



**REGULAR MEETING OF COUNCIL
AGENDA
MONDAY MARCH 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 March 9, 2026
 - 6.2 To adopt the minutes as presented or amended
- 7. Notice of Motions**
 - 7.1 Support for Ontario Veterinary College's Enrollment Capacity
- 8. Correspondence**
 - 8.1 AMO Policy Update – Conservation Authority Consolidation New Buy Ontario Municipal Procurement Requirements, Proposal on Drug Enforcement
 - 8.2 Township of Oro Medonte – Request for Provincial Legislation Amendments, Health & Safety Concerns
 - 8.3 Board of Health Update - Discontinuation of Routine Beach Sampling Information
 - 8.4 Community Living Mattawa – May as Community Living Month
 - 8.5 Ministry of Environment, conservation & Parks – Decision Notice on the Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities
 - 8.6 FONOM – Highway Safety on Highways 11 and 17
 - 8.7 City of Ottawa – Proposed New Regulation Under the Restricting Public Consumption of Illegal Substances Act

- 8.8 Township of Brudenell, Lyndoch and Raglan & Township of Tay Valley – Collaborative Action on Sustainable Waste Management in Ontario
- 8.9 Township of Rideau Lakes – Concerns on Alto High Speed Rail Project (Bill C-15 Budget)
- 8.10 Town of Whitby – Request for a Comprehensive Review of the Provincial- Municipal Fiscal Framework
- 8.11 Township of McNab/Braeside – Ontario Heritage Organization Development Grant Advocacy
- 8.12 Regional Municipality of York – Resolution Circular Materials Ontario Blue Box Extended
- 8.13 Scott Andres – EV Level 3 Chargers

9. Information Reports – Motions

- 9.1 Physician Recruitment Committee Report – Report # 26-12R
Report from Mayor Raymond A. Bélanger
- 9.2 ROMA 2026 Rural Ontario’s Leaders Conference – Report # 26-13R
Report from Mayor Raymond A. Bélanger
- 9.3 Annual Drinking Water System Reports from OCWA – Report # 26-14R
Report from Paul Laperriere, CAO/Treasurer on behalf of Dexture Sarrazin, Director of Community Services

10. By-Laws

- 10.1 By-Law 26-09 – Election Procedures Policy
BEING a by-law to establish the procedures for the 2026 Municipal Elections.
- 10.2 By-Law 26-10 – Use of Municipal Resources for Election Purposes Policy
BEING a by-law to adopt the Use of Municipal Resources for Election Purposes Policy.

11. Old Business

- 11.1 Library Proposal from Report # 26-01R
- 11.2 Cancellation of Regular Meeting of Council on Tuesday October 13, 2026

12. New Business

- 12.1 Councillor Gardiner – Ottawa Street Water Infrastructure

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 MARCH 23, 2026

3.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

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

THE CORPORATION OF THE TOWN OF MATTAWA

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

Council Present: Deputy Mayor Mathew Gardiner
Councillor Fern Levesque
Councillor Loren Mick
Councillor Laura Ross
Councillor Garry Thibert
Councillor Spencer Bigelow

Staff Present: Amy Leclerc, Municipal Clerk
Sabrina Poullas, 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 26-47

Moved by Councillor Fern Levesque
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT this meeting agenda dated Monday March 9, 2026 be adopted as amended to the following reports under Section 9. Information Reports – Motions:

- Remove 9.3 Physician Recruitment Committee Report – Report # 26-11R
- Remove 9.4 ROMA 2026 Rural Ontario's Leaders Conference - Report # 26-12R
- Change report numbering for 9.5 from removal of other reports

CARRIED – unanimous

4. Disclosures of a Conflict of Interest

5. Presentations and Delegations

6. Adoption of Minutes

6.1 Regular Meeting of February 23, 2026

6.2 To adopt the minutes as presented or amended

Resolution Number 26-48

Moved by Councillor Spencer Bigelow
Seconded by Councillor Garry Thibert

BE IT RESOLVED THAT Council adopt the minutes of the Regular Meeting of February 23, 2026 as circulated.

CARRIED – unanimous

7. Notice of Motions

7.1 Authorization for transfer agreement

Resolution Number 26-49

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

WHEREAS the Town of Mattawa has been successful in its application for funding from the Ontario Ministry of Infrastructure under the Health and Safety Water Stream program for which the Province will contribute up to \$4,312,298 of the approved \$5,907,258 total project cost.

AND WHEREAS the Province of Ontario requires Council's approval to enter into a Transfer Payment Agreement with the Province.

THEREFORE BE IT RESOLVED THAT Council for the Town of Mattawa authorizes the Mayor and the Chief Administrative Officer to execute the Transfer Payment Agreement.

CARRIED – unanimous

8. Correspondence

8.1 2026 Municipal Operating Levy – Cassellholme

8.2 Township of Perry – Reduced Rate Distribution of Library Resources

8.3 Moosonee – Resolution to Strengthening Self-Defence Protections and Addressing Rising Home Invasions in Ontario

8.4 Municipality of Magnetawan – Support Resolution Invest Ready Certified Site Designation

8.5 AMO – Registration Now Open for AMO Conference 2026

8.6 Township of Papineau-Cameron – Ontario Veterinary College Expansion of Enrollment Capacity

8.7 Township of Southgate – Support Bill 21, Protect our Food Act, 2025

8.8 Municipality of East Ferris – Fire & Emergency Services Training Centre

Resolution Number 26-50

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

WHEREAS the Municipality of East Ferris is planning the construction of a new fire hall that will serve as a regional fire training centre for fire departments including from across the Nipissing, East Parry Sound, and East Sudbury districts;

AND WHEREAS the closest accredited and operational training facilities are currently located in Huntsville, Haileybury, and Sault Ste. Marie, requiring significant travel, increased costs, and reduced training frequency for volunteer and composite departments in our

region;

AND WHEREAS the summer 2025 storm in the Municipality of Calvin demonstrated the effectiveness of regional collaboration under a declared state of emergency, highlighting the value of joint training and coordinated emergency response;

AND WHEREAS a regional training centre in East Ferris would allow firefighters to train closer to home, reduce operational costs, foster inter-departmental collaboration, and improve readiness for future emergencies.

NOW THEREFORE BE IT RESOLVED THAT the Council of Town of Mattawa supports the Municipality of East Ferris in its application to the Northern Ontario Heritage Fund Corporation (NOHFC) for funding assistance to construct the East Ferris Regional Fire Training Centre.

AND FURTHER THAT a copy of this resolution be forwarded to Municipality of East Ferris to demonstrate our municipality's support for this important regional initiative.

CARRIED – Recorded vote and the vote was unanimous

- 8.9 Ministry of Municipal Affairs and Housing – Powers and Roles of Municipalities, Mayors, and Police Service Boards in Establishing a Police Service Board Budget.

9. Staff Reports – Motions

- 9.1 Town of Mattawa Election Procedures Policy – Report # 26-09R
Report from Amy Leclerc, Municipal Clerk & Sabrina Poullas, Deputy Clerk

Resolution Number 26-51

Moved by Councillor Spencer Bigelow
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-09R titled Town of Mattawa Election Procedures Policy.

CARRIED – unanimous

Resolution Number 26-52

Moved by Councillor Fern Levesque
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council approves the Town of Mattawa Election Procedures Policy as presented.

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

CARRIED – unanimous

Resolution Number 26-53

Moved by Councillor Spencer Bigelow
Seconded by Councillor Garry Thibert

BE IT RESOLVED THAT Council cancel the Regular Meeting of Monday October 26, 2026 due to the 2026 Municipal Elections and that day being Election Day.

AND FURTHER THAT Council considers the cancellation of the Regular Meeting of Tuesday October 13, 2026 and place it on Old Business for further discussion.

CARRIED – unanimous

- 9.2 Use of Municipal Resources for Election Purposes Policy – Report # 26-10R
Report from Amy Leclerc, Municipal Clerk & Sabrina Poullas, Deputy Clerk

Resolution Number 26-54

Moved by Councillor Fern Levesque

Seconded by Councillor Spencer Bigelow

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-10R titled Use of Municipal Resources for Election Purpose Policy.

CARRIED – unanimous

Resolution Number 26-55

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

BE IT RESOLVED THAT Council approves the Use of Municipal Resources for Election Purposes Policy as presented.

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

CARRIED – unanimous

- 9.3 Transition of Grass Cutting Services to In-House Operations & Purchase of Lawn Equipment – Report # 26-11R
Report from Dexture Sarrazin, Director of Community Services

Councillor Mick arrived at 6:46 pm

Resolution Number 26-56

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-11R titled Transition of Grass Cutting Services to In-House Operations and Purchase of Lawn Equipment.

CARRIED – Recorded vote and the vote was as follows:

For: Deputy Mayor Gardiner, Councillors Levesque, Mick, Ross, Bigelow

Against: Councillor Thibert

Resolution Number 26-57

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

BE IT RESOLVED THAT Council approves the purchase of lawn cutting equipment to a maximum of \$20,000 and approve the transition of lawn maintenance as it can be completed by municipal employees for all properties owned by the Town of Mattawa.

CARRIED – Recorded vote and the vote was as follows:

For: Deputy Mayor Gardiner, Councillors Levesque, Mick, Ross, Bigelow

Against: Councillor Thibert

10. By-Laws

10.1 By-Law 26-07 – Agreement with Jp2g Consult Inc.

BEING a by-law authorizing the signing of an agreement with Jp2g Consultants Inc. to provide Engineering Support on municipal infrastructure related matters and Planning Support on land use planning matters

Resolution Number 26-58

Moved by Councillor Loren Mick

Seconded by Councillor Sencer Bigelow

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 26-07 being a by-law authorizing the signing of an agreement with Jp2g Consultants Inc. to provide Engineering Support on municipal infrastructure related matters and Planning Support on land use planning matters.

CARRIED – unanimous

10.2 By-Law 26-08 – Amend By-Law 26-05 Sale of Part of Rankin St

BEING a by-law to amend By-law 26-05 to sell part of Rankin Street.

Resolution Number 26-59

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 26-08 being a by-law to amend By-law 26-05 sale of part of Rankin Street.

CARRIED – Recorded vote and the vote was 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 Rosemount Valley Suites Update

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

c) a proposed or pending acquisition or disposition of land by the municipality or local board

14.3 Vianet Services

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

k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

14.4 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

Resolution Number 26-60

Moved by Councillor Spencer Bigelow
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 7:00 p.m. in order to address the following:

- Item #14.2 Rosemount Valley Suites Update under a proposed or pending acquisition or disposition of land by the municipality or local board;
- Item #14.3 Vianet Services under a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board;
- Item #14.4 Cassellholme Update under litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

CARRIED – unanimous

Councillor Thibert left the meeting at 7:00 pm

15. Return to Regular Session

15.1 That the Council Return to Regular Session

Resolution Number 26-61

Moved by Councillor Loren Mick
Seconded by Councillor Laura Ross

BE IT RESOLVED THAT the regular meeting reconvene at 7:34 p.m.

CARRIED – unanimous

16. Motions Resulting from Closed Session

Resolution Number 26-62

Moved by Councillor Fern Levesque
Seconded by Councillor Laura Ross

WHEREAS on September 8, 2025 Council for the Town of Mattawa passed a resolution to obtain legal services from Hammond LLP and cost share with the Township of Papineau-Cameron, the Municipality of Calvin and the Municipality of Mattawan;

AND WHEREAS Hammond LLP have completed the requested services and are no longer required.

THEREFORE BE IT RESOLVED THAT Council for the Town of Mattawa is in agreement to obtain the services provided by the CG Group and cost share with the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan, to a maximum of \$5,000 each.

CARRIED – Recorded vote and the vote was unanimous

17. Adjournment

17.1 Adjournment of the meeting

Resolution Number 26-63

Moved by Councillor Loren Mick

Seconded by Councillor Spencer Bigelow

BE IT RESOLVED THAT this regular meeting adjourn at 7:36 p.m.

CARRIED – unanimous

Mayor

Clerk

DATE: MONDAY MARCH 23, 2026

6.2

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT Council adopt the minutes of the Regular Meeting of March 9, 2026 as circulated.

DATE: MONDAY MARCH 23, 2026

7.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT Council for the Town of Mattawa supports the Township of Papineau-Cameron regarding the Ontario Veterinary College's Enrollment Capacity.

AND FURTHER THAT a copy of this resolution be forwarded to the Ontario Veterinary College; the Canadian Veterinary Medical Association; the Minister of Economic Development, Job Creation and Trade; the Minister of Agriculture, Food and Agribusiness; Minister of Colleges, Universities, Research Excellence and Security; the Association of Municipalities of Ontario and all Ontario Municipalities.



THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
E-mail: admin@papineaucameron.ca Website: www.papineaucameron.ca

February 26, 2026

The Ontario Veterinary College
50 Stone Road East
Guelph, ON N1G 2W1

RE: Ontario Veterinary College expansion of enrollment capacity

The Council of The Corporation of The Township of Papineau-Cameron met at their Regular Council Meeting on February 24, 2026 and passed the attached resolution 2026-50 that relates to the Ontario Veterinary College's enrollment capacity.

Yours truly,

Venessa Wilson
Administrative Assistant

Encl: Resolution 2026-50, Township of Papineau-Cameron

Cc: The Ontario Ministry of Agriculture, Food and Agribusiness
The Canadian Veterinary Medical Association
The Honorable Victor Fedeli, MPP, Minister of Economic Development, Job Creation and Trade
The Honorable Trevor Jones, MPP, Minister of Agriculture, Food and Agribusiness
The Honorable Nolan Quinn, MPP, Minister of Colleges, Universities, Research Excellence and Security
Association of Municipalities of Ontario
All Ontario Municipalities



THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
Website: www.papineaucameron.ca

DATE: February 24, 2026

RESOLUTION NUMBER: 2026-50

MOVED BY: *Shelley Belanger*

SECONDED BY: *M Chenier*

WHEREAS large animal livestock owners in Northern Ontario have extremely limited access to large animal veterinary services;

AND WHEREAS the cost of large animal veterinary services in Northern Ontario is significantly higher due to long travel distances and the limited number of large animal veterinarians available to service the region;

AND WHEREAS it has come to the attention of the Council of Papineau-Cameron Township that three qualified individuals within our community have applied to the Ontario Veterinary College for large animal veterinary, but were denied admission due to limited enrollment capacity;

THAT the Council of Papineau-Cameron Township formally requests that the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, and the Canadian Veterinary Medical Association consider expanding enrollment capacity at the Ontario Veterinary College to allow more qualified applicants to pursue certification as large animal veterinarians.

AND FURTHER THAT a copy of this resolution be forwarded to the Ontario Veterinary College, the Ontario Ministry of Agriculture, Food and Agribusiness, the Canadian Veterinary Medical Association, the Hon. Victor Fedeli MPP Minister of Economic Development, Job Creation and Trade, the Hon. Trevor Jones MPP Minister of Agriculture, Food and Agribusiness, the Hon. Nolan Quinn MPP Minister of Colleges, Universities, Research Excellence and Security, Association of Municipalities of Ontario, and Ontario Municipalities for their consideration and support.

CARRIED: *Robert Corriveau*
(Mayor)

NOT CARRIED: _____
(Mayor)

Recorded Vote (Upon Request of Councillor _____) Section 246 (1) Municipal Act

RECORDED DIVISION VOTE	YES Signature	NO Signature	ABSTAIN Signature
Mayor Robert Corriveau			
Deputy Mayor Shelley Belanger			
Councillor Keith Dillabough			
Councillor Jason Bélanger			
Councillor Mélanie Chenier			

COPY

From: [AMO Policy](#)
To: [Amy Leclerc](#)
Subject: AMO Policy Update - Conservation Authority Consolidation, New Buy Ontario Municipal Procurement Requirements, Proposals on Drug Enforcement
Date: Wednesday, March 11, 2026 12:18:30 PM

8.1



**AMO Policy Update – Conservation Authority
Consolidation, New *Buy Ontario* Municipal
Procurement Requirements, Proposals on
Drug Enforcement**



Top Insights

- The province finalizes plans to consolidate conservation authorities and provides details on governance, funding, and transition period timelines.
- The province has proposed new municipal procurement requirements that prioritize 'Ontario Made' and 'Canada Made' goods and services for light fleet vehicles and construction procurement.
- Following AMO's recommendations, the province is proposing to exempt municipal and other select housing operators from a new law that makes landlords liable for knowingly allowing illegal drug production or trafficking in their buildings.
- The province is considering new enforcement powers for transit special constables for drug offences.

Finalized Plans on Conservation Authority Consolidation Respond to AMO Recommendations

Following AMO advocacy, the Ministry of Environment Conservation and Parks has revised its approach to consolidating conservation authorities (CAs). The province's revised position takes steps against some of AMO's recommendations, which we'd shared in our [2025 comments](#), by:

- **Increasing the number of regional CAs from seven to nine**, better reflecting distinct geographies and regional development contexts across the province.
- **Introducing Watershed Councils and Transition Committees** to help maintain local expertise and relationships, and support business continuity.
- **Providing \$3 million of annual provincial funding** which is vital for transition support and delivering long-term service improvements desired by the province.

These legislative changes would come into effect once amendments to the *Conservation Authorities Act* are passed by the provincial legislature. The new Ontario Provincial Conservation Agency is overseeing the transition and full regional integration is targeted for early 2027.

Implementation of these reforms entails significant risks for municipalities around the transition, budgeting, governance, funding, and public communications. AMO calls on the province to work collaboratively and transparently with municipalities, conservation authorities, developers, and

Indigenous representatives to address these risks.

AMO will comment on the proposed legislative changes once they are tabled in the spring session.

Buy Ontario regulations for municipal procurement of light duty fleet vehicles, capital infrastructure and construction projects

AMO has [submitted feedback](#) to the province's [regulatory proposal](#) under the *Buy Ontario Act* which would require municipalities to give preference to Ontario and Canadian goods and services for light fleet vehicle and construction procurements. AMO supports these measures.

Last year, AMO consulted with the Ministry of Public and Business Service Delivery and Procurement (MPBSDP) and the municipal sector on light fleet vehicle procurement. We applaud the province's decision to incorporate [feedback provided](#) by AMO and the municipal sector into their proposed fleet procurement rules. We are now advancing similar recommendations to help ensure an effective implementation of proposed construction procurement rules.

Advocacy on Construction Procurement Policy

Since December 2025, AMO has held three consultation sessions in partnership with MPBSDP to gather feedback from senior municipal professionals working across 140 municipalities in procurement, finance, public works, and legal departments on the impact of the proposed procurement approach. Building on this feedback, [AMO's submission](#) puts forward recommendations to avoid undue time and cost increases:

1. **Keep Local Flexibility:** Provide municipalities with the flexibility to establish local policies that ensure value-for-money procurement while addressing the distinct needs and priorities of their communities.
2. **Clarify New Procurement Rules:** Provide clear definitions of "Ontario Made" and "Canada Made," guidance on compliance, and flexibility in scoring bids. Move implementation to 2027 to avoid disrupting 2026 budgets and construction seasons.
3. **Coordinate with Existing Funding Programs:** Ensure procurement rules do not conflict with provincial or federal grants, risking funding losses or project cancellations — especially for housing infrastructure.
4. **Match Supply and Demand:** Work with industry to ensure domestic capacity can be ramped up to meet the anticipated increase in policy driven demand.

Regulations under Measures Respecting Premises with *Illegal Drug*

Activity Act, 2025 (MRPIDAA)

AMO provided a [submission](#) to the regulatory proposal for the MRPIDAA. It recognizes the provincial government's positive change to remove long-term care homes and municipal, non-profit and co-operative providers of community, transitional, and supportive housing from the definition of 'landlord' in the regulations under the Act. This change reflects AMO's advice to the province about the implementation of Bill 10, the *Protect Ontario Through Safer Streets and Stronger Communities Act, 2025*.

Without this exemption in place, these landlords would be subject to legal risk and vulnerable clients could experience new housing barriers. Through these proposed changes, the government is helping to maintain a strong housing continuum for vulnerable people while still addressing illegal drug activity.

Proposal to Extend Authorities to Transit Special Constables under the *Restricting Public Consumption of Illegal Substances Act, 2025*

The government is [considering](#) extending certain police officers powers to authorized special constable transit employers and their special constables to charge and arrest for more drug offences.

In the legislative [submission](#) about Bill 6, the *Safer Municipalities Act*, AMO outlined its view is that while new powers may be useful in very specific situations, that enforcement should be not the primary response to homelessness and intersecting mental health and addictions crisis. We need significant and sustained provincial investments in deeply affordable housing plus improvements to income security and a comprehensive approach to mental health and addictions.

An online version of this Policy Update is also available on the [AMO Website](#).

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

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155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA



March 13, 2026

Hon. David Piccini
Ministry of Labour, Immigration, Training and Skills Development
14th Floor, 400 University Ave
Toronto ON M7A 1T7

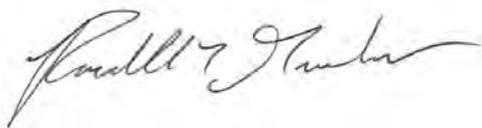
Re: Request for Provincial Legislation Amendments, Health and Safety Concerns

Dear Minister Piccini,

At its meeting of Council on March 11, 2026, the Council of the Township of Oro-Medonte received correspondence from Association of Ontario Road Supervisors (AORS) regarding the above-mentioned request for support.

The Township of Oro-Medonte fully supports AORS in their request, as our staff have, on numerous occasions, been subjected to abusive and aggressive behaviour from members of the public. We respectfully request your support in advancing measures that will strengthen protections for municipal workers and contractors. With provincial partnership, municipalities can better safeguard the individuals who work tirelessly to maintain critical services and keep our communities functioning safely.

Sincerely,



Mayor Randy Greenlaw

Cc: Premier Doug Ford
Hon. Michael Kerzner, Solicitor General of Ontario
Hon. Jill Dunlop, Minister of Emergency Preparedness and Response
Hon. Rob Flack, Minister of Municipal Affairs and Housing

Hon. Prabmeet Sakaria, Minister of Transportation
Hon. Todd McCarthy, Acting Minister of Infrastructure
Doug Downey, MPP Barrie – Springwater - Oro-Medonte
Association of Municipalities of Ontario (AMO)
Association of Ontario Roads Supervisors (AORS)
Ontario Municipalities
Members of Oro-Medonte Council



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

February 5, 2026

Dear Minister Piccini,

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

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

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

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

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

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

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

We respectfully ask the Province to consider the following changes:

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

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

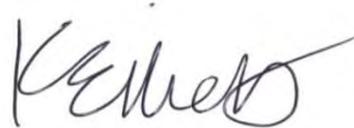
AORS would welcome the opportunity to meet with you and your staff to discuss these concerns further and to collaborate on legislative solutions that better protect municipal workers and subcontractors while strengthening public safety across the province.

Thank you for your consideration of this critical issue.

Sincerely,



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



Kelly Elliott
Interim Executive Director
Association of Ontario Road Supervisors

Cc (via e-mail)

Premier Doug Ford

Minister of Emergency Preparedness and Response Jill Dunlop

Minister of Municipal Affairs and Housing Rob Flack

Minister of Transportation Prabmeet Sarkaria

Acting Minister of Infrastructure Todd McCarthy

Scott Butler, Good Roads Executive Director

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



Solicitor General of Ontario Michael Kerzner
George Drew Building, 25 Grosvenor Street
Toronto, ON M7A 1Y6

February 5, 2026

Dear Solicitor General Kerzner,

On behalf of Ontario's municipal public works professionals, we are writing to raise serious concerns regarding the safety of municipal workers and subcontractors who are increasingly facing harassment, threats, and dangerous interference from members of the public while delivering essential municipal services - particularly during winter maintenance and emergency operations.

Across Ontario, municipal public works teams are responsible for maintaining critical infrastructure that residents depend on every day, including roads, sidewalks, bridges, and drainage systems. During significant weather events, these workers are frontline responders, ensuring emergency vehicles can travel safely and that communities remain connected and accessible. However, the behaviour directed at them has escalated well beyond routine complaints and has become a direct threat to both worker safety and public safety.

Through consultations with AORS members province-wide, we continue to receive troubling reports that illustrate the seriousness of this issue. These include:

- An individual throwing a large chunk of ice at an active piece of municipal equipment while it was operating.
- A resident threatening to kill a sidewalk plow operator.
- A man climbing onto a snowplow and refusing to get off until the driver agreed to plow his road next.
- Two staff members confronted and aggressively accosted in public - one at a gas station and another while simply waiting in line for coffee - by individuals angry about road conditions and a mailbox strike that were not even related to that municipality.
- A voicemail threatening to shoot a plow driver with a shotgun the next time the street was plowed.
- A resident jumping in front of an active plow during a major snow event and refusing to move, delaying operations for over an hour and jeopardizing service levels and overall emergency response.

These examples represent only a small sample of the experiences municipal plow drivers and winter maintenance crews are facing across the province. What was once occasional frustration has escalated into intimidation, threats of violence, and direct interference with equipment and operations.

Equally concerning is that municipalities do not always receive consistent enforcement support when these incidents occur. We have heard directly from members who contacted the Ontario Provincial Police for assistance and were advised that, unless a physical assault had already taken place, the situation was "not a police matter." Waiting until a worker has been physically harmed before intervention is neither preventative nor acceptable.

This gap leaves municipalities and workers vulnerable and sends an unintended message that threatening or obstructive behaviour toward municipal staff carries little consequence. It also places supervisors and by-law officers in situations that may exceed their authority or capacity to manage safely.

We believe a proactive and coordinated response is needed. Municipal workers and their subcontractors should not have to choose between their personal safety and providing critical services during storms and emergencies.

We respectfully ask that the Province of Ontario and the Ontario Provincial Police take a clear and strong stance that interference, threats, and harassment directed at municipal public works staff will not be tolerated. Specifically, we would welcome:

- Clear direction and guidance to police services, including the OPP, that threats, intimidation, and obstruction of municipal workers performing essential duties warrant timely enforcement and support.
- Recognition that interference with winter maintenance and emergency public works operations presents a broader public safety risk, not merely a municipal operational issue.
- Enhanced coordination between municipalities and local police services during significant weather events and emergency responses to ensure worker safety and continuity of service.
- Consideration of legislative or policy tools that provide stronger deterrence and consequences for those who threaten or obstruct municipal staff and contractors.

Municipal public works professionals are essential workers. They keep roads open for ambulances, fire trucks, school buses, and the travelling public. Their safety should be treated with the same seriousness as that of other frontline responders.

AORS would welcome the opportunity to meet with you and your staff to discuss these concerns and explore practical steps to ensure consistent enforcement support and stronger protections for municipal workers across Ontario.

Thank you for your attention to this important matter and for your continued leadership in public safety.

Sincerely,



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



Kelly Elliott
Interim Executive Director
Association of Ontario Road Supervisors

Cc (via e-mail)
Premier Doug Ford

8.3

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: Board of Health Update and Discontinuation of Routine Beach Sampling Information
Date: Thursday, March 5, 2026 2:43:29 PM
Attachments: [2026 02 25 Highlights.docx](#)
[Beach Sampling Discontinuation 2026 03 05 - signed.pdf](#)

Please forward the correspondence below to your Mayor/Reeve, municipal councillors, Chief Administrative Officer, and Parks and Recreation Department:

Hello,

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

The [Medical Officer of Health Report](#) from the February 25, 2026, meeting is also posted to the website. Highlights from the February 2026 report are attached to this email.

Also attached a letter regarding the discontinuation of routine beach sampling, which outlines changes that will take effect in summer 2026.

The Health Unit will be holding virtual information sessions for municipal representatives on the following dates and times:

Thursday, March 26, 2026 – 10:00 a.m. to 11:15 a.m.

Tuesday, March 31, 2026 – 4:30 p.m. to 5:45 p.m.

Wednesday, April 1, 2026 – 1:00 p.m. to 2:15 p.m.

To register, please complete the [information session form](#) or contact the Environmental Health Program at environmental.health@healthunit.ca or 705 474 1400 ext. 5400.

Thank you,

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 February Medical Officer of Health Report to the Board of Health

Medical Officer of Health Update

In my update last month to the North Bay Parry Sound Board of Health, I described some of the Health Unit programs that promote health and prevent illness, thereby reducing health care costs. This month I would like to focus on why it is more important than ever to invest in public health.

In Canada, life expectancy has increased by more than 28 years between 1920 and 2020¹. Most of these gains were achieved through public health measures such as vaccination programs and improved sanitation which decreased the spread of infectious diseases. Medical advances including antibiotics and improvements in maternal and infant care have also contributed to increases in the life span.

However, gains in life span have outpaced gains in health span. By 2040, the number of adults over the age of 30 with a major illness requiring significant hospital care, is expected to reach one in four, doubling from one in eight in 2002². The number of people living with at least one chronic condition is also expected to increase by two million in the next 15 years. The aging population is the biggest factor influencing these trends, though **structural and social determinants of health**, and chronic disease risk factors shaped by these determinants will also play a significant role.

***Social determinants of health** refer to a specific group of social and economic factors that relate to an individual's place in society, such as income, education, employment, racism, social connections, and access to services.*

*The **structural determinants of health** are the written and unwritten rules that create, maintain, and eliminate the long-lasting patterns of advantage and disadvantage between socially constructed groups that impact health.*

¹ Statista (website) [Canada: life expectancy 1800-2020 | Statista](#) Accessed Feb. 12, 2026.

² Rosella LC, Buajitti E, Daniel I, Alexander M, Brown A. (2024) *Projected patterns of illness in Ontario*. Toronto, ON: Dalla Lana School of Public Health.

The impacts of an aging population and increasing rates of chronic disease are already being felt by the health care system in Ontario. Challenges such as difficulty in accessing a family physician, emergency department wait times, and hallway medicine frequently make the headlines. Ontario’s Minister of Finance, Peter Bethlenfalvy has recently characterized health spending as “unsustainable”,³ yet demand will continue to increase given the projected chronic disease trends.

We need to think differently about health spending. While efficiencies should be sought, we must also invest in increasing the population’s health span to reduce the demand on the health care system. Aging is historically associated with increased burden of chronic disease and a decline in quality of life, but research is indicating that this is not inevitable⁴. Chronic diseases are largely caused by modifiable risk factors such as smoking, drinking alcohol, poor nutrition, and being sedentary⁵.

Examining the health of young people can give us a glimpse into our future. National data indicates that in the past 15 years there has been a decrease in the use of alcohol and cigarettes by 12-17-year-olds⁶. However, fewer of these students (21%) met Canadian physical activity recommendations in 2022-2024 as compared to 2018-2019 (36%).⁷ In 2023, 18% of Ontario Grade 7 to 12 students reported fair or poor physical health, among the highest reported since monitoring through the Ontario Student Drug Use and Health Survey (OSDUHS) began decades ago.⁸ Self-rated mental health has also significantly worsened since monitoring began in 2007. Local data from the 2024 Planet Youth Nipissing Survey found similarly low levels of physical activity and self-reported good or very good physical (50%) and mental (37%) health among Grade 10 students⁹.

These findings indicate an urgent need to change our population approach to health.

³ [Ontario finance minister says rate of health-care spending is ‘unsustainable’ | Globalnews.ca](#) Accessed February 17, 2026.

⁴Chatterji S, Byles J, Cutler D, et al. (2015) Health, functioning, and disability in older adults – present status and future implications. *Lancet* 385(9967):563-575.

⁵ Ng R, Sutradhar R, Yao Z, Wodchis WP, Rosella LC. (2020) Smoking, drinking, diet and physical activity – modifiable lifestyle risk factors and their associations with age to first chronic disease. *Int J Epidemiol.* 49(1):113-130.

⁶ Health Canada (2025) Alcohol and drug use among students in Canada 2023-24. [Alcohol and Drug Use among Students in Canada, 2023–24](#) Accessed February 18, 2026.

⁷ Statistics Canada. Directly measured physical activity and sedentary time in Canada: New results from the Canadian Health Measures Survey, 2022 to 2024. [The Daily — Directly measured physical activity and sedentary time in Canada: New results from the Canadian Health Measures Survey, 2022 to 2024](#) Accessed February 18, 2026.

⁸ Boak, A., & Hamilton, H. A. (2024). The mental health and well-being of Ontario students, 1991–2023: Findings from the Ontario Student Drug Use and Health Survey (OSDUHS). Toronto, ON: Centre for Addiction and Mental Health.

⁹ Planet Youth Nipissing. [Planet Youth Nipissing Homepage](#) – Accessed Feb. 18, 2026.

Public health plays a vital role in identifying and collaborating on provincial and community strategies that alter risk factors and strengthen protective factors on a population level. Strategic investments in the social determinants of health and supportive physical, social, and economic environments are critical to promoting healthy aging¹⁰ and to preserving the long-term sustainability of the health system.

Investing in population health is essential - it is one of the most effective levers we have to decrease the cost of health care. In Ontario, over 40% of the total budget is directed to health spending¹¹, while less than 2% of health spending is invested in public health¹². This imbalance limits our ability to prevent chronic disease and reduce avoidable demand on the health care system. Now more than ever, strategic investments in population-level prevention and the social determinants of health are required to shift this dynamic. Strengthening prevention today will reduce hospitalizations, improve quality of life, and help ensure the sustainability of Ontario's health system for future generations.

Program and Services Highlights

Oral Health

- Oral Health has been reaching out to community partners who work closely with priority populations to improve navigation of federal and provincial dental programs and reduce barriers to care through better access and coordinated support.

Sexual Health and Harm Reduction

- In January, two public health nurses from the Sexual Health and Harm Reduction program delivered a lunchtime talk to primary care providers in the Parry Sound area. The session focused on local and provincial case trends and updated management and treatment recommendations for sexually transmitted infections. A similar talk is planned for North Bay in the near future.

Vaccine Preventable Diseases

- Increased uptake of optional vaccines such as Hepatitis B and HPV-9 was achieved through identifying eligible students using an enhanced analytics tool, issuing immunization notices, and offering optional secondary school vaccine clinics.

¹⁰ Gianfredi V, Nucci D, Pennisi F, Maggi S, Veronese N, Soysal P. Aging, longevity, and healthy aging: the public health approach. *Aging Clin Exp Res.* 2025 Apr 17;37(1):125.

¹¹ Government of Ontario. [2025 Ontario Budget | In Brief](#) (accessed February 18, 2026)

¹² Ontario Ministry of Health. [Published plans and annual reports 2025–2026: Ministry of Health | ontario.ca](#) (accessed February 18, 2026)

Environmental Health

- The beginning of the year marks an annual “reset” for all inspected facilities.
- Food premises each undergo a risk assessment to their risk category. The risk rating determines the frequency of routine inspections for that facility.
- The Health Unit is enhancing the public disclosures system on our website. Online disclosure for tobacco, vapour, and smoke enforcement actions is now displayed on the [enforcement disclosure page](#), with additional program areas to follow.

Healthy Families

- An infant feeding survey is being conducted to understand the feeding practices of infants in their first 6 months across the Health Unit. Participation began in March 2025, and over half of the 274 surveys needed to generate reliable data have been collected to date.

Indigenous Engagement

- The Giiwedno Mshkikiwgamig (North Bay Indigenous Hub) presented the Health Unit with a beautiful piece of artwork during a Letters of Relationship celebration. The Letter of Relationship affirms a shared vision of building safe, inclusive, and culturally respectful pathways for Indigenous community members. The Health Unit also received a plaque from the North Bay Indigenous Hub recognizing the organization’s commitment for all staff to complete Anishinaabe Mino’ Ayaawin – *People in Good Health* training. This training supports the Health Unit in reconciliation efforts and in providing culturally safe care. The artwork and plaque are prominently displayed beside front reception at the North Bay office.

Effective Public Health Practice

- Foundational Services is supporting a Quality Improvement project to develop consistent, reliable, and cost-effective processes for transporting supplies and other items between Health Unit offices and private water sample drop-off locations.

March 5, 2026

SENT ELECTRONICALLY

Dear Member Municipalities,

Re: Discontinuation of Routine Beach Sampling

This letter is to inform you that the North Bay Parry Sound District Health Unit (Health Unit) will be discontinuing monitoring (conducting routine sampling) of recreational water at public beaches throughout the district, effective summer 2026. Follow-up will continue to occur for complaints. All municipalities will be supplied with updated public beach signage to support public awareness of water quality risks, health precautions, and safe swimming practices.

The decision to discontinue beach water sampling was presented to the Board of Health on February 27, 2026, along with the attached briefing note. The decision was informed by a review of the effectiveness of the program in terms of protecting the public's health. The review identified several factors that limit the effectiveness and sustainability of routine beach water sampling, including:

- Provincial expectations to conduct weekly sampling is resource challenging given that the Health Unit has approximately 60 public beaches located across an expansive geography.
- Overall, illness risk from recreational water in the Health Unit region is low.
- Notification from the lab to the Health Unit of adverse sample results typically occurs approximately 3-4 days after collection due to shipping and laboratory processing times. The reduced ability to provide current risk information is problematic as it could result in a beach remaining closed even though it is no longer impacted.
- Beach sampling provides only a single point-in-time snapshot of water quality while it is known that conditions can change rapidly. Regardless of sampling results, individuals should always take certain precautions when visiting a beach to reduce the risk of enteric illnesses.
- Current signage does not address potential risks with public beach use in between the sampling dates or for beaches not routinely sampled.

To help answer questions, the Health Unit will be hosting virtual information sessions for municipal representatives on the following dates and times:

1. **Thursday, March 26, 2026** – 10:00 a.m. to 11:15 a.m.
2. **Tuesday, March 31, 2026** – 4:30 p.m. to 5:45 p.m.
3. **Wednesday, April 1, 2026** – 1:00 p.m. to 2:15 p.m.

To register please complete the [information session form](#) or contact us at environmental.health@healthunit.ca or 705-474-1400 ext. 5400.

Sincerely,

Carol Zimbalatti

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

 345 Oak Street West,
North Bay, ON P1B 2T2

 1-800-563-2808
705-474-1400

 705-474-8252

 90 Bowes Street, Suite 201,
Parry Sound, ON P2A 2L7

 1-800-563-2808
705-746-5801

 705-746-2711

Beach Sampling Discontinuation 2026 03 05

Final Audit Report

2026-03-05

Created:	2026-03-05
By:	Ashley Lecappelain (ashley.lecappelain@healthunit.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAASeuPRCxH9qIDknC-Hx_JSCYgCKhkWYnl

"Beach Sampling Discontinuation 2026 03 05" History

-  Document created by Ashley Lecappelain (ashley.lecappelain@healthunit.ca)
2026-03-05 - 6:26:36 PM GMT
-  Document emailed to Dr. Carol Zimbalatti (carol.zimbalatti@healthunit.ca) for signature
2026-03-05 - 6:26:40 PM GMT
-  Email viewed by Dr. Carol Zimbalatti (carol.zimbalatti@healthunit.ca)
2026-03-05 - 7:36:59 PM GMT
-  Document e-signed by Dr. Carol Zimbalatti (carol.zimbalatti@healthunit.ca)
Signature Date: 2026-03-05 - 7:37:29 PM GMT - Time Source: server
-  Agreement completed.
2026-03-05 - 7:37:29 PM GMT



250 Tenth Street, P.O. Box 550 / 250 rue Dixième, C.P. 550
Mattawa, Ontario, P0H 1V0 (705)744-2979

March 11, 2026

RECEIVED
MAR 11 2026

Dear Mayor Belanger and Members of Council,

Community Living Mattawa is a non-profit organization that has been supporting adults and youth with developmental disabilities to live independently in the Town of Mattawa for over 50 years. We currently support over 40 people (adults, youth, and children) with developmental disabilities to participate fully in our community.

The month of May is Community Living Month, a province-wide annual awareness campaign to promote true inclusion for people who have a developmental disability and their families. Community Living Mattawa is planning a number of events during the month to celebrate and raise awareness of the accomplishments people with developmental disabilities make in our community, such as our annual community barbeque.

We would also like to include the three activities we introduced in 2023. These were a Shine the Light on Community Living, where we shone blue and green lights on Big Joe Muffraw for the month of May, the second was the proclamation from the Town Council and presented by the Mayor, or a member of Council, declaring the month of May as Community Living Month, and the third was that the Mattawa Fire Department would fly our Community Living flag on their truck for the month of May.

We would like to make this announcement and start the Shine the Light on Community Living at the beginning of May again this year. I am submitting a request to the Mayor and the Council of the Town of Mattawa to show their commitment towards supporting people in our community with developmental disabilities by making a declaration that the Month of May is Community Living Month in the Town. As well, we request to have a brief ceremony on Monday, May 4th at 11:00 am at the base of Big Joe Muffraw to "Shine a Light on Community Living" and we would like to invite Mayor Belanger and any other members of Council to join us for the ceremony and to read the declaration from Council.

It is through the generous support of the people of the Town of Mattawa, the Mayor, and the Council that we are able to continue to provide opportunities for the individuals we support to participate fully in our community.

I thank you for your consideration of our request. If you have any questions or require any further information, please contact me at (705) 744-3030 or at david@communitylivingmattawa.org.

Sincerely,

David Spencer
Executive Director
Community Living Mattawa

From: [ca.office \(MECP\)](#)
Cc: [ca.office \(MECP\)](#)
Subject: Decision Notice on the Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities
Date: Tuesday, March 10, 2026 3:30:03 PM

Dear Municipal Partners and the Association of Municipalities of Ontario (AMO),

We are writing to inform you that a decision notice has been posted to the Environmental Registry of Ontario (ERO) regarding the proposal notice posting #025-1257 on the "Proposed boundaries for the regional consolidation of Ontario's conservation authorities."

The proposal initially consulted on by the government proposed boundaries that would have resulted in seven regional conservation authorities. As a result of the feedback received during consultation, the province adjusted the boundaries to accommodate areas with distinct geographies and development contexts, to better balance differing priorities across rural, urban and northern areas and improve alignment with watersheds and with source protection regions. The government is now planning to move forward with consolidation to create nine optimized regional CAs. A map showing the planned boundaries and the nine new CAs is available at [Ontario Provincial Conservation Agency | ontario.ca](#).

In the coming weeks, the government plans to introduce amendments to the Conservation Authorities Act (CAA) that would implement the consolidation and set out a smooth path to consolidation to ensure service continuity for communities. Consolidation is targeted to take effect in early 2027 to allow transition planning to occur over the next year. The government's plan would ensure a clear, coordinated and successful transition led by the Ontario Provincial Conservation Agency (OPCA), that would minimize disruptions to CA staffing, services, permitting processes and with all existing partnerships and obligations carried forward to maintain service stability. A summary of the consolidation plan, and details on transition, are included in the decision notice [Proposed boundaries for the regional consolidation of Ontario's conservation authorities | Environmental Registry of Ontario](#).

The government's plans to consolidate CAs build on recent progress Ontario has made to improve the CA system, including establishing OPCA to provide centralized leadership and oversight for Ontario's CAs. Under these plans, the important work that conservation authorities do to protect people and property from the risks of flooding and other natural hazards would not change. The nine new regional CAs would continue to operate as independent, municipally governed organizations and to fulfill their provincially mandated programs such as managing flooding and other natural hazards, drinking water source protection under the Clean Water Act, watershed management programs, and the management of their lands and recreational trails, ensuring public access to local natural areas and outdoor activities.

We recognize the important role that municipalities have in the governance of conservation authorities. We are committed to keeping you informed throughout the transition and ensuring that the relationships, programs and services that CAs provide

to municipalities continue.

The province is committed to working closely with municipal partners and AMO throughout this process and ensuring local knowledge informs next steps. In the coming weeks you will be invited to technical briefings to provide further information on the next steps in the planned transition process.

For questions regarding the plans for consolidation, please contact CCEO@ontario.ca. If you have questions about the planned legislative amendments and day-to-day CA business, please reach out to MECP staff via ca.office@ontario.ca.

We thank you for taking the time to share with us your perspectives during the consultations that helped to shape this plan and look forward to working closely with you and your municipal/association colleagues over the next year.

Sincerely,

Chloe Stuart
ADM, Land and Water Division
Ministry of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Executive
Office of the Chief Conservation Executive

From: [FONOM Office/ Bureau de FONOM](#)
Subject: FONOM Resolution and Media Release – Highway Safety on Highways 11 & 17
Date: Monday, March 9, 2026 8:23:20 AM
Attachments: [Media Release - FONOM Calls for Urgent Action Following Another Fatal Collision on Northern Highway.pdf](#)
[8.5 - FONOM Resolution - Urgent Action on Highway Safety – Highways 11 and 17.pdf](#)

Dear FONOM Members,

Please find attached a recent media release issued by the Federation of Northern Ontario Municipalities (FONOM), along with a Board-supported resolution titled **“Urgent Action on Highway Safety – Highways 11 and 17.”**

The resolution was brought forward following the tragic fatal collision near Smooth Rock Falls on March 7, the 10th in 2026, and reflects the growing concern among Northern municipalities regarding highway safety, reliability, and the urgent need to accelerate improvements along these critical transportation corridors.

FONOM respectfully asks that member municipalities consider **sharing the attached media release on their municipal communication platforms** to raise awareness of this important issue affecting communities across Northern Ontario.

We also encourage your **municipal council to consider supporting the attached resolution at its earliest convenience**. Broad municipal support will help strengthen the call for action to the Province of Ontario and federal partners to advance the recommendations of the Northern Ontario Transportation Task Force and improve safety on Highways 11 and 17.

Thank you for your continued leadership and collaboration in advocating for the safety and well-being of Northern Ontario residents.

Talk soon, Mac.

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
665 Oak Street East, Unit 306
North Bay, ON, P1B 9E5
Ph. 705-498-9510

March 8, 2026

For Immediate Release

FONOM Calls for Urgent Action Following Another Fatal Collision on Northern Highway

March 2026 – Smooth Rock Falls, Ontario

The Federation of Northern Ontario Municipalities (FONOM) is expressing deep concern and growing frustration following another fatal collision on Northern Ontario’s highway system.

On March 7, a serious collision near **Smooth Rock Falls** involving four tractor-trailers and a passenger vehicle claimed the life of a **Kapuskasing resident**, marking the **tenth highway fatality this winter on Northern highways**. FONOM extends its sincere condolences to the family, friends, and community affected by this tragic loss.

“These tragedies are becoming far too common on Northern Ontario highways,” said **FONOM President Dave Plourde**.

“Northern Ontario families should not have to live with the constant fear that a routine trip on the highway could end in tragedy. When we see collision after collision and closure after closure, it becomes painfully clear that the current situation is unacceptable. Northern Ontarians deserve the same level of highway safety that people in southern Ontario expect every day.”

FONOM notes that in **April 2023**, the **Northern Ontario Transportation Task Force**, co-chaired by former FONOM President **Danny Whalen** and **Wendy Landry**, delivered a comprehensive report to the Province of Ontario outlining recommendations to improve transportation safety, reliability, and economic connectivity across Northern Ontario.

While FONOM appreciates that some improvements have been made, many of the recommendations—particularly those related to highway safety, passing opportunities, rest areas, and improved road design—have yet to be fully implemented.

“Northern leaders have already done the work. The Transportation Task Force delivered clear recommendations to improve safety on Highways 11 and 17, yet too few of those recommendations have been implemented,” Plourde said. “Every serious collision is another reminder that improving this corridor is not just a transportation issue—it is a matter of public safety for the people who live, work, and travel in Northern Ontario.”

FONOM continues to advocate for meaningful improvements to **Highways 11 and 17**, including expanding passing opportunities through four-laning where feasible and using **the 2+1 highway model** in appropriate sections.

“These highways are part of the Trans-Canada system and carry billions of dollars in goods every year,” Plourde added. “They connect our communities, support our resource economy, and move essential supplies

across the country. Improving safety on these corridors is not just a Northern issue—it is a national one.”

FONOM is calling on the Province of Ontario to accelerate the implementation of the **Northern Ontario Transportation Task Force recommendations** and to work collaboratively with Northern municipalities and the federal government to modernize this critical corridor.

Despite frequent collisions and heavy truck traffic, much of Highway 11 and 17 is a two-lane, undivided roadway with no alternative route. FONOM continues to advocate for meaningful improvements to **Highways 11 and 17**, including expanding passing opportunities through four-laning where feasible and using **the 2+1 highway model** in appropriate sections.

“Northern Ontarians should not have to accept a higher level of risk simply because of where we live,” Plourde said. “Our communities deserve the same commitment to safe and reliable transportation infrastructure as any other part of the province.”

FONOM will continue to work with municipal partners, Indigenous leaders, and governments at all levels to advance solutions that improve safety and reliability on Northern Ontario’s highways.

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com

FONOM Resolution

Urgent Action on Highway Safety – Highways 11 and 17

WHEREAS Highways 11 and 17 form the backbone of the Trans-Canada Highway through Northern Ontario and are essential corridors for the movement of people, goods, and emergency services across Canada;

AND WHEREAS these highways support Northern Ontario's resource economy, connect communities to health care and services, and carry significant national supply chains;

AND WHEREAS Northern Ontario continues to experience a troubling number of serious collisions and highway closures each year;

AND WHEREAS the tragic fatal collision near Smooth Rock Falls on March 7, 2026 involving four tractor-trailers and a passenger vehicle, resulted in the death of a Kapuskasing resident and marked the **tenth highway fatality in Northern Ontario so far in 2026**;

AND WHEREAS in April 2023, the **Northern Ontario Transportation Task Force**, co-chaired by representatives of FONOM and the Northwestern Ontario Municipal Association (NOMA), delivered a comprehensive set of recommendations to the Province of Ontario aimed at improving safety, reliability, and economic connectivity across Northern Ontario's transportation network;

AND WHEREAS Northern leaders, Indigenous partners, and transportation experts invested significant time and effort developing practical and achievable recommendations, many of which have yet to be fully implemented;

AND WHEREAS Northern Ontario residents should not have to accept a higher level of risk simply because they live, work, or travel in the North, and every preventable highway fatality underscores the urgent need for action;

THEREFORE BE IT RESOLVED that the Federation of Northern Ontario Municipalities (FONOM) call upon the Province of Ontario to urgently accelerate the implementation of the recommendations contained within the **Northern Ontario Transportation Task Force Final Report**;

AND FURTHER THAT the Province of Ontario prioritize meaningful safety improvements along **Highways 11 and 17**, including increased passing opportunities through four-laning where feasible and expanded implementation of the **2+1 highway model** in appropriate sections;

AND FURTHER THAT the Province work collaboratively with Northern municipalities, Indigenous communities, and the Government of Canada to modernize this critical national transportation corridor;

AND FURTHER THAT the Province provide an update to Northern municipalities on the status of the Task Force recommendations and the timeline for their implementation;

AND FURTHER THAT copies of this resolution be forwarded to the Premier of Ontario, the Ontario Minister of Transportation, the Minister of Northern Economic Development and Growth, Northern Ontario Members of Provincial Parliament, Northern Members of the Canadian Parliament, and the Northwestern Ontario Municipal Association.



Mark Sutcliffe
Mayor | Maire

**Office of the Mayor
City of Ottawa**
110 Laurier Avenue West
Ottawa, Ontario K1P 1J1
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Courriel : Mark.Sutcliffe@ottawa.ca

February 26th, 2026

The Honourable Michael Kerzner
Solicitor General
Ministry of the Solicitor General
George Drew Building
25 Grosvenor St. Toronto, ON M7A 1Y6
SOLGEN.Correspondence@ontario.ca

By electronic submission

Re: Proposed New Regulation under the Restricting Public Consumption of Illegal Substances Act

Dear Solicitor General,

Please be advised that Ottawa City Council, at its meeting of February 25, 2026, considered and approved the following motion:

MOTION

Moved by / Motion de: Councillor S. Plante
Seconded by / Appuyée par: Mayor M. Sutcliffe

WHEREAS the *Restricting Public Consumption of Illegal Substances Act, 2025* (RPCISA) was brought into force on June 5, 2025; and

WHEREAS the Ministry of the Solicitor General (SOLGEN) is considering regulatory amendments to the RPCISA to prescribe special constables employed by authorized public transit agencies, including OCTranspo special constables for the purpose of the Act, thereby granting them the same enforcement powers as police officers, and is seeking public input on this proposal until March 1st; and

WHEREAS the City of Ottawa has invested significant resources to improve public safety in the downtown core and the ByWard Market; and

WHEREAS OC Transpo deploys on average approximately 4 special constables in the downtown daily, and 13 deployed across the city-wide transit network, who are already present in high-traffic transit environments, including stations, platforms, and bus stops throughout the downtown core and across the city; and



Mark Sutcliffe
Mayor | Maire

**Office of the Mayor
City of Ottawa**

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WHEREAS public transit riders include workers, students, seniors, people with disabilities, youth, and low-income residents who rely on transit as their primary or only mode of transportation and require a safe environment at all times; and

WHEREAS restoring ridership is essential to the financial sustainability of Ottawa's public transit system, to achieving the City's climate and transportation goals, and to ensuring equitable access to employment, education, healthcare, and community services; and

WHEREAS enabling OCTranspo special constables to enforce the RPCISA would allow for timely, proportionate, and location-specific interventions focused on transit spaces, while reducing reliance on police response for matters that occur primarily within the transit system; and

WHEREAS any extension of authority under the RPCISA would be accompanied by appropriate training and would operate alongside existing public health, outreach, and harm reduction services, recognizing that enforcement alone does not address substance use but that clear rules and safe public spaces remain necessary;

THEREFORE BE IT RESOLVED that the City of Ottawa endorse the proposed regulatory amendments under the *Restricting Public Consumption of Illegal Substances Act, 2025*; and

BE IT FURTHER RESOLVED that the Mayor write to the Solicitor General of Ontario in support of the proposal before March 1st, 2026; and

BE IT FURTHER RESOLVED that the Clerk share this motion with other Municipalities in Ontario, prior to March 1st, 2026; and,

BE IT FURTHER RESOLVED that the Mayor write the Solicitor General of Ontario to renew or extend the funding associated with the Ontario-Ottawa agreement.

Should you have any questions in this regard, please do not hesitate to contact the undersigned.

Yours truly,

Mark Sutcliffe
Mayor
City of Ottawa

cc. All Ontario Municipalities
Association of Municipalities of Ontario (AMO)



**TOWNSHIP OF
BRUDENELL, LYNDOCH AND RAGLAN**

42 Burnt Bridge Road, PO Box 40
Palmer Rapids, Ontario K0J 2E0
TEL: (613) 758-2061 · FAX: (613) 758-2235

March 4, 2026

The Honourable Doug Ford, Premier of Ontario
Premier's Office
Room 281, Legislative Building, Queen's Park
Toronto, ON M7A 1A1

RE: Collaborative Action on Sustainable Waste Management In Ontario

Dear: Honourable Doug Ford,

Please be advised that at the Regular Council Meeting on March 4th, 2026, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the resolution from Tay Valley Township.

Resolution No: 2026-03-04-05

Moved by: Councillor Kauffeldt

Seconded by: Councillor Banks

"Be it resolved that the Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan support the Tay Valley Township's resolution regarding Collaborative Action on Sustainable Waste Management in Ontario, as attached.

And further that this resolution be forwarded to the Premier Ford, Leader of the Official Opposition Party and all municipalities in Ontario."

Carried.

Sincerely,

Tammy Thompson

Deputy Clerk, Township of Brudenell, Lyndoch and Raglan



Tay Valley Township

October 24, 2025

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

Sent by Email

Dear: Honorable Doug Ford,

RE: Municipality of Tweed – Collaborative Action on Sustainable Waste Management in Ontario.

The Council of the Corporation of Tay Valley Township at its meeting held on October 21st, 2025 adopted the following resolution:

RESOLUTION #C-2025-10-22

MOVED BY: Fred Dobbie
SECONDED BY: Marilyn Thomas

"WHEREAS, the Council of the Corporation of Tay Valley Township Support the Municipality of Tweed's resolution regarding waste incineration and a more Robust Recycling Program;

AND WHEREAS, It is incumbent upon the members of council, MPP's and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

AND WHEREAS, with large urban centres now looking in rural areas of our province and entire country for lands to bury their garbage waste;

AND WHEREAS, a large landfill site owned by a large urban centre which receives 50% of their garbage at the present time is expected to be full by 2029 creating more environmental impacts;

AND WHEREAS, continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering it unusable;

AND WHEREAS, burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

AND WHEREAS, we continue to destroy our environment jeopardizing our future generations;

AND WHEREAS, we have worldwide technology that will allow us the use of clean incineration and also produce much needed electric energy;

AND WHEREAS, the incineration of household and other municipal waste has a long tradition in Germany, which currently has 156 municipal thermal waste incineration facilities with an aggregate annual capacity of around 25 million tons;

AND WHEREAS, with a strong focus on community involvement, innovative infrastructure, and sustainable practices, Germany has set a high bar for municipal recycling programs that the rest of the world can learn from and emulate;

AND WHEREAS, at the present time, Germany recycles 66.1% of its garbage waste at a municipal level. This places the country as the most effective and prominent country when it comes to recycling in the entire world. This highlights the citizen's strength and motivation to deal with environmental issues on a daily basis;

AND WHEREAS, German schools often integrate recycling education into their curriculum. This early exposure to the importance of recycling instills a sense of responsibility in the younger generation, creating a culture of sustainability that transcends generations;

BE IT RESOLVED THAT, the Council of Tay Valley Township support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

AND THAT, this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities."

ADOPTED



If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or deputyclerk@tayvalleytwp.ca

Sincerely,

A handwritten signature in cursive script that reads "Aaron Watt".

Aaron Watt, Deputy Clerk

cc: Marit Stiles, Leader of the Official Opposition Party,
All Municipalities in Ontario



Rideau Lakes

1439 County Road 8, Delta, ON K0E 1G0
T. 613.928.2251 | 1.800.928.2250 | F. 613.928.3097
rideaulakes.ca

8.9

March 10, 2026

Dear Senator,

Re: Rideau Lakes Concerns re Alto High Speed Rail Project (Bill C-15 Budget)

We in Rideau Lakes Township are writing this letter because of major concerns about the Alto High Speed Rail Project (HSR), as well as a request to fully evaluate our concerns of Bill C-15 in relation to Alto HSR and expropriation of land.

The Alto HSR is lacking full and meaningful consultation of critical information for the early design and development phase. We recognize that having this information is important to the engineers in determining routes that minimize disruptions to the communities, residents, businesses, farmland, waterways, environment, and ecosystems that they pass through. What we have experienced is less than adequate information upon which to base our ability to conduct impact assessments involving our rural communities, agriculture, businesses, and countless heritage buildings and monuments. Alto's recently proposed Southern Ontario route included a 10 km wide corridor, and they provided high-level maps which are not useful in determining the impacts which more detailed route maps would give us and that are vital to our informed feedback. Without more information from Alto, this reduces our more local and valuable ability to provide critical information to Alto planners and engineers.

HSR will divide communities. There will be a major impact on our roadways for school buses, public transportation and emergency vehicles given the many closed roadways when fences are erected along the HSR route. This will increase mortality and morbidity as it will take longer to receive timely care. Farther to travel will also increase emissions and costs for plowing and road maintenance. Without more information from Alto, this reduces our local and valuable ability to provide critical information to Alto planners and engineers.

The Southern route would traverse the UNESCO recognized Frontenac Arch Biosphere Region, the ancestral lands of the Haudenosaunee (Kanien'kehá:ka) and Anishinaabeg (Algonquin); where a land bridge of the Canadian Shield connects the Algonquin and Laurentian Highlands to the Adirondack Mountains in the USA. Many animals use this migration route in both directions every year, and unless wildlife corridors are included in the ALTO plans, this would cut off their migration.

This does not begin to speak to the negative impact on tourism which is estimated in the order of \$30 million for the UNESCO Rideau Canal system from Ottawa to Kingston.

Another major concern is that the government proposes to grant Alto, as a Crown Corporation, the right to 3 methods of property expropriation! Until now the government itself held the right to a single method of property expropriation. This causes our residents varying degrees of stress ranging to mental anguish if their properties are affected and they will not get full current market value if they decided to sell. Under the new proposed legislation, they would be forced to sell to the Corporation! This is of particular concern to many potentially affected property owners who are in the business of farming and feeding our population.

Cost analysis to build the railway in the northern and southern routes has not been done. We have also been told that a route parallel to the St. Lawrence River and Lake Ontario is not viable. We do not have enough information to understand why this option is not viable.

Rideau Lakes Township is asking you, and your Senate colleagues, to undertake your considered review of our concerns that are being sent to you for First Reading. We hope that you will see that this portion of Bill-C15 (HSR and expropriation) is premature, given that there are many unanswered questions and important issues have not been adequately addressed in the information provided. There has been inadequate public consultation to move to the development stage of this generationally important Canadian transportation project affecting so many lives along whatever corridor may eventually be approved. Should the Senate determine that a delegation to a Senate committee be appropriate with a view to consolidating recommendations for changes that would go back to the House of Commons, we would be available to participate, of course upon invitation.

Thank you for your attention in this very important matter affecting all of us here and across Ontario! It would be very much appreciated if I could receive a response in order to brief my Council.

Yours respectfully,



Arie Hoogenboom
Mayor, Rideau Lakes Township
mayor@rideaulakes.ca
613-323-0901

Cc: Prime Minister of Canada
All Members of Parliament
All Provincial Cabinet Ministers
MPP Steve Clark
The Federation of Canadian Municipalities
The Association of Municipalities of Ontario
All Ontario Municipalities

Town of Whitby
575 Rossland Road East,
Whitby, ON L1N 2M8
905.430.4300
whitby.ca



March 13, 2026

Via Email

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Request for a Comprehensive Review of the Provincial-Municipal Fiscal Framework

Please be advised that at its meeting held on March 9, 2026, the Council of the Town of Whitby adopted the following as Resolution # 41-26:

Whereas current provincial–municipal fiscal arrangements are undermining the Town of Whitby’s economic prosperity and the quality of life of its residents;
Whereas nearly one third of all municipal spending in Ontario is directed toward services in areas of provincial responsibility, with expenditures outpacing provincial contributions by approximately \$4 billion annually;

Whereas the Association of Municipalities of Ontario (AMO) has emphasized that the ongoing requirement for municipalities to fund provincial responsibilities—such as social housing, health related capital obligations, and social services—results in at least \$1.5 billion annually in net municipal expenditures for social housing alone, a problem unique to Ontario;

Whereas municipalities are further required to contribute 10% of capital funding for new provincial hospitals, diverting local revenue away from essential municipal infrastructure;

Whereas municipal revenue sources, primarily property taxes, do not grow at the same rate as the economy or inflation, yet municipalities—including the Town of Whitby—are responsible for managing major growth related infrastructure such as roads, transit, water, sewer, fire, and parks;

Whereas only 34 cents of every residential property tax dollar collected in Whitby remains with the Town, while 55 cents flows to the Region of Durham and 11 cents to school boards;

Whereas AMO has highlighted that provincial housing related revenues—including \$5.8 billion in Land Transfer Tax revenues in 2021/22, which exceeded the provincial budget plan by \$2 billion, as well as billions in HST revenue from new home construction—are not currently shared with municipalities, despite being generated by housing activity that requires significant local infrastructure investment;

Whereas AMO has stated that allocating a portion of these housing related provincial revenues to municipalities would provide a predictable, growth linked revenue stream necessary to support housing targets and the expansion of critical public infrastructure;

Whereas AMO has cautioned that proposals to reduce or limit development charges shift costs away from growth and onto existing property taxpayers, threatening the ability of municipalities to finance essential infrastructure, given that most municipal reserves are already allocated to specific projects or required for responsible asset management practices; and,

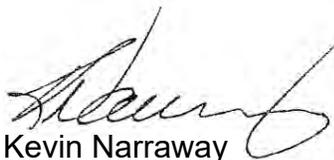
Whereas municipal staff have already identified \$2.5 million in expenditure reductions for 2026 and continue to identify efficiencies through the ongoing 2026 Core Services Review.

Therefore, be it resolved that:

1. The Council of the Town of Whitby once again calls upon the Province of Ontario to work collaboratively with the Association of Municipalities of Ontario (AMO) and Ontario Big City Mayors (OBCM) to undertake a comprehensive Social and Economic Prosperity Review to modernize and realign the provincial–municipal fiscal framework, ensuring that municipal revenues are aligned with the actual costs of today’s service delivery and growth;
2. The Town of Whitby requests that this review specifically address the \$4 billion annual gap where municipal property taxes are currently used to fund provincial responsibilities, including social housing, health, and transit, and further evaluate:
 - the \$1.5 billion annual municipal burden created by the provincial download of social housing costs;
 - the requirement for municipalities to fund 10% of provincial hospital capital projects; and,
 - the opportunity to allocate a portion of provincial Land Transfer Tax and HST revenues generated by housing activity to municipal infrastructure supporting growth.

3. The Province be urged to establish a predictable, housing linked revenue stream for municipalities that reflects the economic, social, and infrastructure demands associated with growth, including addressing the financial impacts of changes to development charges; and,
4. A copy of this resolution be forwarded to:
 - The Honourable Doug Ford, Premier of Ontario
 - The Honourable Sylvia Jones, Deputy Premier and Minister of Health;
 - The Honourable Peter Bethlenfalvy, Minister of Finance;
 - The Honourable Rob Flack, Minister of Municipal Affairs and Housing
 - The Honourable Kinga Surma, Minister of Infrastructure;
 - The Honourable Michael Parsa, Minister of Children, Community and Social Services;
 - Lorne Coe, MPP (Whitby);
 - The Region of Durham;
 - The Association of Municipalities of Ontario (AMO);
 - The Federation of Canadian Municipalities (FCM); and,
 - All Ontario Municipalities.

Should you require further information, please do not hesitate to contact the Office of the Town Clerk at 905.430.4300.



Kevin Narraway
Sr. Manager of Legislative Services/Deputy Clerk
clerk@whitby.ca

Copy: C. Harris, Director of Legislative Services/Town Clerk - clerk@whitby.ca
F. Wong, Commissioner of Financial Services/Treasurer - wongf@whitby.ca

The Honourable Sylvia Jones, Deputy Premier and Minister of Health -
Sylvia.Jones@ontario.ca

The Honourable Peter Bethlenfalvy, Minister of Finance - minister.fin@ontario.ca

The Honourable Rob Flack, Minister of Municipal Affairs and Housing -
minister.mah@ontario.ca

The Honourable Kinga Surma, Minister of Infrastructure -
Minister.MOI@ontario.ca

The Honourable Michael Parsa, Minister of Children, Community and Social
Services - MinisterMCCSS@ontario.ca

Lorne Coe, MPP (Whitby) - lorne.coe@pc.ola.org

Alexander Harras, Regional Clerk, The Regional Municipality of Durham -
clerks@durham.ca

Lindsay Jones, Executive Director, Association of Municipalities of Ontario
(AMO) - ljones@amo.on.ca

The Federation of Canadian Municipalities (FCM) – info@fcm.ca

All Ontario Municipalities



Regular Council Meeting Resolution Form

Date: February 17, 2026 No: RESOLUTION - 56-2026
Moved by Councillor Kevin Rosien Disposition: CARRIED
Seconded by Deputy Mayor Scott Brum Item No: 14.2

Description: Ontario Heritage Organization Development Grant Advocacy

RESOLUTION:

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of \$1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT Council formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

Handwritten signature of Mayor Lori Hoddinott
MAYOR

Recorded Vote Requested by:
Mayor Lori Hoddinott
Deputy Mayor Scott Brum
Councillor Kevin Rosien
Councillor Robert Campbell
Councillor Jill Campbell
Yea Nay

Declaration of Pecuniary Interest:
Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

Motion: Support for Modernizing the Heritage Organization Development Grant (HODG)

WHEREAS Ontario municipalities are legislated to preserve records of enduring and historical value, and community archives play a critical role in fulfilling this responsibility, particularly in rural and smaller municipalities; and

WHEREAS The Heritage Organization Development Grant (HODG) is the only provincial operating grant available to grassroots, non-profit heritage organizations, including community archives and historical societies across Ontario; and

WHEREAS The maximum annual HODG grant of \$1,545 per organization has remained effectively unchanged for more than 15 years, resulting in a significant erosion of its real value due to inflation, such that its current purchasing power is approximately two-thirds of what it was in 2010; and

WHEREAS Rising operating costs related to insurance, utilities, records preservation, digitization, accessibility, and volunteer coordination have increased financial pressure on heritage organizations, often requiring municipalities to absorb additional costs to ensure continuity of service; and

WHEREAS Strengthening HODG would represent a modest but high-impact provincial investment that would help stabilize community archives, reduce pressure on municipal budgets, and safeguard Ontario's public records and local heritage for future generations;

NOW THEREFORE BE IT RESOLVED THAT Council formally support a review and modernization of the Heritage Organization Development Grant, including restoring its real purchasing power through inflationary adjustment and exploring options for increased or multi-year operating stability; and

BE IT FURTHER RESOLVED THAT This resolution be forwarded to the Minister of Tourism, Culture and Gaming, local Members of Provincial Parliament, AMO, and Ontario municipalities for consideration and support.

From: [Regional.Clerk](#)
Subject: Regional Council Decision - Circular Materials Ontario
Date: Friday, March 6, 2026 8:12:56 AM

On February 26, 2026 Regional Council passed the following resolution:

Whereas the Province of Ontario has implemented the Blue Box Extended Producer Responsibility (EPR) framework, transferring responsibility for municipal recycling to producer responsibility organizations and their contractors, including Circular Materials Ontario;

And Whereas Circular Materials Ontario has engaged multiple private collection contractors to deliver recycling services to municipalities across Ontario, including those within the Regional Municipality of York;

And Whereas municipalities throughout Ontario are experiencing inconsistent recycling collection service levels under the new EPR model, including differences in collection frequency, missed collections, accepted materials, cart provision, contamination management, customer service response times, and contractor accountability;

And Whereas residents in some municipalities are receiving reduced or inferior recycling collection services compared to others, despite participating in the same provincial Blue Box program;

And Whereas these service level inequities have resulted in increased resident complaints, confusion, reduced participation in recycling programs, and declining public confidence in Ontario's recycling system;

And Whereas upper- and lower-tier municipalities, including York Region, no longer have direct operational control over Blue Box recycling collection, yet continue to experience the impacts of service disruptions and resident dissatisfaction;

And Whereas the intent of Extended Producer Responsibility was to improve environmental outcomes, efficiency, and accountability, not to create unequal treatment of Ontario residents based on municipal boundaries;

And Whereas access to reliable and effective recycling collection is an essential public service and should be fair, consistent, and equitable for all residents of Ontario, regardless of where they live;

Therefore Be It Resolved That the Council of The Regional Municipality of York calls upon the Province of Ontario to intervene to ensure that Circular Materials Ontario and its contractors provide fair, consistent, and equitable recycling collection service levels across all municipalities in Ontario;

And That the Province be requested to establish, enforce, and publicly report on consistent province-wide service standards for Blue Box recycling, including

collection frequency, missed-collection recovery, accepted materials, cart provision, customer service response times, and contractor performance;

And That the Province require Circular Materials Ontario to promptly address collection service level inequities and performance gaps between municipalities, including those impacting York Region;

And That this resolution be circulated to the Premier of Ontario, the Minister of the Environment, Conservation and Parks, all Ontario Members of Provincial Parliament, the Association of Municipalities of Ontario (AMO), and Circular Materials Ontario and all Mayors of Ontario.

Regards,

Christopher Raynor (he/him) | Regional Clerk, Regional Clerk's Office, Corporate Services Department

The Regional Municipality of York | 17250 Yonge Street | Newmarket, ON L3Y 6Z1
O: 1-877-464-9675 ext. 71300 | christopher.raynor@york.ca | york.ca

Our Mission: **Working together to serve our thriving communities – today and tomorrow**

March 1, 2026
20 Stone House Rd.
South River, Ont
70A 1X0

8.13

To Members of the Town Council:

I frequently drive along #17 between South River and Ottawa. This route is woefully underserved by level 3 chargers, many of which frequently "under repair". Anything less than a "fast" charger are of no use to E.V.'s. They will, however, spend the 45-60 minutes wandering around your town while their cars are recharging.

The charger behind the Scotia Bank is useless; hard to activate, slow, and expensive. The charger(s)(?) behind the Subway worked well but are gone.

Would you consider encouraging business owners to install level 3 chargers? It would increase traffic in your community

Respectfully
Scott Andries



schoolhouse52@gmail.com



INFORMATION REPORT

PREPARED FOR: MEMBERS OF COUNCIL
PREPARED BY: MAYOR RAYMOND A. BÉLANGER
TITLE: PHYSICIAN RECRUITMENT COMMITTEE REPORT
DATE: MONDAY MARCH 23, 2026
REPORT NO: 26-12R

BACKGROUND

The Physician Recruitment Committee consists of appointed Members from Councils of the Town of Mattawa (Raymond Bélanger), Townships of Bonfield (Narry Paquette) and Papineau-Cameron (Mélanie Chenier) and the Municipalities of Calvin (Richard Gould) and Mattawan (Janet McNabb).

Other members of the committee consist of Dr. Bryan Williams (Chief of Staff), Tanya Bélanger (President & CEO), Amy Morrison (VP Corporate Services & CFO/Administrator), Christine Thompson (VP Clinical Services/CNO), Kayla Michaud (Physician Recruiter) and Lyse Coté (Recorder).

ANALYSIS & DISCUSSION

The Physician Recruiter provided an update on Physician Recruitment:

- The President-CEO and Physician Recruiter attended a Recruitment Fair at NOSM in Sudbury November 14th. The event also included an educational component for recruiters as well.
- Physician Recruiter continues to work closely with the physician ED scheduler. Although we are still relying on the EDLP group, we have been successful in filling most of the open shifts.
- We had four shifts vacant in December.
- Planning for the 2026 schedule is ongoing, and it is filling up and looks promising.
- Dr. Wilkins has started in the ED and is waiting for government approval before starting her Family Practice and taking patients.
- Over the summer, few incentives were needed, as vacancies were minimal.
- Melanie mentioned that her niece has classmates who may be interested in exploring in a rural practice. The Recruiter is developing a pamphlet to share information and is collaborating with local schools to provide local photos as inspiration. I offered to help by providing the Recruiter with a contact from the Town of Mattawa who could provide images from the community.

Review of Terms of Reference:

- At the last meeting, it was flagged to create a Terms of Reference for this committee. A draft was circulated for committee input.
- Membership should say: subject to change based on the term of municipal councils.
- It should clearly state that members are representatives appointed by the municipalities.
- Membership to be reviewed after scheduled municipal elections.

- The CEO will review the terms of reference based on the suggestions provided.

Financial Report:

- The CFO provided an overview on the Budget planning and recruitment fund.
- The budget report as of September 30, 2025, is included in the package. Report is also attached to the minutes.
- Overall, the budget is on track. We are about halfway through our planned budget. To date, the primary costs have been recruiter fees and signing incentives.
- We have completed the payments for the three “return of service” agreements.
- The distribution of contributions was discussed. It was suggested we revisit the cost-sharing formula.
- If a candidate is identified at an upcoming recruitment fair, the team can proceed with discussing a return-of-service agreement.
- The councils’ financial commitment ends in 2027-28.

DATE OF NEXT MEETING

Meetings are held on a quarterly basis. The next meeting is scheduled for June 8, 2026.

FINANCIAL IMPLICATIONS

The Council of the Corporation of the Town of Mattawa approved a five-year annual financial commitment of \$13,769.54 per year for the Mattawa Physician Recruitment Initiative. This annual contribution will begin in 2024 until the final payment in 2028 payable in January of each year.

RELEVANT POLICY/LEGISLATION

ATTACHMENTS

Physician Recruitment Committee Terms of Reference and Committee Agenda

RECOMMENDATION

It is recommended that Council accept this report.

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-12R titled Physician Recruitment Committee Report.

		Title: Terms of Reference – Physician Recruitment Committee		
		Manual:		
Author/Originator:	Initials	MH Policy #:	Distribution:	Page 1 of 2
Approved by:	Initials	Date Issued:	Date Reviewed:	Date Revised:

PURPOSE:

This committee's purpose is to be probative in the recruitment and retention of health professionals for the residents of the Town of Mattawa and its surrounding communities, beginning with the needed complement of Family/General Practitioners as a priority. To also recruit and retain other health professionals as needs are identified.

ROLES & RESPONSIBILITIES:

The Town of Mattawa and its surrounding communities will develop a catchment area wide cohesive strategy that addresses our current recruitment and retention needs. The Strategy will be built on our community's past experiences and the "best practices" of other municipalities.

DURATION OF TERM:

The Township, Municipality and Town representatives will serve for the duration of the elected period. New representatives will be assigned following the election process, or sooner if required.

COMMITTEE MEMBERSHIP

Municipalities will be responsible to assign their designated representative.

- President/CEO
- Chief of Staff
- VP Clinical Services/CNO
- VP Corporate Services & CFO
- Physician Recruiter
- HFO Representative
- Town of Mattawa Representative (who shall be Chair)
- Papineau/Cameron Township Representative
- Municipality of Calvin Representative
- Mattawan Township Representative
- Bonfield Township Representative

MANDATE:

The mandate of this recruitment committee is to:

1. Develop programs to attract doctors to Mattawa
2. Develop programs for physicians retention

IMPORTANT NOTE TO USER
 Revision can only be done by the Author / Originator.
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	Title: Terms of Reference – Physician Recruitment Committee	
	Manual:	

3. Liaise with organizations and other committees with similar mandates within our District to devise joint initiatives
4. Provide recommendations on such above noted matters to the Mattawa Hospital Leadership Team

FREQUENCY OF MEETINGS:

The Physician Recruitment Committee shall meet quarterly and at the call of the Chair.

COMMITTEES/STAKEHOLDER REVIEW & APPROVAL

This provides evidence that the relevant committee/stakeholders affected by the policy and procedure have reviewed and approved the content:

Committee / Stakeholders:	Date

<p>IMPORTANT NOTE TO USER Revision can only be done by the Author / Originator. Photocopied documents are not controlled and should be checked against the electronic master policy.</p>

6.1 Financial Report

Budget Comparison - at September 30, 2025

	Budget	Actual	Variance
<u>Fund Contributions</u>			
Revenue from Townships/Municipalities	31,699.56	31,699.56	-
Revenue from Hospital	12,000.00	12,000.00	-
Total Revenue	\$ 43,699.56	\$ 43,699.56	\$ -
<u>Expenses</u>			
Physician Site Visits/Resident Get-Away Weekend	1,750.00	-	1,750.00
Academic Days at Universities/Other Recruitment Fairs	1,000.00	-	1,000.00
Giveaways	750.00	-	750.00
Advertising/Invitations/Marketing Expenses	500.00	-	500.00
Physician Retention Office Space (2 months first 3 years)	9,000.00	-	9,000.00
Physician Incentives (travel, accomodation, etc)	1,000.00	-	1,000.00
Recruiter Costs	8,427.83	4,123.39	4,304.44
Expenses before Incentives	22,427.83	4,123.39	\$ 18,304.44
Signing Incentives	50,000.00	50,000.00	-
Total Expenses	72,427.83	54,123.39	18,304.44
Net Surplus / (Deficit)	- 28,728.27	- 10,423.83	18,304.44
Opening Fund Balance	- 6,631.28	- 6,631.28	
Cumulative Fund Balance	- 35,359.55	- 17,055.11	

Budget Comparison - at December 31, 2025

	Budget	Actual	Variance
Fund Contributions			
Revenue from Townships/Municipalities	31,699.56	31,699.56	-
Revenue from Hospital	12,000.00	12,000.00	-
Total Revenue	\$ 43,699.56	\$ 43,699.56	\$ -
Expenses			
Physician Site Visits/Resident Get-Away Weekend	1,750.00	-	1,750.00
Academic Days at Universities/Other Recruitment Fairs	1,000.00	900.00	100.00
Giveaways	750.00	400.00	350.00
Advertising/Invitations/Marketing Expenses	500.00	-	500.00
Physician Retention Office Space (2 months first 3 years)	9,000.00	-	9,000.00
Physician Incentives (travel, accomodation, etc)	1,000.00	402.66	597.34
Recruiter Costs	8,427.83	6,185.09	2,242.74
Expenses before Incentives	22,427.83	7,887.75	\$ 14,540.08
Signing Incentives	50,000.00	50,000.00	-
Total Expenses	72,427.83	57,887.75	14,540.08
Net Surplus / (Deficit)	- 28,728.27	- 14,188.19	14,540.08
Opening Fund Balance	- 6,631.28	- 6,631.28	
Cumulative Fund Balance	- 35,359.55	- 20,819.47	

Recruitment Fund - Cumulative Report

At September 30, 2025

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26
Contributions									
Mattawa Hospital	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Town of Mattawa	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54
Calvin Township	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Mattawan Township	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32
Papineau Township	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70
Bonfield Township	\$ 1,200.00	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 1,200.00	\$ 1,200.00
Total Contributions	\$ 43,699.56	\$ 43,699.56	\$ 42,499.56	\$ 42,499.56	\$ 42,499.56	\$ 42,499.56	\$ 48,499.56	\$ 43,699.56	\$ 43,699.56
Physician Site Visits/Resident Get-Away Weekend									
Academic Days at Universities/Other Recruitment Fairs	\$ -	\$ 1,904.01	\$ 1,362.03	\$ 2,954.23	\$ 634.11			\$ 933.24	\$ 900.00
Giveaways	\$ -	\$ -	\$ -	\$ 767.76			\$ 2,009.22	\$ 474.02	\$ 400.00
Advertising/Invitations/Marketing Expenses	\$ -	\$ -	\$ 150.00	\$ -					
Physician Retention Office Space (2 months first 3 years)	\$ -	\$ -	\$ -	\$ -					
Physician Incentives (travel, accommodation, etc)	\$ 3,953.11	\$ 7,906.23	\$ 5,259.48	\$ 5,595.65	\$ 6,187.54	\$ 11,982.24	\$ 3,980.31	\$ 1,583.16	\$ 402.66
Recruiter Costs	\$ -	\$ -	\$ -	\$ -		\$ 6,249.45	\$ 6,759.61	\$ 8,182.36	\$ 6,185.09
Return of Service Incentives	\$ -	\$ -	\$ -	\$ -		\$ 50,000.00	\$ 100,000.00	\$ 100,000.00	\$ 50,000.00
Payment to MBEDC for Dr. L. Incentive	\$ 21,000.00	\$ -	\$ -	\$ -					
Total Disbursements	\$ 24,953.11	\$ 16,810.24	\$ 6,771.51	\$ 9,317.64	\$ 6,821.65	\$ 68,231.69	\$ 112,149.14	\$ 111,172.78	\$ 57,887.75
Net Change	\$ 18,746.45	\$ 26,889.32	\$ 35,728.05	\$ 33,181.92	\$ 35,677.91	\$ (25,732.13)	\$ (63,649.58)	\$ (67,473.22)	\$ (14,188.19)
Cumulative Fund Balance	\$ 18,746.45	\$ 45,635.77	\$ 81,363.82	\$ 114,545.73	\$ 150,223.65	\$ 124,491.52	\$ 60,841.94	\$ (6,631.28)	\$ (20,819.47)

Physician Recruitment Committee -Budget Planning 2022-2028

	Revised				Sept 2023	
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Fund Contributions						
Revenue from Townships/Municipalities	\$31,700	\$31,700	\$31,700	\$31,700	\$31,700	\$31,700
Revenue from Hospital	12,000	12,000	12,000	12,000	12,000	12,000
Total Revenue	\$43,699.56	\$43,699.56	\$43,699.56	\$43,699.56	\$43,699.56	\$43,699.56
Expenses						
Physician Site Visits/Resident Get-Away Weekend	\$0.00	\$0.00	\$1,500.00	\$1,750.00	\$0.00	\$0.00
Academic Days at Universities/Other Recruitment Fairs	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
Giveaways	\$0.00	\$0.00	\$750.00	\$750.00	\$0.00	\$0.00
Advertising/Invitations/Marketing Expenses	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
Physician Retention Office Space (2 months first 3 years)	\$0.00	\$0.00	\$0.00	\$9,000.00	\$3,000.00	\$0.00
Physician Incentives (travel, accommodation, etc)	\$10,000.00	\$5,000.00	\$5,000.00	\$1,000.00	\$0.00	\$0.00
Recruiter Costs	\$6,249.45	\$6,718.79	\$6,853.17	\$8,427.83	\$6,447.29	\$3,223.65
Expenses before Incentives	\$16,749.45	\$12,218.79	\$15,603.17	\$22,427.83	\$9,447.29	\$3,223.65
Signing Incentives						
Physician Incentives#1	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$20,000 *
Physician Incentives#2	\$25,000	\$25,000	\$50,000	\$0	\$0	\$20,000
Physician Incentives#3	\$50,000	\$50,000	\$25,000	\$25,000	\$25,000	\$20,000
Physician Incentives#4	\$50,000	\$100,000	\$100,000	\$50,000	\$20,000	\$20,000
Total Incentives	\$50,000	\$100,000	\$100,000	\$50,000	\$20,000	\$20,000
Total Expenses	\$66,749	\$112,219	\$115,603	\$72,428	\$29,447	\$23,224
Net Surplus / (Deficit)	-\$23,050	-\$68,519	-\$71,904	-\$28,728	\$14,252	\$20,476
Opening Fund Balance	\$150,224	\$124,492	\$60,842	-\$6,631	-\$35,360	-\$21,107
Cumulative Fund Balance	\$124,492	\$60,842	-\$6,631	-\$35,360	-\$21,107	-\$631
*4th physician ROS payments remaining						\$0.000
Total surplus/(deficit)						-\$60,631
Municipal Breakdown as follows:						
Mathawa Township	\$	13,766.54				
Calvin Township	\$	2,500.00				
Mathawan Township	\$	2,611.32				
Papineau Township	\$	12,218.79				
Bonfield Township	\$	1,200.00				
	\$	<u>31,699.56</u>				

Notes:

Still looking to fill physician 4 - physician site visits/get-aways we have used at recruitment fairs (draw for weekend getaway to Mattawa which included accommodation, golf or ski, meals). If not participating in fairs and not needed, this will reduce the deficit by \$3,250

Expecting to begin participating in NOSM recruitment fairs in the next fiscal. If not required, this will reduce the deficit by \$3K.

Physician retention office space - as with Dr. Loufif, we expect that we would pay for 2 months of office rental for each physician (3 physicians starting in 2025/26 \$1,500x2 x 3 physicians)

*at the end of this budget (end of 2027/28) there would be \$60K outstanding for the 4th physician contract



INFORMATION REPORT

PREPARED FOR: MEMBERS OF COUNCIL
PREPARED BY: MAYOR RAYMOND A. BÉLANGER
TITLE: ROMA 2026 RURAL ONTARIO'S LEADERS CONFERENCE
DATE: MONDAY MARCH 23, 2026
REPORT NO: 26-13R

BACKGROUND

ROMA 2026 Rural Ontario's Leaders Conference was a huge success. Over 2,000 participants from more than 300 municipalities and organizations across Ontario gathered in Toronto to learn, advocate, and network on matters important to rural Ontario.

The turn out and engagement at this year's event confirmed the importance that ROMA's commitment to support rural leaders in building thriving rural communities is more important than ever.

Attendance and engagement surpassed all previous attendance, and this includes a record-breaking number of delegation meetings with Ministers, Parliamentary Assistants, and staff who supported these important meetings. A total of 250 municipalities attended 651 delegations, an increase of 64 delegations over the previous year.

Ontario's Rural Leaders Conference comes at a critical time for the province and municipal governments to work together; including developing a collective response to the economic uncertainty prompted one year ago when Canada-U.S. trade relations were upended. Ontario's communities were impacted quickly, and municipalities have continued to be on the frontline of ongoing province-wide challenges.

The conference provided a unique opportunity for Ontario's rural municipal leaders and provincial decision-makers to focus on rural challenges and priorities. It featured dozens of speakers, sessions and workshops, including access to healthcare, homelessness, infrastructure, energy and more.

The Ministers' Forum (Bear Pit) has been expanded. There are now two of the popular questions-and-answers sessions, rather than just one. The sessions were held on Sunday and Monday afternoon, each with its own theme and with different cabinet ministers fielding delegate questions.

ROMA takes pride in promoting, supporting and enhancing strong and effective rural governments. About 270 of Ontario's 444 municipalities have populations of less than 10,000, while scores more are rural in character. The rural arm of the Association of Municipalities of Ontario, ROMA advocates for policies and programs that will help build thriving rural Ontario communities.

Key presenters included:

- Hon. Doug Ford, Premier of Ontario
- Chief Margaret Sault, Mississaugas of the Credit First Nation
- Hon. Rob Flack, Minister of Municipal Affairs and Housing

- Hon. Lisa Thompson, Minister of Rural Affairs (invited)
- Marit Stiles, Official Opposition Leader and Leader of the Ontario NDP
- Mike Schreiner, Leader of the Green Party of Ontario
- MPP Ted Hsu, Critic, Rural Affairs, Ontario Liberal Party
- Christa Lowry, ROMA Chair
- Robin Jones, President, Association of Municipalities of Ontario (AMO)

ANALYSIS & DISCUSSION

Back by popular demand, prolific journalist Chantal Hébert returned to ROMA 2026 for another passionate address about public policy and national politics.

Chantal Hébert is a freelance political columnist frequently featured on the radio, television, and in print. She is also a weekly participant on CBC's The National's political panel "At Issue" and Peter Mansbridge's podcast, "Good Talk."

Zone Meet Up

Agenda:

- Introducing ROMA Board
- New Ministers Forum Approach
- Review of key advocacy and policy priorities
- Discussion

ROMA Board of Directors:

- 10 Zone representatives
- Elected at ROMA Conference for four-year terms, 2023-2027
- 5 AMO Rural Caucus members
- Elected at AMO Conference for two-year terms, 2024-2026
- Chair, 1st Vice Chair, 2nd Vice Chair - Selected by board
- ROMA has a seat at the table with the province
- Committed to a strong united municipal voice

Rural voice:

- Regular meeting with key Cabinet Ministers
- Ensure Ontario Government understands rural viewpoints and priorities
- Engage with peer municipal organizations to strengthen rural voice through consensus

New Ministers Forum Approach for 2026:

- This year there were two ministers' forums, structured to focus on specific ministries and issues
- Pilot approach intended to provide more opportunities for delegate questions and minister engagement
- Focus questions on theme of each forum
- As usual questions should have broad municipal interest – local issues are addressed @ delegation meetings - new moderator - Norm Gale

New Ministers Forum Approach for 2026 Forum #1 –Building Ontario:

- Finance, Infrastructure, and Economic Growth
- Ministries responsible for the province's economic framework, physical infrastructure, and the core legislative environment necessary for municipal growth.
- Questions focused on funding and financing municipal services and infrastructure, grid modernization, streamlining development approvals, and economic competitiveness.

Forum #1 • MMAH • Rural Affairs • Finance • MOI • Economic Development, Job Creation and Trade • Energy and Mines • Natural Resources • Environment, Conservation and Parks • Labour, Immigration, Training & Skills Development • Intergovernmental Affairs • Public & Business Services Delivery & Procurement • Agriculture, Food and Agribusiness • Northern Economic Development and Growth

New Ministers Forum Approach for 2026 Forum #2 - Investing in People:

- Health, Social Housing and Social Services
- Questions focused on homelessness and affordable housing, improving health access, improving public health outcomes, social services need, and strengthening local resilience and safety through policing, justice, and emergency response.

Forum #2 • MMAH • Rural Affairs • Health • Long-term Care • Seniors and Accessibility • Children, Community and Social Services • Attorney General • Solicitor General • Colleges, Universities, Research Excellence and Security • Emergency Preparedness and Response • Sport • Tourism, Culture & Gaming

A Win on 'Trains and Drains'

- Recent litigation determined Ontario's Drainage Act applies to all, including national railways in Chatham-Kent case.
- As intervener, ROMA spearheaded collective action on national railways' flouting of century-old law
- ROMA worked with rural municipalities to gather evidence and take on multi-billion-dollar railways
- Successfully argued that railways are not above provincial law.
- Current decision provides basis for municipalities to collect outstanding costs.

Policy and Advocacy Priorities:

- Rural infrastructure strategy
- Updated homelessness data
- Conservation Authorities
- Energy
- Broadband
- Rural health strategy update
- OMERS pension
- Continued advocacy to improve the provincial-municipal fiscal relationship

Rural Ontario:

- \$153 billion in public infrastructure
- 17% of people but 31% of roads and bridges
- Construction costs up 70% in 10 years

Rural Infrastructure Strategy:

- ROMA seeks long-term, predictable and substantial transfers to support housing and economic growth
- ROMA endorses upload of major assets downloaded in the 1990s.

Rural homelessness:

- New AMO Data – homelessness across Ontario increased nearly 8% last year to 85,000. It increased by almost 30% in rural communities
- Rural communities lack shelters and/or lack capacity or resources to manage the crisis.

- ROMA continues to call for a new approach focused on long-term housing solutions
- Need coordinated approach to affordable, deeply affordable, and supportive housing designed for rural delivery.

Conservation Authorities:

- Consolidating 36 CAs into seven plus a new provincial agency.
- ROMA concerned about no new, ongoing provincial funding at the same time municipal leaders have less say in conversation and environmental protections.
- Rural municipalities want to support housing and economic development, but we need to effectively balance watershed management with growth.
- Advocacy will focus on successful implementation, including calling for increased provincial funding to align with new provincial agency and the creation of an implementation working group with rural representation to manage design and rollout.

Broadband:

- ROMA's advocacy secured a historic \$4 billion investment in high-speed broadband across Ontario
- As a result of ongoing trade and tariff negotiations, the provincial goal of delivering broadband to all Ontario residents by 2025 has been delayed to 2028
- Municipalities will need to continue to play a key role in successful rollout of broadband by working with providers to support timely approvals.

Energy Projects:

- Provincial government investing in new energy generation to meet growing demand.
- Rural municipalities are critical partners and have a say in deciding whether to host local energy projects.
- Advocacy is focused on ensuring municipal concerns are addressed and that benefits are shared.
- Check out the Municipal Energy Procurement Toolkit for guidance on how to ensure energy projects address community priorities like public health, land protection, and benefit sharing.

OMERS Pension:

- Bill 68 reduces municipal voice on the pension plan that we pay for and gives Province authority to make benefits and contributions decisions that could lead to higher costs for municipalities
- Legislation was result of governance review requested by police, fire unions and Metrolinx
- Includes changes that many plan sponsors did not request
- ROMA supports AMO's advocacy, encouraging members to raise this issue in delegation meetings with Ministers Flack and Bethlenfalvy. Pension governance matters Municipalities and employees should have control over their own plan.

A new fiscal framework is overdue - Mounting pressures:

- Rising costs
- Growth
- Social challenges, revenue barriers
- Property taxes don't grow with the economy
- Affordability is a challenge
- Constraints on revenue tools

DELEGATIONS

OPP Serviced Municipalities Presentation to Zone 9 Director Mark Wilson

“Everyone remembers the 2024 outcry from OPP-serviced municipalities.

Mattawa Resolution 24-167, “calls on the Ontario Government to immediately implement sustainable funding for small rural municipalities by reabsorbing the cost of the OPP back into the Provincial budget with no cost recovery to municipalities”

Correspondence Nov 29, 2024, announced \$77M relief to OPP-policed municipalities

Mattawa’s 2025 statement: \$685,495
 \$103,885 (in relief)
 \$581,611

2025 delegations: ROMA with the Ministry of the Solicitor General
 AMO with Solicitor General Kerzner – when I asked about our request to reabsorb the cost OPP back into the Provincial budget...his answer was quick,” NOT GOING TO HAPPEN”

Correspondence May 21, 2025, announced that a Review has been initiated

FONOM Resolution 2025-02, “calling the Government to commit to phasing in a \$100M Policing Grant over the next 3 years for the 157 northern communities”

Correspondence Sep 26, 2025, to announce: 1) 11% cap for 2026 and 2) Introduce a new discount table,

Correspondence Nov 27, 2025, \$581,611 (2025 rate)
 \$ 63,977 (11% increase)
 \$645, 588 (Capped Payable for 2026)

This amount is lower than calculating billing by \$124,005!

The Minister has moved on predictability, now, it needs to move on affordability

By reabsorbing the cost of the OPP back into the Provincial budget with no cost recovery to northern rural and small urban municipalities

Or at the very least, establish a better cost sharing model which would provide some oxygen for northern rural and small urban municipalities”.

Mattawa Marina Delegation to Ministry of Northern Economic Development and Growth – Minister George Pirie

“Our original request was made to Ministry of Tourism but was shifted to the Ministry of Northern Economic Development and Growth. Thank you, Minister Pirie, for providing us with this opportunity.

The Mattawa Marina is a critical piece of waterfront infrastructure that supports recreation, tourism, cultural programming, and economic development in the Town of Mattawa and the broader region.

The marina was divested from Fisheries and Oceans Canada to the Town of Mattawa under a “take it or leave it” transfer, with minimal financial compensation and at a time when the facility was already in a significant state of disrepair.

Since assuming ownership, the Town has inherited aging docks, deteriorated walkways, obsolete lighting and electrical systems, and inadequate support facilities that no longer meet modern safety, accessibility, or service expectations.

Based on our experience of the damage caused by various spring floods and subsequent investigations and mutual efforts to restore flood damage, we are concerned that the Town of Mattawa Marina substructure has reached the end of its operational life and should be replaced in its entirety as soon as possible.

We recognize the importance of the Marina to Town of Mattawa Constituents and the boating public; but the time has come to seriously consider the design and funding for a new facility.

I have provided you with this report, which outlines the rationale for replacing the marina's dock system, pedestrian walkways, lighting, electrical infrastructure, and associated facilities. It demonstrates that renewal of the marina is not discretionary, but necessary to address public safety risks, environmental and regulatory concerns, and the long-term economic viability of one of Mattawa's most important waterfront assets. The marina's co-location with the Mattawa Museum and its position at the historic junction of the Mattawa and Ottawa Rivers further amplifies its importance as a regional destination and cultural gateway.

It is important to note that there is an existing agreement in place to ensure Indigenous peoples of the area have access to the Mattawa Marina without barrier. This agreement reflects the Town of Mattawa's recognition of the marina's location within a historically and culturally significant landscape long used by Indigenous peoples for travel, trade, fishing, and gathering.

Our goal today is to get the Town of Mattawa on your radar while we work to achieve a workable solution. We are trying to be proactive rather than reactive! This marina was built in 1992 in conjunction with the opening of the Lake Temiskaming / Ottawa River Waterway. Some 35 years later this waterfront asset needs to be rehabilitated to suit today's needs and for future generations.

Advancing the marina rehabilitation project is consistent with the Town's adopted asset management approach and reflects responsible stewardship of inherited infrastructure. By focusing investment on these core areas, the Town of Mattawa can protect public safety, support economic development, and ensure that the marina continues to function as a cornerstone of the community's waterfront and regional identity."

Mattawa Official Plan Delegation to Ministry of Municipal Affairs and Housing – Parliamentary Assistant Matthew Rae

Thank you, Parliamentary Assistant Rae and the Ministry of Municipal Affairs and Housing, for providing us with this opportunity. The purpose of our request was to ensure that the Town of Mattawa's new Official Plan reaches your Ministry's radar.

We appreciate your Ministry making the time to meet with us regarding the Corporation of the Town of Mattawa's Official Plan Review and Update project.

As you are aware, the Planning Act, requires municipalities in Ontario to review their Official Plans ten years after they come into force and every five years thereafter. The current Official Plan for the Town was adopted by council in October 1991 and approved by the Ministry of Municipal Affairs and Housing (MMAH) in January 1995. It has not been updated since.

The review and update process provides the Town with the opportunity to ensure its Official Plan reflects contemporary growth and development goals for the municipality.

We began the review and update project in the third quarter of 2024 and have had constructive discussions with MMAH staff, including a formal “one window” pre-consultation meeting with various ministries. We anticipate that Council will adopt the new Official Plan this spring, after which it will be forwarded to your ministry for ultimate approval.

The Official Plan update project has identified the following key themes:

- Increasing housing supply in all forms, including affordable housing and housing for seniors
- Fostering an economy that can provide jobs to retain the Town’s younger residents
- Resiliency against major storm and flooding events
- Preservation of the Town’s cultural heritage including “Explorer’s Point,” in particular
- Enhancing and expanding the Town’s recreational assets, including the marina
- Increasing active transportation linkages to make the Town more family friendly

Land Bank Area #1 is located at the east end of the Town and is 240 acres in size. As you can see on the attached concept plan for this area, the Town has developed a vision that includes a mix of residential, light industrial and park/open space lands. The lands that will be designated for residential development are intended to feature a mix of typologies, from larger estate lots to a tiny home ‘campus,’ which is intended to be developed as affordable housing. The current concept would accommodate new housing units and approximately 16 hectares of light industrial land. We are also exploring the possibility of including lands for commercial development as well.

The Town has already invested considerable expense in the planning and development of Land Bank Area No. 1, including the recent completion of new road construction and illumination on Dorion Road where it intersects with Highway 17.

Further investments in infrastructure will be required to facilitate Land Bank Area #1, including a new water reservoir together with water and sewer extensions. As a cost-saving measure, the new Official Plan will include policies to permit development on private and partial services in Land Bank Area No. 1, subject to supportive studies in this regard.

The Town is also in the process of updating its land disposition policy and developing a Community Improvement Plan to further spur the development of Land Bank Area #1. To stimulate development in all other areas of the Town, the Official Plan will also encourage the construction of affordable housing, additional residential units, and more density through infill and intensification.

Again, we appreciate the time your Ministry have allotted to allow the Town to provide an update on its Official Plan Review and Update project. We look forward to your Ministry’s support of our vision for the future of the Town.

Updated Information Presentation to Hydro One (Roxanne D’Onofrio, Senior Advisor Municipal Relations)

Phase I of the Dorion Road Hill reconstruction was completed August 28th.

Phase II was the illumination contract. The start date was pending MTO approval and Bell’s lowering of the line on their poles. The illumination contract resumed at the end of November and the work is now complete.

Phase III or the NORDS project is the building of the road curve connecting Dorion Road to Belanger Road. The work was completed in December 2025.

The Town has submitted a funding application to the province under the “Health and Safety Water Stream” (HSWS) for water, sewer and road infrastructure for Municipal Landbank #1.

Some 35 years ago, the Town of Mattawa was put on notice by engineers that our aging water reservoir was insufficient for the future and, without investment, was destined for total and catastrophic failure.

This funding would allow for the installation of a new reservoir on Dorion Road, which would not only contribute to the development of the area but also increase our potable water reserve threefold, all the while increasing our firefighting ability throughout the town. This new provincial funding would secure and enhance our water infrastructure and would be felt throughout the town and serve future generations.

This funding investment would finally allow us to replace the reservoir and will be situated on the south side of Dorion Road and will serve all of Mattawa.

FINANCIAL IMPLICATIONS

Registration, Per-Diem, Accommodations, Travel and Meal Expenses.

RELEVANT POLICY/LEGISLATION

Approval by Council resolution.

ATTACHMENTS

- OPP Costing Letter from Silicitor General, Michael S. Kerzner
- OPP Billing Letter for Municipalities
- Letter to Ministers Ron Flack and Graydon Smith (MMAH)
- Letter from Ministry of Municipal Affairs and Housing
- Marina Report (Drafted by Director of Municipal Services)
- Landbank #1 Map A Concept Plan

RECOMMENDATION

It is recommended that Council accept this report.

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-13R titled ROMA 2026 Rural Ontario’s Leaders Conference.

Solicitor General

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132-2025-4811

By email

December 5, 2025

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

Further to my letter on September 26, 2025, I am pleased to confirm the release of the 2026 Ontario Provincial Police (OPP) annual billing statements. These billing statements include confirmation of policing costs before and after the implementation of the 11 per cent cap on OPP policing costs for 2026.

The cap was introduced to provide municipalities with greater predictability and stability for the 2026 billing year, ensuring costs do not rise by more than 11 per cent between 2025 and 2026, excluding any service enhancements. This measure reflects the province's commitment to responsive and responsible cost management, particularly in the context of the cost pressures identified for the upcoming year. Without provincial intervention costs for OPP-policed municipalities would be significantly higher in 2026.

In determining the methodology for the cap on OPP policing costs for the 2026 billing year, a number of items were considered, including the Ontario Provincial Police Association salary increases and managing year-over-year cost variability. In addition, factors relevant to all municipalities across the province were considered, such as the rate of inflation, typical salary increase trends, and municipal fiscal capacity including grants.

Any questions related to specific OPP billing statements or operational estimates can be directed to the Crime Prevention and Community Support Bureau at opp.municipalpolicing@opp.ca.

In addition, any questions related to policy changes and the approach to OPP cost recovery can be directed to my team at the Strategic Policy Division, Ministry of the Solicitor General at solgeninput@ontario.ca.

Thank you for your ongoing partnership in protecting Ontario and keeping our communities safe.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael S. Kerzner'.

The Honourable Michael S. Kerzner
Solicitor General

- c. Mario Di Tommaso, O.O.M.
Deputy Solicitor General, Community Safety
Ministry of the Solicitor General

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

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Crime Prevention and Community
Support Bureau
Bureau de la prévention du crime et du
soutien communautaire**

777 Memorial Ave.
Orillia ON L3V 7V3

777, av. Memorial
Orillia ON L3V 7V3

Tel: 705 329-7680
Fax: 705 329-7593

Tél. : 705 329-7680
Télééc. : 705 329-7593

File Reference:

612-20

November 27, 2025

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached your Ontario Provincial Police (OPP) Annual Billing Statement package including 2026 estimated costs and a statement for the 2024 year-end reconciliation. The final cost adjustment from the 2024 reconciliation process has been applied as an adjustment to the calculated billing amount for the 2026 calendar year.

As noted in the letter sent to you by the Solicitor General dated September 26, 2025, any increase in total policing costs for calendar year 2026—including the 2024 year-end adjustment—has been capped at 11% over the final amount billed in 2025 (after 2023 year-end adjustment and all applicable discounts).

To provide clarity and transparency, your statement includes:

- The actual calculated billing amount for 2026.
- A capped amount, based on the final 2025 payable amount plus 11%.

The municipality will be billed the lower of these two amounts during the 2026 calendar year.

The final reconciliation of your 2026 annual costs will appear in your 2028 Annual Billing Statement. The reconciled 2026 costs will reflect the 11% cap applied for that year.

For more detailed information on the 2026 Annual Billing Statement package, please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, OPP Municipal Policing will host webinar information sessions in the new year. An e-mail invitation will be forwarded to the municipality advising of the session dates.

If you have questions about the Annual Billing Statement, please e-mail OPP.MunicipalPolicing@opp.ca.

Yours truly,



B. (Bradley) McCallum
Chief Superintendent
Commander
Crime Prevention and Community Support Bureau

January 20, 2026

Honorable Ron Flack, Minister

minister.mah@ontario.ca

Honorable Graydon Smith, Associate Minister

Minister.AMOH@ontario.ca

Ministry of Municipal Affairs and Housing

College Park, 17th Floor 777 Bay Street

Toronto, ON

M7A 2J3

Re: Town of Mattawa ROMA Conference 2026 Delegation

Dear Honorable Ministers,

We appreciate your Ministry making the time to meet with us regarding the Corporation of the Town of Mattawa's (the "Town") Official Plan Review and Update project.

As you are aware, the *Planning Act*, requires municipalities in Ontario to review their Official Plans ten years after they come into force and every five years thereafter. The current Official Plan for the Town was adopted by council in October 1991 and approved by the Ministry of Municipal Affairs and Housing (MMAH) in January 1995. It has not been updated since.

The Town has retained Jp2g Consultants Inc. to review and update the Official Plan, to ensure consistency with the *Planning Act* and provincial plans and policies (i.e., the Provincial Planning Statement, 2024). The review and update process also provides the Town with the opportunity to ensure its Official Plan reflects contemporary growth and development goals for the municipality.

We began the review and update project in the third quarter of 2024 and have had constructive discussions with MMAH staff, including a formal "one window" pre-consultation meeting with various ministries. We anticipate that Council will adopt the new Official Plan this spring, after which it will be forwarded to your ministry for ultimate approval.

Mattawa is situated in a picturesque setting at the confluence of the Mattawa and Ottawa Rivers and is the oldest settlement in Nipissing District. The Town has a rich history for both Indigenous and early European settlers and was an important trading post in the late 1700s.

Mattawa evolved into a thriving lumber town beginning in the mid-1860s and its economy continues to be supported by the forestry industry, while also sustaining a vibrant tourist industry together with many essential services, schools and businesses serving a large geographic area.

The Official Plan update project has identified the following key themes:

- Increasing housing supply in all forms, including affordable housing and housing for seniors
- Fostering an economy that can provide jobs to retain the Town's younger residents
- Resiliency against major storm and flooding events
- Preservation of the Town's cultural heritage including "Explorer's Point," in particular
- Enhancing and expanding the Town's recreational assets, including the marina
- Increasing active transportation linkages to make the Town more family friendly

As a key part of the Town's growth strategy, it has earmarked two large areas of Town-owned lands (Land Bank Area Nos. 1 and 2) for future development. The Official Plan will include "Site and Area Specific Policies" for these two areas. Land Bank Area No. 1 is anticipated to provide the Town with the ability to grow significantly over the coming decades.

Land Bank Area No. 1 is located at the east end of the Town and is 240 acres in size. As you can see on the attached concept plan for this area, the Town has developed a vision that includes a mix of residential, light industrial and park/open space lands. The lands that will be designated for residential development are intended to feature a mix of typologies, from larger estate lots to a tiny home 'campus,' which is intended to be developed as affordable housing. The current concept would accommodate new housing units and approximately 16 hectares of light industrial land. We are also exploring the possibility of including lands for commercial development as well.

The Town has already invested considerable expense in the planning and development of Land Bank Area No. 1, including the recent completion of new road construction and illumination on Dorion Road where it intersects with Highway 17.

Further investments in infrastructure will be required to facilitate Land Bank Area No. 1, including a new water reservoir together with water and sewer extensions. As a cost-saving measure, the new Official Plan will include policies to permit development on private and partial services in Land Bank Area No. 1, subject to supportive studies in this regard. The Town is also in the process of updating its land disposition policy and developing a Community Improvement Plan to further spur the development of Land Bank Area No. 1.

To stimulate development in all other areas of the Town, the Official Plan will also encourage the construction of affordable housing, additional residential units, and more density through infill and intensification.

Again, we appreciate the time your Ministry have allotted to allow the Town to provide an update on its Official Plan Review and Update project. We look forward to your Ministry's support of our vision for the future of the Town.

Sincerely,

Mayor Raymond A. Bélanger

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto (Ontario) M7A 2J3
Tél.: 416 585-7000



234-2026-204

February 24, 2026

Your Worship
Mayor Raymond A. Belanger
Town of Mattawa
mayor.belanger@mattawa.ca

Dear Mayor Belanger:

Thank you for meeting with Parliamentary Assistant Rae at the 2026 Rural Ontario Municipal Association (ROMA) Conference.

Municipal staff are encouraged to continue to engage with the ministry's regional Municipal Services Office. Regional Director Bridget Schulte-Hostedde can be reached at bridget.schulte-hostedde@ontario.ca or 705-564-6858. Alternatively, you and your fellow council members can contact my Director of Caucus and Stakeholder Relations, Tanner Zelenko, at Tanner.Zelenko@ontario.ca.

Thank you for your ongoing support. I look forward to continuing to work with you and all our municipal partners to build more housing, support economic growth and strengthen Ontario's communities.

Sincerely,

A handwritten signature in cursive script that reads "Robert J. Flack".

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing

- c. Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing
Tanner Zelenko, Director of Caucus and Stakeholder Relations, Minister's Office
Bridget Schulte-Hostedde, North (Sudbury) Regional Director,
Municipal Services Office

Summary

The Mattawa Marina is a critical piece of waterfront infrastructure that supports recreation, tourism, cultural programming, and economic development in the Town of Mattawa and the broader region. The marina was divested from Fisheries and Oceans Canada to the Town of Mattawa under a “take it or leave it” transfer, with minimal financial compensation and at a time when the facility was already in a significant state of disrepair. Since assuming ownership, the Town has inherited aging docks, deteriorated walkways, obsolete lighting and electrical systems, and inadequate support facilities that no longer meet modern safety, accessibility, or service expectations.

This report outlines the rationale for replacing the marina’s dock system, pedestrian walkways, lighting, electrical infrastructure, and associated facilities. It demonstrates that renewal of the marina is not discretionary, but necessary to address public safety risks, environmental and regulatory concerns, and the long-term economic viability of one of Mattawa’s most important waterfront assets. The marina’s co-location with the Mattawa Museum and its position at the historic junction of the Mattawa and Ottawa Rivers further amplifies its importance as a regional destination and cultural gateway.

Background

Federal Divestiture and Asset Condition

The Mattawa Marina was transferred from Fisheries and Oceans Canada to the Town of Mattawa as part of the federal Small Craft Harbours divestiture program. This transfer occurred with very limited capital funding for rehabilitation or renewal, despite the marina being in an advanced state of deterioration at the time of divestiture. The Town effectively inherited an aging asset with deferred maintenance liabilities that far exceeded the compensation provided.

As a result, the municipality has been responsible for maintaining infrastructure that was not designed for long-term municipal ownership without significant reinvestment. This context is critical: the current condition of the marina is not the result of neglect by the Town, but rather the legacy of underfunded federal infrastructure transferred to a small municipality with limited fiscal capacity.

Strategic Location

The marina is uniquely situated at the confluence of the Mattawa and Ottawa Rivers, a historically significant location that has served as a transportation, trade, and cultural corridor for centuries. It is directly co-located with the Mattawa Museum and adjacent to the museum bandshell, waterfront lookout areas, and downtown core. This clustering of cultural, recreational, and waterfront assets makes the marina a focal point for residents, visitors, and regional events.

Current Condition and Deficiencies

Dock and Walkway Infrastructure

The existing dock system is currently capable of accommodating a range of vessel sizes; however, the underlying decking and cribbing infrastructure has reached the end of its useful service life. While the marina continues to function operationally, the condition of the decking and cribbing presents growing structural, safety, and maintenance concerns.

Specific deficiencies include:

- Advanced deterioration of decking surfaces, increasing the risk of slips, trips, and falls
- Aging cribbing and substructure components that no longer provide reliable long-term support
- Increasing frequency and cost of repairs that are no longer sustainable or cost-effective
- Reduced resilience to ice movement, water level fluctuations, and seasonal loading

In addition, the current dock configuration contributes to ongoing stress on the structure due to river currents at the confluence of the Mattawa and Ottawa Rivers. A reconfiguration of the dock system is required to reduce the impact of current forces, improve long-term durability, and better align the marina layout with modern design standards for river-based facilities.

Modern marina design emphasizes durable materials, adaptable layouts, and configurations that account for current, ice, and fluctuating water conditions. Replacement and reconfiguration of the dock system would significantly improve safety, longevity, and operational efficiency.

Lighting and Electrical Systems

Lighting at the marina is clearly inadequate for current operational and safety needs. Existing fixtures provide insufficient illumination along docks, walkways, and access points, particularly during evening hours and periods of reduced visibility. This creates safety risks for marina users and limits the Town's ability to safely operate and program the waterfront.

Electrical infrastructure at the site is aging and lacks the capacity, reliability, and redundancy expected of a modern marina facility. Deficiencies include:

- Insufficient lighting coverage for safe nighttime use
- Outdated electrical components nearing the end of their service life
- Limited capacity to support modern boating requirements and waterfront events

- Increased maintenance and reliability concerns

Upgraded lighting and electrical systems would significantly improve public safety, enhance security, and enable expanded use of the marina for tourism, events, and cultural programming during evening hours.

Facilities and Site Functionality

Supporting facilities such as service areas, access routes, and washroom infrastructure were not designed for current usage levels or expectations. As marina use increases during peak tourism seasons, these limitations place strain on the site and detract from the visitor experience.

Public Safety, Accessibility, and Risk Management

Replacing the marina infrastructure is fundamentally a public safety and risk management issue. Aging docks, poor lighting, and outdated electrical systems expose the Town to increased liability and undermine its duty of care to residents and visitors.

Renewal would allow the Town to:

- Improve universal accessibility in accordance with current standards
- Enhance visibility and safety through modern lighting
- Reduce structural and electrical hazards
- Improve emergency response access and site circulation

Investing in replacement now mitigates the risk of more costly emergency repairs or potential incidents in the future.

Economic Development and Tourism Impact

Regional Boating and Tourism Hub

The Mattawa Marina serves as a major hub for recreational boaters, anglers, and paddlers traveling the Ottawa and Mattawa Rivers. These users contribute directly to the local economy through fuel purchases, dining, accommodations, retail spending, and participation in local events.

A modern, reliable marina:

- Encourages longer stays and repeat visits
- Enhances Mattawa's reputation as a boating destination
- Supports tourism operators and downtown businesses

Conversely, deteriorating infrastructure risks discouraging visitation and undermining the Town's competitiveness relative to other waterfront communities.

Cultural and Event Support

The marina's proximity to the Mattawa Museum, bandshell, and downtown allows it to function as a key piece of event infrastructure. Improved docks, walkways, lighting, and electrical capacity would better support festivals, cultural programming, and waterfront events that draw visitors and residents alike.

Alignment with Long-Term Municipal Objectives

Replacing the marina infrastructure aligns with broader municipal goals, including:

- Waterfront revitalization
- Sustainable asset management
- Economic diversification
- Tourism growth
- Preservation and celebration of Mattawa's cultural and historical identity

The proposed marina site options demonstrate a forward-looking approach that integrates dock replacement, improved access, upgraded services, and better connectivity between the marina, museum, and downtown core.

Supporting Facilities and Site Functionality

The marina's supporting facilities are an essential component of safe and functional operations and are currently inadequate to meet modern standards and user expectations. Required facility upgrades and replacements include:

- Accessible public washrooms designed to meet current accessibility standards and serve peak seasonal demand
- A functional on-site office space to support marina operations, administration, and customer service
- A dedicated dumping station and sewer connection to properly service vessels and prevent improper disposal
- Supporting utility connections and site servicing required to safely operate these facilities

These facilities are critical to providing a complete, safe, and compliant marina experience for residents, visitors, and transient boaters, and to reducing environmental risk associated with improper waste disposal.

Indigenous Access and Reconciliation Considerations

It is important to note that there is an existing agreement in place to ensure Indigenous peoples of the area have access to the Mattawa Marina without barrier. This agreement reflects the Town of Mattawa's recognition of the marina's location within a historically and culturally significant landscape at the junction of the Mattawa and Ottawa Rivers, an area long used by Indigenous peoples for travel, trade, fishing, and gathering.

The marina therefore functions not only as recreational infrastructure, but also as a shared cultural and access point. Any rehabilitation or replacement of marina infrastructure must respect and uphold this agreement by ensuring that:

- Indigenous access to the facility is maintained throughout construction and after project completion
- Physical, financial, or procedural barriers to access are not introduced
- Design decisions support inclusive, respectful, and equitable use of the waterfront
- Engagement and communication occur, as appropriate, to ensure continued alignment with the intent of the agreement

Incorporating these considerations into the rehabilitation project supports reconciliation objectives and reinforces the Town's commitment to inclusive access and responsible stewardship of shared waterfront spaces.

Alignment with Asset Management Planning

The rehabilitation and replacement of the Mattawa Marina waterfront infrastructure is identified within the Town's **Non-Core Asset Management Plan**. As a waterfront and tourism-oriented facility, the marina is recognized as a non-core asset that nevertheless plays a significant role in community vitality, economic development, and regional tourism.

Including the marina within the non-core asset management framework ensures that investment decisions are:

- Strategic and evidence-based
- Aligned with lifecycle planning principles
- Prioritized based on risk, condition, and community value
- Transparent and defensible for Council, funders, and the public

Advancing the marina rehabilitation project is consistent with the Town's adopted asset management approach and reflects responsible stewardship of inherited infrastructure.

By focusing investment on these core areas, the Town of Mattawa can protect public safety, support economic development, and ensure that the marina continues to function as a cornerstone of the community's waterfront and regional identity.

Conclusion: An Essential Investment in Safety, Sustainability, and Mattawa's Future

The replacement and reconfiguration of the Mattawa Marina infrastructure is not a discretionary enhancement, but a necessary and time-sensitive investment in public safety, environmental responsibility, and long-term economic sustainability. While the marina continues to function and can accommodate a range of vessel sizes, the underlying decking, cribbing, lighting, electrical systems, and site configuration have reached or exceeded their useful life and no longer meet modern standards or community expectations.

The Town of Mattawa inherited this facility through a federal divestiture process that provided little opportunity for meaningful rehabilitation at the time of transfer. As a result, the municipality has carried forward the impacts of decades of deferred maintenance on a strategically important waterfront asset. Continued reliance on aging infrastructure exposes the Town to increasing safety risks, escalating maintenance costs, and potential service disruptions, while limiting the marina's ability to support tourism, cultural programming, and regional economic development.

Reinvestment in the marina represents a proactive and responsible response to these challenges. It allows the Town to address known deficiencies, reduce long-term liability, and protect a facility that serves as a gateway to Mattawa at the historic junction of the Mattawa and Ottawa Rivers. When considered alongside the marina's co-location with the Mattawa Museum and its role as a hub for boaters, anglers, visitors, and residents, the need for action is both clear and compelling.

Failure to proceed with replacement and reconfiguration would result in continued degradation of critical infrastructure, increased risk to users, and missed opportunities for economic and community development. Conversely, strategic renewal positions the marina as a safe, functional, and attractive waterfront destination for decades to come.

Summary of Required Works

To address the identified deficiencies and ensure the long-term viability of the Mattawa Marina, the following key works are required:

Dock System Replacement and Reconfiguration

- Replacement of end-of-life decking and cribbing infrastructure
- Reconfiguration of dock layout to reduce structural stress caused by river currents at the confluence of the Mattawa and Ottawa Rivers
- Integration of modern materials and design standards suitable for fluctuating water levels, ice movement, and seasonal loading

Walkways and Access Improvements

- Replacement of deteriorated pedestrian surfaces
- Improved accessibility and safer circulation for users of all abilities
- Enhanced connections between docks, shoreline access, and adjacent waterfront amenities

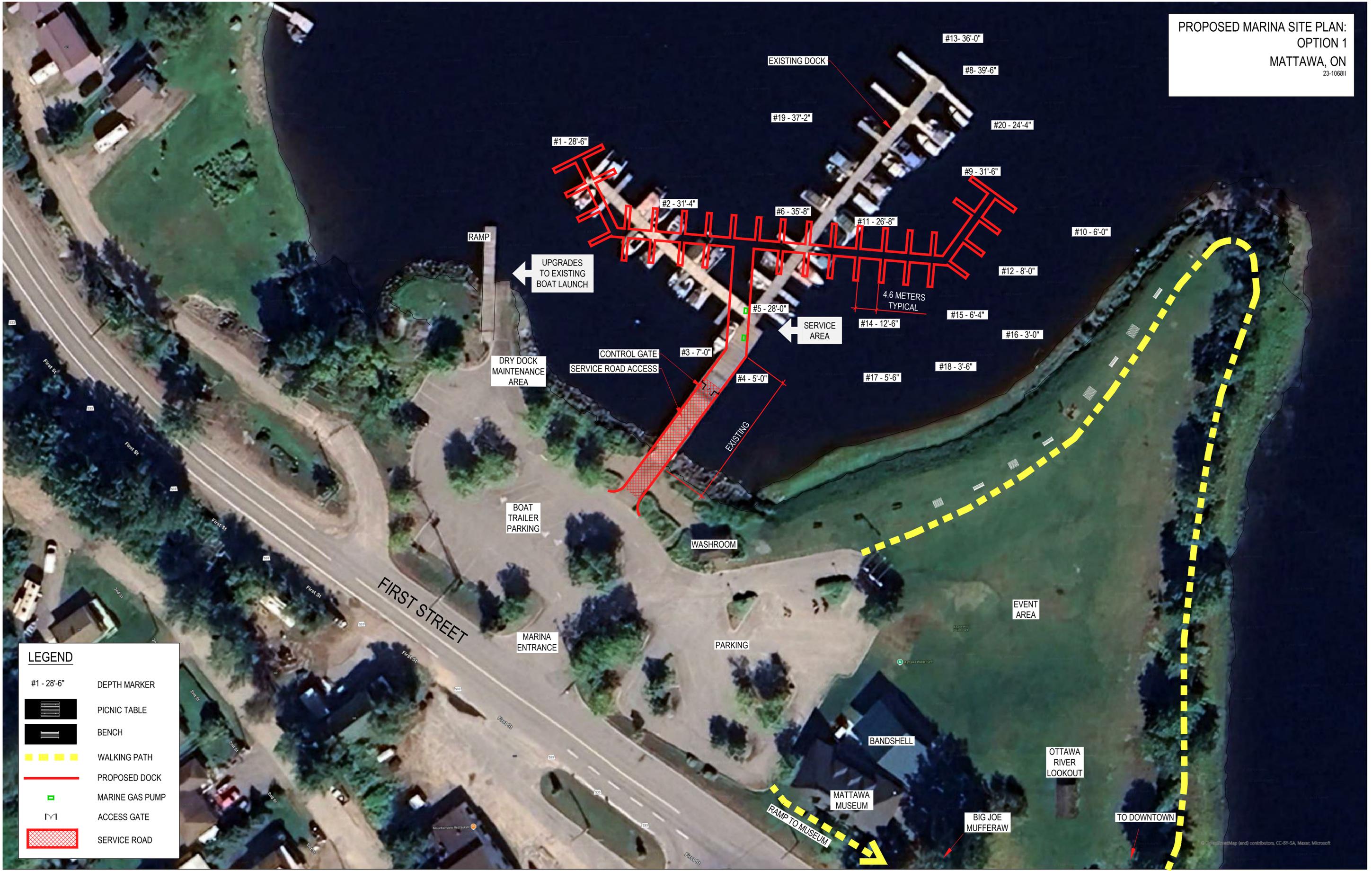
Lighting Upgrades

- Installation of modern, energy-efficient lighting throughout the marina
- Improved visibility for nighttime safety and security
- Enhanced support for evening use, tourism, and waterfront events

Electrical Infrastructure Renewal

- Replacement of aging electrical systems and components
- Increased capacity and reliability to support marina operations and special events
- Improved compliance with current electrical and safety standards

PROPOSED MARINA SITE PLAN:
 OPTION 1
 MATTAWA, ON
 23-106811



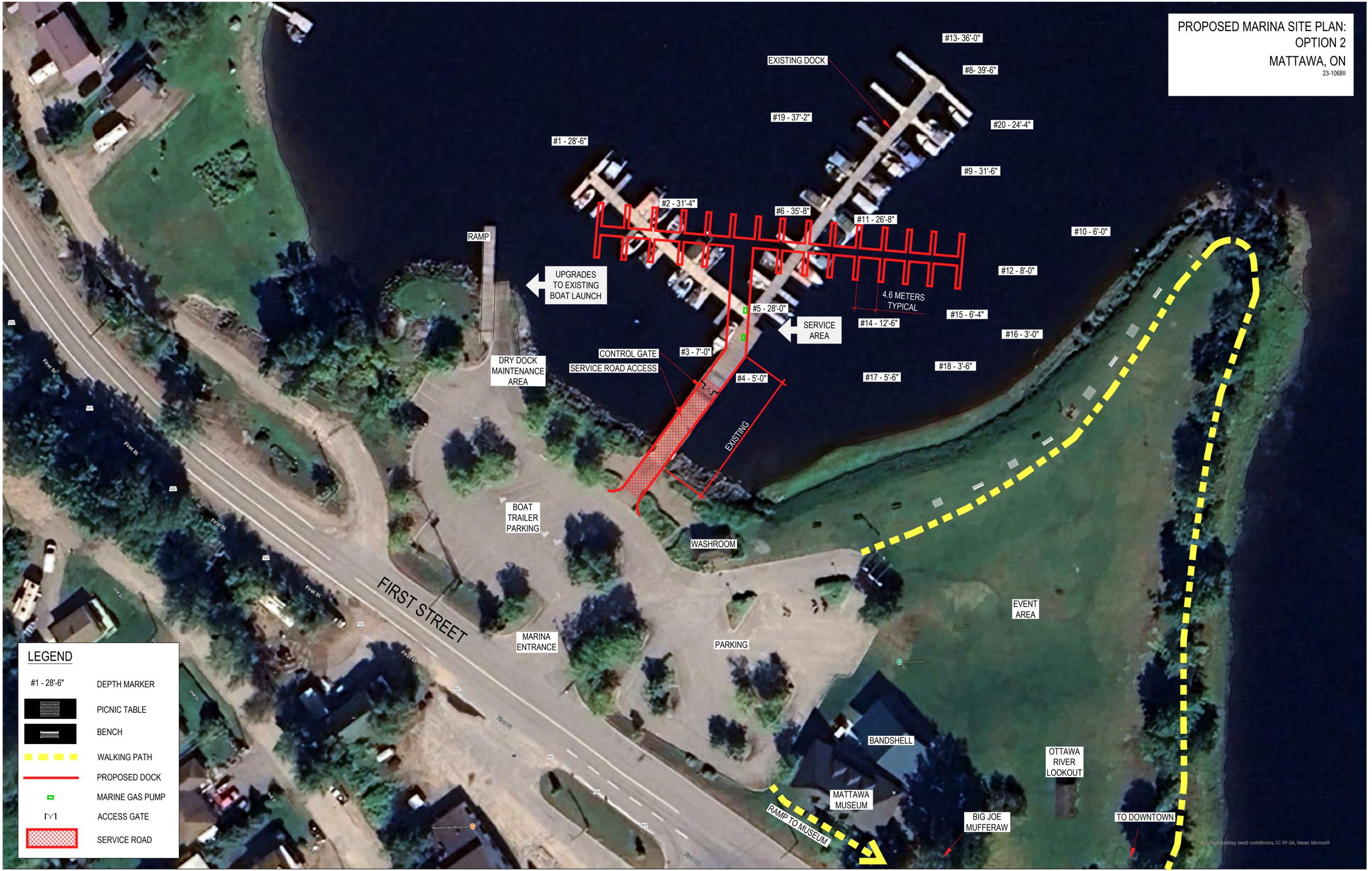
LEGEND

#1 - 28'-6"	DEPTH MARKER
	PICNIC TABLE
	BENCH
	WALKING PATH
	PROPOSED DOCK
	MARINE GAS PUMP
	ACCESS GATE
	SERVICE ROAD



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PROPOSED MARINA SITE PLAN:
 OPTION 2
 MATTAWA, ON
 23-106811



LEGEND

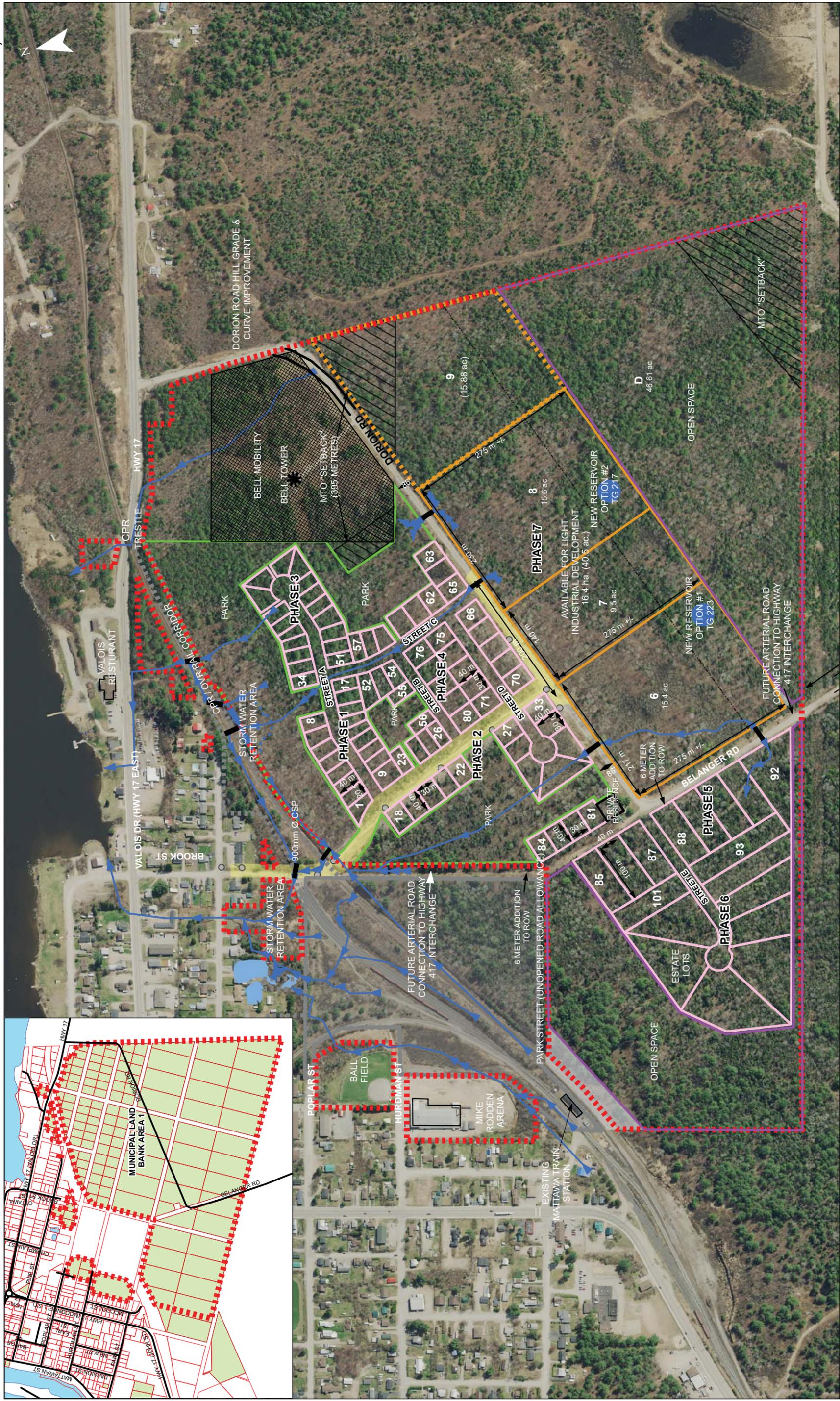
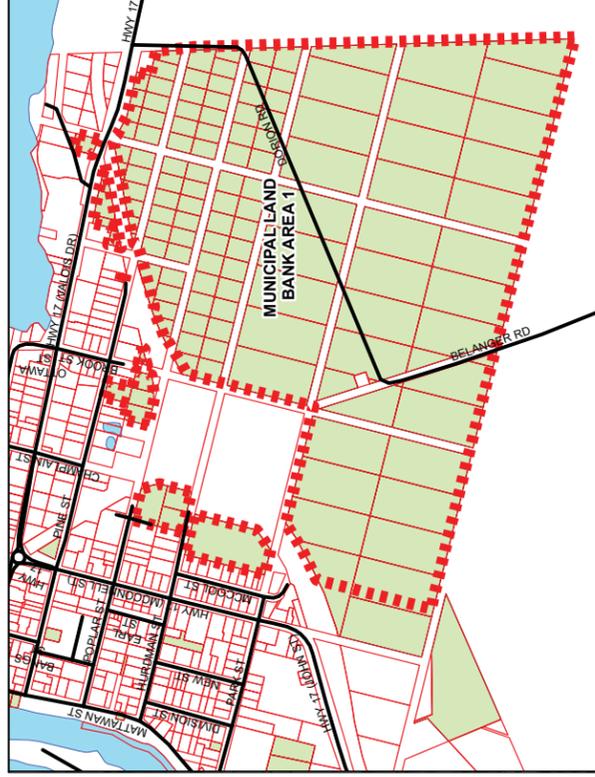
#1 - 28'-6"	DEPTH MARKER
	PICNIC TABLE
	BENCH
	WALKING PATH
	PROPOSED DOCK
	MARINE GAS PUMP
	ACCESS GATE
	SERVICE ROAD



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MAP A
CONCEPT PLAN
TOWN OF MATTAWA
MUNICIPAL LAND BANK AREA #1 (240 ACRES)
DORION ROAD BROOK STREET EXTENSION

OCTOBER 1, 2023





INFORMATION REPORT

PREPARED FOR: MAYOR BÉLANGER AND MEMBERS OF COUNCIL
PREPARED BY: PAUL LAPERRIERE, CAO/TREASURER on behalf of
DEXTURE SARRAZIN, DIRECTOR OF COMMUNITY SERVICES
TITLE: ANNUAL DRINKING WATER SYSTEM REPORTS FROM OCWA
DATE: MONDAY MARCH 23, 2026
REPORT NO: 26-14R

BACKGROUND

The Ontario Clean Water Agency (OCWA) has recently completed the following annual reports on behalf of the Corporation of the Town of Mattawa:

1. Drinking Water Systems Regulation O. Reg. 170/03 - Section 11 Annual Report which is due on February 28th of each year.
2. Summary Report for Municipalities O. Reg. 170/03 - Schedule 22 Mattawa Drinking Water System which is due on March 31st of each year.

ANALYSIS & DISCUSSION

Copies of both reports are available for viewing by the public at the Mattawa Municipal Office. Both water reports will also be posted on the Town of Mattawa Website (www.mattawa.ca).

As part of the regulations both reports must be passed by Council Resolution with a copy of such submitted to Ontario Clean Water Agency for auditing and inspection purposes.

FINANCIAL IMPLICATIONS

RELEVANT POLICY/LEGISLATION

Drinking Water Systems Regulation O. Reg. 170/03 - Section 11 Annual Report
Summary Report for Municipalities O. Reg. 170/03 - Schedule 22 Mattawa Drinking Water System

ATTACHMENTS

2025 Annual/Summary Water Report for the Mattawa Drinking Water System

RECOMMENDATION

It is recommended that Council receives this report and accepts the drinking water reports as they will be posted on the municipal website.

Motion # 1

BE IT RESOLVED THAT Council of the Town of Mattawa receives report # 26-14R titled Annual Drinking Water System Reports from OCWA.

Motion # 2

BE IT RESOLVED THAT Council formally accepts the following reports for the Mattawa Drinking Water System as submitted by the Ontario Clean Water Agency to the Corporation of the Town of Mattawa:

- O. Reg. 170/03, Section 11 Annual Report
- O. Reg. 170/03, Section 22 Summary Report

February 25, 2026

CAO Paul Laperriere and Council
The Corporation of the Town of Mattawa
160 Water Street, P.O. Box 390,
Mattawa, ON P0H 1V0

Re: 2025 Annual/Summary Report for the Mattawa Drinking Water System

Dear Paul Laperriere and Council:

Ontario's Drinking-Water Systems Regulation (O. Reg. 170/03), made under the *Safe Drinking Water Act in 2002*, requires that the owner of a drinking water system prepare an Annual Report and an Annual Summary Report of the operation of the system and the quality of its water.

Annual Report

The annual report must cover the period of January 1st to December 31st in a year and must be prepared not later than February 28th of the following year. Pursuant to the legislative requirements, enclosed for your records is the 2025 Annual Report for the Mattawa Drinking Water System.

In accordance with Section 11 (6), the annual report must:

- (a) contain a brief description of the drinking-water system, including a list of water treatment chemicals used by the system during the period covered by the report;
- (b) summarize any reports made to the Ministry under subsection 18 (1) of the Act or section 16-4 of Schedule 16 during the period covered by the report;
- (c) summarize the results of tests required under the Regulation, or an approval or order, including an OWRA order, during the period covered by the report and, if tests required under this Regulation in respect of a parameter were not required during that period, summarize the most recent results of tests of that parameter;
- (d) describe any corrective actions taken under Schedule 17 or 18 during the period covered by the report;
- (e) describe any major expenses incurred during the period covered by the report to install, repair or replace required equipment; and
- (f) if the case of a large municipal residential system or a small municipal residential system, include a statement of where a report prepared under Schedule 22 will be available for inspection under subsection 12 (4) O. Reg. 170/03, s. 11 (6).

In addition, Section 11 (7) gives the direction that a copy of an annual report for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the office of the Town, or at a location that is accessible to the users of the water system.

Summary Report

The annual summary report must cover the period of January 1st to December 31st in a year and must be prepared not later than March 31st of the following year. Pursuant to the legislative requirements, enclosed for your records is the 2025 Annual Summary for the Mattawa Drinking Water System.

As required in *Schedule 22, Summary Reports for Municipalities*, the annual summary must:

- (2) (a) list the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report; and
 - (b) for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure.
- (3) The report must also include the following information for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system:
 1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
 2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement.

In addition, Section 12 (1) – 4 – gives the direction that a copy of the annual summary for the system is given, without charge, to every person who requests a copy and be made available for inspection by any member of the public during normal business hours. The reports should be made available at the office of the Town, or at a location that is accessible to the users of the water system.

These reports were prepared by the Ontario Clean Water Agency on behalf of the Town of Mattawa and are based on information kept on record by OCWA at the Mattawa WTP. The reports cover the period January 1st to December 31st 2025.

Please note that any Provincial Officers Orders or non-compliance issues that you have received directly from the MOE should be reviewed. Where non-compliance with the Order or Issue is evident and it is not included in the attached 2025 Annual/Summary Report, then we recommend that this information be added to the report.

After your review and inclusion of any additional information, this report is to be provided to the Council members representing the Town of Mattawa before March 31, 2026. Please ensure this distribution.

Yours truly,
Ontario Clean Water Agency

Monique Malette
Process and Compliance Technician

Copy to: Erin Spiers, Drinking Water Inspector, Ministry of the Environment, Conservation and Parks.

Mattawa Drinking Water System

2025 ANNUAL/SUMMARY REPORT



Prepared by the Ontario Clean Water Agency
on behalf of the Corporation of the Town of Mattawa



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INTRODUCTION

Municipalities throughout Ontario have been required to comply with Ontario Regulation 170/03 made under the Safe Drinking Water Act (SDWA) since June 2003. The Act was enacted following recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking water systems. O. Reg. 170/03 regulates drinking water testing, use of licensed laboratories, treatment requirements and reporting requirements.

Section 11 of Regulation 170/03 requires the owner to produce an Annual Report. This report must include the following:

1. Description of system & chemical(s) used
2. Summary of any adverse water quality reports and corrective actions
3. Summary of all required testing
4. Description of any major expenses incurred to install, repair or replace equipment

This annual report must be completed by February 28th of each year.

Section 22 of the regulation also requires a Summary Report which must be presented & accepted by Council by March 31st of each year for the preceding calendar year.

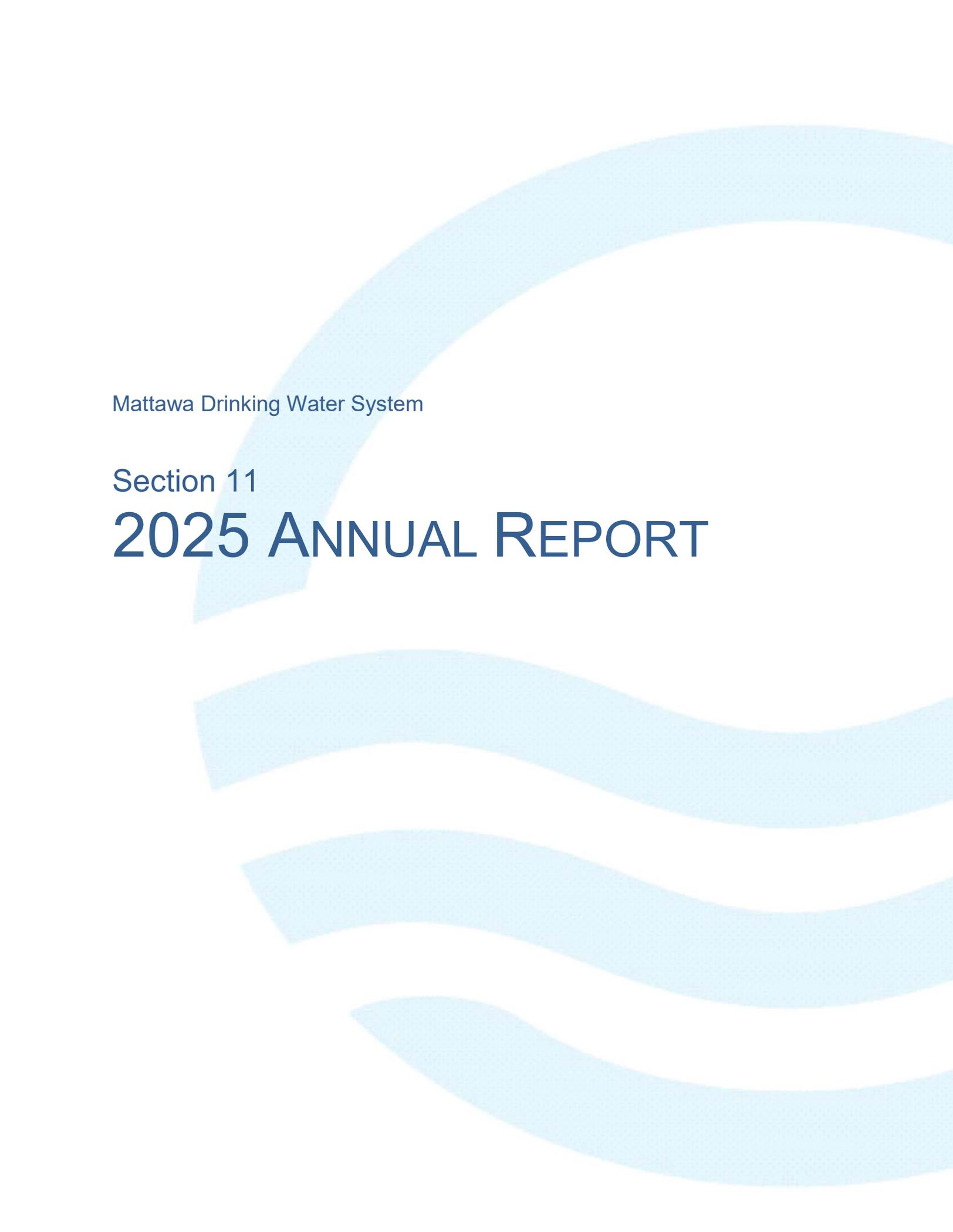
The report must list the requirements of the Act, its regulations, the system's Drinking Water Works Permit (DWWP), Municipal Drinking Water Licence (MDWL), Certificate of Approval (if applicable), and any Provincial Officer Order the system failed to meet during the reporting period. The report must also specify the duration of the failure, and for each failure referred to, describe the measures that were taken to correct the failure.

The Safe Drinking Water Act (2002) and the drinking water regulations can be viewed at the following website: <http://www.e-laws.gov.on.ca>.

To enable the Owner to assess the rated capacity of their system to meet existing and future planned water uses, the following information is also required in the report.

1. A summary of the quantities and flow rates of water supplied during the reporting period, including the monthly average and the maximum daily flows,
2. A comparison of the summary to the rated capacity and flow rates approved in the systems approval, drinking water works permit or municipal drinking water licence or a written agreement if the system is receiving all its water from another system under an agreement.

The reports have been prepared by the Ontario Clean Water Agency (OCWA) on behalf of the Owner and presented to council as the 2025 Annual/Summary Report.



Mattawa Drinking Water System

Section 11

2025 ANNUAL REPORT



Section 11 - ANNUAL REPORT

1.0 Introduction

Drinking-Water System Name: MATTAWA DRINKING WATER SYSTEM
Drinking-Water System No.: 210001905
Drinking-Water System Owner: The Corporation of the Town of Mattawa
Drinking-Water System Category: Large Municipal, Residential System
Period being reported: January 1, 2025 to December 31, 2025

Does your Drinking Water System serve more than 10,000 people? No

Is your annual report available to the public at no charge on a web site on the Internet? Yes

Location where Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

Town Hall at 160 Water Street and on the Municipal website at www.mattawa.ca

Drinking Water Systems that receive drinking water from the Mattawa Drinking Water System

The Mattawa Drinking Water System (DWS) provides all drinking water to the community of Mattawa.

The Annual Report was not provided to any other Drinking Water System Owners.

The Ontario Clean Water Agency prepared the 2025 Annual/Summary Report for the Mattawa DWS and provided a copy to the system owner; the Town of Mattawa. The Mattawa DWS is a stand-alone system that does not receive water from or send water to another system.

Notification to system users that the Annual Report is available for viewing is accomplished through:

- A public access notice via the web and a public access notice via Town Office.
- System analysis and reports available in the water System Information Binder available for the public to review at the Town Office.



2.0 Mattawa Drinking Water System (DWS No. 210001905)

The Mattawa DWS is owned by the Corporation of the Town of Mattawa and consists of a Class II Distribution and Supply System. The Ontario Clean Water Agency (OCWA) is designated the Overall Responsible Operator for both the water supply and water distribution facilities.

Raw Water Supply

The water supply system for the Town of Mattawa consists of Well No. 1, Well No. 2, and an in-ground water storage reservoir that floats on the distribution system. These two groundwater supply wells, as well as the reservoir, provide drinking water to the residents of Mattawa. In accordance with the Municipal Drinking Water Licence, the drinking water system shall not be operated to exceed 6,540 cubic meters per day (m³/d).

Wells No. 1 and No. 2 are located inside a single structure situated at 400 Bissett Street in the Town of Mattawa. This facility houses two well pumps, an ultraviolet (UV) disinfection system, a sodium hypochlorite disinfection system, all control, monitoring, and alarm systems, as well as a standby diesel generator.

The wells are operated by OCWA and are utilized on a duty/standby basis. Well No. 1 is operated as the duty well from 6 am to midnight. Well No. 2 is used as the duty well from midnight to 6 am, for energy conservation purposes. The switchover of duty wells is automatically done via a timer within the plant programmable logic controller (PLC).

Well No. 1 is equipped with a vertical turbine pump capable of delivering 53.0 L/s at 105.8 m of total dynamic head. Well No. 2 has a vertical turbine pump rated at 22.7 L/s with a total dynamic head of 91.5 m. Recently variable frequency drive (VFD) installed for Well #2.

Water Treatment

Primary disinfection equipment includes two UV disinfection systems, each designed to deliver the required UV dosage at the rated capacity of the facility. Chlorination equipment includes a 200 L sodium hypochlorite (NaOCl) storage tank and dual chemical feed pumps that inject liquid chlorine into the system. Output from Well No. 1 and No. 2 is governed by system demand (water level in the reservoir). As the water level in the reservoir drops to the low water level (LWL), the selected duty well pump automatically starts.

The well pumps, UV disinfection system, sodium hypochlorite injection system, and analyzers are all supervised locally via the PLC. All alarms are instantly transmitted from the PLC to the alarm panel, which dials a security company and pages the Operator-on-call. Refer to the Treatment System Process Flow Chart for more facility detail.

In 2012, a supervisory control and data acquisition (SCADA) system installed to allow for continuous monitoring and recording. It includes alarming, enhanced operator control of the waterworks, and increased security features.



Water Storage and Pumping Capabilities

There is a 795 m³ (175,000 IMPG) in-ground storage reservoir within the distribution system located approximately 700 meters (m) northwest of the Pump-house.

Emergency Power

Stand-by power is provided by an on-site diesel generator with an automatic transfer switch. In the event of a power outage in the area, the diesel generator automatically starts, providing continuous power to the Pump-house.

Distribution System

The Mattawa DWS is categorized as a Large Municipal Residential Drinking Water System and serves an estimated population of 2150 residents. The system has approximately 1,050 service connections to residential and commercial consumers. There is approximately 20,000 m of various sized cast iron, ductile iron and polyvinyl chloride piping. There are 117 fire hydrants in the distribution system.

3.0 List of Water Treatment Chemicals Used Over the Reporting Period

The following chemicals used in the treatment process at the Mattawa Water Treatment Plant.

- Sodium hypochlorite – Secondary Disinfection

4.0 Significant Expenses Incurred in the Drinking Water System

OCWA is committed to maintaining the assets of the drinking water system and maintains a program of scheduled inspection and maintenance activities using a computerized Work Management System (WMS). OCWA implemented a new Workplace Management System (Maximo) in 2023, which better maintains and optimizes facility assets. All routine maintenance activities conducted at the water treatment plant accomplished in 2025.

Significant expenses incurred in the drinking water system include:

- *Leak detection using correlator between 10th & 11th streets, and Bissett St.*
- *Plumbing leak sprayed water on the old alarm dialer requiring replacement with updated alarm system.*
- *Generator automatic transfer switch shorted out as a result of previous plumbing leak. ATS controller blew. Technicians spliced wiring harness and replaced the controller.*
- *Leak detection using the correlator pinpointed a leak on Bissett St. Once repaired, water loss dropped significantly.*
- *Ordered critical spare well pump motors for both wells.*

5.0 Drinking Water System Highlights

- The Ministry of the Environment, Conservation and Parks (MECP) performed their last annual inspection on January 25, 2025. The inspection included a physical assessment of the Mattawa Water Treatment Plant and a document review. The inspection report



identified three non-compliance issues that have been resolved. Final inspection rating of 93.58%.

- SAI Global conducted an off-site surveillance audit of the Mattawa Drinking Water System’s Quality and Environmental Management System (QEMS) on June 6, 2025. Six opportunity for improvements (OFIs) identified and resolved. The system and processes associated with the QEMS were evaluated on September 20, 2024 to ensure implementation of the Operational Plan and procedures and conformance to the Drinking Water Quality Management Standard version 2.0. Re-accreditation achieved on January 19, 2024.

6.0 Details on Notices of Adverse Test Results and Other Problems Reported to & Submitted to the Spills Action Center

Based on information kept on record by OCWA, the Mattawa Drinking Water System had one adverse water quality incidents reported to the MOE’s Spills Action Centre (MOE SAC).

AWQI 167558: Watermain break occurred at 442 Pine Street at 1500 on March 21, 2025, and valve was replaced. When the system was restored the valve broke and exposed watermain. Two dwellings, Fire Station and Information Centre have been affected by the isolation. Watermain break was fixed and system was restored. The local Health Unit implemented a Boil Water Advisory (BWA) for those affected. Two sets of 3 samples (Upstream, At location, and downstream) were collected. First set of samples were collected on March 22 ending at 0940, and second of set was collected on March 23 starting at 1145. All samples results have been received and are acceptable. The local health unit rescinded the BWA at 1427 on March 25.

7.0 Microbiological Testing Performed During the Reporting Period

Summary of Microbiological Data

Sample Type	# of Samples	Range of <i>E. coli</i> Results (min to max)	Range of Total Coliform Results (min to max)	# of HPC Samples	Range of HPC Results (min to max)
Raw (Well No. 1)	52	0 to 1	0 to 2	0	N/A
Raw (Well No. 2)	52	0 to 0	0 to 2	0	N/A
Treated	52	0 to 0	0 to 0	52	0 to 1
Distribution	163	0 to 0	0 to 0	52	0 to 2

Maximum Allowable Concentration (MAC) for *E. coli* = 0 Counts/100 mL

MAC for Total Coliforms = 0 Counts/100 mL

“<” denotes less than the laboratory’s method detection limit.

Notes: One microbiological sample is collected and tested each week from the raw (each well) and treated water supply. A total of three microbiological samples are collected and tested each week from the Mattawa distribution system.

Refer to *Appendix A* for a monthly summary of microbiological test results.



8.0 Operational Testing Performed During the Reporting Period

Summary of Raw Water Turbidity Data

Parameter	# of Samples	Range of Results (min to max)	Unit of Measure
Turbidity (Well No. 1)	42	0.20 to 0.28	NTU
Turbidity (Well No. 2)	42	0.24 to 0.32	

Summary of Chlorine Residual Data in the Distribution System

Parameter	No. of Samples	Range of Results (min to max)	Unit of Measure	Standard
Free Chlorine	358	0.22 to 2.13	mg/L	0.05

Note: A total of seven operational checks for chlorine residual in the distribution system are collected each week. Four (4) samples are tested one day and three (3) on a second day. The sample sets are collected at least 48-hours apart and samples collected on the same day are from different locations.

Refer to *Appendix B* for a monthly summary of the above operational data.

Summary of Nitrate & Nitrite Data (sampled at the water treatment plant)

Date of Sample	Nitrate Result Value	Nitrite Result Value	Unit of Measure	Exceedance
January 30	1.58	< 0.003	mg/L	No
April 29	<0.006	< 0.003	mg/L	No
July 22	1.52	< 0.003	mg/L	No
October 8	1.65	< 0.003	mg/L	No

Maximum Allowable Concentration (MAC) for Nitrate = 10 mg/L
MAC for Nitrite = 1 mg/L

Summary of Total Trihalomethane Data (sampled in the distribution system)

Date of Sample	Result Value	Unit of Measure	Running Average	Exceedance
January 30	0.006	mg/L	Q1 = 0.005	No
April 29	0.005		Q2 = 0.005	
July 22	0.004		Q3 = 0.005	
October 8	0.0067		Q4 = 0.006	

Maximum Allowable Concentration (MAC) for Total Trihalomethanes = 0.100 mg/L (Four Quarter Running Average)

Summary of Total Haloacetic Acids Data (sampled in the distribution system)

Date of Sample	Result Value	Unit of Measure	Running Average	Exceedance
January 30	< 0.0053	mg/L	Q1 = 0.0053	No
April 29	< 0.005		Q2 = 0.0052	
July 22	< 0.0053		Q3 = 0.0052	
October 8	< 0.0053		Q4 = 0.0052	

Maximum Allowable Concentration (MAC) for Total Haloacetic Acids = 0.080 mg/L (Four Quarter Running Average)



Summary of Most Recent Lead Data under Schedule 15.1

(applicable to the following drinking water systems; large municipal residential systems, small, municipal residential systems, and non-municipal year-round residential systems)

The Mattawa DWS was eligible to follow the “Exemption from Plumbing Sampling” as described in section 15.1-5(9) and 15.1-5(10) of Schedule 15.1 of Ontario Regulation 170/03. The exemption applies to a drinking water system if, in two consecutive periods at reduced sampling, not more than 10% of all samples from plumbing exceed the maximum allowable concentration (MAC) of 10 ug/L or 0.01 mg/L for lead. As such, the system was required to test for total alkalinity and pH in one distribution sample collected during the periods of December 15 to April 15 (winter period) and June 15 to October 15 (summer period). This testing is required in every 12-month period with lead testing in every third 12-month period. The Town of Mattawa has been sampling lead every term. Two rounds of lead, alkalinity and pH testing were carried out on April 15th and October 8th of 2025. Results are summarized in the table below.

Summary of Lead, pH & Alkalinity Data (sampled in the distribution system)

Date of Sample	# of Samples	Sample Location	Lead (ug/L)	Field pH	Alkalinity (mg/L)
April 15	1	Hydrant at Mattawan & Gorman	0.1	7.68	46.4
April 15	1	Hydrant at Waterfront	0.04	7.5	46.1
October 8	1	Hydrant at 7 th and Rankin	0.04	6.91	45
October 8	1	Mattawan & Gorman Hydrant	0.05	6.96	53

Most Recent Schedule 23 Inorganic Data Tested at the Water Treatment Plant

Parameter	Result Value	Unit of Measure	Standard	Exceedance
Antimony	<0.0005	mg/L	0.006	No
Arsenic	<0.001	mg/L	0.01	No
Barium	0.03	mg/L	1	No
Boron	0.02	mg/L	5	No
Cadmium	<0.0001	mg/L	0.005	No
Chromium	<0.001	mg/L	0.05	No
Mercury	<0.0001	mg/L	0.001	No
Selenium	<0.001	mg/L	0.01	No
Uranium	<0.001	mg/L	0.02	No

Note: Sample required every 36 months (sample date = *October 10, 2024*). Next sampling scheduled for October 2027.



Most Recent Schedule 24 Organic Data Tested at the Water Treatment Plant

Treated Water	Sample Date (yyyy/mm/dd)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
1,1-Dichloroethylene (ug/L)-TW	2024/10/10	< MDL 0.33	14	No	No
1,2-Dichlorobenzene (ug/L)-TW	2024/10/10	< MDL 0.41	200	No	No
1,2-Dichloroethane (ug/L)-TW	2024/10/10	< MDL 0.35	5	No	No
1,4-Dichlorobenzene (ug/L)-TW	2024/10/10	< MDL 0.36	5	No	No
2,3,4,6-Tetrachlorophenol (ug/L)-TW	2024/10/10	< MDL 0.2	100	No	No
2,4,6-Trichlorophenol (ug/L)-TW	2024/10/10	< MDL 0.25	5	No	No
2,4-Dichlorophenol (ug/L)-TW	2024/10/10	< MDL 0.15	900	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L)-TW	2024/10/10	< MDL 0.19	100	No	No
2-methyl-4-chlorophenoxyacetic acid (MCPA) (ug/L)-TW	2024/10/10	< MDL 0.12	100	No	No
Alachlor (ug/L) -TW	2024/10/10	< MDL 0.02	5	No	No
Atrazine + N-dealkylated metabolites (ug/L)-TW	2024/10/10	< MDL 0.01	5	No	No
Azinphos-methyl (ug/L)-TW	2024/10/10	< MDL 0.05	20	No	No
Benzene (ug/L)-TW	2024/10/10	< MDL 0.32	1	No	No
Benzo(a)pyrene (ug/L)-TW	2024/10/10	< MDL 0.004	0.01	No	No
Bromoxynil (ug/L)-TW	2024/10/10	< MDL 0.33	5	No	No
Carbaryl (ug/L)-TW	2024/10/10	< MDL 0.05	90	No	No
Carbofuran (ug/L) -TW	2024/10/10	< MDL 0.01	90	No	No
Carbon Tetrachloride (ug/L) -TW	2024/10/10	< MDL 0.17	2	No	No
Chlorpyrifos (ug/L) -TW	2024/10/10	< MDL 0.02	90	No	No
Diazinon (ug/L)-TW	2024/10/10	< MDL 0.02	20	No	No
Dicamba (ug/L)-TW	2024/10/10	< MDL 0.2	120	No	No
Dichloromethane (Methylene Chloride) (ug/L)-TW	2024/10/10	< MDL 0.35	50	No	No
Diclofop-methyl (ug/L)-TW	2024/10/10	< MDL 0.4	9	No	No
Dimethoate (ug/L)-TW	2024/10/10	< MDL 0.06	20	No	No
Diquat (ug/L)-TW	2024/10/10	< MDL 1	70	No	No
Diuron (ug/L)-TW	2024/10/10	< MDL 0.03	150	No	No
Glyphosate (ug/L)-TW	2024/10/10	< MDL 1	280	No	No
Malathion (ug/L)-TW	2024/10/10	< MDL 0.02	190	No	No
Metolachlor (ug/L)-TW	2024/10/10	< MDL 0.01	50	No	No
Metribuzin (ug/L)-TW	2024/10/10	< MDL 0.02	80	No	No
Monochlorobenzene (Chlorobenzene) (ug/L)-TW	2024/10/10	< MDL 0.3	80	No	No
Paraquat (ug/L)-TW	2024/10/10	< MDL 1	10	No	No
PCB (ug/L)-TW	2024/10/10	< MDL 0.04	3	No	No
Pentachlorophenol (ug/L)-TW	2024/10/10	< MDL 0.15	60	No	No
Phorate (ug/L)-TW	2024/10/10	< MDL 0.01	2	No	No
Picloram (ug/L)-TW	2024/10/10	< MDL 1	190	No	No
Prometryne (ug/L)-TW	2024/10/10	< MDL 0.03	1	No	No
Simazine (ug/L)-TW	2024/10/10	< MDL 0.01	10	No	No
Terbufos (ug/L)-TW	2024/10/10	< MDL 0.01	1	No	No
Tetrachloroethylene (ug/L)-TW	2024/10/10	< MDL 0.35	10	No	No
Triallate (ug/L) -TW	2024/10/10	< MDL 0.01	230	No	No
Trichloroethylene (ug/L)-TW	2024/10/10	< MDL 0.44	5	No	No
Trifluralin (ug/L)-TW	2024/10/10	< MDL 0.02	45	No	No
Vinyl Chloride (ug/L)-TW	2024/10/10	< MDL 0.17	1	No	No

Note: Sample required every 36 months (sample date = *October 10, 2024*). Next sampling scheduled for October 2027.

Inorganic or Organic Test Results that Exceeded Half the Standard Prescribed in Schedule 2 of the Ontario Drinking Water Quality Standards.

No inorganic or organic parameter(s) listed in Schedule 23 and 24 of Ontario Regulation 170/03 exceeded half the standard found in Schedule 2 of the Ontario Drinking Water Standard (O. Reg. 169/03) during the reporting period.

Most Recent Sodium Data Sampled at the Water Treatment Plant

Date of Sample	# of Samples	Result Value	Unit of Measure	Standard	Exceedance
January 24, 2023	1	14.4	mg/L	20	No
January 16, 2018	1	13			No

Note: Sample required every 60 months. Next sampling scheduled for January 2028.

Most Recent Fluoride Data Sampled at the Water Treatment Plant

Date of Sample	# of Samples	Result Value	Unit of Measure	Standard	Exceedance
February 15, 2023	1	<0.10	mg/L	1.5	No
January 16, 2018	1	<0.15			No

Note: Sample required every 60 months. Next sampling scheduled for January 2028. Please note: sample collected on January 24, 2023; however, lab lost sample in transit to sub lab. Resample collected February 15, 2023.

Summary of Additional Testing Performed in Accordance with a Legal Instrument.

- Schedule C, Section 1.6 of Municipal Drinking Water Licence #195-101 requires the UV disinfection system to maintain a continuous pass-through UV dose of at least 40 millijoules per square centimeter (mJ/cm²) throughout the life span of the UV lamps.

A primary disinfection system consisting of two (2) parallel UV reactors (duty and standby), each rated to provide dosage of 40 mJ/cm² at a peak flow of 76 L/s, equipped with automatic switchover controls. Ultra-Violet Light Transmittance (UVT) is continuously monitored. If the duty reactor fails the following would occur:

- the low lift pump would shut off
- the (failed) duty UV reactor's water inlet valve would close
- an alarm would be generated and sent through the emergency call-out system to alert operators of the failure of the duty reactor
- the standby UV reactor would switchover and begin producing water

Table 4 of the licence also requires the following parameters related to the UV disinfection system to be continuously monitored and recorded every four (4) hours:

UV Intensity(Calculated UV Dose) Measured continuously by the UV system. UV intensity is monitored by each individual unit's control module and should the light intensity of the unit fall



outside the specified range, the unit will automatically shut down and a standby unit will be activated. Such an event will be recorded by the UV control system.

Flow Rate The maximum flow rate through each of the units is 76 L/s (see Schedule A of DWWP 195-201) which is continuously measured by the raw/treated water flow meters. One flow meter measures flow from both wells, while the other flow meter only measures Well 2 flows. Each UV unit is equipped with a flow control valve and an electronically activated water shut-off valve which will automatically close in the event of a UV equipment malfunction, loss of power or ceases to provide an appropriate level of disinfection.

UV Transmittance UVT is continuously monitored.

Lamp Status Monitored by each unit's control module. Should the lamp status fail, the unit will automatically shut down and a standby unit will be activated. Such an event will be recorded by the UV control system.



Mattawa Drinking Water System

Schedule 22

2025 SUMMARY REPORT

FOR MUNICIPALITIES



Schedule 22 - SUMMARY REPORTS FOR MUNICIPALITIES

1.0 Introduction

Drinking-Water System Name:	MATTAWA DRINKING WATER SYSTEM
Municipal Drinking Water Licence (MDWL) No.:	195-101-5 (issued December 4, 2025)
Drinking Water Work Permit (DWWP) No.:	195-201-4 (issued December 4, 2025)
Permit to Take Water (PTTW) No.:	P-300-9212085377 (issued April 13, 2024)
Period being reported:	January 1, 2025 to December 31, 2025

2.0 Requirements the System Failed to Meet

The last MECP inspection report dated January 25, 2025 had three non-compliance issue, identified in last year’s annual report. Final inspection rating was 93.52%.

Non-Compliance 1: The operator-in-charge did not ensure that records were maintained of all adjustments to the processes within their responsibility. The owner and operating authority shall ensure that the date is recorded on the UV Reference Check Readings sheet. The operator failed to document the date of the UV reference checks. Added a reminder to add date on the UV reference check sheet. Reminded operator to log the UV reference in elogs and complete work order. Sent UV intensity reference checks from January to June 2025- sent to MECP June 26, 2025

Non-Compliance 2: Secondary disinfectant residual was not tested as required for the large municipal residential distribution system. A review of the Mattawa Distribution System Chlorine Monitoring sheets for the inspection period indicates that a set of four chlorine residuals were taken on October 29th, 2024. However, a second set of three chlorine residuals were not taken during the week (at least 48 hours apart) as required. The operator indicated that the samples were taken during the week but were not recorded on the distribution residual sheet. The operating authority indicated that the distribution system residual sheets will be reviewed monthly to ensure that the distribution system chlorine residuals are taken twice each week and recorded as required. The secondary disinfection was collected, but not recorded as required. The operator has been signed up for logbook courses and reminded of the importance of recording logs. The secondary disinfection logs by PCT to ensure that the distribution system chlorine residuals are taken twice each week and recorded as required.

Non-Compliance 3: Turbidity was not tested at least once every month from each well that supplied water to the system. The owner and operating authority shall ensure that monthly raw water samples taken from each well and tested for turbidity are taken at least 20 days apart, and not more than 40 days, after a previous sample was taken. The raw turbidity in October and November were taken more than 40 days apart. The raw Turbidity samples will be collected bi-weekly to ensure they’re taken between 20 days apart and not more than 40 days after previous sample. Operators will record the raw turbidity bi weekly on the bacti chain of custody. The PCT will review the chain custody. Operator is taken weekly turbidity grab samples on a weekly bases to ensure samples are collected within time frame.



According to information kept on record by OCWA; there was one non-compliance issue that occurred during 2025.

Non compliance: Secondary disinfectant residual was not tested as required for the large municipal residential distribution system. A review of the Mattawa Distribution System Chlorine Monitoring sheets for the inspection period indicates that a set of four chlorine residuals were taken on February 26th, 2025 at 10 am. However, a second set of three chlorine residuals were taken February 28, 2025 0910 not 48 hours apart as required.

3.0 Summary of Quantities and Flow Rates

Flow Monitoring

MDWL No. 195-101 requires the owner to install a sufficient number of flow measuring devices to permit the continuous measurement and recording of:

- the flow rate and daily volume of treated water that flows from the treatment subsystem the distribution system, and
- the flow rate and daily volume of water that flows into the treatment subsystem.

The flow monitoring equipment identified in the MDWL is present and operating as required. The flow meter is calibrated on an annual basis as specified in the manufacturers' instructions.

Water Usage

The following water usage tables summarize the quantities and flow rates of water taken and produced during the 2025 reporting period, including total monthly volumes, average monthly volumes, maximum monthly volumes, and maximum flow rates.

Raw Water

Table A - Raw Water Usage

2025 - Monthly Summary of Water Takings from the Source (Well #1)

Regulated by Permit to Take Water (PTTW) P-300-9212085377 , issued April 13, 2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	49797	62584	86821	87710	82796	77791	52665	59419	49073	46935	47538	49064	752192
Average Volume (m ³ /d)	1606	2235	2801	2924	2671	2593	1699	1917	1636	1514	1585	1583	2064
Maximum Volume (m ³ /d)	2852	3025	3727	3206	2991	3085	2038	2434	2003	1830	4053	1972	4053
PTTW - Maximum Allowable Volume (m ³ /day)	4582	4582	4582	4582	4582	4582	4582	4582	4582	4582	4582	4582	4582
Maximum Flow Rate (L/min)	4516	4730	5395	4111	3968	4108	2746	2898	2776	2899	2825	2772	5395
PTTW - Maximum Allowable Flow Rate (L/min)	3183	3183	3183	3183	3183	3183	3183	3183	3183	3183	3183	3183	3183

Well #1 experiences false instantaneous peaks.



2025 - Monthly Summary of Water Takings from the Source (Well #2)

Regulated by Permit to Take Water (PTTW) P-300-9212085377 , issued April 13, 2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	5251	1235	416	188	1678	1606	6960	1716	2795	672	856	2171	25543
Average Volume (m ³ /d)	169	44	13	6	54	54	225	55	93	22	29	70	70
Maximum Volume (m ³ /d)	397	461	88	27	293	462	742	340	449	328	487	393	742
PTTW - Maximum Allowable Volume (m ³ /day)	1964	1964	1964	1964	1964	1964	1964	1964	1964	1964	1964	1964	1964
Maximum Flow Rate (L/min)	1306	1275	1256	1238	1295	1493	1256	1216	1256	1333	1162	1225	1493
PTTW - Maximum Allowable Flow Rate (L/min)	1364	1364	1364	1364	1364	1364	1364	1364	1364	1364	1364	1364	1364

Well #2 experiences false instantaneous peaks

Table A - Raw Water Usage

2025 - Monthly Summary of Combined Water Takings from the Source (Well #1 and Well #2)

Regulated by Permit to Take Water (PTTW) P-300-9212085377 , issued April, 2024

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	55048	63819	87237	87897	84474	79398	59626	61134	51868	47607	48394	51235	777736
Average Volume (m ³ /d)	1776	2279	2814	2930	2725	2647	1923	1972	1729	1536	1613	1653	2133
Maximum Volume (m ³ /d)	2852	3025	3727	3206	2991	3085	2038	2434	2003	1830	4053	1972	4053
PTTW - Maximum Allowable Volume (m ³ /day)	6546	6546	6546	6546	6546	6546	6546	6546	6546	6546	6546	6546	6546

The system’s Permit to Take Water #1546-9GHPLM, allows the Municipality to withdraw water at the following rates:

Well No. 1: 4582.08 m³/day / 3183 L/minute

Well No. 2: 1964.16 m³/day / 1364 L/minute

Total Combined Daily Volume: 6546.24 m³/day

The system’s Permit to Take Water #1546-9GHPLM allows the municipality to withdraw a maximum volume of 4582.08 m³ from Well No. 1 and 1964.16 m³ from Well No. 2 each day with a maximum of 6546.24 m³/d combined. A review of the raw water flow data indicates that the system never exceeded this allowable limit having a maximum volume of 4053 m³ in November 2025. The Permit also allows a maximum flow rate of 3183 L/minute for Well No. 1 and 1364 L/minute for Well No. 2. Well 1 experiences false peaks on start-up, having a maximum recorded flow of 5395 L/minute in March 2025 for Well 1 and 1493 L/minute in June 2025 for Well 2.



Treated Water

Table B - Treated Water Usage

2025 - Monthly Summary of Treated Water Supplied to the Distribution System

Regulated by Municipal Drinking Water Licence (MDWL) #195-101 - Issue 5, issued December 4, 2025

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year to Date
Total Volume (m ³)	55048	63819	87237	87897	84474	79398	59626	61134	51868	47607	48394	51235	777736
Average Volume (m ³ /d)	1776	2279	2814	2930	2725	2647	1923	1972	1729	1536	1613	1653	2133
Maximum Volume (m ³ /d)	2852	3025	3727	3206	2991	3085	2038	2434	2003	1830	4053	1972	4053
MDWL - Rated Capacity (m ³ /day)	6540	6540	6540	6540	6540	6540	6540	6540	6540	6540	6540	6540	6540

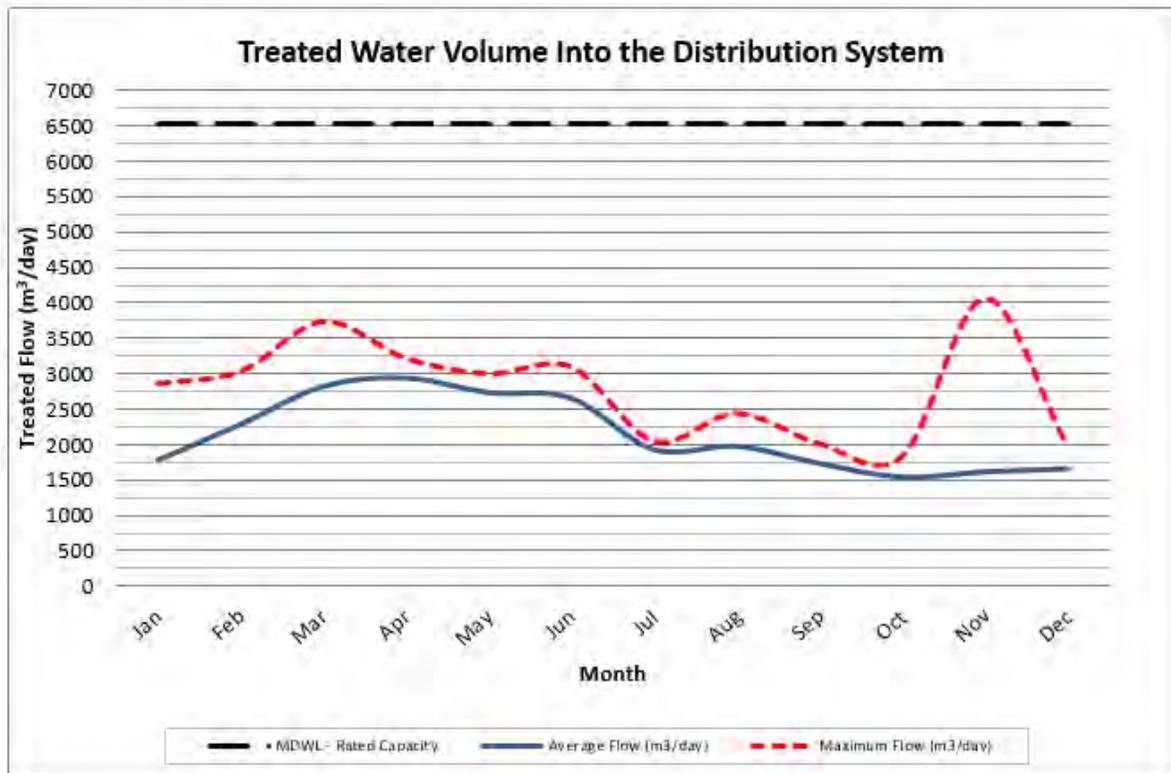
Schedule C, Section 1.1 of MDWL No. 195-101 states that the maximum daily volume of treated water that flows from the treatment subsystem to the distribution system shall not exceed a maximum flow rate of 6540 m³/day. The Mattawa DWS complied with this limit having a recorded maximum volume of 4053 m³ in November 2025, which is 61.97% of the rated capacity.

Figure 1 compares the average and maximum flow rates into the distribution system to the rated capacity of the system identified in the MDWL. This information enables the Owner to assess the system’s existing and future planned water usage needs.

Comparison of the Flow Summary to the Systems Licence & Permit

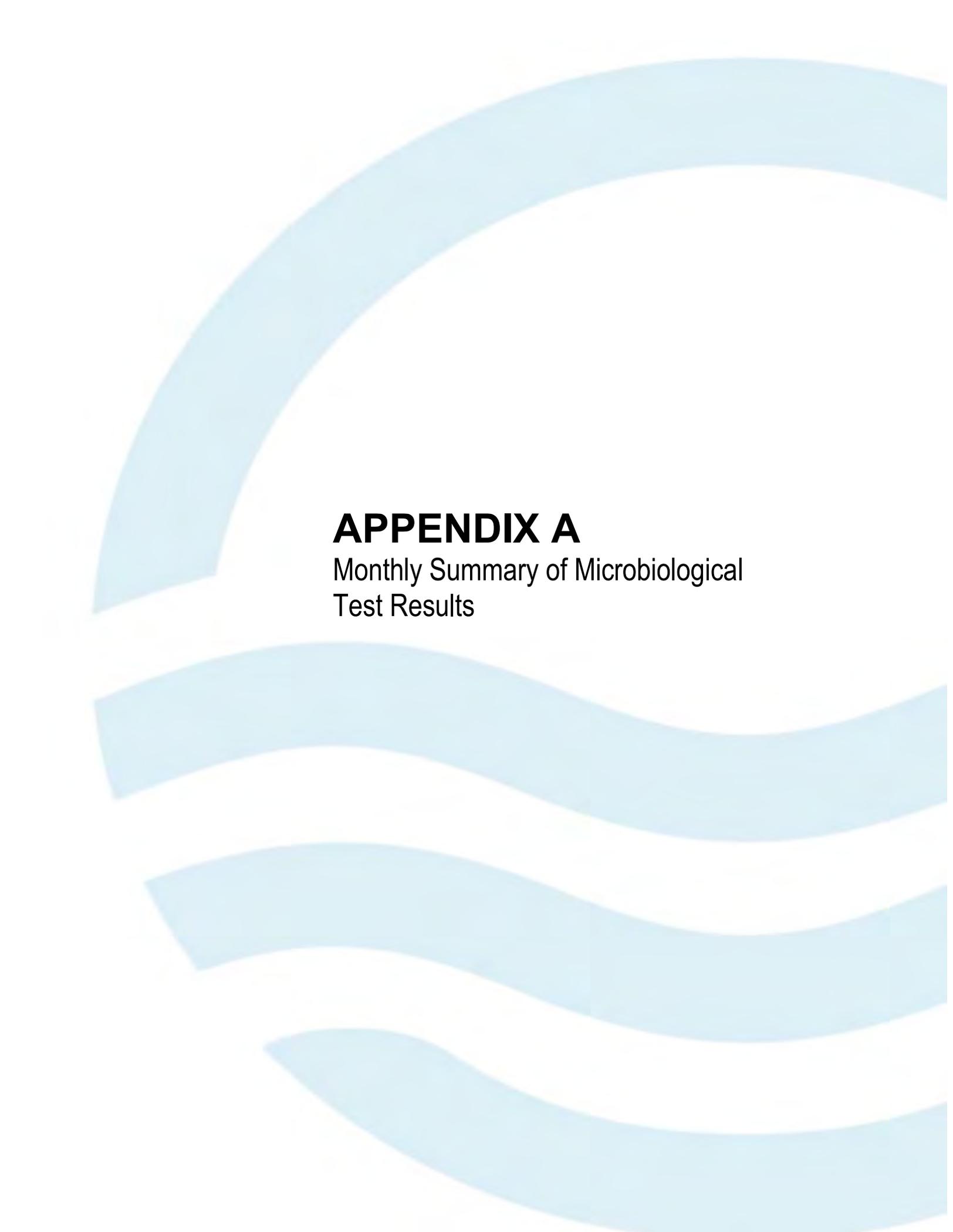
Rated Capacity of the Plant (MDWL)	6540 m ³ /day	
Average Daily Flow for 2025	2133 m ³ /day	32.6% of the rated capacity
Maximum Daily Flow for 2025	4053 m ³ /day	61.97% of the rated capacity
Total Treated Water Produced in 2025	777736 m ³	

The Mattawa Water Treatment Plant is rated to produce 6540 cubic meters of water per day as specified in the system’s Municipal Drinking Water Licence. The average daily flow was 2133 m³ per day, which is 32.6% of the rated capacity. This information clearly shows that the plant is well within its rated capacity and is able to meet current demands of consumers.



CONCLUSION

In 2025, according to information kept on record by OCWA, the Mattawa DWS provided safe and reliable drinking water to the community of Mattawa. The system complied with the regulatory requirements of the Safe Drinking Water Act and its Regulations and met the terms and conditions outlined in its site specific drinking water works permit and municipal drinking water licence. According to information kept on record by OCWA; there was one non-compliance issues that occurred during 2025. Furthermore, the Mattawa DWS had one adverse water quality incidents reported to the MOE’s Spills Action Centre.



APPENDIX A

Monthly Summary of Microbiological
Test Results

Customized Monthly Report

From 01/01/2025 to 12/31/2025

Facility Name: MATTAWA DRINKING WATER SYSTEM
Receiver:

Facility Org Number: 1517
Facility Owner:
Service Population: 2150

Works: 210001905
Facility Classification:
Total Design Capacity: 6540 m3/day



														2025			
DW	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
E. Coli - cfu/100mL																	
Count	12.00	10.00	18.00	15.00	15.00	12.00	15.00	12.00	12.00	15.00	12.00	15.00	163.00				
Lab Count	12.00	10.00	18.00	15.00	15.00	12.00	15.00	12.00	12.00	15.00	12.00	15.00	163.00				
Lab Month.Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
HPC - cfu/mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	0.00	0.00	0.00	0.00	0.00	1.00	1.00	1.00	2.00	0.00	0.00			2.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.20	0.25	0.25	0.60	0.00	0.00		0.12			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
Total Coliform: TC - cfu/100mL																	
Count	12.00	10.00	18.00	15.00	15.00	12.00	15.00	12.00	12.00	15.00	12.00	15.00	163.00				
Lab Count	12.00	10.00	18.00	15.00	15.00	12.00	15.00	12.00	12.00	15.00	12.00	15.00	163.00				
Lab Month.Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
														2025			
Well #1	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
E. Coli: EC - cfu/100mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			1.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.02			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
Total Coliform: TC - cfu/100mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	0.00	0.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			2.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.04			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	

Customized Monthly Report

From 01/01/2025 to 12/31/2025

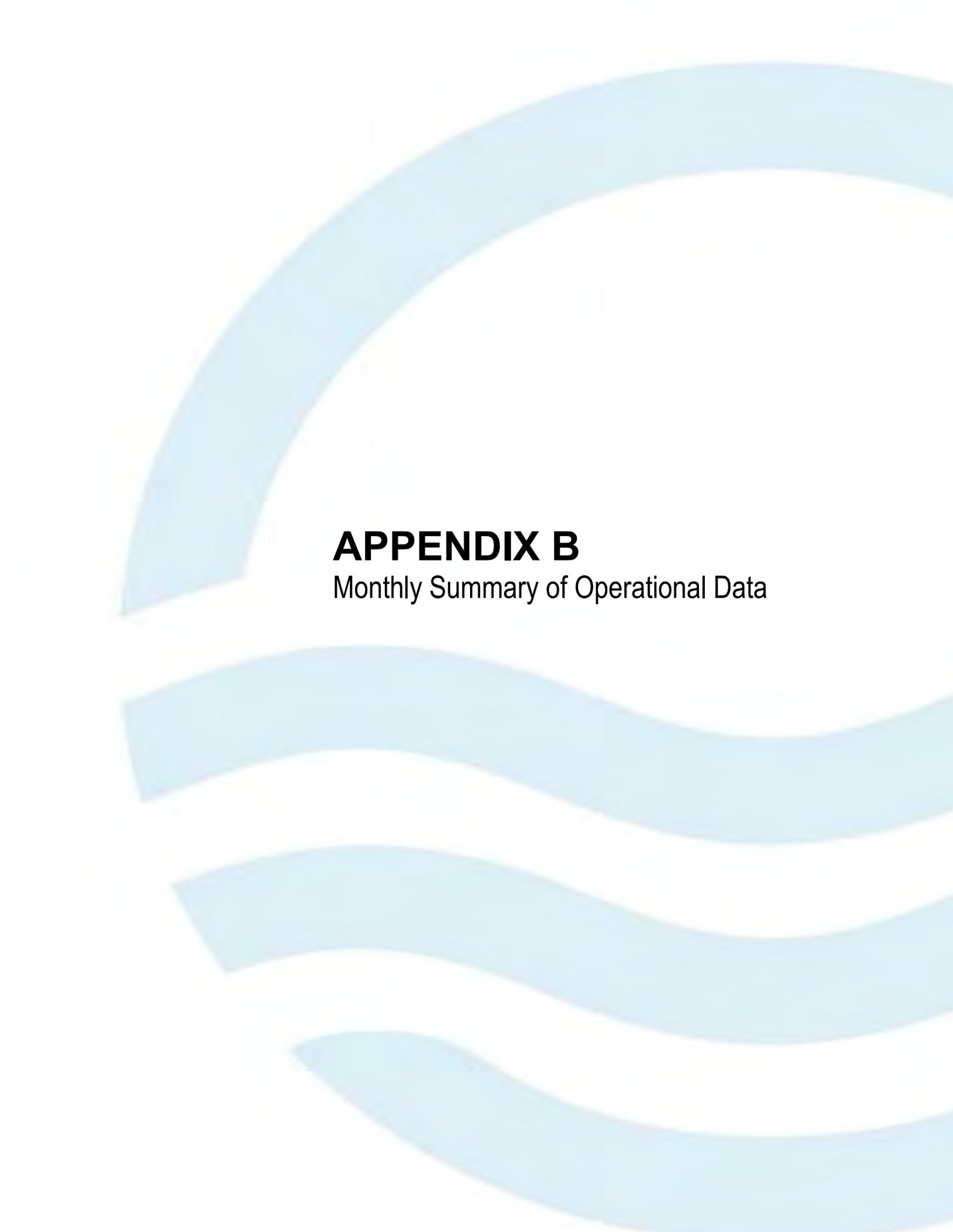
Facility Name: MATTAWA DRINKING WATER SYSTEM
Receiver:

Facility Org Number: 1517
Facility Owner:
Service Population: 2150

Works: 210001905
Facility Classification:
Total Design Capacity: 6540 m3/day



														2025			
Well #2	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
E. Coli: EC - cfu/100mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
Total Coliform: TC - cfu/100mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	2.00	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			2.00		
Lab Month.Mean	0.50	0.00	0.00	0.00	0.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.06			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
														2025			
TW	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
E. Coli: EC - cfu/100mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
HPC - cfu/mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	1.00	1.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00			1.00		
Lab Month.Mean	0.00	0.25	0.50	0.00	0.25	0.00	0.00	0.00	0.00	0.20	0.00	0.40		0.13			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	
Total Coliform: TC - cfu/100mL																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
Lab Month.Max	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00		
Lab Month.Mean	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00			
Lab Month.Min	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				0.00	



APPENDIX B

Monthly Summary of Operational Data

Customized Monthly Report

From 01/01/2025 to 12/31/2025

Facility Name: MATTAWA DRINKING WATER SYSTEM
Receiver:

Facility Org Number: 1517
Facility Owner:
Service Population: 2150

Works: 210001905
Facility Classification:
Total Design Capacity: 6540 m3/day



														2025			
DW	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
CI Residual: Free DW1 - mg/L																	
Count	9.00	8.00	7.00	9.00	9.00	8.00	9.00	8.00	8.00	10.00	8.00	9.00	102.00				
IH Edited Count	9.00	8.00	7.00	9.00	9.00	8.00	9.00	8.00	8.00	10.00	8.00	9.00	102.00				
IH Month.Max	0.96	0.92	0.71	1.20	0.81	0.97	1.58	1.41	0.71	1.23	0.90	1.41			1.58		
IH Month.Mean	0.60	0.75	0.54	0.74	0.62	0.61	0.61	0.65	0.46	0.70	0.59	0.63		0.63			
IH Month.Min	0.38	0.67	0.41	0.48	0.41	0.39	0.33	0.39	0.24	0.35	0.39	0.39				0.24	
CI Residual: Free DW2 - mg/L																	
Count	9.00	8.00	7.00	9.00	9.00	8.00	9.00	8.00	8.00	10.00	8.00	9.00	102.00				
IH Edited Count	9.00	8.00	7.00	9.00	9.00	8.00	9.00	8.00	8.00	10.00	8.00	9.00	102.00				
IH Month.Max	1.15	0.81	0.70	1.01	0.84	0.77	1.38	1.44	0.59	1.48	1.18	2.13			2.13		
IH Month.Mean	0.73	0.69	0.54	0.66	0.67	0.63	0.67	0.76	0.48	0.82	0.69	0.73		0.68			
IH Month.Min	0.41	0.44	0.40	0.42	0.47	0.45	0.41	0.38	0.31	0.45	0.39	0.51				0.31	
CI Residual: Free DW3 - mg/L																	
Count	9.00	8.00	7.00	9.00	9.00	8.00	9.00	8.00	8.00	10.00	8.00	9.00	102.00				
IH Edited Count	9.00	8.00	7.00	9.00	9.00	8.00	9.00	8.00	8.00	10.00	8.00	9.00	102.00				
IH Month.Max	0.98	0.84	0.74	0.86	78.00	0.80	0.91	0.84	0.74	1.02	0.72	0.91			78.00		
IH Month.Mean	0.64	0.59	0.60	0.68	9.21	0.62	0.58	0.58	0.59	0.66	0.63	0.61		1.38			
IH Month.Min	0.38	0.39	0.32	0.41	0.44	0.38	0.41	0.38	0.43	0.33	0.51	0.32				0.32	
CI Residual: Free DW4 - mg/L																	
Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
IH Edited Count	4.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	4.00	5.00	4.00	5.00	52.00				
IH Month.Max	0.77	0.69	0.66	0.80	0.71	0.77	0.70	1.05	0.71	0.64	0.71	0.96			1.05		
IH Month.Mean	0.52	0.62	0.56	0.65	0.61	0.66	0.48	0.70	0.64	0.54	0.53	0.74		0.60			
IH Month.Min	0.30	0.58	0.39	0.55	0.51	0.60	0.22	0.58	0.59	0.34	0.33	0.59				0.22	
														2025			
Well #1	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
Turbidity - NTU																	
Count	1.00	1.00	3.00	5.00	4.00	3.00	3.00	4.00	4.00	5.00	4.00	5.00	42.00				
IH Edited Count	1.00	1.00	3.00	5.00	4.00	3.00	3.00	4.00	4.00	5.00	4.00	5.00	42.00				
IH Month.Mean	0.20	0.21	0.28	0.25	0.24	0.28	0.28	0.25	0.26	0.27	0.27	0.27		0.26			
														2025			
Well #2	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Total	Avg	Max	Min	
Turbidity - NTU																	
Count	1.00	1.00	3.00	5.00	4.00	3.00	3.00	4.00	4.00	5.00	4.00	5.00	42.00				
IH Edited Count	1.00	1.00	3.00	5.00	4.00	3.00	3.00	4.00	4.00	5.00	4.00	5.00	42.00				
IH Month.Mean	0.32	0.30	0.28	0.31	0.28	0.26	0.30	0.25	0.26	0.27	0.29	0.28		0.28			
IH Month.Min	0.32	0.30	0.28	0.30	0.26	0.24	0.26	0.25	0.24	0.24	0.28	0.27				0.24	

DATE: MONDAY MARCH 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 26-09 being a by-law to establish the procedures for the 2026 Municipal Elections.

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 26-09

BEING a by-law to establish the procedures for the 2026 Municipal Elections.

WHEREAS subsection 5 (3) of the Municipal Act, 2001, S.O. 2001, c.25 provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 42 (3)(4) of the Municipal Elections Act, 1996, as amended, requires all municipalities to establish the procedures for the 2026 Municipal Elections.

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

1. **THAT** Council does hereby adopt the Clerk's procedures for the conduction of the 2026 Municipal Elections.
2. **THAT** Schedule "A", attached hereto, forms part of this by-law.
3. **THAT** By-law 22-14 is hereby repealed.

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

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

Mayor

Clerk



2026 Municipal Elections Procedures

1. Definitions and Interpretations

Definitions

“**Acclamation**” means the election to office of certified candidates at close of Nomination Day if there are no more candidates than offices.

“**Act**” means the Municipal Elections Act, 1996, S.O. 1996, C.32, as amended.

“**Advance Vote**” means the location, dates and hours for casting a ballot prior to Voting Day.

“**Ballot**” means the part of a printed ballot card on which indicates the office to be voted on, the names of the candidates, and containing the spaces in which the elector is to mark their vote.

“**Ballot box**” means a container, in a form approved by the Clerk, intended to contain the voted ballot cards.

“**Ballot card**” means a paper card, in a form approved by the Clerk, listing the ballots to be voted on in the election.

“**Campaign Expenses**” means the amounts spent by a candidate on their campaign, subject to some exceptions.

“**Campaign Period**” means the time during which a candidate can incur expenses related to an election campaign.

“**Candidate**” means a person who has been nominated under Section 33 of the Act.

“**Certified Candidate**” means a candidate whose nomination has been certified by the Clerk under Section 35 of the Act.

“**Clerk**” means the Clerk of the Town of Mattawa who is responsible for conducting this election under the authority of the Act.

“**Council**” means the Council of the Corporation of the Town of Mattawa.

“**Election day**” means the fourth Monday in October in a municipal election year or another day as designated by the appropriate authority.

“**Election Official**” means the Clerk or other person(s) appointed in writing by the Clerk to carry out election duties under the Act. An Election Official can only carry out the tasks and duties as assigned in writing by the Clerk and must take the prescribed oath (s.15(4)).

“**Elector**” means a Canadian citizen, 18 years of age or older, a resident of the municipality, or an owner or tenant of land (or spouse of) in the municipality, and who is not otherwise disqualified.

“**Language**” means procedures and forms will be provided in English only.

“Municipal Office” means the Town of Mattawa administration building located at 160 Water Street.

“Nomination Day” means the last day for a candidate to file a nomination or withdraw a nomination. For a regular election Nomination Day is the third Friday in August in the year of the election.

“Preliminary List of Electors” means an initial list compiled by the Municipal Property Assessment Corporation (MPAC) of persons with a right to vote in the municipality.

“Proof of Identification” means proof of identity and residence as prescribed in O. Reg. 304/13 of the Act.

“Proxy” means an elector who has been appointed to vote on behalf of another elector.

“Regular Office Hours” means Monday to Thursday, 9:00 a.m. to 5:00 p.m. and Friday, 9:00 a.m. to 4:00 p.m. (excludes statutory holidays)

“Restrictive Period” means the period of time after either nomination day or voting day during which Council may be restricted from certain actions.

“Scrutineer” means an individual, appointed in writing by a certified candidate to be present during the vote and vote count (including any recount).

“Voters’ List” means the Preliminary List of Electors, as corrected by the Clerk, under the provisions of Section 22 of the Act.

“Voting Day” means the day of the election. For a regular election, Voting Day is the fourth Monday in October in the year of the election.

Language (s.9)

Procedures and forms will be provided in English only.

Interpretation

Any reference to a time means the time as indicated on the National Research Council Canada Web Clock showing official times for the Eastern Time Zone.

References to the Act or sections of the Act provided in these procedures are provided for convenience reference only. Please refer to the legislation for specific reference.

Procedures Subject to Change

These procedures may be amended, as necessary and deemed appropriate, by the Clerk. All updated versions of the procedures will be posted on the Town of Mattawa website and provided to all registered candidates.

These procedures have been developed under the authority of Subsection 42(4) pursuant to Subsection 42(3) (a) (ii) of the Act.

The procedures and forms established by this document prevail over anything in the Act and its regulations, as per Subsection 42(4) of the Municipal Elections Act.

Where these procedures do not provide for any matter, the election shall be conducted as fair as is consistent and practical within the principles of the Municipal Elections Act with the same being determined and established by the Clerk.

2. Election Principles

The Clerk is committed to conducting an election that upholds the following election principles:

- fair and consistent treatment of electors and candidates;
- certainty that election results truly reflect electorate vote;
- secrecy, confidentiality and privacy of voters is paramount;
- the intention of voter in marking the ballot should be the primary consideration in any counting decision;
- voter accessibility, convenience, integrity and scrutiny of the election process takes priority over administrative convenience and efficiency.

Commitment to Accessibility

The Clerk is committed to conducting an election that accommodates persons with disabilities, wherever possible. The Clerk will ensure that the Municipal Office and Voting Locations meet municipal accessibility standards.

Accessibility Plan and Report (s. 12.1)

Prior to Voting Day, the Clerk must prepare a plan for the identification, removal and prevention of barriers that affect voters and candidates with disabilities and make the plan available to the public.

Within 90 days after Voting Day in a regular election but no later than January 25, 2027, the Clerk shall submit a report to council about the identification, removal and prevention of barriers that effect electors and candidates with disabilities.

3. Authority of the Clerk

Duties and Powers of Clerk (s.11, 12, 15)

The Clerk is responsible for conducting the election, including:

- preparing for the election;
- preparing for and conducting a recount in the election;
- maintaining peace and order throughout the election;
- in a regular election, preparing and submitting the accessibility report;
- providing for any matter or procedure that is not in the Act or is, in the Clerk's opinion,

necessary or desirable for conducting the election.

This document sets out the procedures established by the Clerk for the 2026 municipal election. These procedures will be posted online and provided to all candidates.

The Clerk has authority to require a person to:

- use forms, oaths and statutory declarations;
- provide proof of identity, qualification or any other matter.

Election Officials - Appointment and Training (s. 15)

The Clerk may appoint election officials and delegate any of the Clerk's powers and duties to election officials using "Appointment and Oath of Deputy Returning Officer" Form EL10 and "Appointment and Oath of an Election Official" Form EL11. The Clerk with the assistance of the Deputy Clerk will provide training to any Election Officials as required. The Clerk may continue to exercise the delegated powers and duties, despite the delegation.

4. Public Information

Municipal Website (www.mattawa.ca)

The Town of Mattawa website will be the main place for election information for the media, candidates, voters and the public, including:

- key election dates and times;
- election policies and procedures;
- election results;
- candidate financial statements;
- any other information that may be helpful.

In addition to the election website, the Clerk may provide election information by posting information in municipal facilities, advertising with local media, social media and/or public and candidate information sessions. The Clerk may partner with other municipalities to provide election information.

5. Nominations

Offices for Nomination

The Clerk will accept nominations for the following offices with the number of vacancies shown in brackets below:

- (1) Mayor
- (6) Councillors

Nominations for school boards must be obtained and filed at the appropriate Municipal Office for the following offices:

- (1) School Board Trustee – English Public
- (1) School Board Trustee – English Separate
- (1) School Board Trustee – French Public
- (1) School Board Trustee – French Separate

Nomination Period (s. 31)

The Clerk shall give notice for nominations in the local newspaper, at the Municipal office and website prior to May 1, 2026, stating the offices for which a person may be nominated.

Nominations must be filed during the period:

- May 1, 2026 to August 20, 2026 during regular office hours, and
- August 21, 2026 between 9:00 a.m. and 2:00 p.m. (Nomination Day).
- If a person is present at the clerk's office on Nomination Day at 2:00 pm, the MEA provides that they may file the nomination as soon as possible after 2:00 pm.

Nomination Procedure

Nominations must be made at the Municipal Office:

- using the prescribed "Nomination Paper" Form 1;
- in person by:
 - the nominee, or
 - the nominee's agent with the nominee's original signature and the declaration of qualification completed by the Clerk, or Commissioner
- with the prescribed nomination filing fee (Cash, Interac, Visa and Mastercard accepted):
 - \$200 for Head of Council;
 - \$100 for Councillor;
- with proof of identity and residence as prescribed in O. Reg. 304/13.

Permitted Expenses and Contributions (s. 33.0.1, 33.0.2, 88.20(9))

The Clerk shall calculate the preliminary permitted amount of Candidate's expenses, the permitted amount of contributions to a Candidate's own campaign for each office, and Certificate of Maximum Expenses for Parties and provide these amounts to Candidates upon filing their nomination papers with the Clerk.

On or before September 15, 2026, the Clerk will determine number of eligible electors for each office and calculate the maximum amount of campaign expenses for each office and provide this amount to candidates using the "Certificate of Maximum Campaign Expenses" Form 37(A), Form 37(B) and Form 37(c).

The Clerk will deliver the final certificate of expenses to each candidate on or before September 30, 2026.

The Clerk's calculation is final.

Withdrawal of Nomination (s. 36)

Candidates may withdraw their Nomination by filing in person a written withdrawal on "Withdrawal of Nomination" Form 2 with the Clerk before 2:00 pm on Nomination Day, August 21, 2026, if the person was nominated on or before Nomination Day.

Certification or Rejection of Nomination Papers (s. 35)

On or before August 24, 2026, at 4:00 p.m., the Clerk will review each nomination received. The Clerk will certify the nomination by signing the nomination paper if satisfied that the person being nominated is qualified and the nomination complies with the Act.

The Clerk will reject a nomination if the person being nominated is not qualified to be nominated, or the nomination does not comply with the Act.

The Clerk's decision to certify or reject a nomination is final.

Official List of Candidates

The final list of certified candidates will be circulated on the municipal website and posted at the Municipal Office by August 26, 2026.

Declaration and Notice of Election (s. 40)

If after 4:00 p.m. on August 24, 2026, the number of certified nominations filed for an office is more than the number of persons to be elected to the office, the Clerk shall declare an election to be conducted.

The Clerk shall give the electors notice of the following on the election website and any other method chosen by the Clerk:

- the way electors may cast their ballot;
- the dates and times of the voting period;
- any extended office hours available at the Municipal Office.

Acclamations (s. 37(1))

If after 4:00 p.m. on August 24, 2026, the number of certified candidates for an office is the same as, or fewer than the number to be elected, the Clerk will declare the candidate(s) elected by acclamation and post a "Declaration of Acclamation to Office" on Form EL20 at the Municipal Office and on the municipal website. There shall be no election conducted for any offices which have been acclaimed.

Fewer Nominations than Offices (s. 33(5))

If at 4:00 p.m. on August 24, 2026, the number of certified nominations filed for an office is

fewer than the number of persons to be elected to the office, additional nominations may be filed between 9:00 a.m. and 2:00 p.m. on August 26, 2026. The Clerk shall post a “Notice of Additional Nominations” Form EL17(B) at the municipal office and on the municipal website.

Withdrawal of additional nominations must take place prior to 2:00 pm on August 26, 2026, following the Withdrawal of Nomination procedure above. At 2:00 p.m. on August 26, 2026, the Clerk will certify or reject any additional Nomination Papers that have been filed.

Additional Nominations (s. 33(5), 35(1), 37(2), 37(4))

If between 9:00 a.m. and 2:00 p.m. on August 26, 2026, there are more certified Nominations than vacancies for an office, an election shall be conducted with the persons who have filed certified Nomination Papers.

If at 4:00 p.m. on August 27, 2026 there is a sufficient number of certified Nomination Papers filed to fill the office(s), the Clerk will declare the candidate(s) elected by acclamation and post a “Declaration of Acclamation to Office” on Form EL20 at the Municipal Office and online.

If the number of Nomination Papers filed is insufficient to form a quorum of the Municipal Council, a by-election shall be held.

If the number of Nomination Papers filed is less than the number of positions for an office of the Municipal Council, but does form a quorum, the municipality shall fill the vacancy by appointing a person in accordance with s.263(1)(a) of the Municipal Act, 2001.

Death or Ineligibility of a Candidate (s.39)

If a certified candidate dies or becomes ineligible before the close of voting and the result would be:

- an acclamation for an office, the election to such office is void and a by-election for such office shall be held; or
- one fewer candidate and no acclamation, the Candidate's name will be removed from the ballot.

6. Campaigning

Campaigning is permitted no earlier than the filing of Nomination Papers by the candidate. Information contained in/on all campaign material is the responsibility of the candidate and any questions or concerns should be directed to the candidate.

Please refer to the Use of Municipal Resources for Election Purposes Policy.

Municipal Employee Communication with Candidates

If a candidate has questions they are to send an email to the Clerk with an and all questions. The Clerk will respond to the email with a document showcasing both the question and the answer to all candidates. This will ensure fairness and transparency.

Use of Municipal Logo or Other Insignia

The use of the municipal logo or other insignia for campaign purposes is strictly prohibited.

Municipally Owned/Leased Facilities

Election campaigning or the distribution/posting of election campaign material at municipally owned or leased facilities is not permitted, with the exception of road allowances. For an update list of municipally owned/lease facilities please reach out to the Clerk.

Vandalism

The investigation or prosecution for any acts of vandalism to the posters or campaign material of the candidates should be referred to the Ontario Provincial Police by the complainant. The Town of Mattawa, or any of its municipal officers, employees or agents will not be responsible for damage to election signs.

7. Campaign Expenses and Contributions

All those who register should pay careful attention to campaign finance rules and may wish to seek their own advice and counsel regarding campaign finances.

A campaign period may be extended in keeping with the procedure and timeframes outlined in the Act.

The nomination fee is not an expense. The nomination fee is refundable if the financial statement is filed on time.

A campaign bank account **must** be opened for purposes of an election campaign. Throughout the campaign, all contributions of money and payments for expenses must be deposited in the campaign account.

Financial statements (Financial Statement – Auditor’s Report Form 4) must be filed with the Clerk on or before 2:00 p.m. on March 26, 2027. Failure to file by the deadline or by the end of the grace period (if applicable) triggers the automatic penalty of being ineligible to hold an elected office to which the Municipal Elections Act, 1996, as amended, applies until after the next election.

All candidates, including those who withdrew and those who were acclaimed, must file a financial statement.

The Clerk must keep the financial statements that are filed by the candidates until after the new Council has taken office following the next regular municipal election.

The Clerk is required to make the financial statements available to the public on the municipal website. The Clerk is also required to make public a report on the municipal website setting out all candidates and indicating whether each candidate complies with the filing requirements as soon as possible after April 30, 2027 or within 90 days of a by-election.

Notice

At least 30 days before the filing date, but no later than March 1, 2027, the Clerk shall give to every candidate whose nomination was filed, by registered mail, notice of all the filing requirements and penalties set out in s.88.23 (2) and 92 (1). The notice shall be given on “Notice to Candidate of Filing Requirements” Form EL42(A).

At least 30 days before filing date, but no later than March 1, 2027, the Clerk shall give to every registered third party, by registered mail, notice of all the filing requirements and penalties set out in the Act. The notice shall be given on “Notice to Registered Third Party of Filing Requirements” Form EL42(A).

A “Notice of Default” Form EL43(A) shall be given to the candidate by registered mail and to the municipal council in the event that a candidate has not submitted the “Financial Statement” Form 4 by 2:00 p.m. on March 26, 2027.

A “Notice of Default” Form EL43(B) shall be given to the registered third party by registered mail and to the municipal council in the event that a third party has not submitted the “Financial Statement” Form EL43(B) by 2:00 p.m. on March 26, 2027.

Refund of Nomination Filing Fee (s.34)

Candidates are entitled to receive a refund of their nomination fee if the documents required under section 88.25 of the Municipal Elections Act, 1996 are filed on or before 2:00 pm on the filing date.

Refunds will be processed upon completion of the Financial Statement and verified by the Clerk.

8. Registered Third Party

Third party includes an advertisement in any broadcast, print, electronic or other medium that has the purpose of promoting, supporting or opposing a candidate or a “yes” or “no” answer to a question.

All third parties must register with the Clerk of the municipality to which they intend to advertise.

Only the following persons and entities are eligible to register as third party advertisers with the Clerk:

- an individual who is normally a resident in Ontario
- a corporation that carries on business in Ontario
- a trade union that holds bargaining rights for employees in Ontario

Registrations for third party advertisers can be filed on or after May 1, 2026, until the Friday before voting day (October 23, 2026) during regular office hours.

There is no fee for registering as a third party advertiser.

The Clerk must provide the third party advertiser with an estimate of their general spending limit and their spending limit on parties and expressions of appreciation.

9. Voters' List

Voter Qualifications (s. 17(2))

A person is entitled to be an elector if, on Voting Day he/she:

- is a Canadian citizen;
- is at least 18 years old;
- resides in the local municipality, or is the owner or tenant of land in the local municipality, or the spouse, of such a person;
- is not prohibited from voting.

Preliminary List of Electors

Elections Ontario provides the Preliminary List of Electors to the Clerk on the agreed upon date or between July 31 and August 31, 2022 which contains:

- the name and address of each elector;
- information about which offices each elector is entitled to vote for, such as school support;
- the elector's voting subdivision.

Where a voter qualifies at more than one location in the municipality, the voter may only vote once and the Voters' List will reflect the place where the voter resides.

An elector's name may be on the Voters' List of more than one municipality and may be eligible to vote in both municipalities.

Voters' List

The Clerk may correct any obvious errors in the PLE prior to August 31, 2026 using any information that is in the Municipality's custody or control (s. 22(2)). The Clerk shall notify Elections Canada of any corrections. The corrected PLE becomes the Voters' List.

The Clerk will maintain the Voters' List electronically.

Amending the Voters' List (s. 24, 25, 26)

The period for revisions to the Voters' List is from September 1, 2026 until the close of voting on October 26, 2026. Persons, upon application in writing on the prescribed form to the Clerk, may have their name added, removed or information added or amended on the Voters' List.

Applications to remove another person's name from the Voters' List must be made in writing on the prescribed form to the Clerk from the period September 1, 2026 until close on October 26, 2026.

Revisions to the Voters' List will be conducted at the Municipal Office during regular office hours, during Advance Voting and at the voting stations on Election Day until 8:00 p.m. Additional dates may be determined by the Clerk.

- An elector applying to amend their information may use Form 15: "Application to Amend Voters' List" and provide proof of identity and residence as set out in O. Reg. 304/13.
- Any person applying to remove a deceased person's name from the voters' list may use Form 16: "Application for Removal of Another's Name from the Voters List."

The Clerk, on their own initiative, can remove a person's name from the Voter's List until the close of voting on Voting Day if the Clerk is satisfied that the person has died.

The Clerk may approve or deny applications for amend the Voters' List and the Clerk's decision is final.

Candidate Copies and Proper Use of Voters' List (s. 88(10) and (11))

The Act states that the Voters' List cannot be posted in a public place and can be used only for election purposes.

The voters' list shall then be reproduced in paper and distributed to those who are entitled to copies under Subsections 23(3), (4) and (5) of the Act. All certified candidates shall be entitled to one (1) copy and will be required to sign the "Declaration of Proper Use of the Voters' List" Form EL14. Candidate copies shall be returned to the Clerk following the election.

Proxy Voting

If a person is unable to vote for any reason during the advance voting period or on Voting Day, then they may appoint a proxy to vote on their behalf by completing an Appointment of Voting Proxy Form 3. Any person whose name is on the Voters' List or who has been added by revision may vote by proxy.

A person shall not appoint a voting proxy until the time for withdrawal of nominations has expired for all offices and the time when the Clerk has certified all persons qualified to be nominated.

To be appointed as a voting proxy, that person must be an eligible elector in that municipality and a person may not appoint more than one voting proxy.

A person may act as a voting proxy for one person who is not a family member or any/all of their immediate family members. Immediate family means spouse, sibling, parent, child, grandparent or grandchild of the person making the appointment.

The person appointed a voting proxy shall complete an application in the prescribed form including a statutory declaration that the person is the person appointed as voting proxy and shall bring the form in person to the Clerk at the Clerk's office (or any place designated by

the Clerk).

The Clerk shall, if satisfied that the person who appointed the voting proxy is qualified to appoint a proxy and the person so appointed is qualified to act as a proxy voter, give a certificate in the prescribed form.

The Clerk is able to delegate authority for the issuance of voting proxy.

10. Scrutineers

Rights and Prohibitions

Each scrutineer shall be responsible for their conduct, rights and prohibitions as set out on the applicable appointment form.

Appointment by Candidate and Qualification

A candidate may appoint scrutineers to represent them at:

- voting station(s)
- during the receipt of voting results, including during a recount.

The appointment shall be made using the “Appointment of Scrutineer” Form EL12(A) and must be signed by the candidate in person at the Municipal Office. The candidate shall provide this signed form to their scrutineer.

Number per Candidate

Not more than one scrutineer representing each candidate (per ballot box) may be permitted at one time at the voting station(s).

Evidence of Appointment

A person appointed as a scrutineer, may be asked before being admitted to the voting station(s) in their capacity as a scrutineer, to show their applicable appointment form and provide proof of identity to the Election official. The scrutineer or Candidate must take an “Oral Oath of Secrecy” Form EL12(B) upon request.

Conduct

Scrutineers may not:

- speak to electors or interfere with the voting process;
- wear or display any campaign material inside the Municipal Office, e.g. buttons, flyers, etc.
- display any campaign literature, signs or material on the property of the voting place.
- use a cell phone to receive or make calls within the voting place.

11. Voting Procedures

Voting Station

The Town hereby states that the voting stations will be located at the Mike Rodden Arena and Community Centre and Algonquin Nursing Home on Election Day. In the event that the Mike Rodden Arena and Community Centre is unavailable for use on voting day the Clerk will designate a new voting area.

Advance Voting

At least one Advance Voting Day is required and shall not be held more than 30 days before Voting Day.

The advance voting will be conducted at the S.F Monestime Council Chambers located at 160 Water Street in Mattawa on the following dates;

- Saturday, October 3rd, 2026 from 10:00 a.m. to 4:00 p.m.; and
- Wednesday, October 14th, 2026 from 2:00 p.m. to 7:00 p.m.

The votes received in the advanced vote will be locked at the Municipal Office until regular voting day and will be counted by the DRO that worked the advanced before their regular votes on Election Day.

Voting Hours on Election Day

Election Day is Monday October 26, 2026. The Voting station located at the Mike Rodden Arena and Community Centre shall open promptly at 10:00 a.m. and remain continuously open until 8:00 p.m.

The Voting Station at the Algonquin Nursing Home shall open promptly at 10:00 a.m. and remain open until 2:00 p.m. reducing the regular voting hours. The Deputy Returning Officer shall arrive at the Mike Rodden Arena and Community Centre promptly at 8:00 p.m. for the counting of the votes.

Voter Identification

All electors at the voting place must show proof of name and qualifying address before receiving a ballot. If the elector does not have identification with them, they will be required to complete the prescribed form and take a statutory declaration stating that they are the elector who is showing on the Voter's List.

Voters are not required to show photo identification, only identification showing name and qualifying address. As per Ontario Regulation 304/13, there is only one list and only one item of acceptable identification is required. That one item must be an original, certified or notarial copy and shall show the person's name and qualifying address.

All acceptable proof of identification is as follows:

- An Ontario driver's licence

- An Ontario health card (photo card)
- An Ontario photo card
- An Ontario motor vehicle permit (vehicle portion)
- A cancelled personalized cheque
- A mortgage statement, lease or rental agreement relating to property in Ontario
- An insurance policy or insurance statement
- A loan agreement or other financial agreement with a financial institution
- A document issued or certified by a court in Ontario
- Any other document from the Government of Canada, Ontario or a municipality in Ontario or from an agency of such a government
- Any document from a Band Council in Ontario established under the Indian Act (Canada)
- An income tax assessment notice
- A Child Tax Benefit Statement
- A statement of Employment Insurance Benefits Paid T4E
- A statement of Old Age Security T4A (OAS)
- A statement of Canada Pension Plan Benefits T4A (P)
- A Canada Pension Plan Statement of Contributions
- A statement of direct deposit for Ontario Works
- A statement of direct deposit for Ontario Disability Support Program
- A Workplace Safety and Insurance Board Statement of Benefits T5007
- A property tax assessment
- A credit card statement, bank account statement, or RRSP, RRIF, RHOSP or T5 statement
- A CNIB Card or a card from another registered charitable organization that provides services to persons with disabilities
- A hospital card or record
- A document showing campus residence, issued by the office or officials responsible for student residence at a post-secondary institution
- A document showing residence at a long-term care home under the *Long-Term Care Homes Act, 2007*, issued by the Administrator for the home
- A utility bill for hydro, water, gas, telephone or cable TV or a bill from a public utilities commission
- A cheque stub, T4 statement or pay receipt issued by an employer
- A transcript or report card from a post-secondary school.

Ballot Cards

The Clerk shall be responsible for ensuring that ballot cards are produced in accordance with this section. Sufficient ballot cards shall be printed to ensure that there are ballot cards available for each elector who wishes to vote.

Each ballot card shall:

- set out the offices to be voted on in the election; the candidates for each office;

- contain a brief explanatory note stating the maximum number of candidates for each office for which an elector can vote without making the ballot void; and
- provide a space for the elector to mark the elector's vote on each ballot.

The ballot cards shall be assembled in the following order:

- Candidates for the office of mayor;
- Candidates for the office of councillor;
- Candidates for the offices of public school trustees;

Candidates names shall be listed on the ballot card alphabetically by last name and in the same manner as listed on their Candidate's Nomination Paper Form 1. Each last name will be capitalized and bolded.

Before Opening of the Voting Station

The Deputy Returning Officer and other election officials shall arrive at least one hour before the voting station opens. Detailed procedures shall be part of the Deputy Returning Officer and election officials training.

During the fifteen minutes prior to the opening of the voting station, scrutineers are entitled to inspect ballots and other papers, but must not impede the opening of the voting station.

Issuing Ballots

Each elector shall be given one ballot card which has been initialed by the Deputy Returning Officer. Upon receiving the ballot card, the elector shall forthwith proceed to the voting compartment to vote.

The elector shall:

- only mark the ballot card in the voting compartment; and
- only use the marking device provided in the voting compartment to mark the ballot card.

The elector shall mark the ballot card as follows:

- marking an X in the square corresponding with the choice of the elector's candidate, or if there is more than one vacancy, the candidates of the elector's choice;

After the elector has finished marking the ballot card, the elector shall forthwith:

- Fold the ballot card in the same way it was received without showing the markings on the ballot card to anyone and showing the Deputy Returning Officers initials; and
- leave the voting compartment and deliver the ballot card to the Deputy Returning Officer supervising the ballot box.

The Deputy Returning Officer supervising the ballot box shall insert the marked ballot card into the ballot box without exposing the marks made on the ballot card by the elector.

When the elector's ballot card has been accepted and deposited into the ballot box, the elector shall forthwith leave the voting station.

The voting procedure prescribed in this section shall apply during an advance vote and an incapacitated elector vote in so far as is practicable and modified as may be necessary at the discretion of the Returning Officer.

12. Close of Voting and Results

Close of Voting on Election Day

Promptly at 8:00 p.m. on Election Day, the Presiding Deputy Returning Officer shall declare the voting station closed. If, when the voting station is declared closed, there is an elector in the voting station who wishes to vote, they shall be permitted to do so. No other person shall be allowed to enter the voting station for that purpose.

Counting of Ballots

Immediately after the close of the voting station and all electors have left the voting station, the Deputy Returning Officers shall open the ballot box for their voting place and proceed to count the number of votes for each candidate.

A Deputy Returning Officer that presided at a voting station shall:

- complete the ballot count following the close of the station and personally deliver it to the Returning Officer or designate; and
- seal the unused ballots, voting registers and all statements required under the *Act* in an empty ballot box and return them to the Returning Officer or designate.

Rejected Ballots

The Deputy Returning Officers shall reject from the count all ballots, and votes in a ballot, that do not comply with the prescribed rules. (O Reg 101/97)

The Deputy Returning Officer shall reject from the count:

- All votes on a ballot, if the ballot:
 - Was not supplied by the Deputy Returning Officer, or
 - Contains writing or marks that may identify the elector, or is torn, defaced or otherwise dealt with by the elector in a way that may identify him or her;
- All votes on a ballot for an office, if votes have been cast for more candidates for the office than are to be elected;
- Any vote on a ballot, if the vote is not marked inside the space provided for marking the ballot.

The Deputy Returning Officer shall:

- Decide all objects to the acceptance or rejection of a ballot;
- Prepare a list in which the objects are summarized and individually numbered;
- The summary should include the statement “Objected to by (candidate name or scrutineer) (Form EL30);
- Write the number of each object on the back of the relevant ballot and initial the number; and
- Count the ballots as required by legislation and make decisions relate to the ballots as noted above.

As soon as possible after counting the votes, the Deputy Returning Officers shall:

- Organize the return of the ballots for the Clerk by sorting in envelopes A, B, C, as follows:
 - Envelope A – Other Ballots (including cancelled ballots and forfeited/declined ballots);
 - Envelope B – Unused Ballots
 - Envelope C – Used Ballots (including the used ballots counted in whole or in part; the totally rejected ballots and the used but totally unmarked ballots).
- Prepare a statement, in duplicate, showing the results of the election at the voting place (Form EL31);
- Place the ballots and other materials and documents identified by the Clerk, except the original Deputy Returning Officer ‘Statement of Election Results’ in the ballot box;
- Seal the ballot box; and
- Deliver ballot box and original statement of results to the Clerk at the Municipal Office.

A scrutineer or a certified candidate is entitled to receive a copy of the statement of results from the Clerk, on request, but not from the Deputy Returning Officers.

Compiling and Posting Results (s.55)

The Clerk shall check the statements of the Deputy Returning Officers’ for the official totals one paperwork is complete.

The Clerk may open the ballot box if he or she considers it necessary in order to interpret the statement of results. The Deputy Returning Officers shall be present.

The Clerk shall produce the results report. The results report shall be signed by all persons present at the time.

The Clerk may permit candidates or their scrutineers to be present when the results report is produced under the following conditions:

- Proof of identity is provided on request;
- The Clerk may remove anyone who is creating a disturbance.

Release of Unofficial Results

Unofficial results shall be released no earlier than 8:15 p.m. on Voting Day.

Results will be released on the election website and at the Municipal Office by the Clerk on Voting Day.

Notice of Official Results

As soon as possible after Voting Day, the Clerk shall issue the Official Results and post the results on the municipal website.

13. Recount Procedures

Recount Required (s. 56, 57)

A recount is required to be conducted within 15 days of: the results if any of the following:

- a tie vote where a candidate cannot be declared elected (automatic);
- where a candidate is within 5 votes from another and in the last available seat on council.
- a resolution of Council or local board (for Council or local board offices);
- an order of the Minister (for questions submitted by the Minister); or
- an order of the Superior Court of Justice.

Costs of Recount (s. 7(3), 7(4))

The costs to conduct a recount will be paid by the Town of Mattawa unless any of the cases in section 7 (3) of the Act apply, in which case the Clerk shall submit a signed certificate verifying the costs to the appropriate local board, upper tier municipality or Minister who shall pay the costs as soon as possible.

Council, Local Board or Minister Request for Recount (s. 57)

Within 30 days after the Clerk's declaration of the results under s.55(4) and, a Council, local/school board may pass a resolution or, the Minister may make an order requiring a recount.

Application to Superior Court of Justice (s. 58)

A person who is entitled to vote in an election and who has reasonable grounds for believing the election results to be in doubt may apply to the Superior Court of Justice for an order directing the Clerk to hold a recount.

Persons Entitled to be Present at a Recount (s. 61)

The following persons are entitled to be present at a recount:

- the Clerk, Election Officials and any person with the Clerk's permission;
- every certified candidate for the office involved, or their scrutineer;

- the applicant who applied for the recount, if any;
- legal counsel for any of the above.

Notice of Recount (s. 56, 57, 58 and O. Reg. 101/97)

The Clerk shall give notice by registered mail or personal service of the recount date, time and place using the “Notice of Recount” to:

- all certified candidates for the office which is the subject of the recount;
- the Council or local/school board when a resolution was passed;
- the Minister when an order has been made;
- the applicant in the case of a court order.

Conducting a Recount (s. 56, 59, 60, 61, 62)

The following votes will be included in a recount:

- in a recount for a tied vote, the votes for candidates who are tied
- in a recount for the candidate in the sixth seat and one just below within 5 votes, will be for both the sixth seat and unsuccessful candidate in the 7th place.
- in a recount for a council or local board resolution or a court order, the votes for candidates named in the resolution or the order
- votes for any other candidate for the office whose vote total was, in the Clerk’s opinion, close enough to be affected by the recount

The Clerk shall conduct a recount in the same manner as the original count unless ordered otherwise by a judge. Once the recount has started, it must continue until complete. When the recount is complete, the Clerk announces the results in front of anyone authorized to attend the recount.

Continuing Tie Vote After Recount (s. 62(3))

In a case of a tied vote following the recount, the elected candidate will be determined by the following process conducted by the Clerk:

- the name of each candidate is written on equal-sized pieces of paper and put the paper in a container selected by the Clerk
- the Clerk announces “the candidate to be elected shall be the candidate whose name is written on the first piece of paper I draw from the container”
- the Clerk draws a paper from the container and announces the candidate’s name

Declaration of Recount Results (s. 62(4))

The Clerk will declare the successful candidate(s) elected 16 days after the recount unless the recount was court ordered and provide notice using “Declaration of Recount Results” by:

- posting at the Municipal Office and on the Town website;
- sending to everyone who was given notice of the recount.

14. Compliance Audit Committee (s. 81)

The Clerk will establish administrative practices and procedures for the Compliance Audit Committee and shall carry out duties required under the Act to implement the committee's decisions.

The Clerk may participate in a joint Compliance Audit Committee for more than one municipality.

Members of a compliance audit committee cannot be a candidate or a member or employee of a council or school board or registered third party advertisers.

A compliance audit committee must contain no fewer than three and no more than seven members.

A compliance audit committee has a term of office that is the same as council – four years.

Electors will be able to apply for a compliance audit of a candidate or third party advertiser's campaign finances.

Application must be submitted in writing with reasons to the Clerk within 90 days of financial statement filing date. The Clerk sends the application to the compliance audit committee within 10 days of receipt.

15. Election Records

Candidates

All Voter information obtained by the candidate during the Municipal Election shall be destroyed by the candidate after the election except for copies of the Voter's List which shall be returned to the Clerk following the election. The candidate may also return other election documents to the Clerk for destruction.

Clerk – Disposition of Records (s. 88)

Subject to a Judge's order or recount proceedings, after 120 days from declaring the results under s.55, the Clerk shall destroy the ballots in the presence of two witnesses who shall complete the "Witness Statements as to Destruction of Records" Form EL33. The Clerk may also destroy any other documents and materials related to the election. The ballots and any other documents shall not be destroyed if a court orders that they be retained and a recount has been commenced and not finally disposed of.

The Clerk shall retain candidates' financial statements and auditor's reports until the members of the council or local board elected at the next regular election have taken office.

16. Emergencies

Emergency Declaration (s. 53)

The Clerk may declare an emergency if, in the Clerk's opinion, any circumstances have arisen that are likely to undermine the integrity of the election or prevent the election being conducted in accordance with the Act. The Clerk may determine what constitutes an emergency or circumstances that and may make any arrangements deemed necessary for the conduct of the election in an emergency.

On declaring an emergency, the Clerk shall make such arrangements as deemed advisable for the conduct of the election. The arrangements made by the Clerk, if they are consistent with the principles of this Act, prevail over anything in this Act and the regulations made under it.

The emergency continues until the Clerk declares that it has ended. If made in good faith, the Clerk's declaration of emergency and arrangements shall not be reviewed or set aside due to unreasonableness.

Notice of Emergency

The Clerk shall provide notice of such emergency to the best of their ability and in keeping with the circumstance. If required, the Clerk may consider alternate options for any part of the election process.

Unforeseen Cases

Any unforeseen cases not dealt with in these procedures will be recorded, action taken, and reflected in an update to these procedures and circulated to all candidates and posted on the website.

17. Offences and Penalties

Penalty provisions for a traditional voting method shall apply and are therefore enforceable and subject to the penalties set out in the Act.

To ensure the integrity of the election the Clerk shall report all knowledge or suspicion of offences and corrupt practices to authorities for investigation and prosecution.

Offences and Corrupt practices (s. 89, 90, 92, 94.1)

Offences and corrupt practices include:

- voting without being entitled to do so
- voting more times than the Act allows
- inducing a person to vote when that person is not entitled to do so
- publishing a false statement of a candidate's withdrawal
- furnishing false or misleading information to a person whom the Act authorizes to obtain information
- without authority, supplying a ballot or voter credentials to anyone

- soliciting, accepting, stealing or dealing with a ballot or voter credentials without authority
- a candidate or registered third party:
- incurring expenses exceeding the amount set out in the “Certificate of Maximum Campaign Expenses” Form EL38
- filing a financial statement or auditor’s report or return surplus expenses that are incorrect or do not comply with the Act

The Act provides that a person who is convicted of an offence or corrupt practice may be subject to any or all of the following penalties:

- a maximum fine of \$25,000
- a maximum imprisonment of six months
- vacating or forfeiting an office to which the person was elected
- being ineligible to be nominated for, or elected or appointed to, any office for the next two regular elections

18. Index of Forms

All and any forms may be created, revised, changed or removed at the discretion of the Clerk’s with the exception of the ministry prescribed forms.

The Ministry of Municipal Affairs prescribes the following forms: Form 1 “Nomination Paper”, Form 4 “Campaign Financial Statement”, Form 5 “Financial Statement – Subsequent Expenses” and Form 6 “Notice of Extension of Campaign Period.” These forms can be found at www.forms.ssb.gov.on.ca.

- Form 1 “Nomination Paper”
- Form 3 “Appointment of Voting Proxy”
- Form 4 “Campaign Financial Statement”
- Form 5 “Financial Statement – Subsequent Expense”
- Form 6 “Notice of Extension of Campaign Period”
- Form 7 “Notice of Registration Third Party”
- Form EL07 “List of Certified Candidates”
- Form EL08 “Certificate of Election Results”
- Form EL09 “Final Summary of Election Results”
- Form EL10 “Appointment and Oath of Deputy Returning Officer”
- Form EL11 “Appointment and Oath of an Election Official”
- Form EL12(A) “Appointment of Scrutineer – Candidate”
- Form EL12(B) “Oral Oath of Secrecy”
- Form EL13 “Appointment of Scrutineer”
- Form EL14 “Candidate’s Declaration – Proper Use of Voters’ List”
- Form EL15 “Application to Amend the Voters’ List”
- Form EL16 “Application for Removal of Another’s Name from the Voters’ List
- Form EL17(A) “Notice of Nomination for Office”

Form EL17(B) "Notice of Additional Nominations"
Form EL19 "Withdrawal of Nomination"
Form EL20 "Declaration of Acclamation to Office"
Form EL21 "Notice of Death/Ineligibility of Candidate"
Form EL22 "Certificate of the Voters' List"
Form EL24 "Notice of Election Information"
Form EL26 "Oath of Qualification"
Form EL32 "Declaration of Election Candidate"
Form EL36 "Disclaimer to Right of Offence"
Form EL37(A) "Certificate of Maximum Campaign Expenses – Candidate"
Form EL37(B) "Certificate of Maximum Amount of Contributions – Own Campaign"
Form EL37(C) "Certificate of Maximum Amount of Expenses for Parties ect. – Candidate"
Form EL38 "Witness Statements as to Destruction of Ballots"
Form EL39 "Notice of Recount"
Form EL40 "Recount Results"
Form EL41 "Declaration of Recount Results"
Form EL42(A) "Notice to Candidates of Filing Requirements"
Form EL42(B) "Notice to Registered Third Party of Filing Requirements"
Form EL43(A) "Notice of Default – Candidates"
Form EL43(B) "Notice of Default – Registered Third Party"
Form EL51(A) "Certificate of Maximum Amount of Campaign Expenses – Registered Third Party"
Form EL51(B) "Certificate of Maximum Amount of Expenses for Parties ect. – Registered Third Party"
Form EL52 "Consent to Release Personal Information"

DATE: MONDAY MARCH 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 26-10 being a by-law to adopt the Use of Municipal Resources for Election Purposes Policy.

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 26-10

BEING a by-law to adopt the Use of Municipal Resources for Election Purposes Policy.

WHEREAS subsection 5 (3) of the Municipal Act, 2001, S.O. 2001, c.25 provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 88.18 of the Municipal Elections Act, 1996, as amended, requires all municipalities to establish rules and procedures with respect to the use of municipal resources during the election campaign period.

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

1. **THAT** Council does hereby adopt the Use of Municipal Resources for Election Purposes Policy.
2. **THAT** Schedule "A", attached hereto, forms part of this by-law.
3. **THAT** By-law 22-15 is hereby repealed.

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

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

Mayor

Clerk



TOWN OF MATTAWA USE OF MUNICIPAL RESOURCES FOR ELECTION PURPOSES POLICY

1. Policy Statement

The Municipal Elections Act, 1996, the Election Finances Act and the Canada Elections Act prohibit a Municipality from making contributions in any form to a candidate or registered third party.

It is necessary to establish guidelines on the appropriate use of corporate resources during an election period to protect the interest of the current and future members of Council as well as staff.

2. Purpose

The purpose of this policy is to clarify that all election candidates, including sitting Members of Council and municipal staff are required to follow the provisions of the *Municipal Elections Act, 1996*, as amended, and that:

- No candidate shall use the facilities, equipment, supplies, services, staff or other resources of the Town of Mattawa for any election campaign or campaign-related activities;
- No candidate shall undertake campaign-related activities on municipal property;
- No candidate shall use the services of persons during hours in which those persons receive compensation from the municipality.

As a contribution may take the form of money, goods or services, any use by a Member of Council of the municipality's resources for their election campaign would be viewed as a contribution by the Town of Mattawa (the municipality) to the Member, which is a violation of the Act.

In accordance with the *Municipal Elections Act, 1996*, as amended, the Clerk is delegated the responsibilities related to the provisions of this policy.

3. Definitions

"Acclaimed" means a Candidate elected by acclamation pursuant to section 37 of the Act.

"Act" means the Municipal Elections Act, 1996, S.O. 1996, C.32, as amended.

"Campaigning" means a municipal election related activity for the purpose of supporting or opposing the election of a Candidate and includes, without limiting the generality of the foregoing, the distribution of materials, advertising, display of signage, etc.

"Campaign Material" means any material used to solicit votes for a Candidate(s) or question during the Election period including, but not limited to, literature, banners, posters, pictures, buttons, clothing, or other paraphernalia. Campaign Materials include materials in all online including websites or social media.

"Campaign Period" means in the case of a regular municipal election the date a candidate files their nomination through to Voting Day in a municipal election year or in the event of a by-election.

“Candidate” means a person who has been nominated under section 33 of the Act.

“Clerk” means the Municipal Clerk of the Town of Mattawa or their designate, or a returning officer appointed under section 7(1) of the Municipal Elections Act, 1996, S.O. 1996, c.32.

“Corporate/Municipal Resource” means items, staff, services, or resources which are the property of the Town of Mattawa including, but not limited to: materials, equipment, vehicles, facilities, land, technology (Computer, smartphones, tablets, etc.), intellectual property, images, logos, and supplies. Working hours, the time where the Municipality pays its employees to complete certain duties or tasks, is also considered to be a Corporate Resource.

“Council” means the Council of the Corporation of the Town of Mattawa.

“Election” means municipal election including by-elections.

“Election Period” means the official Campaign period of an election for
A municipal or school board elections; the Election Period commences on the first day prescribed for the filing of nominations in accordance with the Municipal Election Act and ends on voting day.

A municipal or school board by-election; the period commences on the first day nominations may be filed and ends on voting day.

“Employee” means for the purpose of this Policy any individual working for, or receiving compensation from the Town of Mattawa; including those in part-time, seasonal or contract positions.

“Member” means a member of the Council of the Corporation of the Town of Mattawa and includes the Mayor of the municipality.

“Municipal Facility/Building” means any building or facility owned or operated by the Town of Mattawa.

“Municipality” means the Corporation of the Town of Mattawa.

“Municipal Office” means the Town of Mattawa administration building located at 160 Water Street.

“Nomination Day” means the last day for a candidate to file a nomination or withdraw a nomination. For a regular election Nomination Day is the third Friday in August in the year of the election.

“Registered Third Party” shall have the same meaning as “Registered Third Party” as found in section of the Municipal Elections Act, 1996 or the term “Third Party” as defined in section 1 of the Elections Finances Act (Ontario) and Canada Elections Act, as the context requires.

“Voting Day” means the day of the election. For a regular election, Voting Day is the fourth Monday in October in the year of the election.

4. General Provisions

4.1 Municipal resources, assets and funding shall not be used for any election campaign-related purposes.

4.2 Staff shall not canvass or actively work in support of a municipal candidate or party during normal working hours unless they are on a leave of absence without pay, lieu time or vacation leave.

- 4.3 Candidates shall not use any municipally-provided facilities for any election campaign-related purposes. Neither election campaign-related signs nor any other election campaign-related material will be displayed in any municipally-provided facilities. No candidate shall undertake election campaign-related activities on municipal property, with the exception of participation in election campaign-related events made available to all candidates that may be held in municipal facilities (*i.e.*, an all-candidates meeting).
- 4.4 Candidates shall not display election campaign-related signs or materials in their motor vehicle while it is parked on municipal property.
- 4.5 The following shall be discontinued for Members of Council from the day prior to Nomination Day until Voting Day:
 - a) All forms of advertising, including in municipal publications;
 - b) All printing, photocopying and distribution; and,
 - c) The ordering of stationary.
- 4.6 Members of Council shall not:
 - a) Print or distribute any material paid for by municipal funds that illustrates that a Member of Council or any other individual is registered in any election or where they will be running for office;
 - b) Profile (name or photograph), or make reference to, in any material paid for by municipal funds, any individual who is registered as a candidate in any election; and,
 - c) Print or distribute any material using municipal funds that makes reference to, or contains the names or photographs or otherwise identifies registered candidates for municipal elections.
- 4.7 Candidates shall not print or distribute any election campaign-related material using municipal funds.
- 4.8 Any material printed or distributed by the Town of Mattawa, candidates are not permitted to:
 - a) Illustrate that an individual (either a Member of Council or any other individual) is a candidate registered in any election;
 - b) Identify where they or any other individual will be running for office; or,
 - c) Profile or make reference to candidates in any election.
- 4.9 Websites or domain names that are funded by the municipality shall not include any election campaign-related material.
- 4.10 All Council biographies will be removed from the Town's website effective the first day of the nomination period. During the election period, Mayor and Council information on the Town's website will be reduced to council-related contact information only.
- 4.11 The municipality's voicemail system shall not be used to record election campaign-related messages or the computer network (including the municipality's email system) to distribute election campaign-related correspondence.
- 4.12 The municipality's logo, crest, coat of arms, slogan, etc., shall not be printed or distributed on any election campaign materials or included on any election campaign-related website, except in the case of a link to the municipality's website to obtain information about the municipal election.
- 4.13 Photographs produced for and owned by the municipality shall not be used for any election campaign purposes.

- 4.14 Distribution lists or contact lists developed utilizing municipal resources or through contact in a Member of Council's role shall not be utilized for election campaign purposes.
- 4.15 Photos taken utilizing municipal cameras or sent through municipal email accounts shall not be utilized for election campaign purposes.
- 4.16 Candidates or Registered Third Parties are prohibited from using the Town's Municipal Office for any election-related purpose.
- 4.17 Candidates or Registered Third Parties that have rented a Municipal Facility/Building for campaigning purposes the distribution or display of campaign materials is only permitted during the rental period and only within the rented area.
- 4.18 Members of Council shall not use the services of the Town Integrity Commissioner during the Election Period for the purposes of seeking advice related to their Campaign.

5. Limitation

Nothing in this policy shall preclude a Member of Council from performing their duties as a councillor nor inhibit them from representing the interests of the constituents who elected them.

Official minutes of municipal Council and Committee of the Whole meetings are exempt from this policy.

6. Responsibilities

Candidates and Registered Third Parties are to adhere to the guidelines and parameters established by this policy.

The Municipal Clerk is to administer this policy and provide any related procedures as deemed necessary or desirable for conducting an election.

Members of Council, Members of Local Agencies, Boards and Committees, and Town Employees are to ensure that Corporate Resources, as identified by this Policy, are not used for campaigning.

DATE: MONDAY MARCH 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.