



**REGULAR MEETING OF COUNCIL
AGENDA
MONDAY FEBRUARY 23, 2026 AT 6:00 P.M.**

**DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS
160 WATER STREET, MATTAWA ON**

**Zoom Meeting Access: 1-647-374-4685
Meeting ID Code: 822 2157 4516
Passcode: 231942**

- 1. Meeting Called to Order**
- 2. Announce Electronic Participants**
- 3. Adoption of Agenda**
 - 3.1 To Adopt the agenda as presented or amended
- 4. Disclosures of a Conflict of Interest**
- 5. Presentations and Delegations**
- 6. Adoption of Minutes**
 - 6.1 Regular Meeting of February 9, 2026
 - 6.2 Committee of the Whole of February 17, 2026
 - 6.3 To adopt the minutes as presented or amended
- 7. Notice of Motions**
 - 7.1 Closure of Life Labs
 - 7.2 Rural Ontario Development Program Funding Application
 - 7.3 Support for Garnet Mining Operation
- 8. Correspondence**
 - 8.1 Ministry of Municipal Affairs & Housing – New & Amending Regulations Under the Planning Act
 - 8.2 OSUM – Annual Conference & Trade Show April 29 – May 1, 2026 in Town of Parry Sound
 - 8.3 Town of Plympton-Wyoming – Support for Enhanced School Bus Safety
 - 8.4 North Bay Parry Sound District Health Unit – Food & Housing Affordability Request for Support & Board Minutes
 - 8.5 DNSSAB – January 2026 Highlights

8.6 Mattawa Regional OPP Detachment Board – Overview of Activities & Priorities

8.7 Ontario Clean Water Agency – Quarterly Operations Report

9. Information Reports – Motions

9.1 Engineers & Planners of Record Agreement – Report # 26-08R
Report from Paul Laperriere, CAO/Treasurer

10. By-Laws

10.1 By-Law 26-04 – Sale of Part of James Street

BEING a by-law of the corporation of the Town of Mattawa to close, stop up and declare the lands to be surplus and to sell part of James Street more particularly described below.

10.2 By-Law 26-05 – Sale of Part of Rankin Street

BEING a by-law of the corporation of the Town of Mattawa to close, stop up and declare the lands to be surplus and to sell part of Rankin Street more particularly described below.

10.3 By-Law 26-06 – Establish Water Rates for 2026

BEING a By-law to establish water rates for 2026.

11. Old Business

11.1 Library Proposal from Report # 26-01R

12. New Business

13. Questions from Public Pertaining to Agenda

14. In Camera (Closed) Session

15. Return to Regular Session

16. Motions Resulting from Closed Session

17. Adjournment

17.1 Adjournment of the meeting

DATE: MONDAY FEBRUARY 23, 2026

3.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT this meeting agenda dated Monday February 23, 2026 be adopted.

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Regular Meeting held Monday February 9, 2026 at 6:00 p.m. in the Dr. S.F. Monestime Council Chambers.

Council Present: Mayor Raymond A. Bélanger
Councillor Mathew Gardiner
Councillor Fern Levesque
Councillor Laura Ross
Councillor Garry Thibert
Councillor Spener Bigelow
Councillor Loren Mick

Staff Present: Amy Leclerc, Municipal Clerk/Revenue Services Clerk
Sabrina Poullas, Municipal Deputy Clerk
Paul Laperriere, CAO/Treasurer
Dexture Sarrazin, Director of Community Services

*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.

1. **Meeting Called to Order**
2. **Announce Electronic Participants**
3. **Adoption of Agenda**
- 3.1 To Adopt the agenda as presented or amended

Resolution Number 26-16

Moved by Councillor Laura Ross
Seconded by Councillor Garry Thibert

BE IT RESOLVED THAT this meeting agenda dated Monday February 9, 2026 be adopted as amended to include the following changes:

- Section 3. Adoption of Agenda – add item # 3.2 Mayoral Announcement
- Section 7. Notice of Motion – Item # 7.1 change to include Mayor and CAO/Treasurer
- Section 8. Correspondence – add item # 8.9 letter from Ministry of Transportation

CARRIED – unanimous

- 3.2 Mayoral Announcement
4. **Disclosures of a Conflict of Interest**
5. **Presentations and Delegations**
6. **Adoption of Minutes**
- 6.1 Regular Meeting of January 26, 2026
- 6.2 To adopt the minutes as presented or amended

Resolution Number 26-17

Moved by Councillor Spencer Bigelow
Seconded by Councillor Fern Levesque

BE IT RESOLVED THAT Council adopt the minutes of the regular meeting of January 26, 2026 as circulated.

CARRIED – unanimous

7. Notice of Motions

7.1 Council & Staff Attendance to 2026 FONOM Conference

Resolution Number 26-18

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

BE IT RESOLVED THAT Council approves Mayor Bélanger, Councillor Laura Ross and CAO/Treasurer Paul Laperriere to attend the 2026 FONOM conference being held in the City of Timmins from May 11th to 13th.

CARRIED – unanimous

7.2 Support for Steel & Lumber Sectors

Resolution Number 26-19

Moved by Councillor Fern Levesque

Seconded by Councillor Garry Thibert

BE IT RESOLVED THAT Council supports the Township of Nairn and Hyman for their support for the steel and lumber sectors.

AND FURTHER THAT a copy of this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Northern Development, MP Pauline Rochefort, MPP Vic Fedeli, FONOM and all Ontario Municipalities.

CARRIED – unanimous

8. Correspondence

8.1 FONOM – 2026 FONOM Conference & Key Note Speaker Announcement

8.2 FONOM – Letter to Prime Minister – Highway 11 and 17

8.3 City of Peterborough – Sustainable Funding for Police Services Request

8.4 Township of Southgate – OMERS Bill 68 Municipal Resolution

8.5 FONOM – Birth of Change Initiative

8.6 FONOM – Closure of Life Labs

8.7 Municipality of Markstay Warren – Support Resolution Closure of Sudbury's Life Labs

8.8 North Bay Parry Sound District Health Unit – 2026 Municipal Levy

8.9 Ministry of Transportation – 2026-2027 Connecting Links Program Funding

9. Information Reports – Motions

9.1 Health & Safety Water Stream Program Funding – Report # 26-03R
Report from Paul Laperriere, CAO/Treasurer

Resolution Number 26-20

Moved by Councillor Spencer Bigelow
Seconded by Councillor Mathew Gardiner

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-03R titled Health & Safety Water Stream Program Funding.

CARRIED – unanimous

- 9.2 Purchase of 598 McConnell Street Property – Report # 26-04R
Report from Paul Laperriere, CAO/Treasurer

Resolution Number 26-21

Moved by Councillor Garry Thibert
Seconded by Councillor Mathew Gardiner

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-04R titled Purchase of 598 McConnell Street Property.

CARRIED – Recorded vote and the vote was unanimous

Resolution Number 26-22

Moved by Councillor Fern Levesque
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council approves the purchase of 598 McConnell Street and authorizes the Mayor and CAO/Treasurer to execute the purchase and sale agreement and such documents as may be necessary.

CARRIED – Recorded vote and the vote was as follows:

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

Against: Councillor Gardiner

- 9.3 Staffing Updates – Report # 26-05R
Report from Dexture Sarrazin, Director of Community Services

Councillor Mick arrived at 6:47 pm

Resolution Number 26-23

Moved by Councillor Mathew Gardiner
Seconded by Councillor Loren Mick

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-05R titled Staffing Updates.

CARRIED – Recorded vote and the vote was as follows:

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

Against: Councillor Levesque

10. By-Laws

- 10.1 By-Law 26-03 – 2026 Joint Election Compliance Audit Committee
BEING a by-law to authorize the establishment of the Joint Election Compliance Audit Committee and to appoint its committee members for the 2026 municipal elections.

Resolution Number 26-24

Moved by Councillor Loren Mick
Seconded by Councillor Mathew Gardiner

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 26-03 being a by-law to authorize the establishment of the Joint Election Compliance Audit Committee and to appoint its committee members for the 2026 municipal elections.

CARRIED – unanimous

11. Old Business

11.1 Library Proposal from Report # 26-01R

12. New Business

13. Questions from Public Pertaining to Agenda

14. In Camera (Closed) Session

14.1 Adoption of Previous Closed Meeting Minutes

14.2 Cassellholme Update

In accordance with the Municipal Act, 2001 Section 239 (2)(e)

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

14.3 Litigation Matter

In accordance with the Municipal Act, 2001 Section 239 (2)(c)

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

14.4 Mattawa Landfill Update

In accordance with the Municipal Act, 2001 Section 239 (2)(h)

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

Mayor Bélanger left Council Chambers at 7:41pm

Mayor Bélanger returned to Council Chambers at 7:42 pm

Resolution Number 26-25

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council proceed In Camera (Closed) session pursuant to section 239(2) of the Municipal Act, 2001, as amended at 7:09 p.m. in order to address the following:

Items 14.2 Cassellholme Update; 14.3 Litigation Matter; and 14.4 Mattawa Landfill Update all under litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED – unanimous

15. Return to Regular Session

15.1 That the Council Return to Regular Session

Resolution Number 26-26

Moved by Councillor Laura Ross

Seconded by Councillor Garry Thibert

BE IT RESOLVED THAT the regular meeting reconvene at 7:55 p.m.

CARRIED – unanimous

16. Motions Resulting from Closed Session

17. Adjournment

17.1 Adjournment of the meeting

Resolution Number 26-27

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT this regular meeting adjourn at 7:56 p.m.

CARRIED – unanimous

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Committee of the Whole Meeting held Tuesday February 17, 2026, at 6:00 p.m. in the Dr. S.F. Monestime Council Chambers.

Council Present: Mayor Raymond A. Bélanger
Councillor Mathew Gardiner
Councillor Fern Levesque
Councillor Loren Mick
Councillor Laura Ross

Staff Present: Amy Leclerc, Municipal Clerk
Sabrina Poullas, Deputy Clerk
Paul Laperriere, CAO/Treasurer
Dexture Sarrazin, Director of Community Services
Wayne Chaput, Chief Building Officer/By-Law Enforcement Officer
Shawn Hongell, Fire Chief

*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.

1. Meeting Called to Order

2. Announce Electronic Participants

3. Adoption of Agenda

3.1 To Adopt the agenda as presented or amended

Resolution Number 26-28

Moved by Councillor Mathew Gardiner
Seconded by Councillor Fern Levesque

BE IT RESOLVED THAT the meeting agenda dated Tuesday, February 17, 2026 be adopted.

CARRIED – unanimous

4. Disclosures of a Conflict of Interest

5. Presentations and Delegations

6. Notice of Motions

7. Information Reports – Motions

7.1 Setting of the 2026 Water & Wastewater Rates – Report # 26-06R Report from Paul Laperriere, CAO/Treasurer

Resolution Number 26-29

Moved by Councillor Laura Ross
Seconded by Councillor Fern Levesque

BE IT RESOLVED THAT Council for the Town of Mattawa receives report # 26-06R titled Setting of 2026 Water & Wastewater Rates.

CARRIED - unanimous

Resolution Number 26-30

Moved by Councillor Mathew Gardiner
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council approves the proposed 3% rate increase for the 2026 Water & Wastewater Rates.

AND FURTHER THAT Council directs staff to issue a public notice for the intent of passing the rates by-law at the regular meeting of Monday February 23, 2026.

AND FURTHER THAT Council directs the Clerk to bring forward the by-law for formal adoption at the next regular meeting.

CARRIED – unanimous

- 7.2 Purchase of Lots 375,376 and Rankin Street Unopened Road Allowance – Report # 26-07R
Report from Wayne Chaput, Chief Building Officer/By-law Enforcement Officer

Councillor Loren Mick arrived at 6:26 pm

Resolution Number 26-31

Moved by Councillor Fern Levesque
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-07R titled Purchase of Lots 375, 376 & Rankin Street Unopened Road Allowance.

CARRIED – Recorded vote and the vote was unanimous

Resolution Number 26-32

Moved by Councillor Fern Levesque
Seconded by Councillor Loren Mick

BE IT RESOLVED THAT Council declares Lot 375 Plan 2 and Lot 376 Plan 2 as surplus to allow for the sale of the lots.

AND FURTHER THAT Council declares Part 1 Rankin Street Road allowance as closed which is adjacent to the west side of Ninth Street to allow for the sale of the unopen road allowance.

AND FURTHER THAT Council directs staff to follow the Sale & Disposition of Land Policy and Closing & Sale of Municipal Road Allowance Policy moving forward with the properties.

AND FURTHER THAT Council allows the sale of Lots 375 & 376 with a possibility of an easement on the ninth street road allowance in order for water & sewer to be connected to the lots for future development.

CARRIED – Recorded vote and the vote was unanimous

8. In Camera (Closed) Session

- 8.1 Adoption of Previous Closed Meeting Minutes

- 8.2 Personal Matter In accordance with the Municipal Act, 2001 Section 239 (2)(b)
b) personal matters about an identified individual, including municipal or local board employees

Resolution Number 26-33

Moved by Councillor Laura Ross

Seconded by Councillor Loren Mick

BE IT RESOLVED THAT Council proceed In Camera (Closed) session pursuant to section 239(2) of the Municipal Act, 2001, as amended at 6:32 p.m. in order to address the following:

- Item 8.2 personnel matter under personal matters about an identifiable individual, including municipal or local board employees.

CARRIED – unanimous

Mayor Bélanger declared a conflict of interest during the closed session personal matter and left council chambers.

Mayor Bélanger returned to council chambers.

Councillor Gardiner left the meeting at 7:03 pm.

9. Return to Regular Session

9.1 That the Council Return to Regular Session.

Resolution Number 26-34

Moved by Councillor Loren Mick

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT the Committee of the Whole meeting reconvene at 7:04 p.m.

CARRIED – unanimous

10. Motions Resulting from Closed Session

11. Adjournment

11.1 Adjournment of the meeting

Resolution Number 26-35

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT this meeting adjourn at 7:05 p.m.

CARRIED – unanimous

Mayor

Clerk

DATE: MONDAY FEBRUARY 23, 2026

6.3

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT Council adopt the minutes of the Regular Meeting of February 9, 2026 and the Committee of the Whole meeting of February 17, 2026 as circulated.

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

WHEREAS LifeLabs has announced its intention to close its Greater Sudbury laboratory, and the transfer of medical specimen processing from Northern Ontario to laboratories in southern Ontario;

AND WHEREAS the Greater Sudbury laboratory provides essential diagnostic services to communities across Northern Ontario, including urban, rural, and remote municipalities, and plays a critical role in ensuring timely and reliable medical testing for Northern residents; and

AND WHEREAS patients with chronic illness, newborns, long-term care residents, and individuals on time-sensitive medications depend on predictable laboratory turnaround times to support clinical decision-making; and

AND WHEREAS transporting medical specimens long distances to southern Ontario increases the risk of delays, specimen degradation, and retesting, particularly during frequent winter highway closures—potentially jeopardizing patient outcomes; and

AND WHEREAS Northern Ontario is already experiencing shortages of health-care professionals, and the closure of this laboratory further undermines regional workforce stability, training capacity, and recruitment and retention efforts;

THEREFORE BE IT RESOLVED THAT Council of the Town of Mattawa call on the Province of Ontario and the Ministry of Health to take immediate action to ensure that essential medical laboratory services remain accessible within Northern Ontario, including maintaining local laboratory processing capacity in Greater Sudbury; and

AND FURTHER THAT the Province be urged to ensure reliable, timely, and medically appropriate laboratory turnaround times for Northern Ontario patients, recognizing the unique geographic and climatic challenges of the region; and

AND FURTHER THAT the Province be requested to protect and support the Northern Ontario health-care workforce, including medical laboratory technologists, by preventing further service centralization that disproportionately impacts Northern communities; and

AND FURTHER THAT copies of this resolution be forwarded to the Minister of Health, local Members of Provincial Parliament, FONOM, AMO, and ROMA.

DATE: MONDAY FEBRUARY 23, 2026

7.2

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

WHEREAS the Town of Mattawa is working on an economic development strategy;

AND WHEREAS the Province of Ontario has established a program up to 50% of eligible costs to a maximum of \$50,000 to support such initiatives for various groups including municipalities.

BE IT RESOLVED THAT Council for the Town of Mattawa supports the submission of a funding application to the Province of Ontario under the Rural Ontario Development Program.

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

WHEREAS Mr. Rodney Cross is in the process of developing a garnet operation in the Municipality of Mattawan and his development plan will include many benefits to the Mattawa area;

AND WHEREAS mining is a key contributor to the Northern Ontario economy, as well as an engine for regional development and value-add generation. The impact of mining goes beyond mineral extraction and processing. Mining is linked to many other industries and sectors in the economy, including transportation, construction, equipment manufacturing, environmental management, geological services, education, and research;

AND WHEREAS mining has been part of Northern Ontario’s fabric for centuries and is a multi-billion-dollar industry known around the world for its safety and environmental leadership, efficiency, productivity, and innovation.

THEREFORE BE IT RESOLVED THAT this industrial grade garnet operation is in demand for the main use of abrasives, and the proposed open pit would be an environmentally friendly aggregate mining operation which will complement the global demand for garnet. The development of Mr. Cross’s Mattawan Garnet Mining project will help increase the much-needed employment and fostering the growth and economic sustainability throughout the Mattawa area.

AND FURTHER THAT Council for the Town of Mattawa supports this endeavor.

From: [Provincial Planning](#)
To: [Provincial Planning](#)
Subject: New and Amending Regulations Under the Planning Act and the City of Toronto Act, 2006 - Certified Professionals
Date: Wednesday, February 4, 2026 3:10:27 PM

Please see the following message, sent on behalf of Laura Evangelista, Director of the Planning and Housing Policy Branch, Ministry of Municipal Affairs and Housing.

New and Amending Regulations Under the *Planning Act* and the *City of Toronto Act, 2006* - Certified Professionals

Good day,

I am writing to provide an update regarding the *Protect Ontario by Building Faster and Smarter Act, 2025* (Bill 17) which received Royal Assent on June 5, 2025. As you know, Bill 17 made changes to the *Planning Act* and the *City of Toronto Act, 2006* to create regulation-making authority for the Minister to scope complete application requirements by, among other things, providing greater recognition of planning studies and reports prepared by certified professionals.

New and amending regulations under the *Planning Act* and *City of Toronto Act, 2006* have been filed to specify professional engineers as “certified professionals” for the purposes of a complete application.

The identification of professional engineering as a prescribed profession for the purposes of a complete application is intended to help speed up planning approvals and reduce some initial application costs for development applications. This provides greater recognition of reports prepared by professional engineers and requires municipalities to automatically accept these studies or reports in the first instance as satisfying complete application requirements.

These changes were filed on January 22, 2026 and took effect upon filing.

Below are links to the new and amended regulations:

- O. Reg. 6/26 (amending O. Reg. 197/96) under the *Planning Act* re: consents; <https://www.ontario.ca/laws/regulation/960197>
- O. Reg. 7/26 (amending O. Reg. 544/06) under the *Planning Act* re: plans of subdivision; <https://www.ontario.ca/laws/regulation/060544>
- O. Reg. 8/26 (amending O. Reg. 545/06) under the *Planning Act* re: zoning by-laws; <https://www.ontario.ca/laws/regulation/060545>

- O. Reg. 9/26 (amending O. Reg. 543/06) under the *Planning Act* re: official plans;
<https://www.ontario.ca/laws/regulation/060543>
- O. Reg. 10/26 under the *Planning Act* re: site plan control;
<https://www.ontario.ca/laws/regulation/r26010> and
- O. Reg. 11/26 under the *City of Toronto Act, 2006* re: site plan control <https://www.ontario.ca/laws/regulation/r26011>

Updates have also been made to the ERO posting available through this link
<https://ero.ontario.ca/notice/025-0462>

Sincerely,

Laura Evangelista, Director
Planning and Housing Policy Branch
Ministry of Municipal Affairs and Housing
laura.evangelista@ontario.ca

From: [OSUM Events](#)
To: [Amy Leclerc](#)
Subject: Join Us at the 2026 OSUM Annual Conference and Trade Show!
Date: Tuesday, February 10, 2026 12:00:53 PM



2026 OSUM Annual Conference & Trade Show

April 29 – May 1, 2026

Town of Parry Sound, ON

The Ontario Small Urban Municipalities (OSUM) invites you to its Annual Conference and Trade Show, taking place from **April 29 to May 1, 2026**, in the charming **Town of**

Parry Sound. This event offers a unique platform for municipal leaders from Ontario's counties, small cities, and towns to convene and address the critical issues impacting small urban communities.

Programming starts Wednesday, April 29 with the choice of two sessions:

Discover Parry Sound: A Walking Tour of the Waterfront & Downtown

Planning Canada's Next Deep Geological Repository: Your Voice Matters, sponsored by the Nuclear Waste Management Organization

More programming information coming soon.

Exhibitors & Sponsors:

The OSUM Conference provides an excellent opportunity for businesses, organizations, and service providers to showcase their products and services to municipal leaders. Reach out to events@OSUM.ca if you would like more information.

Registration:

Members: \$625

Non-Members: \$650

[Register Here](#)

Registration includes access to all sessions, the trade show, study tour or pre-conference workshop. Registration closes on **Thursday, April 23, 2026**.

Accommodation:

Preferred rates have been secured at the Best Western Plus and Parry Sound Inn & Suites. We encourage you to [book your accommodations](#) early to ensure availability.

Cancellation Policy:

Cancellations must be submitted in writing to events@osum.ca by **April 2, 2026**, to be eligible for a refund, less a \$75.00 (plus HST) administration fee.

For more information and to register, please visit our [official conference page](#).

We look forward to welcoming you to Collingwood for an enriching and collaborative experience!

Contact: events@osum.ca



Town of Plympton-Wyoming
546 Niagara Street, PO Box 250
Wyoming, ON N0N 1T0

January 28, 2026

The Honourable Doug Ford
Premier of Ontario

The Honourable Prabmeet Sarkaria
Minister of Transportation
Province of Ontario

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

Dear Premier Ford and Minister Sarkaria,

On behalf of the **Town of Plympton-Wyoming**, I am writing to express our strong support for enhanced school bus safety measures across Ontario, including the implementation of school bus stop-arm camera systems and other child-safety technologies.

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

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

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

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

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

Thank you for your attention to this important matter.

Sincerely,

Gary Atkinson, Mayor
Town of Plympton-Wyoming

cc:

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

THE MUNICIPALITY OF NORTH PERTH
COUNCIL MEETING
Regular Council - Updated



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

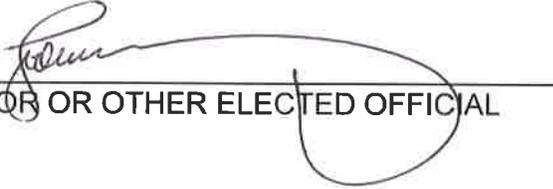
Moved By Allan Rothwell
Seconded By Sarah Blazek

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

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

ACTION ON MOTION:

CARRIED



MAYOR OR OTHER ELECTED OFFICIAL



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

January 2, 2025

The Honourable Doug Ford
Premier of Ontario

The Honourable Prabmeet Sarkaria
Minister of Transportation
Province of Ontario

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

Dear Premier Ford and Minister Sarkaria,

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

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

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

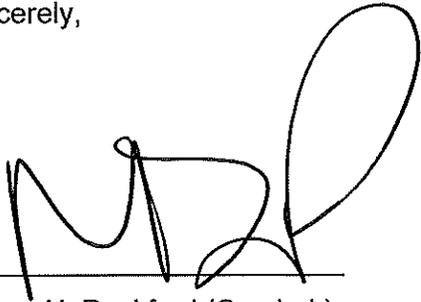
Grenville 1 O.P.P. Detachment Board also proudly supports the Let's Remember Adam – Stop for the School Bus campaign, launched in memory of Adam Ranger, a five-year-old child who tragically lost his life when a driver failed to stop for a school bus displaying its flashing lights and stop arm. Adam's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

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

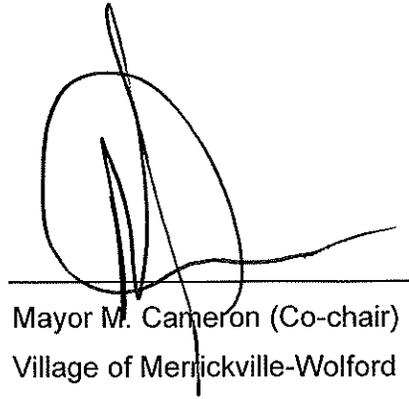
Protecting children is a shared responsibility. With provincial leadership and municipal partnership, we can take meaningful action to prevent further tragedies and ensure Ontario's roads are safer for students and families.

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

Sincerely,

A handwritten signature in black ink, consisting of several loops and a large oval at the end, positioned above a horizontal line.

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

A handwritten signature in black ink, featuring a large circle and a vertical line, positioned above a horizontal line.

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

cc:

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

Enclosed: Co-signing Template

[Municipality Name]
[Municipal Address]

[Date]

The Honourable Doug Ford
Premier of Ontario

The Honourable Prabmeet Sarkaria
Minister of Transportation
Province of Ontario

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

Dear Premier Ford and Minister Sarkaria,

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

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

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

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

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

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

Thank you for your attention to this important matter.

Sincerely,

[Name]

[Title – Mayor / Reeve / Warden]

[Municipality Name]

cc:

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

From: [Ashley Lecappelain](#)
To: [Armour](#); [Bonfield](#); [Burk's Falls](#); [Callander](#); [Calvin](#); [Carling](#); [Chisholm](#); [East Ferris](#); [Joly](#); [Kearney](#); [Machar](#); [Magnetawan](#); [Amy Leclerc](#); [Mattawan](#); [McDougall](#); [McKellar](#); [McMurrich-Monteith](#); [Nipissing](#); [North Bay](#); [Papineau Cameron](#); [Parry Sound](#); [Perry](#); [Powassan](#); [Ryerson](#); [Sequin](#); [South River](#); [Strong](#); [Sundridge](#); [The Archipelago](#); [West Nipissing](#); [Whitestone](#)
Subject: Food and Housing Affordability in the Nipissing and Parry Sound Districts - Request for Support
Date: Friday, February 6, 2026 2:34:34 PM
Attachments: [Highlights from the January 2026 MOH report to the BOH.pdf](#)
[2026 Budget Consultation Letter - Signed.pdf](#)
[Sample Letter Template for Municipalities.docx](#)
[Sample Resolution Template for Municipalities.docx](#)

Please forward the correspondence below to your Mayor/Reeve and municipal councillors:

Hello,

Please be advised that the [Board of Health minutes](#) from November 26, 2025, and the [Finance and Property Committee minutes](#) for June 25, 2025, were approved at the January 28, 2026, meeting and are now posted to the Health Unit website.

The [Medical Officer of Health Report](#) from the January 28, 2026, meeting is also posted to the website. Highlights from the January 2026 report are attached to this email.

The North Bay Parry Sound District Health Unit (Health Unit) is also sharing correspondence for your Mayor/Reeve and Council regarding a recent motion passed by the Board of Health related to food and housing affordability in the Nipissing and Parry Sound Districts.

The attachments include:

- The letter sent by the Health Unit to the Province of Ontario on this issue, including the associated resolution.
- A resolution template for municipalities that can be tailored and brought forward for council decision.
- A letter that municipalities may tailor and/or sign to the Province of Ontario in support of the Health Unit's letter.

Please consider using these resources to join us in calling on the Province of Ontario to strengthen the social assistance system. The NBPSDHU would be pleased to provide a presentation to your municipal leaders to discuss this information in more detail.

If this is of interest, please contact us through Ashley Lecappelain, at ashley.lecappelain@healthunit.ca or by calling 705-474-1400, ext. 5272

Regards,

Ashley Lecappelain | Executive Assistant | Office of the Medical Officer of Health/Executive Officer | Pronouns: She/Her
North Bay Parry Sound District Health Unit | 345 Oak Street West | North Bay, Ontario P1B 2T2 | Canada
705-474-1400 ext. 5272 | 1-800-563-2808
ashley.lecappelain@healthunit.ca | myhealthunit.ca
[Facebook](#) | [Instagram](#) | [LinkedIn](#) | [YouTube](#)

My place of work is on the lands of the Anishinaabe people; the traditional territory of Nipissing First Nation; and land that is covered by the Robinson Huron Treaty of 1850.

This message, including any attachments, is privileged and intended only for the person(s) named above. This material may contain confidential or personal information subject to the provisions of the Municipal Freedom of Information & Protection of Privacy Act. Any other distribution, copying or disclosure is strictly prohibited. If you are not the intended recipient or have received this message in error, please notify me immediately by telephone, fax or e-mail and permanently delete the original transmission, including any attachments, without making a copy. Thank you (v2)

Highlights from the January 2026 MOH report

MOH Updates

Corporate Services

- Following the ratification of collective agreements with the Ontario Nurses' Association, the Ontario Public Service Employees' Union and the Management Non-Union Group at the Health Unit, applicable internal documents are being updated and negotiated changes are being implemented.

Clinical Services

- Lyme Disease is on the rise. There have been 14 cases in the district in 2025, compared to a previous annual record of four cases.
- Sexual Health clinical services are being realigned to better meet the needs of priority populations and those without a primary care provider.
- The Health Unit participated in the Parry Sound Drug Strategy's 2nd annual National Addictions Awareness Week, November 17-21. Health Unit staff provided access to naloxone training as well as HIV and Hepatitis C testing.
- There has been high demand for seasonal respiratory vaccines (influenza, COVID-19 and RSV) this year. 2025-26 is the first year the RSV vaccine is publicly-funded for the general public aged 75 years and older. Fourteen Health Unit clinics offering all 3 vaccines were hosted in communities across the district, as well as offering appointments at both Health Unit office locations from mid-October to the end of November. Seasonal vaccines continue to be available by appointment at clinics in the North Bay and Parry Sound Health Unit offices for individuals unable to access vaccination through a local primary care provider or pharmacy.

Community Services

- The Health Unit participated in a community information session on polyfluoroalkyl substances (PFAS) on November 19 at the Best Western in North Bay. The event attracted significant public interest and included formal presentations with opportunities for one-on-one discussions with Health Unit staff regarding PFAS.

Organizational Effectiveness

- The Indigenous Wellness Circle reconvened in December following a temporary pause. The ongoing work of the Circle aims to strengthen relationships with Indigenous health and social service partners; advance reconciliation through meaningful and sustained action; reduce health inequities across the region; and support the Health Unit in remaining accountable to the Indigenous communities and peoples it serves. This work is grounded in the understanding that Indigenous public health initiatives must be led by Indigenous peoples in the development of policies, procedures, and programming that affect them.
- The Muskoka, Nipissing, Parry Sound Data Collaborative, chaired by the Health Unit, in partnership with the Muskoka, Nipissing, Parry Sound Child and Youth Planning Table has published a new [Learning and Development dashboard](#). The dashboard summarizes key indicators related to the learning journey of children across Muskoka, Nipissing and Parry Sound districts.
- A [letter](#) was provided to Michael Parsa, the Minister of Children, Community and Social Services to inform the development of the 2025-2030 Ontario Poverty Reduction Strategy.

date

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Room 281
Queens Park
Toronto, ON M7A 1A1

The Honourable Sylvia Jones
Minister of Health / Deputy Premier
777 Bay Street, College Park, 5th Floor
Toronto, ON M7A 2J3

The Honourable Michael Parsa
Minister of Children, Community and Social Service
438 University Avenue, 7th Floor
Toronto, ON M5G 2K8

Dear Premier Ford, Minister Jones, and Minister Parsa:

RE: Food and Housing Affordability in the Nipissing and Parry Sound Districts

The (municipality) is writing to express our support for the concerns raised by the North Bay Parry Sound District Health Unit (Health Unit) about food and housing affordability in our region. The Health Unit's [2025 data](#) highlights that households whose primary source of income is social assistance - Ontario works (OW) and the Ontario Disability Support Program (ODSP) - do not have enough money for the cost of living.

This local data provides important context about the financial realities of relying on social assistance and is consistent with recent data from the [Maytree Foundation](#), which shows that social assistance recipients in Ontario live far below the deep poverty line.

Poverty, homelessness, and food insecurity are significant and escalating public health problems and are associated with many detrimental physical and mental health impacts. Ensuring low-income households have enough money to meet their basic needs is essential for their health. Municipalities feel the impacts of poverty at the local level and often struggle to adequately support citizens who are unable to make ends meet. (option: add additional municipal content)

Our Council joins the Health Unit in calling on the Province of Ontario to increase OW and ODSP rates to reflect the real cost of living, and index OW rates to inflation. The full motion supporting this request is attached (include motion).

From a municipal perspective, we urge the Province to take action to support the health of our citizens and to ease the burden of poverty on municipalities. The Province of Ontario can help reduce poverty, homelessness, and food insecurity for households receiving social assistance, who live with dire financial circumstances.

Thank you for reviewing this information.

Sincerely,
(signatures)

Whereas, improved financial stability allows municipal residents to participate, contribute, and invest in their local economies and communities; and

Whereas, poverty puts additional pressure on municipalities, who are responsible for delivering necessary public and social services to support residents who are struggling with the consequences of inadequate income; and

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

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

Whereas, the 2025 North Bay Parry Sound food affordability results show that households reliant on social assistance do not have enough money for the costs of living; and

Therefore Be It Resolved, That the (municipality) support efforts to raise awareness about, and work to reduce poverty, homelessness and food insecurity; and

Furthermore Be It Resolved, That the (municipality) endorse the recommendations from the North Bay Parry Sound District Health Unit and call on the Province of Ontario to increase Ontario Works and Ontario Disability Support Program rates to reflect the costs of living, and index Ontario Works rates to inflation going forward; and

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

January 30, 2026

The Honourable Peter Bethlenfalvy
Minister of Finance
Suite 213, 1150 Kingston Road
Pickering, Ontario L1V 1C3

Dear Minister Bethlenfalvy,

Thank you for the opportunity to contribute to the [2026 Ontario Budget Consultation](#). The Board of Health for the North Bay Parry Sound District Health Unit (Health Unit) recognizes the Ontario government's efforts in the 2025 budget to include measures to promote affordability for Ontarians. For the 2026 budget, as a component of a system-wide strategy to address housing and food affordability, the Health Unit recommends that the Government of Ontario strengthen the social assistance system by:

- Increasing Ontario Disability Support Program (ODSP) rates to reflect the cost of living; and
- Increasing Ontario Works (OW) rates to reflect the cost of living and indexing OW rates to inflation going forward.

The Health Unit recently completed its 2025 reporting on food affordability. This year, the analysis was expanded to include local data collection on apartment rental rates in North Bay and Parry Sound. The [2025 food and housing affordability data](#) shows, in real numbers, that households reliant on Ontario Works do not have enough money to meet basic needs. This finding is consistent with [recent data](#) from the Maytree Foundation, which shows that social assistance recipients in Ontario live far below the poverty line.

The most recent local [homelessness count](#) in Nipissing revealed that over 80% of respondents identifying as homeless had OW or ODSP as their main income. Respondents also cited low income and high rental costs as the top two barriers to finding housing. Adequate income is a foundational social determinant of health. Strengthening social assistance in Ontario is a critical component of increasing income security for many of the province's lowest income households and represents an important and effective policy measure to take action on poverty, homelessness, and household food insecurity as important public health issues.

The importance of strengthening social assistance in Ontario was also communicated as part of the Health Unit's recommendations [submitted](#) to the 2025-2030 Ontario Poverty Reduction Strategy consultation in November 2025.

At the Board of Health meeting on January 28, 2026, the Board of Health passed a resolution endorsing this submission and supporting increased ODSP and OW rates, as well as the indexing of OW rates to inflation.

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

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

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

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

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

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

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

Thank you for reviewing this important local data and considering the recommendation of the Board of Health for the North Bay Parry Sound District Health Unit to strengthen social assistance in Ontario as a priority for the 2026 Ontario budget.

Sincerely,



Rick Champagne (Jan 30, 2026 11:29:06 EST)

Rick Champagne
Chairperson, Board of Health

Carol Zimbalatti

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

Copy to:

Vic Fedeli, MPP, Nipissing
Graydon Smith, MPP, Parry Sound-Muskoka
John Vanthof, MPP, Timiskaming-Cochrane

Hon. Doug Ford, Premier of Ontario
Hon. Michael Parsa, Minister of Children, Community and Social Services
Hon. Sylvia Jones, Minister of Health
Pauline Rochefort, MP, Nipissing-Timikaming
Scott Aitchison, MP, Parry Sound-Muskoka
Association of Local Public Health Agencies (ALPHA)
District Municipalities
Ontario Boards of Health
District of Parry Sound Social Services Administration Board
District of Nipissing Social Services Administration Board
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Council of Ontario Medical Officers of Health (COMOH)

A meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, November 26, 2025, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointee	Karen Cook
Central Appointee	Jamie Lowery (<i>Vice-Chairperson</i>)
Central Appointee	Dave Wolfe
Eastern Appointee	Rick Champagne (<i>Chairperson</i>)
Western Appointee – Nipissing District	Jamie Restoule

Parry Sound District:

Northeastern Appointee	Blair Flowers
Southeastern Appointee	Marianne Stickland
Western Appointee	Jamie McGarvey
Public Appointees:	Tim Sheppard

REGRETS:

Central Appointee	Sara Inch
-------------------	-----------

ALSO IN ATTENDANCE:

Executive Director, Organizational Effectiveness	Chris Bowes
Executive Director, Community Services	Louise Gagné
Executive Director, Clinical Services/Chief Nursing Officer	Shannon Mantha
Executive Director, Corporate Services/Privacy Officer	Paul Massicotte
Executive Assistant, Quality Assurance	Shelly Maki
Manager, Oral Health Program	Julie Patenaude-Bouffard
Health Promotion Specialist, Foundational Services	Erin Reyce
Manager, Quality, Practice, and Relations	Terry Smith
Public Relations Specialist	Kylie Wurdell

Recorder

Executive Assistant, Office of the Medical Officer of Health	Ashley Lecappelain
--	--------------------

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson called the Board of Health meeting to order at 5:40 p.m.

2.0 APPROVAL OF AGENDA

The agenda for the November 26, 2025, Board of Health meeting was reviewed, and the following motions were read:

Board of Health Resolution #BOH/2025/11/01* Wolfe/Lowery

Be It Resolved, that the Board of Health Agenda, dated November 26, 2025, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

Julie Patenaude-Bouffard, Terry Smith, Chris Bowes, Erin Reyce, Kylie Wurdell, Louise Gagné, and Shannon Mantha joined the Board of Health meeting at 5:42 p.m.

4.0 PRESENTATIONS: NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT STRATEGIC PLAN UPDATES'

Chris Bowes, Erin Reyce, Terry Smith, Julie Patenaude-Bouffard, and Kylie Wurdell presented an update on the 2024–2027 Strategic Plan. The presentation highlighted implementation progress and strategy spotlights related to:

- **Priority 1, Strategy 2:** Foster leadership through improved performance management and succession planning.
- **Priority 2, Strategy 4:** Cultivate our role within systems-level efforts to reduce poverty and homelessness
- **Priority 2, Strategy 2:** Raising Awareness of the needs addressed by the Health Unit.

Questions and comments were received and addressed.

Julie Patenaude-Bouffard, Terry Smith, Erin Reyce, Chris Bowes, Kylie Wurdell, Louise Gagné, and Shannon Mantha left the Board of Health meeting at 6:13 p.m.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Board of Health Minutes – September 24, 2025

The minutes from the Board of Health meeting held on September 24, 2025, were reviewed and the following motion was read.

Board of Health Resolution #BOH/2025/11/02 *Sheppard/Cook

Be It Resolved, that the minutes from the Board of Health meeting held on September 24, 2025, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

<u>Name:</u>	<u>For:</u>	<u>Against:</u>	<u>Abstain:</u>	<u>Name:</u>	<u>For:</u>	<u>Against:</u>	<u>Abstain:</u>
<u>Rick Champagne</u>	X			<u>Jamie McGarvey</u>	X		
<u>Karen Cook</u>	X			<u>Jamie Restoule</u>	X		
<u>Blair Flowers</u>	X			<u>Tim Sheppard</u>	X		
<u>Sara Inch</u>	A			<u>Marianne Stickland</u>	X		
<u>Jamie Lowery</u>	X			<u>Dave Wolfe</u>	X		

"Carried"

5.2 Board of Health In-Camera Minutes – September 24, 2025

The in-camera minutes from the Board of Health meeting held on September 24, 2025, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2025/11/03 *Wolfe/Restoule

Be It Resolved, that the in-camera minutes from the Board of Health meeting held on September 24, 2025, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

<u>Name:</u>	<u>For:</u>	<u>Against:</u>	<u>Abstain:</u>	<u>Name:</u>	<u>For:</u>	<u>Against:</u>	<u>Abstain:</u>
<u>Rick Champagne</u>	X			<u>Jamie McGarvey</u>	X		

<i>Karen Cook</i>	<i>X</i>	<i>Jamie Restoule</i>	<i>X</i>
<i>Blair Flowers</i>	<i>X</i>	<i>Tim Sheppard</i>	<i>X</i>
<i>Sara Inch</i>	<i>A</i>	<i>Marianne Stickland</i>	<i>X</i>
<i>Jamie Lowery</i>	<i>X</i>	<i>Dave Wolfe</i>	<i>X</i>

“Carried”

6.0 BUSINESS ARISING

There was nothing noted under Business Arising.

7.0 REPORT OF MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health dated November 26, 2025, was presented to the Board of Health for information purposes.

Questions and comments were received and addressed.

8.0 BOARD COMMITTEE REPORTS

8.1 Personnel Policy, Labour/Employee Relations Committee

A Personnel Policy, Labour/Employee Relations Committee meeting was held prior to the Board of Health meeting. The following motions were read:

Board of Health Resolution #BOH/2025/11/04 *Lowery/Flower

Whereas, the Board of Health conducted a performance evaluation for the Medical Officer of Health/Executive Officer in 2024 as required under Bylaw Section IV, #54;

Whereas, the Board of Health approved that the next evaluation occur in 2025 and continued the Ad Hoc Medical Officer of Health Performance Evaluation Committee for this purpose; and

Whereas, competing organizational priorities and limited capacity have made it infeasible to complete the evaluation in 2025;

Therefore Be it Resolved, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve deferring the 2025 evaluation of the Medical Officer of Health/Executive Officer to Q1 2026; and

Further Be it Resolved, that remuneration for the Medical Officer of Health Performance Evaluation Committee members continue in accordance with Board of Health Bylaw Section VI, #79.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

Board of Health Resolution #BOH/2025/11/05 *Wolfe/McGarvey

Whereas, the collective agreements with the Ontario Nurses’ Association and Ontario Public Services Employees Union, as well as the Management/Non-Union Employment Policy, expired on March 31, 2025; and

Whereas, negotiations were undertaken with Ontario Nurses’ Association and Ontario Public Services Employees Union, and both unions ratified their respective agreements in November 2025; and

Whereas, negotiations for the Management/Non-Union Employment Policy include monetary adjustments identical to those negotiated with Ontario Nurses’ Association and Ontario Public Services Employees Union;

Be It Resolved, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee the Board of Health approve the changes to the collective agreements between the North Bay Parry Sound District Health Unit and Ontario Nurses’ Association and Ontario Public Services Employees Union, and approve the revised Management/Non-Union Employment Policy for full-time and part-time employees, effective April 1, 2025, to March 31, 2027.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

9.0 CORRESPONDENCE

Board of Health correspondence listed for the November 26, 2025, meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Association of Local Public Health Agencies (ALPHA) 2025 Fall Symposium Summary Report

The ALPHA 2025 Fall Symposium Summary Report was provided to the Board of Health for information purposes by Dr. Zimbalatti.

10.2 Third Quarter Financial Statements

The third quarter financial statements were provided to the Board of Health for information purposes.

Questions and comments were addressed.

10.3 Third Quarter Medical Officer of Health Expenses – July 1 to September 30, 2025

The third quarter expenses of the Medical Officer of Health/Executive Officer were provided to the Board of Health for information purposes.

10.4 Third Quarter Board of Health Expenses – July 1 to September 30, 2025

The third quarter expenses of the Board of Health were provided to the Board of Health for information purposes.

10.5 All Staff Holiday Celebration Luncheon Invitation

The following motion was read:

Board of Health Resolution #BOH/2025/11/06 *Restoule/Cook

Whereas, the All Staff Holiday Celebration Luncheon will take place on December 10, 2025, from 12:00 to 1:00 p.m. at Best Western North Bay Hotel & Conference Centre, 700 Lakeshore Drive, North Bay, Ontario;

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes Board of Health members to attend the Health Unit’s All Staff Holiday Celebration Luncheon on Wednesday, December 10, 2025; and

Furthermore Be It Resolved, that the Board of Health approve Board of Health members’ expenses related to attending the Holiday Season Celebration Luncheon in accordance with Board of Health Bylaws Section VI, #79, Remuneration

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

10.6 Association of Local Public Health Agencies (alPHA) 2026 Annual General Meeting and Conference

The following motion was read:

Board of Health Resolution #BOH/2025/11/07 *Restoule/Stickland

Be It Resolved, that the Board of Health for the North Bay Parry Sound District Health Unit authorizes three Board of Health member(s) to attend the Association of Local Public Health Agencies (alPHA) 2026 Annual General Meeting and Conference to be held June 8-10, 2026, at Radisson Blu Downtown, located at 249 Queen’s Quay West in Toronto, ON; and

Furthermore Be It Resolved, that expenses related to attendance of the alPHA 2026 Annual General Meeting and Conference be paid in accordance with the Board of Health Bylaw, VI, #79.

Be It Further Resolved, that the attending Board Member(s) be required to provide a summary of the symposium to the Board of Health at a subsequent meeting.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
--------------	-------------	-----------------	-----------------	--------------	-------------	-----------------	-----------------

<i>Rick Champagne</i>	X	<i>Jamie McGarvey</i>	X
<i>Karen Cook</i>	X	<i>Jamie Restoule</i>	X
<i>Blair Flowers</i>	X	<i>Tim Sheppard</i>	X
<i>Sara Inch</i>	A	<i>Marianne Stickland</i>	X
<i>Jamie Lowery</i>	X	<i>Dave Wolfe</i>	X

“Carried”

10.7 Association of Local Public Health Agencies (ALPHA) 2026 Annual General Meeting and Conference

The following motion was read:

Board of Health Resolution #BOH/2025/11/08*Cook/Stickland

Whereas, that in accordance with Board of Health Bylaw Section III, #51, the Board of Health approved the regular meeting schedule for the year 2025 at the January 22, 2025, Board meeting; and

Whereas, revisions to the previously approved Board of Health meeting scheduled were required as follows:

DATE	MEETING	TIME
<i>January 22 *This date is carried over from the 2024 approved schedule: for information only</i>	<i>Board of Health Meeting</i>	<i>5 – 7 p.m.</i>
<i>February 26</i>	<i>Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health</i>	<i>5 – 7 p.m.</i>
<i>April 23</i>	<i>Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health</i>	<i>5 – 7 p.m.</i>
<i>June 25 Location: Parry Sound</i>	<i>Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health</i>	<i>5 – 7 p.m.</i>
<i>September 24</i>	<i>Personnel Policy, Employee/Labour Relations Committee Finance and Property Committee Board of Health</i>	<i>5 – 7 p.m.</i>

DATE	MEETING	TIME
November 26	Personnel Policy, Employee/Labour Relations Committee Board of Health	5 – 7 p.m.
December 3	Finance and Property Committee Board of Health	5 – 7 p.m.
January 28, 2026	Finance and Property Committee Board of Health	5 – 8 p.m.

Now Therefore Be It Resolved, that in accordance with Section #51 of the Board of Health Bylaws that the Board of Health for the North Bay Parry Sound District Health Unit approve revisions to the 2025 Board of Health meeting schedule, as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

11.0 DATE OF NEXT MEETING

Date: January 28, 2026

Time: 5:00 p.m. - 8:00 p.m.

Place: Nipissing Room, North Bay Office

12.0 IN CAMERA

12.1 A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group or persons, or organization.

A in-camera session of the Board of Health meeting was held. The following motion was read:

Board of Health Resolution #BOH/2025/11/09 *Wolfe/Sheppard

Be it Resolved, that the Board of Health move in camera at 6:43 p.m. to discuss agenda item 12.2 a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group or persons, or organization.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

The Board of Health entered an In-Camera meeting and stopped live streaming to the public at 6:44 p.m.

Board of Health Resolution #BOH/2025/11/10 *Lowery/Restoule

Be it Resolved, that the Board of Health rise and report at 6:52 p.m.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	X			Tim Sheppard	X		
Sara Inch	A			Marianne Stickland	X		
Jamie Lowery	X			Dave Wolfe	X		

“Carried”

The Board of Health commenced live streaming to the public at 6:53 p.m.

14.0 ADJOURNMENT

Having no further business, Rick Champagne the Board of Health Chairperson adjourned the Board of Health meeting at 6:54 p.m.

Original Signed by Rick Champagne

2026/01/28

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Ashley Lecappelain

2026/01/28

Ashley Lecappelain, Recorder

Date (yyyy/mm/dd)

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT
FINANCE AND PROPERTY COMMITTEE OF THE BOARD OF HEALTH
MINUTES – FINANCE AND PROPERTY COMMITTEE, June 25, 2025
90 Bowes Street, Georgian Room, Parry Sound, Ontario**

PRESENT:

Nipissing District:

Central Appointee

Karen Cook

Central Appointee

Sara Inch

Central Appointee

Dave Wolfe (Chairperson)

Eastern Appointee

Rick Champagne

Parry Sound District:

Western Appointee

Jamie McGarvey

Southeastern Appointee

Marianne Stickland

Public Appointees:

Tim Sheppard (Vice-Chairperson)

Catherine Still

REGRETS:

Central Appointee

Jamie Lowery

Western Appointee – Nipissing District

Jamie Restoule

Northeastern Appointee

Blair Flowers

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer

Dr. Carol Zimbalatti

Executive Director, Corporate Services

Paul Massicotte

Recorder

Executive Assistant, Office of the Medical Officer of Health

Ashley Lecappelain

1.0 CALL TO ORDER

The Finance and Property Committee members joined the meeting in person from the Georgian Room at 90 Bowes Street, Parry Sound, Ontario, and virtually via Teams video conference.

Dave Wolfe, Finance and Property Chairperson called the meeting to order at 5:02 p.m.

2.0 LAND ACKNOWLEDGEMENT

The land acknowledgement was provided by Catherine Still.

3.0 APPROVAL OF AGENDA

The agenda for June 25, 2025, Finance and Property Committee meeting was reviewed, and the following motion was read:

Finance and Property Recommendation #FP/2025/04/01 *Stickland/McGarvey

Be It Resolved, that the Finance and Property Committee agenda dated June 25, 2025, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	R		
Karen Cook	X			Tim Sheppard	X		
Blair Flowers	R			Marianne Stickland	X		
Sara Inch	X			Catherine Still	X		
Jamie Lowery	R			Dave Wolfe	X		
Jamie McGarvey	X						

"Carried"

4.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

5.0 APPROVAL OF PREVIOUS MINUTES

5.1 Finance and Property committee Minutes – April 23, 2025

The minutes from the Finance and Property Committee meeting held on April 23, 2025, were reviewed and the following motion was read:

Finance and Property Recommendation #FP/2025/04/02 *Still/Champagne

Be It Resolved, that the minutes from the Finance and Property Committee meeting held on April 23, 2025, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	R		

Karen Cook	X	Tim Sheppard	X
Blair Flowers	R	Marianne Stickland	X
Sara Inch	X	Catherine Still	X
Jamie Lowery	R	Dave Wolfe	X
Jamie McGarvey	X		

"Carried"

6.0 DATE OF NEXT MEETING

Date: September 24, 2025
Time: To be determined
Location: Nipissing Room, North Bay Office

7.0 BUSINESS ARISING

There was nothing brought forward under Business Arising.

8.0 NEW BUSINESS

8.1 Insurance Program Annual Report

An annual review of the General Insurance Program is required by the Board of Health. A written report was provided as part of the agenda package.

Comments and questions were received and addressed.

8.2 Risk Management Assessment Report

A report on the risk management assessment activities is required annually. A written report was provided as part of the agenda package.

The report provided a breakdown of the active risks and an update on the number of risk assessment sessions conducted since the previous year's report.

Comments and questions were received and addressed.

11.0 IN CAMERA

There was nothing brought forward requiring a closed session.

12.0 ADJOURNMENT

Having no further business, Dave Wolfe, the Finance and Property Committee Chairperson adjourned the meeting at 5:12 p.m.

Original Signed by Sara Inch	2026/01/28
Chairperson/Vice-Chairperson	Date (yyyy/mm/dd)
Original Signed by Ashley Lecappelain	2026/01/28
Ashley Lecappelain, Recorder	Date (yyyy/mm/dd)

From: [Brooke Piercey](#)
To: [Bonfield Clerk](#); [Bonfield Deputy Clerk](#); [Calvin CAO](#); [Calvin Clerk](#); [Calvin Deputy Clerk](#); [Chisolm CAO](#); [East Ferris CAO](#); [East Ferris Clerk](#); [Info](#); [Paul Laperriere](#); [Mattawan Admin](#); [John Severino](#); [Brent Kalinowski](#); [Ian Kilgour](#); [Beverley Hillier](#); [Papineau-Cameron Clerk](#); [Papineu-Cameron Admin](#); [South Algonquin Clerk](#); [South Algonquin Deputy Clerk](#); [Temagami CAO](#); [Temagami Clerk](#); [West Nipissing CAO](#); [West Nipissing Deputy Clerk](#); [West Nipissing Treasurer](#)
Cc: [Melanie Shaye](#); ["Mark King"](#); [Lana Mitchell](#); [Peter Chirico](#); [Maggie Horsfield](#); ["Chris Mayne"](#); [mayor@southalgonquin.ca](#); ["Melanie Chenier - Papineau Cameron Councillor \(melanie.chenier@gmail.com\)"](#); [terry.kelly@eastferris.ca](#); [amanda.liane108@gmail.com](#); ["jamierestoule@vianet.ca"](#); [Justine Mallah](#); [dan.omara@temagami.ca](#); [Linda Cook](#)
Subject: DNSSAB Highlights - January 2026
Date: Thursday, February 12, 2026 3:27:48 PM
Attachments: [image006.png](#)
[image008.png](#)
[image009.png](#)
[image010.png](#)
[image002.png](#)
[Cold Weather Relief and Supports in Nipissing District.pdf](#)

This email is sent on behalf of Melanie Shaye, DNSSAB CAO.

Hello,

In follow up to the January 8 email, please find the **DNSSAB's January Highlights** email below.

Board

ROMA: Several DNSSAB Board members attended the Rural Ontario Municipalities Association (ROMA) Conference in January, advocating on issues that are important in Nipissing. Highlights include advocacy for a Learn and Stay program for Early Childhood Educators, seeking funding for shovel-ready housing projects, and seeking additional training for paramedics to support patients with mental health and/or substance use challenges.

Children's Services

EarlyON: EarlyON Child and Family Centres, supported by DNSSAB, have calendars available online, with programs across the District: [DNSSAB | EarlyON Child & Family Centres](#).

Coordinated Services

- **Cold Weather Relief:** A listing of daytime spaces, meals, outreach, and other supports available in Nipissing are attached. You are encouraged to share this information.
- **Housing Development:** The considerations required for housing development, and the steps to shovel-readiness, as it relates to affordable housing development, are outlined in this report: [Development Considerations – Steps to](#)

[Shovel-Readiness.](#)

- **Municipalities Under Pressure, One Year Later:** A report has been generated, available here: [Municipalities Under Pressure: One Year Later – Northern Ontario Homelessness Update](#), outlining the significant pressures of homelessness in Ontario, and the particular impacts on Northern Ontario. A Northern-specific report is also available: [Protecting Northern Ontario for 1.3 cents on the dollar.](#)
- **Ontario Works and Elizabeth Fry Society:** A shared space agreement has been established with the Elizabeth Fry Society, and Navigators can now begin providing outreach services there. The Elizabeth Fry Society serves Northeastern Ontario with locations in North Bay and Sudbury. With this addition, there are now eight organizations that the Navigators are visiting or that DNSSAB has space agreements with to support clients. The Elizabeth Fry Society focuses on confronting the effects of criminalization and incarceration, particularly the circumstances of women and gender diverse people in the criminal justice system. Thank you to the Navigator team for their important work in the community.
- **Who is Experiencing Homelessness:** The results of DNSSAB's 2025 Point-in-Time Enumeration can be found in this report, [Nipissing Counts 2025](#), and the Infographic: [2025 PiT enumeration Infographic.](#)

Finance

Municipal Apportionment: The 2026 DNSSAB municipal apportionment report is available here: [2026 Municipal Apportionment.](#)

Paramedic Services

Paramedic Services uses social media to help educate the community on the important work the Community Paramedicine program delivers.



District of Nipissing Social Services Administration Board

December 29, 2025 at 12:02 PM · 🌐

...

DYK: The Ontario government has made the Community Paramedicine for Long-Term Care program permanent.

This commitment means trusted, at-home health care will continue to support seniors and vulnerable residents across Ontario, including right here in Nipissing District.

Learn more: dnssab.ca/paramedic-service/community-paramedicine-program



District of Nipissing Paramedic Services



686 
unique referrals

were made in 2024 to Nipissing
District's Community Paramedicine
Program by partner agencies.

Healthy, Sustainable Communities.

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

Please do not hesitate to reach out if you have questions.

Melanie

Melanie Shaye, BA, CHRL (she/her, Mel-an-ee)
Chief Administrative Officer (CAO) | Directrice générale
District of Nipissing Social Services Administration Board (DNSSAB) |
Conseil d'administration des services sociaux du district de Nipissing (CASSDN)

200 McIntyre Street East | 200, rue McIntyre Est | North Bay, ON, P1B 8V6

Phone | Téléphone: (705) 474-2151 ext. 63188

Fax | Télécopieur: (705) 474-7155



The information in this e-mail is intended solely for the addressee(s) named, and is confidential. Any other distribution, disclosure or copying is strictly prohibited. If you have received this communication in error, please reply by e-mail to the sender and delete or destroy all copies of this message.

Ce courriel et toutes pièce-jointes sont transmis à titre confidentiel et ne sont destinés qu'à la personne ou à l'entité à qui ils sont adressés et pourraient bénéficier du secret professionnel. Un tel privilège est réclamé de façon expresse. Si vous avez reçu ce courriel par erreur vous êtes prié de contacter l'auteur immédiatement et d'effacer la version originale ainsi que toutes pièce-jointes. Veuillez ne pas diffuser, distribuer ou copier. Merci.



Cold Weather Relief and Supports

Daytime spaces, meals, outreach, and other supports are offered across the District of Nipissing this winter. Hours may change. Please confirm with each provider.

North Bay

AIDS Committee – Drop-In

Suite 102, 147 McIntyre Street West, North Bay
705-497-3560 | aidsnorthbay.ca
Monday–Friday 8:30am–12pm, 1pm–4pm
(Friday closes 3:30pm)
Supports: coffee, hot chocolate, snacks, client washroom

CMHA – Peer Connections

333 Fraser Street, North Bay
705-476-4088 | nbd.cmha.ca
Monday–Friday 8am–4pm
Supports (for members only): safe daytime programming, warm indoor space and support

The Gathering Place – Meal Centre

1181 Cassells Street, North Bay
705-474-7687 | thegatheringplacenorthbay.ca
Monday–Friday 11:30am–1:30pm
Supports: freshly prepared meals

AIDS Committee – Lounge

Suite 102, 147 McIntyre Street West, North Bay
705-497-3560 | aidsnorthbay.ca
Monday–Friday 9am–11:30am, 1pm–3:30pm
(subject to staff availability)
Supports: warm resting space (capacity 6)

Crisis Centre – Northern Pines Shelter

590 Chippewa Street West, North Bay
Open 24/7 until April 30, 2026
705-316-1052 | crisiscentre-nb.on.ca
Supports: 24 beds, on-site supports

True Self – Clothing Drop-Ins

239 Main Street East (2nd floor), North Bay
Monday and Wednesday 1pm–4pm
705-474-4058 | nfn.ca/true-self
Supports: clothing, snacks, place to warm up

West Nipissing

No More Tears – The Hub

#2-189 Main Street, Sturgeon Falls
705-980-0420 | nomoretearswestnipissing.ca/the-hub
Monday, Tuesday, Thursday, Friday 9am–4pm
Wednesday 11am–4pm
Supports: warm meals, clothing and hygiene supplies, advocacy, system navigation, housing referrals, connection to services, access to licensed psychotherapist weekly, help with applications (e.g., Ontario Works), and more

No More Tears – Soup Kitchen

45 John Street, Sturgeon Falls (Our Lady of Sorrows Church)
nomoretearswestnipissing.ca/soup-kitchen
11:30am–2pm on: January 14, 28; February 11, 25; March 11, 25; April 8, 22
Dates are regularly updated on website
Supports: free meals, twice a month, no registration required

District-Wide

Crisis Centre – Extreme Cold Protocol

District-Wide
705-316-1052 | crisiscentre-nb.on.ca
Activated during extreme cold alerts
Supports: limited number of beds available for overflow at -15°C or when the wind chill falls to -20°C

True Self – Peer Outreach Support Team

District-Wide
705-498-9482 | nfn.ca/true-self
Monday–Friday 8am–8pm
Saturday and Sunday 9am–5pm
Supports: basic needs supplies, harm reduction, wellness checks, help connecting to shelter and services



January 27, 2026

RECEIVED

JAN 29 2026

Corporation of the Town of Mattawa
160 Water Street
PO Box 390
Mattawa, ON P0H 1V0

Dear Mayor and Council:

As you are aware, the *Community Safety and Policing Act*, 2019 (CSPA) came into effect on April 1, 2024. The Mattawa Regional Ontario Provincial Police Detachment Board (MROPPDB) would like to provide you with an overview of our progress and activities since that time, as well as our priorities moving forward.

Official Name: Under the CSPA, our detachment board was originally designated as North Bay OPP Detachment Board 1. In early 2025, we formally adopted the name Mattawa Regional Ontario Provincial Police Detachment Board to better reflect the area we serve.

Membership: In accordance with the CSPA, the MROPPDB has six members. We have one member of council from each of the four municipalities: Municipality of Calvin, Town of Mattawa, Municipality of Mattawan, and Papineau-Cameron Township, one member who is neither a member of council nor an employee of any of the above municipalities, jointly appointed by those municipalities and one member appointed by the Minister (currently vacant).

Meeting Mandate: As required, the MROPPDB meets at least quarterly. We continue to meet this obligation.

Bylaws, Policies, and Governance Documents: The MROPPDB has developed and approved the bylaws, policies, and governing documents recommended by the Ontario Association of Police Services Boards (OAPSB) to meet the CSPA's requirements. To date, we have approved:

- Terms of Reference
- Bylaw for Official Name
- Participating in Board Meetings by Videoconference Policy

- Abuse Policy (required for liability insurance)
- Financial Policy
- Communication Policy

Strategic Mandate Activities: To fulfill our responsibilities under the CSPA, the Board has reviewed quarterly reports from the Detachment Commander regarding local policing services and provided input into detachment objectives and priorities through surveys and roundtable discussions.

Additional Achievements: The MROPPDB has also:

- Maintained an official email account: mroppdb@gmail.com
- Established a municipal levy formula based on population percentages
- Completed all mandatory board training modules
- Developed and maintained our website:
<https://www.matawaregionaloppdetachmentboard.com>
- Reviewed and purged several boxes of outdated historical documents
- Maintained active membership in Zone 1A and the OAPSB
- Maintained required liability insurance
- Sent four delegates to the OPP North Bay Detachment Collaborative Meeting (September 2025)
- Sent one delegate to the Zone 1A Joint Chief of Police and OAPSB Meeting (November 2025)
- Hosted a fraud-prevention information session at the Golden Age Club (December 2025).

Priorities for 2026–2027: Looking ahead, the Board will focus on:

- Advertising and recruiting our ministry representative
- Reviewing the 2025–2026 OPP Annual Report
- Increasing Police and Board visibility in the community through educational events, scholarships, and appreciation initiatives
- Formalizing agendas to ensure consistent information exchange between each municipality and the Detachment Commander
- Strengthening input into detachment objectives and priorities by:
 - Referencing key community documents, such as the Mattawa & Area Community Safety Well-being Plan
 - Engaging with community leaders to better understand local needs with a focus on determinants of health and wellbeing.

Closing Remarks: The MROPPDB acknowledges that community visibility has been limited since the implementation of the CSPA. Our initial priority has been establishing a strong governance foundation for a well-functioning board. We thank you for your levy contributions, which have supported this work.

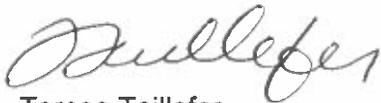
We will be preparing the 2026–2027 workplan and will provide next year's levy letter early in the new year. Your representative on the MROPPDB is your resource person to provide updates at any time; however, if you would like a presentation to council, we would be pleased to share a

detailed report. Should you have community concerns or upcoming events that the OPP or the Board should be aware of, please advise your representative so the information can be brought forward at the next meeting.

Requests to Municipalities: We kindly ask each municipality to consider the following:

- Adding a link to our website on your municipal website to support community visibility
- Including one of the attached #KnowWhenToCall postcards in your next tax bill mail-out. To obtain the necessary quantities, please contact Andrew Kraemer, Interim Detachment Commander, at andrew.kraemer@opp.ca.

Sincerely,



Teresa Taillefer
MROPPDB Chairperson and Member at Large

SYSTEM OVERVIEW

October 1st to December 31st, 2025

OPERATIONAL HIGHLIGHTS

Drinking Water System

- The water treatment system operated well during the third quarter.
- Generator was repaired and returned to service.

Wastewater Treatment

- The wastewater treatment system performed well during the third quarter.
- McKenzie Station pump failed. Was sent out for rebuild assessment.
- 601 McKenzie Station generator failed. Service technicians thought it may have been solenoid related issue, however it appears to be an obsolete speed control board from 1978. Will try to track down compatible parts for repair. In the meantime, the Public Works emergency portable generator was hardwired in as backup and placed into service.
- Approved to proceed with the second 60 HP submersible to replace the second 88 HP that recently failed. Initiated the energy retrofit incentive program with the IESO.

CAPITAL PLAN PROGRESS

Drinking Water System

- Generator that powers the wellhouse and main sewage lift station failed. Throttle body controller was rush ordered. Emergency repairs did not correct the problem. Ran off of the reservoir during scheduled hydro outage. Hydrovac truck assisted in keeping sewage levels down by pumping out several loads at the main lift station.
- Submitted 2026 capital forecast

Wastewater Treatment Lagoon

- *Sewage pump station wetwells and lagoon discharge box cleaned out.*
- *Rebuild 3.9 HP submersible pump from 601 McKenzie station.*
- *Removed temporary pump control panel and installed new replacement.*
- *Alternate duty 88 HP pump was clogged with non-flushable material. This is the second pump to be damaged by non-flushable materials in 2024. A spare was located by Xylem out of province and brought in to replace the failed pump, which was sent off for a rebuild assessment.*

- *Rebuilt 3.9 HP submersible pump was installed at 601 McKenzie Station*

ASSET MANAGEMENT

- See Appendix A - Work Order summary for water treatment plant (WTP)
- See Appendix B - Work Order summary for wastewater treatment lagoon (WWTL)

CALL-OUT SUMMARY

- See Appendix C - Call-out Report for WTP
- See Appendix D - Call-out Report for WWTL

REGULATORY

- All drinking water samples required under O. Regulation 170/03 were collected and tested in the fourth quarter of 2025 and all results fell within regulatory limits.
- Quarterly trihalomethanes (THM), haloacetic acids (HAA), Nitrate and Nitrite sampling completed October 8, 2025.
- Summer Term lead, alkalinity and pH sampling completed October 8, 2025.
- Annual Capital and Major Maintenance Recommendations Report completed and submitted.
- Annual Hach instrument calibrations completed on November 4, 2025.
- THM running annual average below limit of 100 ug/L with a result of 6.00 ug/L in the past four quarters.
- HAA running annual average below limit of 80 ug/L (came into effect January 1, 2020) with a result of 5.00 ug/L in the past four quarters.
- ESA inspection completed at Mattawa WWTP on December 5, 2025. No defects identified.
- Lifting Devices inspected
- There were no Ministry of the Environment, Conservation and Parks (MECP) or Ministry of Labour (MOL) inspections conducted this quarter.
- DWQMS Management Review completed December 3, 2025.
- All required sewage samples under the system's Environmental Compliance Approval (ECA) were collected and tested during the fourth quarter of 2025, with the exception of two monthly sample that were missed in November.
- Lagoon sample results were well below ECA limits.

INCIDENTS AND COMPLAINTS

Mattawa Drinking Water System

Incident	562 Ottawa Street- Sewage smell coming from kitchen faucet.
-----------------	---

Date	October 19 2025
Details	Started water from kitchen sink, immediately took sample in PET 500 mL. No smell or tasted was detected. Chlorine residual collected 0.57 mg/L.

Mattawa Wastewater System

Incident	n/a
Date	
Details	

HEALTH AND SAFETY

- Staff training completed on ADHD Awareness.
- Staff training completed on Contingency Plan Cluster Training: Review topics Critical Injury and Unsafe Water
- Staff training completed on Winter walking hazards
- Staff training completed on Hazardous Energy and De-energization.

MATTAWA DRINKING WATER SYSTEM PERFORMANCE

See Appendix E – Performance Assessment Report Water

MATTAWA WASTEWATER TREATMENT LAGOON – WASTEWATER FLOW SUMMARY

See Appendix F – Performance Assessment Report Wastewater



Appendix A - Work Order Summary for WTP

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1517*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4790555	0000328760	GENERATOR ELECTRIC DIESEL	1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Monthly Test (1m) 1517	CLOSE	10/1/25 12:00 AM	10/31/25 02:59 PM	10/31/25 02:59 PM	
4790565			1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#1) (1m / 1y) 1517	COMP	10/1/25 12:00 AM	1/15/26 02:45 PM	1/15/26 02:45 PM	UVR Reference Sensor check (UV#1) (1m / 1y) 1517 -UV reference check completed, found within spec
4790579			1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#2) (1m / 1y) 1517	COMP	10/1/25 12:00 AM	1/15/26 02:45 PM	1/15/26 02:45 PM	UVR Reference Sensor check (UV#2) (1m / 1y) 1517 -UV reference check completed, found within spec
4790743			1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	1	MONTHS	UVR Service (Spring & Fall) 1517	COMP	10/1/25 12:00 AM	1/15/26 02:54 PM	1/15/26 02:54 PM	
4790754			1517, Mattawa DWS	PM	Inspection	3	MONTHS	Replace UV Air Filters 1517	COMP	10/1/25 12:00 AM	1/15/26 02:01 PM	1/15/26 02:01 PM	-Visual inspection of fans and ventilation. Changed filters, all ok
4790762	0000328767	ANALYZER UV PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	UVT Analyzer calibration to yellow box (1m) 1517	COMP	10/1/25 12:00 AM	1/15/26 01:52 PM	1/15/26 01:52 PM	UVT Analyzer calibration to yellow box (1m) 1517 -Optiview checked against yellow box handheld. Checked weekly with sampling. Found within specs, no issues found at this time.
4790784			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Critical Alarm Dialer Route (1m) - 1517	COMP	10/1/25 12:00 AM	1/15/26 02:17 PM	1/15/26 02:17 PM	Critical Alarm Dialer Route (1m) - 1517 -Alarm dialer tested over the month with various alarms. All working OK.
4790791			1517, Mattawa DWS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1517	COMP	10/1/25 12:00 AM	1/15/26 02:28 PM	1/15/26 02:28 PM	Health And Safety Inspection (1m) 1517 -Health and safety inspection completed, no issues found, focused this month on Floor cleanliness. All ok
4790802	0000328758	VALVE REGULATING	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Valve Regulating Inspection (1m) 1517	COMP	10/1/25 12:00 AM	1/15/26 01:58 PM	1/15/26 01:58 PM	Valve Regulating Inspection (1m) 1517 -Visual inspection completed during daily rounds. Visually inspect valving for any deficiencies. No visual issues found at this time

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1517*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4790807	0000328754	WELL PRODUCING #2	1517, Mattawa DWS	PM	Inspection	1	YEARS	Well Producing (1y / 10y) Inspection 1517	COMP	10/1/25 12:00 AM	1/15/26 02:53 PM	1/15/26 02:53 PM	Well Producing (1y / 10y) Inspection 1517 -Checked well head for issues, nothing found. adjusted packing on pump. All working OK
4791158			1517, Mattawa DWS	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 1517	COMP	10/1/25 12:00 AM	1/15/26 02:59 PM	1/15/26 02:59 PM	Analyzer Chlorine Inspection/ Service (1m) 1517 -Chlorine analyzer checked weekly against handheld. found within specs.
4840191	0000349414	ANALYZER	1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	3	MONTHS	UV Transmitter Optiview Calibration (3m) 1517	COMP	11/1/25 12:00 AM	1/15/26 03:00 PM	1/15/26 03:00 PM	UV Transmitter Optiview Calibration (3m) 1517 -Optiview checked against handheld, values fell within specs, nothing further at this time.
4840202	0000328760	GENERATOR ELECTRIC DIESEL	1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Monthly Test (1m) 1517	CLOSE	11/1/25 12:00 AM	10/31/25 02:58 PM	10/31/25 02:58 PM	Generator Monthly Test (1m) 1517 -WTP generator was serviced and ran by Vals generator on sept 16/25, all ok at this time
4840205			1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#1) (1m / 1y) 1517	COMP	11/1/25 12:00 AM	1/15/26 02:44 PM	1/15/26 02:44 PM	UVR Reference Sensor check (UV#1) (1m / 1y) 1517 -UV 1 reference check completed, uv passed within specs
4840208			1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#2) (1m / 1y) 1517	COMP	11/1/25 12:00 AM	1/15/26 02:44 PM	1/15/26 02:44 PM	UVR Reference Sensor check (UV#2) (1m / 1y) 1517 -UV 2 reference check completed. passed within specs JD
4840264	0000328767	ANALYZER UV PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	UVT Analyzer calibration to yellow box (1m) 1517	COMP	11/1/25 12:00 AM	1/15/26 01:53 PM	1/15/26 01:53 PM	UVT Analyzer calibration to yellow box (1m) 1517 -Optiview checked against yellow box handheld. Checked weekly with sampling. Found within specs, no issues found at this time.
4840285			1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	1	YEARS	HVAC, Fans, Dehumidifiers, Heaters ,Louvres (1y) 1517	COMP	11/1/25 12:00 AM	1/15/26 02:49 PM	1/15/26 02:49 PM	
4840298			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Critical Alarm Dialer Route (1m) - 1517	COMP	11/1/25 12:00 AM	1/15/26 02:19 PM	1/15/26 02:19 PM	Critical Alarm Dialer Route (1m) - 1517 -Alarm dialer tested over the month with various alarms. All working OK.

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1517*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4840305			1517, Mattawa DWS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1517	COMP	11/1/25 12:00 AM	1/15/26 02:31 PM	1/15/26 02:31 PM	Health And Safety Inspection (1m) 1517 -Health and safety inspection completed, this month focused on winter prep at stations. All OK
4840316	0000328789	TANK STORAGE FUEL ELECTRIC GENERATOR	1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	1	YEARS	Tank Storage Fuel Diesel Insp/ Service (1y) 1517	CLOSE	11/1/25 12:00 AM	10/31/25 03:19 PM	10/31/25 03:19 PM	Tank Storage Fuel Diesel Insp/ Service (1y) 1517 -Visual inspection of fuel tank completed. All ok no signs of defects
4840324	0000328758	VALVE REGULATING	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Valve Regulating Inspection (1m) 1517	CLOSE	11/1/25 12:00 AM	10/31/25 03:22 PM	10/31/25 03:22 PM	Valve Regulating Inspection (1m) 1517 -visual inspection of all valves complete. no issues found at this time. checked for leaks, cracks and visual defects.
4840412			1517, Mattawa DWS	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 1517	COMP	11/1/25 12:00 AM	1/15/26 02:59 PM	1/15/26 02:59 PM	Analyzer Chlorine Inspection/ Service (1m) 1517 -Chlorine analyzer checked weekly against handheld. found within specs.
4862538	0000328804	ANALYZER CHLORINE / PH AIT 102	1517, Mattawa DWS	PM	Inspection	3	MONTHS	PH Analyzer Calibration (3m) 1517	COMP	11/13/25 12:00 AM	1/15/26 03:02 PM	1/15/26 03:02 PM	PH Analyzer Calibration (3m) 1517 -PH probe checked against standards, no issues found, all ok
4862541			1517, Mattawa DWS	PM	Inspection	3	MONTHS	PH Analyzer Calibration (POE) (3m) 1517	COMP	11/13/25 12:00 AM	1/15/26 03:02 PM	1/15/26 03:02 PM	PH Analyzer Calibration (POE) (3m) 1517 -PH probe checked against standards, no issues found, all ok
4885391	0000328760	GENERATOR ELECTRIC DIESEL	1517, Mattawa DWS	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Monthly Test (1m) 1517	COMP	12/1/25 12:00 AM	1/15/26 02:36 PM	1/15/26 02:36 PM	Generator Monthly Test (1m) 1517 -Monthly generator test completed. All Ok, checked oil levels and fluid levels. All ok
4885394			1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#1) (1m / 1y) 1517	COMP	12/1/25 12:00 AM	12/31/25 01:49 PM	12/31/25 01:49 PM	UVR Reference Sensor check (UV#1) (1m / 1y) 1517 -UV reference check completed, no issues at this time December 31/25
4885397			1517, Mattawa DWS	PM	Calibration	1	MONTHS	UVR Reference Sensor check (UV#2) (1m / 1y) 1517	COMP	12/1/25 12:00 AM	12/31/25 01:47 PM	12/31/25 01:47 PM	UVR Reference Sensor check (UV#2) (1m / 1y) 1517 -Completed Uv reference check. Passed no issues. December 31/25

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1517*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4885453	0000328767	ANALYZER UV PORTABLE	1517, Mattawa DWS	PM	Inspection	1	MONTHS	UVT Analyzer calibration to yellow box (1m) 1517	COMP	12/1/25 12:00 AM	1/15/26 01:50 PM	1/15/26 01:50 PM	UVT Analyzer calibration to yellow box (1m) 1517 -Checked Optiview to yellow box during weekly sampling, all ok no issues found, found within specs
4885474			1517, Mattawa DWS	PM	Inspection	1	MONTHS	Critical Alarm Dialer Route (1m) - 1517	COMP	12/1/25 12:00 AM	1/15/26 02:21 PM	1/15/26 02:21 PM	Critical Alarm Dialer Route (1m) - 1517 -Alarm dialer tested over the month with various alarms. All working OK, no issues found
4885481	0000328755	PUMP CENT WELL #1	1517, Mattawa DWS	PM	Inspection	1	YEARS	Pump Cent Insp/Service (1y) - 1517	COMP	12/1/25 12:00 AM	1/15/26 02:48 PM	1/15/26 02:48 PM	Pump Cent Insp/Service (1y) - 1517 -Checked pump for any audible, visual, heat, or vibration issues. NO issues found at this time
4885489	0000328756	PUMP CENT WELL #2	1517, Mattawa DWS	PM	Inspection	1	YEARS	Pump Cent Insp/Service (1y) - 1517	COMP	12/1/25 12:00 AM	1/15/26 02:48 PM	1/15/26 02:48 PM	Pump Cent Insp/Service (1y) - 1517 -Checked pump for any audible, visual, heat, or vibration issues. NO issues found at this time
4885497			1517, Mattawa DWS	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1517	COMP	12/1/25 12:00 AM	1/15/26 02:33 PM	1/15/26 02:33 PM	Health And Safety Inspection (1m) 1517 -Health and safety inspection completed. Focused this month on First aid kit stocking and readiness. All ok, no issues found
4885508	0000328758	VALVE REGULATING	1517, Mattawa DWS	PM	Inspection	1	MONTHS	Valve Regulating Inspection (1m) 1517	COMP	12/1/25 12:00 AM	1/15/26 01:58 PM	1/15/26 01:58 PM	Valve Regulating Inspection (1m) 1517 -Visual inspection completed during daily rounds. Visually inspect valving for any deficiencies. No visual issues found at this time
4885594			1517, Mattawa DWS	PM	Calibration	1	MONTHS	Analyzer Chlorine Inspection/ Service (1m) 1517	COMP	12/1/25 12:00 AM	1/15/26 03:01 PM	1/15/26 03:01 PM	Analyzer Chlorine Inspection/ Service (1m) 1517 -Chlorine analyzer checked for flow, adjusted as needed. checked analyzer against handheld- all ok



Appendix B - Work Order Summary for WWTL

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1541*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4790527	0000328854	UV LIGHT REACTOR SYSTEM	1541, Mattawa Wastewater System	PM	Inspection	6	MONTHS	UV Reactor service Fall (6m) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:51 PM	1/15/26 02:51 PM	
4790541	0000328854	UV LIGHT REACTOR SYSTEM	1541, Mattawa Wastewater System	PM	Inspection	6	MONTHS	UV Reactor service Spring (6m) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:52 PM	1/15/26 02:52 PM	
4790816	0000328878	BLOWER CENTRIFUGAL B01 AERATION	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	YEARS	Blower Centrifugal Inspection/ Service (1y) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:55 PM	1/15/26 02:55 PM	Blower Centrifugal Inspection/ Service (1y) 1541 -
4790829	0000328879	BLOWER CENTRIFUGAL B02 AERATION	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	YEARS	Blower Centrifugal Inspection/ Service (1y) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:56 PM	1/15/26 02:56 PM	Blower Centrifugal Inspection/ Service (1y) 1541 - Checked blower; oil- all ok checked belt tension- OK checked belts for missing pieces- all ok
4790842			1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	YEARS	HVAC, Fans, Dehumidifiers, Heaters ,Louvres Route (1y) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:15 PM	1/15/26 02:15 PM	HVAC, Fans, Dehumidifiers, Heaters ,Louvres Route (1y) 1541 - Visual inspection of heaters, louvers, and hvac systems. Visually all ok. Tested operation. All operating as they should, with exception of WTP heater near P1, needs replacement.
4790864			1541, Mattawa Wastewater System	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1541	COMP	10/1/25 12:00 AM	1/15/26 02:18 PM	1/15/26 02:18 PM	Alarm Dialer Route (1m) - 1541 -Alarm dialer tested over the month with various alarms. All working OK.
4790871			1541, Mattawa Wastewater System	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:30 PM	1/15/26 02:30 PM	Health And Safety Inspection (1m) 1541 -Health and safety inspection completed, no issues found, focused this month on Floor cleanliness. All ok
4793779			1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Pump Submersible Group Inspection (1m) 1541	COMP	10/1/25 12:00 AM	1/15/26 02:42 PM	1/15/26 02:42 PM	Pump Submersible Group Inspection (1m) 1541 -On thursday oct 17, cleaned, and checked all wetwells, pumps, and needed to pull pump #2 @ 601 mckenzie, all else ok

Workorder Summary Report

Report Start Date: Oct 1, 2025 12:00 AM

Report End Date: Dec 31, 2025 11:59 PM

Location: 1541*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4815404			1541, Mattawa Wastewater System	CAP	Refurbish/ Replace/Repair	0		300 Mattawan Station: New Pump Control Panel Installation	COMP		12/2/25 10:15 AM	12/2/25 10:15 AM	New Pump Control Panel Installation -Rochefort to install new Flygt pump control panel at 300 Mattawan.
4817171	0000328888	TANK STORAGE ALUM	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Tank Alum Inspection (1m) - 1541	COMP	10/16/25 12:00 AM	1/15/26 02:25 PM	1/15/26 02:25 PM	Tank Alum Inspection (1m) - 1541 -Alum tank inspection completed during rounds on a weekly basis. No leaks, cracks, or deficiencies found at this time
4818105			1541, Mattawa Wastewater System	CAP	Refurbish/ Replace/Repair	0		300 Mattawan Station: New 10 HP Submersible Pump	COMP		12/31/25 04:23 PM	12/31/25 04:23 PM	Pump Details - 1 FLYGT MODEL NP-3127 SUBMERSIBLE PUMP 10HP/ 7.5KW 600VOLT 3PHASE 60HZ 4POLE MT IMPELLER CODE 438, VOLUTE 4" 16M 4G2.5+2X1.5 FLS, FLUSH VALVE READY ADAPTIVE N, HARD IRON IMPELLER
4840335			1541, Mattawa Wastewater System	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1541	COMP	11/1/25 12:00 AM	1/15/26 02:20 PM	1/15/26 02:20 PM	Alarm Dialer Route (1m) - 1541 -Alarm dialer tested over the month with various alarms. All working OK.
4840342			1541, Mattawa Wastewater System	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1541	COMP	11/1/25 12:00 AM	1/15/26 02:32 PM	1/15/26 02:32 PM	Health And Safety Inspection (1m) 1541 -Health and safety inspection completed, this month focused on winter prep at stations. All OK
4843390			1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Pump Submersible Group Inspection (1m) 1541	COMP	11/1/25 12:00 AM	1/15/26 02:42 PM	1/15/26 02:42 PM	Pump Submersible Group Inspection (1m) 1541 -Test pumps on weekly basis. Auto-hand if not running. Listen for audible and visual issues, none found at this time.

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1541*
 Work Order Type: CAP,CORR,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4861169			1541, Mattawa Wastewater System	CORR	Refurbish/ Replace/Repair	0		300 Mattawan Pump Rebuild Assessment	COMP		11/5/25 08:32 AM	11/5/25 08:32 AM	Mattawan Pump Assessment - Mattawan Pump Assessment Submersible Pump: Flygt 7.5KW/ 10HP, 1735RPM, 600V, 60HZ, 3PH, Imp 433, Model 3127.180.6136, Serial# 13-9230776 Labour to dismantle, sandblast, clean, check all bearing fits, test stator windings, inspect all
4862835			1541, Mattawa Wastewater System	CORR	Refurbish/ Replace/Repair	0		Mattawa Lagoon Building Office Heater Repair	COMP		11/21/25 03:07 PM	11/21/25 03:07 PM	Lagoon Building Office Heater Repair -Purchase replacement fan from Dixon Electric to repair the lagoon building office heater.
4862884	0000328888	TANK STORAGE ALUM	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Tank Alum Inspection (1m) - 1541	COMP	11/16/25 12:00 AM	1/15/26 02:25 PM	1/15/26 02:25 PM	Tank Alum Inspection (1m) - 1541 -Alum tank inspection completed during rounds on a weekly basis. No leaks, cracks, or deficiencies found at this time
4864957	0000328874	GENERATOR ELECTRIC DIESEL BACKUP POWER	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Monthly Test (1m) 1541	COMP	11/30/25 12:00 AM	1/15/26 02:39 PM	1/15/26 02:39 PM	Generator Monthly Test (1m) 1541 -Monthly generator test- OK. operation swtich- all oK
4864960	0000328842	GENERATOR ELECTRIC DIESEL 601 MCKENZIE ST.	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Monthly Test (1m) 1541	COMP	11/30/25 12:00 AM	1/15/26 02:38 PM	1/15/26 02:38 PM	Generator Monthly Test (1m) 1541 -Generator test completed, check all fluids and battery levels. All ok
4864963	0000328901	GENERATOR ELECTRIC DIESEL	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Generator Monthly Test (1m) 1541	COMP	11/30/25 12:00 AM	1/15/26 02:37 PM	1/15/26 02:37 PM	Generator Monthly Test (1m) 1541 -Monthly generator test completed. All Ok, checked oil levels and fluid levels. All ok
4864971			1541, Mattawa Wastewater System	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1541	COMP	11/30/25 12:00 AM	1/15/26 02:40 PM	1/15/26 02:40 PM	
4885513	0000328859	ANALYZER GAS BUMP TEST	1541, Mattawa Wastewater System	PM	Calibration	6	MONTHS	Analyzer Gas C02 (6m) 1541	COMP	12/1/25 12:00 AM	1/15/26 01:55 PM	1/15/26 01:55 PM	
4885524			1541, Mattawa Wastewater System	PM	Inspection	1	MONTHS	Alarm Dialer Route (1m) - 1541	COMP	12/1/25 12:00 AM	1/15/26 02:21 PM	1/15/26 02:21 PM	Alarm Dialer Route (1m) - 1541 -Alarm dialer tested over the month with various alarms. All working OK, no issues found

Workorder Summary Report

Report Start Date: Oct 1, 2025 12:00 AM

Report End Date: Dec 31, 2025 11:59 PM

Location: 1541*

Work Order Type: CAP,CORR,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4885531			1541, Mattawa Wastewater System	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1541	COMP	12/1/25 12:00 AM	1/15/26 02:34 PM	1/15/26 02:34 PM	Health And Safety Inspection (1m) 1541 -Health and safety inspection completed. Focused this month on First aid kit stocking and readiness. All ok, no issues found
4885553	0000328828	UPS BATTERY BACKUP 451 BISSETT ST.	1541, Mattawa Wastewater System	PM	Inspection	1	YEARS	Ups Battery Bank Insp/Service (1y) 1541	COMP	12/1/25 12:00 AM	1/15/26 02:57 PM	1/15/26 02:57 PM	Ups Battery Bank Insp/Service (1y) 1541 -Battery backups; currently working as they should, no issues or alarms found
4888584			1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Pump Submersible Group Inspection (1m) 1541	COMP	12/1/25 12:00 AM	1/15/26 02:41 PM	1/15/26 02:41 PM	Pump Submersible Group Inspection (1m) 1541 -Test pumps on weekly basis. Auto-hand if not running. Listen for audible and visual issues, none found at this time.
4908805	0000328888	TANK STORAGE ALUM	1541, Mattawa Wastewater System	PM	Refurbish/ Replace/Repair	1	MONTHS	Tank Alum Inspection (1m) - 1541	COMP	12/16/25 12:00 AM	1/15/26 02:23 PM	1/15/26 02:23 PM	Tank Alum Inspection (1m) - 1541 -Alum tank visual inspection during rounds, on a weekly basis. No issues found with the alum tank. No cracks, breaks or leaks found.



Appendix C – Call-out Report for WTP

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1517*
 Work Order Type: CALL,EMER
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4815596			1517, Mattawa DWS	CALL	Refurbish/ Replace/Repair	0		communication loss to reservoir	CLOSE		10/5/25 08:45 PM	10/5/25 11:00 PM	communication loss to reservoir -Received call for lost comms. Arrived on site and reset modems. Accurate level readings returned
4815603			1517, Mattawa DWS	CALL	Refurbish/ Replace/Repair	0		communication loss to reservoir	CLOSE		10/2/25 12:45 AM	10/2/25 03:15 AM	communication loss to reservoir -Received call for lost comms. Arrived on site and reset modems. Accurate level readings returned
4815605			1517, Mattawa DWS	CALL	Inspection	0		UV failure	CLOSE		10/3/25 12:15 AM	10/3/25 12:45 AM	UV failure -UV fail alarm. Reset both UV's and started plant. UV1 attempted to start but valve failed. Switched duty to UV2, plant started fine.
4815652			1517, Mattawa DWS	CALL	SCADA	0		SCADA	CLOSE		9/27/25 11:45 AM	10/7/25 11:21 AM	Comm Loss 1517 -
4817999			1517, Mattawa DWS	CALL	Compliance	0		400 Bissett Power Bump.	CLOSE		10/19/25 08:55 AM	10/19/25 09:15 AM	400 Bissett power bump. - October 19th 2025 The town of Mattawa's power flickered off and back on. Got called for Intrusion at 400 Bissett WTP. Went and checked everything out, WTP was just starting and everything looked good. Also checked out all the main lift stations to make sure pumps were running and generators were off. Kyle Michaud

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1517*
 Work Order Type: CALL,EMER
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4818004			1517, Mattawa DWS	CALL	Compliance	0		400 bissett communication Fail	COMP		10/20/25 03:25 AM	10/20/25 03:45 AM	400 bissett communication Fail - October 20th 2025 Called in for PLC fail and reservoir communication, Arrived on site and reset internet modem a couple times and the communication restored itself. Kyle Michaud
4819444			1517, Mattawa DWS	CALL	Refurbish/ Replace/Repair	0		communication loss to reservoir	COMP		10/25/25 10:00 AM	10/25/25 06:15 PM	communication loss to reservoir -Comm loss alarm. Switched duty to pump2 and let run. Comms still out after 6 hours, switched back to pump1 and arrived on site to reset modems. Level restored
4863438			1517, Mattawa DWS	CALL	Refurbish/ Replace/Repair	0		communication loss to reservoir	COMP		11/13/25 04:30 PM	11/13/25 09:30 PM	communication loss to reservoir -Comm loss alarm at 16:30. Pump 2 turned on. Site visit at 2035 to reset modem and turned pump 1 back to lead
4908228			1517, Mattawa DWS	CALL	Compliance	0		400 bissett communication Fail	COMP		12/10/25 10:55 PM	12/10/25 11:10 PM	400 bissett communication Fail - December 10th 2025 Called in for PLC fail and communication to reservoir. arrived on site and Reservoir was at 3.01m. Reset modem and communication came back, Reservoir was actually at 3.19m and the WTP shutdown as it should. No other issues at the time. Kyle Michaud
4909342			1517, Mattawa DWS	CALL	SCADA	0		SCADA	COMP		12/17/25 09:39 PM	12/19/25 09:38 AM	Comm loss-1517 - Onsite for Comms loss alarm



Appendix D - Call-out Report for WWTL

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1541*
 Work Order Type: CALL,EMER
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4817428			1541, Mattawa Wastewater System	EMER	Refurbish/ Replace/Repair	0		McKenzie Station Generator Repairs	COMP		12/10/25 08:49 AM	12/10/25 08:49 AM	Generator Repairs -New Battery, Battery Charger, Starter Solenoid, Fuel Rail solenoid Controller is Obsolete -Val's will search for a compatible replacement controller. Old controller is obsolete and the generator wont start. Emergency generator is wired up in its place.
4817997			1541, Mattawa Wastewater System	CALL	Compliance	0		300 Mattawan high level	CLOSE		10/18/25 08:20 PM	10/18/25 08:40 PM	300 Mattawan high level - October 18th 2025 20:20 called in for high level for 300 Mattawan lift station, arrived on site and pump was working as it should, must of been a surge of flow due to heavy rainfall. Watched a few pump cycles to make sure everything was running as it should. Kyle Michaud

Workorder Summary Report

Report Start Date: Oct 1, 2025 12:00 AM

Report End Date: Dec 31, 2025 11:59 PM

Location: 1541*

Work Order Type: CALL,EMER

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4841854			1541, Mattawa Wastewater System	EMER	Refurbish/ Replace/Repair	0		Generator Failure at 601 Mckenzie	COMP		10/17/25 01:00 PM	10/31/25 07:25 AM	<p>Generator Failure at 601 Mckenzie</p> <p>-Matt from vals onsite for generator maintenance. Disconnected the battery due to it needing replacement. Once reconnected and maintenance complete, matt attempted to start the generator, the generator did not start. Called gary down to assess and identify the issue. The issue was thought to be a starter coil issue. will be back tomorrow with parts.</p> <p>Generator Failure at 601 Mckenzie</p> <p>-On friday oct 18/25 gary was on site to make repairs to generator. Once new parts were installed the generator was still not running. diagnosed more and found the speed controller is not working as it should. parts to repair and replace are unknown due to the age of the generator panel. We installed the portable generator from the town to take the place of the standby at 601 mckenzie. All is working properly with power outage on the temp generator</p>
4862426			1541, Mattawa Wastewater System	CALL	Compliance	0		451 bissett pump 1 fail	COMP		11/4/25 12:25 AM	11/4/25 12:35 AM	<p>451 bissett pump 1 fail</p> <p>- November 4th 2025</p> <p>Called In for 451 Bissett lift station pump 1 fail. arrived on site and pump2 was running and pump 1 was needed to be reset. reset both alarms on pump 1 and it went back in service.</p> <p>Kyle Michaud</p>

Workorder Summary Report

 Report Start Date: Oct 1, 2025 12:00 AM
 Report End Date: Dec 31, 2025 11:59 PM
 Location: 1541*
 Work Order Type: CALL,EMER
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
4862660			Mattawa WWT	EMER	Refurbish/ Replace/Repair	0		Mattawa 601 McKenzie Station: Flygt 3.9HP Rebuild	COMP		12/16/25 12:52 PM	12/16/25 12:52 PM	Pump Info and Rebuild Details - Mattawa - 601 McKenzie Station Submersible Pump: Flygt 3.9HP/ 2.9KW, 1755RPM, 230 Volts, 16A, 60HZ, 1PH, Imp 434, Model 3102.181-0688, Serial# 3102.181-0530550. Labour to dismantle, clean, check all bearing fits, test stator windings, inspect all parts, access damage and prepare estimate of repair. Assemble unit with new parts listed & perform no load full voltage test run. Dynamic Balance Rotor & Impeller 601 89 06 Basic Repair Kit
4863433			1541, Mattawa Wastewater System	CALL	Inspection	0		McKenzie station comm loss	COMP		11/12/25 01:45 AM	11/12/25 04:00 AM	McKenzie station comm loss -Received alarm for alarm signal loss to McKenzie station. Arrived on site, power on and station was recently pumped down. Verified pump working and placed back into AUTO
4863439			1541, Mattawa Wastewater System	CALL	Inspection	0		451 Bissett pump 1 failure	COMP		11/15/25 07:30 PM	11/15/25 09:45 PM	451 Bissett pump 1 failure -Alarm for pump 1 failure. Arrived on site, pump tripped. Reset breaker and ran pump, vibration noticed while running but was pumping down. Ran other pump and ran silently while pumping down.
4907804			1541, Mattawa Wastewater System	CALL	Inspection	0		451 Bissett pump fail	COMP		12/7/25 04:15 AM	12/7/25 06:15 AM	451 Bissett pump fail -Pump 2 contactor auxiliary alarm. Reset alarm and ran both pumps and found running fine



Appendix E - Performance Assessment Report Water

1517 MATTAWA DRINKING WATER SYSTEM 210001905

	10 / 2025	11/ 2025	12/ 2025	<--Total-->	<--Avg-->	<--Max-->	<--Min-->
Flows							
Raw Flow: Monthly Total - RW1 - Well #1 (m³)	46,935.42	47,537.57	49,063.56	143,536.55			
Raw Flow: Monthly Total - RW2 - Well #2 (m³)	671.91	856.07	2,171.11	3,699.08			
Raw Flow: Monthly Avg - RW1 - Well #1 (m³)	1,514.05	1,584.59	1,582.70		1,560.44		
Raw Flow: Monthly Avg - RW2 - Well #2 (m³)	21.67	28.54	70.04		40.08		
Raw Flow: Monthly Max - RW1 - Well #1 (m³)	1,830.16	4,052.58	1,971.78			4,052.581	
Raw Flow: Monthly Max - RW2 - Well #2 (m³)	328.03	487.42	392.80			487.424	
Raw Flow: Monthly Total - RWT - Raw Water - Total (m³)	47,607.33	48,393.64	51,234.67	147,235.63			
Raw Flow: Monthly Avg - RWT - Raw Water - Total (m³)	1,535.72	1,613.12	1,652.73		1,600.52		
Raw Flow: Monthly Max - RWT - Raw Water - Total (m³)	1,835.79	4,052.58	1,971.78			4,052.581	
Turbidity							
Raw: Max Turbidity - RW1 - Well #1 (NTU)	0.300	0.280	0.300			0.300	
Raw: Max Turbidity - RW2 - Well #2 (NTU)	0.300	0.290	0.300			0.300	
Chemical Parameters							
Treated: Max Nitrite - TW - TW (mg/L)	< 0.003				<	< 0.003	<
Treated: Max Nitrate - TW - TW (mg/L)	1.650					1.650	
Distribution: Max THM - DW - DW (µg/l)	6.700					6.700	
Distribution: Max HAA - DW - DW (µg/l)	< 5.300				<	< 5.300	<
Chlorine Residuals							
Treated: Min Free Cl2 Resid - TW - TW (mg/L)	0.200	0.325	0.093				0.093
Treated: Max Free Cl2 Resid - TW - TW (mg/L)	1.930	2.806	3.992			3.992	
Dist: Min Free Cl2 Resid - DW - DW (mg/L)	0.475	0.426	0.152				0.152
Dist: Max Free Cl2 Resid - DW - DW (mg/L)	2.213	1.997	2.735			2.735	
Bacti Samples Collected							
Raw Bacti: # of samples - RW1 - Well #1	5	4	5	14			
Raw Bacti: # of samples - RW2 - Well #2	5	4	5	14			
Treated Bacti: # of samples - TW - TW	5	4	5	14			
Dist Bacti: # of samples - DW - DW	15	12	15	42			
Dist HPC: # of samples - DW - DW	5	4	5	14			
Treated Bacti: # of TC exceedances - TW - TW	0	0	0	0			
Treated Bacti: # of EC exceedances - TW - TW	0	0	0	0			
Dist Bacti: # of TC exceedances - DW - DW	0	0	0	0			
Dist Bacti: # of EC exceedances - DW - DW	0	0	0	0			



Appendix F - Performance Assessment Report Wastewater

1541 MATTAWA WASTEWATER TREATMENT FACILITY 110000436

	10 / 2025	11 / 2025	12 / 2025	<-Total-->	<-Avg-->	<-Max-->
Flows						
Raw Flow: Total - Raw m³/d	16,544.92	11,949.76	16,953.21	45,447.90		
Raw Flow: Avg - Raw m³/d	533.71	398.33	546.88		494.00	
Raw Flow: Max - Raw m³/d	600.82	624.90	628.30			628.30
Raw Flow: Count - Raw m³/d	31.00	30.00	31.00	92.00		
Eff. Flow: Total - Eff m³/d	16,544.92	11,949.76	16,953.21	45,447.90		
Eff. Flow: Avg - Eff m³/d	533.71	398.33	546.88		494.00	
Eff. Flow: Max - Eff m³/d	600.82	624.90	628.30			628.30
Eff Flow: Count - Eff m³/d	31.00	30.00	31.00	92.00		
Carbonaceous Biochemical Oxygen Demand: CBOD						
Eff: Avg cBOD5 - Eff mg/L	0.00	3.00	7.00		4.33	7.00
Eff: # of samples of cBOD5 - Eff	0.00	2.00	1.00	3.00		
Loading: cBOD5 - Eff kg/d	0.000	1.195	3.828		2.14	3.83
Biochemical Oxygen Demand: BOD5						
Raw: Avg BOD5 - Raw mg/L	0.00	118.50	165.00		134.00	165.00
Raw: # of samples of BOD5 - Raw	0.00	2.00	1.00	3.00		
Eff: Avg BOD5 - Eff mg/L	0.00	4.50	8.00		5.67	8.00
Eff: # of samples of BOD5 - Eff	0.00	2.00	1.00	3.00		
Loading: BOD5 - Eff kg/d	0.000	1.792	4.375		2.80	4.38
Percent Removal: BOD5 - Raw %	0.00	0.00	0.00		0.00	
Total Suspended Solids: TSS						
Raw: Avg TSS - Raw mg/L	0.00	97.50	147.00		114.00	147.00
Raw: # of samples of TSS - Raw	0.00	2.00	1.00	3.00		
Eff: Avg TSS - Eff mg/L	0.00	8.35	14.90		10.53	14.90
Eff: # of samples of TSS - Eff	0.00	2.00	1.00	3.00		
Loading: TSS - Eff kg/d	0.000	3.326	8.148		5.20	8.15
Percent Removal: TSS - Raw %	0.00	0.00	0.00		0.00	
Total Phosphorus: TP						
Raw: Avg TP - Raw mg/L	0.00	2.97	3.93		3.29	3.93
Raw: # of samples of TP - Raw	0.00	2.00	1.00	3.00		
Eff: Avg TP - Eff mg/L	0.50	0.84	0.96		0.80	0.96
Eff: # of samples of TP - Eff	3.00	5.00	5.00	13.00		
Loading: TP - Eff kg/d	0.265	0.334	0.523		0.40	0.52
Percent Removal: TP - Raw %	0.00	0.00	0.00		0.00	
Nitrogen Series						
Eff: Avg TAN - Eff mg/L	5.90	9.63	15.28		10.94	15.28
Eff: Avg NO3-N - Eff mg/L	0.00	0.30	0.22		0.26	0.30
Eff: # of samples of NO3-N - Eff	0.00	2.00	1.00	3.00		
Eff: Avg NO2-N - Eff mg/L	0.00	0.04	0.03		0.04	0.04
Eff: # of samples of NO2-N - Eff	0.00	2.00	1.00	3.00		



INFORMATION REPORT

PREPARED FOR: MAYOR BÉLANGER AND MEMBERS OF COUNCIL

PREPARED BY: PAUL LAPERRIERE, CAO/TREASURER

TITLE: ENGINEERS AND PLANNERS OF RECORD AGREEMENT

DATE: MONDAY FEBRUARY 23, 2026

REPORT NO: 26-08R

BACKGROUND

Our current agreement with Jp2g as Engineers and Planners of Record expired December 31, 2025.

ANALYSIS AND DISCUSSION

Having Engineers and Planners of Record allows the firm to leverage their relationship with the Town. It opens doors with organizations we interact with by letting them know they are a bona fide representative of the Town.

Jp2g has been fulfilling this role for a number of years and they know the Town extremely well. They are currently involved with several projects including:

- Dorion Road Reconstruction
- Municipal Landbank #1 – new water reservoir
- MDRA claims
- Downtown (Main Street) rehabilitation
- Pont Mauril Bélanger Bridge assessment
- Asset Management Plan – Core Assets
- Official Plan
- Landfill
- Marina

The attached proposal summarizes the terms and conditions and includes:

- a 3-year renewal
- a description of the services to be provided
- the process by which a project/file is initiated
- Fee structure for the next 12 months
- a listing of key staff names

FINANCIAL CONSIDERATION

Project fees are confirmed before hand for each project through a confirmation of assignment.

RELEVANT POLICY/LEGISLATION:

ATTACHMENTS:

Standing Offer Agreement – 2026 – 2028

Standing Offer Agreement – 2023 – 2025

RECOMMENDATION:

It is recommended that the Town renews its agreement with Jp2g to be the Engineers and Planners of Record for the Town of Mattawa for the next 3 years.

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-08R titled Engineers and Planners of Record Agreement.

BE IT RESOLVED THAT Council approves the standing offer agreement with Jp2g Consultants Inc.

AND FURTHER THAT Council directs the Clerk to bring forward a by-law for formal adoption at the next regular meeting.

**STANDING OFFER AGREEMENT (SOA)
FOR CONSULTING ENGINEERING AND PLANNING SERVICES
JANUARY 1, 2026 TO DECEMBER 31, 2028**



**CLIENT/CONSULTANT AGREEMENT
FOR MUNICIPAL WORKS
SHORT FORM (2011)**

MEMORANDUM OF AGREEMENT BETWEEN

THE CORPORATION OF THE Town of Mattawa (Client)

And

Jp2g Consultants Inc., Engineers · Planners · Project Managers (Consultant)

Dated January 6, 2026

WHEREAS the Town of Mattawa hereinafter referred to as the Client requires Engineering Support from time to time on municipal infrastructure related matters and Planning Support on land use planning matters and whereas the Client intends to commission these services on a Standing Offer Agreement (SOA) basis, the parties hereto agree as follows

1. The primary services required shall be municipal engineering support and land use planning support to be provided on a “call up” basis in accordance with the provisions of this Standing Offer Agreement (SOA).
2. The main point of contact for implementation of this Standing Offer Agreement will be

Town of Mattawa
160 Water Street
P.O. Box 390
Mattawa, Ontario P0H 1V0
Paul Laperriere, CPA/CA
CAO/Treasurer
Telephone: (705) 744-5611, Ext. 101
e-mail: cao@mattawa.ca

Jp2g Consultants Inc.
Engineers · Planners · Project Managers
12 International Drive
Pembroke, Ontario K8A 6W5
J. E. Hunton, MCIP, RPP
Senior Vice President
Telephone: (613) 735-2507, Ext. 122
e-mail: james.hunton@jp2g.com

3. Engineering and/or Land Use Planning Services will be commissioned on a “call up” basis initiated by and at the sole discretion of the Town of Mattawa wherein the Consultant will provide a response in writing outlining scope of work, proposed methodology/schedule and budget based on staffing rates provided in Clause 9 and Schedule A hereto.

The response to the “call up” shall be approved in writing by the Client before any work is initiated.

4. The Client hereby retains the services of the Consultant in connection with Town of Mattawa municipal infrastructure matters and/or land use planning matters on an as required “call up” basis for the period January 1, 2026 to December 31, 2028 and the Consultant hereby agrees to provide the services set out in Section 5 below.

5. The services (“Services”) to be provided by the Consultant on a “call up” basis shall consist of the following:

- Assistance for Infrastructure Funding Applications and/or Presentations to Funding Agencies
- Engineering Analysis of existing or proposed Municipal Infrastructure including Environmental Assessments as required
- Analysis and Recommendations pertaining to municipal operational matters
- Technical Support for review of development projects including site plan application review
- Development Application peer review
- Civil, Mechanical, Electrical, Structural Engineering Analysis and Design
- Construction Administration/Site Review
- Project Management
- Preparation and/or Review of Official Plan Amendments
- Preparation and/or Review of Zoning By-law Amendments
- Planning Review and Report on Site Plan Applications, Severance Applications, Plan of Subdivision Applications
- Preparation or Review of Planning Reports as required/requested

6. The Client shall pay the Consultant based on monthly invoices.
7. The Client may terminate all or any part of the above noted work program by giving the Consultant notice in writing to that effect. In the event of termination or partial termination the Consultant shall be paid for work performed in accordance with the approved call ups to the point of termination.
8. In order to provide data for the calculation of fees on a monthly invoice basis, the Consultant shall keep a detailed record of the hours worked by staff employed for each call up. The Client may inspect timesheets and record of expenses and disbursements of the Consultant during regular office hours with respect to any item which the Client is required to pay on a time scale or disbursement basis as a result of this Agreement. The Consultant, when requested by the Client, shall provide copies of receipts with respect to any disbursement for which the Consultant claims payment under this Agreement.

When a call up is requested by the Client, the Consultant shall provide, in addition to the requirements of Clause 3, the following information for approval by the Client:

- (a) An estimate of the total fees to be paid for the Services which will include normal disbursements, subconsultants as noted on an approved Work Program or Work Breakdown Structure and HST.
- (b) A Staff list showing the number, classifications and hourly rate rates for staff including Principals and Executives on each project call up for which the Consultant will seek payment on a time basis to budget limits as per 5 (a) above. Such list shall designate the member of the Consultant's staff who is to be the point of contact between the

Consultant and the Client for a particular call up. The Client will likewise indicate the Town's point of contact on a project specific basis. See Schedule A hereto for Jp2g Consultants Inc. staff list and 2026 rate schedule.

Monthly invoices shall include fees calculated on a time basis, subconsultant fees, reimbursable expenses and HST.

9. Jp2g staff rate ranges for the purposes of this Standing Offer Agreement January 1, 2026 to December 31, 2028 shall be as follows:

<u>Project Staff Category</u>	<u>Primary Contact</u>	<u>Hourly Rate</u>
Principals/Executives/Directors	Hunton	\$240 - \$295
Senior Project Manager	Schulz	\$235
Senior Engineer	Sapinski	\$160 - \$210
Junior/Intermediate Engineer		\$125 - \$140
Engineering Intern		\$100 - \$115
Senior Planner	Hommik	\$195
Junior Planner	Curry	\$100
Intermediate/Senior Designer		\$110 - \$130
Project Coordinator		\$85 - \$100
Site Supervisors	Novack	\$75 - \$120
Survey Crew		\$1,750 - \$2,000 per day

The January 1, 2026 Employee List and Standard Rate Table for Jp2g Consultants Inc. is attached as Schedule A hereto. Potential Mattawa assignments are highlighted in yellow.

Hourly rates will be adjusted in accordance with the Consumer Price Index for Ontario on June 30, 2026, June 30, 2027 and June 30, 2028.

10. Reimbursable Expenses: In addition to the fee, the Consultant shall be reimbursed at cost for all expenses properly incurred in connection with the Project, including but not limited to: vehicle use charges, travelling and living expenses, long distance telephone charges, facsimile transmission charges, printing and reproductions, progress photography, advertising for tenders, special delivery and express charges, chemical and physical tests.
11. The Consultant shall submit an invoice to the Client for all Services completed in the immediately preceding month. Unless otherwise set out in the letter of engagement, payment shall be due 30 days following date of invoice.
12. The Consultant may engage others as sub-consultants for specialized services provided that prior approval is obtained, in writing, from the Client and may add a mark-up of not more than 5% of the cost of such services to cover office administration costs when claiming reimbursement from the Client plus the cost of the additional insurance incurred by the Consultant for the specialized services.
13. The Client will accept the insurance coverage amount specified in this clause section (a) as the aggregate limit of liability of the Consultant and its employees for the Client's damages.
 - (a) Comprehensive General Liability and Automobile Insurance
The Insurance Coverage shall be \$5,000,000 per occurrence and in the aggregate for general liability and \$5,000,000 for automobile insurance. When requested, the Consultant shall provide the Client with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.

(b) Professional Liability Insurance

The Insurance Coverage shall be in the amount of \$5,000,000 per claim and \$5,000,000 in the aggregate. When requested, the Consultant shall provide to the Client proof of Professional Liability Insurance carried by the Consultant, and in accordance with the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein.

14. Unless otherwise provided in this Agreement, where the work of the Consultant is subject to the approval or review of an authority, department of government, or agency other than the Client, such applications for approval or review shall be the responsibility of the Consultant, but shall be submitted through the offices of the Client and unless authorized by the Client in writing, such applications for approval or review shall not be obtained by direct contact by the Consultant with such other authority, department of government or agency. Costs for all application fees shall be borne by the Client unless otherwise provided for by the consultant.
15. The Consultant shall indemnify and save harmless the Client from and against all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees, officers or agents may suffer, to the extent the Consultant is legally liable as a result of the negligent acts of the Consultant, his employees, officers or agents in the performance of this Agreement.

The signatories shall have the authority to bind their corporation, company or firm,
as the case may be, for purposes of this agreement

Client

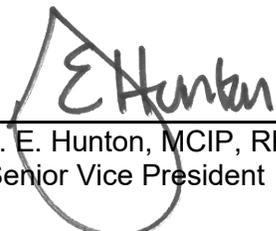
Consultant

Raymond Bélanger, Mayor



N. Caldwell, P. Eng., PMP
Chief Executive Officer

Paul Laperriere, CPA/CA
CAO/Treasurer



J. E. Hunton, MCIP, RPP
Senior Vice President

Dated _____

Dated January 6, 2026

SCHEDULE A
Jp2g CONSULTANTS INC.
STAFF LIST & STANDARD RATE TABLE
JANUARY 1, 2026

SCHEDULE A
Jp2g CONSULTANTS INC.
STAFF LIST & STANDARD RATE TABLE
JANUARY 2026

Name	Department	Employee Type	Section	Business Card Title	Standard Rate
Aaron Dare	Kingston	Engineering Intern I	Civil	Civil Intern	\$100
Abdul Kader Alhaj	Ottawa	Engineering Intern II	Environmental	Intermediate Environ Technician	\$115
Adam Farmer	Arnprior	Engineering Intern II	Civil	Civil Intern	\$115
Adele Voldock	Belleville	Senior Project Manager	Civil	Project Manager / Senior Civil	\$210
Alex Couture	Arnprior	Intermediate Technologist I	Civil	Civil Technologist	\$105
Ali Sammour	Ottawa	Manager	Civil	Manager Civil Engineering Se	\$235
Allan Demmings	Ottawa	Senior Engineer	Electrical	Senior Electrical Engineer	\$160
Allan Skidmore	Belleville	Intermediate Site Inspector	Civil	Senior Site Inspector	\$90
Allen Hicks	Kingston	Intermediate Technologist I	Civil	Senior Civil Technologist	\$105
Andre Cuddy	Kingston	Student	Civil	Student	\$65
Andrea Jahn	Arnprior	Project Coordinator	Admin	Project Coordinator	\$85
Andrew Buzza	Ottawa	Senior Hydrogeologist	Environmental	Project Manager I Senior Hydro	\$190
Andrew Iamello	Ottawa	Senior Technologist I	Civil	Civil Technologist	\$130
Andrew MacDonald	Ottawa	Senior Engineer	Mechanical	Senior Mechanical Engineer	\$160
Anthony Hommik	Pembroke	Senior Planner II	Planning	Manager - Planning Services	\$195
Ben Summers	Ottawa	Junior Technologist	Civil	Junior Civil Technologist	\$85
Bernardo Cruz-Fuentes	Belleville	Junior Technologist	Civil	Junior Civil Technologist	\$85
Bim (Donald) McFall	Belleville	Intermediate Site Inspector	Civil	Senior Site Inspector	\$90
Blair Huycke	Pembroke	Engineering Intern I	Pembroke Bldg	Mechanical Intern	\$100
Brandon Harkins	Pembroke	Senior Engineer	Civil	Civil Team Lead I Civil Engine	\$160
Brian Whitehead	Pembroke	Operations Manager	Planning	Principal I Planning Services	\$240
Brittany Rothwell	Kingston	Project Manager II	Civil	Project Manager / Senior Civil	\$190
Bryan Switzer	Ottawa	Intermediate Technologist II	Civil	Civil Technologist	\$125
Bryana Kenny	Pembroke	Senior Biologist I	Planning	Senior Biologist	\$135
Campbell Collins	Peterborough	Junior Technician	Civil	Civil Technician	\$80
Carla Pomponio	Ottawa	Senior Project Coordinator	Admin	Senior Project Coordinator	\$100
Carly Sherwin	Pembroke	Junior Technician	Pembroke Bldg	Junior Architectural Technician	\$80
Chantal Robillard	Corporate	Corporate Services	Admin	Corporate Services Billing a	\$90
Charles Mitz	Belleville	Senior Hydrogeologist	Environmental	Senior Hydrogeologist	\$190
Christina Raath	Pembroke	Junior Engineer	Civil	Civil Engineer	\$125
Christopher Johnston	Ottawa	Junior Technologist	Mechanical	Junior Mechanical Technologist	\$85
Connor Jamieson	Arnprior	Intermediate Technologist I	Civil	Civil Engineering Technologist	\$105
Curtis Clark	Belleville	Intermediate Technologist I	Structural	Senior Architectural Technologist	\$105
Curtis Millar	Pembroke	Junior Engineer	Civil	Civil Engineer	\$125
Danielle Davidson	Belleville	Environmental Technician I	Environmental	Environmental Technologist	\$80
David Cooper	Belleville	Engineering Intern II	Environmental	Environmental Technician / Hydrog	\$115
David Harmer	Pembroke	Project Manager II	Pembroke Bldg	Senior Structural Engineer	\$190
David Heath	Peterborough	Engineering Intern I	Structural	Structural Intern	\$100
David Nguyen	Ottawa	Operations Manager	Civil	Operations Manager	\$240
Delaney Balfour	Belleville	Project Coordinator	Admin	Project Coordinator	\$85
Devin Lake	Kingston	Project Manager II	Mechanical	Project Manager / Senior Mecha	\$190
Devon Wilton	Belleville	Junior Technologist	Civil	Junior Civil Technologist	\$85
Didier Renault	Pembroke	Intermediate Engineer	Pembroke Bldg	Mechanical Engineer	\$140
Dominic Coutu	Kingston	Junior Technologist	Civil	Junior Civil Technologist	\$85
Donald Allan	Kingston	Senior Technologist I	Civil	Senior Civil Technologist	\$130
Donovan Ott	Pembroke	Intermediate Technologist II	Pembroke Bldg	Architectural Technologist	\$125

Name	Department	Employee Type	Section	Business Card Title	Standard Rate
Doug Schoenhals	Belleville	Intermediate Site Inspector	Civil	Intermediate Site Inspector	\$90
Ed Schulz	Pembroke	Project Manager II	Special Projects	Principal I Project Manager	\$190
Elizabeth Reid	Pembroke	Intermediate Technician II	Civil	Senior Civil Technician	\$115
Eric Yeh	Ottawa	Senior Technologist I	Electrical	Project Manager Electrical T	\$130
Flynn Abdulgapul	Belleville	Administrative Support	Admin	Administrative Assistant	\$75
Forbes Symon	Pembroke	Senior Planner II	Planning	Senior Planner	\$195
Gabriel Goad	Belleville	Engineering Intern I	Civil	Civil Intern	\$100
Gary Diamond	Pembroke	Intermediate Technician I	Civil	Civil Technician	\$95
Geneviève Marcoux	Ottawa	Intermediate Technician II	Environmental	Senior Environmental Technologist	\$115
Golrokh Hafezian	Ottawa	Engineering Intern I	Environmental	Environmental Technician/Hydrog	\$100
Guillermo Toro Suarez	Kingston	Senior Engineer	Structures	Structural Engineer	\$160
Hashir Khan	Kingston	Engineering Intern I	Civil	Civil Intern	\$100
Haya Baobaid	Ottawa	Engineering Intern II	Electrical	Electrical Intern	\$115
Helena Vaughan	Ottawa	Environmental Technician II	Environmental	Environmental Consultant Bio	\$100
Ian Johnson	Pembroke	Project Manager II	Pembroke Bldg	Manager-Building Services I Se	\$190
Isaiah Todesco	Belleville	Junior Technologist	Structural	Junior Architectural Technologist	\$85
Jaden Belanger	Kingston	Engineering Intern I	Mechanical	Mechanical Intern	\$100
Jaime Maitland	Kingston	Project Manager II	Structures	Project Manager / Senior Struct	\$190
James Hunton	Pembroke	Principal	Special Projects	Senior Vice President	\$295
Janice Potvin	Ottawa	Project Coordinator	Admin	Administrative Assistant	\$85
Janine Cik	Arnprior	Junior Planner I	Planning	Junior Planner	\$100
Jason Schulz	Pembroke	Senior Technician	Pembroke Bldg	Senior Engineering Technician	\$125
Jeanorth Sinnakandu	Belleville	Junior Engineer	Mechanical	Mechanical Engineer	\$125
Joel Lockerbie	Kingston	Junior Technologist	Civil	Civil Technologist	\$85
John Novack	Pembroke	Intermediate Technician II	Special Projects	Intermediate Technician II	\$115
John Porritt	Belleville	Senior Hydrogeologist	Environmental	Senior Hydrogeologist	\$190
Jonah Doering	Belleville	Junior Technologist	Civil	Junior Civil Technologist	\$85
Jonathan Crowe	Peterborough	Intermediate Technologist I	Civil	Survey Technologist	\$105
Jordan Bacon	Belleville	Environmental Technician I	Environmental	Junior Environmental Technician	\$80
Josee Meace	Belleville	Administrative Support	Admin	Administrative Assistant	\$75
Joshua Stewart	Belleville	Intermediate Contract Administr	Civil	Civil Technologist	\$105
Juanita Graham	Pembroke	Project Coordinator	Admin	Administrative Assistant	\$85
Julie Lantos	Corporate	Manager - Corporate Services	Admin	Manager - Corporate Services	\$160
Kady Romagnuolo	Corporate	Project Coordinator	Admin	Marketing and Project Coordinator	\$100
Kaitlyn Nagora	Pembroke	Project Manager II	Civil	Civil Team Lead I Civil Engine	\$190
Kathryn Curry	Pembroke	Junior Planner I	Planning	Junior Planner	\$100
Katie Britt	Belleville	Engineering Intern I	Civil	Civil Intern	\$100
Keleigh McKeown	Pembroke	Project Coordinator	Admin	Project Coordinator	\$85
Kerry Cook	Belleville	Intermediate Site Inspector	Civil	Senior Site Inspector	\$90
Kevin Hawley	Kingston	Operations Manager	Civil	Operations Manager Senior Ci	\$240
Kevin Mooder	Ottawa	Senior Environmental Planner	Environmental	Manager - Environmental Services	\$235
Kevin Parr	Kingston	Intermediate Site Inspector	Civil	Senior Site Inspector	\$90
Kirby Magee-Dittburner	Belleville	Engineering Intern I	Environmental	Environmental Technician / Hydrog	\$100
Kristie Bromley	Pembroke	Senior Project Coordinator	Admin	Senior Project Coordinator	\$100
Kurtis Romanchuk	Arnprior	Intermediate Engineer	Civil	Water Resources Engineer	\$140
Kyle Dickson	Pembroke	Senior Site Inspector	Civil	Senior Site Inspector	\$110
Lauren Nowak	Corporate	Quality Manager	Admin	Corporate Services Quality Man	\$155
Lori-Ann Kent	Kingston	Administrative Support	Admin	Administrative Assistant	\$75
Luc Aubertin	Ottawa	Senior Technologist II	Civil	Senior Civil Technologist – T	\$160

Name	Department	Employee Type	Section	Business Card Title	Standard Rate
Lynn Resmer	Pembroke	Executive Assistant	Special Projects	Executive Assistant	\$120
Mark MacIsaac	Ottawa	Senior Engineer	Mechanical	Mechanical Team Lead Senior	\$160
Marthe Laplante-Brady	Kingston	Engineering Intern I	Civil	Civil Intern	\$100
Martin Ma	Ottawa	Manager	Mechanical	Manager- Mech. Eng. Senior	\$235
Matthew McIntosh	Belleville	Project Manager II	Civil	Project Manager / Senior Civil	\$190
Matthew Rennie	Kingston	Intermediate Engineer	Mechanical	Mechanical Engineer	\$140
Michael Fadock	Pembroke	Senior Project Manager	Civil	Civil Team Lead I Civil Engine	\$210
Michael Lalonde	Ottawa	Junior Technologist	Civil	Junior Civil Technologist	\$85
Michael Rowsell	Kingston	Intermediate Technician I	Mechanical	Senior Mechanical Technician	\$95
Michael Smith	Arnprior	Junior Engineer	Civil	Civil Engineer	\$125
Michael Terpstra	Kingston	Engineering Intern I	Structures	Structural Intern	\$100
Mohamad Farhat	Ottawa	Engineering Intern I	Structures	Structural Intern	\$100
Neil Caldwell	Ottawa	Principal	Civil	Chief Executive Officer	\$295
Nick Weston	Pembroke	Environmental Technician I	Environmental	Environmental Technician	\$80
Norman MacKinnon	Peterborough	Intermediate Engineer	Civil	Senior Civil Engineer	\$140
Patrick Scissons	Arnprior	Project Manager I	Electrical	Project Manager Electrical T	\$170
Paul Lavoie	Pembroke	GIS Specialist	Planning	GIS Specialist	\$120
Perry Larochelle	Pembroke	Senior Technician	Environmental	Senior Environmental Technician	\$125
Perry Raglin	Pembroke	Senior Engineer	Civil	Senior Civil Engineer	\$160
Peter Shannon	Belleville	Intermediate Technologist II	Civil	Senior Survey Technologist	\$125
Peter Willmott	Belleville	Senior Engineer	Electrical	Electrical Engineer Project	\$160
Peter Zandbergen	Belleville	Project Manager II	Mechanical	Project Manager / Senior Mech	\$190
Philip Campbell	Kingston	Junior Engineer	Civil	Civil Intern	\$125
Quentin Sprunt	Pembroke	Environmental Technician I	Environmental	Junior Environmental Technician	\$80
Quinn Tucker	Pembroke	Junior Technician	Civil	Junior Civil Technician	\$80
Rafat Ismail	Ottawa	Intermediate Technician II	Civil	BIM Technologist	\$115
Rob Sapinski	Pembroke	Senior Engineer	Civil	Senior Civil Engineer	\$160
Rob Wesson	Ottawa	Intermediate Designer	Civil	Civil Designer	\$110
Robert Asselstine	Kingston	Senior Technologist I	Civil	Senior Civil Technologist	\$130
Robert Kong	Ottawa	Manager	Electrical	Manager - Senior Electrical Eng	\$235
Ryan Haire	Peterborough	Junior Technologist	Civil	Junior Civil Technologist	\$85
Samuel Hutton	Belleville	Junior Engineer	Mechanical	Junior Mechanical Engineer	\$125
Samuel Morton	Ottawa	Hydrogeologist	Environmental	Hydrogeologist	\$155
Sawyer Austen	Ottawa	Junior Technologist	Electrical	Junior Electrical Technologist	\$85
Shane Galloway	Peterborough	Project Manager – Geotechnical	Geotechnical	Project Manger / Senior Geotec	\$180
Shane High	Kingston	Intermediate Technician I	Civil	Senior Civil Technician	\$95
Shawn Davidson	Pembroke	Senior Contract Administrator	Civil	Senior Contract Administrator	\$125
Shelly Scouten	Belleville	Intermediate Site Inspector	Civil	Senior Site Inspector	\$90
Solange Hupe	Corporate	Marketing Coordinator	Admin		\$65
Sophia Waymer	Kingston	Project Coordinator	Admin	Administrative Assistant	\$85
Stephen Arends	Arnprior	Senior Project Manager	Civil	Manager -Civil Engineering S	\$210
Stephen Lane	Belleville	Project Manager II	Electrical	Project Manager/Senior Electrical	\$190
Steve Blakey	Belleville	Operations Manager	Civil	Vice President	\$240
Steve Webster	Pembroke	Principal	Civil	Vice President	\$295
Taylor Lauzon	Peterborough	Intermediate Technologist I	Civil	Civil Technologist	\$105
Thor Render	Belleville	Engineering Intern I	Mechanical	Mechanical Intern	\$100
Timothy Colasante	Belleville	Project Manager II	Civil	Senior Civil Technician	\$190
Tom (Attilio) Funari	Belleville	Intermediate Technician I	Civil	Senior Engineering Technician	\$95
Tom Plesnik	Ottawa	Intermediate Engineer	Structures	Structural Engineer	\$140

Name	Department	Employee Type	Section	Business Card Title	Standard Rate
Tony Guerrero	Belleville	Operations Manager	Civil	Vice President	\$240
Tyler Nault	Ottawa	Intermediate Technologist I	Civil	Civil Survey Technologist	\$105
Vern Koss	Pembroke	Intermediate Technician II	Civil	Senior Civil Designer	\$115
Victor Reid	Belleville	Senior Site Inspector	Civil	Senior Site Inspector	\$90
Wei Qiu	Ottawa	Senior Designer	Mechanical	Mechanical Designer	\$130
William Frederick	Pembroke	Junior Engineer	Civil	Civil Engineer	\$125
William Harrison	Kingston	Intermediate Technologist I	Electrical	Electrical Technologist	\$105
William Voteary	Ottawa	Junior Engineer	Civil	Civil Engineer	\$125
Yash Chokshi	Belleville	Engineering Intern II	Civil	Civil Intern	\$115
Yazmin Ramirez	Belleville	Senior Biologist II	Environmental	Senior Biologist	\$150
Yuhai Lin	Ottawa	Intermediate Technologist I	Structures	Structural Technologist	\$105
Zachary Bauman	Ottawa	Junior Engineer	Civil	Civil Engineer	\$125

**STANDING OFFER AGREEMENT (SOA)
FOR CONSULTING ENGINEERING AND PLANNING SERVICES
APRIL 1, 2023 TO DECEMBER 31, 2025**



**CLIENT/CONSULTANT AGREEMENT
FOR MUNICIPAL WORKS
SHORT FORM (2011)**

MEMORANDUM OF AGREEMENT BETWEEN

THE CORPORATION OF THE Town of Mattawa (Client)

And

Jp2g Consultants Inc., Engineers · Planners · Project Managers (Consultant)

Dated September, 2023

WHEREAS the Town of Mattawa hereinafter referred to as the Client requires Engineering Support from time to time on municipal infrastructure related matters and Planning Support on land use planning matters and whereas the Client intends to commission these services on a Standing Offer Agreement (SOA) basis, the parties hereto agree as follows

1. The primary services required shall be municipal engineering support and land use planning support to be provided on a “call up” basis in accordance with the provisions of this Standing Offer Agreement (SOA).
2. The main point of contact for implementation of this Standing Offer Agreement will be

Town of Mattawa
160 Water Street
P.O. Box 390
Mattawa, Ontario P0H 1V0
Francine Desormeau
Clerk/Deputy Treasurer
Telephone: (705) 744-5611
e-mail: francine.desormeau@mattawa.ca

Jp2g Consultants Inc.
Engineers · Planners · Project Managers
12 International Drive
Pembroke, Ontario K8A 6W5
J. E. Hunton, MCIP, RPP
Senior Vice President
Telephone: (613) 735-2507, Ext. 122
e-mail: jhunton@jp2g.com

3. Engineering and/or Land Use Planning Services will be commissioned on a “call up” basis initiated by and at the sole discretion of the Town of Mattawa wherein the Consultant will provide a response in writing outlining scope of work, proposed methodology/schedule and budget based on staffing rates provided in Clause 9 and Schedule A hereto.

The response to the “call up” shall be approved in writing by the Client before any work is initiated.

4. The Client hereby retains the services of the Consultant in connection with Town of Mattawa municipal infrastructure matters and/or land use planning matters on an as required “call up” basis for the period April 1, 2023 to December 31, 2025 and the Consultant hereby agrees to provide the services set out in Section 5 below.

5. The services (“Services”) to be provided by the Consultant on a “call up” basis shall consist of the following:

- Assistance for Infrastructure Funding Applications and/or Presentations to Funding Agencies
- Engineering Analysis of existing or proposed Municipal Infrastructure
- Analysis and Recommendations pertaining to municipal operational matters
- Technical Support for review of development projects including site plan application review
- Development Application peer review
- Civil, Mechanical, Electrical, Structural Engineering Analysis and Design
- Construction Administration/Site Review
- Project Management
- Preparation and/or Review of Official Plan Amendments
- Preparation and/or Review of Zoning By-law Amendments
- Planning Review and Report on Site Plan Applications, Severance Applications, Plan of Subdivision Applications
- Preparation or Review of Planning Reports as required/requested

6. The Client shall pay the Consultant based on monthly invoices.
7. The Client may terminate all or any part of the above noted work program by giving the Consultant notice in writing to that effect. In the event of termination or partial termination the Consultant shall be paid for work performed in accordance with the approved call ups to the point of termination.
8. In order to provide data for the calculation of fees on a monthly invoice basis, the Consultant shall keep a detailed record of the hours worked by staff employed for each call up. The Client may inspect timesheets and record of expenses and disbursements of the Consultant during regular office hours with respect to any item which the Client is required to pay on a time scale or disbursement basis as a result of this Agreement. The Consultant, when requested by the Client, shall provide copies of receipts with respect to any disbursement for which the Consultant claims payment under this Agreement.

When a call up is requested by the Client, the Consultant shall provide, in addition to the requirements of Clause 3, the following information for approval by the Client:

- (a) An estimate of the total fees to be paid for the Services which will include normal disbursements, subconsultants as noted on an approved Work Program or Work Breakdown Structure and HST.
- (b) A Staff list showing the number, classifications and hourly rate rates for staff including Principals and Executives on each project call up for which the Consultant will seek payment on a time basis to budget limits as per 5 (a) above. Such list shall designate the member of the Consultant's staff who is to be the point of contact between the

Consultant and the Client for a particular call up. The Client will likewise indicate the Town's point of contact on a project specific basis. See Schedule A hereto for Jp2g Consultants Inc. staff list and 2023 rate schedule.

Monthly invoices shall include fees calculated on a time basis, subconsultant fees, reimbursable expenses and HST.

9. Jp2g staff rate ranges for the purposes of this Standing Offer Agreement July 1, 2023 to July 1, 2024 shall be as follows:

Principals/Executives/Directors	\$240 - \$265 per hour
Senior Project Manager	\$225 per hour
Senior Engineer	\$150 - \$195 per hour
Junior Engineer	\$100 - \$135 per hour
Engineers in Training/Engineering Technicians	\$100 - \$110 per hour
CAD Drafting	\$90 per hour
Clerical Support	\$65 - \$85 per hour
Site Supervisors	\$75 to \$120 per hour
Survey Crew	\$1,750 per day

The July 2023 Staff List and Rate Table for Jp2g Consultants Inc. is attached as Schedule A hereto.

Hourly rates will be adjusted in accordance with the Consumer Price Index for Ontario on June 30, 2024 and June 30, 2025.

10. Reimbursable Expenses: In addition to the fee, the Consultant shall be reimbursed at cost plus an administrative charge of 5%, for all expenses properly incurred in connection with the Project, including but not limited to:

- vehicle use charges, travelling and living expenses, long distance telephone charges, facsimile transmission charges, printing and reproductions, progress photography, advertising for tenders, special delivery and express charges, chemical and physical tests.
11. The Consultant shall submit an invoice to the Client for all Services completed in the immediately preceding month. Unless otherwise set out in the letter of engagement, payment shall be due 30 days following date of invoice.
 12. The Consultant may engage others as sub-consultants for specialized services provided that prior approval is obtained, in writing, from the Client and may add a mark-up of not more than 5% of the cost of such services to cover office administration costs when claiming reimbursement from the Client plus the cost of the additional insurance incurred by the Consultant for the specialized services.
 13. The Client will accept the insurance coverage amount specified in this clause section (a) as the aggregate limit of liability of the Consultant and its employees for the Client's damages.
 - (a) Comprehensive General Liability and Automobile Insurance
The Insurance Coverage shall be \$2,000,000 per occurrence and in the aggregate for general liability and \$2,000,000 for automobile insurance. When requested, the Consultant shall provide the Client with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.
 - (b) Professional Liability Insurance
The Insurance Coverage shall be in the amount of \$2,000,000 per claim and in the aggregate. When requested, the Consultant shall

provide to the Client proof of Professional Liability Insurance carried by the Consultant, and in accordance with the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein.

14. Unless otherwise provided in this Agreement, where the work of the Consultant is subject to the approval or review of an authority, department of government, or agency other than the Client, such applications for approval or review shall be the responsibility of the Consultant, but shall be submitted through the offices of the Client and unless authorized by the Client in writing, such applications for approval or review shall not be obtained by direct contact by the Consultant with such other authority, department of government or agency. Costs for all application fees shall be borne by the Client unless otherwise provided for by the consultant.
15. The Consultant shall indemnify and save harmless the Client from and against all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees, officers or agents may suffer, to the extent the Consultant is legally liable as a result of the negligent acts of the Consultant, his employees, officers or agents in the performance of this Agreement.

The signatories shall have the authority to bind their corporation, company or firm, as the case may be, for purposes of this agreement

Client

Consultant

Dean Backer, Mayor

J. M. Janota, M. Sc., P. Eng., President

Francine Desormeau, Clerk

J. E. Hunton, MCIP, RPP, Sr. Vice President

Dated _____

Dated _____

SCHEDULE A
Jp2g CONSULTANTS INC.
STAFF LIST & RATE TABLE
JULY 2023

SCHEDULE A
Jp2g CONSULTANTS INC.
ENGINEERS · PLANNERS · PROJECT MANAGERS
STAFF LIST/RATE TABLE
2023/2024

Employee Type	Employee	2023 Rate Table
President	J. M. Janota, M. Sc., P. Eng.	\$265
Principal, CEO	N. Caldwell, P. Eng., PMP	\$265
Senior Vice President	J. E. Hunton, MCIP, RPP	\$265
Principal, Vice President	S. Webster, P. Eng.	\$265
Director – Planning	B. Whitehead, MA, MCIP, RPP	\$240
Senior Engineer II	D. Nguyen, P. Eng.	\$240
Director – Environmental	K. Mooder, MCIP, RPP	\$225
Senior Electrical Engineer	R. Kong, P. Eng., PMP	\$225
Senior Project Engineer	M. Fadock, M.A.Sc., EIT	\$195
Senior Stormwater Engineer	S. Arends, P. Eng.	\$195
Senior Hydrogeologist	A. Buzza, P. Geo.	\$180
Project Civil Engineer	K. Nagora, P. Eng.	\$180
Senior Structural Engineer	I. Johnson, P. Eng.	\$180
Senior Project Manager	E. Schulz	\$180
Senior Planner	F. Symons	\$175
Senior Planner	A. Hommik	\$155
Project Engineer II	A. MacDonald, P. Eng.	\$155
Senior Engineer I	R. Sapinski, P. Eng.	\$155
Senior Engineer I	P. Raglin, P. Eng.	\$140
Senior Technologist	L. Aubertin, C. Tech.	\$145
Quality Assurance Manager	L. Nowak	\$145
Biologist	B. Kenny	\$125
Project Engineer	D. Seymour, P. Eng.	\$135
IT Manager	T. Bimm	\$125
Site Contract Admin.	S. Davidson	\$120
Senior Technician (Survey)	P. Larochelle	\$120
Intermediate Technician	J. Schulz	\$120
Executive Assistant	L. Resmer	\$115
Senior Technician	V. Koss	\$110
Site Contract Admin.	K. Dickson	\$110
Junior Planner	K. Curry	\$95
Junior Technician	G. Diamond	\$90
Technical Support (Clerical)	J. Graham	\$85
Site Contract Administrator	J. Novack	\$75

DATE: MONDAY FEBRUARY 23, 2026

10.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 26-04 being a by-law of the corporation of the Town of Mattawa to close, stop up and declare the lands to be surplus and to sell part of James Street more particularly described below.

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 26-04

BEING a by-law of the corporation of the Town of Mattawa to close, stop up and declare the lands to be surplus and to sell part of James Street more particularly described below.

WHEREAS the Corporation of the Town of Mattawa has deemed it necessary and expedient to close, stop up and declare the lands to be surplus and to sell part of James Street more particularly described below.

AND WHEREAS the closing, stopping up and sale of part of James Street does not deprive any person of the means of ingress or egress to and from his or her land or place of residence;

AND WHEREAS the lands described herein are no longer required for the purpose of a road in this location;

AND WHEREAS the lands described herein are surplus for Town purposes;

AND WHEREAS Council has not heard from any person who has claimed that his or her lands will be prejudicially affected by the passing of this By-law.

NOW THEREFORE Council for the Corporation of the Town of Mattawa enacts as follows:

1. **THAT** part of James Street situate, lying and being in the Town of Mattawa, in the District of Nipissing, and more particularly described as follows:

ALL AND SINGULAR THAT certain parcel or tract of land and premises, situated, lying and being in the Town of Mattawa, in the District of Nipissing, being part of James Street as shown on Plan 36R-15311 and designated thereon as Part 1 are hereby closed and stopped up.

2. **THAT** the portion of the said road will be declared surplus lands.
3. **THAT** the portion of the said road as described in paragraph 1 of this By-law may be sold to Kelly Loxton.
4. **THAT** the Mayor and CAO/Treasurer of the Town of Mattawa are hereby authorized to sign documents and receive money as required to carry out the intent of this By-law.
5. **THIS** By-law comes into force and effect upon a certified copy of the By-law being registered in the Land Titles Office for the District of Nipissing.

READ A FIRST and SECOND time, this 23rd day of February, 2026.

READ A THIRD time and FINALLY PASSED this 23rd day of February, 2026.

Mayor

Clerk

Properties

PIN 49103 - 0494 LT

Description JAMES ST PL 7 PAPINEAU E OF BOOM CREEK; PAPINEAU-CAMERON ; DISTRICT OF NIPISSING

Address JAMES STREET
MATTAWA

Applicant(s)

Name THE CORPORATION OF THE TOWN OF MATTAWA
Acting as a company

Address for Service 160 Water Street, Box 390
Mattawa, ON P0H 1V0

A person or persons with authority to bind the corporation has/have consented to the registration of this document.

This document is not authorized under Power of Attorney by this party.

Statements

I The Corporation of the Town of Mattawa registered owner(s) of the lands hereby apply under section 152 of the Land Titles Act to have the register for the said PIN amended by: to be entered as owner in Fee Simple LT Conversion Qualified.

Schedule: I, Christian Tremblay, make the following law statement: This transaction is not subject to any writs of execution. Execution search completed on . Clear execution No. . Name searched: The Corporation of the Town of Mattawa.

I Christian Tremblay solicitor make the following law statement See Schedule..

File Number

Applicant Client File Number : 11601/2025

Properties

PIN 49103 - 0494 LT Affects Part of Prop

Description PART OF JAMES ST PL 7 PAPINEAU E OF BOOM CREEK; PAPINEAU-CAMERON ;
BEING PART 1 PLAN 36R15311; DISTRICT OF NIPISSING

Address MATTAWA

Applicant(s)

This Order/By-law affects the selected PINs.

Name THE CORPORATOIN OF THE TOWN OF MATTAWA
Acting as a company

Address for Service 160 Water Street, Box 390
Mattawa, ON P0H 1V0

A person or persons with authority to bind the corporation has/have consented to the registration of this document.
This document is not authorized under Power of Attorney by this party.

Statements

This application is based on the Municipality By-law .

File Number

Applicant Client File Number : 11601/2025

This document has not been submitted and may be incomplete.

Properties

PIN 49103 - 0494 LT Interest/Estate Fee Simple Split

Description PART OF JAMES ST PL 7 PAPINEAU E OF BOOM CREEK; PAPINEAU-CAMERON ;BEING PART 1 PLAN 36R15311; DISTRICT OF NIPISSING

Address JAMES STREET
MATTAWA

Consideration

Consideration \$20,000.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

Name THE CORPORATION OF THE TOWN OF MATTAWA
Acting as a company
Address for Service 160 Water Street, Box 390
Mattawa, ON P0H 1V0

A person or persons with authority to bind the corporation has/have consented to the registration of this document.
This document is not authorized under Power of Attorney by this party.

Transferee(s) Capacity Share

Name LOXTON, KELLY Registered Owner
Acting as an individual
Address for Service JAMES STREET
MATTAWA

Statements

The land is being acquired or disposed of by the Crown in Right of Ontario or the Crown in Right of Canada, including any Crown corporation, or any agency, board or commission of the Crown; or a municipal corporation.

Calculated Taxes

Provincial Land Transfer Tax \$100.00

File Number

Transferor Client File Number : 11601/2025



Ontario ServiceOntario

LAND REGISTRY OFFICE #36 49103-0494 (LTV) * CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

PAGE 1 OF 1 PREPARED FOR vallancourt ON 2025/11/03 AT 11:40:36

PARCEL REGISTER (ABBREVIATED) FOR PROPERTY IDENTIFIER

PROPERTY DESCRIPTION: JAMES ST PL 7 PAPINEAU E OF BOOM CREEK; PAPINEAU-CAMERON ; DISTRICT OF NIPISSING

PROPERTY REMARKS:

ESTATE/QUALIFIER:

FEE SIMPLE LT CONVERSION QUALIFIED

OWNERS' NAMES

PUBLIC AUTHORITY HAVING JURISDICTION

RECENTLY:

FIRST CONVERSION FROM BOOK

CAPACITY SHARE

PIN CREATION DATE:

2004/11/22

REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/CHRD
** PRINTOUT		INCLUDES ALL DOCUMENT TYPES AND DELETED INSTRUMENTS SINCE 2004/11/19 **				
** SUBJECT,		ON FIRST REGISTRATION UNDER THE LAND TITLES ACT, TO:				
**		SUBSECTION 4(1) OF THE LAND TITLES ACT, EXCEPT PARAGRAPH 11, PARAGRAPH 14, PROVINCIAL SUCCESSION DUTIES *				
**		AND ESCHEATS OR FORFEITURE TO THE CROWN.				
**		THE RIGHTS OF ANY PERSON WHO WOULD, BUT FOR THE LAND TITLES ACT, BE ENTITLED TO THE LAND OR ANY PART OF				
**		IT THROUGH LENGTH OF ADVERSE POSSESSION, PRESCRIPTION, MISDESCRIPTION OR BOUNDARIES SETTLED BY				
**		CONVENTION.				
**		ANY LEASE TO WHICH THE SUBSECTION 70(2) OF THE REGISTRY ACT APPLIES.				
** DATE OF CONVERSION TO	2024/11/19	LAND TITLES: 2004/11/22 **				
36R15311		PLAN REFERENCE				C

NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY. NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE PICKED THEM ALL UP.

Acknowledgement and Direction

TO: CHRISTIAN TREMBLAY

AND TO: TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor” sale to Kelly Loxton (the “Purchaser”)
Closure and Disposition of part of James Street
Part 1, Plan 36R15311; Town of Mattawa
Our File No.: 11601/2025

This will confirm that:

- The undersigned has reviewed the information set out in the attached Transfer, and any other documents required to be registered to complete the transaction and that this information is accurate;
- You are authorized and directed to register electronically on my behalf the document(s) described in this Acknowledgement and Direction as well as any other document(s) required to complete the transaction described above;
- The effect of the electronic documents described in this or attached to this Acknowledgement and Direction has been fully explained to me and I understand that I am a party to and bound by the terms and provisions of these electronic document(s) to the same extent as if I had signed these documents; and
- I am in fact one of the parties named in the electronic document described in this Acknowledgement and Direction and I have not misrepresented my identity to you.

[Signature page to follow]

Dated at the Town of Mattawa in the District of Nipissing this 23rd day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

NOTE: Transfer/Deed, and any other documents required to be registered to complete the transaction are attached, as applicable.

Acknowledgement and Direction

TO: CHRISTIAN TREMBLAY

AND TO: TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
Kelly Loxton (the “Purchaser”)
Closure and Disposition of part of James Street
Part 1, Plan 36R15311; Town of Mattawa
Application to register By-Law
Our File No.: 11601/2025

This will confirm that:

- The undersigned has reviewed the information set out in the attached Transfer, and any other documents required to be registered to complete the transaction and that this information is accurate;
- You are authorized and directed to register electronically on my behalf the document(s) described in this Acknowledgement and Direction as well as any other document(s) required to complete the transaction described above;
- The effect of the electronic documents described in this or attached to this Acknowledgement and Direction has been fully explained to me and I understand that I am a party to and bound by the terms and provisions of these electronic document(s) to the same extent as if I had signed these documents; and
- I am in fact one of the parties named in the electronic document described in this Acknowledgement and Direction and I have not misrepresented my identity to you.

[Signature page to follow]

Dated at the Town of Mattawa in the District of Nipissing this day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

NOTE: Application to Register By-Law, and any other documents required to be registered to complete the transaction are attached, as applicable.

Acknowledgement and Direction

TO: CHRISTIAN TREMBLAY

AND TO: TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
Kelly Loxton (the “Purchaser”)
Closure and Disposition of part of James Street
Part 1, Plan 36R15311
Application to Change Name of Road
Our File No.: 11601/2025

This will confirm that:

- The undersigned has reviewed the information set out in the attached Transfer, and any other documents required to be registered to complete the transaction and that this information is accurate;
- You are authorized and directed to register electronically on my behalf the document(s) described in this Acknowledgement and Direction as well as any other document(s) required to complete the transaction described above;
- The effect of the electronic documents described in this or attached to this Acknowledgement and Direction has been fully explained to me and I understand that I am a party to and bound by the terms and provisions of these electronic document(s) to the same extent as if I had signed these documents; and
- I am in fact one of the parties named in the electronic document described in this Acknowledgement and Direction and I have not misrepresented my identity to you.

[Signature page to follow]

Dated at the Town of Mattawa in the District of Nipissing this day of February, 2026.

The Corporation of the Town of
Mattawa

Per:

Name: Raymond A. Bélanger

Title: Mayor

Name: Paul Laperriere

Title: CAO/Treasurer

*I (We) have authority to bind the
Corporation*

NOTE: Application General, and any other documents required to be registered to complete the transaction are attached, as applicable.

AUTHORIZATION & DIRECTION

TO: Christian Tremblay
TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
Kelly Loxton (the “Purchaser”)
Closure and Disposition of part of James St.
Part 1, Plan 36R1311; Town of Mattawa (the “Property”)

Closing Date: TBD

YOU ARE HEREBY AUTHORIZED AND DIRECTED to pay from the sale proceeds held in trust on closing as follows:

1. To pay your legal fees and disbursements for this transaction; and
2. To pay the net sale proceeds to The Corporation of the Town of Mattawa.

Dated at the Town of Mattawa in the District of Nipissing, this day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

February 18, 2026

Town of Mattawa
160 Water St., Box 390
Mattawa, ON P0H 1V0

IN ACCOUNT WITH
TREMBLAY LAW GROUP PC
195 Regina Street, North Bay, ON P1B 2J6
Tel: 705-474-2920 Fax: 705-474-1758
H.S.T. Registration No. 78121 3954 RT0001

RE: The Corporation of the Town of Mattawa (the “Vendor” sale to
Kelly Loxton (the “Purchaser”)
Closure and Disposition of part of James Street
Part 1, Plan 36R15311; Town of Mattawa
Our File No.: 11601/2025

To receipt of instructions regarding closure and disposition of part of James St.;

To correspondence with you regarding what is required to proceed;

To correspondence from you regarding reference plan;

To receipt and review of reference plan from Callon Dietz;

To forwarding copy of reference plan to Town of Mattawa for approval;

To receipt and review of deposited reference plan;

To file work on Notice, Letters and By-Law to close part of James St.;

To correspondence to Hydro One, MTO, Bell Canada to determine if they have any interest in the lands;;

To receipt and review of email from MTO advising no interest in lands;

To receipt and review of email from Hydro One advising they require an easement;

To forwarding easement requirement to the lawyer for the purchaser;

To receipt and review of email advising documents are approved;

To preparation Application to Change Name of road from Public Authority Having Jurisdiction to The Corporation of the Town of Mattawa;

To preparation of Solicitor Statement in support of name change;

To preparation of Acknowledgment and Direction to register Application to change name;

To attendance on registration of Application to change name;

To receipt of signed By-Law to close and dispose of part of James St.

To preparation of Application to register By-Law and attendance on registration;

To preparation of Transfer;

TO preparation of Statement; of Adjustments;

To attendances on registration;

TO all other matters incidental to the foregoing.

OUR FEE	\$3,350.00
HST on Fees	\$ 435.50

Disbursements Subject to HST

Search fees	\$113.20	
Execution Certificate	\$ 13.10	
Photocopies	\$ 35.00	
Postage	\$ 10.00	
		\$ 171.30
HST on Disbursements		\$ 22.27

Disbursements Not Subject to HST

Register Application to change name	\$85.00	
Register By-Law to close road	\$85.00	
Bank wiring fees	\$50.00	<u>\$ 220.00</u>
Law Society Transaction Levy Surcharge	\$ 65.00	
HST	\$ 8.45	<u>\$ 73.45</u>

TOTAL ACCOUNT \$4,272.52

THIS IS OUR ACCOUNT

TREMBLAY LAW GROUP PC

CHRISTIAN TREMBLAY

E. & O. E.

CT/jv

"Interest will be added to all accounts outstanding 30 days from the date of billing in accordance with the Courts of Justice Act, 1990"

FOR YOUR CONVENIENCE, WE NOW ACCEPT VISA, MASTERCARD & INTERAC

DIRECTION

TO: Tana White and Neil Richardson

AND TO: VALIN PARTNERS

RE: The Corporation of the Town of Mattawa (the "Vendor") sale to
Kelly Loxton (the "Purchaser")
Disposition and closure of part of James Street
Part1 Plan 36R15311 (the "Property")
Closing Date: TBD
Our File No: 11601/2025/2025

You are hereby authorized, instructed and directed to:

Make the balance due on closing payable to my solicitor(s), Tremblay Law Group PC, in trust, or as Tremblay Law Group PC may direct.

And for so doing this shall be your good and sufficient authority.

Dated at the Town of Mattawa in the District of Nipissing this day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

**ALL OF PIN PARCEL REGISTER 49103-0494 (LT)
ROAD MUNICIPALLY KNOWN AS JAMES ST., MATTAWA, ON**

THE CORPORATION OF THE TOWN OF MATTAWA hereby applies to change the name of the above PIN Parcel Register from Public Authority Having Jurisdiction to The Corporation of the Town of Mattawa.

SOLICITOR'S STATEMENT

I, CHRISTIAN TREMBLAY, a solicitor licensed to practice law in the Province of Ontario state as follows:

1. I am the solicitor for The Corporation of the Town of Mattawa;
2. This is a change of name from the Public Authority Having Jurisdiction over the lands described in PIN 49103-0494 (LT) to The Corporation of the Town of Mattawa.
3. The Corporation of the Town of Mattawa has jurisdiction of the road under section 28(2) of the *Municipal Act* 2001.

Dated at North Bay, this day of February, 2026.

Christian Tremblay

STATEMENT OF ADJUSTMENTS

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
 Kelly Loxton (the “Purchaser”)
 Closure and Disposition of part of James Street
 Part 1, Plan 36R15311; Town of Mattawa

	<u>CREDIT PURCHASER</u>	<u>CREDIT VENDOR</u>
SALE PRICE		\$20,000.00
DEPOSIT	\$ 2,000.00	
LEGAL FEES		\$ 4,272.52
BALANCE DUE ON CLOSING as per direction of Tremblay Law Group PC, in trust or as otherwise directed	<u>\$22,272.52</u>	
	<u>\$24,272.52</u>	<u>\$24,272.52</u>

E.&O.E.

DATE: MONDAY FEBRUARY 23, 2026

10.2

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 26-05 being a by-law of the corporation of the Town of Mattawa to close, stop up and declare the lands to be surplus and to sell part of Rankin Street more particularly described below.

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 26-05

BEING a by-law of the corporation of the Town of Mattawa to close, stop up and declare the lands to be surplus and to sell part of Rankin Street more particularly described below.

WHEREAS the Corporation of the Town of Mattawa has deemed it necessary and expedient to close, stop up and declare the lands to be surplus and to sell part of Rankin Street more particularly described below;

AND WHEREAS the closing, stopping up and sale of part of Rankin Street does not deprive any person of the means of ingress or egress to and from his or her land or place of residence;

AND WHEREAS the lands described herein are no longer required for the purpose of a road in this location;

AND WHEREAS the lands described herein are surplus for Town purposes;

AND WHEREAS Council has not heard from any person, who has claimed that his or her lands will be prejudicially affected by the passing of this By-law.

NOW THEREFORE Council for the Corporation of the Town of Mattawa enacts as follows:

1. **THAT** part of Rankin Street situate, lying and being in the Town of Mattawa, in the District of Nipissing, and more particularly described as follows:

ALL AND SINGULAR THAT certain parcel or tract of land and premises, situated, lying and being in the Town of Mattawa, in the District of Nipissing, being part of James Street as shown on Plan 36R-15401 and designated thereon as Part 1 are hereby closed and stopped up.

2. **THAT** the portion of the said road will be declared surplus lands.
3. **THAT** the portion of the said road as described in paragraph 1 of this By-law may be sold to Tana White.
4. **THAT** the Mayor and the Clerk of the Town of Mattawa are hereby authorized to sign documents and receive money as required to carry out the intent of this By-law.
5. **THIS** By-law comes into force and effect upon a certified copy of the By-law being registered in the Land Titles Office for the District of Nipissing.

READ A FIRST and SECOND time, this 23rd day of February, 2026.

READ A THIRD time and FINALLY PASSED this 23rd day of February, 2026.

Mayor

Clerk

Acknowledgement and Direction

TO: CHRISTIAN TREMBLAY

AND TO: TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
Tana White and Neil Richardson (the “Purchaser”)
Closure and Disposition of part of Rankin Street
Part 1, Plan 36R15401; Town of Mattawa
Application to register By-Law
Our File No.: 12163/2025

This will confirm that:

- The undersigned has reviewed the information set out in the attached Transfer, and any other documents required to be registered to complete the transaction and that this information is accurate;
- You are authorized and directed to register electronically on my behalf the document(s) described in this Acknowledgement and Direction as well as any other document(s) required to complete the transaction described above;
- The effect of the electronic documents described in this or attached to this Acknowledgement and Direction has been fully explained to me and I understand that I am a party to and bound by the terms and provisions of these electronic document(s) to the same extent as if I had signed these documents; and
- I am in fact one of the parties named in the electronic document described in this Acknowledgement and Direction and I have not misrepresented my identity to you.

[Signature page to follow]

Dated at the Town of Mattawa in the District of Nipissing this 23rd day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

NOTE: Application to Register By-Law, and any other documents required to be registered to complete the transaction are attached, as applicable.

Acknowledgement and Direction

TO: CHRISTIAN TREMBLAY

AND TO: TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor” sale to
Tana White and Neil Richardson (the “Purchaser”)
Closure and Disposition of part of Rankin Street
Part 1, Plan 36R15401; Town of Mattawa
Our File No.: 12163/2025

This will confirm that:

- The undersigned has reviewed the information set out in the attached Transfer, and any other documents required to be registered to complete the transaction and that this information is accurate;
- You are authorized and directed to register electronically on my behalf the document(s) described in this Acknowledgement and Direction as well as any other document(s) required to complete the transaction described above;
- The effect of the electronic documents described in this or attached to this Acknowledgement and Direction has been fully explained to me and I understand that I am a party to and bound by the terms and provisions of these electronic document(s) to the same extent as if I had signed these documents; and
- I am in fact one of the parties named in the electronic document described in this Acknowledgement and Direction and I have not misrepresented my identity to you.

[Signature page to follow]

Dated at the Town of Mattawa in the District of Nipissing this 23rd day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

NOTE: Transfer/Deed, and any other documents required to be registered to complete the transaction are attached, as applicable.

Properties

PIN 49101 - 0425 LT Affects Part of Prop

Description PART OF RANKIN ST PL 2 MATTAWAN BTN SECONDARY HWY 533 & THIRD ST,
DESIGNATED AS PART 1 PLAN 36R15401; TOWN OF MATTAWA

Address RANKIN STREET
MATTAWA

Applicant(s)

This Order/By-law affects the selected PINs.

Name THE CORPORATION OF THE TOWN OF MATTAWA
Acting as a company

Address for Service 160 Water St., Box 390
Mattawa, ON P0H 1V0

A person or persons with authority to bind the corporation has/have consented to the registration of this document.

This document is not authorized under Power of Attorney by this party.

Statements

This application is based on the Municipality By-law .

File Number

Applicant Client File Number : 12163/2025

Properties

PIN 49101 - 0425 LT Interest/Estate Fee Simple Split

Description PART OF RANKIN ST PL 2 MATTAWAN BTN SECONDARY HWY 533 & THIRD ST
DESIGNATED AS PART 1 PLAN 36R15401; TOWN OF MATTAWA

Address RANKIN
MATTAWA

Consideration

Consideration \$7,000.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

Name THE CORPORATION OF THE TOWN OF MATTAWA

Acting as a company

Address for Service 160 Water Street, Box 390
Mattawa, ON P0H 1V0

A person or persons with authority to bind the corporation has/have consented to the registration of this document.

This document is not authorized under Power of Attorney by this party.

Transferee(s) Capacity Share

Name WHITE, TANA Joint Tenants
Acting as an individual

Address for Service RANKIN
MATTAWA

Name RICHARDSON, NEIL Joint Tenants
Acting as an individual

Address for Service RANKIN
MATTAWA

Statements

The land is being acquired or disposed of by the Crown in Right of Ontario or the Crown in Right of Canada, including any Crown corporation, or any agency, board or commission of the Crown; or a municipal corporation.

Calculated Taxes

Provincial Land Transfer Tax \$35.00

File Number

Transferor Client File Number : 12163/2025

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 49101 - 0425 PART OF RANKIN ST PL 2 MATTAWAN BTN SECONDARY HWY 533 & THIRD ST DESIGNATED AS PART 1 PLAN 36R15401; TOWN OF MATTAWA

BY: THE CORPORATION OF THE TOWN OF MATTAWA
TO: WHITE, TANA Joint Tenants
RICHARDSON, NEIL Joint Tenants

1. WHITE, TANA AND RICHARDSON, NEIL

I am

- (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- (c) A transferee named in the above-described conveyance;
- (d) The authorized agent or solicitor acting in this transaction for _____ described in paragraph(s) () above.
- (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for _____ described in paragraph(s) () above.
- (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of _____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$7,000.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$0.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$7,000.00
(h) VALUE OF ALL CHATTELS -items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$7,000.00

PROPERTY Information Record

A. Nature of Instrument: Transfer
LRO 36 Registration No. Date:

B. Property(s): PIN 49101 - 0425 Address RANKIN Assessment -
MATTAWA Roll No

C. Address for Service: RANKIN
MATTAWA

D. (i) Last Conveyance(s): PIN 49101 - 0425 Registration No.
(ii) Legal Description for Property Conveyed: Same as in last conveyance? Yes No Not known

AUTHORIZATION & DIRECTION

TO: Christian Tremblay
TREMBLAY LAW GROUP PC

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
Tana White and Neil Richardson (the “Purchaser”)
Closure and Disposition of part of Rankin St.
Part 1, Plan 36R15401; Town of Mattawa (the “Property”)

Closing Date: TBD

YOU ARE HEREBY AUTHORIZED AND DIRECTED to pay from the sale proceeds held in trust on closing as follows:

1. To pay your legal fees and disbursements for this transaction; and
2. To pay the net sale proceeds to The Corporation of the Town of Mattawa.

Dated at the Town of Mattawa in the District of Nipissing, this 23rd day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

DIRECTION

TO: Tana White and Neil Richardson

AND TO: VALIN PARTNERS

RE: The Corporation of the Town of Mattawa (the "Vendor") sale to Tana White and
Neil Richardson (the "Purchaser")
Disposition and closure of part of Rankin Street
Part1 Plan 36R15401 (the "Property")
Closing Date: TBD
Our File No: 12163/2025

You are hereby authorized, instructed and directed to:

Make the balance due on closing payable to my solicitor(s), Tremblay Law Group PC, in trust, or as Tremblay Law Group PC may direct.

And for so doing this shall be your good and sufficient authority.

Dated at the Town of Mattawa in the District of Nipissing this 23rd day of February, 2026.

The Corporation of the Town of
Mattawa
Per:

Name: Raymond A. Bélanger
Title: Mayor

Name: Paul Laperriere
Title: CAO/Treasurer
*I(We) have authority to bind the
Corporation*

STATEMENT OF ADJUSTMENTS

RE: The Corporation of the Town of Mattawa (the “Vendor”) sale to
 Tana White and Neil Richardson (the “Purchaser”)
 Closure and Disposition of part of Rankin Street
 Part 1, Plan 36R15401; Town of Mattawa

	<u>CREDIT PURCHASER</u>	<u>CREDIT VENDOR</u>
SALE PRICE		\$7,000.00
DEPOSIT	\$ 2,500.00	
LEGAL FEES		\$3,790.55
BALANCE DUE ON CLOSING as per direction of Tremblay Law Group PC, in trust or as otherwise directed	\$ 8,290.55	
	<u>\$10,790.55</u>	<u>\$10,790.55</u>

E.&O.E.

February 9, 2026

Town of Mattawa
160 Water St., Box 390
Mattawa, ON P0H 1V0

IN ACCOUNT WITH
TREMBLAY LAW GROUP PC
195 Regina Street, North Bay, ON P1B 2J6
Tel: 705-474-2920 Fax: 705-474-1758
H.S.T. Registration No. 78121 3954 RT0001

RE: The Corporation of the Town of Mattawa (the "Vendor" sale to
Tana White and Neil Richardson (the "Purchaser")
Closure and Disposition of part of Rankin Street
Part 1, Plan 36R15401; Town of Mattawa
Our File No.: 12163/2025

To receipt of instructions regarding closure and disposition of part of Rankin St.;

To correspondence with you regarding what is required to proceed;

To correspondence from you regarding reference plan;

To receipt and review of reference plan from Callon Dietz;

To forwarding copy of reference plan to Town of Mattawa for approval;

To receipt and review of deposited reference plan;

To file work on Notice, Letters and By-Law to close part of Rankin St.;

To correspondence to Hydro One, MTO, Bell Canada to determine if they have any interest in the lands;;

To receipt and review of email from MTO advising no interest in lands;

To receipt and review of email from Hydro One advising no interest in lands;

To receipt and review of email advising documents are approved;

To receipt of signed By-Law to close and dispose of part of Rankin St.

TO preparation of Application to register By-Law and attendance on registration;

To preparation of Transfer;

TO preparation of Statement; of Adjustments;

To attendances on registration;

TO all other matters incidental to the foregoing.

OUR FEE	\$3,000.00
HST on Fees	\$ 390.00

Disbursements Subject to HST

Search fees	\$125.00	
Photocopies	\$ 35.00	
Postage	\$ 10.00	
		\$ 170.00
HST on Disbursements		\$ 22.10

Disbursements Not Subject to HST

Register By-Law to close road	\$85.00	
Bank wiring fees	\$50.00	<u>\$ 135.00</u>
Law Society Transaction Levy Surcharge	\$ 65.00	
HST	\$ 8.45	<u>\$ 73.45</u>
 TOTAL ACCOUNT		 <u>\$3,790.55</u>

THIS IS OUR ACCOUNT

TREMBLAY LAW GROUP PC

CHRISTIAN TREMBLAY

E. & O. E.

CT/jv

"Interest will be added to all accounts outstanding 30 days from the date of billing in accordance with the Courts of Justice Act, 1990"

FOR YOUR CONVENIENCE, WE NOW ACCEPT VISA, MASTERCARD & INTERAC

DATE: MONDAY FEBRUARY 23, 2026

10.3

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 26-06 being a By-law to establish water rates for 2026.

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 26-06

BEING a By-law to establish water rates for 2026.

WHEREAS the Municipal Act provides for municipalities to charge a service rate for the continuance, operation, repair and maintenance of the water and wastewater systems.

AND WHEREAS Council discussed the setting of the 2026 water and wastewater rates at their Committee of the Whole meeting of February 17, 2026;

NOW THEREFORE the Council of the Town of Mattawa enacts as follows:

1. **THAT** the flat water rates for 2026 are hereby increased by 3%. The consumption rate based on cubic metres for metered residents and non-residents will increase accordingly.
2. **THAT** the water and sewer rates are effective as of January 1, 2026.
3. **THAT** a flat rate of \$125.00 per year will be added to a residential water bill if incorporating a fire suppression sprinkler system in addition to the normal charges. A \$250.00 per year flat rate will be added to commercial, institutional and multi-residences incorporating a sprinkler system.
4. **THAT** water bills will be processed and due in March and August 2026. The metered consumers' water billings remain quarterly and will be due in March, May, August, and November 2026.
5. **THAT** a penalty or interest of 1.25% shall be charged on all outstanding amounts remaining unpaid on the first day following a billing due date and on the first day of each following month that the account remains unpaid.
7. **THAT** the Clerk, upon notice from the Treasurer of the amounts due and the person by whom it is due and the lands upon which the supply of water and / or sewer services were supplied, or upon which any work was done in connection with the supply of water or sewer services, enter any unpaid amounts for such service or work upon the Tax Collector's roll and be collected in the same manner and with the same priority as municipal real property taxes. Any uncollected amount, following the full transfer, shall be subject to a penalty or interest of 1.25% per month as in accordance with Section 5 above.

READ A FIRST and SECOND TIME, this 23rd day of February, 2026.

READ THIRD TIME and FINALLY PASSED, this 23rd day of February, 2026.

Mayor

Clerk

DATE: MONDAY FEBRUARY 23, 2026

17.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT this regular meeting adjourn at _____ p.m.