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AGENDA FOR REGULAR COUNCIL MEETING
Tuesday January 13th, 2026 – 6:00 p.m.



Join Zoom Meeting: <https://us02web.zoom.us/j/85858423994?pwd=ZvfvakzFVxENosbmdt65jGaZfkp5f.1>

Meeting ID: 858 5842 3994

Passcode: 204676

1. CALL TO ORDER
Land Acknowledgement
2. APPROVAL OF AGENDA
Recommendation: BE IT RESOLVED THAT the agenda for the Regular Council Meeting of January 13th, 2026 be approved as circulated. (Alternatively, amendments to be noted; with approval as amended.)
3. DECLARATIONS OF PECUNIARY INTEREST
4. TOWN HALL SEGMENT
5. DEPUTATIONS
None for this meeting
6. MINUTES OF PREVIOUS MEETINGS
 - 6.1 Minutes – Open Session Regular Council Meeting – December 16th, 2025
Recommendation: BE IT RESOLVED THAT the Minutes of the Open Session of the Regular Council Meeting held on December 16th, 2025, be approved as circulated. (Alternatively, corrections to be noted; with approval as amended.)
7. DISBURSEMENT LIST
 - 7.1 Payroll Report
 - 7.2 Payment Register
Recommendation: BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments and check numbers 7691 to 7720 totalling \$189,211.31.
8. REPORTS FROM MUNICIPAL OFFICERS/OTHERS (As available)
 - 8.1 Clerk's Report
 - 8.2 Treasurer's Report
 - 8.3 Public Works Report (no report for this meeting)
 - 8.4 Fire Chief's Report (verbal)
 - 8.5 Council Member Reports (verbal)
 - 8.6 Reports from Other Agencies: as listed in the Clerk's Report
Recommendation: BE IT RESOLVED THAT Council receive the reports presented as listed in Section 8 of this evening's agenda. (Alternatively, directions to Administration as per Council's determination)
9. NEW BUSINESS
 - 9.1 Rink Flooding Options Update Report
 - 9.2-1 Winter Road Maintenance Standards, Timelines, and Governance Framework Report
 - 9.2-2 Bylaw 1423 – Conmee Township's Road Maintenance and Minimum Maintenance Standards
 - 9.2-3 Winter Maintenance Policy #13 – Resolution 2003-73
 - 9.3-1 Asset Retirement Obligation Report – 2025 Update
 - 9.3-2 ARO Report – North Rock Engineering
 - 9.4-1 MNP Asset Retirement – Treasurer's Report
 - 9.4-2 MNP Key Information for Asset Retirement Obligations
 - 9.5 Community Sign – Treasurer's Report
Recommendation: BE IT RESOLVED THAT Council receive the reports presented under Section 9 of this evening's agenda and provide direction as determined.
10. BYLAWS
None for this meeting

11. CORRESPONDENCE
List of Resolution Support Requests from other municipalities, agencies & the provincial government:
11.1-1 Township of Nairn and Hyman – Support for Steel and Lumber Sectors
Recommendation: BE IT RESOLVED THAT Council receive the correspondence presented as listed in Section 11 of this evening's agenda. (Alternatively; directions to Administration as per Council's determination)
12. UPCOMING MEETING DATES
Regular Council Meetings: January 27th, February 10th & 24th, March 10th & 24th, April 14th & 28th, May 12th & 26th, June 9th & 23rd, July 14th, August 11th, September 8th & 22nd, October 13th, November 10th & 17th (Inaugural), December 1st & 15th, 2026.
13. CLOSED SESSION
BE IT RESOLVED THAT, at ___ p.m., Council move into Closed Session pursuant to Section 239 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, to consider Item 13.1, being the Closed Session minutes of the Council meeting held December 16th, 2025, under the same authority as the original meeting; Item 13.2, involving personal matters about identifiable individuals and labour relations or employee negotiations, under paragraphs 239(2)(b) and 239(2)(d); and Item 13.3, which contain confidential commercial and financial information supplied in confidence, under paragraph 239(2)(i).
- 13.1 Minutes – Closed Session Regular Council Meeting – December 16th, 2025
13.2 HR Assistant Report
13.3 Sign – Quote Considerations
13.4 TBDSSAB – Closed Session Minutes (November 20, 2025) – information only
Recommendation: BE IT RESOLVED THAT, the time being ___ p.m., Council rise from Closed Session and report in Open Session
14. BUSINESS ARISING FROM CLOSED SESSION
Recommendation 1: BE IT RESOLVED THAT the Minutes of the Closed Session of the Regular Council Meeting held on December 16th, 2025, be approved as circulated. (Alternatively, corrections to be noted; with approval as amended.) AND THAT Administration be authorized to proceed as directed in Closed Session.
15. CONFIRMING BYLAW
By-law 2026-001 – To Confirm the Proceedings of the Meeting
Recommendation: BE IT RESOLVED THAT Bylaw 2026-001 be passed, and FURTHER, THAT the Mayor and the Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2026-001, being a By-law to confirm the proceedings of this evening's meeting.
16. ADJOURN
Recommendation: There being no further business to conduct, the Mayor declares the meeting to be adjourned at ___ p.m.

MINUTES - REGULAR COUNCIL MEETING

Tuesday December 16, 2025 – 6:00 pm

PRESENT Mayor Sheila Maxwell
Councillor Chris Kresack
Councillor David Maxwell

PRESENT VIRTUALLY Councillor Grant Arnold

REGRETS Councillor David Halvorsen

ALSO PRESENT Karen Paisley, Clerk
Robb Day, Fire Chief

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:02 p.m.
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

RESOLUTION 2025–239

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the agenda for the regular council meeting of December 16th, 2025, be approved as circulated.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

No declarations were made.

4. TOWN HALL SEGMENT

No members of the public had registered to speak.

5. DEPUTATIONS

No deputations were scheduled for this evening's meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – December 8th, 2025

Council present reviewed the minutes of the December 8th, 2025, Regular Council Meeting. No amendments were requested.

RESOLUTION 2025 - 240

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of December 8th, 2025, be approved as circulated.

CARRIED

7. **DISBURSEMENT LIST**

7.1. Payroll Report

None scheduled for this meeting.

7.2. Payment Register

Council reviewed the payment register, including electronic bank payments and cheque disbursements. There were no questions for staff.

RESOLUTION 2025-241

Moved by: Councillor Halvorsen

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments, cheque numbers 7668 to 7690, totalling \$45,755.99.

HR Assistant joined the meeting at 6:09 pm

8. **REPORTS FROM MUNICIPAL OFFICERS**

8.1. Clerk's Report

The Clerk reported that the Emergency Management tabletop exercise was held on December 9, 2025, focusing on a wildfire evacuation scenario. The exercise provided operational feedback to support continuous improvement of the Township's emergency response capabilities and forms part of the Township's Emergency Management Program compliance for 2025. Council was advised that the Emergency Management Committee has reviewed and approved the current Emergency Management Plan in preparation for the 2026 compliance cycle, and that any proposed updates arising from further review will be brought forward for Council consideration in the new year.

The Clerk further advised that comments and edits were received from the Township's solicitor regarding the Fire Department enabling by-law. Administration will incorporate the recommended revisions and present an updated draft to Council at a future meeting. With respect to grants, applications to the EASE Grant and the FireSmart Community Implementation Grant were unsuccessful due to the competitive nature of the programs. Administration will review feedback received and explore alternative funding opportunities in 2026.

The Clerk also informed Council that, following discussion at the most recent Lakehead Rural Municipal Coalition meeting, it was agreed that the Township of Oliver Paipoonge will host a multi-municipality meeting of mayors, clerks, and fire chiefs to discuss fire services. Oliver Paipoonge has confirmed the use of Rosslyn Hall, and the meeting is tentatively scheduled for February 17, 2026, with the start time to be finalized through the Coalition.

8.2. Treasurer's Report

There was no report for this meeting.

8.3. Public Works Report

There was no report for this meeting.

8.4. Fire Chief's Report

The Fire Chief provided an update on departmental operations for November and December, advising that the Fire Department responded to four medical calls during the reporting period. Ongoing training continues, and the Fire Chief indicated that a 2026 training schedule will be developed following receipt of his work schedule. Council was advised of the Fire Chief's participation in a Thunder Bay Zone meeting where training requirements, upcoming training opportunities, and public education initiatives were discussed.

The Fire Chief reported on the current training and certification status of department members, noting progress toward meeting and maintaining minimum mandatory training requirements. Updates were provided regarding driver training capacity, equipment maintenance considerations, and limitations related to winter water supply for fire suppression. Council was advised that the Fire Department may require continued reliance on neighbouring municipalities for water shuttling during the winter months. General equipment and fleet planning considerations were noted for future review.

Council members acknowledged the report and expressed appreciation for the Fire Chief's leadership and the continued efforts of the Fire Department.

The Fire Chief left the meeting at 6:40 pm.

8.5. Council Member Reports

Mayor Maxwell reported on Council and community activities undertaken since the previous meeting. These included participation in the Council meeting rescheduled to December 8, 2025, which included a session with the financial auditor, and attendance at the Emergency Management tabletop exercise held on December 9, 2025. The Mayor also reported attending meetings and receptions with regional and municipal partners and highlighted ongoing inter-municipal discussions regarding transportation and infrastructure matters. The Mayor advised Council of recent and upcoming community and seasonal activities and extended holiday greetings to residents.

Councillor Arnold reported attending the Emergency Management tabletop exercise held on December 9, 2025, as well as participation in regional board and committee meetings since the previous Council meeting. These included conservation authority meetings, committee meetings with the Thunder Bay District Health Unit, and related governance activities. Councillor Arnold advised Council of upcoming meetings scheduled for late December and January and conveyed holiday greetings. Councillor Arnold also advised Council that, due to personal circumstances, he would be unable to attend an upcoming conference in January, allowing Council to consider alternate representation.

Councillor Maxwell reported attending the Council meeting on December 8, 2025, the Emergency Management tabletop exercise on December 9, 2025, and a virtual workshop earlier in December. Councillor Maxwell also advised Council of attendance at a regional conservation authority reception and other community events, noting opportunities for municipal networking and information sharing. Additional updates included observations related to seasonal operations and upcoming reporting matters.

Councillor Kresack reported on activities related to the Rural Conmee Food Bank, including recent food drives, coordination with volunteers, and engagement with partner organizations

and schools. Updates were provided regarding garbage and recycling management at municipal facilities, including recent efforts to address capacity and operational concerns. Councillor Kresack also reported on a site visit to the landfill to address an equipment issue, which has since been resolved. Councillor Kresack advised that the next Rural Conmee Food Bank board meeting is scheduled for January 14, 2026, with an executive meeting to follow on January 16, 2026.

8.6. Other Agencies' Reports

Council reviewed reports, correspondence, and informational materials received from external agencies, boards, and partner organizations, as included in the agenda. The materials were provided primarily for information, including notices of upcoming workshops and meetings. No specific direction was given beyond receiving the reports.

RESOLUTION 2025-242

Moved by: Councillor Kresack

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council received the reports presented as listed in Section 8 of this evening's agenda.

9. NEW BUSINESS

9.1 Renewal of Municipal Insurance Policy – 2026 Term

Council reviewed the municipal insurance renewal proposal for the 2026 policy term as presented by Westland Insurance. The Clerk advised that the renewal reflects an approximate 4.6% increase, consistent with market conditions and inflation, and that coverage terms remain substantially unchanged.

Council also considered the proposed renewal of the Township's cyber insurance policy, which provides coverage for cyber incidents, ransomware, privacy breaches, cybercrime, and business interruption. Council indicated consensus support to proceed with both renewals as presented.

9.2 SASI Water – Water Supply Options for Rink Flooding

Council discussed challenges related to water supply for rink flooding, including limitations currently affecting the use of existing well infrastructure and options for supplemental water supply. Direction was provided to proceed with testing available well capacity using existing infrastructure and to utilize water hauling as required to establish a base ice surface for the current season.

Council further directed that the matter be monitored throughout the winter and that Administration bring forward further information and options for long-term resolution in advance of the 2026 rink season.

9.3 LRPB Official Plan for Gorham, Ware, and Dawson Road Lots – Request for Comments

Council considered the request from the Lakehead Rural Planning Board for municipal comments on the draft Official Plan applicable to the Gorham, Ware, and Dawson Road lots. Council noted the comment deadline of February 2, 2026, and directed Administration to bring the matter back to the January 27, 2026 Council meeting to allow sufficient time for review and consideration.

9.4 Request for Additional Keys for the Rural Food Bank

Council considered a request for additional keys for the Rural Conmee Food Bank to support operational and volunteer needs. Council supported issuing additional keys, subject to confirmation of recipients and updating of key control records by Administration. All keys are to be issued through the Clerk's office and tracked in accordance with Township procedures.

10. BY-LAWS

There were no by-laws scheduled for consideration at this meeting.

11. CORRESPONDENCE

11.1-1 City of Brantford – Schedule Professional Activity Days on Municipal Election Days. Council reviewed correspondence from the City of Brantford regarding the scheduling of professional activity days on municipal election days. The correspondence was received for information, and no action was taken.

12. UPCOMING MEETING DATES

The list of upcoming regular Council meeting dates was available for review. No changes were proposed.

13. CLOSED SESSION

RESOLUTION 2025-243

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT, at 7:53 p.m., Council move into Closed Session pursuant to Section 239 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, to consider Item 13.1, being the Closed Session minutes of the Council meeting held December 8th, 2025, under the same authority as the original meeting; Item 13.2, involving a proposed or pending acquisition or disposition of land by the municipality and advice that is subject to solicitor-client privilege, under paragraphs 239(2)(c) and 239(2)(f); Item 13.3, involving personal matters about identifiable individuals and labour relations or employee negotiations, under paragraphs 239(2)(b) and 239(2)(d); and Item 13.4, which contain confidential commercial and financial information supplied in confidence, under paragraph 239(2)(i).

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2025-244

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT, the time being 8:00 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION**RESOLUTION 2025- 245****Moved by: Councillor Kresack****Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on December 8th, 2025, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED**RESOLUTION 2025- 246****Moved by: Councillor Arnold****Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT Council authorize the Township's solicitor to liaise with Ontario Power Generation's legal representative respecting a property matter, including the processing of required land registry actions related to PIN 2302-0327;

AND FURTHER THAT any associated costs be funded from the Township's legal and administrative budget.

CARRIED**15. CONFIRMING BY-LAW**By-law 2025-039**RESOLUTION 2025-247****Moved by: Councillor Maxwell****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT By-law 2025-039 be passed;

AND, FURTHER, THAT the Mayor and Clerk be authorized on behalf of the Township of Conmee to affix their signatures to By-law No. 2025-039, being a By-law to confirm the proceedings of this evening's meeting.

CARRIED**16. ADJOURNMENT**

There being no further business to attend to, the Mayor declared the meeting adjourned at 8:02 pm.

 Mayor Sheila Maxwell

 Clerk Karen Paisley

Staff Payroll -December 5, 2025

- December 19, 2025

-December 31, 2025

Council Payroll - December 31, 2025

	<u>Administration and</u>		
	<u>Public Works</u>	<u>Other</u>	<u>Total</u>
Wages	36,533.03	9,302.04	45,835.07
EI	618.63	212.29	830.92
CPP	2,048.81	334.60	2,383.41
RRSP	1,068.63		1,068.63
mileage	166.75	56.16	222.91
total	<u>40,435.85</u>	<u>9,905.09</u>	<u>50,340.94</u>

**Township of Conmee
Payment Register**

Report Date

Batch: 2025-00187 to 2026-00002 2026-01-08 11:40 AM

Bank Code: GEN - TD Operating Account

Payment #	Vendor	Amount	
7691	Allmar International	829.14	weatherstripping on outside doors
7692	Lakehead Cleaners	118.94	
7693	Martins Machinery	214.70	2013 international
7694	MNP	13,199.81	audit
7695	Oliver Paipoonge Pub Library	1,225.00	forwarded grant
7696	Sarjeant Propane	305.10	
7697	Ultramar	1,887.50	
7698	Clow Darling Ltd	655.40	
7699	Minister of Finance	325.00	
7700	AMO	881.83	membership
7701	Bay City Contractors	13,620.96	repairs, clearing overburden at hunt pit
7702	RRSP	295.96	
7703	McKitricks	3,842.00	enabling bylaw
7704	MFOA	395.50	membership
7705	Minister of Finance	6,905.75	policing
7706	MPAC	3,516.32	1st quarter billing
7707	PSD Citywide Inc.	2,881.50	AMP
7708	Thunder Bay DSSAB	8,030.00	
7709	Brandt	337.13	
7710	MicroAge	186.46	
7711	NorthRock Engineering	26,145.38	ARO audit
7712	Northern Peak HR	1,423.80	collective bargaining
7713	Pines Hardware Inc.	22.58	
7714	Sarjeant Propane	4,021.81	
	garage - \$1,483.51		
	fire hall - \$1,829.56		
	garage - \$708.74		
7715	Sasi Spring Water	3,660.36	rink
7716	Spectrum Telecom Group Ltd	531.10	
7717	Thunder Bay Area Zone One	200.00	fire membership
7718	Toodaloo Pest and Wildlife	110.74	
7719	Ultramar	2,694.63	
7720	Westland Insurance Group Ltd	80,264.88	yearly invoice
	Total Cheques	<u>178,729.28</u>	
15	Tempelman Water Haulage	340.00	
41	TD Visa	513.55	
51	TD Visa	603.33	
100	TD Visa	1,495.58	fire dept
123	Tempelman Water Haulage	340.00	
123	Manulife	1,541.57	
123	Pajamaki, Robert	10.16	rink
123	Thunder Bay Xerographix Inc	95.49	
200	TD Visa	414.80	
424	TD Visa	1,552.00	vehicle stickers
456	Tempelman Water Haulage	340.00	
470	TD Visa	1,640.26	computer, aed parts
525	TD Visa	1,199.79	flights ROMA
754	TBayTel	395.50	
	Total EFT	<u>10,482.03</u>	
	Total	189,211.31	

**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026

To: Mayor and Council

Subject: Administrative Activity Report

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley Clerk

RECOMMENDATION:

For Council's information and direction as required.

BACKGROUND:

Administration's updates to Council on its ongoing activities.

DISCUSSION:

Council is advised that the electric shovel stored in the utility room is currently not functioning, and Public Works estimates that replacement would cost approximately \$300. Council is further advised that the belt has come off the snowplow located in the Quonset hut and that Public Works staff are actively addressing the required repairs, with updates to be provided should further action or expenditures be required.

Following Council direction, applications for summer student funding were submitted prior to the December 11, 2025 deadline. The Clerk will report back to Council as results are received. An Emergency Management Planning Committee meeting is required for 2026 compliance, and availability will be canvassed with Committee members in attendance to confirm a meeting date.

Council is advised of correspondence from the Ministry of Emergency Preparedness and Response respecting *Power Outage Safety 2025* and the release of a new provincial public education video (Item 8.6-7). As this initiative aligns with provincially prepared emergency management activities for this year, a separate local tabletop exercise will not be required for the municipality, and it is recommended that key power outage safety messaging be incorporated into the Township newsletter and posted on the municipal website in preparation for the provincial exercise.

Coordination of delegation requests for the 2026 Rural Ontario Municipal Association Conference is ongoing, with meetings confirmed with the Ministry of Infrastructure, Ministry of Health, Ministry of Finance, and the Ministry of Emergency Preparedness and Response. A request for a meeting with the Ministry of Transportation was not approved, and discussions continue with the Township of Oliver Paipoonge, which has been approved for a delegation meeting, regarding the possibility of a joint delegation.

Council direction is requested regarding attendance at the Northern Ontario Municipal Association Conference in April 2026, including consideration of workshop submissions,

sponsorship opportunities, and preparation of a municipal swag bag, consistent with past practice (Item 8.6-2).

Council is also advised that other correspondence listed under *Other Agency Reports*, including a funding request from the Regional Food Distribution Association and a request for municipal input respecting the federal review of the Nuclear Waste Management Organization's project, may require future consideration. The remaining agency reports are provided for Council's information.

Other Agency Reports – 8.6

1. Regular Mail – RFDA (Regional Food Distribution Association – Thunder Bay) request for support
2. NOMA 2026 Call for Workshops and Sponsorship
3. TBDSSAB Board Minutes – November 20, 2025
4. OHRC – Decade of Truth and Reconciliation
5. TBDHU Board Minutes – November 19, 2025
6. NOMA Announcement – Ring of Fire – Dec 18 2025
7. Power Outage Safety & Public Education Video – Dec 18 2025
8. TBDSSAB Update from the Board – Dec 24 2025
9. NOMA – Ontario Action to Protect Workers & Unlock Internal Free Trade – Jan 5 2026
10. Nuclear Free North – Federal Review of Waste Project – Request for Municipal Input by Feb 4

**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026
To: Mayor and Council
Subject: Treasurer Report
Submitted by: Leanne Maxwell

RECOMMENDATION:

This report is for Councils information and discussion

BACKGROUND:

The Treasurer reports to Council, at regular council meetings, as necessary, on her activities

FOR INFORMATION

- North Rock has completed their part of the Asset Retirement Obligation(Public Sector Accounting Standard 3280) and now it moves forward to MNP (see New Business 9.3)
- The auditors will be coming to the office the week of January 26 to begin the 2025 Audit.
- Tax Notices will be prepared at the end of January, to be mailed out the first week of February. The installment dates are February 25 and April 29.

FOR DISCUSSION:

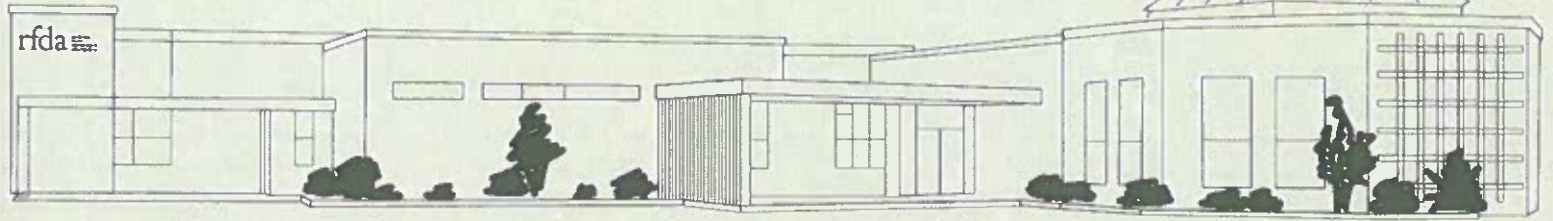
- The AMO Conference is August 16-19 in Ottawa. Rooms have been booked. I will need to know soon who will be attending from council to book attendance and flights.

UPCOMING DATES

January 14 – Realtax Virtual Conference

January 21 – CRA webinar

January 22 – OPP Billing webinar



Dear Mayor ~~Maxwell~~, *Sheila*,

Food insecurity effects 1 in 5 Canadians, and that number is up to 6 times higher in Northern and Indigenous communities. We ask that you consider helping us tackle this issue in our region. Through our Building Hope campaign, we are working to expand our capacity, and address root causes of food insecurity. We need to feed an additional 8,255 more people per month across the region.

Every donation, big or small, helps make a difference. You may consider what the impact of your community could be on this project. \$0.17 per member of your community per year, Over 5 years, could create a truly lasting impact. Together, we'd reach our goal to ensure "no one goes hungry" for years to come. Together, we have the power to make meaningful, lasting change, one person at a time.

Food distributed by the RFDA supports a wide range of local and regional services that assist individuals facing poverty, addiction, personal crises, and other life challenges. Everyone deserves a helping hand from their community—and with your support, we can reach even more people in need. Your partnership would not only provide essential nourishment to those who need it most, but also reflect your municipality's commitment to regional collaboration, compassion, and care.

Thank you for considering this request. I would welcome the opportunity to speak with you further or present more details to your council at your convenience. We also hope that this contribution opportunity will be discussed during upcoming budget deliberations, with the possibility of establishing a five-year commitment to this important work. I would welcome the opportunity to speak with you further or present more details to your council at your convenience.

Thank you for helping us build hope,

Bruno Niederer
Capital Campaign Chair

Wendy Landry
Capital Campaign Team Member

THANK YOU FOR JOINING US ON OUR MISSION TO BUILD A HUNGER-FREE COMMUNITY!

Together we are Building Hope!

[View this email in your browser](#)



SAVE THE DATE: NOMA2026

 A promotional graphic for the 2026 NOMA Conference & AGM. It features a dark blue background on the left with white and teal text. On the right, there is a photograph of a large conference room with people seated at round tables. The graphic includes the NOMA logo, the event title, dates, location, and host information.

noma
Northwestern Ontario
Municipal Association

2026 NOMA

CONFERENCE & AGM

SAVE THE DATE

APRIL 22 TO APRIL 24, 2026
Valhalla Hotel & Conference Centre
Thunder Bay, ON

Hosted by Kenora District Municipal League


NOMA 2026 Conference & AGM: **THEME**

We're excited to announce that the **2026 NOMA Conference & AGM** will be held **April 22-24, 2026 in Thunder Bay**, under the inspiring theme:

"Resilience"

This year's theme celebrates the determination, innovation, and collaboration that define Northwestern Ontario. Together, we'll explore how communities adapt, grow, and thrive – from strengthening infrastructure and local economies to advancing inclusive leadership and sustainable growth.

 **Valhalla Hotel & Conference Centre, Thunder Bay**

 **April 22-24, 2026**

 **Sponsorship Opportunities Now Available**

Let's build on our shared strength and showcase the power of **Resilience** across the North.

 Learn more and stay tuned for registration details at www.noma.on.ca

**Call for
Workshops NOW
OPEN!**



 **CALL FOR WORKSHOPS – NOW OPEN!**

Do you have ideas, insights, or practical solutions that can help strengthen Northern Ontario's municipalities? We want to hear from you!

Submission Deadline: January 14, 2026

⚠ Please note: Space is **extremely limited** due to high demand and scheduled programming, and not all submissions can be accommodated.

Selected proposals will help shape important conversations at NOMA 2026 – and may also be considered for future Learning Days or NOMA 2027.

👉 Submit your proposal and be part of the conversation!

[Complete Form here for Workshop Proposal](#)

Conference Sponsorship Packages

NOW AVAILABLE



NOW AVAILABLE

[Sponsorship Form Available Here](#)

Stay In Touch:

Join the Mailing List!

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NOMA 2026 Conference & AGM Sponsorship Package

The Northwestern Ontario Municipal Association seeks financial support from various firms, partners, and organizations to sponsor the 2026 NOMA AGM & Annual Conference. We are most appreciative of the generous support of our sponsors, donors, and stakeholders.

Sponsorship opportunities include event branding, speaking slots, and recognition in conference materials. For more information on sponsorship packages, please contact us if your organization is interested in sponsoring the 2026 NOMA AGM & Annual Conference.

Our sponsorship packages include:

2026 Conference Theme is ***“Resilience”***

Designation	Amount	Benefits
Diamond Sponsor	\$10,000+	Premier recognition as the Keynote Speaker Sponsor, Opportunity to address delegates on the main conference agenda, 5 full registrations and 5 additional Gala Dinner tickets, 1 Trade Show booth included, Logo placement on main stage screen, event signage, and program, dedicated social media spotlight before and during the conference, option to provide branded delegate bag inserts or gifts
Platinum Sponsor	\$5,000 – \$9,999	Recognition as a Major Speaker Sponsor, 4 full registrations and 4 additional Gala Dinner tickets, 1 Trade Show booth included, Logo featured in official program, website, and conference signage, Verbal recognition at sponsored sessions, Inclusion in conference social media highlights
Gold Sponsor	\$3,000 – \$4,999	Recognition as Session or Entertainment Sponsor, 3 full registrations and 3 additional Gala Dinner tickets, 1 Trade Show booth included Logo featured in program, website, and signage, Recognition during sponsored entertainment or social events
Silver Sponsor	\$2,001 – \$2,999	Recognition as Supporting Sponsor, 2 full registrations and 2 additional Gala Dinner tickets, 1 Trade Show booth included, Logo in official program and signage, Recognition during select conference activities
Bronze Sponsor	\$1,001 – \$2,000	Recognition as Entertainment or Refreshment Sponsor, 1 full registration and 1 additional Gala Dinner ticket, Logo in official program, Recognition during entertainment or refreshment breaks
Event Supporter	\$500	Organization name listed in the official program and on the conference website

Specialty Sponsorship Opportunities

(Limited Availability — first come, first served)

- **Swag Bag Sponsor (\$3,500)** – Logo on delegate bags, 2 full registrations, 2 Gala tickets, 1 Trade Show Booth included. *(2 available)*
- **Lanyard Sponsor (\$3,500)** – Logo on delegate lanyards, 2 full registrations, 2 Gala tickets, 1 Trade Show Booth included. *(1 available)*
- **Refreshment Break Sponsor (\$1,000)** – Signage at coffee stations, program listing. *(3 available: Wed PM, Thurs AM, Thurs PM).*

In recognition of your sponsorship, your organization will receive:

- Platinum & Diamond level sponsorship will be allowed to display the firm's banner for the duration of the Conference and up to a 15-minute speaking opportunity to address delegates.
- All sponsors will be included in our sponsorship slides that will be played on all breaks and all sponsors will be listed on our website, on the sponsor page in the official conference program, and all conference correspondence with a link to your website.

NOMA will be giving away swag bags to all registered delegates, and we will have a prize draw for those in attendance on Thursday. Please indicate below if you would like to donate to the swag bag or prize draw below.

Donation must be received by April 10, 2026.

Gifts or prizes received will be listed in accordance with the value or worth of the prize, but the donor shall not be entitled to the registration packages or additional dinner tickets. Prizes valued at less than sponsor levels will be listed as prize donors.



Registration Form:

Name of Organization: _____

Contact Information: _____

Level of Sponsorship: _____

Swag Bag Donation: YES NO | **Prize Draw Donation:** YES NO

Signature: _____

Please contact Jason Veltri, Executive Coordinator at (807) 683-6662 or email admin@noma.on.ca to discuss your sponsorship package.



MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 17/2025
OF

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: November 20, 2025

TIME OF MEETING: 10:02 a.m.

LOCATION OF MEETING: Microsoft Teams &
3rd Floor Boardroom
TBDSSAB Headquarters
231 May Street South
Thunder Bay, ON

CHAIR: Jim Vezina

PRESENT:

Albert Aiello
Ken Boshcoff
Anne-Marie Bourgeault
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Greg Johnson
Kathleen Lynch
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Crystal Simeoni, Director, Integrated Social Services Division
Tafadzwa Mukubvu, Manager, Finance
Marty Farough, Manager, Infrastructure & Asset Management
Michael Shafirka, Manager, Information Services
David Stewart, Supervisor, Purchasing & Inventory Control
Aaron Park, Manager, Housing & Homelessness Programs
Dianne Lampi, Manager, Housing Operations
Dawnette Hoard, Manager, Child Care & Early Years Programs
Jennifer Lible, Manager, Social Assistance Programs
Michelle Wojciechowski, Manager, Intake & Eligibility
Tomi Akinyede, Supervisor, Research & Social Policy
Carole Lem, Communications & Engagement Officer
Bindiya Patel, Communications Assistant
Glenda Flank, Recording Secretary

REGRETS:

Meghan Chomut
Brian Hamilton

Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

BOARD MEETING

DISCLOSURES OF INTEREST

None.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 25/76

Moved by: Elaine Mannisto
Seconded by: Albert Aiello

THAT with respect to the agenda for the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for November 20, 2025, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 15/2025 (Regular Session) and Meeting No. 16/2025 (Closed Session) of TBDSSAB held on October 16, 2025, presented for confirmation.

Resolution No. 25/77

Moved by: Ken Boshcoff
Seconded by: Gordon Cuthbertson

THAT the Minutes of Meeting No. 15/2025 (Regular Session) and Meeting No. 16/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on October 16, 2025, respectively, be confirmed.

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to Report No. 2025-41 containing the 2026 Capital Budget Project Financial Summary.

Resolution No. 25/78

Moved by: Jim Moffat
Seconded by: Anne-Marie Bourgeault

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of the property of the Board regarding the Memorandum from Richard Jagielowicz, Director, Corporate Service providing confidential attachment #3 to Report No. 2025-41 containing the 2026 Capital Budget Project Financial Summary.

CARRIED

REPORTS OF ADMINISTRATION

TBDSSAB Proposed 2025 Operating and Capital Budget

Report No. 2025-41 (Corporate Services Division) was presented to the Board providing the proposed 2026 TBDSSAB Operating and Capital Budget.

A presentation was provided by Administration with an overview of the 2026 Proposed Budget. A copy of the presentation was distributed at the meeting.

Ken Ranta, CEO provided information regarding the order of the presentation, presented the general organization, Board and CEO sections of the proposed budget and responded to questions.

Tafadzwa Mukubvu, Manager, Finance provided an overview of the Corporate Services Division section of the budget.

Marty Farough, Manager, Infrastructure and Asset Management provided an overview of the capital budget section of the proposed budget and responded to questions.

Crystal Simeoni, Director, Integrated Social Services Division provided an overview of the Integrated Social Services Division section of the budget.

Michelle Wojciechowski, Manager, Intake & Eligibility provided an overview of the Intake and Eligibility section of the proposed budget and responded to questions.

Jennifer Lible, Manager, Social Assistance Programs provided an overview of the Social Assistance Programs section of the proposed budget and responded to questions.

Dawnette Hoard, Manager, Child Care & Early Years Programs provided an overview of the Child Care & Early Years Programs section of the proposed budget and responded to questions.

Aaron Park, Manager, Housing & Homelessness Programs, provided an overview of the Housing Programs section of the proposed budget.

Dianne Lampi, Manager, Housing Operations provided an overview of the Housing Operations Section of the proposed budget.

Ken Ranta, CEO and Crystal Simeoni, Director, Integrated Social Services provided clarification and responded to questions.

Acknowledgement of TBDSSAB Staff

Memorandum from Brian Hamilton, Board Chair, dated November 5, 2025 was presented to the Board providing a recommendation for acknowledgement of TBDSSAB staff.

Resolution No. 25/79

Moved by: Albert Aiello
Seconded by: Kasey Etreni

THAT with respect to the Memorandum dated November 5, 2025 from Brian Hamilton, Board Chair, we, The District of Thunder Bay Social Services Administration Board (TBDSSB or the Board), hereby appreciate the work that the staff of TBDSSAB do;

AND THAT the work you do is impactful, contributing to community wellness and inter-generational healing;

AND THAT the TBDSSAB staff conduct themselves in ways that have consistently earned the confidence of the Board;

AND THAT that the ongoing dedication of TBDSSAB staff contribute to a stronger, healthier district;

AND THAT the TBDSSAB team continuously satisfies and exceeds performance goals set forth by the Board;

AND THAT the ongoing success of this organization is only made possible by the incredible work and achievements of TBDSSAB staff and its commitment to the district.

CARRIED

At 11:13 a.m. Marty Farough, Manager, Infrastructure & Asset Management, Michael Shafirka, Manager, Information Services, David Stewart, Supervisor, Purchasing & Inventory Control, Aaron Park, Manager, Housing & Homelessness Programs, Dianne

Lampi, Manager, Housing Operations, Dawnette Hoard, Manager, Child Care & Early Years Programs, Jennifer Lible, Manager, Social Assistance Programs and Michelle Wojciechowski, Manager, Intake & Eligibility left the meeting.

2025 Third Quarter Financial Report

Report No. 2025-42 (Corporate Services Division), was presented to the Board providing the 2025 Third Quarter Financial Report, projection to year-end and Key Performance Indicators.

Tafadzwa Mukubvu, Manager, Finance provided an overview of the highlights of the report and responded to questions.

At 11:20 a.m. Ken Boshcoff, Board Member left the meeting.

2024-27 Strategic Plan – Third Quarter Update

Report No. 2025-43, (Chief Executive Officer Division) was presented to the Board providing the quarterly update on the 2025 Strategic Plan progress as at September 30, 2025.

Carole Lem, Communications & Engagement Officer provided a brief update regarding the completion of the objectives.

Ken Ranta, CEO provided further information.

Resolution No. 25/80

Moved by: Elaine Mannisto
Seconded by: Jim Moffat

THAT with respect to Report No. 2025-43 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board, receive the 2024-27 Strategic Plan – 2025 Third Quarter Update as presented.

CARRIED

At 11:22 a.m. Tomi Akinyede, Supervisor, Research & Social Policy joined the meeting.

Rural Ontario Municipal Association 2026
Position Papers

Report No. 2025-44, (Chief Executive Officer Division) was presented to the Board providing the ROMA 2026 Position Papers.

Ken Ranta, CEO provided information regarding the development of the ROMA position papers and responded to questions.

A discussion was held regarding attendance at the 2026 ROMA conference. Ken Boshcoff, Jim Moffat and Gordon Cuthbertson confirmed their attendance at ROMA on behalf of their municipality.

Resolution No. 25/81

Moved by: Anne-Marie Bourgeault
Seconded by: Kathleen Lynch

THAT with respect to Report No. 2025-44 (Chief Executive Officer Division) we, The District of Thunder Bay Social Services Administration Board (the Board) approve the 2026 Rural Ontario Municipal Association (ROMA) Position Papers as presented;

AND THAT we direct the Chief Executive Officer (CEO) to send the final delegation package to the appropriate provincial Ministries;

AND THAT a copy of the approved delegation briefings package be sent to Thunder Bay District municipal councils for endorsement;

AND THAT the CEO attend the 2026 ROMA Annual Conference to provide support to the Board Chair and other Board members in their meetings with provincial officials regarding these issues.

CARRIED

TBDSSAB Presentations to Municipal Councils

Memorandum from Kasey Etreni, Board Member, dated October 30, 2025 relative to providing the Board with information and draft policy regarding presentations to Municipal Councils.

Kasey Etreni, Board Member provided an introduction to the memorandum and draft policy and responded to questions.

Ken Ranta, CEO provided further information and responded to questions.

A discussion was held regarding changes to be made to the draft policy presented. On consensus, Administration was directed to circulate the draft policy to all Board Members to provide requested changes to the policy and the item was deferred to the December Board meeting.

Resolution No. 25/82 - Deferred

THAT with respect to the Memorandum dated October 30, 2025 from Kasey Etrene, Board Member, we The District of Thunder Bay Social Services Administration Board, approve the Municipal Presentations policy that provides for presentations to municipal councils within its jurisdiction upon request, as presented;

AND THAT the policy defines scheduling of such presentations be coordinated in advance, with sufficient notice, and in a format agreeable to both parties;

AND THAT we authorize the Chief Executive Officer to make amendments to the policy with respect to housekeeping items, as may be required from time to time

2025 Third Quarter Operational Report

Report No. 2025-45, (Integrated Social Services Division) was presented to the Board providing the trends within TBDSSAB programs and services.

Tomi Akinyede, Supervisor, Research & Social Policy provided a brief overview on the highlights of the report and responded to questions.

At 12:00 p.m. Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

NEW BUSINESS

None.

CORRESPONDENCE

COCHI – OPHI Investment Plan

Letter from Tanisha Lewis, Director, Housing Programs Branch, Ministry of Municipal Affairs and Housing dated October 16, 2025 was presented to the Board providing information regarding the approved COCHI – OPHI Investment Plan.

Municipality of Shuniah Representation

Municipality of Shuniah Council Resolution dated October 28, 2025 was presented to the Board providing information regarding a change in representation on the Board.

Ken Ranta, CEO provided a brief update regarding the change in representation for the Municipality of Shuniah.

Ministry of Education Funding

Letter from the Honourable Paul Calandra, Minister of Education dated November 10, 2025 was presented to the Board providing information regarding the extension of funding.

BY-LAWS

First and Final Reading

Resolution No. 25/83

Moved by: Dominic Pasqualino
Seconded by: Chris Eby

THAT the following By-law be introduced and now be given First and Final Reading, engrossed, signed by the Chair and Chief Executive Officer, sealed and numbered.

A By-law to authorize the form of Housing Operating Agreement to be executed by The District of Thunder Bay Social Services Administration Board and approved non-profit housing providers for post-mortgage operating agreements.

Explanation: A By-law to authorize the form of Housing Operating Agreement following non-profit housing providers mortgage expiry and repeal By-law No. 04-2023.

Authorization: Board Meeting 2025Nov20.

BY-LAW NUMBER 01-2025

CARRIED

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on December 11, 2025 at 10:00 a.m., in the 3rd Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 25/84

Moved by: Jim Moffat
Seconded by: Gordon Cuthbertson

THAT the Board Meeting No. 17/2025 of The District of Thunder Bay Social Services Administration Board, held on November 20, 2025, be adjourned at 12:12 p.m.

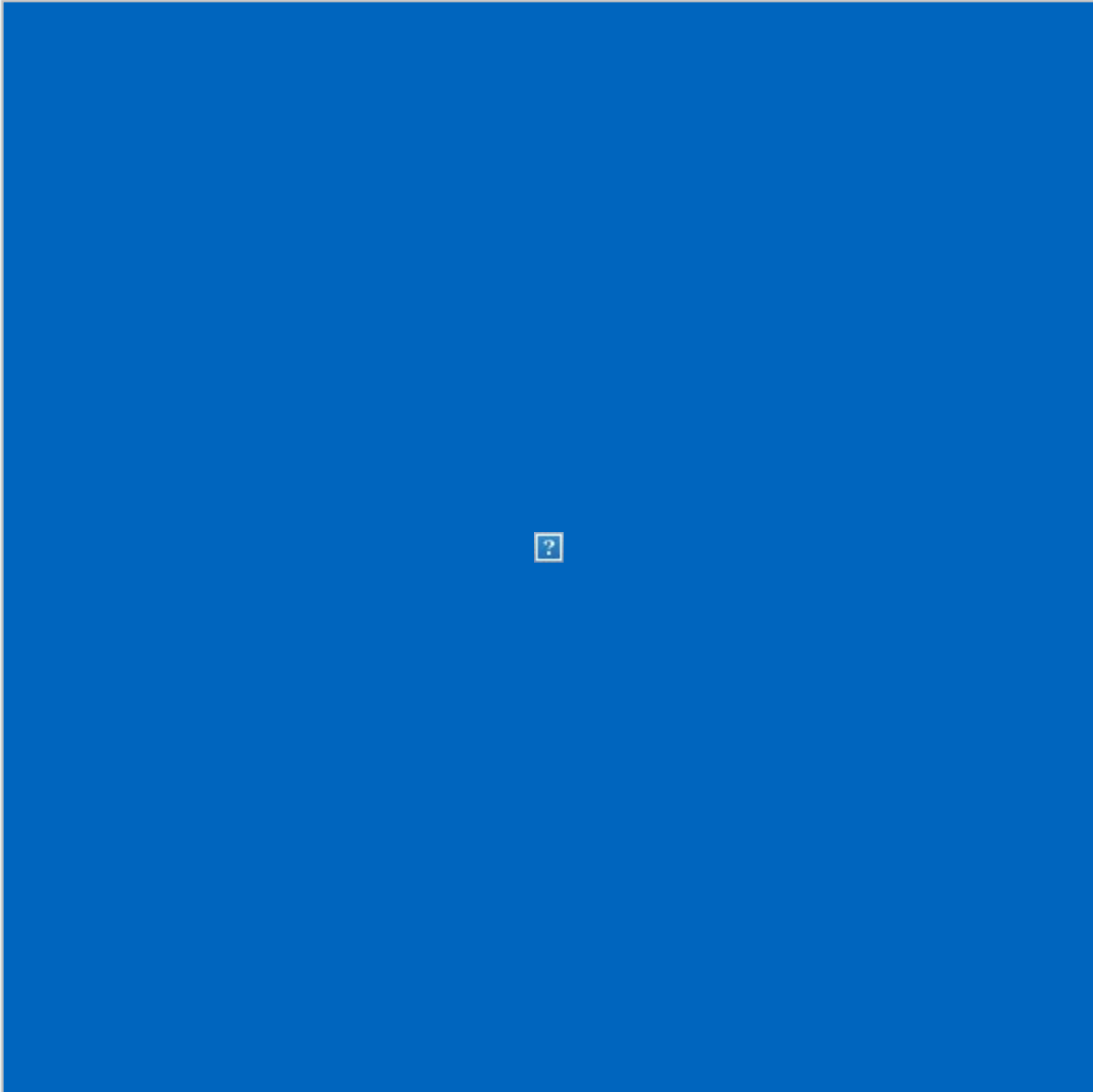
Chair



Chief Executive Officer



From: communications@ohrc.on.ca
To: [Maxwell](#)
Subject: OHRC marks a decade of Truth and Reconciliation | met à l'honneur une décennie de vérité et de réconciliation
Date: December 15, 2025 11:24:50 AM



December 15, 2025

OHRC marks a decade of Truth and Reconciliation

Warning: This statement contains subject matter that some readers may find disturbing. Please engage in self-care as you read this material. Safe

and respectful mental health and emotional support services are available 24/7 without judgment and are completely confidential. The [National Indian Residential School Crisis Line](#) is available for anyone experiencing pain or distress as a result of a residential school experience – call 1-866-925-4419. The [Hope for Wellness Help Line](#) is available to all Indigenous people across Canada – call 1-855-242-3310 or chat online. Further supports are listed on the Ontario Human Rights Commission (OHRC) [website](#).

Today marks 10 years since the Truth and Reconciliation Commission (TRC) released its [final report](#), a landmark document that further exposed the harmful legacy of residential schools. It shared Survivors' experiences and laid out principles for reconciliation, documenting the persisting legacy of colonialism and the harms and intergenerational suffering Indigenous peoples carry.

Among its conclusions, the TRC declared that the residential school system was part of a policy of "cultural genocide" and outlined [94 calls to action](#) for the whole of Canadian society to redress this legacy.

Reconciliation [has been](#) and [continues](#) to be a priority for the OHRC. The OHRC recognizes the enduring impact of colonialism on Indigenous peoples and the important role the Commission must play in addressing critical human rights issues affecting Indigenous communities.

The OHRC continues to honour its commitment to meaningfully engaging with First Nations, Métis, Inuit, and urban Indigenous partners in the context of both its regular activities and thematic projects – in line with the TRC's [Principle for Reconciliation](#) 2 and 4. Since 2019, the OHRC has been guided by the [Indigenous Reconciliation Advisory Group](#) to deepen efforts to establish and maintain trusting relationships built on dignity and respect with Indigenous peoples.

The OHRC has maintained its commitment to truth and reconciliation through its [strategic efforts](#), which advance the rights of Indigenous peoples by taking consistent action to foster systemic change across Ontario. Recent actions include:

- [filing a human rights application](#) on the deaths of Joey Knapaysweet and Agnes Sutherland
- announcing and launching a project to develop human rights policy guidance [addressing anti-Indigenous discrimination in healthcare](#), and
- releasing a policy statement on [appropriately hiring for Indigenous-specific positions](#) and a guide on [anti-Indigenous discrimination and harassment in retail settings](#).

As part of its commitment to reconciliation, the OHRC will also continue to highlight the intersections between the Ontario *Human Rights Code* and the [United Nations Declaration on the Rights of Indigenous Peoples](#) (the *Declaration*). The Commission urges all duty-holders, including the government of Ontario, to explore relevant intersections between the *Declaration* and Ontario legislation, and to adopt the *Declaration* as a framework for reconciliation and for the full implementation of Indigenous peoples' human rights in Ontario.

The OHRC will continue to work with Indigenous communities to identify and advance their human rights priorities and to uphold its commitments to truth and reconciliation. The 10th anniversary of the TRC is an opportunity for renewed leadership and dialogue, particularly on the Calls to Actions and principles for reconciliation outlined by the TRC.

Additional information

- [Compendium of initiatives](#)

Le 15 décembre 2025

La CODP met à l'honneur une décennie de vérité et de réconciliation

Avertissement : La présente déclaration porte sur des sujets qui peuvent être troublants pour certaines personnes. Prenez soin de vous pendant votre lecture. Des services de santé mentale et d'accompagnement émotionnel sûrs et respectueux sont proposés 24 heures sur 24, sept jours sur sept, sans jugement et en toute confidentialité. La [Ligne d'écoute téléphonique nationale concernant les pensionnats indiens](#) (1 866 925-4419) est disponible pour toute personne en état de souffrance ou de détresse en raison d'une expérience liée aux pensionnats. La [Ligne d'écoute d'espoir pour le mieux-être](#) (1 855 242-3310 ou clavardage en ligne) est disponible pour tou(te)s les Autochtones au Canada. D'autres mesures de soutien sont répertoriées sur le [site Web](#) de la Commission ontarienne des droits de la personne (CODP).

Aujourd'hui marque le 10^e anniversaire de la publication du [rapport final](#) de la Commission de vérité et réconciliation (CVR), un document

historique qui a remis en lumière les séquelles douloureuses laissées par les pensionnats. Ce rapport renferme les témoignages de survivantes et de survivants, comporte une série de principes à l'appui de la réconciliation et décrit les séquelles persistantes du colonialisme ainsi que les préjudices et les souffrances intergénérationnelles subis par les Autochtones.

La CVR a conclu que le système des pensionnats s'inscrivait dans une politique de « génocide culturel » et formulé [94 appels à l'action](#) à l'intention de l'ensemble de la société canadienne afin de remédier à ces séquelles.

La CODP a [toujours](#) fait figurer la réconciliation parmi ses priorités, et c'est encore le cas [aujourd'hui](#). La Commission a conscience des effets tenaces du colonialisme sur les peuples autochtones et sait qu'elle a un rôle majeur à jouer dans la réponse aux problématiques cruciales relatives aux droits de la personne qui concernent les communautés autochtones.

Dans le cadre de ses activités courantes et de ses projets thématiques, la CODP continue d'honorer son engagement à entretenir un dialogue véritable avec ses partenaires autochtones (Premières Nations, Métis, Inuits et Autochtones en milieu urbain), dans le droit fil des [principes de réconciliation](#) n^{os} 2 et 4 de la CVR. Depuis 2019, guidée par le [Groupe consultatif pour la réconciliation avec les Autochtones](#), la Commission redouble d'efforts pour établir et maintenir des relations de confiance avec les peuples autochtones fondées sur la dignité et le respect.

Fidèle à son engagement envers la vérité et la réconciliation, la CODP mène des [initiatives stratégiques pour](#) faire progresser les droits des Autochtones grâce à une action cohérente destinée à favoriser un changement systémique partout en Ontario. En voici quelques exemples récents :

- [présentation d'une requête au Tribunal des droits de la personne](#) concernant les décès de Joey Knapaysweet et d'Agnes Sutherland
- annonce et lancement d'un projet visant à élaborer une politique en matière de droits de la personne consacrée à la [lutte contre la discrimination envers les Autochtones dans le système de soins de santé](#)
- publication d'un énoncé de politique sur [l'embauche spécifique aux Autochtones](#) et d'un guide sur [la discrimination et le harcèlement envers les Autochtones dans les commerce de détail](#)

Soucieuse d'œuvrer à la réconciliation, la CODP continuera également de mettre en lumière les liens entre le *Code des droits de la personne* de l'Ontario et la [Déclaration des Nations Unies sur les droits des peuples autochtones](#) (la *Déclaration*). Elle exhorte tous les détenteurs d'obligations, y compris le gouvernement de l'Ontario, à examiner les liens pertinents entre la *Déclaration* et la législation ontarienne et à faire

de la *Déclaration* un cadre d'action pour la réconciliation et la pleine mise en œuvre des droits de la personne des Autochtones en Ontario.

La CODP continuera de cerner et de promouvoir les priorités des communautés autochtones en matière de droits de la personne et de respecter ses engagements envers la vérité et la réconciliation. Le 10^e anniversaire de la CVR est l'occasion d'insuffler un nouvel élan et de raviver le dialogue, notamment en ce qui concerne les appels à l'action et les principes de réconciliation énoncés par la Commission.

Renseignements supplémentaires

- [Recueil d'initiatives](#)

The Ontario Human Rights Commission promotes and enforces human rights
to create a culture of human rights accountability.

*La Commission ontarienne des droits de la personne promeut et met en œuvre les droits de la
personne,
afin de créer une culture de responsabilité en matière de droits de la personne.*

Ontario Human Rights Commission

180 Dundas Street West, 9th Floor

Toronto, ON M7A 2G5

Phone: 416-816-4427

Email: communication@ohrc.on.ca,

Web: www.ohrc.on.ca

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Privacy Act*



Thunder Bay District Health Unit

Board of Health Meeting Minutes

MINUTES OF THE MEETING: NOVEMBER 19, 2025

TIME OF MEETING: 1:00 PM

PLACE OF MEETING: FIRST FLOOR BOARDROOM /
VIDEOCONFERENCE

CHAIR: MR. JAMES MCPHERSON

BOARD MEMBERS PRESENT:

Mr. Grant Arnold
Ms. Lucy Belanger
Ms. Cindy Brand
Ms. Kasey Etreni
Mr. Paul Malashewski
Mr. James McPherson
Mr. Jim Moffat
Ms. Cynthia Olsen
Ms. Donna Peacock
Mr. Don Smith
Ms. Kristine Thompson

ADMINISTRATION PRESENT:

Dr. Janet DeMille, Medical Officer of Health and
Chief Executive Officer
Ms. Diana Gowanlock, Director - Health Protection
Mr. Dan Hrychuk, Director - Corporate Services
Ms. Shannon Robinson, Director - Health
Promotion
Ms. Dana Wilson, Associate Director –
Communications & Strategic Initiatives
Ms. Lauren Paradis, Manager of Finance
Ms. Tammy Lee Royer, Administrative Assistant –
Health Protection

ABSENT:

Dr. Mark Thibert

RECORDER:

Ms. Shelley Oleksuk, Administrative Assistant -
Health Promotion

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Chair called the meeting to order at 1:00 PM.

2. ATTENDANCE AND ANNOUNCEMENTS

There were no regrets received from members.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no declarations of conflict of interest.

4. AGENDA APPROVAL

Resolution No. 100-2025

Moved By: J. Moffat

Seconded By: L. Belanger

THAT the Agenda for the Regular Board of Health Meeting to be held on November 19, 2025, be approved.

CARRIED

5. INFORMATION SESSION

There was no information session scheduled.

6. MINUTES OF THE PREVIOUS MEETINGS**6.1 Thunder Bay District Board of Health**

The Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on October 15, 2025 were presented for approval.

Resolution No. 101-2025

Moved By: L. Belanger

Seconded By: J. Moffat

THAT the Minutes of the Thunder Bay District Board of Health (Regular and Closed Session) Meeting held on October 15, 2025, be approved.

CARRIED

6.2 Board of Health Executive Committee

The minutes of the Thunder Bay District Board of Health Executive Committee meetings held on June 18, 2025 and September 17, 2025, were provided to the Board for information.

7. MATTERS ARISING FROM THE MINUTES

There were no matters arising from the previous meeting minutes.

8. BOARD OF HEALTH (CLOSED SESSION) MEETING

Resolution No. 102a-2025

Moved By: Lucy Belanger

Seconded By: D. Smith

THAT the Board of Health move into Closed Session to receive information related to:

- labour relations or employee negotiations; and
- negotiations carried on behalf of the Board; and
- information explicitly supplied in confidence to the Board by the Province.

CARRIED

At 1:08 PM, the Board of Health moved into Closed Session, and the following individuals left the meeting:

- Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
- Ms. Diana Gowanlock, Director of Health Protection
- Ms Shannon Robinson, Director of Health Promotion
- Ms. Dana Wilson, Associate Director of Communications & Strategic Initiatives
- Ms. Shelley Oleksuk, Administrative Assistant - Health Promotion
- Ms. Tammy Lee Royer, Administrative Assistant - Health Protection

At 1:28 PM, Dr. Janet DeMille, MOH/CEO returned to the meeting and Mr. Dan Hrychuk, Director of Corporate Services, left the meeting.

At 1:31 PM, Mr. D. Hrychuk, Director of Corporate Services returned to the meeting.

At 1:42 PM, the above noted individuals returned to the meeting, and Ms. Lauren Paradis, Manager of Finance joined the meeting.

8.1 Closed Session Report

The Chair reported that during the Closed Session, the Board received information regarding labour relations and negotiations carried on behalf of the Board along with information explicitly supplied in confidence to the Board by the Province. The Chair indicated that the Board provided direction to Administration on the matters discussed.

9. DECISIONS OF THE BOARD

9.1 2026 Mandatory Budgets & Municipal Levy

Report No. 47-2025 (Finance) relative to providing the Board of Health with the proposed 2026 Mandatory Program (Cost-Shared), Budgets & Municipal Levies, was provided to the Board.

Mr. D. Hrychuk, Director of Corporate Services, provided a presentation on the 2026 Mandatory Budgets and responded to questions and comments from the Board.

Resolution No. 103-2025

Moved By: D. Smith

Seconded By: J. Moffat

THAT with respect to Report No. 47–2025 (Finance), we recommend that the:

1. 2026 Mandatory Core Program Budget (Cost-Shared) be approved at \$17,522,318 including 133.25 net full time equivalent (FTE) positions, for submission to the Ministry of Health;
2. Municipal Levy be set at \$3,946,670;
3. Remainder of the municipal levy obligation of \$178,987 be funded from the Stabilization Reserve Fund;
4. Safe Food Handling Reserve Fund transfer \$5,000 to the Mandatory Core Program Budget (Cost-Shared);
5. 2026 User Fee Schedule be approved;
6. 100% Indigenous PH: Thunder Bay & District budget be approved at \$592,512, with 4.2 FTE and submitted to the Ministry of Health;

9. DECISIONS OF THE BOARD**9.1 2026 Mandatory Budgets & Municipal Levy (cont'd)**

7. 100% Indigenous PH: SLFNHA budget be approved at \$236,526, with 0.60 FTE and submitted to the Ministry of Health;
8. 100% Indigenous PH: Food Sovereignty budget be approved at \$295,072, with 1.70 FTEs and submitted to the Ministry of Health;
9. 100% Northern Fruit and Vegetable Program - Schools budget be approved at \$213,138, with 1.55 FTEs and submitted to the Ministry of Health;
10. 100% Ontario Seniors Dental Care Program budget be approved at \$999,300, with 3.55 FTE and submitted to the Ministry of Health;
11. Land Development Program budget be approved at \$246,120 including 2.00 FTE positions to be funded through Land Development user fees;
12. Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the respective budget submission processes, as required; and
13. Director of Corporate Services and Manager of Finance be authorized to arrange appropriate financing for the funding of the Health Unit operations, if required.

CARRIED

9.2 Contract Award for Janitorial Services

Report No. 43-2025 (Finance) relative to providing the Board of Health with recommendations for the award of the Janitorial Services Contract, was provided to the Board.

Mr. D. Hrychuk, Director of Corporate Services, responded to questions and comments from the Board.

9. DECISIONS OF THE BOARD

9.2 Contract Award for Janitorial Services (cont'd)

Resolution No. 104-2025

Moved By: J. Moffat

Seconded By: D. Smith

THAT with respect to Report No. 43-2025 (Finance), we recommend that the contract for the Janitorial Services for the TBDHU main office (999 Balmoral Street, Thunder Bay) be awarded to K and K Services for a total contract cost of \$212,400 (taxes extra) for the three (3) year term effective January 1, 2026 to December 31, 2028;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to negotiate two (2) additional one (1) year terms subject to satisfactory performance and mutually agreeable terms;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the Janitorial Services contract as required.

CARRIED

9.3 TBDSSAB Funding for Tuberculosis Programming

A memorandum from Ms. D. Gowanlock, Director of Health Protection, dated November 19, 2025, and containing a resolution relative to the above noted, was provided to the Board.

Resolution No. 105-2025

Moved By: D. Smith

Seconded By: P. Malashewski

THAT we recommend that the one-time grant of \$18,000 from the Thunder Bay District Social Services Administration Board to support tuberculosis programming be accepted;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

9.4 Public Health Ontario Regional Quality Improvement Education Workshop Funding

A memorandum from Ms. D. Wilson, Associate Director of Communications & Strategic Initiatives, dated November 19, 2025, and containing a resolution relative to the above noted, was provided to the Board.

Resolution No. 106-2025

Moved By: J. Moffat

Seconded By: D. Smith

THAT we recommend that the funding of \$15,000 from Public Health Ontario for the Quality Improvement Educational session be accepted;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the budget submission process as required.

CARRIED

9.5 Annual Board of Health Holiday Dinner

A memorandum from Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, dated November 19, 2025, and containing a resolution relative to the above noted, was provided to the Board.

Resolution No. 107-2025

Moved By: K. Etrene

Seconded By: C. Olsen

THAT we approve the expenses for the Annual Holiday Dinner to be held on Wednesday, December 17, 2025.

CARRIED

10. COMMUNICATIONS FOR INFORMATION**10.1 Interim Financial Reports as of September 30, 2025**

Report No. 45-2025 (Finance) from D. Hrychuk, dated November 19, 2025, relative to providing the Board of Health with the interim financial reports for the quarter ended September 30, 2025, was provided to the Board, for information.

10.2 Report from alpha Fall Symposium

The Chair presented a report on the Association of Local Public Health Agencies Fall Symposium held on November 7, 2025, from the members that attended.

10.3 Advocacy Related to Upcoming ROMA Conference

A memorandum from Dr. J. DeMille, Medical Officer of Health and Chief Executive Officer, dated November 19, 2025, regarding advocacy related to the upcoming Rural Ontario Municipal Association (ROMA) conference, was provided for information.

The Board discussed ensuring that briefing notes are available in advance of the conference and agreed to further discussion on this item to be held at the December Board of Health meeting.

11. NEXT MEETING

The next regularly scheduled meeting will be held on Wednesday, December 17, 2025.

12. ADJOURNMENT

Resolution No. 108-2025

Moved By: D. Smith

Seconded By: J. Moffat

THAT the Board of Health meeting held on November 19, 2025, be adjourned at 2:50 PM.

CARRIED



FOR IMMEDIATE RELEASE

NOMA Welcomes Historic Ontario–Canada Agreement Advancing One Project, One Process and Unlocking the Ring of Fire

THUNDER BAY, ON — December 18, 2025 — The **Northwestern Ontario Municipal Association (NOMA)** welcomes today’s announcement that the Governments of Ontario and Canada have signed a historic cooperation agreement to eliminate duplicative regulatory processes and advance a *One Project, One Review, One Decision (1P1P)* approach to unlock the economic potential of the Ring of Fire.

NOMA has been actively advocating to both the provincial and federal governments for this approach—one that is **strategic, pragmatic, and focused on moving projects forward in a diligent and expedient manner**, while maintaining strong environmental oversight and accountability.

“This agreement reflects what Northern Ontario municipalities have been calling for over many years,” said **Rick Dumas, President of NOMA**. “Reducing duplication between federal and provincial processes is a common-sense step that provides certainty, improves timelines, and helps move nation-building projects forward. The Ring of Fire represents a generational opportunity for Northern Ontario, Ontario, and Canada—and this agreement helps unlock that potential.”

NOMA views the 1P1P framework as a critical tool to support responsible resource development, infrastructure investment, job creation, and long-term regional prosperity, particularly in remote and rural communities across Northern Ontario.

“At its core, this is about coordination, collaboration, and outcomes,” said **Fred Mota, Executive Vice-President of NOMA**. “A streamlined, cooperative review process helps ensure projects move forward efficiently, responsibly, and with greater confidence for communities, investors, and governments alike. This is the kind of practical governance Northern Ontario needs.”

NOMA also acknowledges and thanks Premier Doug Ford and Prime Minister Mark Carney, along with federal and provincial ministers and officials, for their leadership and sustained efforts in advancing this agreement and demonstrating the importance of effective federal-provincial collaboration on nation-building projects.

While NOMA celebrates this important milestone, the Association continues to emphasize that **Indigenous communities must be at the forefront of resource development**. Meaningful Nation-to-Nation engagement, Indigenous leadership, and shared decision-making are essential to building projects that are sustainable, respectful, and mutually beneficial.

Northwestern Ontario Municipal Association



“True success in the Ring of Fire will only be achieved when Indigenous communities are full partners in development,” added Dumas. “That means ensuring First Nations leadership, economic participation, and community priorities are central to how projects are designed and delivered.”

NOMA looks forward to working collaboratively with the Governments of Ontario and Canada, Indigenous leadership, and regional partners to ensure the implementation of the 1P1P framework delivers lasting benefits for Northern Ontario while building Canada strong—together.

-30-

Media Contacts:

Rick Dumas, President, NOMA

807-229-6842 | admin@noma.on.ca

DATE: December 18, 2025

MEMORANDUM TO: Community and Ministry Emergency Management Coordinators

FROM: Lisa Priest
Assistant Deputy Minister
Emergency Preparedness Division
Ministry of Emergency Preparedness and Response

SUBJECT: Power Outage Safety 2025 and the Release of New Public
Education Video

Community and Ministry Emergency Management Coordinators,

I am pleased to announce the release of a new animated video designed to help Ontarians prepare for and stay safe during power outages.

With winter storms increasing the risk of power outages across Ontario, the Ministry of Emergency Preparedness and Response developed this resource, in English and French, to highlight practical steps Ontarians can take before, during, and after a power outage.

The video is available now on [EMO Central](#) and on [X](#) (formerly known as Twitter) and [YouTube](#).

To further support your outreach efforts, a flyer in 15 languages, including three Indigenous languages, is also available through [Publications Ontario](#) and [EMO Central](#). These resources are intended to complement and strengthen your local campaigns and community engagement initiatives. We encourage you to share them widely to help expand community awareness and preparedness.

The Ministry remains committed to strengthening community resilience and promoting equity by making preparedness information more accessible and inclusive.

Ministry of Emergency Preparedness
and Response

Ministre de la Protection civile et de l'Intervention en cas
d'urgence



Emergency Management Ontario

Gestion des situations d'urgence Ontario

25 Morton Shulman Avenue
Toronto ON M3M 0B1

25, avenue Morton Shulman
Toronto ON M3M 0B1

Tel: 416-327-2333
Fax: 416-327-3790

Tél.: 416-327-2333
Télec. : 416-327-3790

Thank you for your continued leadership and commitment to advancing public education and preparedness within your communities. Your continued efforts help play a vital role in keeping Ontarians safe, practiced, and prepared.

Warm regards,

Lisa Priest

Assistant Deputy Minister | Emergency Preparedness Division

Emergency Management Ontario | Ministry of Emergency Preparedness and Response

Ontario Public Service

416-845-4281 | lisa.priest@ontario.ca

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THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD

Update from the Board

TBDSSAB Board Newsletter | December 24, 2025

[Click Here to Download as PDF](#)

- [Message from the Chair](#)
 - [Next Meeting](#)
 - [Spotlight: 2026 Budget](#)
 - [Call for Nominations to Indigenous Advisory Table](#)
 - [Happy Hours](#)
 - [Board Reports: December 11, 2025](#)
 - [Feedback](#)
-

Message from the Chair

Please find below the latest issue of Update from The Board, the monthly newsletter from the Board of Directors of The District of Thunder Bay Social Services Administration Board.

Please circulate to members of your respective Municipal Councils and Local Roads Boards.

about TBDSSAB activities by providing an overview of TBDSSAB Board information and reports following all monthly meetings.

Some highlights from the December meeting:

- The Board reviewed and approved the proposed 2026 operating and capital budgets. Details included below.
- Administration and consulting organization Org Code presented the preliminary results of their community consultation and research on homelessness. The final report will be presented in the new year and will inform the development of our 10-year Housing and Homelessness Strategy.
- The Board approved a new “Municipal Presentation Policy” which provides Administration with guidelines for providing information-sharing presentations with municipalities upon request. More about this will be shared in the coming months.
- The Board also nominated the Chair, Vice Chair, and committee and table members for 2026. Starting January 1, Jim Vezina will be taking on the role of Chair with Kathleen Lynch as Vice Chair.

Thank you,

Brian Hamilton

Chair, TBDSSAB

This edition of Update from the Board covers TBDSSAB’s Board meeting on **December 11, 2025**, as well as key initiatives taking place in this time span.

Our aim is to provide an overview of TBDSSAB Board information and reports in a timely manner following all monthly meetings.

Next Meeting

The next Board meeting will be held **Thursday, January 15, 2026 at 10:00am.**

about Board meetings, please visit the [Board Meetings page](#) on our website.

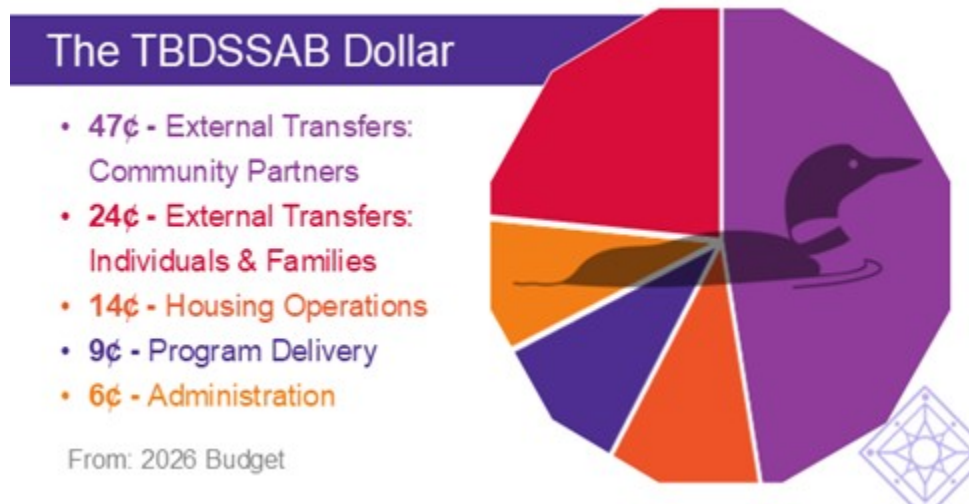
Spotlight: 2026 Budget

TBDSSAB's Board of Directors approved the 2026 operating and capital budgets at their December meeting.

The 2026 operating budget totals \$133,091,900 and represents an increase of \$411,100, or 0.3%, from the 2025 approved budget of \$132,680,800. The proposed 2026 Capital Budget totals \$2,915,000. The proposed 2026 Operating Budget results in a total increase to the Municipal Levy of \$963,000, or 3.6%, compared to the Board-approved 2025 Levy. In accordance with the [District Social Services Administration Boards Act](#), this levy apportionment is calculated using weighted assessment.

Municipalities will receive more information about their levy apportionment in January.

[Click here to read the full 2026 Budget media release.](#)



Download: [TBDSSAB – What We Fund Summary, 2026](#). (PDF)

The District of Thunder Bay Social Services Administration Board (TBDSSAB) is seeking interested candidates to apply to our new Indigenous Advisory Table.

The primary purpose of the Board's Indigenous Advisory Table (The Table) will be to advise on matters identified by the TBDSSAB Board or the Table in order to address local priorities and better meet the needs of service recipients.

The deadline for Application Letter submission is **4:00 p.m. on December 29, 2025**.

[Click here to read the full Call for Nominations with more information.](#)

Happy Hours



The District of Thunder Bay Social Services Administration Board (TBDSSAB) wishes you a safe and happy holiday season. All the best to you and your loved ones in 2026.

Below are the scheduled closures and schedules changes during December:

- December 24, 2025: All offices **Closed at 12pm**. Kakabeka office closed all day.
- December 25 & 26, 2025 (Christmas & Boxing Day): All offices **Closed**
- December 31, 2025: All offices **Closed at 12pm**. Kakabeka office closed

- January 2, 2026: Regular hours resume.

Regular office hours vary by location. Please visit our website or call to confirm the hours at your local office: www.tbdssab.ca/service-area

Board Reports: December 11, 2025

Report: 2026 Operating and Capital Budgets

Download: [RPT 2025-46-CS 2026 Operating and Capital Budgets](#) (PDF)

Report: Nipigon Direct-Owned Housing Property Options Update

Download: [RPT 2025-47-CS-ISS Nipigon Direct-Owned Housing Property Options](#) (PDF)

Report: Child Care Capital Agreement

Download: [RPT 2025-48-CS Child Care Capital Agreement](#) (PDF)

Memo: Presentations by TBDSSAB to Municipal Councils REVISED

Download: [MEM K Etreli to Board Municipal Presentation Policy REVISED](#) (PDF)

Memo: Board Annual Effectiveness Evaluation

Download: [MEM K Ranta to Board Annual Effectiveness Evaluation 2025Nov30](#) (PDF)

Memo: Board Nomination and Election of 2026 Board Positions

Download: [MEM K Ranta to Board Nomination and Election of 2026 Board Positions 2025Nov20](#) (PDF)

Memo: Proposed 2026 Board Meeting Dates and 2027 Inaugural Meeting Date

Download: [MEM K Ranta to Board Proposed 2026 Board Meeting Dates 2025Nov30](#) (PDF)

Board reports for past meetings are available on our website:
<https://www.tbdssab.ca/board/reports>

Feedback

We appreciate feedback and comments regarding the content of this newsletter.

Contact:

Carole Lem, Communications & Engagement Officer

E: Carole.Lem@tdssab.ca T: 807-766-4219



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**FOR IMMEDIATE RELEASE**

January 5, 2026

NOMA WELCOMES ONTARIO ACTION TO PROTECT WORKERS AND UNLOCK INTERNAL FREE TRADE

THUNDER BAY, ON — The **Northwestern Ontario Municipal Association (NOMA)** welcomes the Government of Ontario’s announcement to strengthen worker protections while advancing labour mobility and internal free trade across Canada, measures that will take effect in 2026.

NOMA has long advocated for reducing regulatory barriers that limit workforce mobility and constrain economic growth in Northwestern Ontario’s rural, remote, and northern communities. The province’s commitment to “as-of-right” labour mobility and expanded mutual recognition of goods and services represents a meaningful step toward a more integrated and competitive Canadian economy.

“Northern and Northwestern Ontario communities depend on a mobile, skilled workforce to support critical sectors such as health care, construction, mining, forestry, transportation, and manufacturing,” said Rick Dumas, President of NOMA. “Removing unnecessary barriers that prevent qualified workers from getting to work quickly helps employers fill urgent vacancies, supports regional economic growth, and strengthens community resilience across our region.”

The province’s approach ensures that worker safety and professional standards remain protected while enabling certified professionals to enter the Ontario workforce more efficiently. These reforms are particularly important for Northwestern Ontario, where labour shortages can delay major infrastructure projects, strain essential services, and limit local economic opportunities.

“Reducing red tape and improving labour mobility also benefits Northwestern Ontario businesses looking to grow beyond provincial borders,” said Fred Mota, Executive Vice-President of NOMA. “Expanded internal free trade opens new markets for goods and services produced in our region, supports local entrepreneurs, and reinforces Northwestern Ontario’s role as a key contributor to Ontario’s and Canada’s economic future.”

NOMA looks forward to continued collaboration with the Province of Ontario and federal partners to ensure these reforms deliver real, on-the-ground benefits for Northwestern Ontario municipalities, workers, and employers. The association will continue to advocate for policies that support workforce attraction, retention, and long-term economic sustainability across the region.

-30-

**Northwestern Ontario Municipal
Association**



Media Contacts:

Jason Veltri, Executive Coordinator - NOMA

807-683-6662 | admin@noma.on.ca

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January 6, 2025

Mayor Sheila Maxwell and Members of Council
Township of Conmee
19 Holland Rd W, Kakabeka Falls, ON P0T 1W0

Dear Mayor and Members of Council,

Federal Review of NWMO's Nuclear Waste Project Launched

Yesterday a federal review of the Nuclear Waste Management Organization's plan to transport, process, bury and eventually abandon all of Canada's high-level nuclear waste in northwestern Ontario was **launched**, with the first comment period closing on February 4th.

Over these next several weeks it is important that municipalities register their interest with the Impact Assessment Agency of Canada and comment on the Initial Project Description now **posted on the IAAC web site**. Of key importance: the NWMO is seeking to exclude the review of transportation of the radioactive wastes to the site.

Brief background: on November 28th 2024, after a multi-year siting process, the Nuclear Waste Management Organization (NWMO) **announced** that it had selected the **Revell site** between Ignace and Dryden as their intended destination for all of Canada's high-level nuclear fuel waste, coming from nuclear power generating stations in southern Ontario, Quebec and New Brunswick.

In August 2025, the **NWMO made it known** that they were seeking to have transportation of the radioactive wastes excluded from the project's impact assessment process. However, for 20 years, the NWMO has been describing transportation as part of their project, and the Impact Assessment Act requires that activities that are integral to - or, in the language of the Act "incidental" to - the project be included in the assessment. The NWMO estimates that **transportation** of the current waste inventory will require 2-3 trucks per day for more than 50 years. There is substantial public concern with nuclear waste transportation because of the ongoing risk from the low levels of radiation that will be emitted from each shipment, and because of the risk of larger releases under accident conditions. The public rightfully expects this major component of the project to be thoroughly evaluated during the public assessment process.

Impact Assessment of NWMO's Project Proposed for the Revell Site

On January 5th the federal review of the NWMO's nuclear waste project was initiated when the Initial Project Description (IPD) **was posted on the Assessment Agency's website** and a 30-day comment period began.

Initial Project Descriptions are the first document filed by a proponent in a federal Impact Assessment Process, and the information included must meet specific requirements.

During this first comment period, feedback on the Initial Project Description should focus on whether enough information was provided. This is an initial project description and not a full impact statement (that comes at a later stage, currently expected to be filed in 2028) but should provide a comprehensive description, identifying all project activities and potential impacts (and how impacts are to be avoided or reduced).

One approach to your municipal review is to ask whether the Initial Project Description includes at least summary information on all the topics you think are important. For example, does it describe transportation and related impacts? Seismic risk? Downstream

example, does it describe transportation and related impacts? Seismic risk? Downstream effects? Health impacts? Releases of radionuclides to the local airshed from the Used Fuel Packaging Plant? Releases of contaminated air and water pumped up from the underground repository to the surface? Contingency plans including retrieval of the waste after it has been placed underground? Short and long-term monitoring? Final closure, decommissioning and long-term safety?

Next Steps

As part of the current phase of the impact assessment process – referred to as the “planning phase” – comments on the Initial Project Description are the first step. Following that, the Impact Assessment Agency will release a “summary of issues” that should reflect what they heard during the comment period, and the NWMO must respond to that summary.

The next major comment period – still part of the planning phase – is on a set of draft guidelines which serve as instructions to the NWMO for their preparation of the Impact Assessment Statement). It is very important to review the draft guidelines to evaluate if your concerns are reflected in the guidelines. It is unlikely that the NWMO will be required to provide information or address topics that are not included in the guidelines. There will also be a short comment period on a public participation plan and a permitting plan. We’ll keep you posted on those dates and deadlines.

With all the challenges municipalities in northern Ontario are dealing with it seems unfair to add the double-dose of nuclear waste transportation and burial to the list. But that’s what the nuclear industry has done, and now it falls to northerners – once again – to push back against these risky projects, and to insist on our right to safe roads, safe water and safe communities.

Here are three steps you can take as a potentially impacted or concerned municipality:

- Email the Impact Assessment Agency and let them know your municipality wishes to be added to the distribution list for the Impact Assessment of the NWMO’s project (Ref. #88774) (email nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca)
- Provide comments on the Initial Project Description by February 4th; we’ll be sharing more analysis in the coming weeks to support you in preparing comments
- Many municipalities have already passed resolutions opposing the transportation and burial of nuclear waste in northwestern Ontario, and we encourage all municipalities to take this step (our updated template is [HERE](#)).

Please let us know how we can assist you. We would be pleased to provide you with additional information and analysis, either through presentations to Council or more informally. More information is available on our website at www.wethenuclearfreenorth.ca and we’ll be in touch again shortly to share our early analysis of the Initial Project Description.

Thank you for taking the time to read through this detailed letter and the [backgrounder](#) on nuclear waste burial and transportation.

Sincerely,

Brennain Lloyd
Northwatch

Bill Tenniscoe
Lac des Milles Lacs First Nation member

Our December 2025 Backgrounder on Nuclear Waste Transportation and Burial is [HERE](#)

In July *We the Nuclear Free North* produced 3 short "explainer" videos to provide background, context and analysis for the NWMO's false start to the federal review.

1970s to now (6 decades in 6 minutes!)

Impact Assessment (10 minutes)

NWMO's "summer" IPD" (5 minutes)

So what did NWMO have to say for itself in their "engagement" sessions this summer?

NWMO wants to keep transportation issues out of the federal impact assessment of their nuclear waste transportation and burial project (5 minutes)



We the Nuclear Free North is an alliance of people and groups opposing a Deep Geological Repository for nuclear waste in Northern Ontario. We oppose the transport, burial and abandonment of this radioactive waste in our northern watersheds.

Our alliance is honoured to have received the name **Tataganobin**: *looking far ahead into the future*. [Learn more](#) about who we are, and the origin and meaning of this name.

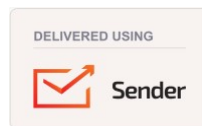
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www.wethenuclearfreenorth.ca

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**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026

To: Mayor and Council

Subject: Rink Flooding Options Update Report

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

RECOMMENDATION:

That Council receive this report and direct staff to obtain cost estimates for permanent improvements and Well 3 testing, and report back with options for competitive quotations or single-source procurement.

BACKGROUND:

The Township received FedNor funding under Project #851-512670 to improve the Conmee Outdoor Tourism Facility. The project included construction of a multi-purpose well (Well 2 located by the rink) to provide potable water and support the facility. The project agreement described the well as a “multi-purpose well that would provide potable water,” confirming that Well 2 was intended to serve the entire municipal facility rather than exclusively rink flooding. Using Well 2 for the municipal community centre aligns with the project scope and does not conflict with the terms of the FedNor agreement. Council previously expressed concern that this use might be inconsistent with the project intent; however, based on the agreement language, this is not the case. Well 2 was designed as a multi-purpose potable source, and its use for the community centre is appropriate. Because Well 2 is sensitive to high-volume draws, it is operationally preferable to use Well 3, the municipal garage well, for rink flooding to protect water quality at the community centre while meeting seasonal and emergency needs. Well 1, the original community centre well, historically had a low pumping rate of approximately 1.25 gallons per minute and was previously considered for hydrant installation, but its capacity makes it unsuitable for rink flooding. Well 3, located at the municipal garage, has a historical record from 1973 showing a pumping rate of 40 gallons per minute for one and a half hours with no fluctuation, at a depth of 145 feet with water sourced from a quartz vein at 136 feet.

DISCUSSION:

On December 31, 2025, SASI installed a temporary system on Well 3 at the municipal garage to enable rink flooding. The system consists of a take-off fitting on the garage water system, a booster pump, and 380 feet of 1.5-inch flat-lay hose. This setup delivers more than 15 gallons per minute to the rink and demonstrates that Well 3 can provide sufficient flow for rink flooding. The system could potentially support firetruck tanker filling in the future, subject to capacity testing and operational approval. Adding this capability would provide an additional

non-potable water source for emergency use without impacting the potable supply at the community centre.

While the temporary arrangement provides immediate functionality, it requires manual setup and creates a safety concern because hoses must be routed along the garage floor and wall, presenting a tripping hazard for volunteers and staff. Permanent improvements should include a hard line inside the garage and a hydrant faucet near the rink with frost-proofing and isolation valving that could serve both rink flooding and tanker filling if Council approves this use. A formal drawdown and recovery test of Well 3 should be conducted in spring or summer 2026 to confirm its capacity and ensure it can reliably support tanker fills before any operational decision is made.

Procurement for these improvements must comply with By-law 1270. If the estimated cost is under \$10,000, quotations are desirable but not mandatory. For costs between \$10,000 and \$29,999, the by-law requires a Request for Quotations with at least three written quotations. For costs exceeding \$30,000, a tender or Request for Proposal is required unless Council authorizes single-source procurement or an exemption by resolution. At this time, staff do not have cost estimates. It is recommended that Council direct staff to obtain pricing and return with options for competitive quotations or single-source procurement once financial details are available.

Image of Yard Hydrant:



**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026

To: Mayor and Council

Subject: Winter Road Maintenance Standards, Timelines, and Governance Framework

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

RECOMMENDATION:

That Council receive this report for information and confirm that winter road maintenance in the Township of Conmee is governed by Bylaw No. 1423, which adopts Ontario Regulation 239/02, *Minimum Maintenance Standards for Municipal Highways*, and that the Township's Winter Maintenance Policy (Policy No. 13, Resolution 2003-73) provides general seasonal guidance but does not establish enforceable winter maintenance timelines or service levels. Further, that any changes to winter maintenance standards or timelines be considered by Council through formal policy or bylaw amendment.

BACKGROUND:

The Township has recently received correspondence related to winter road conditions and snow clearing timelines. These communications have prompted questions regarding service expectations, roadway classifications, and the timing of winter maintenance activities.

The purpose of this report is to clarify the regulatory and governance framework that applies to winter road maintenance in the Township of Conmee, including applicable maintenance standards, response timelines, and Council's role in setting service levels.

In reviewing the Township's policies, staff have confirmed the existence of the Township's Winter Maintenance Policy (Policy No. 13), approved by Council in 2003. This policy outlines the general winter maintenance season and describes common winter maintenance activities but does not establish specific operational timelines or service levels. This clarification is provided in response to recent public inquiries and to ensure transparency regarding the Township's winter road maintenance governance framework.

DISCUSSION:

Under the *Municipal Act, 2001*, municipalities are responsible for the maintenance of highways under their jurisdiction. Council exercises this authority through the adoption of bylaws, approval of budgets, and establishment of municipal policies. Winter road maintenance standards in the Township of Conmee are therefore established through Council-approved governance instruments and implemented by staff within the resources authorized by Council. The Township's winter road maintenance framework consists of both historical policy direction and current regulatory standards. The Township's Winter Maintenance Policy, Policy No. 13 (Resolution 2003-73), establishes the general winter maintenance season as November 1 to

March 31 and identifies typical winter maintenance activities such as snow clearing, sanding, and salting. The policy provides high-level guidance regarding winter operations but does not establish specific operational timelines or enforceable service levels. Operational standards, response thresholds, and timelines are instead prescribed through bylaw and provincial regulation. Winter road maintenance standards, response requirements, and road classifications are formally governed by Bylaw No. 1423, being the Township's Road Maintenance and Minimum Maintenance Standards Bylaw. This bylaw adopts Ontario Regulation 239/02, *Minimum Maintenance Standards for Municipal Highways*, as the standard against which the Township's road maintenance activities are assessed. The bylaw includes appendices that form part of the adopted standard, including the Township road network map, road classifications, and patrol documentation.

The Township of Conmee road network is predominantly comprised of Class 5 and Class 6 roads under Ontario Regulation 239/02. These classifications apply to low-volume rural gravel roads and reflect the Township's settlement pattern and traffic volumes. Road classifications for individual Township roads are documented through Bylaw No. 1423 and its appendices and are used to determine applicable maintenance expectations under the Minimum Maintenance Standards. Minimum Maintenance Standards recognize that Class 5 and Class 6 roads may experience winter conditions that include snow-covered, snow-packed, and ice-covered surfaces for extended periods of time. Bare pavement is not required for these classes of roads. Winter maintenance activities are intended to maintain roads in a condition that is reasonably safe and passable, consistent with MMS thresholds, prevailing weather conditions, and available resources.

The Minimum Maintenance Standards establish conditional response requirements, not fixed or guaranteed completion timelines. Response timelines are based on accumulated snow and ice following qualifying weather events, road classification, traffic volumes, and weather conditions. Response timelines are not triggered during active storm events and may be extended where weather conditions are ongoing or worsening. The Township has not adopted enhanced winter maintenance timelines or service levels beyond those established under provincial Minimum Maintenance Standards. Council is responsible for establishing winter road maintenance standards through bylaws, policies, budget approvals, and formal Council direction. Staff are responsible for implementing those standards operationally and are not authorized to modify winter maintenance service levels or timelines without Council approval. Any review or modification of winter road maintenance standards or fixed response timelines would require explicit Council direction and careful assessment of operational feasibility, budgetary impacts, and potential liability considerations associated with establishing service expectations beyond provincially prescribed Minimum Maintenance Standards.

CONCLUSION

Winter road maintenance in the Township of Conmee is governed by Bylaw No. 1423 and Ontario Regulation 239/02, *Minimum Maintenance Standards for Municipal Highways*. While the Township's Winter Maintenance Policy provides general seasonal context, operational standards, response timelines, and service expectations are established through bylaw and provincial regulation. The Township's road network is primarily comprised of Class 5 and Class 6 roads, and winter maintenance practices reflect the expectations and limitations associated with these classifications. This report is provided to clarify the applicable standards, timelines, and governance framework and to confirm that any changes to winter maintenance service levels or timelines must be directed by Council through formal policy or bylaw amendment.

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 1423

Being a By-law to establish a Level of Service Policy for the Municipal Road System within the jurisdiction of the Corporation of the Township of Conmee.

WHEREAS section 28 of the Municipal Act RSO 2001 gives the Corporation of the Township of Conmee, jurisdiction over their road network;

Whereas Section 44 of the Municipal Act RSO 2001 gives the Corporation of the Township of Conmee the responsibility to keep highways and bridges in a state of repair that is reasonable in the circumstances, including the character and location of the highway or bridge;

AND WHEREAS it is found expedient and necessary to have such a policy;

AND WHEREAS the Corporation desires to implement policy to identify certain level of services for roadway services on roads within the jurisdiction of the Township of Conmee, subject to other authority, as described and attached hereto.

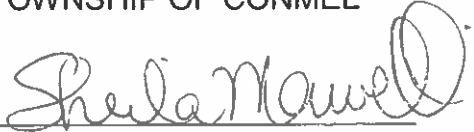
NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

1. That the level of services herein and amended from time to time, be adopted and come into force and effect on the 19th day of December 2023.
2. That all operational services of the municipal road department be directed to provide services, where applicable, that meet Ontario Regulation 239/02 Minimum Maintenance Level of services for Municipal Highways as amended from time to time and the Level of Service included herein for all activities that are not part of the MMS.
3. That neither this Corporation nor its officials make any promise or assurance that roadway services will be in excess of the level of service herein provided.
4. When situations arise or applications be made which fall outside the scope of these level of services, the senior road manager shall respond as he/she deems appropriate, with respect to budgetary constraint and reasonable practice.
5. This By-law shall be known as the "Roads By-law".
6. This By-law shall come into force and effect on the day it is passed by Council.


Mayor 
Clerk 

Passed this 19th day of December, 2023.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE



Sheila Maxwell, Mayor



Shara Lavallee, Clerk



Mayor
Clerk

Schedule "A" to By-law 1423

Level of Service Guidelines – Roads

1. Definitions

Encroachment means anything that is placed, installed, constructed or planted within the highway that was not placed, installed, constructed or planted by the Township or without the consent of the Township.

MMS means Ontario Regulation 239/02 Minimum Maintenance Standards for Municipal Highways

Seasonal means an opened road used on a "courtesy" basis by the public with the understanding that the road receives limited maintenance at the discretion of the Public Works Manager to avoid damage to municipal property or to address a potential threat to public health and safety.

Township means the Municipal Corporation of the Township of Conmee

Year-round means a road which has been opened and assumed full responsibility by the Township, and maintained year round by the Township

2. Level of Service for road maintenance activities included in the MMS

The Township Road network is comprised of an unpaved road network consisting of Class 5 and Class 6 roads, in accordance with the Classification of Highways Table included in Section 1 of the MMS. Each road section and corresponding classification is included in Appendix A.

2.1 Class 5 Roads

For the road maintenance activities completed by the Township that are included in the MMS, the standard for Class 5 roads is to meet the standard as set out in the MMS as amended from time to time. This would include the road maintenance activities of:

- Patrolling – Section 3
- Weather monitoring – Section 3.1
- Snow accumulation – Section 4
- Ice formation on roadways and icy roadways – Section 5
- Potholes – Section 6
- Debris – Section 9
- Signs plus regulatory and warning signs – Sections 11 & 12
- Bridge deck spalls – Section 15
- Roadway surface discontinuities – Section 16

2.2 Class 6 Roads

For Class 6 roads, the Township will provide the same standard as provided for Class 5 roads for the road maintenance activities listed in 2.1 above.

2.3 Year Round and Seasonally Maintained Township Roads

The primary function of Township roads will be to provide access to abutting properties. Standards for new road construction will include a minimum of 20 m (66 ft.) right-of-way with an appropriate design and layout, drainage and construction. Roads on lands under plan of subdivision may be assumed by the Township provided the standards for road construction have been satisfactorily met.

Council may post seasonally maintained roads with signs to indicate that maintenance is limited. Where such roads are classified and posted with a sign, Council will not be obliged to provide winter control services.

There is no obligation by Council to convert a seasonally maintained road to a year-round maintained road. Council may undertake or request a cost-benefit analysis to determine the impact of such a conversion. Where Council is satisfied that potential development is justifiable, the status of the road may be changed to year-round. As a condition of the change of status, Council may require one or more property owners to share the cost of improving the road to an acceptable standard. The status of the road may be changed without an amendment to this By-Law. In making a decision on the change of status Council may also consult with school boards to determine whether any additional costs to school busing are reasonable.

2.4 Significant Weather Event – Roadways

A Significant weather event means an approaching or occurring weather hazard (as determined by Environment Canada as meeting the criteria for the issuance of an alert under its Public Weather Alerting Program) with the potential to pose a significant danger to users of the highways within the Township. The Township will comply with Sections 4.1 and 5.1 of the MMS. The significant weather event will be declared by the Mayor. The end of the significant weather event will be declared by the Mayor when the severe weather event subsides, and Township staff is able to complete all work within the timeframes as set out in the tables included in sections 4 and 5 of the MMS.

Notice of the declaration of a significant weather event will be:

- Posted on the Township's website and social media pages
- Sent to the following media outlets: TB News
- Sent to the police (OPP), fire (Conmee VFD), and emergency services (SNEMS).

Mayor
Clerk

3. Level of Service for road maintenance activities not included in the MMS

The Township undertakes several road maintenance activities that are not included in the MMS. For the road maintenance activities listed below, the Township will provide a level of service as follows.

3.1 Clearances

The objective is to remove/relocate/protect, as the Township deems appropriate, obstacles that encroach on the road allowance that may cause damage to motor vehicles or impair the safety of road users. Obstacles include but are not limited to rock outcrops, earth embankments >3m, guy cables, utility posts, bridge abutments, trees, brush and so forth.

The level of service is to remove obstacles within the clear zone within 2 days of becoming aware of the encroachment into the clear zone. A vertical clear zone of 4.5m measured from the crown of the road shall be maintained for any overhanging obstacles such as tree limbs. A horizontal clear zone of 5m, measured from the centerline of the road, shall be maintained for all rock outcrops, earth embankments, guy cables, utility posts and trees.

For brush located within the clear zone the level of service is to remove the brush within the horizontal clear zone within 12 months of becoming aware that the brush has exceeded the maximum height of 5 m.

Long grass within the road allowance exceeding the height of 0.5m the level of service is to mow the grass within 16 weeks after becoming aware that the grass has exceeded the maximum height.

3.2 Intersections

The object is to keep sight triangles at intersections clear of sight obstructions. Sight obstructions include, but not limited to, grass and or brush greater than 0.5m in height, community mailboxes, signs of all types and sizes except regulatory and warning signs placed by the Township, tree limbs that are within the vertical clear zone as identified in section 3.1. The level of service is to remove sight obstructions within the sight triangle within 7 days after becoming aware of the sight obstruction.

Objects on private property that obstruct the sight triangle at an intersection, the Township will negotiate with the property owner to remove or alter the object (including trees, vegetation, buildings). If an agreement with the owner cannot be reached the Township will apply, as per section 62.1 of the Municipal Act, to a judge of the Superior Court of Justice for an order requiring the owner of land lying along a highway to remove or alter any vegetation, building or object on the land that may obstruct the vision of pedestrians or drivers of vehicles on the highway, cause

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the drifting or accumulation of snow or harm the highway if the municipality is unable to enter into an agreement with the owner of the land to alter or remove the vegetation, building or object from the land.

3.3 Flooding

A flood condition exists where water, either flowing or standing, covers more than half a lane width. The objective is to warn drivers of the hazard ahead. Where water exceeds the depth of 15 cm, the level of service is to post a warning of the flooding condition or at the managers discretion close the road to traffic within 12 hours of becoming aware that the flooding condition exists.

3.4 Dust Control

The objective is to minimize the dust created by the passage of vehicles on unpaved road surfaces. The level of service will be to apply dust suppressant prior to August 15th of each year. Application rates will vary depending upon the product used and the selected roads.

3.5 Culvert Maintenance

The major objective for culvert maintenance is to ensure the flow of surface water running in natural streams or collected on the high side of the right-of-way, or running down the ditch line, under roads or driveway entrances. The maintenance may include:

- Removing obstructions restricting the flow of water through culverts
 - Beaver control
 - Vegetation removal
 - Ice/snow blockages
- Repairing damaged embankments at culvert inlets or outlets
- Clearing ditches from vegetation growth and obstructions
- Clearly marking culverts, when necessary, to identify their location

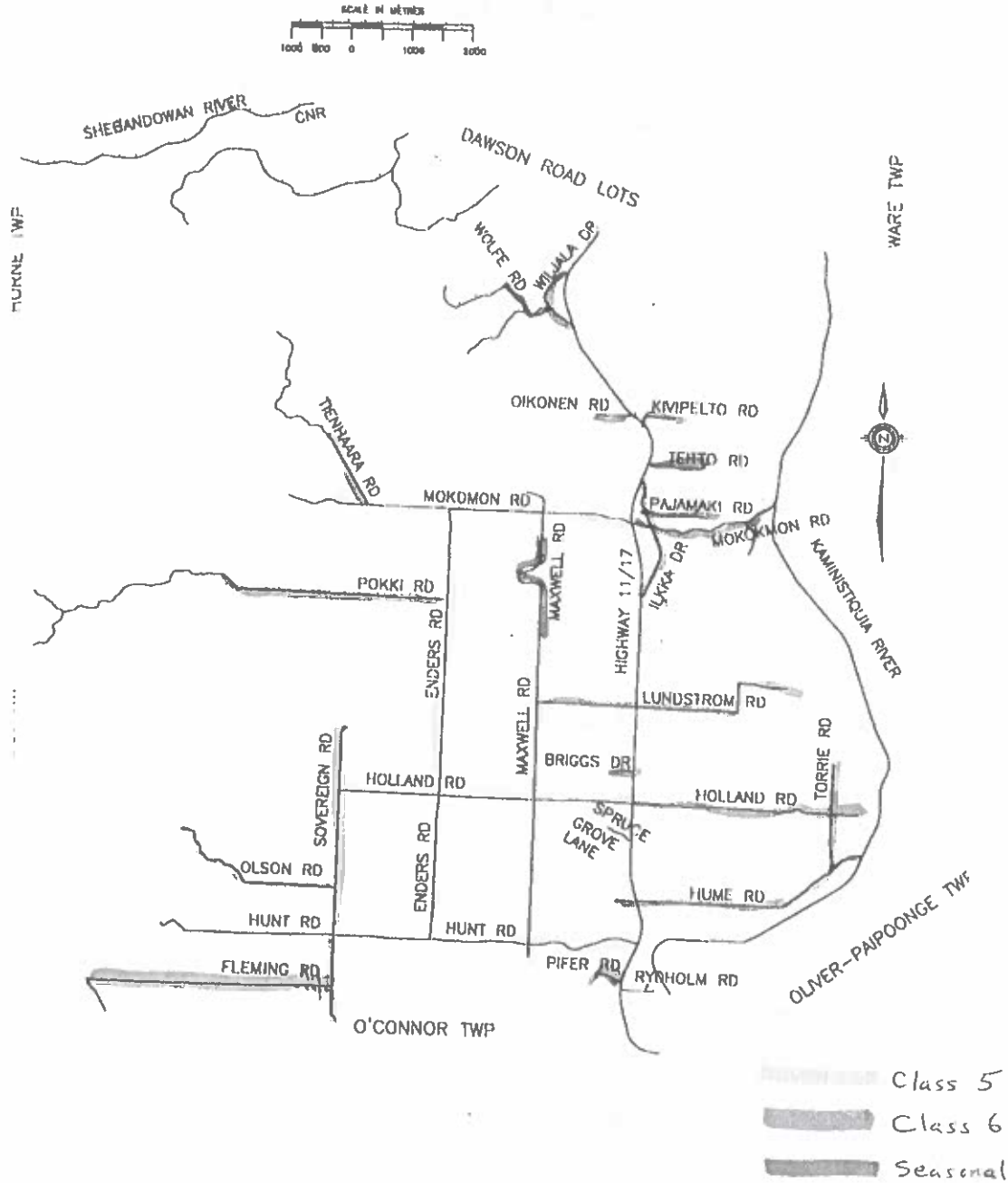
When a culvert no longer functions as designed and cannot be rehabilitated, it will be scheduled for replacement within 12 months.

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Clerk



Appendix A – Township of Conmee Road Network

CONMEE TWP



Mayor SM
Clerk SA

Name of Road	Location	Length	MMS Classification
Briggs Drive	westerly from Hwy.#11-17 to access the gravel pit at South ½ Lot 1, Concession 3	0.1 km	6
Enders Road	northerly from Hunt Rd. along the line between Lots 4 & 5 to the Mokomon Rd	7.2 km	5
Fleming Road	westerly from Sovereign Rd along the line between Conmee Township and Conmee Township to Lot 12 and then North westerly into Lot 12	2.5 km	6 (Boundary Road with O'Connor Township)
Holland Road East	easterly from Hwy.#11-17 along the Line between Concession 2 and Concession 3 to Lot E	3.55 km	6
Holland Road West	westerly from Hwy.#11-17 along the Line between Concession 2 and Concession 3 to Lot 7	4.8 km	5
Hume Road	westerly from Hwy. #11-17 along the Line between Concession 1 and Concession 2 to Lot 1 and easterly from Hwy.#11-17 along the Line between Concession 1 and Concession 2 to Lot D then in a North easterly direction to the CNR tracks	4.4 km	6
Hunt Road	westerly from Hwy.#11-17 along the line between the North ½ and the South ½ Lots 1 through Lot 10 in Concession 1	7.5 km	5
Ilkka Drive	a crescent off the east side of Hwy.#11-17 that runs from the South part of Lot A, Concession 5 to the South part of Lot 1, Concession 6	2.2 km	6
Kivipelto Road	easterly from Hwy. #11-17 along the Line between Concession 6 and Concession 7 into Lot A	0.6 km	6
Lundstrom Road	westerly from Hwy.#11-17 along the Line between Concession 3 and Concession 4 to Lot 3 and easterly from Hwy.#11-17 along the Line between Concession 3 and Concession 4 to Lot C	3.2 km	6

Mayor
Clerk



Maxwell Road	southerly from Hunt Rd along the line between Lots 2 & 3 into Concession 1 and northerly from Hunt Rd. along the line between Lots 2 and 3 into Concession 6	8.4 km	5 (part seasonal)
Mokomon Road East	easterly from Hwy.#11-17 along the Brule Creek to the CNR tracks	2.6 km	6
Mokomon Road West	westerly from Hwy.#11-17 along the Line between Concession 5 and Concession 6 to Lot 7	5.7 km	5
Oikonen Road	westerly from Hwy.#11-17 along the Line between Concession 6 and Concession 7 into Lot 2	0.6 km	6
Olson Road	westerly from Sovereign Rd along the line between Concession 1 and Concession 2 to Lot 10	2.6 km	6
Pajamaki Road	easterly from Ilkka Drive along the line between Concession 5 and Concession 6	1.0 km	6
Pifer Road	westerly from Hwy.#11-17 to Conmee Cemetery South part Lot 1, Concession 1	0.3 km	6
Pokki Road	westerly from Enders Rd. along the line between Concession 4 and Concession 5 to Lot 9	3.2 km	6
Rydholm Road	easterly from Hwy. #11-17 to the Ontario Hydro Dam, South part Lot A, Concession 1		Private
Sovereign Road	southerly from Hunt Rd along the line between Lots 6 & 7 into Concession 3 (O'Connor 3 rd)	4.8 km	6
Spruce Grove Road	westerly from Hwy.#11-17 to provide access to the Spruce Grove Trailer Park at Lot 1, Concession 2		Private
Tienhaara Road	North westerly from the Mokomon Rd at Lot 6 Concession 6 along the Hydro Line	2.44 km	6
Tietto Rd	easterly from Hwy.#11-17 along the line between the North ½ and the South ½ of Lot A and into Lot B	0.75 km	6
Torrie Road	northerly from the Hume Rd along the line between Lots D & E into Concession 4	1.7 km	6

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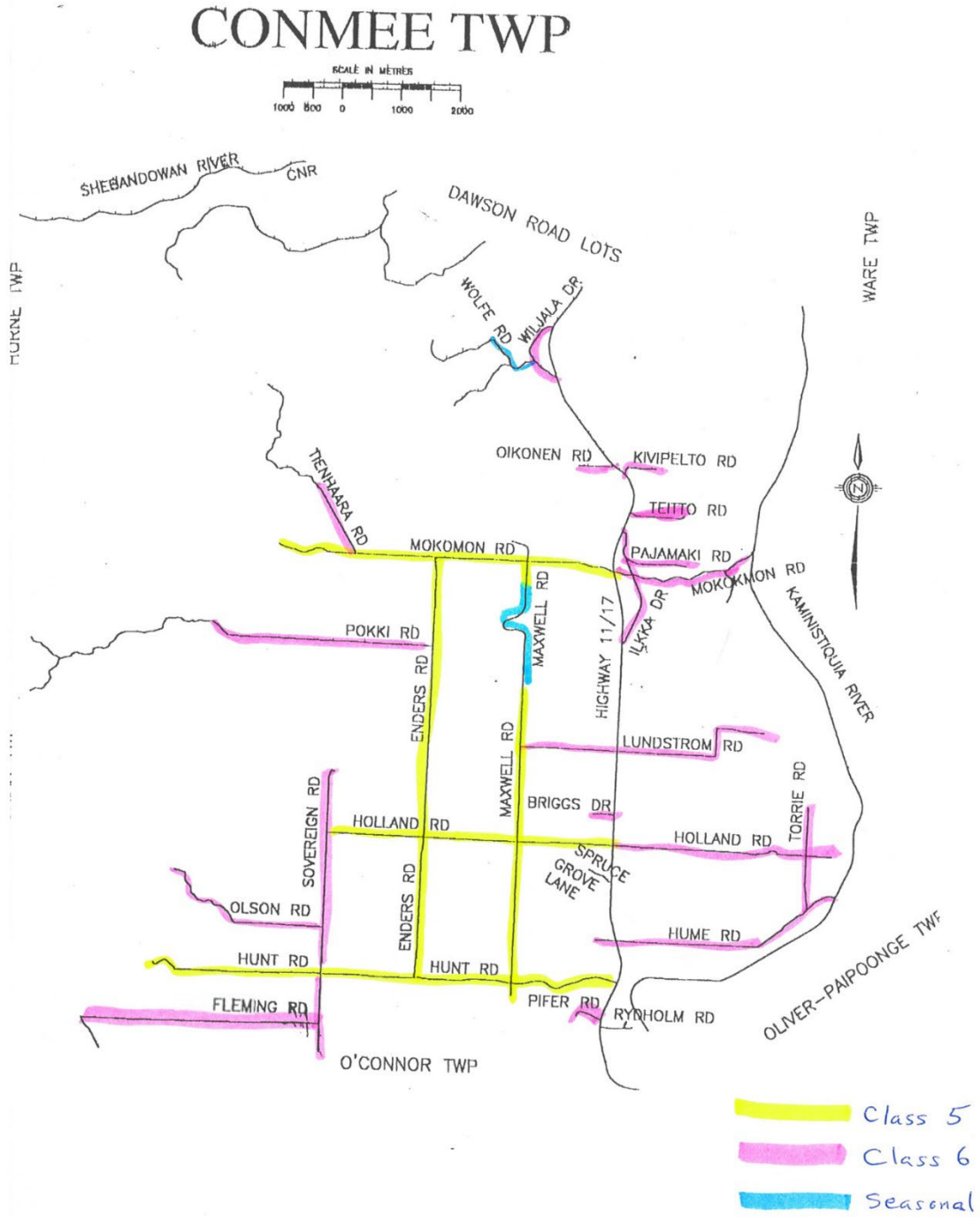


Wiljala Drive	a crescent off the west side of Hwy.#11-17 starting at North part of Lot 2 Concession 7 and rejoining the Hwy. At South part of Lot 2 Concession 8	1.2 km	6
Wolfe Road	north westerly from 8th Crescent at Lot 3, Conc 8	1.0 km	6 (seasonal)

Mayor
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Appendix A – Township of Conmee Road Network



Policy No.: Under Res. # 2003-73
13
Date Approved: March 25, 2003

Procedure:

Winter Maintenance Season

Winter Maintenance Season

The Roads Department shall perform winter maintenance on the Townships roads between the months of November 1st and March 31st inclusive.

Winter maintenance shall include, but not be limited to, snow clearing, salting and sanding, scarifying and other works designed to ensure the safe passage of vehicular traffic.

Minimum Maintenance Standards

Background

The new Municipal Act has several important features regarding regulations for highways.

The underlying legal concepts of the new Municipal Act are:

- Negligence
- Duty of Care
- Standard of Care
- Joint and Several Liability

- Negligence means a breach of a legal duty to take care, which results in foreseeable harm to another; or a failure to do that which a reasonably prudent person would do in a like situation; or doing what a reasonably prudent person would not be doing in a like situation.

- Duty of Care means the legal duty that arises when your act or failure to act creates a foreseeable risk of harm to another. Under the Municipal Act the duty of care is legislated by s. 44 of the Municipal Act which states "shall keep it in a state of repair".

- Standard of Care means the behaviour to be expected of a reasonably prudent person in a like situation. Under the Municipal Act the standard of care is legislated by s. 44 which states "a state of repair that is reasonable in the circumstances".

- Joint and Several Liability means that a defendant who is held just 1% liable for a plaintiff's injuries or damages may also have to pay the share of any other defendant who can not afford to pay.

The courts have a standard test for negligence. All four are required to be present for a finding of negligence:

- Did the defendant owe the plaintiff a duty of care?
- Did the defendant breach the duty of care by acting in a way that fell below the standard of care expected of him?
- Did the breach by the defendant cause harm or damage to the plaintiff?
- Was the defendant's breach of duty the proximate cause of the plaintiff's damages?

Ontario Regulation 239/02, called the Minimum Maintenance Standards for Municipal Highways, came into effect on November 1, 2002. It implements the sections of the Municipal Act which regulate Municipal highways. This section of the Act was changed to address liability concerns from Ontario municipalities. Escalating insurance premiums and claims are forcing risk managers (insurance companies) to seek more predictability in liability exposure. The Municipal Act states:

- Maintenance s.44(1)

"The municipality that has jurisdiction over a highway or bridge shall keep it in a state of repair that is reasonable in the circumstances, including the character and location of the highway or bridge."

- Liability (2)

"A municipality that defaults in complying with subsection (1) is, subject to the Negligence Act, liable for all damages any person sustains because of the default."

- Defense (3)

Despite subsection (2), a municipality is not liable for failing to keep a highway or bridge in a reasonable state of repair if,

- "a) it did not know and could not reasonably have been expected to know about the state of the repair of the highway or bridge;
- b) it took reasonable steps to prevent the default from arising; or
- c) at the time the cause of the action arose, minimum standards established under subsection (4) applied to the highway or bridge and to the alleged default and those standards have been met. (Subsection 4 gives the Minister of Transportation the authority to set those standards)"

- Limitations on Actions (7)

"No action shall be brought against a municipality for damages for lack of repair, even if the municipality was at fault, after the expiration of three months from the time the damages were sustained."

MINIMUM MAINTENANCE STANDARDS

<u>ROAD NAME</u>	<u>CLASS</u>
Rydholm Road	Private Road – No Class
Pifer Road	6
Fleming Road	6
Hunt Road	5
Hume Road	6
Spruce Grove Lane	Private Road – No Class
Olson Road	6
Sovereign Road	6
Holland Road West	5
Holland Road East	6
Briggs Drive	6
Torrie Road	6
Lundstrom Road	6
Maxwell Road	5 (Part Seasonal Road)
Enders Road	5
Pokki Road	6
Ilkka Drive	6
Mokomon Road West	5
Mokomon Road East	6
Pajamaki Road	6
Teitto Road	6

Tienhaara Road	6
Oikonen Road	6
Kivipelto Road	6
Wolfe Road	6 (Seasonal Road)
Wiljala Drive	6

Class 5 Standards:**Routine Patrol**

Maximum Cycle	Desirable Cycle			
Once Every 30 Days	Once Every 30 Days			

Routine patrol shall be carried out by driving or electronically monitoring the highway to check for conditions.

Routine patrol is not required between sunset and sunrise.

Winter Patrol

Maximum Cycle	Desirable Cycle			
Once Every 30 Days	Once Every 7 Days			

In winter, patrolling of a representative sample of the road system be sufficient to identify anticipated problem areas.

Potholes

Surface Area	Maximum Depth	Maximum Response	Desirable Depth	Desirable Response
1500cm ²	12 cm	30 Days	8cm	14 Days

The minimum Standard is to repair a pothole that exceeds both the surface area and maximum depth within the time frame, after becoming aware of the fact. A pothole is deemed to be repaired if its surface area and depth is less than or equal to that set out in the table

Flooding

Maximum Depth	Maximum Frequency	Desirable Depth	Desirable Frequency	
15cm	6 Months	10cm	5 years	

A flood condition exists where water, either flowing or standing, covers more than half a lane width. The minimum standard where flooding exceeds the maximum depth is to post a warning that the flooding condition exists. This warning should be posted on Class 5 and 6 roads within 12 hours of becoming aware that the condition exists.

The flooding standard is deemed to be met if a warning is posted when the depth of flooding exceeds the maximum shown in the table.

If the occurrence of flooding exceeds the maximum frequency an investigation should occur to determine the improvements required to achieve the desired frequency.

Debris

Accumulation	Maximum Lag Time	Desired Lag Time		
3	1 Year	6 Months		

The minimum standard for debris on a roadway is to deploy resources to remove the debris, as soon as practicable after becoming aware of the existence of the debris. Debris means any material or object on a roadway this is not an integral part of the roadway or has not been intentionally placed on the roadway by the municipality, and is likely (within reason) to cause damage to a motor vehicle or injure a person in a motor vehicle.

Ratings for street litter are based on observations from the centre of the street to the edge of the right-of-way.

1. Street completely clean.

2. Street largely clean, a few pieces of litter observed but only in the form of isolated discarded items, i.e. less than or equal to the volume of a large grocery bag on a kilometre of rural road section.
3. Litter lightly scattered along all or most of the street, or one heavy pile, but not considered large enough to indicated dumping (no greater than a standard garbage can on a kilometre of rural road section).
4. Heavy litter, accumulation in piles or heavy litter distributed down nearly all the street, volumes greater than a standard garbage can on a kilometre of rural road section.

Snow

Depth	Response Time	Lag Time	Desired Condition	Acceptable Condition
10cm	24 Hours	24 Hours	Snow Packed	Snow Packed

The service standards cover those activities required to remove snow and ice from the surface of the road in winter. A winter event response is an occasion where staff has been called to respond to a winter condition. The activities covered by this standard include continuous plowing, spot plowing, continuous sanding/salting, spot sanding/salting, ice blading, winging back.

The minimum standard for snow removal is to deploy resources as soon as practicable to clear snow accumulation after becoming aware that the snow accumulation is greater than the depth set out in the table.

Once the snow accumulation has ended, the minimum standard is to clear the snow to a depth less than or equal to the depth set out in the table, and on class 4, 5 and 6 roads to a width of at least 5 metres.

This standard only applies during the season when the municipality performs winter highway maintenance.

Ice

Response Time	Desirable Lag Time	Ambient Speed		
16 hours	24 Hours	50%		

The minimum standard for treating icy roadways is to deploy resources as soon as practicable after becoming aware that the road was icy; and to treat the icy roadway within the time frame after becoming aware of the fact.

Clearances

Vertical Overhanging Minimum	Vertical Grass/Brush Encroach	Horizontal Minimum	Horizontal Desirable	
4.5m	0.5m	5m	5.5m	

Clearances are measured vertically from the crown of the road and horizontally from the centreline of the road.

Vertical and horizontal clearances recognize setback of obstacles that may cause damage when struck or may impair the visibility for motorist travelling on a road. Obstacles which may impair visibility include rock outcrops, earth embankments, guy cables, utility posts, bridge abutments, trees and so forth.

Safety devices and all signing placed by the municipality are not to be considered as encroachments.

Regulatory and Warning Signs

Maximum Response Time	Desired Response Time	Minimum Condition	Desired Condition	
30 Days	1 Day	2	2	

Regulatory Sign and Warning Sign has the same meaning as in the Manual of Uniform Traffic Control Devices published by the Ministry of Transportation.

If a regulatory or warning sign is illegible, improperly oriented, missing or is rated below the minimum condition, the minimum standard is to repair or replace the sign within the maximum response time, after becoming aware of the fact.

Visual ratings of the readability and appearance of signs are made from an automobile.

1. Conveniently visible
 - a) sign head and support in good condition
 - b) sign not defaced in any manner
 - c) sign continuously visible for 160m at 80km/hr, or 85m at 50km/hr.

2. Visible but somewhat inconvenient to see
 - a) sign head or support slightly tilted, twisted or bent but still readable
 - b) sign partially or intermittently obscured within the approach distance
 - c) sign defaced but readable

3. Missing, ambiguous, difficult to see, or not visible
 - a) sign post broken off or sign missing or a major part of the sign defaced and difficult to read
 - b) sign tilted, twisted or bend more than 30 degrees
 - c) sign totally obscured by a tree, bush, brush, pole, or another sign or object, so that it cannot be seen within the approach distance mentioned above.

Other Signs

Minimum Response Time	Desired Response Time	Minimum Condition	Desired Condition	
As Soon As Practicable	30 Days	2	2	

If a sign (Yield, Yield Ahead, Yield Ahead New, Stop Ahead, Stop Ahead New, Do Not Enter, One Way) is illegible, improperly oriented, missing or is rated below the minimum condition, the minimum standard is to deploy resources as

soon as practicable, after becoming aware of the fact, to repair or replace the sign.

Visual ratings of the readability and appearance of signs are made from an automobile.

4. Conveniently visible
 - d) sign head and support in good condition
 - e) sign not defaced in any manner
 - f) sign continuously visible for 100m at 80km/hr, or 30m at 50km/hr.

5. Visible but somewhat inconvenient to see
 - d) sign head or support slightly tilted, twisted or bent but still readable
 - e) sign partially or intermittently obscured within the approach distance of 30m
 - f) sign defaced but readable

6. Missing, ambiguous, difficult to see, or not visible
 - d) sign post broken off or sign missing or a major part of the sign defaced and difficult to read
 - e) sign tilted, twisted or bent more than 30 degrees
 - f) sign totally obscured by a tree, bush, brush, pole, or another sign or object, so that it cannot be seen within the approach distance mentioned above.

Other Safety Devices

Maximum Repair Lag Time	Desirable Repair Lag Time	Maximum Restoration Lag Time		
Annual	60 Days	7 Years		

This section applies to other safety devices such as vehicle attenuation devices such as guide rail or inertia barrier or other such safety devices.

Where other safety devices are found to be deficient either by deteriorating beyond their effective usefulness or not in compliance with current standards, the minimum standard is to replace the safety device within the maximum restoration lag time.

Bridges

Surface Area	Depth	Response Time		
1000cm ²	8cm	7 Days		

The minimum standard is to repair a bridge deck spall that exceeds both the surface area and depth, within the time frame, after becoming aware of the fact as set out in the table.

A bridge deck spall shall be deemed to repaired if its surface area or depth is less than or equal to that set out in the table.

Dust

Maximum Lag Time	Desired Lag Time			
6 Months	1 Month			

Where dust caused by traffic on a loosetop road surface impacts on reasonable vehicle safety, relative to the ambient condition of the road, that condition should not occur for more than the maximum lag time per year.

This standard is not applicable where the condition occurs over a distance of less than 100m.

Class 6 Standards:**Routine Patrol**

Maximum Cycle	Desirable Cycle			
Once Every 30 Days	Once Every 30 Days			

Routine patrol shall be carried out by driving or electronically monitoring the highway to check for conditions.

Routine patrol is not required between sunset and sunrise.

Winter Patrol

Maximum Cycle	Desirable Cycle			
Once Every 30 Days	Once Every 7 Days			

In winter, patrolling of a representative sample of the road system be sufficient to identify anticipated problem areas.

Potholes

Surface Area	Maximum Depth	Maximum Response	Desirable Depth	Desirable Response
1500cm ²	12 cm	30 Days	8cm	14 Days

The minimum Standard is to repair a pothole that exceeds both the surface area and maximum depth within the time frame, after becoming aware of the fact. A pothole is deemed to be repaired if its surface area and depth is less than or equal to that set out in the table

Flooding

Maximum Depth	Maximum Frequency	Desirable Depth	Desirable Frequency	
15cm	6 Months	10cm	5 years	

A flood condition exists where water, either flowing or standing, covers more than half a lane width. The minimum standard where flooding exceeds the maximum depth is to post a warning that the flooding condition exists. This warning should be posted on Class 5 and 6 roads within 12 hours of becoming aware that the condition exists.

The flooding standard is deemed to be met if a warning is posted when the depth of flooding exceeds the maximum shown in the table.

If the occurrence of flooding exceeds the maximum frequency an investigation should occur to determine the improvements required to achieve the desired frequency.

Debris

Accumulation	Maximum Lag Time	Desired Lag Time		
3	1 Year	6 Months		

The minimum standard for debris on a roadway is to deploy resources to remove the debris, as soon as practicable after becoming aware of the existence of the debris. Debris means any material or object on a roadway this is not an integral part of the roadway or has not been intentionally placed on the roadway by the municipality, and is likely (within reason) to cause damage to a motor vehicle or injure a person in a motor vehicle.

Ratings for street litter are based on observations from the centre of the street to the edge of the right-of-way.

5. Street completely clean.

6. Street largely clean, a few pieces of litter observed but only in the form of isolated discarded items, i.e. less than or equal to the volume of a large grocery bag on a kilometre of rural road section.
7. Litter lightly scattered along all or most of the street, or one heavy pile, but not considered large enough to indicated dumping (no greater than a standard garbage can on a kilometre of rural road section).
8. Heavy litter, accumulation in piles or heavy litter distributed down nearly all the street, volumes greater than a standard garbage can on a kilometre of rural road section.

Snow

Depth	Response Time	Lag Time	Desired Condition	Acceptable Condition
10cm	24 Hours	24 Hours	Snow Packed	Snow Packed

The service standards cover those activities required to remove snow and ice from the surface of the road in winter. A winter event response is an occasion where staff has been called to respond to a winter condition. The activities covered by this standard include continuous plowing, spot plowing, continuous sanding/salting, spot sanding/salting, ice blading, winging back.

The minimum standard for snow removal is to deploy resources as soon as practicable to clear snow accumulation after becoming aware that the snow accumulation is greater than the depth set out in the table.

Once the snow accumulation has ended, the minimum standard is to clear the snow to a depth less than or equal to the depth set out in the table, and on class 4, 5 and 6 roads to a width of at least 5 metres.

This standard only applies during the season when the municipality performs winter highway maintenance.

Ice

Response Time	Desirable Lag Time	Ambient Speed		
16 hours	24 Hours	50%		

The minimum standard for treating icy roadways is to deploy resources as soon as practicable after becoming aware that the road was icy; and to treat the icy roadway within the time frame after becoming aware of the fact.

Clearances

Vertical Overhanging Minimum	Vertical Grass/Brush Encroach	Horizontal Minimum	Horizontal Desirable	
4.5m	0.5m	5m	5.5m	

Clearances are measured vertically from the crown of the road and horizontally from the centreline of the road.

Vertical and horizontal clearances recognize setback of obstacles that may cause damage when struck or may impair the visibility for motorist travelling on a road. Obstacles which may impair visibility include rock outcrops, earth embankments, guy cables, utility posts, bridge abutments, trees and so forth.

Safety devices and all signing placed by the municipality are not to be considered as encroachments.

Regulatory and Warning Signs

Maximum Response Time	Desired Response Time	Minimum Condition	Desired Condition	
30 Days	1 Day	2	2	

Regulatory Sign and Warning Sign has the same meaning as in the Manual of Uniform Traffic Control Devices published by the Ministry of Transportation.

If a regulatory or warning sign is illegible, improperly oriented, missing or is rated below the minimum condition, the minimum standard is to repair or replace the sign within the maximum response time, after becoming aware of the fact.

Visual ratings of the readability and appearance of signs are made from an automobile.

7. Conveniently visible
 - g) sign head and support in good condition
 - h) sign not defaced in any manner
 - i) sign continuously visible for 160m at 80km/hr, or 85m at 50km/hr.

8. Visible but somewhat inconvenient to see
 - g) sign head or support slightly tilted, twisted or bent but still readable
 - h) sign partially or intermittently obscured within the approach distance
 - i) sign defaced but readable

9. Missing, ambiguous, difficult to see, or not visible
 - g) sign post broken off or sign missing or a major part of the sign defaced and difficult to read
 - h) sign tilted, twisted or bent more than 30 degrees
 - i) sign totally obscured by a tree, bush, brush, pole, or another sign or object, so that it cannot be seen within the approach distance mentioned above.

Other Signs

Minimum Response Time	Desired Response Time	Minimum Condition	Desired Condition	
As Soon As Practicable	30 Days	2	2	

If a sign (Yield, Yield Ahead, Yield Ahead New, Stop Ahead, Stop Ahead New, Do Not Enter, One Way) is illegible, improperly oriented, missing or is rated below the minimum condition, the minimum standard is to deploy resources as

soon as practicable, after becoming aware of the fact, to repair or replace the sign.

Visual ratings of the readability and appearance of signs are made from an automobile.

10. Conveniently visible
 - j) sign head and support in good condition
 - k) sign not defaced in any manner
 - l) sign continuously visible for 100m at 80km/hr, or 30m at 50km/hr.

11. Visible but somewhat inconvenient to see
 - j) sign head or support slightly tilted, twisted or bent but still readable
 - k) sign partially or intermittently obscured within the approach distance of 30m
 - l) sign defaced but readable

12. Missing, ambiguous, difficult to see, or not visible
 - j) sign post broken off or sign missing or a major part of the sign defaced and difficult to read
 - k) sign tilted, twisted or bend more than 30 degrees
 - l) sign totally obscured by a tree, bush, brush, pole, or another sign or object, so that it cannot be seen within the approach distance mentioned above.

Other Safety Devices

Maximum Repair Lag Time	Desirable Repair Lag Time	Maximum Restoration Lag Time		
Annual	60 Days	7 Years		

This section applies to other safety devices such as vehicle attenuation devices such as guide rail or inertia barrier or other such safety devices.

Where other safety devices are found to be deficient either by deteriorating beyond their effective usefulness or not in compliance with current standards, the minimum standard is to replace the safety device within the maximum restoration lag time.

Bridges

Surface Area	Depth	Response Time		
1000cm ²	8cm	7 Days		

The minimum standard is to repair a bridge deck spall that exceeds both the surface area and depth, within the time frame, after becoming aware of the fact as set out in the table.

A bridge deck spall shall be deemed to repaired if its surface area or depth is less than or equal to that set out in the table.

Dust

Maximum Lag Time	Desired Lag Time			
6 Months	1 Month			

Where dust caused by traffic on a loosetop road surface impacts on reasonable vehicle safety, relative to the ambient condition of the road, that condition should not occur for more than the maximum lag time per year.

This standard is not applicable where the condition occurs over a distance of less than 100m.

Definitions

AADT – Average Annual Daily Traffic is a technical measurement of traffic volume on a road, in both directions. Conversion factors, which vary depending on time of year and week, extrapolate daily traffic counts into AADT.

Ambient Conditions – are conditions that are commonly found in a stabilized environment. Normally in ambient conditions there are no negative effects actively reducing the existing conditions, ie storm, excess traffic or construction.

Class – in the context of these standards refers to the criteria for classifying roadways.

Clearance is the zone measured horizontally and vertically from the centre line of the road in which no obstructions should be permitted, except those that improve the safety of the roadway user.

Day – is a calendar day, measured to the end of the following day.

Desirable – describes that level of service standard the roadway authority has established as an objective for the road department operations.

Encroachment - is an obstacle inside the clearance zone which may or may not be permitted by these standards.

Horizontal Clearance – is an obstruction free zone measured from the centre line of the road.

Inspection – is the activity performed by a person authorized and directed by the roadway authority to investigate and report on the relevant conditions of the roadway. Qualifications for inspector shall be determined by the roadway authority, and are relevant to the nature of the inspection performed. General inspection has regard for road surface and roadside standards. Winter inspection has regard for winter road surface conditions.

Lag Time – means the period of time when any aspect of a roadway may be in a substandard condition. It is typically measured from when the condition occurs. In the case of continuing effects (eg storm) causing the condition, the lag time is measured from the end of that effect happening. Typically it is the time in which the department may deliver operational response to improve the condition if necessary. Unless otherwise specifically qualified in the standard, the condition or effect is deemed to have been identified at time of inspection, or when notice was given.

Lane – is that portion of the road designated for a single file of vehicles to travel over, in one direction. For roads where two-way traffic is permitted, the lane width is half the road width unless otherwise delineated by markings.

Localized – conditions, for the purpose of these standards, that occur on short lengths of roadway, specifically on bridges, intersections, curves and hills.

Loosetop - refers to a road surface that is of a granular manufactured product, which can reasonably be shaped by a motor grader, and includes road surfaces under construction.

Maximum – in the context of these standards refers to the lowest level of service set by the roadway authority, which the roadway user can reasonably expect. In effect it is the minimum service.

Minimum – in the context of these standards refers to the lowest level of service set by the roadway authority, which the roadway user can reasonably expect. Sometimes maximum defines the minimum service.

Policies – decisions of a formal nature made by a road authority to enable, qualify and govern the mission of that authority. Policies are normally qualified as to scope and application. A policy should only be exempted or altered by the body that created it. Municipal policy is best established in a form of a bylaw. Policy should not be confused with operational procedures or quality standards.

Operations – those activities a road department performs to improve a condition or sustain a roadway standard. Operations are normally defined by guidelines (not policy) with discretion of the supervisor to choose various methods to achieve results cost-effectively.

Regulatory Signs – those signs that are so referred to in the Ontario Manual of Uniform Traffic Control Devices.

Response – describes the action taken by the roadway authority when informed of an effect or condition. Monitoring an effect or condition may constitute a response. A reasonable response takes into account the relevant standards.

Road – refers specifically to the travelled road surface on a roadway assumed by a roadway authority.

Roadside – refers to all the elements or conditions that make up the roadway within the jurisdiction of the roadway authority except the road surface itself.

Roadway – in the context of these standards means any public assumed road right of way, intended for vehicular traffic. It refers not only to the travelled road

surface but to all services relevant to the road, within the right of way (Roadway = road + roadside).

Roadway Authority – indicates the public agency accountable for the status and condition of the roadway. This refers to the Corporation of the Municipality and its designated officials or agents.

Safety - a general term identifying the concept of mitigating bodily injury or death of persons, or direct damage (beyond wear and tear) to vehicles or contents. The obligation to safety in the context of service standards requires that the user operates in a safe manner giving consideration to the relevant effects and conditions, the vehicle is in good condition, satisfies any load restrictions, and contents are properly secured.

Safety Devices – a general term referring to all improvements that have traffic safety as their primary objective.

Seasonal – refers to the limited time of the year where certain roadway service standards apply to the subject roadway (eg. Summer roads, ice roads). In the context of these standards, seasonal roads are classified as those not receiving winter services unless otherwise defined.

Service – can be defined in two contexts. In the larger context, any government activity is a service. A roadway network is a service, as is a library, or potable water supply. When used in the context of these standards, “service” refers more specifically to aspects of a roadway and their condition. Services are seen from the perspective of the user.

Service Levels – a range of values that quantify a particular service standard, by one or more parameters, across a range of roadway classifications. Service levels typically reflect a maximum, minimum and desirable.

Snowpacked – conditions refer to winter road conditions where the travelled surface of the road is covered with a build up of snow and/or ice and allows the user to manage safe travel.

Standards – quantified statements, defining the nature of a product or activity. Usually such standards are minimum or desirable, and in this context refer specifically to the roadway service standards adopted as policy, by a roadway authority.

Storm – conditions or effects are when natural or external effects are acting upon the roadway to reduce the condition as defined by one or more roadway service standards. It does not refer to weather conditions that do not impact on the infrastructure. Storm conditions could include wind, rising and moving water,

precipitation, cold temperatures (below -15°C), snowfall, freezing rain, hail, blowing snow etc.

Substandard – refers to a condition that is outside the defined standard. Normally a substandard condition requires a response, unless otherwise considered in the standard.

Supervisor – refers to a manager in a road department who is accountable for the deployment of operations that impact on the condition of roadway services.

Surface – the exposed top of the travelled road and includes adjacent surfaces for turning or stopping, but not parking or shoulders.

System – refers to a collection of roadways, typically of various classifications, owned by a single road authority.

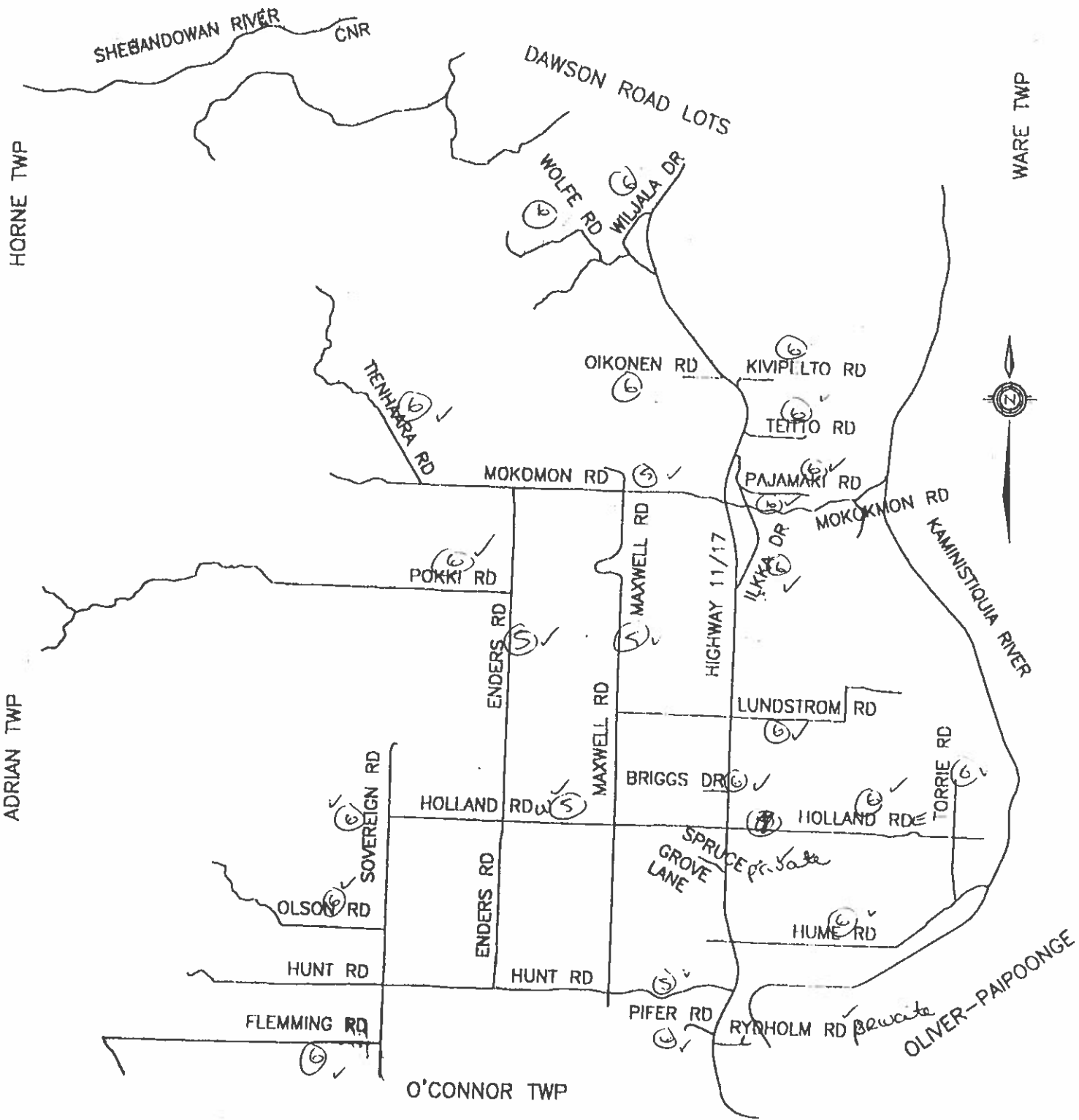
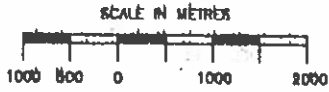
User – refers to any person travelling on or over the roadway, including vehicle operators, passengers and pedestrians.

Vehicle Attenuation Devices – guide and attenuate errant vehicles and their occupants to reduce damage and personal injury (eg. Barriers, guiderail, inertia barriers).

Vertical Clearance – an obstruction free zone measured from any point on the surface of the road and above the projection of the horizontal clearance width.

Winter – that season when cold weather affects on road conditions can be reasonably expected. The road authority can specifically define this season.

CONMEE TWP



**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026

To: Mayor and Council

Subject: Asset Retirement Obligation Report – 2025 Update

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

RECOMMENDATION:

That Council receive the *2025 Asset Retirement Obligation Report* prepared by North Rock Engineering Inc., dated January 6, 2026, for information.

BACKGROUND:

Public Sector Accounting Board (PSAB) Standard 3280 requires municipalities to recognize asset retirement obligations associated with the future decommissioning and closure of tangible capital assets where a legal or constructive obligation exists.

To meet these accounting requirements, the Township retained North Rock Engineering Inc. to prepare an updated Asset Retirement Obligation (ARO) study for municipally owned assets. The report estimates future costs associated with the closure, decommissioning, demolition, and rehabilitation of certain Township assets, including the municipal landfill, aggregate pits, wells, septic systems, and municipal buildings.

DISCUSSION:

The attached report identifies the estimated cost of future asset retirement obligations as of January 6, 2026. These estimates are presented in 2025 dollars and represent long-term accounting liabilities rather than immediate expenditures. The report does not require Council approval of funding, nor does it authorize or trigger any construction, closure, or decommissioning work.

The purpose of the report is to support financial reporting and compliance with PSAB 3280. The estimated liabilities will be reflected in the Township's financial statements and considered as part of long-term financial planning and asset management. No changes to current operations or budgets are required at this time as a result of receiving the report.



ASSET RETIREMENT OBLIGATION

Township of Conmee

19 Holland Road West, Kakabeka Falls, Ontario



Prepared By:

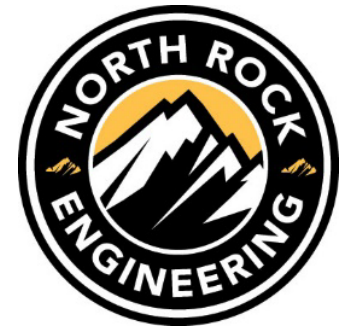
NORTH ROCK ENGINEERING INC.

70 Secord Street, Thunder Bay, ON, P7B 3C9

T: (807) 620-8431

E: kbriggs@nrock.ca

Contact: Kevin Briggs, P.Eng.



EXECUTIVE SUMMARY

North Rock Engineering Inc. (North Rock) was retained by the Township of Conmee (Conmee) to estimate the Asset Retirement Obligation (ARO) for Conmee assets. The work was required by Conmee in order to meet its obligations under the PSAB Asset Retirement Obligation PS 3280.

North Rock's scope of work for this assignment consisted of estimating Conmee's ARO costs for the following assets:

- Two licensed aggregate pits
- One municipal waste disposal site (WDS)
- Four existing potable groundwater wells
- One underground cistern
- Three septic fields
- Six municipal buildings (office, garage, Quonset, landfill shack, ambulance bay, fire hall)

In addition, North Rock completed a Designated Substance Survey (DSS) for the six municipal buildings to assist in evaluating designated substance abatement costs as part of decommission of the buildings. The detailed DSS results are provided under separate cover.

Based on the results of the study, the following ARO costs were developed:

Table 4-1 – Summary of 2025 Asset Retirement Costs Township of Conmee		
Item	Category	2025 ARO Costs
1.0	Conmee WDS Emergency Closure	\$ 432,636
2.0	Rehabilitation of Two Aggregate Pits (Upper Limit)	98,756
3.0	Well and Cistern Decommissioning	17,362
4.0	Building Decommissioning	
4.1	Hazardous Materials Abatement	48,500
4.2	Building Demolition and Restoration	624,700
5.0	Septic Field Decommissioning (3 systems)	180,000
	Total Estimated Liability (2025 dollars)	\$ 1,401,954

These costs are based on some assumptions which were used to calculate the estimated liability, such as the quantity of petroleum-contaminated soil that might be present in the vicinity of two diesel ASTs at the municipal garage.



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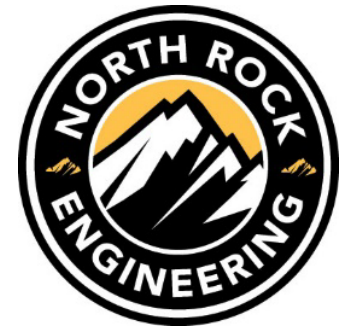
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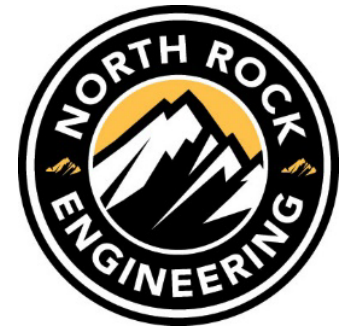
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- Appendix A: ECA No. 8454-4Z8J3V
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- Appendix C: Photographs



1 INTRODUCTION

North Rock Engineering Inc. (North Rock) was retained by the Township of Conmee (Conmee) to prepare an Asset Retirement Obligation (ARO) summary report for multiple assets owned by Conmee. The purpose of this ARO summary report is to estimate the costs for asset retirement under the requirements of Ontario Regulation 553/21 – Newly Recognized Liabilities made under the *Financial Administration Act* (FAA).

1.1 Assets Considered

ARO costs were considered in this report for the following assets:

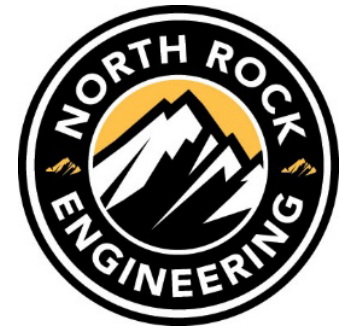
- Conmee Municipal Waste Disposal Site (WDS)
- Two (2) licensed aggregate pits
- Six (6) Municipal Buildings
 - Conmee Municipal Office
 - Conmee Municipal Garage
 - Conmee Landfill Operator Shack
 - Conmee Ambulance Bay
 - Conmee Fire Hall
 - Quonset Building
- Four (4) municipal water wells
- One (1) underground water cistern
- Three (3) municipal septic fields

The following sections provide relevant background information on these assets.

1.1.1 Conmee Municipal WDS

Conmee owns and operates a domestic WDS located on Sovereign Road in Kakabeka Falls, Ontario. The WDS operates under Environmental Compliance Approval (ECA) No. 8454-4Z8J3V dated December 19, 2016. The ECA approves the use and operation of a 1.0 hectare landfilling area and waste transfer facility within a total site area of 17.5 hectares. The theoretical maximum waste capacity of the WDS is 25,750 cubic metres (m³) and the service area (i.e., the area from which waste can be accepted) is limited to the Township of Conmee. The acceptable waste types are described as domestic non-hazardous solid waste. Details of the site design, operations and closure under which the WDS is operated are as detailed in the True Grit Consulting Ltd. report entitled *Design, Operation and Closure Plan, Conmee Landfill Site* dated August 31, 2015.

A copy of the WDS ECA is provided in Appendix A.



1.1.2 Conmee Licensed Aggregate Pits

Conmee owns two (2) active aggregate pits to be evaluated in this scope of work for the 2025 Asset Retirement Audit. The Township operates both sites under a Class B aggregate licence. A Class B aggregate licence allows a maximum of 20,000 tonnes of aggregate removed annually on private land in designated areas (*Aggregate Resources Act, R.S.O. 1990, c. A.8*). An overview of the aggregate sites is provided in the following table:

Table 1-1: Summary Of Licenced Aggregate Pit Township Of Conmee		
Site Name	Site #1: Hunt Rd	Site #2: (N/A)
Aggregate Licensing and Permitting System (ALPS) No.	611501	611521
Effective Date	January 1, 2007 ¹	January 1, 2007 ¹
Location (Lot, Concession, Township, Municipality, District)	Part Lot 7, Concession 7 Township of Conmee, Municipality of Conmee, District of Thunder Bay	Part Lot 1, Concession 3 Township of Conmee, Municipality of Conmee, District of Thunder Bay
Operation Type	Pit	Pit
Licence Type	Class B Licence – Above Groundwater	Class B Licence – Above Groundwater
Maximum Tonnage (Annual)	20,000	20,000
Licensed Area (Ha)	26.8	7.14
Extraction Area (Ha)	21.5	4.6

¹This site was active prior to designation under the ARA in 2007 and, as a result, the licence was grandfathered.

1.1.3 Conmee Municipal Buildings

1.1.3.1 Conmee Municipal Office

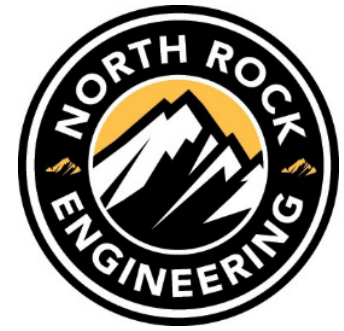
The Conmee Municipal Office is located at 19 Holland Road West in Kakabeka Falls, Ontario. The building is a two-storey slab-on-grade building constructed and/or renovated in at least three vintages:

- The original building, consisting of the community hall area and the second-floor council chambers, was originally constructed in the 1930s. These areas were renovated in conjunction with the office area in the early 2000s. The council chambers (second floor) were renovated in approximately 2010.
- The main office area and associated washrooms and corridors was constructed in the early 2000s.
- The food bank was constructed in approximately 2016.

Other minor renovations have likely occurred over the years, but these are not documented and/or could not be confirmed.

For the purposes of the DSS, the following three functional spaces (FS) were considered:

- FS1: The original community hall area, consisting of the hall, kitchen, concession, storage area, washrooms, corridor, and second floor area.



- FS2: The newer food bank, coat room, electrical room, and hallway area.
- FS3: The municipal office.

1.1.3.2 Conmee Municipal Garage

The municipal garage is located at 11 Holland Road West, in Kakabeka Falls, Ontario, and consists of a single-storey slab-on-grade three-bay garage building with a partial loft area. According to drawings reviewed at the municipal office, the original date of construction of the municipal garage is 1978.

The building includes three overhead bay doors for accessing the large garage area, an office with a file room, washroom, kitchen area, storage area, and second floor loft. The building is accessible through three man-doors: one located on the west side of the building, one on the east side of the building, and one on the south side of the building. The building is heated with suspended propane heaters and/or electric baseboards. A propane above-ground storage tank (AST) is located on the west side of the building.

In addition to the garage, two fuel ASTs are located west of the garage building. The tanks are double-walled steel, approximately 500 Gallons (1,800 litres) in size; one is labelled “dyed diesel” and one is labelled “clear diesel”. The tanks are situated on top of a poured concrete slab; some surface staining was observed beneath the ASTs.

1.1.3.3 Conmee Landfill Operator Shack

The Conmee Landfill Operator Shack is located on-site at the Conmee WDS. The building is a single-storey wooden structure located on the ground and is approximately 80 square feet (ft²) in size. The exterior of the building consists of two man-doors, vinyl siding and a peaked asphalt-shingled roof. Construction of the interior of the building is plywood floors with unfinished gypsum board walls and ceilings. A single propane AST located outside the operator shack provides heat to the building through a wall-mounted unit heater.

1.1.3.4 Conmee Ambulance Bay

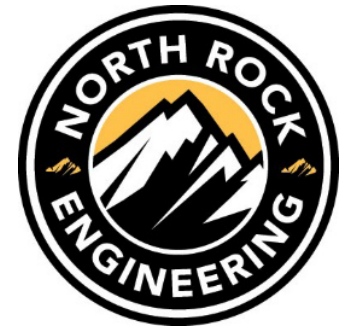
The Conmee Ambulance Bay is located at 5750 Highway 11/17 in Conmee, Ontario. North Rock understands that the ambulance bay building was the former fire hall building and was constructed prior to 1994.

The building consists of a two-bay rectangular slab-on-grade building co-located with the Conmee Fire Hall. The building includes an open garage area and a small storage room. There are two man-doors for access: one on the east side of the building and one on the north side of the building. A drilled potable water well is located east of the northeast corner of this building and is understood to service both the ambulance bay and the fire hall. The ambulance bay is heated with propane suspended heaters which are fed by one propane AST located north of the ambulance bay building. A Generac generator is located northwest of the ambulance bay building.

1.1.3.5 Conmee Fire Hall

According to drawings reviewed in the municipal office, the Conmee Fire Hall was constructed in 1994.

This building is a two-storey slab-on-grade structure located on the south side of the property that replaced the ambulance building as the fire hall. The building consists of a three-bay garage which houses the fire trucks; mechanical room, washroom, office, and second floor classroom. The exterior of the building is metal-clad siding with a rounded



metal roof. The building is heated with propane furnaces and suspended propane heaters. One propane AST is located on the south side of the building.

1.1.3.6 Quonset Building

One Quonset building is located west of the Conmee Municipal Office building. The building is an unheated structure located between the Municipal Garage and the outdoor skating rink. The date of construction is not known.

The Quonset building is a metal-clad building with a gravel-surfaced floor. The interior walls and ceilings are constructed of oriented strandboard (OSB); strip footings are made of poured concrete.

1.1.4 Municipal Water Wells

Records for four municipally-owned water wells were located on MECP's online water well database and were also provided by Conmee, as follows:

Table 1-2: Summary of Water Well Records Township of Conmee				
MECP Well ID	Install Date	Type of Well	Location	Total Well Depth (mbgs)
6107276	December 6, 2004	Drilled	Municipal Office, Holland Road	92.1
A282137	December 16, 2019	Drilled	Municipal Office, Holland Road	25.9
6100988	March 14, 1973	Drilled	Municipal Garage, Holland Road	44.2
Unknown	August 9, 2003	Drilled	Ambulance/Fire, Highway 11/17	25.9

Copies of the water well records are provided in Appendix B.

1.1.5 Cistern

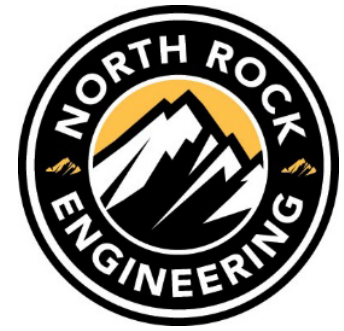
An 800 Gallon underground cistern is understood to be located between the Municipal Office and the skating rink. The cistern provides surge capacity for domestic (potable) water for the municipal buildings located on Holland Road, including the Conmee Municipal Office and the Conmee Garage.

Construction details of the cistern are not known. For the purposes of this assessment, it was assumed that the cistern is a single-walled steel underground storage tank (UST). No allocation for sub-grade concrete pads or similar infrastructure to secure the tank below grade has been made in the cost estimates as it was assumed that the tank was simply buried below grade.

It was assumed that sub-grade piping is present at lengths up to 200 feet (61 metres) that would require removal and disposal.

1.1.6 Conmee Municipal Septic Fields

There are a total of three (3) septic fields that are owned and operated by Conmee: one at the municipal office, one at the garage, and one at the ambulance bay/fire hall.



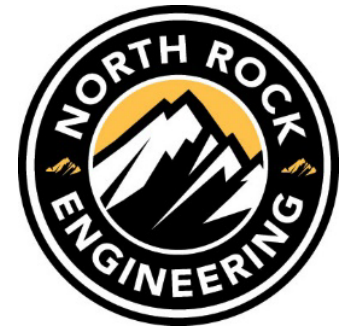
1.2 Scope of Work

The scope of work for this assignment, as outlined in our Proposal No. P24-116 dated June 9, 2025, was as follows:

- Estimate the Financial Assurance liability for future closure and post-closure costs for the Conmee WDS
- Estimate the rehabilitation costs for the existing aggregate pits
- Estimate the costs to decommission the four municipal water wells and the underground cistern
- Estimate the costs to decommission the three in-ground septic fields
- Complete a Designated Substance Survey (DSS) for the six municipally-owned buildings to determine whether asbestos, lead, mercury or other hazardous substances such as polychlorinated biphenyls (PCBs) are present in the buildings, and estimate the cost of abatement and building demolition.
- Estimate the cost of environmental remediation for soil in the vicinity of a diesel above ground storage tank (AST) located at the municipal garage.

1.3 Qualifications

This report was prepared by Ms. Paula Sdao, P.Eng., Ms. Caitlyn Rampersad, B.A., B.Eng., EIT, and Mr. Kevin Briggs, P.Eng. of North Rock. These individuals have more than 60 years of combined environmental and/or civil engineering experience and have completed similar work for other clients for the purposes of financial assurance estimates, DSS studies, remediation estimates, and ARO estimates.



2 METHODOLOGY

2.1 Financial Assurance Estimate for Conmee WDS

In order to estimate the liability associated with closure and post-closure care of the Conmee WDS, the policies and procedures outlined in Ontario Regulation 232/98 – Landfilling Sites made under the *Environmental Protection Act* and Ontario Ministry of the Environment, Conservation and Parks (MECP) Guideline F-15 *Financial Assurance Guideline* were followed when estimating the costs of landfill closure and post-closure care.

The costs for closure and post-closure care were estimated based on the following guidelines and principles:

- The landfill operating period (i.e., the length of time remaining for the WDS to remain active) was estimated using the approved capacity of the WDS and the portion of waste capacity remaining in the WDS.
- The contaminating lifespan of the WDS was estimated to be 25 years post-closure, which is the typical minimum contaminating lifespan for a municipal waste disposal site.
- One-time capital cost estimates were calculated considering the size and theoretical closure geometry of the Site and recent, reasonable contractor estimates for closure activities, such as the sourcing and placement of a low permeability cover material, topsoil, and grass seed, as well as surface water ditching and other ancillary activities (e.g., fencing/gates, signs).
- Long-term costs for monitoring and site maintenance were estimated, including activities such as site inspection; repair & maintenance of final cover and ditching; groundwater monitoring well maintenance and replacement; and ongoing surface water and groundwater monitoring programs. Contingency costs were also included, consistent with MECP guidance. Where available to us, actual costs incurred in 2025 were used for estimating future costs, such as those for the surface water and groundwater monitoring program and laboratory analytical costs.
- In accordance with MECP guidance, costs were inflated to the year of closure and/or the year incurred using MECP-posted inflation rates and then discounted back to the current year to estimate the capital costs.

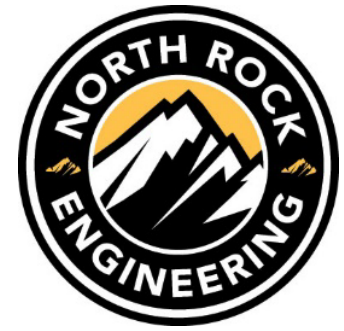
Costs for two scenarios were provided:

- Emergency closure costs, assuming that closure occurs in 2025 under emergency conditions.
- Planned closure, assuming that closure occurs in the actual planned year of closure when the WDS reaches its full capacity.

2.2 Rehabilitation of Existing Aggregate Pits

2.2.1 General

In order to estimate the liability associated with rehabilitation and closure of the Conmee aggregate sites, each aggregate site's requirements for progressive and final rehabilitation as detailed on the respective site plans, Site Plans 1 of 2 and 2 of 2 (Existing Features & Cross Section Plan and Operational/Rehabilitated Plan, respectively), prepared by



Timber Craft Consultation Inc., dated 2012, and in accordance with the Revised Statutes of Ontario (R.S.O.) 1990, *Aggregate Resources Act* (R.S.O. 1990, c. A.8) were followed when estimating the costs of final rehabilitation and site closure.

2.2.1.1 Associated Tasks

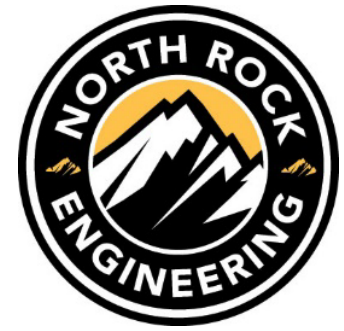
The steps to complete the final rehabilitation and facilitate closure of the Sites are anticipated to be as follows:

- All operations have ceased.
- All available overburden, topsoil stockpiles, and organic matter will be utilized in progressive and final rehabilitation and will be applied to the pit slopes and floors. All pit side slopes shall be graded to 3:1 (horizontal: vertical) and sloped using existing material on Site, including, but not limited to, aggregate, overburden/topsoil, and stumps.
- Drainage will be established as per the Site Plan and will be contained within the rehabilitated pit and will infiltrate into the pit floor. Uneven ripping and depths of soil replacement will provide for localized areas that may be wetter than others, providing for habitat and diversity.
- Native types of vegetation is to re-establish naturally on all pit slopes and graded floors but shall be supplemented with the application of grass/legume mix and/or native/local plant material (shrubs and trees) as required to facilitate the naturalized re-vegetation.
- All equipment, recycling, and aggregate stockpiles will be removed from the Sites. Roads may remain to access the property.
- Any outstanding fees (i.e., production report and licence fee) shall be remitted to the Ontario Aggregate Resources Corporation (TOARC), if required.
- Upon completion of final rehabilitation to the satisfaction of the Ministry of Natural Resources (MNR), the aggregate licences will be surrendered.

2.2.2 Background Review and Site Investigation

North Rock conducted a full review of all documentation provided by Conmee in preparation of the closure cost estimates for the aggregate sites. The following documentation was provided to North Rock for background review:

- Site #1: Hunt Road (ALPS No. 611501):
 - Site Plans
 - *Existing Features & Cross Section Plan Licence # 611501* (Site Plan 1 of 2). Prepared by Timber Craft Consultation Inc., dated 2012.
 - *Operational/Rehabilitated Plan Licence # 611501* (Site Plan 2 of 2). Prepared by Timber Craft Consultation Inc., dated 2012.
 - Licence Production Information Required Under the Aggregate Resources Act
 - *Licence Production for Year Ending 2022, Information Required under the Aggregate Resources Act* (Licence ID # 611501). Dated January 19, 2023.



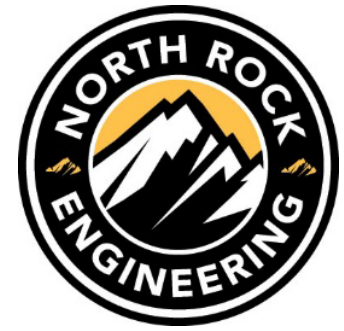
- *Licence Production for Year Ending 2023, Information Required under the Aggregate Resources Act* (Licence ID # 611501). Dated December 11, 2023.
 - *Licence Production for Year Ending 2024, Information Required under the Aggregate Resources Act* (Licence ID # 611501). Dated February 4, 2025.
- Site #2: (Unnamed, ALPS No. 611521)
 - Site Plans
 - *Existing Features & Cross Section Plan Licence # 611521* (Site Plan 1 of 2). Prepared by Timber Craft Consultation Inc., dated 2012.
 - *Operational/Rehabilitated Plan Licence # 611521* (Site Plan 2 of 2). Prepared by Timber Craft Consultation Inc., dated 2012
 - Licence Production Information Required Under the Aggregate Resources Act
 - *Licence Production for Year Ending 2021, Information Required under the Aggregate Resources Act* (Licence ID # 611521). Dated January 14, 2022.
 - *Licence Production for Year Ending 2022, Information Required under the Aggregate Resources Act* (Licence ID # 611521). Dated January 19, 2023.
 - *Licence Production for Year Ending 2024, Information Required under the Aggregate Resources Act* (Licence ID # 611521). Dated February 4, 2025.

Further, North Rock conducted a Site visit to both aggregate pit locations on October 29, 2025. The objective of the Site visits was to assess the current condition of each aggregate pit including the approximate area of extraction, review the stored objects and materials, observe the progressive rehabilitation conducted thus far, and identify additional requirements, if necessary.

2.2.3 Assumptions

The costs for final rehabilitation and closure were estimated based on the following:

- The existing disturbed area was estimated using the TOARC *Licence Production Reporting* for years ending 2022, 2023, and 2024 and years ending 2021, 2022, and 2024 for Site #1: Hunt Road (ALPS No. 611501) and Site #2 (ALPS No. 611521), respectively, available aerial imagery, and a Site visit to estimate the extraction areas. The disturbed areas were estimated based on the availability of resources at the time of the assessment and does not include activities occurring past October 2025.
- The total disturbed areas used for estimating purposes (estimated to be subject to progressive and/or final rehabilitation) were 2.3 ha and 1.4 ha for Sites #1 and #2, respectively.
- No further extraction is to be conducted, and the licences will be surrendered following final rehabilitation and closure.
- It is assumed that progressive rehabilitation requirements have been maintained and adhered to as per the Site's operational plan, or as otherwise observed through background and site review.
- The final use of the Sites will be rural, naturalized areas.



- One-time capital cost estimates were calculated considering the size and theoretical closure geometry to obtain the required final rehabilitation side slopes, reasonable contractor estimates for rehabilitation and closure activities, such as removal any stored equipment, recycling, or stockpiled aggregate, regrading works, placement of topsoil and grass seed (as needed), as well as surface water ditching and other ancillary activities (e.g., fencing/gates, signs).

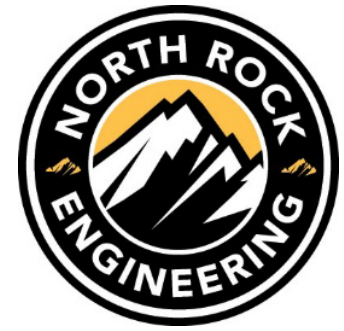
2.3 Decommissioning of Four Water Wells and Cistern

North Rock estimated the cost of decommissioning the four water wells and the cistern using RS Means Cost Construction Data (2025) and/or by obtaining estimates from local licensed water well contractors.

In Ontario, water well decommissioning is governed by the Revised Regulation of Ontario (R.R.O.) Regulation 903 – Wells (R.R.O. Reg. 903) made under the *Ontario Water Resources Act*. The regulation states that only a licensed water well driller is permitted to decommission a water well, and that the decommissioning must abide by the requirements of R.R.O. Reg. 903 to protect groundwater resources.

The steps required to decommission (or abandon a well) in Ontario include the following as outlined in R.R.O. Reg. 903:

- Remove and return the well tag (if present) to the Director of the MECP within 30 days after its removal.
- If the well casing or well screen has collapsed, reasonable efforts shall be made to remove it, and all other equipment and debris in the well shall be removed.
- The well, including any annular space, shall be plugged by placing a continuous column of an abandonment barrier from the bottom of the well upward to approximately two metres below the ground surface.
- If a well casing or well screen was not removed, it shall be removed, where reasonably possible, with the bottom of the casing immersed in the rising accumulation of the abandonment barrier until the required level has been reached.
- If a well casing or well screen was not removed, it shall be removed, where reasonably possible, to a minimum depth of two metres below the ground surface.
- If an abandonment barrier contains cement, it shall be allowed to set until firm and, if necessary, it shall be topped up to approximately two metres below the ground surface.
- Unless to do so may cause remaining structures to be destabilized, damaged or unsafe, below ground concrete structures, foundations and slabs shall be removed at least to a depth adequate to accommodate the sealing measures.
- The well shall be sealed at the ground surface by a) placing between 50 and 150 centimetres in vertical thickness of bentonite chips, pellets, granules or powder in the well opening in accordance with the manufacturer's specifications, and b) filling the remaining well opening to the ground surface with soil cover, or other material that is more in keeping with the surface material immediately adjacent to the well opening, to prevent inadvertent or unauthorized access.
- The disturbed area shall be stabilized to prevent erosion.



Some of these provisions are not required if the well is over drilled. An estimate for water well decommissioning for the four wells was obtained from a licensed water well driller in Thunder Bay.

An 800 Gallon underground cistern (water holding tank) is located between the garage, skating rink, and the municipal office. Decommissioning of the cistern would involve draining the water from the cistern, excavation of soil around the cistern, disconnection and disposal of all associated piping, loading of the cistern onto a flat-bed truck, hauling to a metal recycling facility, and recycling of the tank as scrap metal. Costs for decommissioning of this item were made using unit prices in the RS Means *Building Construction Costs (2025)* adjusted to Canadian dollars and adjusted for location (Thunder Bay, Ontario).

2.4 Decommissioning of Three Septic Fields

North Rock understands that there are three septic fields that are owned and operated by the Township that would require decommissioning as part of asset management:

- One at the garage building,
- One at the municipal office, and
- One at the ambulance bay/fire hall.

Using RS Means Cost Construction Data (2025), North Rock estimated the cost to remove all underground piping, dispose of waste materials at the Township of Conmee WDS, and backfill the area with clean fill obtained from one of the Township of Conmee aggregate pits. For cost estimating purposes, it was assumed that soil from the septic field is not considered contaminated and would not require excavation and off-site disposal. Costing data was adjusted for Canadian dollars and a location factor was applied for Thunder Bay, Ontario.

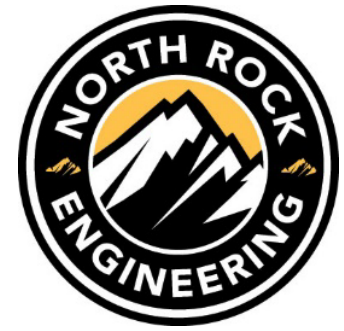
As no detailed drawings or measurements for the septic fields were available, reasonable estimates for the size(s) of the septic fields were made for cost estimating purposes.

2.5 Designated Substance Survey (DSS)

North Rock completed a DSS for six buildings: the Township municipal office, Township Garage, Township Fire Hall, Township Ambulance Bay, Quonset Hut, and the Conmee WDS Attendant Shack.

Field work was completed between October 22 and 23, 2025. North Rock completed a visual assessment of all accessible interior and exterior areas of each building. The construction and/or renovation age of the buildings was considered when developing the sampling strategy and when determining whether sampling was considered warranted or not.

Where building materials with the potential to contain asbestos were identified, bulk samples were collected into Ziplock plastic bags for subsequent analysis via Phased Light Microscopy (PLM) by an accredited laboratory, EMSL Canada Inc. Samples were shipped under Chain of Custody (COC) to EMSL for analysis on a positive-stop basis in accordance with the requirements of Ontario Regulation 278/05 (O. Reg. 278/05) made under the Occupational Health and Safety Act (OHSA). Building materials containing 0.5% or more by dry weight of asbestos were deemed to be asbestos-containing materials (ACMs). Because this DSS work was not procured for the purposes of carrying out renovation or demolition work, sampling was completed in a non-intrusive manner; that is, sampling was conducted to



minimize damage to finished building surfaces, and no destructive assessment into the interior of building cavities or hidden areas was completed. Similarly, no samples of roofing material were collected to avoid damaging the integrity of the roofing systems.

A visual assessment for the possible presence of mercury and polychlorinated biphenyls (PCBs) was made; however, no testing was completed. Where appropriate, materials that could contain mercury or PCBs were noted and the decommissioning and/or disposal of these has been noted in the ARO.

The possible presence of lead in painted surfaces was evaluated using LeadCheck™ instant lead-testing swabs. The ampules on the swab were broken, the surface to be tested scored with a retractable knife, the swab shaken and squeezed to extract the testing fluid, and the swab tip rubbed into the area to be tested. A change in colour of the swab to pink or red was interpreted to mean that lead was present in the paint/surface in concentrations higher than the detection limit. No colour change was interpreted to mean that lead was not present at concentrations higher than the detection limit. The detection limit of lead testing swabs is generally understood to be 1 to 2 micrograms (ug). Note that the absence of a colourimetric change does not guarantee the absence of lead, but only that the quantity of lead present is lower than the detection limit.

The results of the DSS have been reported under separate cover.

2.6 Hazardous Materials Abatement

North Rock estimated costs to complete the following with respect to the identified Designated Substances and hazardous materials:

- Asbestos abatement, where asbestos-containing materials were identified
- Lead abatement, where lead-containing materials were identified or assumed to be present
- PCB disposal, where PCB-containing equipment or suspected PCB-containing equipment was identified
- Mercury disposal, where mercury-containing equipment was identified or suspected

In addition, costs to drain and dispose of fuel contained in the two diesel above-ground fuel storage tanks (ASTs) and the costs to remediate an estimated quantity of contaminated soil were also made. It was assumed that all asbestos waste and all solid non-hazardous contaminated soil would be disposed at the Conmee Township WDS with no tipping fees. It was also assumed that none of the contaminated soil would be considered hazardous, as defined under Revised Regulations of Ontario (R.R.O.) Regulation 347 – General – Waste Management made under the *Environmental Protection Act*.

All cost estimates for abatement and/or environmental considerations were made using factors published in the RS Means Building Construction Costs (2025).

2.7 Building Demolition

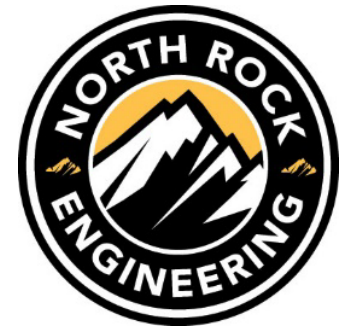
Costs to demolish the six municipally -owned buildings were made using RS Means Building Construction Costs data (2025).



Cost estimates were made using known and/or estimated values for the following for each building:

- Building square footage (area)
- Number of floors
- Presence or absence of basements
- Building construction materials (e.g., foundations, basements, framing)

It was assumed that all demolition debris from building demolition would be disposed at the Conmee Township WDS with no tipping fees.



3 RESULTS

3.1 Conmee WDS Closure Costs

Unit costs for closure activities are contained in Table 1. Costs for emergency closure and planned closure are provided in Tables 2 and 3.

The maximum capacity of the Conmee WDS is 25,750 cubic metres (m³). Based on the 2024 annual water quality report, the total quantity of waste in the landfill site was estimated to be 16,106 m³, with a remaining capacity of 9,644 m³. The annual fill rate was estimated to be 678 m³/year; therefore, at the end of 2025, the quantity of waste in the landfill site would be approximately 16,784 m³ and the remaining capacity would be 8,966 m³. No closure of the landfill footprint has yet been completed, and the full 1-hectare (ha) landfill footprint is open, meaning that the area available for closure activities is 10,000 m².

The emergency closure costs were calculated assuming that closure of the WDS occurs in 2025 and post-closure activities occur from 2025 to 2049 (for 25 years of a contaminating lifespan). For this scenario, the cost of emergency closure was calculated to be \$432,636 which includes \$421,796 for closure and post-closure costs and a 15% contingency.

Costs for planned closure which, based on the remaining lifespan of the Site would occur in 2040, were calculated to be \$701,763 which includes planned closure costs for the 25-year contaminating lifespan as well as a 15% contingency.

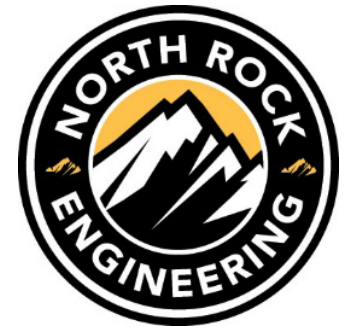
3.2 Aggregate Pit Rehabilitation Costs

3.2.1 Existing Site Conditions

North Rock conducted a site reconnaissance of both aggregate pit locations on October 29, 2025. The objective of the site visits was to assess the current condition of each aggregate pit, including the approximate area of extraction; review the stored objects and materials; observe the progressive rehabilitation conducted to date; and, identify additional requirements, if necessary. The following observations were made during the aggregate pit site visits.

Site #1: Hunt Road (ALPS No. 611501)

- Based on filed observations, this site appears to be an active extraction site. Evidence of recent disturbance, staging, and extraction were observed.
- There is no entrance gate.
- There is a sand dome (covered) near the entrance.
- Some rehabilitation growth observed along the western side of the pit face.
- The extraction area appears to be following the sequencing as per the Operational Plan and appears to be within the south extraction sequence.



Site #2 (ALPS No. 611521)

- Site does not appear to be in active/recent extraction.
- Site is gated and locked.
- Multiple scrap/damaged vehicles observed.
- Pit walls appear to have significant natural regrowth. Some side slopes appeared to be steeper than 3:1 (H: V) from a visual standpoint.

3.2.2 Final Rehabilitation Costs

The aggregate sites appear to be maintained in accordance with the progressive rehabilitation plans. It is anticipated the final rehabilitation will generally consist of re-grading/shaping newly disturbed areas (e.g., un-rehabilitated extraction areas), redistributing excess on-site materials, applying supplemental topsoil/seed for vegetation regrowth, removal of all stockpiled scrap, recycling, machinery and equipment, or other miscellaneous items that are not approved on the sites post-closure. Following final rehabilitation/closure of the sites, Conmee may surrender their licences. The licence surrender is subject to settling any outstanding annual fees and MNR approval and satisfaction of final rehabilitation efforts.

It is estimated Site #1: Hunt Road (ALPS No. 611501) will range in costs from \$43,189 to \$59,984 for final rehabilitation and licence surrender. It is estimated Site #2 (ALPS No. 611521) will range in costs from \$27,958 to \$38,772 for final rehabilitation and licence surrender. In summary, the associated costs are estimated to range from \$71,147 to \$98,756 for final rehabilitation and closure of the two sites.

The above estimate does not consider annual royalty or licensure fees. The range in rehabilitation/closure costs represents a value where no progressive rehabilitation efforts have been made (high end) and a value where progressive rehabilitation efforts have been made (low end).

3.3 Well and Cistern Decommissioning

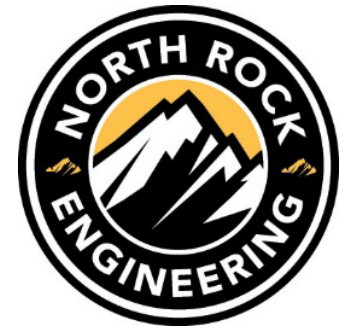
The cost to decommission the four domestic water wells, based on an estimate received from a local licensed water well driller, is \$8,115 in 2025 dollars.

The estimated cost to decommission the underground cistern is estimated at \$9,247 plus applicable taxes in 2025 dollars.

Therefore, the total estimated costs to decommission the four water wells and the cistern is \$17,362 plus applicable taxes.

3.4 Septic Field Decommissioning

North Rock has based the costs of the decommissioning of the three septic fields, based on local construction costs and industry standards. North Rock was not provided the original construction drawings, however, it has been assumed that these septic fields are all Class 4 septic systems, complete with holding tank and leaching beds. The removal of the individual tanks are not known; however, we have estimated the cost of removal and disposal of each tank at \$10,000



(for a total of \$30,000 for all four septic tanks). This covers the removal of the tanks, hauling the remnants to a licensed waste disposal site, and backfilling of the void with suitable granular material.

With respect to the removal of the fields, the work includes the removal of the underground headers and distribution piping, removal of the leaching bed medium (sand), and replacement of the void with suitable granular backfill. We have estimated these costs at \$50,000 per site.

As a result, the total cost (in 2025 dollars) is \$60,000 per septic field for a total of \$180,000.

3.5 Building Decommissioning Costs

The following sections discuss the costs to decommission each of the municipally-owned assets. Note that hazardous materials abatement is covered separately under Section 3.6. Selected photographs of the building assets are provided in Appendix C.

3.5.1 Municipal Office

The municipal office is located on Holland Road in Conmee and is a two-storey building that was originally constructed in the 1930s with additions made in approximately 2000, 2010 and 2015. The total square footage of the building is approximately 1,220 m² (13,120 ft²). The original structure includes the community hall, concession area, kitchen and washrooms. The front office was added in the early 2000s and the food bank area was added in 2010. The front reception area was renovated in approximately 2015. The partial second floor was formerly a library but was converted to Council Chambers in approximately 2010. North Rock understands that there is no sub-grade basement.

The exterior building materials consist of metal roofing, aluminum siding, and brick/stone. Concrete sidewalks access the building and the parking lot is asphalt-paved. Interior building finishes include carpet, ceramic tile, vinyl floor tile, or poured concrete on the floors; gypsum board walls (some covered with wood panelling); and acoustic ceiling tiles or gypsum board on the ceilings. The building is a slab-on-grade structure.

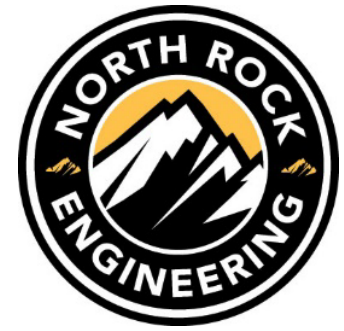
The building is serviced with two potable water wells, an underground cistern, and a septic field. Decommissioning costs for the wells, cistern, and septic field have been provided in separate sections.

Decommissioning of the building would include the following steps:

- Demolition of the building structure,
- Disposal of all waste building materials at the Conmee WDS, and
- Backfilling/grading of the building footprint.

It was assumed that no tipping fees would be applied to the waste materials.

Based on the above, the estimated decommissioning costs for the municipal office are as follows:



Estimated Demolition Cost – Municipal Office

Structure Demolition	\$ 104,500
Asphalt Parking Lot	41,650
Concrete Sidewalks	2,500
Foundations	18,225
Footings	11,290
Loading and Hauling to WDS	185,505
Temporary Construction Fencing	9,200
Backfill, Place and Compact, Grading	12,600
TOTAL ESTIMATED COST	\$ 385,470

3.5.2 Municipal Garage

The municipal garage is a 3,200 ft² single-storey slab-on-grade structure with a loft. The garage is a three-bay garage with a small office, washroom and storage area; the loft is used for general storage. The exterior of the building is finished with corrugated metal and the roof is metal. Two diesel ASTs are located on the garage property for refuelling of vehicles and are situated on top of a poured concrete pad. One propane AST is located on the west side of the building and is used for building heat. The garage building is serviced by one potable water well and one septic field, discussed separately in this report.

Decommissioning of the garage building would involve the following steps:

- Emptying of diesel fuel from the diesel ASTs; making the ASTs vapour-free; removal of the ASTs for recycling; demolition of the concrete slab; and, remediation of impacted soil followed by placement and compaction of backfill.
- Environmental consultant for soil testing during remediation and reporting.
- Removal of the propane AST (typically to be picked up by the supplier) and disconnection of fuel lines from the building.
- Demolition of the building and hauling of waste materials to the WDS.
- Demolition of the concrete slab and hauling of waste materials to the WDS.
- Backfilling, compaction and grading of any remaining voids in the area.

The estimated costs to complete the above were based on several assumptions, as follows:

- There is no underground piping associated with the diesel ASTs or the propane AST.
- Up to 30 m³ of petroleum-impacted soil is present in the vicinity of the diesel ASTs.
- Groundwater is not impacted, and no remediation of groundwater is required.
- Septic field and water well decommissioning is covered in other sections of this report.

Based on the above, the estimated decommissioning cost for the municipal garage is as follows:



Estimated Demolition Cost – Municipal Garage

Structure Demolition	\$ 35,700
Diesel AST Removal for Recycling	3,280
Contaminated Soil Remediation	32,000
Propane AST Removal	500
Foundation Demolition	5,800
Footing Demolition	5,200
Loading and Hauling to WDS	3,390
Temporary Construction Fencing	3,050
Backfill, Place and Compact, Grading	11,000
TOTAL ESTIMATED COST	\$ 99,920

3.5.3 Landfill Operator Shack

The landfill operator shack is a small (<200 ft²) shack located at the Conmee WDS. The building is a wooden structure with vinyl siding and an asphalt-shingled peaked roof. One propane AST is located adjacent the shack for heating.

The cost to demolish the shack is estimated at \$1,500 given the size of the shack and its location at the WDS.

3.5.4 Ambulance Bay

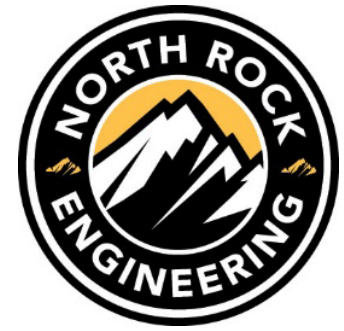
The Ambulance Bay is located on Highway 11/17, approximately 475 metres north of the intersection of Highway 11/17 and Ilkka Drive. It is a 1,600 ft² single-storey two-bay slab-on-grade structure, with metal siding and a metal peaked roof. A propane AST and generator are located immediately north of the building. A small storage shed and radio tower are also located north and northeast of the building. The ambulance bay is served by one potable water well and one septic field (jointly with the fire hall building); the cost to decommission the well and septic are covered separately in this report.

Decommissioning of the ambulance bay building would involve the following steps:

- Demolition of the building structure, and hauling of the waste to the Conmee WDS.
- Demolition of the concrete slab and hauling to the Conmee WDS.
- Removal and disposal of the generator.
- Demolition of the shed.
- Removal and disposal of the radio tower.

Estimated Demolition Cost – Ambulance Bay

Structure Demolition	\$ 12,500
Propane AST Removal	500
Foundation Demolition	2,900
Footing Demolition	4,450
Loading and Hauling to WDS	4,800



Temporary Construction Fencing	2,600
Backfill, Place and Compact, Grading	6,075
TOTAL ESTIMATED COST	\$ 33,825

3.5.5 Fire Hall

The fire hall is co-located with the ambulance bay and consists of a 2,800 ft² single-storey three-bay structure with a loft. The north side of the building is occupied by the garage bay area and the south side of the building is occupied by offices, washrooms, a mechanical room, and a training classroom. A septic tank and septic field are understood to be present on the east side of the building. One propane AST services the building for heating purposes.

The building is a slab-on-grade structure with metal siding and a rounded metal roof. Decommissioning of the fire hall building would involve the following:

- Demolition of the building structure, and hauling of the waste to the Conmee WDS.
- Demolition of the concrete slab and hauling to the Conmee WDS.

Removal of the septic tank and septic field are covered separately in this report.

The cost for decommissioning of the ambulance bay building is as follows:

Estimated Demolition Cost – Fire Hall	
Structure Demolition	\$ 21,800
Propane AST Removal	500
Foundation Demolition	5,100
Footing Demolition	5,500
Loading and Hauling to WDS	7,200
Temporary Construction Fencing	3,200
Backfill, Place and Compact, Grading	6,075
TOTAL ESTIMATED COST	\$ 49,375

3.5.6 Quonset Building

The Quonset building is a 2,200 ft² uninsulated and unoccupied storage building located between the municipal garage and the municipal office. It is a single-storey wooden structure situated on top of concrete footings; the floor is gravel. The building is used to store chairs, lawn cutting equipment, small quantities of fuel, bags of charcoal briquets, tires, tables, snow fencing, and other miscellaneous municipal equipment. A concrete block chimney and old heating furnace are located inside the structure. Soil staining was observed on the gravel floor of the Quonset.

Decommissioning of the Quonset building would involve the following:

- Demolition of the building structure, and hauling of the waste to the Conmee WDS.



- Demolition of the concrete footings and hauling to the Conmee WDS.
- Remediation of stained and/or petroleum-impacted soil.
- Environmental consultant for soil testing during remediation, reporting.
- Backfilling, compaction and grading.

The cost for decommissioning of the Quonset building is as follows:

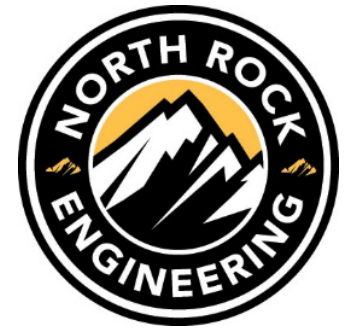
Estimated Demolition Cost – Quonset	
Structure Demolition	\$ 17,000
Footing Demolition	4,700
Loading and Hauling to WDS	2,600
Temporary Construction Fencing	2,750
Contaminated Soil Excavation and Disposal	19,000
Environmental Consultant	6,000
Backfill, Place and Compact, Grading	4,060
TOTAL ESTIMATED COST	\$ 56,110

3.6 Hazardous Materials Abatement

In accordance with Ontario Regulation 490/09 – Designated Substances (O. Reg. 490/09) and Ontario Regulation 278/05 – Designated Substance – Asbestos on Construction Projects and in Buildings and Repair Operations (O. Reg. 278/05), designated substances must be removed from a building prior to demolition to the extent practicable.

North Rock completed a designated substance survey (DSS) was completed for the municipal office, municipal garage, Quonset building, landfill operator shack, ambulance bay and fire hall as part of this project. Based on those findings, the following summarizes the designated substances identified in the buildings that would require removal prior to building demolition:

Summary of Hazardous Materials Present in Conmee Municipal Buildings		
Building	Substance	Found in
Municipal Office	Asbestos	<ul style="list-style-type: none"> • Black mastic associated with the 12"x12" Cream VFT throughout the original Conmee Office Structure (2% Chrysotile) • Beige/brown 12"x12" VFT on the 2nd Floor (4% Chrysotile) • Beige w/ brown streaks 12"x12" VFT on the 2nd Floor (2% Chrysotile) • Beige 12"x12" VFT in the storage room on the 2nd Floor (2% Chrysotile)



Summary of Hazardous Materials Present in Conmee Municipal Buildings

Building	Substance	Found in
Municipal Office (cont'd)	Asbestos (cont'd)	<ul style="list-style-type: none"> • Transite behind electrical panels in the mechanical room (15% Chrysotile)
	Lead	<ul style="list-style-type: none"> • No lead paint detected. • Original solder may contain lead. No special disposal requirements apply.
	Mercury	<ul style="list-style-type: none"> • Fluorescent light tubes/bulbs contain mercury vapour and should be disposed of without breaking.
	Polychlorinated biphenyls (PCB)	<ul style="list-style-type: none"> • Fluorescent lamp ballasts could contain PCBs.
	Radioactive	<ul style="list-style-type: none"> • Emergency lighting fixtures contain tritium and require proper disposal at end-of life.
Garage	Asbestos	<ul style="list-style-type: none"> • Beige-coloured exterior door sealant (6% Chrysotile)
	Lead	<ul style="list-style-type: none"> • No lead paint detected. • Original solder may contain lead. No special disposal requirements apply.
	Mercury	<ul style="list-style-type: none"> • Fluorescent light tubes/bulbs contain mercury vapour and should be disposed of without breaking.
	Polychlorinated biphenyls (PCB)	<ul style="list-style-type: none"> • Fluorescent lamp ballasts could contain PCBs.
	Radioactive	<ul style="list-style-type: none"> • Emergency lighting fixtures contain tritium and require proper disposal at end-of life.
Landfill Operator Shack	Asbestos	<ul style="list-style-type: none"> • Asphalt roofing shingles could contain asbestos; these were not sampled to avoid damaging the integrity of the roofing structure.
	Lead	<ul style="list-style-type: none"> • No suspected lead-containing materials observed.
	Mercury	<ul style="list-style-type: none"> • No mercury suspected or observed.
	Polychlorinated biphenyls (PCB)	<ul style="list-style-type: none"> • None suspected or observed.
	Radioactive	<ul style="list-style-type: none"> • None suspected or observed.
Ambulance Bay	Asbestos	<ul style="list-style-type: none"> • None detected.
	Lead	<ul style="list-style-type: none"> • Original pipe solder may contain lead. No special disposal requirements apply.



Summary of Hazardous Materials Present in Conmee Municipal Buildings		
Building	Substance	Found in
Ambulance Bay (cont'd)	Mercury	<ul style="list-style-type: none"> Fluorescent light tubes/bulbs contain mercury vapour and should be disposed of without breaking.
	Polychlorinated biphenyls (PCB)	<ul style="list-style-type: none"> Fluorescent lamp ballasts may contain PCB.
	Radioactive	<ul style="list-style-type: none"> Emergency lighting fixtures contain tritium and require proper disposal at end-of life.
Fire Hall	Asbestos	<ul style="list-style-type: none"> None detected.
	Lead	<ul style="list-style-type: none"> Original pipe solder may contain lead. No special disposal requirements apply.
	Mercury	<ul style="list-style-type: none"> Fluorescent light tubes/bulbs contain mercury vapour and should be disposed of without breaking.
	Polychlorinated biphenyls (PCB)	<ul style="list-style-type: none"> Fluorescent lamp ballasts may contain PCB.
	Radioactive	<ul style="list-style-type: none"> Emergency lighting fixtures contain tritium and require proper disposal at end-of life.
Quonset Building	Asbestos	<ul style="list-style-type: none"> None detected.
	Lead	<ul style="list-style-type: none"> None suspected.
	Mercury	<ul style="list-style-type: none"> Fluorescent light tubes/bulbs contain mercury vapour and should be disposed of without breaking.
	Polychlorinated biphenyls (PCB)	<ul style="list-style-type: none"> Fluorescent lamp ballasts may contain PCB.
	Radioactive	<ul style="list-style-type: none"> None observed.

Based on these findings, the following abatement work would be required prior to building decommissioning:

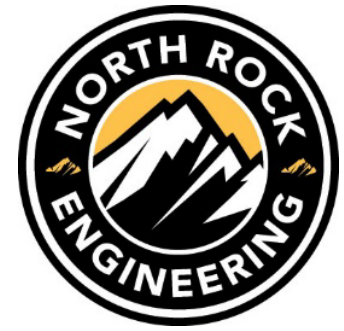
Summary of Abatement Measures Required Conmee Municipal ARO		
Building	Abatement Measures Required	Estimated Cost ¹
Conmee Municipal Office	<ul style="list-style-type: none"> Type 2 abatement of asbestos-containing VFT and mastic in the original building (main floor and 2nd floor). Type 2 abatement of asbestos-containing transite in the mechanical room. 	\$ 34,000
	<ul style="list-style-type: none"> Mercury-containing fluorescent light tubes/bulbs should be collected without breaking and shipped for recycling. 	1,000



Summary of Abatement Measures Required Conmee Municipal ARO		
Building	Abatement Measures Required	Estimated Cost¹
Conmee Municipal Office (cont'd)	<ul style="list-style-type: none"> Fluorescent lamp ballasts should be examined following removal for date codes stamped on the ballast housings. If more than 40 PCB-containing ballasts will be disposed of, they should be disposed as PCB waste. 	1,500
	<ul style="list-style-type: none"> Emergency light fixtures should be collected and disposed as radioactive waste. 	500
Conmee Garage	<ul style="list-style-type: none"> Asbestos-containing door sealant should be removed and disposed as asbestos waste as a Type 1 operation. 	2,500
	<ul style="list-style-type: none"> Mercury-containing fluorescent light tubes/bulbs should be collected without breaking and shipped for recycling. 	1,000
	<ul style="list-style-type: none"> Fluorescent lamp ballasts should be examined following removal for date codes stamped on the ballast housings. If more than 40 PCB-containing ballasts will be disposed of, they should be disposed as PCB waste. 	1,000
	<ul style="list-style-type: none"> Emergency light fixtures should be collected and disposed as radioactive waste. 	500
Landfill Operator Shack	<ul style="list-style-type: none"> Prior to demolition, samples of asphalt shingles should be collected and analyzed for asbestos. If found to contain asbestos, the requirements of O. Reg. 278/05 would apply. For budgeting purposes, we have assumed that the shingles do not contain asbestos. No abatement measures are required for the landfill operator shack. 	0
Ambulance Bay	<ul style="list-style-type: none"> Mercury-containing fluorescent light tubes/bulbs should be collected without breaking and shipped for recycling. 	1,000
	<ul style="list-style-type: none"> Fluorescent lamp ballasts should be examined following removal for date codes stamped on the ballast housings. If more than 40 PCB-containing ballasts will be disposed of, they should be disposed as PCB waste. 	1,000
	<ul style="list-style-type: none"> Emergency light fixtures should be collected and disposed as radioactive waste. 	500
Fire Hall	<ul style="list-style-type: none"> Mercury-containing fluorescent light tubes/bulbs should be collected without breaking and shipped for recycling. 	1,000
	<ul style="list-style-type: none"> Fluorescent lamp ballasts should be examined following removal for date codes stamped on the ballast housings. If 	1,000



Summary of Abatement Measures Required Connee Municipal ARO		
Building	Abatement Measures Required	Estimated Cost ¹
Fire Hall (cont'd)	more than 40 PCB-containing ballasts will be disposed of, they should be disposed as PCB waste.	
	<ul style="list-style-type: none"> Emergency light fixtures should be collected and disposed as radioactive waste. 	500
Quonset Building	<ul style="list-style-type: none"> Mercury-containing fluorescent light tubes/bulbs should be collected without breaking and shipped for recycling. 	500
	<ul style="list-style-type: none"> Fluorescent lamp ballasts should be examined following removal for date codes stamped on the ballast housings. If more than 40 PCB-containing ballasts will be disposed of, they should be disposed as PCB waste. 	1,000
Total Estimated Cost		\$ 48,500
<p>Note: Disposal costs for fluorescent light tubes/bulbs, fluorescent lamp ballasts and emergency lighting fixtures are order-of-magnitude estimates provided for budgeting purposes only. Actual costs dependent on presence/absence of PCB and quantity of items requiring disposal/recycling.</p>		



4 CONCLUSIONS

Based on the results of this ARO assessment, the following costs are provided:

Table 4-1 – Summary of 2025 Asset Retirement Costs Township of Conmee		
Item	Category	2025 ARO Costs
1.0	Conmee WDS Emergency Closure	\$ 432,636
2.0	Rehabilitation of Two Aggregate Pits (Range)	\$71,147 to \$98,756
3.0	Well and Cistern Decommissioning	17,362
4.0	Building Decommissioning	
4.1	Hazardous Materials Abatement	48,500
4.2	Building Demolition and Restoration	624,700
5.0	Septic Field Decommissioning (3 systems)	180,000
	Total Estimated Liability (2025 dollars)	\$ 1,401,954

Note: For Item 2.0, for costing purposes, the upper limit value was selected for summation of values.



5 LIMITATIONS

This report was prepared for the exclusive use of the Client to whom it is addressed and any use by any third party is prohibited. North Rock disclaims any liability or responsibility for losses, damages, liabilities or claims of any kind whatsoever, including direct or consequential financial effects on transactions, property values, or requirements for follow-up actions and costs from third party use of this report.

The report documents work that was performed in accordance with generally accepted professional standards at the time and location in which the services were provided. It is based on data and information collected during the course of the investigation and is based solely on the conditions of the site encountered at the time the work was completed, supplemented by historical information reviewed by North Rock or provided by others as described in this report. There are no assurances regarding the accuracy and completeness of this information. All information received from the Client or third parties in the preparation of this report has been assumed by North Rock to be correct. North Rock assumes no responsibility for any deficiency or inaccuracy in information received from others.

The opinions in this report can only be relied upon as they relate to the condition of the portion of the properties that were assessed at the time the work was conducted. Activities conducted on the properties subsequent to North Rock's assessment may have significantly altered the property's condition. North Rock cannot comment on other areas of the properties that were not assessed.

North Rock makes no other representations whatsoever, including those concerning the legal significance of its findings, or as to other legal matters touched on in this report, including, but not limited to, ownership of any property, or the application of any law to the facts set forth herein. With respect to regulatory compliance issues, regulatory statutes are subject to interpretation and change. Such interpretations and regulatory changes should be reviewed with legal counsel.

The locations of any utilities, buildings and structures, and property boundaries illustrated in or described in this report, if any, including hydroelectric services, conduits, water or sewer mains, or other surface or sub-surface utilities or structures are not guaranteed. If future work is planned, the exact location of all such utilities and structures should be confirmed and North Rock assumes no liability for damage to any of them.

The conclusions made in this report are based on the site conditions encountered by North Rock at the time the work was completed. North Rock does not warrant against undiscovered environmental liabilities. As the purpose of this report is to identify site conditions which may pose an environmental risk, the identification of non-environmental risks to structures or people on the property is beyond the scope of this assessment. If additional information becomes available which differs significantly from our understanding of conditions presented in this report, North Rock disclaims any obligation to update this report with respect to information or activities that occurred after the time of publication of this report.



6 CLOSURE

We trust that this report is sufficient for your current requirements. If you have any questions or require clarification of some point, please contact the undersigned.

Sincerely,

NORTH ROCK ENGINEERING INC.

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This report has been prepared by North Rock Engineering Inc. ("North Rock") for the purposes of the client to whom it is prepared for and addressed. The data and information contained in this report represents North Rock's best professional judgment in consideration of the knowledge and information available to North Rock at the time of the report preparation. Except as required by law, this report and all contained herein are to be treated as confidential and may be used and relied upon only by the client, its officers, and employees. North Rock denies any liability whatsoever to other parties who may obtain access to this report for any injury, loss or damage suffered by such parties arising from their use of, or reliance upon, this report or any of its contents without the express written consent of North Rock and the client.



TABLES



Table 1: Closure Cost Estimates
2025 Financial Assurance Re-Evaluation
Conmee Township - Waste Disposal Site
Kakabeka Falls, Ontario

Closure Cost Estimates								
Activity No.	Payment Period	Description	Quantity (Planned)	Quantity (Emergency)	Unit	Unit Cost 2025 Dollars	Cost (Planned)	Cost (Emergency)
A	Once	Final Cover Application (0.6m)					\$55,020	\$55,020
		Haul and place	6,000	6,000	m ³	\$ 6.52	\$39,120	\$39,120
		Regrade, scarify and compact	10,000	10,000	m ²	\$ 1.59	\$15,900	\$15,900
B	Once	Topsoil Application (0.15m)					\$9,345	\$9,345
		Haul and place	1,500	1,500	m ³	\$ 6.23	\$9,345	\$9,345
C	Once	Seeding					\$7,900	\$7,900
		Supply and Place	10,000	10,000	m ²	\$ 0.79	\$7,900	\$7,900
Sub-total (one time capital cost items):							\$72,265	\$72,265
D	Annual	Site Inspection	1	1	Lump	\$ 582	\$582	
E	Varies	Site Repair and Maintenance	1	1	Lump	\$ 7,567	\$7,567	
F	Triennial	Monitor Well Maintenance and Replacement	1	1	Lump	\$ 1,164	\$1,164	
G	Varies	Water Monitoring Program	1	1	Lump	\$ 6,150	\$6,150	
H	Varies	Laboratory Analysis	1	1	Lump	\$ 2,875	\$2,875	
I	Triennial	Reporting	1	1	Lump	\$ 6,150	\$6,150	
Sub-total (post-closure activities):								\$24,488



Table 2: Planned Closure Capital Costs and Post-Closure Costs
2025 Financial Assurance Re-evaluation
Conmee Township - Waste Disposal Site
Kakabeka Falls, Ontario

Activity No.			A	B	C	D	E	F	G	H	I	Inflation	Discount
Activity			Final Cover Application	Topsoil Application	Seeding	Site Inspection	Site Repair and Maintenance	Monitoring Well Maintenance	Water Monitoring Program	Lab Analysis	Reporting		
One-Time Payment			\$ 15,900	\$ 9,345	\$ 7,900							4.40%	2.24%
Annual Payment						\$ 582	\$ 7,567	\$ 1,164	\$ 6,150	\$ 2,875	\$ 6,150	0.044	0.0224
Year	Contaminating Life Span	Years Discounted										Total Expenses	Present Value
2025	-	-	\$ 15,900	\$ 9,345	\$ 7,900	\$ 582	\$ 7,567	\$ 1,164	\$ 6,150	\$ 2,875	\$ 6,150	\$ 51,483	\$ 51,483
↓													
2040	1	0	\$ 29,054	\$ 17,076	\$ 14,436	\$ 1,063	-	\$ 2,127	\$ 11,238	\$ 5,253	\$ 11,238	\$ 91,485	\$ 91,485
2041	2	1				\$ 1,110	\$ 14,435	-	\$ 11,732	\$ 5,485	-	\$ 32,763	\$ 32,045
2042	3	2				\$ 1,159	-	-	\$ 12,249	\$ 5,726	-	\$ 19,134	\$ 18,304
2043	4	3				\$ 1,210	\$ 15,734	\$ 2,420	\$ 12,787	\$ 5,978	\$ 12,787	\$ 50,917	\$ 47,643
2044	5	4				\$ 1,263	-	-	\$ 13,350	\$ 6,241	-	\$ 20,854	\$ 19,086
2045	6	5				\$ 1,319	\$ 17,149	-	\$ 13,937	\$ 6,515	-	\$ 38,921	\$ 34,840
2046	7	6				\$ 1,377	-	\$ 2,754	\$ 14,551	\$ 6,802	\$ 14,551	\$ 40,035	\$ 35,052
2047	8	7				\$ 1,438	\$ 18,691	-	\$ 15,191	\$ 7,101	-	\$ 42,421	\$ 36,328
2048	9	8				\$ 1,501	-	-	\$ 15,859	\$ 7,414	-	\$ 24,774	\$ 20,751
2049	10	9				\$ 1,567	\$ 20,372	\$ 3,134	\$ 16,557	\$ 7,740	\$ 16,557	\$ 65,927	\$ 54,010
2050	11	10				\$ 1,636	-	-	-	-	-	\$ 1,636	\$ 1,311
2051	12	11				\$ 1,708	-	-	-	-	-	\$ 1,708	\$ 1,338
2052	13	12				\$ 1,783	-	\$ 3,566	\$ 18,840	\$ 8,807	\$ 18,840	\$ 51,837	\$ 39,736
2053	14	13				\$ 1,861	-	-	-	-	-	\$ 1,861	\$ 1,396
2054	15	14				\$ 1,943	\$ 25,266	-	-	-	-	\$ 27,209	\$ 19,954
2055	16	15				\$ 2,029	-	\$ 4,058	\$ 21,438	\$ 10,022	\$ 21,438	\$ 58,985	\$ 42,309
2056	17	16				\$ 2,118	-	-	-	-	-	\$ 2,118	\$ 1,486
2057	18	17				\$ 2,211	-	-	-	-	-	\$ 2,211	\$ 1,517
2058	19	18				\$ 2,309	-	\$ 4,617	\$ 24,394	\$ 11,404	\$ 24,394	\$ 67,118	\$ 45,047
2059	20	19				\$ 2,410	\$ 31,336	-	-	-	-	\$ 33,746	\$ 22,153
2060	21	20				\$ 2,516	-	-	-	-	-	\$ 2,516	\$ 1,616
2061	22	21				\$ 2,627	-	\$ 5,254	\$ 27,758	\$ 12,976	\$ 27,758	\$ 76,374	\$ 47,963
2062	23	22				\$ 2,742	-	-	-	-	-	\$ 2,742	\$ 1,685
2063	24	23				\$ 2,863	-	-	-	-	-	\$ 2,863	\$ 1,720
2064	25	24				\$ 2,989	\$ 38,864	\$ 5,978	\$ 31,586	\$ 14,766	\$ 31,586	\$ 125,769	\$ 73,905
Contingency (15%) =												\$	9,085
Total Planned Financial Assurance =												\$	701,763



Table 3: Emergency Closure Capital Costs and Post-Closure Costs
2025 Financial Assurance Re-evaluation
Conmee Township - Waste Disposal Site
Kakabeka Falls, Ontario

Activity No.			A	B	C	D	E	F	G	H	I	Inflation	Discount
			Final Cover Application	Topsoil Application	Seeding	Site Inspection	Site Repair and Maintenance	Monitoring Well Maintenance	Water Monitoring Program	Lab Analysis	Reporting		
One-Time Payment			\$ 55,020	\$ 9,345	\$ 7,900							4.40%	2.24%
Annual Payment						\$ 582	\$ 7,567	\$ 1,164	\$ 6,150	\$ 2,875	\$ 6,150	0.044	0.0224
Year	Contaminating Life Span	A										Total Expenses	Present Value
2025	1	0	\$ 55,020	\$ 9,345	\$ 7,900	\$ 582	-	\$ 1,164	\$ 6,150	\$ 2,875	\$ 6,150	\$ 89,186	\$ 89,186
2026	2	1				\$ 608	\$ 7,900	-	\$ 6,421	\$ 3,002	-	\$ 17,930	\$ 17,930
2027	3	2				\$ 634	-	-	\$ 6,703	\$ 3,134	-	\$ 10,471	\$ 10,242
2028	4	3				\$ 662	\$ 8,610	\$ 1,269	\$ 6,998	\$ 3,271	\$ 6,998	\$ 27,809	\$ 26,604
2029	5	4				\$ 691	-	-	\$ 7,306	\$ 3,415	-	\$ 11,413	\$ 10,679
2030	6	5				\$ 722	\$ 9,385	-	\$ 7,627	\$ 3,566	-	\$ 21,300	\$ 19,494
2031	7	6				\$ 754	-	\$ 1,444	\$ 7,963	\$ 3,723	\$ 7,963	\$ 21,846	\$ 19,555
2032	8	7				\$ 787	\$ 10,229	-	\$ 8,313	\$ 3,886	-	\$ 23,215	\$ 20,326
2033	9	8				\$ 821	-	-	\$ 8,679	\$ 4,057	-	\$ 13,558	\$ 11,610
2034	10	9				\$ 857	\$ 11,149	\$ 1,643	\$ 9,061	\$ 4,236	\$ 9,061	\$ 36,007	\$ 30,159
2035	11	10				\$ 895	-	-	-	-	-	\$ 895	\$ 733
2036	12	11				\$ 935	-	-	-	-	-	\$ 935	\$ 749
2037	13	12				\$ 976	-	-	\$ 10,311	\$ 4,820	\$ 10,311	\$ 26,417	\$ 20,704
2038	14	13				\$ 1,019	-	-	-	-	-	\$ 1,019	\$ 781
2039	15	14				\$ 1,063	\$ 13,827	\$ 2,037	-	-	-	\$ 16,928	\$ 12,692
2040	16	15				\$ 1,110	-	-	\$ 11,732	\$ 5,485	\$ 11,732	\$ 30,059	\$ 22,044
2041	17	16				\$ 1,159	-	-	-	-	-	\$ 1,159	\$ 831
2042	18	17				\$ 1,210	-	-	-	-	-	\$ 1,210	\$ 849
2043	19	18				\$ 1,263	-	-	\$ 13,350	\$ 6,241	\$ 13,350	\$ 34,204	\$ 23,471
2044	20	19				\$ 1,319	\$ 17,149	\$ 2,527	-	-	-	\$ 20,994	\$ 14,091
2045	21	20				\$ 1,377	-	-	-	-	-	\$ 1,377	\$ 904
2046	22	21				\$ 1,438	-	-	\$ 15,191	\$ 7,101	\$ 15,191	\$ 38,921	\$ 24,990
2047	23	22				\$ 1,501	-	-	-	-	-	\$ 1,501	\$ 943
2048	24	23				\$ 1,567	-	-	-	-	-	\$ 1,567	\$ 962
2049	25	24				\$ 1,636	\$ 21,268	\$ 3,134	\$ 17,286	\$ 8,081	\$ 17,286	\$ 68,690	\$ 41,268
Emergency Financial Assurance =												\$	421,796
Contingency Costs (15%) =												\$	10,840
Total Emergency Financial Assurance =												\$	432,636
Annual Incremental Increase =												\$	4,272



APPENDIX A



Ministry of the Environment and Climate Change
Ministère de l'Environnement et de l'Action en matière de changement
climatique

AMENDED ENVIRONMENTAL COMPLIANCE APPROVAL

NUMBER 8454-4Z8J3V

Issue Date: December 19, 2016

The Corporation of the Township of Conmee
19 Holland Rd W
Rural Route, No. 1
Conmee, Ontario
P0T 1W0

Site Location: Conmee Landfill
Sovereign Road North
Lot 6, Concession 3
Conmee Township, District of Thunder Bay

You have applied under section 20.2 of Part II.1 of the Environmental Protection Act, R.S.O. 1990, c. E. 19 (Environmental Protection Act) for approval of:

the use and operation of a 1.0 hectare landfilling area and waste transfer facility within a total site area of 17.5 hectares.

For the purpose of this environmental compliance approval, the following definitions apply:

“Approval” means this Environmental Compliance Approval and any Schedules to it, including the application and supporting documentation listed in Schedule "A";

“Contaminating Life Span” means contaminating life span as defined in Ontario Regulation 232/98;

“Director” means any *Ministry* employee appointed in writing by the Minister pursuant to section 5 of the EPA as a Director for the purposes of Part II.1 of the *EPA*;

“District Manager” means the District Manager of the local district office of the *Ministry* in which the *Site* is geographically located;

“EPA” means *Environmental Protection Act*, R.S.O. 1990, c. E. 19, as amended;

“HHW” means household hazardous waste;

“Ministry” means the Ontario Ministry of the Environment and Climate Change;

“NMA” means *Nutrient Management Act*, 2002, S.O. 2002, c. 4, as amended;

“Ontario Drinking Water Quality Standards” means Ontario Regulation 169/03 (Ontario Drinking Water Quality Standards) as amended;

“Operator” means any person, other than the *Owner's* employees, authorized by the *Owner* as having the charge, management or control of any aspect of the *Site* and includes its successors or

assigns;

“*Owner*” means any person that is responsible for the establishment or operation of the *Site* being approved by this *Approval*, and includes the Corporation of the Township of Conmee and its successors and assigns;

“*OWRA*” means the *Ontario Water Resources Act*, R.S.O. 1990, c. O.40, as amended;

“*PA*” means the *Pesticides Act*, R.S.O. 1990, c. P-11, as amended;

“*Provincial Officer*” means any person designated in writing by the Minister as a provincial officer pursuant to Section 5 of the *OWRA*, Section 5 of the *EPA*, Section 17 of the *PA*, Section 4 of the *NMA*, or Section 8 of the *SDWA*;

“*Reasonable Use Guideline*” or “*RUG*” means the Ministry Guideline B-7 entitled “Incorporation of the Reasonable Use Concept into MOEE Groundwater Management Activities”, dated April 1994, as amended;

“*Refrigerant Appliances*” means household appliances which use, or may use refrigerants, and which include, but is not restricted to, refrigerators, freezers and air-conditioning systems;

“*Regional Director*” means the Regional Director of the local Regional Office of the *Ministry* in which the *Site* is located;

“*Regulation 347*” means Regulation 347, R.R.O. 1990, made under the *EPA*, as amended;

“*Regulation 903*” means Regulation 903, R.R.O. 1990, made under the *OWRA*, as amended;

“*SDWA*” means *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, as amended;

“*Site*” means the entire waste disposal site, including the buffer lands, and contaminant attenuation zone at Conmee Landfill, Sovereign Road North, Lot 6, Concession 3, Conmee Township, District of Thunder Bay; and

“*Trained Personnel*” means personnel knowledgeable in the following through instruction and/or practice:

- a. relevant waste management legislation, regulations and guidelines;
- b. major environmental concerns pertaining to the waste to be handled;
- c. occupational health and safety concerns pertaining to the processes and wastes to be handled;
- d. management procedures including the use and operation of equipment for the processes and wastes to be handled;
- e. emergency response procedures;
- f. specific written procedures for the control of nuisance conditions;
- g. specific written procedures for refusal of unacceptable waste loads; and
- h. the requirements of this *Approval*.

You are hereby notified that this environmental compliance approval is issued to you subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. GENERAL

Compliance

(1) The *Owner* and *Operator* shall ensure compliance with all the conditions of this *Approval* and shall ensure that any person authorized to carry out work on or operate any aspect of the *Site* is notified of this *Approval* and the conditions herein and shall take all reasonable measures to ensure any such person complies with the same.

(2) Any person authorized to carry out work on or operate any aspect of the *Site* shall comply with the conditions of this *Approval*.

In Accordance

(3) Except as otherwise provided by this *Approval*, the *Site* shall be designed, developed, built, operated and maintained in accordance with the documentation listed in the attached Schedule "A".

Interpretation

(4) Where there is a conflict between a provision of any document listed in Schedule "A" in this *Approval*, and the conditions of this *Approval*, the conditions in this *Approval* shall take precedence.

(5) Where there is a conflict between the application and a provision in any document listed in Schedule "A", the application shall take precedence, unless it is clear that the purpose of the document was to amend the application and that the *Ministry* approved the amendment.

(6) Where there is a conflict between any two documents listed in Schedule "A", the document bearing the most recent date shall take precedence.

(7) The conditions of this *Approval* are severable. If any condition of this *Approval*, or the application of any condition of this *Approval* to any circumstance, is held invalid or unenforceable, the application of such condition to other circumstances and the remainder of this *Approval* shall not be affected thereby.

Other Legal Obligations

(8) The issuance of, and compliance with, this *Approval* does not:

(a) relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement; or

(b) limit in any way the authority of the *Ministry* to require certain steps be taken or to require the *Owner* and *Operator* to furnish any further information related to compliance with this *Approval*.

Adverse Effect

(9) The *Owner* and *Operator* shall take steps to minimize and ameliorate any adverse effect on the natural environment or impairment of water quality resulting from the *Site*, including such accelerated or additional monitoring as may be necessary to determine the nature and extent of

the effect or impairment.

(10) Despite an *Owner*, *Operator* or any other person fulfilling any obligations imposed by this *Approval* the person remains responsible for any contravention of any other condition of this *Approval* or any applicable statute, regulation, or other legal requirement resulting from any act or omission that caused the adverse effect to the natural environment or impairment of water quality.

Change of Ownership

(11) The *Owner* shall notify the *Director*, in writing, and forward a copy of the notification to the *District Manager*, within 30 days of the occurrence of any changes in the following information:

- (a) the ownership of the *Site*;
- (b) the *Operator* of the *Site*;
- (c) the address of the *Owner or Operator*; and
- (d) the partners, where the *Owner or Operator* is or at any time becomes a partnership and a copy of the most recent declaration filed under the *Business Names Act*, R. S. O. 1990, c. B.17, shall be included in the notification.

(12) No portion of this *Site* shall be transferred or encumbered prior to or after closing of the *Site* unless the *Director* is notified in advance and sufficient financial assurance is deposited with the *Ministry* to ensure that these conditions will be carried out.

(13) In the event of any change in ownership of the *Site*, other than change to a successor municipality, the *Owner* shall notify the successor of and provide the successor with a copy of this *Approval*, and the *Owner* shall provide a copy of the notification to the *District Manager* and the *Director*.

Registration on Title Requirement

(14) Prior to dealing with the property in any way, the *Owner* shall provide a copy of this *Approval* and any amendments, to any person who will acquire an interest in the property as a result of the dealing.

(15) (a) Within thirty (30) calendar days from the date of issuance of this *Approval*, the *Owner* shall submit to the *Director* a completed Certificate of Requirement which shall include:

- (i) a plan of survey prepared, signed and sealed by an Ontario Land Surveyor, which shows the area of the *Site* where waste has been or is to be deposited at the *Site*;
- (ii) proof of ownership of the *Site*;
- (iii) a letter signed by a member of the Law Society of Upper Canada or other qualified legal practitioner acceptable to the *Director*, verifying the legal description provided in the Certificate of Requirement;
- (iv) the legal abstract of the property; and
- (v) any supporting documents including a registerable description of the *Site*.

(b) Within fifteen (15) calendar days of receiving a Certificate of Requirement authorized by the *Director*, the *Owner* shall:

- (i) register the Certificate of Requirement in the appropriate Land Registry Office on the title to the property; and
- (ii) submit to the *Director* and the District Manager, written verification that the Certificate of Requirement has been registered on title.

Inspections by the Ministry

(16) No person shall hinder or obstruct a *Provincial Officer* from carrying out any and all inspections authorized by the *OWRA*, the *EPA*, the *PA*, the *SDWA* or the *NMA*, of any place to which this *Approval* relates, and without limiting the foregoing:

- (a) to enter upon the premises where the approved works are located, or the location where the records required by the conditions of this *Approval* are kept;
- (b) to have access to, inspect, and copy any records required to be kept by the conditions of this *Approval*;
- (c) to inspect the *Site*, related equipment and appurtenances;
- (d) to inspect the practices, procedures, or operations required by the conditions of this *Approval*; and
- (e) to sample and monitor for the purposes of assessing compliance with the terms and conditions of this *Approval* or the *EPA*, the *OWRA*, the *PA*, the *SDWA* or the *NMA*.

Information and Record Retention

(17) (a) Except as authorized in writing by the *Director*, all records required by this *Approval* shall be retained at the Municipal Office for a minimum of two (2) years from their date of creation.

(b) The *Owner* shall retain all documentation listed in Schedule "A" for as long as this *Approval* is valid.

(c) All monthly summary reports of waste records collected are to be kept at the *Site* until they are included in the Annual Report.

(d) The *Owner* shall retain employee training records as long as the employee is working at the *Site*.

(e) The *Owner* shall make all of the above documents available for inspection upon request of *Ministry* staff.

(18) The receipt of any information by the *Ministry* or the failure of the *Ministry* to prosecute any person or to require any person to take any action under this *Approval* or under any statute, regulation or other legal requirement, in relation to the information, shall not be construed as:

- (a) an approval, waiver, or justification by the *Ministry* of any act or omission of any person

that contravenes any term or condition of this *Approval* or any statute, regulation or other legal requirement; or

(b) acceptance by the *Ministry* of the information's completeness or accuracy.

(19) The *Owner* shall ensure that a copy of this *Approval*, in its entirety and including all its Notices of Amendment, and documentation listed in Schedule "A", are retained at the Municipal Office at all times.

(20) Any information related to this *Approval* and contained in *Ministry* files may be made available to the public in accordance with the provisions of the Freedom of Information and Protection of Privacy Act, RSO 1990, CF-31.

2. SITE OPERATION

Operation

(1) The *Site* shall be operated and maintained at all times including management and disposal of all waste, in accordance with the *EPA, Regulation 347*, and the conditions of this *Approval*. At no time shall the discharge of a contaminant that causes or is likely to cause an adverse effect be permitted.

Signs

(2) A sign shall be installed and maintained at the main entrance/exit to the *Site* on which legibly display the following information:

- (a) the name of the *Site* and *Owner*;
- (b) the number of the *Approval*;
- (c) the name of the *Operator*;
- (d) the normal hours of operation;
- (e) the allowable and prohibited waste types;
- (f) the telephone number to which complaints may be directed;
- (g) a warning against unauthorized access;
- (h) a twenty-four (24) hour emergency telephone number (if different from above); and
- (i) a warning against dumping outside the *Site*.

(3) The *Owner* shall install and maintain signs to direct vehicles to working face and waste diversion areas.

(4) The *Owner* shall provide signs at waste diversion areas informing users what materials are acceptable and directing users to appropriate storage areas.

Vermin, Vectors, Dust, Litter, Odour, Noise and Traffic

(5) The *Site* shall be operated and maintained such that the vermin, vectors, dust, litter, odour, noise and traffic do not create a nuisance.

Burning Waste Prohibited

(6) (a) Burning of waste including cardboard at the *Site* is prohibited.

(b) Notwithstanding Condition 2. (6) (a) above, burning of segregated, clean wood and brush at the landfill may be carried out in strict compliance with the Ministry of the Environment Document titled "Guideline C-7, Burning at Landfill Sites" dated April 1994.

Site Access

(7) Waste shall only be accepted during the following time periods:

May 15 to October 15:

Wednesday: from 3:00 p.m. to 7:00 p.m.

Saturday: from 9:00 a.m. to 3:00 p.m.

October 16 to May 14:

Wednesday: from 1:00 p.m. to 5:00 p.m.

Saturday: from 9:00 a.m. to 3:00 p.m.

(8) On-site equipment used for daily site preparation and closing activities may be operated during day light hours except Sundays and statutory holidays.

(9) With the prior written approval from the *District Manager*, the time periods may be extended to accommodate seasonal or unusual quantities of waste.

Site Security

(10) No waste shall be received, landfilled or removed from the *Site* unless a site supervisor or an attendant is present and supervises the operations during operating hours. The *Site* shall be closed when a site attendant is not present to supervise landfilling operations.

(11) The *Site* shall be operated and maintained in a safe and secure manner. During non-operating hours, the *Site* entrance and exit gates shall be locked and the *Site* shall be secured against access by unauthorized persons.

3. EMPLOYEE TRAINING

(1) A training plan for all employees that operate any aspect of the *Site* shall be developed and implemented by the *Owner* or the *Operator*. Only *Trained Personnel* shall operate any aspect of the *Site* or carry out any activity required under this *Approval* .

4. COMPLAINTS RESPONSE PROCEDURE

(1) If at any time the *Owner* receives complaints regarding the operation of the *Site*, the *Owner* shall respond to these complaints according to the following procedure:

- (a) The *Owner* shall record and number each complaint, either electronically or in a log book, and shall include the following information: the nature of the complaint, the name, address and the telephone number of the complainant if the complainant will provide this information and the time and date of the complaint;
- (b) The *Owner*, upon notification of the complaint, shall initiate appropriate steps to determine possible causes of the complaint, proceed to take the necessary actions to eliminate the cause of the complaint and forward a formal reply to the complainant; and
- (c) The *Owner* shall complete and retain at the municipal office a report written within two (2) weeks of the complaint date, listing the actions taken to resolve the complaint and any recommendations for remedial measures, and managerial or operational changes to reasonably avoid the recurrence of similar incidents.

5. EMERGENCY RESPONSE

- (1) All Spills as defined in the *EPA* shall be immediately reported to the **Ministry's Spills Action Centre at 1-800-268-6060** and shall be recorded in the log book as to the nature of the emergency situation, and the action taken for clean-up, correction and prevention of future occurrences.
- (2) In addition, the *Owner* shall submit, to the *District Manager* a written report within three (3) business days of the emergency situation, outlining the nature of the incident, remedial measures taken, handling of waste generated as a result of the emergency situation and the measures taken to prevent future occurrences at the *Site*.
- (3) All wastes resulting from an emergency situation shall be managed and disposed of in accordance with *Reg. 347*.
- (4) All equipment and materials required to handle the emergency situations shall be:
 - (a) kept on hand at all times that waste landfilling and/or handling is undertaken at the *Site*;
and
 - (b) adequately maintained and kept in good repair.
- (5) The *Owner* shall ensure that the emergency response personnel are familiar with the use of such equipment and its location(s).

6. INSPECTIONS, RECORD KEEPING AND REPORTING

Log Book

- (1) A log shall be maintained in written or electronic format and shall include the following information:
 - (a) the area of the *Site* in which waste disposal operations are taking place;
 - (b) a record of litter collection activities and the application of any dust suppressants;
 - (c) a record of the daily inspections; and

(d) a description of any out-of-service period of any control, treatment, disposal or monitoring facilities, the reasons for the loss of service, and action taken to restore and maintain service.

(2) Any information requested, by the *Director* or a *Provincial Officer*, concerning the *Site* and its operation under this *Approval*, including but not limited to any records required to be kept by this *Approval* shall be provided to the *Ministry*, upon request.

Inspections and Log Book

(3) An inspection of the entire *Site* and all equipment on the *Site* shall be conducted each day the *Site* is in operation to ensure that: the *Site* is secure; that the operation of the *Site* is not causing any nuisances; that the operation of the *Site* is not causing any adverse effects on the environment and that the *Site* is being operated in compliance with this *Approval*. Any deficiencies discovered as a result of the inspection shall be remedied immediately, including temporarily ceasing operations at the *Site* if needed .

(4) A record of the inspections shall be kept in a daily log book that includes:

- (a) the name and signature of person that conducted the inspection;
- (b) the date and time of the inspection;
- (c) the list of any deficiencies discovered;
- (d) the recommendations for remedial action; and
- (e) the date, time and description of actions taken.

(5) A record shall be kept in the log book of all refusals of waste shipments, the reason(s) for refusal, and the origin of the waste, if known.

Monitoring Report

(6) Commencing on June 30, 2017, and on a three year basis thereafter, the Township shall submit to the *District Manager* a Monitoring Report. The report shall contain but is not limited to the following information:

- (a) An estimate of the amount of waste received for disposal and comparison of the actual capacity used to the estimates of the capacity approved;
- (b) A plan of the Landfill outlining all groundwater monitoring locations;
- (c) Tables outlining groundwater monitoring locations, analytical parameters sampled, and frequency of sampling;
- (d) An analysis and interpretation of groundwater monitoring data, a review of the adequacy of the monitoring program, conclusions of the monitoring data, and recommendations for any changes to the groundwater monitoring programs that may be necessary;
- (e) An assessment of groundwater quality in relation to the RUG and the ODWO at the Landfill boundaries;
- (f) An assessment of the efficiency of the attenuation zone;
- (g) An update of changes in operations, equipment, or procedures made or produced at the Landfill, and any operating difficulties encountered;
- (h) A summary of complaints regarding Landfill operations and the Township's response and action; and
- (i) Recommendations respecting any proposed change in the operation of the Landfill.

(7) Commencing on June 30, 2018, the Township shall submit to the *District Manager* an annual

water quality data summary for each of the intervening years in which a Monitoring Report is not required to be submitted to the *District Manager*.

7. LANDFILL DESIGN AND DEVELOPMENT

Approved Waste Types

(1) Only domestic non-hazardous solid waste shall be accepted at the *Site* for landfilling. No liquid industrial waste or hazardous waste as designated under Regulation 347 shall be disposed of at the Landfill.

(2) The *Owner* shall develop and implement a program to inspect waste to ensure that the waste received at the *Site* is of a type approved for acceptance under this *Approval*.

(3) The *Owner* shall ensure that all loads of waste are properly inspected by *Trained personnel* prior to acceptance at the *Site* and that the waste vehicles are directed to the appropriate areas for disposal or transfer of the waste. The *Owner* shall notify the *District Manager*, in writing, of load rejections at the *Site* within one (1) business day from their occurrence.

Capacity

(4) The calculated theoretical maximum volumetric capacity of the *Site*, consisting of the waste, daily cover and intermediate cover, but excluding the final cover is 25,750 cubic metres.

(5) The Design Operations and Closure Plan, dated August 31, 2016 to increase the capacity of the *Site* to 25,750 m³ is hereby approved subject to the conditions of this approval.

Service Area

(6) Only waste that is generated within the boundaries of the Township of Conmee may be accepted at the *Site*.

Cover

(7) Alternative materials to soil may be used as weekly and interim cover material, based on an application with supporting information and applicable fee for a trial use or permanent use, submitted by the *Owner* to the *Director*, copied to the *District Manager* and as approved by the *Director* via an amendment to this *Approval*. The alternative material shall be non-hazardous according to *Reg. 347* and will be expected to perform at least as well as soil in relation to the following functions:

- (a) Control of blowing litter, odours, dust, landfill gas, gulls, vectors, vermin and fires;
- (b) Provision for an aesthetic condition of the landfill during the active life of the *Site*;
- (c) Provision for vehicle access to the active tipping face; and
- (d) Compatibility with the design of the *Site* for groundwater protection, leachate management and landfill gas management.

(8) Cover material shall be applied as follows:

- (a) Interim Cover - Weather permitting, deposited waste shall be covered weekly from May 15 to October 15 and Bi-Weekly for the remainder of the year, in a manner acceptable to the *District Manager* so that no waste is exposed to the atmosphere;
- (b) Intermediate Cover - In areas where landfilling has been temporarily discontinued for six (6) months or more, a minimum thickness of 300 millimetre of soil cover or an approved thickness of alternative cover material shall be placed; and
- (c) Final Cover - In areas where landfilling has been completed to final contours, a minimum 600 millimetre thick layer of soil of medium permeability and 150 millimetres of top soil (vegetative cover) shall be placed. Fill areas shall be progressively completed and rehabilitated as landfill development reaches final contours.

8. LANDFILL MONITORING

Landfill Gas

(1) The *Owner* shall ensure that any buildings or structures at the *Site* contain adequate ventilation systems to relieve any possible landfill gas accumulation to prevent methane concentration reaching the levels within its explosive range. Routine monitoring for explosive methane gas levels shall be conducted in all buildings or structures at the *Site*, especially enclosed structures which at times are occupied by people.

Compliance

(2) The *Site* shall be operated in such a way as to ensure compliance with the following:

- (a) Reasonable Use Guideline B-7 for the protection of the groundwater at the *Site*; and
- (b) Provincial Water Quality Objectives included in the July 1994 publication entitled *Water Management Policies, Guidelines, Provincial Water Quality Objectives*, as amended from time to time or limits set by the *Regional Director*, for the protection of the surface water at and off the *Site*; and
- (c) *Ontario Drinking Water Quality Standards*.

Surface Water and Groundwater

(3) The *Owner* shall monitor surface water and ground water in accordance with the monitoring programs outlined in documents listed in the attached Schedule "A".

(4) A certified Professional Geoscientist or Engineer possessing appropriate hydrogeologic training and experience shall execute or directly supervise the execution of the groundwater monitoring and reporting program.

Groundwater Wells and Monitors

(5) The *Owner* shall ensure that all groundwater monitoring wells which form part of the monitoring program are properly capped, locked and protected from damage.

- (6) Where landfilling is to proceed around monitoring wells, suitable extensions shall be added to the wells and the wells shall be properly re-secured.
- (7) Any groundwater monitoring well included in the on-going monitoring program that is damaged shall be assessed, repaired, replaced or decommissioned by the *Owner*, as required.
- (a) The *Owner* shall repair or replace any monitoring well which is destroyed or in any way made to be inoperable for sampling such that no more than one regular sampling event is missed.
- (b) All monitoring wells which are no longer required as part of the groundwater monitoring program, and have been approved by the *Director* for abandonment, shall be decommissioned by the *Owner*, as required, in accordance with *O.Reg. 903*, to prevent contamination through the abandoned well. A report on the decommissioning of the well shall be included in the Annual Report for the period during which the well was decommissioned.

Trigger Mechanisms and Contingency Plans

- (8) (a) Trigger mechanisms shall be in accordance with documents in Schedule "A".
- (b) Contingency plan in the event of a confirmed exceedance of a site-specific trigger level relating to leachate mounding or groundwater or surface water impacts due to leachate shall be in accordance with Item documents in Schedule "A".
- (9) In the event of a confirmed exceedance of a site-specific trigger level relating to leachate mounding or groundwater or surface water impacts due to leachate, the *Owner* shall immediately notify the *District Manager*, and an investigation into the cause and the need for implementation of remedial or contingency actions shall be carried out by the *Owner* in accordance with the approved trigger mechanisms and associated contingency plans.
- (10) If monitoring results, investigative activities and/or trigger mechanisms indicate the need to implement contingency measures, the *Owner* shall ensure that the following steps are taken:
- (a) The *Owner* shall notify the *District Manager*, in writing of the need to implement contingency measures, no later than 30 days after confirmation of the exceedances;
- (b) Detailed plans, specifications and descriptions for the design, operation and maintenance of the contingency measures shall be prepared and submitted by the *Owner* to the *Director* for approval; and
- (c) The contingency measures shall be implemented by the *Owner* upon approval by the *Director*.
- (11) The *Owner* shall ensure that any proposed changes to the site-specific trigger levels for leachate impacts to the surface water or groundwater, are approved in advance by the *Director* via an amendment to this *Approval*.

Changes to the Monitoring Plan

- (12) The *Owner* may request to make changes to the monitoring program(s) to the *District Manager* in accordance with the recommendations of the annual report. The *Owner* shall make clear reference to the proposed changes in a separate letter that shall accompany the annual

report.

(13) Within fourteen (14) days of receiving the written correspondence from the *District Manager* confirming that the *District Manager* is in agreement with the proposed changes to the environmental monitoring program, the *Owner* shall forward a letter identifying the proposed changes and a copy of the correspondences from the *District Manager* and all other correspondences and responses related to the changes to the monitoring program, to the *Director* requesting the *Approval* be amended to approve the proposed changes to the environmental monitoring plan prior to implementation.

(14) In the event any other changes to the environmental monitoring program are proposed outside of the recommendation of the annual report, the *Owner* shall follow current *Ministry* procedures for seeking approval for amending the *Approval*.

(15) Within three (3) months of issuance of this *Approval*, the *Owner* shall provide to the *District Manager* a report addressing the need for the replacement of BH10 and the adequacy of the groundwater monitoring program related to assessing compliance with Guideline B-7. A proposal shall be provided with this report as needed.

9. CLOSURE PLAN

(1) At least 3 years prior to the anticipated date of closure of this *Site*, the *Owner* shall submit to the *Director* for approval, with copies to the *District Manager*, a detailed *Site* closure plan pertaining to the termination of landfilling operations at this *Site*, post-closure inspection, maintenance and monitoring, and end use. The plan shall include but not be limited to the following information:

- (a) a plan showing *Site* appearance after closure;
- (b) a description of the proposed end use of the *Site*;
- (c) a description of the procedures for closure of the *Site*, including:
 - (i) advance notification of the public of the landfill closure;
 - (ii) posting of a sign at the *Site* entrance indicating the landfill is closed and identifying any alternative waste disposal arrangements;
 - (iii) completion, inspection and maintenance of the final cover and landscaping;
 - (iv) *Site* security;
 - (v) removal of unnecessary landfill-related structures, buildings and facilities;
 - (vi) final construction of any control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas; and
 - (vii) a schedule indicating the time-period for implementing sub-conditions (i) to (vi) above;
- (d) descriptions of the procedures for post-closure care of the *Site*, including:
 - (i) operation, inspection and maintenance of the control, treatment, disposal and monitoring facilities for leachate, groundwater, surface water and landfill gas;
 - (ii) record keeping and reporting; and
 - (iii) complaint contact and response procedures;

- (e) an assessment of the adequacy of and need to implement the contingency plans for leachate and methane gas; and
- (f) an updated estimate of the *contaminating life span* of the *Site*, based on the results of the monitoring programs to date.

(2) The *Site* shall be closed in accordance with the closure plan as approved by the *Director*.

10. WASTE DIVERSION

(1) The *Owner* shall ensure that:

- (a) all bins and waste storage areas are clearly labelled;
- (b) all lids or doors on bins shall be kept closed during non-operating hours and during high wind events; and
- (c) if necessary to prevent litter, waste storage areas shall be covered during high winds events.

(2) Only *Refrigerant Appliances* that have been tagged by a licensed technician to indicate that the refrigerant has been removed may be accepted at the *Site* for transfer. The tag number shall be recorded in the log book and shall remain affixed to the appliance until transferred from the *Site*.

(3) Collection, storage and transfer of Waste Electrical and Electronic Equipment shall be in accordance with the documents in the Schedule "A". If there is any discrepancy between the guideline titled "Collection Site Organizing & Operating Waste Electrical and Electronic Equipment (WEEE) Guidebook" dated November 2012 as amended prepared by Ontario Electronic Stewardship and the documents in Schedule "A", the guideline shall take precedence.

(4) No more than 100 tires shall be stored on *Site* for transfer.

11. HHW

(1) The maximum amount of waste to be stored at the *Site* shall be limited to the following:

- (a) 700 litres of batteries in accordance with the documents in Schedule "A".
- (b) 700 litres of pain in accordance with the documents in Schedule "A".
- (c) 2400 litres of waste oil.

(2) Notwithstanding Condition 11(1) above, where storage of waste creates nuisance impact or affects the health and safety of the public, the waste shall be removed and disposed of immediately.

(3) The collection, storage and transfer *HHW* shall be in accordance with the documents in Schedule "A".

(4) No radioactive, pathological or biomedical wastes or contaminated radioactive, pathological or biomedical wastes shall be accepted at this Site.

SCHEDULE "A"

1. Aquatic Baseline Survey Un-Named Creek Conmee Township prepared by DST Consulting Engineers Inc. and dated November 14, 2000.
2. Drainage Study Proposed Waste Disposal Site Conmee Township, Kakabeka Falls, Ontario prepared by DST Consulting Engineers Inc. and dated November 21, 2000.
3. Letter from D.Brigham of DST Consulting Engineers Inc. to E.Zaltsberg of the MOE of June 1, 2001 Re: Response to Comments on Conmee Township Municipal Landfill Site.
4. Application for a Provisional Certificate of Approval for a Waste Disposal Site signed by Heather Vialieux and dated August 22, 2001.
5. Hydrogeological Investigation Proposed Waste Disposal Site Conmee Township Kakabeka Falls, Ontario prepared by DST Consulting Engineers Inc. and dated September, 2001.
6. Design and Operations Report Proposed Waste Disposal Site Conmee Township Kakabeka Falls, Ontario prepared by DST Consulting Engineers Inc. and dated September, 2001.
7. Letter from J.P.Mucklow of Wardrop Engineering Inc. to H.Mortfield of MOEE of July 23, 2002 Re: Application for Amendment Provisional Certificate of Approval No. 8454-4Z8J3V Waste Disposal Site Township of Conmee, District of Thunder Bay.
8. Application for a Provisional Certificate of Approval for a Waste Disposal Site signed by Patricia Maxwell and dated July 30, 2002.
9. Letter from J.P. Mucklow of Wardrop Engineering Inc. to E.Zaltsberg of the MOEE of August 19, 2002 Re: Application for Approval of Waste Disposal Site, Relocate Fill Area, Amend Trench Geometry and Operating Hours, Conmee Township, District Thunder Bay, Certificate of Approval No. 8454-4Z8J3V.
10. Letter from J.R. Garatti and J.P. Mucklow of Wardrop Engineering Inc. to I. Parrott of MOE on July 21, 2003 Re: Application for Amendment Provisional Certificate of Approval No. 8454-4Z8J3V.
11. Application for a Provisional Certificate of Approval for a Waste Disposal Site signed by Patricia Maxwell and dated August 8, 2003.
12. Memorandum from L. Nelson, MOE-Technical Support Section to H. Mortfield, MOE-Thunder Bay District on March 11, 2003 Re: Monitoring Well Installations, New Landfill Site Township of Conmee.
13. Application for a Provisional Certificate of Approval for a Waste Disposal Site signed by Patricia Maxwell and dated August 3, 2009.
14. Memorandum from Sam Shippam, Environmental Officer, MOE-Thunderbay office, to the Corporation of the Township of Conmee on April 2, 2009 Re: Conmee Township Landfill Site 2005, 2006, 2007 Annual Monitoring Reports.

15. Environmental Compliance Approval Application dated December 21, 2015 and signed Patricia Maxwell, CAO/Clerk, the Corporation of the Township of Conmee, including the attached supporting documentation.

16. Report titled "Design, Operation and Closure Plan, Conmee Landfill Site" dated August 31, 2015 prepared by True Grit Consulting Ltd.

The reasons for the imposition of these terms and conditions are as follows:

GENERAL

- The reason for Conditions 1(1), (2), (4), (5), (6), (7), (8), (9), (10), (17), (18) and (19) is to clarify the legal rights and responsibilities of the *Owner* and *Operator* under this *Approval* .
- The reasons for Condition 1(3) are to ensure that the *Site* is designed, operated, monitored and maintained in accordance with the application and supporting documentation submitted by the *Owner*, and not in a manner which the *Director* has not been asked to consider.
- The reasons for Condition 1(11) are to ensure that the *Site* is operated under the corporate name which appears on the application form submitted for this *approval* and to ensure that the *Director* is informed of any changes.
- The reasons for Condition 1(12) are to restrict potential transfer or encumbrance of the *Site* without the approval of the *Director* and to ensure that any transfer of encumbrance can be made only on the basis that it will not endanger compliance with this *Approval* .
- The reason for Condition 1(13) is to ensure that the successor is aware of its legal responsibilities.
- The reasons for Conditions 1(14) and (15) are that the Part II.1 *Director* is an individual with authority pursuant to Section 197 of the Environmental Protection Act to require registration on title and provide any person with an interest in property before dealing with the property in any way to give a copy of the *Approval* to any person who will acquire an interest in the property as a result of the dealing.
- The reason for Condition 1(16) is to ensure that appropriate *Ministry* staff has ready access to the *Site* for inspection of facilities, equipment, practices and operations required by the conditions in this *Approval* . This Condition is supplementary to the powers of entry afforded a Provincial Officer pursuant to the *Act* , the *OWRA* , the *PA* , the *NMA* and the *SDWA* .
- Condition 1 (20) has been included in order to clarify what information may be subject to the *Freedom of Information Act*.

SITE OPERATION

- The reasons for Conditions 2(1), 2(5) and 6(3) are to ensure that the *Site* is operated, inspected and maintained in an environmentally acceptable manner and does not result in a hazard or nuisance to the natural environment or any person.
- The reason for Conditions 2 (2), 2(3) and 2(4) is to ensure that users of the *Site* are fully aware of important information and restrictions related to *Site* operations and access under this *Approval*.
- The reasons for Condition 2(6) (a), (b) and (c) are open burning of municipal waste is unacceptable because of concerns with air emissions, smoke and other nuisance effects, and the potential fire

hazard and to make sure burning of brush and wood are carried out in accordance with Ministry guidelines.

- The reasons for Condition 2(7), 2(8) and 2(9) are to specify the hours of operation for the landfill site and a mechanism for amendment of the hours of operation, as required.
- The reasons for Condition 2(10) and 2(11) are to ensure that the *Site* is supervised by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person and to ensure the controlled access and integrity of the *Site* by preventing unauthorized access when the *Site* is closed and no site attendant is on duty.

EMPLOYEE TRAINING

- The reason for Condition 3(1) is to ensure that the *Site* is supervised and operated by properly trained staff in a manner which does not result in a hazard or nuisance to the natural environment or any person.

COMPLAINTS RESPONSE PROCEDURE

- The reason for Condition 4(1) is to ensure that any complaints regarding landfill operations at this *Site* are responded to in a timely and efficient manner.

EMERGENCY RESPONSE

- Conditions 5(1) and 5(2) are included to ensure that emergency situations are reported to the Ministry to ensure public health and safety and environmental protection.
- Conditions 5(3), 5(4) and 5(5) are included to ensure that emergency situations are handled in a manner to minimize the likelihood of an adverse effect and to ensure public health and safety and environmental protection.

RECORD KEEPING AND REPORTING

- The reason for Conditions 6(1) and 6(2) is to ensure that accurate waste records are maintained to ensure compliance with the conditions in this *Approval* (such as fill rate, site capacity, record keeping, annual reporting, and financial assurance requirements), the *EPA* and its regulations.
- The reason for Conditions 6(4) and 6(5) is to ensure that detailed records of *Site* inspections are recorded and maintained for inspection and information purposes.
- The reasons for Conditions 6(6) and 6(7) are to ensure that regular review of site development, operations and monitoring data is documented and any possible improvements to site design, operations or monitoring programs are identified. An annual report is an important tool used in reviewing site activities and for determining the effectiveness of site design.

LANDFILL DESIGN AND DEVELOPMENT

- The reason for Conditions 7(1) to 7(6) inclusive is to specify the approved areas from which waste may be accepted at the *Site* and the types and amounts of waste that may be accepted for disposal at the *Site*, based on the *Owner*'s application and supporting documentation.
- Condition 7(7) is to provide the *Owner* the process for getting the approval for alternative daily and intermediate cover material.

- The reasons for Condition 7(8) are to ensure that daily/weekly and intermediate cover are used to control potential nuisance effects, to facilitate vehicle access on the *Site*, and to ensure an acceptable site appearance is maintained. The proper closure of a landfill site requires the application of a final cover which is aesthetically pleasing, controls infiltration, and is suitable for the end use planned for the *Site*.

LANDFILL MONITORING

- Reasons for Condition 8(1) are to ensure that off-site migration of landfill gas is monitored and all buildings at the *Site* are free of any landfill gas accumulation, which due to a methane gas component may be explosive and thus create a danger to any persons at the *Site*.

- Condition 8(2) is included to provide the groundwater and surface water limits to prevent water pollution at the *Site*.

- Conditions 8(3) and 8(4) are included to require the Owner to demonstrate that the *Site* is performing as designed and the impacts on the natural environment are acceptable. Regular monitoring allows for the analysis of trends over time and ensures that there is an early warning of potential problems so that any necessary remedial/contingency action can be taken.

- Conditions 8(5), 8(6) and 8(7) are included to ensure the integrity of the groundwater monitoring network so that accurate monitoring results are achieved and the natural environment is protected.

- Conditions 8(8) to 8(11) inclusive are added to ensure the *Owner* has a plan with an organized set of procedures for identifying and responding to potential issues relating to groundwater and surface water contamination at the *Site's* compliance point.

- Conditions 8(12), 8(13) and 8(14) are included to streamline the approval of the changes to the monitoring plan.

- Condition 8(15) is included to require the *Owner* to assess groundwater monitoring well BH10 with respect to adequacy and replace if necessary.

CLOSURE PLAN

- The reasons for Condition 9 are to ensure that final closure of the *Site* is completed in an aesthetically pleasing manner, in accordance with Ministry standards, and to ensure the long-term protection of the health and safety of the public and the environment.

WASTE DIVERSION

- Condition 10 is included to ensure that the recyclable materials are stored in their temporary storage location and transferred off-site in a manner as to minimize a likelihood of an adverse effect or a hazard to the natural environment or any person.

HHW

- The reasons for the Condition 11 are to approve collection of household hazardous waste and to ensure that the wastes are managed in a manner that protects the environment.

Upon issuance of the environmental compliance approval, I hereby revoke Approval No(s). 8454-4Z8J3V issued on October 10, 2001

In accordance with Section 139 of the Environmental Protection Act, you may by written Notice served

upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 142 of the Environmental Protection Act provides that the Notice requiring the hearing shall state:

1. The portions of the environmental compliance approval or each term or condition in the environmental compliance approval in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

Pursuant to subsection 139(3) of the Environmental Protection Act, a hearing may not be required with respect to any terms and conditions in this environmental compliance approval, if the terms and conditions are substantially the same as those contained in an approval that is amended or revoked by this environmental compliance approval.

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The environmental compliance approval number;
6. The date of the environmental compliance approval;
7. The name of the Director, and;
8. The municipality or municipalities within which the project is to be engaged in.

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
655 Bay Street, Suite 1500
Toronto, Ontario
M5G 1E5

AND

The Director appointed for the
purposes of Part II.1 of the
Environmental Protection Act
Ministry of the Environment and
Climate Change
135 St. Clair Avenue West, 1st Floor
Toronto, Ontario
M4V 1P5

*** Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 212-6349, Fax: (416) 326-5370 or www.ert.gov.on.ca**

The above noted activity is approved under s.20.3 of Part II.1 of the Environmental Protection Act.

DATED AT TORONTO this 19th day of December,
2016

Dale Gable, P.Eng.
Director
appointed for the purposes of Part II.1 of
the *Environmental Protection Act*

RM/
c: District Manager, MOECC Thunder Bay - District
True Grit Consulting Ltd.



APPENDIX B

The Ontario Water Resources Act WATER WELL RECORD



Ministry of Environment
and Energy

Print only in spaces provided.
Mark correct box with a checkmark, where applicable.

County or District <i>Thunder Bay</i>	Township/Borough/City/Town/Village <i>CONNEE</i>	Con. block tract survey, etc. <i>CONES</i>	Lot <i>8</i>
Owner's surname <i>TOP OF CONNIE</i>	First Name	Date completed <i>09 08 05</i> day month year	
Address of Well Location <i>R.R. #1 19 HOLLAND ROAD WEST</i>			

General colour	Most common material	Other materials	General description	Depth - feet	
				From	To
<i>Brown</i>	<i>FILL</i>	<i>STONES</i>		<i>0</i>	<i>3</i>
<i>Red</i>	<i>CLAY</i>	<i>STONES</i>		<i>3</i>	<i>68</i>
<i>Brown</i>	<i>hardpan</i>	<i>CLAY</i>		<i>68</i>	<i>75</i>
<i>Black</i>	<i>gravel</i>			<i>75</i>	<i>85</i>

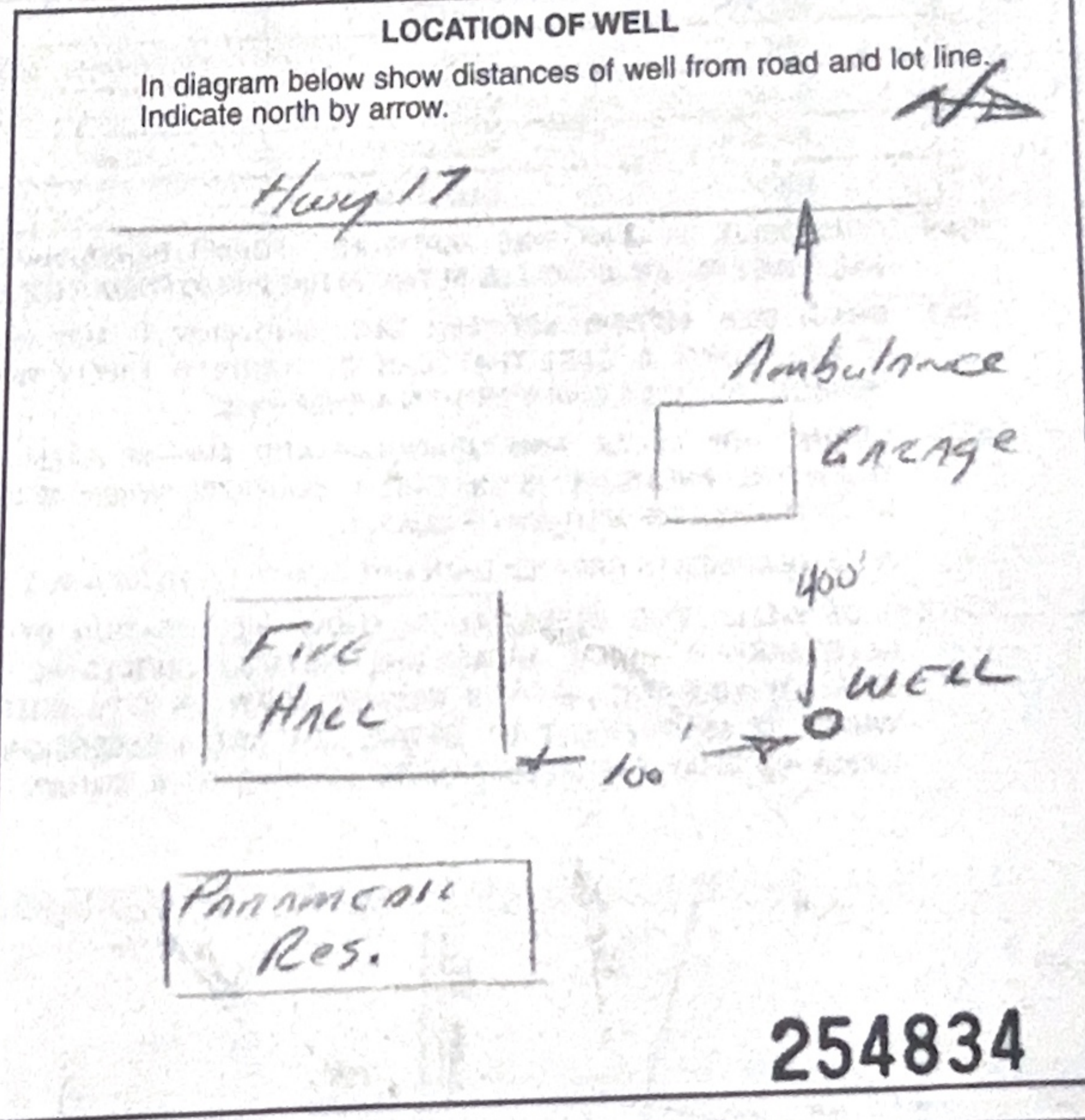
WATER RECORD	
Water found at - feet	Kind of water
<i>85</i>	<input checked="" type="checkbox"/> Fresh <input type="checkbox"/> Salty <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Gas
	<input type="checkbox"/> Fresh <input type="checkbox"/> Salty <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Gas
	<input type="checkbox"/> Fresh <input type="checkbox"/> Salty <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Gas
	<input type="checkbox"/> Fresh <input type="checkbox"/> Salty <input type="checkbox"/> Sulphur <input type="checkbox"/> Minerals <input type="checkbox"/> Gas

CASING & OPEN HOLE RECORD				
Inside diam inches	Material	Wall thickness inches	Depth - feet	
			From	To
<i>6 1/4</i>	<input checked="" type="checkbox"/> Steel <input type="checkbox"/> Galvanized <input type="checkbox"/> Concrete <input type="checkbox"/> Open hole <input type="checkbox"/> Plastic	<i>1 3/8</i>	<i>0</i>	<i>84</i>
<i>6</i>	<input type="checkbox"/> Steel <input type="checkbox"/> Galvanized <input type="checkbox"/> Concrete <input type="checkbox"/> Open hole <input type="checkbox"/> Plastic		<i>84</i>	<i>85</i>

SCREEN	Sizes of opening (Slot No.)	Diameter inches	Length feet
	Material and type		Depth at top of screen feet

PLUGGING & SEALING RECORD		
<input checked="" type="checkbox"/> Annular space		
<input type="checkbox"/> Abandonment		
Depth set at - feet		Material and type (Cement grout, bentonite, etc.)
From	To	
<i>0</i>	<i>84</i>	<i>CASING DRIVE SHOULDER</i>
<i>0</i>	<i>30</i>	<i>BENTONITE SLURRY</i>

Pumping test method <input checked="" type="checkbox"/> Pump <input type="checkbox"/> Bailer	Pumping rate <i>12</i> GPM	Duration of pumping <i>1</i> Hours <i>0</i> Mins
Static level <i>60</i> feet	Water level end of pumping <i>65</i> feet	Water levels during <input checked="" type="checkbox"/> Pumping <input type="checkbox"/> Recovery 15 minutes: <i>65</i> feet 30 minutes: <i>65</i> feet 45 minutes: <i>65</i> feet 60 minutes: <i>65</i> feet
If flowing give rate GPM	Pump intake set at <i>78</i> feet	Water at end of test <input checked="" type="checkbox"/> Clear <input type="checkbox"/> Cloudy
Recommended pump type <input type="checkbox"/> Shallow <input checked="" type="checkbox"/> Deep	Recommended pump setting <i>78</i> feet	Recommended pump rate <i>10</i> GPM



FINAL STATUS OF WELL		
<input checked="" type="checkbox"/> Water supply	<input type="checkbox"/> Abandoned, insufficient supply	<input type="checkbox"/> Unfinished
<input type="checkbox"/> Observation well	<input type="checkbox"/> Abandoned, poor quality	<input type="checkbox"/> Replacement well
<input type="checkbox"/> Test hole	<input type="checkbox"/> Abandoned (Other)	
<input type="checkbox"/> Recharge well	<input type="checkbox"/> Dewatering	

WATER USE		
<input type="checkbox"/> Domestic	<input type="checkbox"/> Commercial	<input type="checkbox"/> Not use
<input type="checkbox"/> Stock	<input checked="" type="checkbox"/> Municipal	<input type="checkbox"/> Other
<input type="checkbox"/> Irrigation	<input type="checkbox"/> Public supply	
<input type="checkbox"/> Industrial	<input type="checkbox"/> Cooling & air conditioning	

METHOD OF CONSTRUCTION		
<input type="checkbox"/> Cable tool	<input type="checkbox"/> Air percussion	<input type="checkbox"/> Driving
<input type="checkbox"/> Rotary (conventional)	<input type="checkbox"/> Boring	<input type="checkbox"/> Digging
<input type="checkbox"/> Rotary (reverse)	<input type="checkbox"/> Diamond	<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Rotary (air)	<input type="checkbox"/> Jetting	

Name of Well Contractor <i>FINNEN WATER Well Drilling</i>	Well Contractor's Licence No. <i>6880</i>
Address <i>RR #1 Pass Lk Out.</i>	
Name of Well Technician <i>Jack MacAskill</i>	Well Technician's Licence No. <i>72440</i>
Signature of Technician/Contractor <i>[Signature]</i>	
Submission date day mo yr	

MINISTRY USE ONLY	

3 - OWNER'S COPY

10-B11-0001 Fire Department Well Record

Well Location
 Address of Well Location (Street Number/Name) **17 HOLLAND RD WEST**
 County/District/Municipality **THUNDER BAY**
 UTM Coordinates Zone **18** Easting **83163104944** Northing **53687817**
 Province **ON** Postal Code **R1A1W0** Telephone N **8674**
 Township **Conmee** City/Town/Village **Conmee** Lot **001** Concession **2**
 Municipal Plan and Sublot Number



The Ontario Water Resources Act
WATER WELL RECORD
 6107276

1 PRINT ONLY IN SPACES PROVIDED
 2 CHECK CORRECT BOX WHERE APPLICABLE

COUNTY OR DISTRICT **Thunder Bay** TOWNSHIP **Conmee** CITY/TOWN/VILLAGE **Conmee** CON. BLOCK/PART/SECTION/LOT **6.1.0.3.3** CON. NO. **192**
 DATE COMPLETED DAY **2** MO **06** YE **92**

LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
Brown	Sandy	Clay	Soft	0	20
Black	Granite	Stones (Quartz)	Hard	20	302

41 WATER RECORD

WATER FOUND AT - FEET	KIND OF WATER
150	<input checked="" type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERALS <input type="checkbox"/> GAS
20-23	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERALS <input type="checkbox"/> GAS
25-30	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERALS <input type="checkbox"/> GAS
30-35	<input type="checkbox"/> FRESH <input type="checkbox"/> SALTY <input type="checkbox"/> SULPHUR <input type="checkbox"/> MINERALS <input type="checkbox"/> GAS

51 CASING & OPEN HOLE RECORD

INSIDE DIAM INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET
6 1/4	<input checked="" type="checkbox"/> STEEL <input type="checkbox"/> GALVANIZED <input type="checkbox"/> CONCRETE <input type="checkbox"/> OPEN HOLE <input type="checkbox"/> PLASTIC	188	0 22
6	<input checked="" type="checkbox"/> STEEL <input type="checkbox"/> GALVANIZED <input type="checkbox"/> CONCRETE <input type="checkbox"/> OPEN HOLE <input type="checkbox"/> PLASTIC		22 302

SCREEN

SIZE OF OPENING (SLOT NO.)	DIAMETER	LENGTH

61 PLUGGING & SEALING RECORD

DEPTH SET AT FEET	MATERIAL AND TYPE (CEMENT GROUT, LEAD PACKER, ETC.)
10-10	
10-21	
20-20	

71 PUMPING TEST

PUMPING TEST METHOD AIR PUMP RAILER

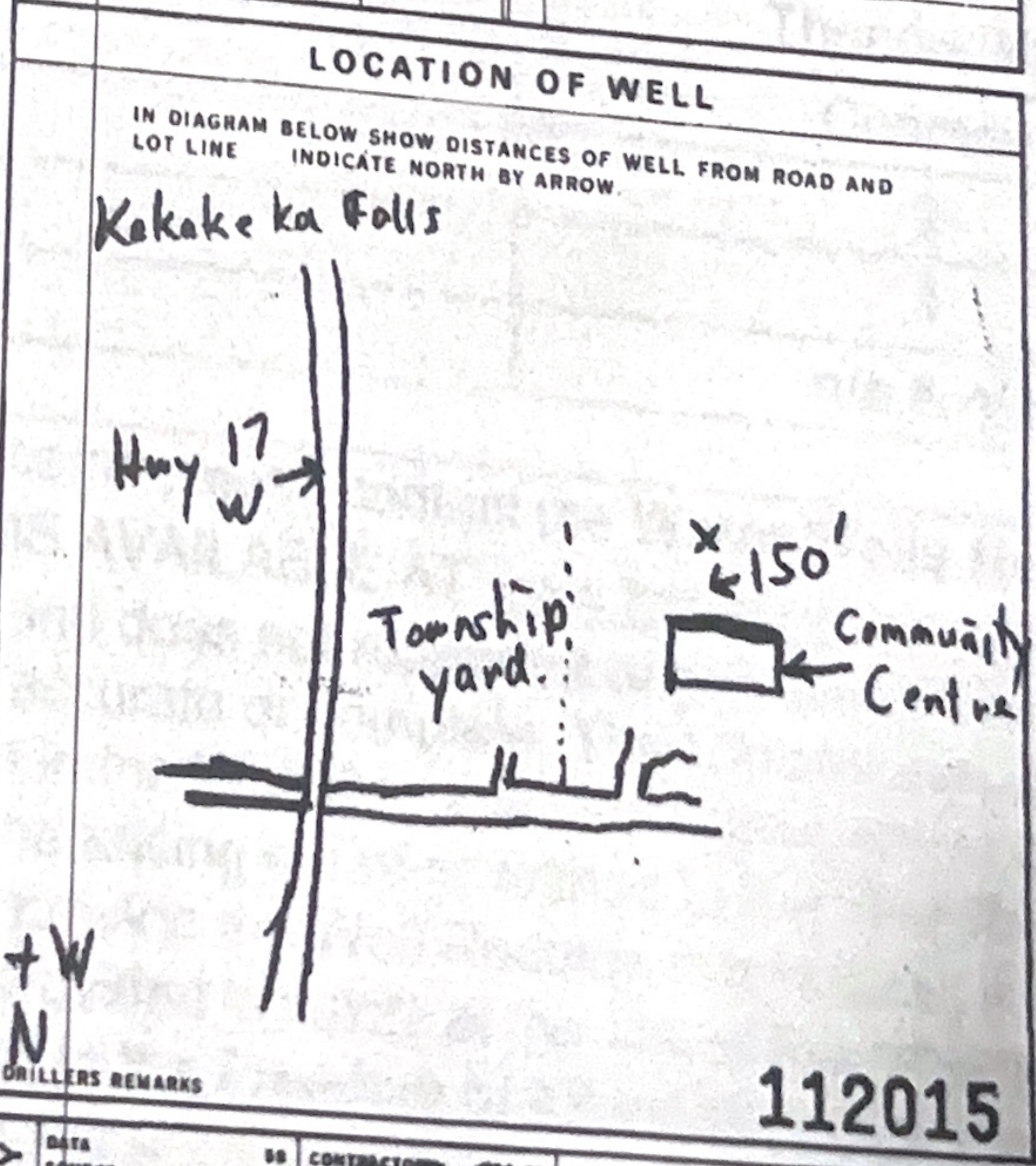
PUMPING RATE **1 1/4** GPM DURATION OF PUMPING **1** HOUR

STATIC LEVEL **6** FEET WATER LEVEL END OF PUMPING **302** FEET

WATER LEVELS DURING PUMPING: 15 MINUTES **307** FEET, 30 MINUTES **307** FEET, 45 MINUTES **307** FEET, 60 MINUTES **302** FEET

RECOMMENDED PUMP TYPE DEEP SHALLOW

RECOMMENDED PUMP SETTING **295** FEET



84 FINAL STATUS OF WELL WATER SUPPLY OBSERVATION WELL TEST HOLE RECHARGE WELL

85 WATER USE DOMESTIC STOCK IRRIGATION INDUSTRIAL OTHER

87 METHOD OF CONSTRUCTION ROTARY (AIR) CABLE TOOL ROTARY (CONVENTIONAL) ROTARY (REVERSE) AIR PERCUSSION

CONTRACTOR **Amethyst Well Drilling Ltd** WELL CONTRACTOR'S LICENCE NUMBER **6384**
 ADDRESS **RR 5 T. Bay**
 NAME OF WELL TECHNICIAN **Les W. Ing** WELL TECHNICIAN'S LICENCE NUMBER **T-1508**
 SIGNATURE OF TECHNICIAN/CONTRACTOR *[Signature]*

OFFICE USE ONLY

DATE OF INSPECTION **DEC 06 2004** CONTRACTOR'S LICENCE NUMBER **6384** DATE RECEIVED **DEC 06 2004**

MINISTRY OF THE ENVIRONMENT COPY



WATER WELL RECORD

52 A/NE

1. PRINT ONLY IN SPACES PROVIDED
2. CHECK CORRECT BOX WHERE APPLICABLE

11 6100988 61033 10.2

COUNTY OR DISTRICT: THUNDER BAY
TOWNSHIP, BOROUGH, CITY, TOWN, VILLAGE: COMBEE TOWNSHIP
CONC. BLOCK, TRACT, SURVEY, ETC.: CONC 11
LOT 25-27: 001
OWNER (SURNAME FIRST): COMBEE TWP
ADDRESS: 9/6 [redacted]
DATE COMPLETED: DAY 19 MO. 02 YR. 73
MUNICIPALITY: [redacted]
TOWNSHIP: COMBEE TOWNSHIP
KAKABEKA FALLS, ONT.

ZONE: 16 EASTING: 304950 NORTHING: 5368570
RC: 4 ELEVATION: 1170 RC: 6 BASIN CODE: 21

LOG OF OVERBURDEN AND BEDROCK MATERIALS (SEE INSTRUCTIONS)

GENERAL COLOUR	MOST COMMON MATERIAL	OTHER MATERIALS	GENERAL DESCRIPTION	DEPTH - FEET	
				FROM	TO
BROWN	GRAVEL	SOME BOULDERS	FROST FROZEN OVERBURDEN	0	5'
GREY	ROCK	GRANITIC ROCK	HARD ROCK	5	145'
WHITE	QUARTZ	GRANITE QUARTZ	SLIGHTLY SOFTER	135	176

31 0005611113 014522620 013622221

32

41 WATER RECORD

WATER FOUND AT - FEET	KIND OF WATER			
10-13	1 <input checked="" type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	14
15-18	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	19
20-23	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	24
25-28	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	29
30-33	1 <input type="checkbox"/> FRESH	3 <input type="checkbox"/> SULPHUR	4 <input type="checkbox"/> MINERAL	34-80

51 CASING & OPEN HOLE RECORD

INSIDE DIAM. INCHES	MATERIAL	WALL THICKNESS INCHES	DEPTH - FEET	
			FROM	TO
10-11	1 <input checked="" type="checkbox"/> STEEL	1/4"	0	007"
17-18	1 <input type="checkbox"/> STEEL			20-23
24-25	1 <input type="checkbox"/> STEEL			27-30

SCREEN

SIZE(S) OF OPENING (SLOT NO.)	DIAMETER	LENGTH
	INCHES	FEET
	DEPTH TO TOP OF SCREEN	41-44
		80

61 PLUGGING & SEALING RECORD

DEPTH SET AT - FEET	MATERIAL AND TYPE
0	7 SOCKETED IN ROCK 2'
18-21	22-25
26-29	30-33 80

71 PUMPING TEST

PUMPING TEST METHOD: 1 PUMP 2 BAILER

PUMPING RATE: 0040 GPM

DURATION OF PUMPING: 01 15-16 30 17-18 HOURS MINS

STATIC LEVEL	WATER LEVEL END OF PUMPING	WATER LEVELS DURING			
10-13	22-24	15 MINUTES	30 MINUTES	45 MINUTES	60 MINUTES
010	010	010	010	010	010
FEET	FEET	FEET	FEET	FEET	FEET

IF FLOWING, GIVE RATE: 0040 GPM

PUMP INTAKE SET AT: 140' FEET

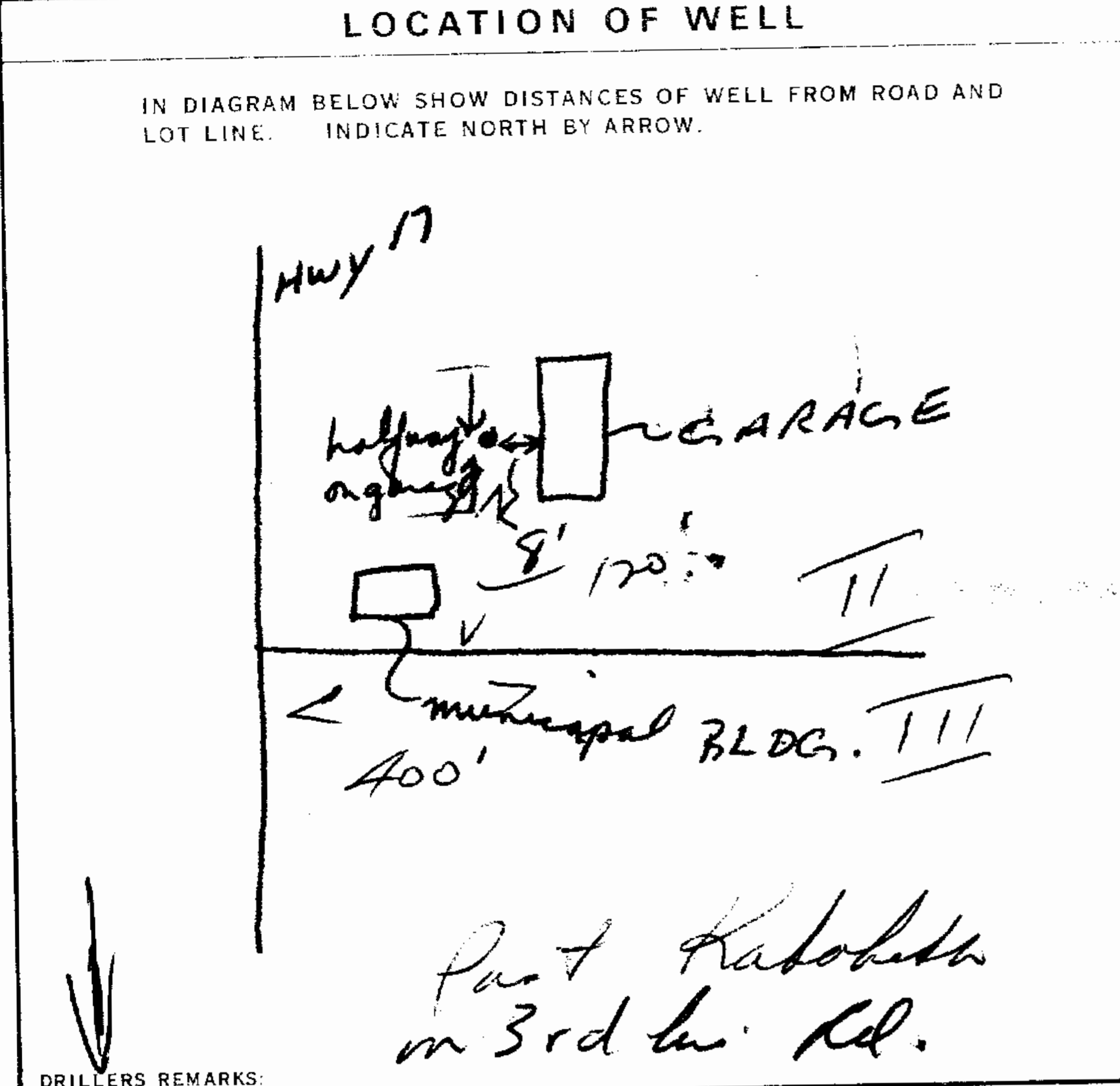
WATER AT END OF TEST: 1 CLEAR 2 CLOUDY

RECOMMENDED PUMP TYPE: SHALLOW DEEP

RECOMMENDED PUMP SETTING: 140' FEET

RECOMMENDED PUMPING RATE: 0030 GPM

50-53 0.80.0 GPM./FT. SPECIFIC CAPACITY



FINAL STATUS OF WELL

1 WATER SUPPLY 5 ABANDONED, INSUFFICIENT SUPPLY
 2 OBSERVATION WELL 6 ABANDONED, POOR QUALITY
 3 TEST HOLE 7 UNFINISHED
 4 RECHARGE WELL

WATER USE

1 DOMESTIC 5 COMMERCIAL
 2 STOCK 6 MUNICIPAL
 3 IRRIGATION 7 PUBLIC SUPPLY
 4 INDUSTRIAL 8 COOLING OR AIR CONDITIONING
 9 NOT USED

METHOD OF DRILLING

1 CABLE TOOL 6 BORING
 2 ROTARY (CONVENTIONAL) 7 DIAMOND
 3 ROTARY (REVERSE) 8 JETTING
 4 ROTARY (AIR) 9 DRIVING
 5 AIR PERCUSSION

CONTRACTOR

NAME OF WELL CONTRACTOR: CANADIANA WELL DRILLING
 LICENCE NUMBER: 1569
 ADDRESS: 230 S. ALGONQUIN AVE THUNDER BAY ONT
 NAME OF DRILLER OR BORER: TIMOTHY M. HARDY
 LICENCE NUMBER: [redacted]
 SIGNATURE OF CONTRACTOR: [Signature]
 SUBMISSION DATE: DAY 14 MO. 3 YR. 73

OFFICE USE ONLY

DATA SOURCE: 1 1569
 CONTRACTOR: 58 1569
 DATE RECEIVED: 1603
 DATE OF INSPECTION: [redacted]
 INSPECTOR: [redacted]
 REMARKS: APL CSS.S8
 P [Signature]
 WI [Signature]



Well Tag No. (Place Sticker and/or Print Below) ¹⁶⁰
A282137

Measurements recorded in: Metric Imperial

Well Owner's Information

First Name	Last Name / Organization CONNEE TOWNSHIP	E-mail Address connec@connec.com	<input type="checkbox"/> Well Constructed by Well Owner
Mailing Address (Street Number/Name) 19 HOLLAND RD WEST RR#1	Municipality KAKABEKA FALLS	Province ON	Postal Code P0T1W0
Telephone No. (inc. area code) 8074755229			

Well Location

Address of Well Location (Street Number/Name) 19 HOLLAND RD WEST	Township CONNEE	Lot 001	Concession #
County/District/Municipality THUNDER BAY, Connec	City/Town/Village CONNEE	Province Ontario	Postal Code
UTM Coordinates Zone Easting Northing NAD 83 16304944 5368787	Municipal Plan and Sublot Number	Other	

Overburden and Bedrock Materials/Abandonment Sealing Record (see instructions on the back of this form)

General Colour	Most Common Material	Other Materials	General Description	Depth From (m/ft)	Depth To (m/ft)
Brown	GRAVEL			0m	1.21m
Brown	GRAVEL	WOODS		1.21m	2.44m
Brown	GRAVEL	CLAY/SAND	HARD, PACKED	2.44m	5.48m
Grey	GRANITE			5.48m	23.77m
Grey	GRANITE		FRACTURED	23.77m	24.68m
Grey	GRANITE			24.68m	25.91m

Annular Space

Depth Set at From (m/ft)	To (m/ft)	Type of Sealant Used (Material and Type)	Volume Placed (m³/ft³)
0m	6.1m	BENTONITE SLURRY	0.9m³

Method of Construction

<input type="checkbox"/> Cable Tool	<input type="checkbox"/> Diamond	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Commercial	<input type="checkbox"/> Not used
<input type="checkbox"/> Rotary (Conventional)	<input type="checkbox"/> Jetting	<input type="checkbox"/> Domestic	<input type="checkbox"/> Municipal	<input type="checkbox"/> Dewatering
<input type="checkbox"/> Rotary (Reverse)	<input type="checkbox"/> Driving	<input type="checkbox"/> Livestock	<input type="checkbox"/> Test Hole	<input type="checkbox"/> Monitoring
<input type="checkbox"/> Boring	<input type="checkbox"/> Digging	<input type="checkbox"/> Irrigation	<input type="checkbox"/> Cooling & Air Conditioning	
<input checked="" type="checkbox"/> Air percussion		<input type="checkbox"/> Industrial		
<input type="checkbox"/> Other, specify		<input checked="" type="checkbox"/> Other, specify ICE RINK		

Construction Record - Casing

Inside Diameter (cm/in)	Open Hole OR Material (Galvanized, Fibreglass, Concrete, Plastic, Steel)	Wall Thickness (cm/in)	Depth (m/ft)		Status of Well
			From	To	
15.8cm	STEEL	0.48cm	+0.6m	6.4m	<input checked="" type="checkbox"/> Water Supply <input type="checkbox"/> Replacement Well <input type="checkbox"/> Test Hole <input type="checkbox"/> Recharge Well <input type="checkbox"/> Dewatering Well <input type="checkbox"/> Observation and/or Monitoring Hole <input type="checkbox"/> Alteration (Construction) <input type="checkbox"/> Abandoned, Insufficient Supply <input type="checkbox"/> Abandoned, Poor Water Quality <input type="checkbox"/> Abandoned, other, specify <input checked="" type="checkbox"/> Other, specify None Possible

Construction Record - Screen

Outside Diameter (cm/in)	Material (Plastic, Galvanized, Steel)	Slot No.	Depth (m/ft)	
			From	To
	N/A			

Water Details

Water found at Depth (m/ft)	Kind of Water: <input checked="" type="checkbox"/> Fresh <input type="checkbox"/> Untested <input type="checkbox"/> Gas <input type="checkbox"/> Other, specify ~ 4 L/min	Hole Diameter	
		Depth (m/ft) From To	Diameter (cm/in)
24.68 (81)		+0.6m	6.4m 15.8cm
		6.4m	25.91m 14.9cm

Well Contractor and Well Technician Information

Business Name of Well Contractor NWO WELL SERVICES LTD	Well Contractor's Licence No. 7475
Business Address (Street Number/Name) 116 CLAVET ST	Municipality THUNDER BAY
Province ON	Postal Code P7A2M4
Business E-mail Address info@nwo-wellservices.ca	
Bus. Telephone No. (inc. area code) 8077037700	Name of Well Technician (Last Name, First Name) MACASKILL, JACK
Well Technician's Licence No. 2440	Signature of Technician and/or Contractor <i>[Signature]</i>
	Date Submitted 2019/2/30

Results of Well Yield Testing

Time (min)	Draw Down		Recovery	
	Water Level (m/ft)	Time (min)	Water Level (m/ft)	Time (min)
Static Level	3.85m		5.22m	
1	4.05m	1	5.02m	
2	4.1m	2	5m	
3	4.12m	3	4.98m	
4	4.16m	4	4.95m	
5	4.19m	5	4.93m	
10	4.32m	10	4.87m	
15	4.45m	15	4.81m	
20	4.56m	20	4.76m	
25	4.66m	25	4.72m	
30	4.76m	30	4.68m	
40	4.95m	40	4.60m	
50	5.08m	50	4.55m	
60	5.22m	60	4.51m	

After test of well yield, water was:
 Clear and sand free
 Other, specify

If pumping discontinued, give reason:
N/A

Pump intake set at (m/ft)
2.1m

Pumping rate (l/min / GPM)
37.8 L/min

Duration of pumping
1 hrs + - min

Final water level end of pumping (m/ft)
5.22m

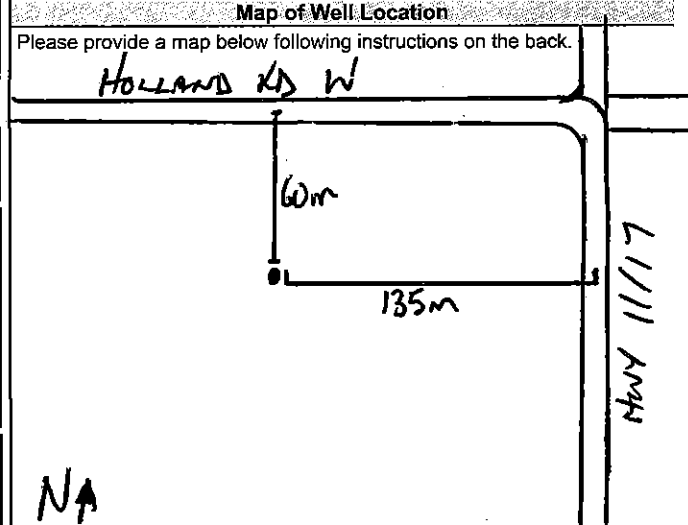
If flowing give rate (l/min / GPM)
N/A

Recommended pump depth (m/ft)
18m

Recommended pump rate (l/min / GPM)
75 L/min

Well production (l/min / GPM)
30+ L/min

Disinfected?
 Yes No



Comments:
NA

Well owner's information package delivered <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date Package Delivered 2019/2/30	Ministry Use Only Audit No. 2324035 APR 07 2020 Received
Date Work Completed 2019/2/16		



APPENDIX C



Photo 1: View facing south of Conmee municipal office.



Photo 2: View of food bank room (newer addition to Conmee office).



Photo 3: View of emergency light fixture possibly containing radioactive substances.



Photo 4: View of wood panelling over top of gypsum board in community hall.



Photo 5: View of finished 12"x12" VFT overlying original cream-coloured 12"x12" VFT in main community hall building. Black mastic contains asbestos.



Photo 6: View of coffered ceiling in community hall. Ceiling tiles could not be sampled but are assumed non-asbestos (newer).



Photo 7: View of municipal garage.



Photo 8: View of diesel AST installation at the municipal garage.



Photo 9: View of landfill operator shack at the Conmee WDS.



Photo 10: View of exterior of Quonset Hut building.



Photo 11: View (partial) of interior of Quonset Hut building.



Photo 12: View of surface soil staining in Quonset Hut.



Photo 17: View of ambulance bay building, Generac generator, and radio tower.



Photo 18: View of storage shed at ambulance bay property.



Photo 19: View of interior of ambulance bay building.



Photo 20: View of fire hall building and propane AST.



Photo 21: View of licensed aggregate pit No. 611501.



Photo 22: View of licensed aggregate pit No. 611521.

**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026
To: Mayor and Council
Subject: Asset Retirement Obligation
Submitted by: Leanne Maxwell

RECOMMENDATION:

That Council receive the Treasurer's Report regarding Asset Retirement Obligations under PS 3280; and that Council provide direction with respect to the implementation approach.

BACKGROUND:

Public Sector Accounting Standard PS 3280, Asset Retirement Obligations, is in effect for Ontario municipalities for fiscal years beginning on or after January 1, 2024. The standard requires municipalities to identify legal obligations associated with the retirement of tangible capital assets and to recognize and measure those obligations in the municipal financial statements.

In 2025, North Rock Engineering completed the technical work to assist with identifying and scoping potential asset retirement obligations related to Township infrastructure and facilities. That work forms an important foundational step toward compliance with PS 3280.

FOR DISCUSSION:

Asset retirement obligations typically arise where the Township has a legal requirement to decommission, remediate, or restore an asset at the end of its useful life. Common examples include asbestos-containing materials in buildings, underground tanks, and other regulated infrastructure. While the technical identification and scoping of potential obligations have been completed through the North Rock Engineering report, additional accounting work is required to calculate the financial liability in accordance with PS 3280's measurement requirements. This includes estimating future costs, applying appropriate discount rates, and determining the transition method to be used for initial recognition.

MNP will be doing the second part of the Asset Retirement Obligation – Calculation and Worksheet. Please see the engagement letter that has been sent separately from the agenda.

Council needs to decide what application method (see item 9.4-2) they would like to be used to calculate an estimate of the cost to retire an asset. MNP is recommending the Modified method.

PS 3280 Asset Retirement Obligations

Effective date: December 31, 2023 year-ends (for Ontario municipalities)

Examples:

- Landfills
- Underground fuel/water tanks
- Asbestos in buildings

STEP ONE: Identification / Scoping In

Reviewing list of capital assets & identifying those with a retirement obligation.

STEP TWO: Recognition

For scoped-in capital assets, check if recognition criteria met.

Criteria

- 1) Legal obligation exists i.e. Provincial standard/regulation
- 2) Past transaction or event has occurred i.e. purchase, development of capital asset
- 3) Future economic benefits will be given up i.e. spending of cash, use of employee's time
- 4) Reasonable estimate can be made

STEP THREE: Measurement ** This is where the MNP team in Regina comes in!

For scoped-in capital assets which meet the recognition criteria, calculate an appropriate estimate using the methods in the accounting standard.

Transitional application methods:

- 1) Retroactive with restatement (NOT RECOMMENDED)
 - o Requires discount rates and assumptions as of the date the legal obligation was incurred; which could be decades ago, so this method is often considered.
 - o Prior period adjustment; 2024 figures updated.
- 2) Modified retroactive with restatement (RECOMMENDED)
 - o Uses discount rates and assumptions as of the first date of the current period.
 - o Prior period adjustment (PPA); 2024 figures updated.

Pros:

- Removal of audit report qualification i.e. clean audit opinion.
- 2025 and 2024 figures are comparable.
- Method being used by most other municipalities.

Cons:

- Higher quoted price (\$13,500-\$17,000) for accounting work.

3) Prospective

- o Uses discount rates and assumption as of the first date of the current period.
- o No prior period adjustment; no changes to 2024 figures. All adjustments are run through the current year (2025).

Pros:

- Lower quoted price (\$10,000-\$15,000) for accounting work.
- Removal of audit report qualification i.e. clean audit opinion.

Cons:

- 2025 & 2024 figures are NOT comparable, which could lead to more questions and/or confusion.
- This method is not commonly/widely used.
- Higher future expenses on Statement of Operations (amortization only). This could be viewed negatively by Ministry and/or future lenders as they're more likely to use figures from audited financials.

**The Corporation of the Township of Conmee
Administrative Report**

Date: January 13, 2026
To: Mayor and Council
Subject: Digital Sign for Community Centre
Submitted by: Leanne Maxwell

RECOMMENDATION:

The Treasurer is recommending the installation of a digital outdoor sign for the Conmee Community Centre. This investment would significantly enhance our ability to communicate with residents and promote community engagement.

BACKGROUND:

Our current message board is outdated and increasingly difficult to maintain. Several of the tracks that hold the letters are broken, and many letters are faded and cracked and the size is limited. Updating the board requires someone to go outside and manually arrange the letters, which is time-consuming and especially challenging during inclement weather such as rain or snow. Also, there is no lighting which makes it impossible to see at night. These reasons highlight the need for a modern, digital solution that is easier to update and more reliable year-round.

DISCUSSION:

A digital sign would be an investment for the Township.

The Treasurer is hoping to use some of the monies acquired through the agreement with OPG. We could also use some funding from CCBF as it aligns with supporting emergency preparedness and improving community engagement and communication. There would be ongoing electricity costs.

Ideally, the sign would be installed where the current one is. It would be double-sided and approximately the same width. The logo would be back lit for visibility at night, and the digital sign could remain on all hours or be set to go off overnight.

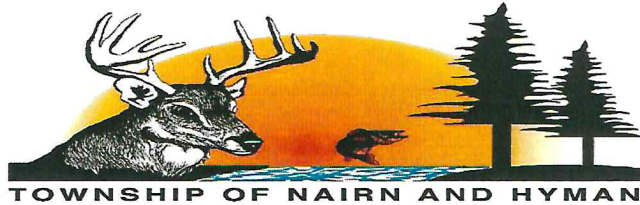
All software is included. The types of messages and graphics are unlimited. The sign can be managed from the office and updated immediately.

Advantages of a Digital Outdoor Sign

1. **Ease of Updating Messages**
 - Messages can be changed instantly from a computer or mobile device.
 - No need for manual labor or going outside in bad weather.
2. **Emergency Communication**
 - Quickly display urgent alerts (e.g., closures, safety warnings, severe weather).
 - Improves community safety and responsiveness.
3. **Advertising Opportunities**
 - Promote local businesses or sponsors for revenue generation.
 - Highlight upcoming events, programs, and rentals to increase participation.
4. **Improved Visibility**
 - Bright, dynamic display attracts attention and makes the centre more noticeable.
 - Enhances the centre's image as modern and community focused.
5. **Cost Efficiency Over Time**
 - Reduces printing costs for posters and banners.
 - Long lifespan compared to traditional signage.
6. **Community Engagement**
 - Share local news, greetings, and cultural messages.
 - Creates a sense of connection and pride.
7. **Accessibility**
 - Large, clear text and graphics improve readability for all ages.
 - Can support multiple languages if needed.

ATTACHEMENTS:

Three quotes are provided in the Closed agenda package under s. 239(2)(i) of the Municipal Act.



64 McIntyre Street • Nairn Centre, Ontario • P0M 2L0 ☎ 705-869-4232 📠 705-869-5248
 Established: March 7, 1896 Office of the Clerk Treasurer, CAO E-mail: belindaketchabaw@nairncentre.ca

December 17, 2025

The Right Honourable Mark Carney
 Office of the Prime Minister
 80 Wellington Street
 Ottawa, ON K1A 0A2

Dear Prime Minister:

Re: Support Resolution

On behalf of the Council of the Township of Nairn and Hyman, I am writing to formally convey Council's support for recent federal measures aimed at stabilizing and strengthening Canada's steel and softwood lumber sectors.

As a small Northern Ontario municipality whose economy is closely tied to the continued operation of Interfor, a local softwood lumber mill, Council is increasingly concerned that ongoing trade pressures and market uncertainty are placing added strain on the long-term viability of this key employer. Any reduction in operations or a potential closure would have significant and lasting consequences for local employment, municipal revenues, and the overall economic and social wellbeing of our community.

In this context, and in response to the Federation of Northern Ontario Municipalities' November 26, 2025 media release, Council adopted the enclosed resolution at their meeting of December 8, 2025:

SUPPORT FOR STEEL AND LUMBER SECTORS

RESOLUTION # 2025-14-247

MOVED BY: Karen Richter

SECONDED BY: Wayne Austin

WHEREAS the Federation of Northern Ontario Municipalities (FONOM) has issued a media release dated November 26, 2025, welcoming the Government of Canada's new measures to support the steel and softwood lumber sectors in response to ongoing U.S. tariff pressures; and

WHEREAS the federal actions—including strengthened protections for domestic producers, expanded financial supports, and increased incentives to utilize Canadian steel and lumber in federal infrastructure and housing projects—represent important steps in stabilizing industries that are vital to Northern Ontario's economy; and

WHEREAS municipalities across the North continue to experience the economic impacts of industry closures, including the recent shutdown of Domtar a pulp and paper mill in the neighboring Town of Espanola, which has demonstrated the vulnerability of resource-dependent communities and the need for coordinated intergovernmental support; and

WHEREAS the Township of Nairn and Hyman recognizes the significant role of Interfor, our local soft-wood lumber mill, as a major employer and economic anchor in our region, and further recognizes that any threat to its continued operation would have devastating consequences for workers, families, and local businesses; and

WHEREAS the Province of Ontario has a shared responsibility to ensure the long-term sustainability of the forestry, lumber, and steel sectors, which are foundational to the economic wellbeing of Northern and rural communities;

NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Nairn and Hyman commends the Government of Canada for its leadership and for implementing substantial measures to support Canada's steel and softwood lumber industries during this period of trade volatility; and

BE IT FURTHER RESOLVED THAT Council respectfully urges the Government of Ontario to introduce additional financial, regulatory, and policy-based supports to ensure that Ontario's steel, forestry, and lumber sectors remain competitive, resilient, and able to withstand ongoing international trade pressures; and

BE IT FURTHER RESOLVED THAT Council specifically calls upon the Province of Ontario to work directly with industry stakeholders, including municipalities and major employers such as Interfor, to create programs and investments that will help protect jobs, maintain production capacity, and support long-term industry growth in Northern Ontario; and

BE IT FINALLY RESOLVED THAT a copy of this resolution be forwarded to the Prime Minister of Canada, the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Northern Development, FONOM, MP Jim Belanger, MPP Bill Rosenberg and all Ontario Municipalities.

CARRIED

Sincerely Yours,



Belinda Ketchabaw
CAO Clerk - Treasurer

BK/mb

cc: Premier of Ontario
Minister of Natural Resources and Forestry
Minister of Northern Development
FONOM
MP Hon. Jim Belanger
MPP Hon. Bill Rosenberg
All Ontario Municipalities

FOR IMMEDIATE RELEASE

November 26, 2025

FONOM Welcomes Federal Support for Steel and Lumber Sectors Impacted by U.S. Tariffs

Northeastern Ontario – The Federation of Northern Ontario Municipalities (FONOM) welcomes today’s announcement by Prime Minister Mark Carney outlining new federal measures to support Canada’s steel and softwood lumber industries, which continue to face unprecedented challenges due to aggressive U.S. tariff actions.

The federal plan includes strengthened protections for domestic producers, expanded financial supports for companies facing liquidity pressures, and new incentives to increase the use of Canadian steel and lumber in national infrastructure and housing projects. These measures aim to stabilize sectors vital to the economies of many Northern Ontario communities.

Prime Minister Carney announced that Canada will significantly tighten tariff-rate quotas on foreign steel imports, opening an estimated **\$850 million in domestic demand** for Canadian producers. In addition, the federal government is allocating **\$500 million in new financing** for softwood lumber firms, paired with a further **\$500 million expansion** of the Business Development Bank of Canada’s softwood guarantee program.

FONOM is encouraged by the federal government’s recognition of the pressures facing Northern resource-based communities, where steel and lumber operations support thousands of jobs and anchor local economies.

“These measures acknowledge what Northern Ontario has long understood — that our steel and lumber sectors are national economic pillars,” said FONOM President Dave Plourde **“U.S. tariffs continue to destabilize communities across the North, and today’s announcement provides needed tools to help our workers and industries adapt, compete, and grow.”**

FONOM also welcomes the federal commitment to **reduce interprovincial freight rates by 50 per cent** for steel and lumber shipments beginning next spring. Lower transportation costs will help Northern producers access new domestic markets and move product efficiently while north-south trade remains constrained.

As part of the plan, the federal government will also advance the **Buy Canadian Policy**, ensuring that major defence, construction, and infrastructure projects prioritize Canadian steel, aluminum,

and wood products. This aligns strongly with FONOM's longstanding advocacy for procurement policies that support Canadian jobs and supply chains.

"Keeping Canadian dollars working in Canada is essential," added the President. "These steps will create new demand for made-in-Canada materials while helping stabilize communities affected by unpredictable U.S. trade actions."

FONOM looks forward to continued collaboration with federal officials to ensure the timely rollout of these programs, and to ensure that Northern Ontario municipalities and industries can fully benefit from the measures announced today.

Media Contact:

Dave Plourde, President

Federation of Northern Ontario Municipalities (FONOM)

705-335-1615 | fonom.info@gmail.com

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2026-001

Being a By-law to confirm the proceedings of Council at its meeting.

Recitals:

Subsection 5(3) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, requires a municipal Council to exercise its powers by by-law, except where otherwise required.

Council from time to time authorizes action to be taken which does not lend itself to an individual by-law.

The Council of The Corporation of the Township of Conmee deems it desirable to confirm the proceedings of Council at its meeting by by-law to achieve compliance with the Municipal Act, 2001.

ACCORDINGLY, THE COUNCIL FOR THE CORPORATION OF THE TOWNSHIP OF CONMEE ENACTS AS FOLLOWS:

1. Ratification and Confirmation

The actions of this Council at its meeting held January 13th, 2026, with respect to each motion, resolution and other action passed and taken by this Council at the meeting, are adopted, ratified and confirmed as if such proceedings and actions had been expressly adopted and confirmed by by-law.

2. Execution of all Documents

The Mayor of the Council and the proper officers of the Township are authorized and directed to do all things necessary to give effect to the actions authorized at the meeting, and/or to obtain approvals where required, and except where otherwise provided, the Mayor and Clerk are authorized and directed to execute all necessary documents and to affix the Corporate Seal of the Township to such documents.

Passed this 13th day of January, 2026.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley