skills Development and Northumberland - Peterborough South MPP, and Honourable, Paul Calandra, Minister of Municipal Affairs and Housing and Markham-Stouffville MPP along with all other lower tier municipalities asking for their support in ensuring this much needed study explores all potential options that may better serve the resident of Cobourg and Northumberland County.

Sincerely,

A handwritten signature in black ink that reads "Kristina Lepik".

Kristina Lepik  
Deputy Clerk/Manager, Legislative Services

Enclosure.

cc. Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Northumberland – Peterborough South MPP;  
Honourable Paul Calandra, Minister of Municipal Affairs and Housing; and  
All lower tier Ontario Municipalities

January 22, 2025

*Delivered via email*

Dear Northumberland County Clerks,

**Re: Municipal Restructuring Study**

I am writing to share a report and accompanying Council Resolution approved by Northumberland County Council on December 18, 2024. The report entitled 'Budget 2025 – Municipal Restructuring Study', was requested by County Council on November 20, 2024 for the purposes of investigating the cost of a restructuring study as part of 2025 budget deliberations.

As per Council's request, this letter is being sent to Member Municipalities to determine interest in pursuing a study of service rationalization, restructuring and/or amalgamation. The support required would include staff time to gather and share information, as well as meetings with the consultant. The study would be informative, and participation would not be seen as an agreement to move forward with any recommendations resulting from the study. If a majority of Member Municipalities wish to participate in the study, we will take the results back to County Council for next steps on moving forward.

**Please note the response deadline of March 3, 2025.**

Thank you for your consideration and we look forward to hearing from you.

Sincerely,



Jennifer Moore  
CAO, Northumberland County

c.c. Northumberland County CAOs  
Maddison Mather, Clerk, Northumberland County

# Council Resolution

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Moved By: J. Logel

Seconded By: R. Crate

Agenda  
Item 17.c  
(2.i)

Resolution Number  
2024-12-18- 926

“That County Council direct staff to send a letter to each of Northumberland County’s 7 Member Municipalities to determine interest in pursuing a municipal restructuring study, with a response deadline of March 3, 2025.”

Recorded Vote  
Requested by \_\_\_\_\_  
Councillor’s Name

Deferred \_\_\_\_\_  
Warden’s Signature

Carried   
Warden’s Signature

Defeated \_\_\_\_\_  
Warden’s Signature

If you require this information in an alternate format, please contact the Accessibility Coordinator at accessibility@northumberland.ca or 1-800-354-7050 ext. 2327



## Report 2024-167

**Report Title:** Budget 2025 – Municipal Restructuring Study

**Prepared by:** Jennifer Moore  
Chief Administrative Officer  
Office of the CAO

**Approved by:** Jennifer Moore, CAO

**Council Meeting Date:** December 18, 2024

**Report Not Considered by**

**Standing Committee Because:**

- Time-sensitive Issue (information received too late for Committee consideration)
- Urgent Matter (issue arose after this month’s Committee meeting)
- Other

**Strategic Plan Priorities:**  Innovate for Service Excellence  
 Ignite Economic Opportunity  
 Foster a Thriving Community  
 Propel Sustainable Growth  
 Champion a Vibrant Future

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### Recommendation

“That County Council, having considered Report 2024-167 ‘Budget 2025 - Municipal Restructuring Study’, direct staff to request input from member municipalities to determine interest in pursuing a municipal restructuring study.”

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### Purpose

At their November 20, 2024 meeting, County Council discussed budget considerations for 2025. As a result of the discussions, staff were directed to report back on the cost of an amalgamation study in the draft budget.



## Background

The idea of restructuring is not new to Northumberland County. Northumberland has been restructured several times in its 232-year history. Northumberland was initially formed in 1792. It joined with Durham County to form the Newcastle District in 1802, as part of Upper Canada. In 1850 it became the United Counties of Northumberland and Durham. It remained as the United Counties until 1973. On January 1, 1974, the majority of Durham County joined Ontario County to form Durham Region, except for the Town of Port Hope and Hope Township. Hope and Port Hope joined Northumberland County to form a standalone County named Northumberland. Over the years there have been various changes to the boundaries and names of lower tiers, as those organizations have been restructured, as well with population growth and Provincial direction.

In the late 1990's there was significant restructuring across the province and the number of municipalities was reduced by almost half. Northumberland's boundaries were changed once again when Murray Township left Northumberland and joined the newly formed City of Quinte West. Northumberland's boundaries have otherwise remained unchanged, but there were several amalgamations of lower-tiers. By 2001, Northumberland was comprised of seven lower-tiers and looks as it does today.

<b>Current</b>	<b>Formerly</b>
Town of Cobourg	Town of Cobourg
Municipality of Port Hope	Town of Port Hope Hope Township
Municipality of Trent Hills	Town of Campbellford Village of Hastings Seymour Township Percy Township
Municipality of Brighton	Town of Brighton Brighton Township
Hamilton Township	Hamilton Township
Township of Alnwick/Haldimand	Alnwick Township Haldimand Township
Township of Cramahe	Village of Colborne Cramahe Township

Around the time of the municipal restructuring in 2001, there were also significant changes in the responsibilities of each level of government. While services such as road and bridges had been the County's responsibility since the days of horse and buggy, the County assumed responsibility for many additional services from the province, including Housing and Paramedics.

The table below summarizes key municipal services, and which level of municipal government delivers the service within Northumberland County. It should be noted that the responsibilities of each level of government have changed over time. The manner in which services are delivered varies dramatically across the province. Every municipality has a unique combination of service responsibilities and service levels. The range of services seems to be most diverse in the two-tier municipal structures where a County is the upper tier. Regional governments tend to have more similarities in the distribution of services between the upper and lower tiers.

Service		Upper Tier	Lower Tier
Infrastructure			
	Roads	*	*
	Bridges	*	*
	Water		*
	Wastewater/Sewage		*
	Solid Waste	*	
Community Services			
	Social Services/Service Manager	*	
	Housing	*	
	Parks & Recreation		*
	Forest	*	
	Libraries		*
	Transit		*
	Cemeteries		*
Protection Services			
	Police		*
	Fire		*
	Fire – Communications tower/Dispatch shared service	*	
	Provincial Offences	*	
	Court Security		*
	By Law Enforcement	*	*
	Emergency Planning	*	*
Health Care			
	Paramedics	*	
	Community Paramedicine	*	
	Long Term Care	*	
	Health Unit (funding only)	*	
	Walk-in Clinic	*	

Service		Upper Tier	Lower Tier
Community Development			
	Economic Development	*	*
	Tourism	*	*
	Land Use Planning	*	*
	Conservation Authority (funding only)		*
	Inspections		*
	Inspections – Shared Service	*	
Legislative Services			
	Clerk/Governance	*	*
	Licensing		*
	Archives (existing shared service)	*	*
	MPAC (funding only)	*	
Corporate Services			
	HR/Payroll	*	*
	Finance/Treasury	*	*
	Legal	*	
	IT/GIS (existing shared service)	*	*
	Health & Safety	*	*
	Facilities/Property Management	*	*
	Communications	*	*

## Notes

\*Some services may be a lower tier responsibility, but are not necessarily delivered by every member municipality.

\*\* Some services may be delivered by another entity, while remaining the responsibility of the municipality.

There are several services where there are existing formal, or informal, shared services arrangements. Selected services have been consolidated, or partially consolidated, at the upper tier to achieve efficiencies and economies of scale such as IT, road surface treatment, GIS, etc. There have been other shared services agreements on an ad hoc basis in recent years such as HR. In addition to the more formal arrangements, municipalities across the County frequently collaborate on service delivery and projects. For example, joint training exercises, road construction with underground works, and purchasing.

## Consultations

The County and member municipalities have explored opportunities for shared services over the past couple of decades, with some new opportunities advancing and others being abandoned after hitting barriers. Staff have consistently approached this work with the intention of maintaining (or improving) service levels for the same or less cost. However, it is inherently difficult to voluntarily merge the work of eight separate legal entities with independent governance structures. Every organization has their own identified priorities, in addition to busy day-to-day operating demands.

Anecdotally, there are mixed opinions about the success of previous amalgamations. The key difference is that most previous amalgamations were initiated through a Provincial directive, or a very strong suggestion from the Province that municipalities look to merge with one or more neighbouring municipalities. Small municipalities speak to the potential benefits of economies of scale across their operations, although many municipal services cannot achieve significant savings even at their present size and scale due to labour intensive services, large geographic areas, and other limitations. Municipalities that underwent large amalgamations, such as moving to a single tier, often acknowledge long-term benefits but reference many challenges, including governance structure and service rationalization, that need to be overcome in the early days. In many cases, there were increased costs during the initial years of an amalgamation, as common service levels and expectations were settled. For many communities, particularly in rural Ontario, there are strong ties to existing features of the community; there is a reluctance to accept the changes that could lead to more significant savings.

### **Legislative Authority / Risk Considerations**

The Municipal Act 2001 Part V, Municipal Reorganization specifically permits restructuring of municipalities. This section of the Act outlines the process and authorities for various aspects of restructuring the governance of a municipality or municipalities. The purpose of this section is as follows:

*171 (1) The purposes of section 172 to 179 are,*

- (a) To provide for a process which allows municipal Restructuring to proceed in a timely and efficient manner;*
- (b) To facilitate municipal restructuring over large geographic areas; and*
- (c) To facilitate municipal restructuring of a significant nature which may include elimination of a level of municipal government, transfer of municipal powers and responsibilities and responsibilities and changes to municipal representation systems. 2001, c.25 s. 171(a)*

### **Discussion / Options**

Any study on municipal restructuring will require participation from all seven member municipalities, and most likely the County, depending on the services being considered. It is critical that there is an interest in the study, and a commitment of support from the participants. The support required would include staff time to gather and share information, as well as meetings with the consultant. The study would be informative, and participation would not be seen as an agreement to move forward with any recommendations resulting from the study.

Staff propose an initial step by County Council to request input from member municipalities to determine interest in pursuing a study of service rationalization, restructuring and/or amalgamation. Further, a resolution should be requested from each member municipality to express their level of interest in the information learned through such as study. This resolution would only be a commitment to participate and receive the final report, but would NOT obligate any municipality to proceed with implementation of the report recommendations.

Further, if a majority of member municipalities wish to participate in the study, then the County should proceed with the procurement of a consultant to conduct the necessary research and analysis, and make recommendations for consideration. Given the anticipated size and scope of the study, it would be a competitive RFP process.

Staff propose two options should there be sufficient interest from member municipalities:

- a) Study the benefits and challenges of a full amalgamation to a single government across Northumberland County for all services. This would include costs and resourcing required through a transition period, projected ongoing savings or increases, high level review of staffing implications, proposed governance model, etc.
- b) Select 1-2 services to evaluate and develop an assessment of options for restructuring. Restructuring could result in an upload to the County, or consolidation with one of the seven member municipalities for all or part of a service, based on the analysis. The review would include transitional and ongoing operational impacts to governance, staffing, service levels, and financial implications, as well as an initial plan for implementation.

Staff recommend option B, and recommend that it be referred to the CAOs' Committee to determine the services to be reviewed. The CAOs should provide input into developing common goals for a study, including financial objectives, service level equalization, staffing and asset impacts, as well as qualitative impacts of service restructuring.

### **Financial Impact**

The cost would be dependent on the scope of the review. Given the complexity of the assessment and number of municipalities, consulting costs would likely be \$150,000 - \$250,000 for the initial reviews, depending on number and complexity of departments included in the study, and the number of municipalities currently offering the service. The work required would be unique to Northumberland County, and could require extensive planning if the direction is to conduct a review of a full amalgamation, with costs likely exceeding the top end of the estimate for a full implementation plan. Given the time required for member municipal consideration as well as the RFP process, it is expected that only a portion of costs would be incurred in 2025 with the balance incurred in 2026.

### **Member Municipality Impacts**

Depending on the extent of the review, there could be a significant impact to member municipal operations and governance.

### **Conclusion / Outcomes**

Staff recommend this report be received for information, and considered as part of the 2025 budget deliberations.

### **Attachments**

N/A



## Briefing note: Ontario's roadside zoos

### Background

With approximately 50 zoos, wildlife displays, and zoo-type exhibits housing wild animals, many of which can be classified as roadside zoos, **Ontario has the most captive wildlife operations in all of Canada.** This province is the only major jurisdiction that has not yet comprehensively addressed issues related to the keeping of wild animals in zoos, mobile zoos or when kept as pets. Instead, this responsibility has been downloaded to municipalities, which often lack the expertise and/or resources to deal with captive (and often dangerous) wild animals. Additionally, the current existing regulations that are supposed to safeguard the health and wellbeing of captive wildlife and the public are not working.<sup>1</sup> We would like to see the province take ownership and resolve this longstanding issue.

### Provincial responsibilities

There are two Ontario ministries with authority to regulate the keeping of wild animals.

The Ministry of Natural Resources and Forestry (MNRF) issues licences for keeping certain native wildlife in captivity through regulations under the *Fish and Wildlife Conservation Act*. **Very few conditions are attached to these licences and there are no required minimum qualifications, such as professional training in the humane and safe caretaking of these animals.**

The Ministry of the Solicitor General (SOLGEN) is responsible for the welfare of all captive wildlife (native and exotic) through the *Standards of Care and Administrative Requirements* under the *Provincial Animal Welfare Services (PAWS) Act*. The Act does not license facilities and its **animal care provisions are vague and have shown to be unenforceable, and there are no prescribed minimum safety standards.**

To this day, the province has not regulated the keeping or the use of exotic wild animals for display purposes (i.e., zoos). Lions, tigers, monkeys, parrots, snakes, etc., can be kept and displayed in the province without restrictions, unless a municipality has a bylaw preventing this. **Ontario is the only major jurisdiction in Canada that hasn't regulated this issue at provincial level (see attached score card).**

<sup>1</sup> [https://www.worldanimalprotection.ca/sites/default/files/media/WAP\\_Roadside\\_Zoo\\_Report\\_FINAL\\_092322\\_LR\\_1.pdf](https://www.worldanimalprotection.ca/sites/default/files/media/WAP_Roadside_Zoo_Report_FINAL_092322_LR_1.pdf)  
(World Animal Protection, 2022)

## Impact on Municipalities

- In Ontario, between 1,000 and 2,000 wild animals are currently kept at roadside zoos and tens of thousands more are being kept in private homes.<sup>2</sup> **In many cases, the exact location of these wild and potentially dangerous animals is unknown, presenting a safety concern for neighbours, firefighters, police, by-law enforcement officers, and other first responders.**
- In addition to public safety and animal welfare issues, poorly run facilities can be a community nuisance contributing to odour, noise and other problems, which can result in a decrease in property value of adjacent properties and ultimately impact the municipal tax base.
- Captive wildlife related issues can overburden already stretched municipal services – animal control staff may have to catch escaped animals, find homes for surplus or abandoned animals, and respond to noise and other complaints.
- Retroactively closing facilities or stopping exotic animal owners from bringing their animals into municipalities causes significant pressures on municipal legal staff and other departments, on financial resources, and can lead to significant unrest within communities.
- **Municipalities that have bylaws in place are increasingly facing challenges from unregulated zoo-type facilities, mobile zoos, and wild animal owners who have sought bylaw exemptions or have attempted to open zoo-type facilities and bring in prohibited wild animal species despite existing bylaws.**

## Resolution

World Animal Protection and Zoocheck are asking municipalities to support and adopt the resolution to urge the Ontario government to stop downloading responsibilities to municipalities. Instead, the Ontario government should restrict the possession, breeding, and use of non-native (“exotic”) wild animals and license zoos to support municipalities and guarantee the fair and consistent application of policy for the safety of Ontario’s citizens and the captive wild animal population.

Our campaign is supported by major municipal associations such as AMO, AMCTO, and MLEOA, as well as by the Toronto Zoo.

<https://www.worldanimalprotection.ca/municipal-resolution>

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<sup>2</sup> [Risky Business, the unregulated exotic pet trade in Canada](#) (World Animal Protection, 2019)





	ON	MB	NL	NB	NS	PEI	BC	SK	QC	AB
<b>Provincial licence</b>	○	○	●	○	●	○	●	●	●	●
<b>Permit for non-native wildlife</b>	○	●	●	●	●	●	●	●	●	●
<b>Permit for native wildlife</b>	●	○	●	●	●	●	●	●	●	●
<b>Animal welfare standards</b>	○	○	○	○	○	○	○	○	●	●
<b>Public safety &amp; security standards</b>	○	○	○	○	○	○	○	○	●	●
<b>Liability insurance</b>	○	○	○	○	○	●	●	●	●	●



**[name of municipality] RESOLUTION**  
**Provincial regulations needed to restrict keeping of non-native (“exotic”) wild animals**

**WHEREAS** Ontario has more private non-native (“exotic”) wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and,

**WHEREAS** the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native (“exotic”) wild animals in captivity; and,

**WHEREAS** non-native (“exotic”) wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and,

**WHEREAS** the keeping of non-native (“exotic”) wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and,

**WHEREAS** owners of non-native (“exotic”) wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and,

**WHEREAS** municipalities have struggled, often for months or years, to deal with non-native (“exotic”) wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and,

**AND WHEREAS** the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection’s campaign for provincial regulations of non-native (“exotic”) wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

**THEREFORE, BE IT RESOLVED THAT** [given the recent [enter incidents if any]], the [name municipality] hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native (“exotic”) wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario’s citizens and the non-native (“exotic”) wild animal population;

**AND BE IT FURTHER RESOLVED** that this resolution will be forwarded to all municipalities in Ontario for support and that each endorsement be then forwarded to the Premier of Ontario ([premier@ontario.ca](mailto:premier@ontario.ca)), Ontario Solicitor General ([michael.kerzner@ontario.ca](mailto:michael.kerzner@ontario.ca)), Ontario Minister for Natural Resources and Forestry ([graydon.smith@ontario.ca](mailto:graydon.smith@ontario.ca)) and MPP [name and email address provincial representative], AMO ([amo@amo.on.ca](mailto:amo@amo.on.ca)), AMCTO ([advocacy@amcto.com](mailto:advocacy@amcto.com)), and MLEAO ([mleo@mleoa.ca](mailto:mleo@mleoa.ca)).

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[HOME](#) > [NEWS & MEDIA](#) > [NEWS RELEASES](#) > [FCM CALLS COORDINATED CANADA US  
RESPONSE TARIFFS](#)

# FCM calls for coordinated Canada-U.S. response to tariffs



February 1, 2025

**Ottawa, ON** – The Federation of Canadian Municipalities (FCM) strongly condemns new U.S. tariffs on Canadian products and warns of the severe consequences they will have on local economies across the country.

“Municipalities are the backbone of the Canadian economy and the engine that drives growth, productivity and jobs,” said FCM President Rebecca Bligh. “Tariffs put local businesses, workers, and supply chains at risk. Any response to the actions of the U.S. administration must be coordinated across all orders of government, as municipalities play a crucial role on Team Canada.”

Local governments have already been mobilizing. FCM, as the national voice of municipalities, has been working closely with federal and provincial partners and engaging with U.S. counterparts, including the

U.S. Conference of Mayors and the National League of Cities, to defend local economies on both sides of the border.

To further ensure local governments' voices are heard, FCM representatives will be joining Ontario Premier Doug Ford in Washinton, D.C., February 11-12, alongside the Council of the Federation delegation. On Feb. 6, President Bligh and FCM's Big City Mayors' Caucus will meet with key federal ministers to ensure that Canada's response protects local economies.

"Our priority is to defend Canadians' best interests and protect the economy during this uncertain time," added Bligh. "Municipalities will be essential partners in Canada's response. We need to act decisively to protect Canadian jobs and communities."

FCM will represent municipalities in any discussions about tariffs, retaliation measures, or direct support from federal and provincial governments.

*The [Federation of Canadian Municipalities](#) is the national voice of municipal governments, with over 2,100 members representing more than 92 percent of the Canadian population.*

**For more information please contact:**

FCM Media Relations, (613) 907-6395, [media@fcm.ca](mailto:media@fcm.ca)

Big City Mayors' Caucus

International trade



24 Clarence Street  
Ottawa, Ontario  
K1N 5P3  
T. 613-241-5221

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February 5, 2025

To Whom it May Concern,

**Re: Proposed U.S. tariffs on Canadian Goods**

Please note at their Regular meeting held on February 5, 2025, Peterborough County Council passed the following resolution:

**Resolution No. 19-2025**

Moved by Deputy Warden Senis  
Seconded by Warden Clark

Whereas the federal government is currently in negotiations with the U.S. government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

Whereas Premier Doug Ford has outlined several plans to combat the impact the proposed tariffs would have on Ontario including Fortress Am-Can which focus on strengthening trade between Ontario and the U.S. while bringing good jobs back home for workers on both sides of the border; and

Whereas the federal government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S on tariffs; and

Whereas trade between Ontario and the United States is very important to our residents and local economies and requires all levels of government to work together in the best interest of those residents; and

Whereas according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and



Whereas municipalities have traditionally treated all procurements from trade partners equally and fairly; and

Whereas municipalities can assist in the Team Canada effort to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

Whereas there are trade barriers between Canadian provinces.

Therefore, be it resolved that, the County of Peterborough supports the provincial and federal governments on the measures they have put in place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations;

And that federal and provincial governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

And that the provincial and federal governments take action to remove trade barriers between provinces as a response to US tariffs and support Canadian businesses.

And that the CAO be directed to bring back a report detailing a temporary purchasing policy that integrates and addresses these concerns;

And that County Economic Development & Tourism Division be directed to implement a “Buy Local Peterborough County, Buy Canadian” campaign to encourage residents and businesses to purchase locally made and Canadian goods and services.

Be it further resolved, that copies of this motion be sent to:

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Doug Ford, Premier of Ontario
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- The Hon. Paul Calandra, Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver



- Robin Jones, President, AMO and Mayor of Westport
- Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All provincial and territorial Premiers.
- All local MPs and MPPs,
- All Ontario Municipalities for their support.

**Carried**

Should you have any questions or concerns please contact Kari Stevenson, Director of Legislative Services/Clerk at [kstevenson@ptbocounty.ca](mailto:kstevenson@ptbocounty.ca).

Yours truly,

Holly Salisko  
Administrative Services Assistant – Clerk's Division/Planning  
[hsalisko@ptbocounty.ca](mailto:hsalisko@ptbocounty.ca)

## **Resolution: EOWC Support of Canadian and Ontario Governments' Negotiations with the United States Government on Trade Tariffs**

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**Moved by: Corinna Smith-Gatcke, Warden of the United Counties of Leeds & Grenville**  
**Seconded by: Steve Ferguson, Vice-Chair, EOWC / Mayor of Prince Edward County**

**Whereas** the Canadian government is currently in negotiations with the United States (U.S.) government on their proposed 25% tariffs on Canadian goods exported to the U.S.; and

**Whereas** Canada's Prime Minister and Ontario's Premier have outlined several plans to combat the impact that the proposed tariffs would have on Ontario which focus on strengthening trade between Ontario and the U.S. while bringing jobs back home for workers on both sides of the border; and

**Whereas** the Canadian government has also outlined several ways to address the current relationship with the U.S. including establishing the Council on Canada-U.S. relations to support the federal government as it negotiates with the U.S. on tariffs; and

**Whereas** trade between Ontario and the U.S. is very important to our residents and local economies, and requires all levels of government to work together in the best interest of those residents; and

**Whereas** according to data from the Association of Municipalities of Ontario, across Ontario municipalities are expected to spend between \$250 and \$290 billion on infrastructure in the next 10 years; and

**Whereas** Ontario municipalities have traditionally treated trade partners equally and fairly in all procurements in accordance with our established international trade treaties; and

**Whereas** municipalities play a crucial role as part of the Team Canada approach to combat tariffs and support businesses in our procurement for capital and infrastructure programs; and

**Whereas** there are trade barriers between Canadian provinces and territories.

**Therefore, be it resolved that the Eastern Ontario Wardens' Caucus** supports the Canadian and Ontario governments on the measures they have put in-place in response to the proposed U.S. tariffs on Canadian goods and ask that they take any and all measures to protect the interests of Ontario in any upcoming trade negotiations, and ensure municipalities are part of the coordinated Team Canada approach;

**And that** the Canadian and Ontario governments remove any impediments to municipalities preferring Canadian companies and services for capital projects and other supplies;

**And that** the Canadian and Ontario governments take action to remove trade barriers between provinces as a response to U.S. tariffs and support Canadian businesses;

**And that** the Canadian and Ontario governments remove all legislative barriers that impact the ability to buy local, and indemnify municipalities should there be challenges to buying Canadian;

**And that** the Canadian and Ontario governments continue to invest in infrastructure to provide stability, jobs, and support our communities' social and economic prosperity over the long-term.



**Be it further resolved, that copies of this motion be sent to:**

- The Right Hon. Justin Trudeau, Prime Minister of Canada
- The Hon. Melanie Joly, Minister of Foreign Affairs
- The Hon. Nate Erskine-Smith, Minister of Housing, Infrastructure and Communities
- Doug Ford, Leader of the Progressive Conservative Party
- Marit Stiles, Leader of the Ontario New Democratic Party
- Bonnie Crombie, Leader of the Ontario Liberal Party
- Mike Schreiner, Leader of the Ontario Green Party
- Ontario's Minister of Economic Development, Job Creation and Trade
- Ontario's Minister of Municipal Affairs and Housing
- Rebecca Bligh, President, FCM and Councillor, City of Vancouver
- Robin Jones, President, AMO and Mayor of Westport
- Christa Lowry, Chair, Rural Ontario Municipal Association
- Jeff Leal, Chair, Eastern Ontario Leadership Council
- John Beddows, Chair, Eastern Ontario Mayors' Caucus
- All regional Members of Canadian Parliament
- All candidates running as Ontario Members of Parliament
- All of Ontario's municipalities for their support

**Carried**



**Chair Bonnie Clark, EOWC**

**February 10, 2025**



The Corporation of the

# Township of Uxbridge

In The Regional Municipality of Durham

Town Hall  
51 Toronto Street South  
P.O. Box 190  
Uxbridge, ON L9P 1T1  
Telephone (905) 852-9181  
Facsimile (905) 852-9674  
Web [www.uxbridge.ca](http://www.uxbridge.ca)

**SENT VIA E-MAIL**

February 14, 2025

Premier Doug Ford  
Legislative Building, Queen's Park  
Toronto, Ontario, M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

**RE: IMPLEMENTATION OF "BUY CANADIAN" POLICY  
TOWNSHIP FILE: A-00 G**

Please be advised that during the regular meeting of the General Purpose and Administration Committee of February 3, 2025, the following motion was carried:

THAT the Administration and Special Projects Committee receive Report CAO-04/25 regarding the implementation of "Buy Canadian" Policy;

AND THAT the Policy remain in place until such time as there is clear indication from the Provincial and Federal Governments that trade relations have been normalized;

AND THAT the Policy be forwarded to all municipalities in Ontario requesting they implement similar policies;

AND THAT the Policy be forwarded to AMO and ROMA;

AND THAT the Policy be forwarded to the Premier of Ontario, MP O'Connell, all Durham MPP's and appropriate Provincial Ministers;

AND THAT the Policy be forwarded to all Township Committee Chairs for information;

AND THAT Committee support this Policy in principle;

AND THAT the final document be run through the CAO's office for final approval.

I trust you will find the above to be satisfactory.

Yours truly,



Emily Elliott  
Deputy Clerk  
/ljr

cc: Honourable Jennifer O'Connell, MP  
Honourable Peter Bethlenfalvy, MPP ([peter.bethlenfalvy@pc.ola.org](mailto:peter.bethlenfalvy@pc.ola.org))  
Minister of Finance ([Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca))  
Minister of Public and Business Service Deliver ([todd.mccarthy@ontario.ca](mailto:todd.mccarthy@ontario.ca))  
AMO ([amo@amo.on.ca](mailto:amo@amo.on.ca))  
ROMA ([roma@roma.on.ca](mailto:roma@roma.on.ca))  
All Ontario Municipalities