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AGENDA FOR REGULAR COUNCIL MEETING
Tuesday March 10th, 2026 – 6:00 p.m.



Join Zoom Meeting: <https://us02web.zoom.us/j/84309449051?pwd=ENvFH0VbOn1CnMk05chVTwZN5OHvcX.1>

Meeting ID: 843 0944 9051

Passcode: 396265

1. CALL TO ORDER

Land Acknowledgement

2. APPROVAL OF AGENDA

Recommendation: BE IT RESOLVED THAT the agenda for the Regular Council Meeting of March 10th, 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 scheduled for this meeting.

6. MINUTES OF PREVIOUS MEETINGS

6.1 Minutes – Open Session Regular Council Meeting – February 24th, 2026

Recommendation: BE IT RESOLVED THAT the Minutes of the Open Session of the Regular Council Meeting held on February 24th, 2026, 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 cheque numbers 7777 to 7794 totalling \$40,070.24.

8. REPORTS FROM MUNICIPAL OFFICERS (as available)

8.1 Clerk's Report

8.2 Treasurer's Report

8.3 Public Works Report (no report 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

9.1-1 Flag Policy Revision – Report Update

9.1-2 Amended Flag Policy

9.2-1 Governance Role Clarity and Delegation Framework

9.2-2 Bylaw 1379 – Delegation of Powers and Duties

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

10.1 Enabling Bylaw – Fire Department

11. CORRESPONDENCE

List of Resolution Support Requests from other municipalities, agencies & the provincial government:

- 11.1-1 Town of Bracebridge – Elect Respect Resolution
- 11.1-2 City of Brantford – Call for Reform and Publication of the Ontario Sex Offender Registry
- 11.1-3 Township of Perry – Reduced Rate Distribution of Library Resources
- 11.1-4 Township of McNab/Braeside – Heritage Grant Advocacy

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: March 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 February 24th, 2026, under the same authority as the original meeting; and Item 13.2 labour relations or employee negotiations under paragraphs 239(2)(d);

13.1 Minutes – Closed Session Regular Council Meeting – February 24th, 2026

13.2-1 Report to Council – Labour Relations or Employee Negotiations Matter

13.2-2 Document to Review – Labour Relations or Employee Negotiations Matter

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: BE IT RESOLVED THAT the Minutes of the Closed Session of the Regular Council Meeting held on February 24th, 2026, 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 2026-006 – To Confirm the Proceedings of the Meeting

Recommendation: BE IT RESOLVED THAT By-law 2026-006 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. 2026-006, 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 February 24th, 2026 – 6:00 pm

PRESENT Mayor Sheila Maxwell
Councillor David Maxwell

PRESENT VIRTUALLY Councillor David Halvorsen

REGRETS Councillor Chris Kresack
Councillor Grant Arnold

ALSO PRESENT Karen Paisley, Clerk
Leanne Maxwell, Treasurer
Leonard Arps, Public Works Manager
Kyle Foekens, Public Works Machine Operator

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

1. **CALL TO ORDER**

Mayor Maxwell called the meeting to order at 6:00 p.m.

2. **APPROVAL OF AGENDA**

Council added Item 13.4 – Resident Inquiry

RESOLUTION 2026–032

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT the agenda for the regular council meeting of February 24th, 2026, be approved as amended.

CARRIED

3. **DECLARATIONS OF PECUNIARY INTEREST**

None declared.

4. **TOWN HALL SEGMENT**

No members of the public registered to speak.

5. **DEPUTATIONS**

Council received a deputation from representatives of OPG and Hatch regarding the Kakabeka Falls Generating Station project. The delegation provided an overview of the soil characterization work completed under O. Reg. 406/19, including sampling methodology, analytical parameters, and findings for excess soils proposed for disposal at municipal sites. Council asked questions related to exceedances, stockpiling practices, suitability of the material for landfill cover, timelines for potential movement of soil, and implications for nearby properties. The delegation responded to Council's inquiries, and no direction was requested or required at this time.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – February 10th, 2026

Council reviewed the minutes of the February 10th, 2026 Regular Council Meeting. No amendments were requested.

RESOLUTION 2026 - 033

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of February 10th, 2026, be approved as circulated.

CARRIED

7. DISBURSEMENT LIST

7.1. Payroll Report

There was no report for this meeting.

7.2. Payment Register

Council reviewed the payment register, including electronic bank payments and cheque disbursements. The Treasurer responded to questions from Council.

RESOLUTION 2026-034

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT Council approve the disbursements represented by electronic bank payments and cheque numbers 7764 to 7776 totalling \$82,758.55.

CARRIED

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk summarized actions taken since February 10 related to the OPG/Hatch soil file, including compilation of public-facing documentation as directed by Council, release of the public package, and ongoing requests to project contractors for haul logs and supporting records. The Clerk reported that preliminary discussions with MECF District staff occurred regarding regulatory considerations applicable to the soil file, landfill cover requirements, and the need for written confirmation. The Clerk also noted updates on Highway Traffic Act guidance related to the movement of snow across roadways, confirmation of arrangements for widening the Community Centre parking area ahead of the March rental and follow-up on well-drafting training inquiries. The Clerk advised Council of scheduled attendance at AMCTO's in-person Elections Training on May 4, 2026, and noted that the AMCTO Zone 9 spring conference will be held May 5–6, 2026. Council reached consensus that the Clerk and Treasurer should attend the AMCTO Zone 9 Conference on May 5 and 6, 2026.

8.2. Treasurer's Report

The Treasurer advised Council that early-bird registration for the AMO 2026 Conference was closing and sought direction regarding attendee selection. Council discussed availability among members and confirmed who would attend the conference. Council agreed by consensus that Councillor David Maxwell would attend the AMO 2026 Conference along with the Treasurer and Mayor Maxwell.

8.3. Public Works Report

Public Works staff provided an expanded update on recent winter operations, reporting significant plowing, sanding, drift removal, and maintenance activities across the Township following recent heavy snowfall. Staff described ongoing equipment concerns, including issues with the snowblower belt and mechanical problems with the loader and grader, and confirmed that repair contractors had been contacted. Council asked several questions about equipment condition, operational challenges, and access issues raised by the Township's propane supplier. Public Works confirmed that key-distribution issues may be contributing to service delays, and the Clerk undertook to follow up with the supplier to verify key compatibility and replace keys if necessary. Council also discussed access to the landfill propane tank, manual snow clearing, and the need to document tank-pressure monitoring.

8.4. Fire Chief's Report

The Fire Chief had no report for this meeting.

8.5. Council Member Reports

Mayor Maxwell reported that she attended the regional meeting of Fire Chiefs and municipal representatives on February 17, 2026. She advised that the discussion focused on the requirement for all participating municipalities to adopt an enabling bylaw by the end of March in order to align local fire services with the updated regional emergency response framework. The Mayor noted that Fire Chiefs also discussed opportunities for shared services among neighbouring municipalities, including coordinated training, operational support, and volunteer capacity concerns. The distinction between mutual aid and automatic aid was reviewed, along with how each model affects service levels and cost responsibilities. The Mayor also advised Council of ongoing generator access issues at Township facilities and the need to ensure consistent snow clearing and access to the propane tank area during winter conditions.

Councillor Maxwell advised that he intended to complete the upcoming generator inspection report later in the week and noted that access to the generator area remains challenging due to accumulated snow. He indicated he would attempt to clear a route to the generator, depending on the condition of the snowblower, and would ensure the equipment is functioning properly once on site.

Councillor Halvorsen reported that he had limited updates since the last meeting. He advised Council that he had spoken with another member of Council regarding the soil file and had reviewed circulating social media posts relating to the matter in order to stay informed of public commentary.

8.6. Other Agencies' Reports

Council reviewed the other agency materials provided for information under this section.

RESOLUTION 2026-035

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT Council receive the reports presented as listed in Section 8 of this evening's agenda and that Administration be authorized to proceed as directed.

CARRIED

HR Assistant joined the meeting at 7:00 p.m.

9. NEW BUSINESS

9.1 Flag Policy

Council reviewed the Clerk's report outlining the decision to lower the municipal flag on February 12 following the Tumbler Ridge tragedy and the proposed addition of Section 5.7 to delegate authority for half-masting in exceptional circumstances. Council discussed aligning the policy with federal practices, ensuring clarity for future administrations, and incorporating consultation with the Mayor, Deputy Mayor, or a member of Council. Council directed the Clerk to revise the draft policy to include additional consultation wording and return it for approval.

10. BY-LAWS

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

11. CORRESPONDENCE

11.1-1 Prince Edward County – Support for Bill 21

Council received this resolution for information.

11.1-2 Municipality of Highland East – Resolution for affordable housing.

Council directed the Clerk to provide a letter of support to the Municipality.

11.1-3 Municipality of Magnetawan River – Resolution on dedicated fibre internet pricing.

Council received this resolution for information.

11.1-4 Town of Bracebridge – Resolution to support the Elect Respect Campaign.

This resolution was tabled to allow all Council to discuss.

RESOLUTION 2026-036

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council receive the resolutions presented as listed in Section 11 of this evening's agenda and that Administration be authorized to proceed as directed.

CARRIED

12. UPCOMING MEETING DATES

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

HR Assistant

The HR Assistant advised Council of a change in her employment status and confirmed that there will be no change to her employment with the Township of Conmee. Council offered congratulations. The HR Assistant left the meeting at 7:15 p.m.

13. CLOSED SESSION

RESOLUTION 2026-037

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT, at 7:16 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 February 10th, 2026, under the same

authority as the original meeting; Item 13.2 involving personal matters about identifiable individuals under paragraphs 239(2)(b); and Item 13.3, being personal matters about an identifiable individuals and involving litigation or potential litigation affecting the municipality under paragraph 239(2)(b) and 239(2)(e).

CARRIED

During closed session Public Works staff left the meeting at 7:38 p.m.

During closed session Council stood down at 7:38 p.m.

During closed session Council resumed at 7:45 p.m.

During closed session, the following procedural resolution was passed:

RESOLUTION 2026-038

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT, the time being 7:58 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION

RESOLUTION 2026-039

Moved by: Councillor Halvorsen

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on February 10th, 2026, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED

15. CONFIRMING BY-LAW

By-law 2026-004

RESOLUTION 2026-040

Moved by: Councillor Maxwell

Seconded by: Councillor Halvorsen

BE IT RESOLVED THAT By-law 2026-004 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. 2026-004, 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 7:59 p.m.

Mayor Sheila Maxwell

Clerk Karen Paisley

Staff Payroll -February 13, 2026
 - February 27, 2026
 Council Payroll - February 27, 2026

	<u>Administration and Public Works</u>	<u>Other</u>	<u>Total</u>
Wages	21,334.77	6,790.66	28,125.43
EI	425.81	154.98	580.79
CPP	1,189.32	220.60	1,409.92
RRSP	896.98		896.98
mileage	50.52	10.95	61.47
total	<u>23,897.40</u>	<u>7,177.19</u>	<u>31,074.59</u>

Township of Conmee Payment Register

Report Date

Batch: 2026-00030 to 2026-00041 2026-03-05 10:38 AM

Bank Code: GEN - TD Operating Account

Payment #	Vendor	Amount	
7777	NW Ontario Military and Police Museum	2,301.59	
7778	A. J. Stone Co Ltd	9,849.25	fire dept dryer
7779	Central Canada Industries	546.22	
7780	Township of Gillies	213.00	LRMC secretary
7781	Maki's Diesel Repair	565.00	
7782	Thunder Bay DSSAB	8,306.00	
7783	Brandt	4,145.91	brusher
7784	Maxim Truck & Trailer	6,672.85	turbo
7785	McKitricks	2,921.05	
	- fire dept bylaw \$1678.05		
	- OPG flood easement \$1243.00		
7786	Minister of Finance	8,179.00	policing
7787	MNP	7,356.30	audit 2025
7788	Sarjeant Propane	3,568.69	
	- firehall \$1871.20		
	- ambulance bay \$1697.49		
7789	Sasi Spring Water	14.54	
7790	Spectrum Telecom Group Ltd	56.50	
7791	Select Signs Inc	30,755.78	digital sign
7792	Trillium Health Partners	570.00	fire dept training
7793	Ultramar	2,214.26	
7794	BMO RRSP	147.98	
	Total Cheques	<u>33,759.06</u>	
123	Pajamaki, Robert	200.00	plowing
123	TD Visa	2,966.25	AMO conference
123	Manulife	1,541.57	
123	Thunder Bay Xerographix Inc	71.83	copier
364	TBayTel	418.10	
20930396	TD Visa	1,113.43	vehicle stickers
	Total EFT	<u>6,311.18</u>	
		<u><u>40,070.24</u></u>	

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

Date: March 10, 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:

Election Administration – Question on Ballot Timing: Following Council's requests for information on electronic voting presented on November 12, 2025, January 27, 2026, and February 10, 2026, Council asked that a question regarding the use of electronic voting be placed on the 2026 municipal election ballot. Under the Municipal Elections Act, a by-law authorizing a ballot question must be passed no later than March 2, 2026, after first providing public notice and holding the required public meeting. As the statutory timeframe has now passed and these procedural steps cannot be completed retroactively, the Clerk recommends that Council receive this update for information and acknowledge that the question cannot be added to the 2026 ballot. The Clerk also notes that the legislated deadline provided a very limited window, as Council's interest in pursuing a ballot question did not arise until the February 10 report, leaving insufficient time to complete the mandatory public notice and public meeting requirements. This Council has selected paper ballots as the voting method for the 2026 election, and should Council wish to revisit electronic voting in the future, the matter may be deferred to the next Council for consideration as part of planning for the 2030 municipal election.

Council received correspondence from the Town of Bracebridge regarding the *Elect Respect* campaign at the February 24, 2026 regular council meeting. This item was tabled, and Council directed the Clerk to bring it back for further consideration. It now appears on this agenda at Item 11.1-1 for Council to decide how to proceed. Additional background information and sample wording for a resolution are available at www.electrespect.ca.

The Clerk will be attending several webinars hosted by MPAC. The first one of the series is an Assessment 101 workshop on March 31st. This webinar conflicted with the virtual workshop entitled "Teeny Tiny Summit" on the same day, featuring keynote speaker Peter Kenyon on building prosperity through community storytelling and rural economic development. The Clerk has asked the Administrative Assistant to participate in the summit and take notes. Event details for the summit are also provided under Item 8.6 should any member of Council wish to participate.

The draft Establishing and Regulating Bylaw for the Fire Department has been reviewed by the Township's solicitor. Prior to finalizing the review, a case-by-case response clause was added under Article Five to align with regional practice at the request of the Fire Chief. The bylaw is placed under Item 10.1 for Council consideration.

Given the continued increase in transport traffic along Highway 11/17 and the Township's ongoing work to explore options such as a reduced speed zone and broader corridor safety improvements with the Ministry of Transportation, Administration requires a consistent point of contact within the Ontario Provincial Police. While staff have been able to obtain information on individual issues by contacting the OPP's general non-emergency line, this approach is not efficient for a municipality with growing road safety concerns. Neighbouring municipalities, such as Oliver Paipoonge, benefit from a community officer model through the Thunder Bay Police Service, which provides a dedicated liaison who works closely with municipal leadership, businesses, and residents. A similar point of contact within the OPP would enhance Conmee's ability to coordinate safety-related inquiries, obtain timely enforcement information, and ensure alignment during any future discussions with MTO regarding corridor-level improvements. Administration contacted the Thunder Bay OPP Detachment to determine whether Conmee currently has an assigned liaison officer, and staff were advised that no liaison has been designated for the Township at this time. Council may wish to request that Conmee's representative on the Lakehead Police Services Board seek assistance in identifying an officer or administrative contact who can serve in this role.

The Clerk has followed up with the Ministry of Transportation's Policy Coordination Team regarding Conmee's ROMA 2026 deputation and has requested a follow-up meeting with senior Ministry leadership (Mr. Herb Villneff, the Minister, or a Deputy Minister) to discuss Highway 11/17 corridor safety, including potential speed mitigation through Conmee and corridor improvements such as acceleration/deceleration lanes and lighting. The correspondence also inquired whether MTO officials plan to attend the NOMA Conference in Thunder Bay (April 22–24, 2026) as a potential opportunity for further dialogue. Administration will update Council upon receipt of a response.

The Clerk has recently become aware that preliminary work on the landfill expansion had been initiated under previous staff and requires continuation. Administration has confirmed with North Rock that the background monitoring work completed in 2024, including the expanded groundwater program and the registered 2024 reference plan, places the Township in a position to reinstate the expansion process. North Rock has advised that this year's comprehensive groundwater report will form an important basis for restarting discussions with MECP and that further engineering and hydrogeological work will still be required before an expansion application can be prepared. This work will take time to progress, and Administration will keep Council informed as the project moves forward.

Other Agency Reports – 8.6

1. OPP Detachment Board – James Bay East – Bail Notification Program Support
2. TBDSSAB Board Meeting Minutes – Jan 15 2026
3. Municipal Council Agriculture Awareness & Engagement Survey
4. North Superior Workforce Planning Board – Labour Market Report – Feb 2026
5. LRCA Minutes – Jan 28 2026
6. Virtual Teeny Tiny Summit 2026
7. Black Bear Proposal MNR Request for Feedback
8. MOF Free Tax Talk Webinar
9. Ontario Human Rights Commission Right to Read Inquiry Report
10. LSPC Join our Board of Directors

The Corporation of the Township of Conmee
Administrative Report

Date: March 10, 2026
To: Mayor and Council
Subject: Treasurer Report
Submitted by: Leanne Maxwell

RECOMMENDATION:

This report is for Councils discussion

BACKGROUND:

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

FOR DISCUSSION:

We need to schedule a time for the Budget Committee to meet. I am looking at Wednesday, March 11 or Thursday, March 12 around 4pm. What works best for the members, or is there another day/time that is better?

Upcoming Dates:

March 11 – CRA webinar
March 16 – MuniSoft webinar

OPP DETACHMENT BOARD-JAMES BAY EAST

Cassandra Child, AOMC, Dipl.M.A. – **Secretary-Treasurer**
 171 Fourth Avenue
 Cochrane, Ontario, Canada, P0L 1C0
 T: 705-272-4361 | F: 705-272-6068
 E: cassandra.child@cochraneontario.com

**OFFICE OF THE SECRETARY/TREASURER OPP DETACHMENT BOARD-JAMES BAY EAST**

February 20, 2026

VIA EMAIL

The Honourable Michael Kerzner
 Solicitor General
 Ministry of the Solicitor General
 25 Grosvenor Street, 18th Floor
 Toronto, ON M7A 1Y6

The Honourable Zee Hamid
 Associate Solicitor General for Auto Theft and Bail Reform
 Ministry of the Solicitor General
 25 Grosvenor Street, 18th Floor
 Toronto, ON M7A 1Y6

MPP John Vanthof
 Pinewood Centre, Unit 5
 247 Whitewood Avenue
 New Liskeard, ON P0J 1P0

Dear Leaders,

On behalf of the OPP Detachment Board – James Bay East I am pleased to offer this letter in strong support of Victim Crisis Assistance Ontario (VCAO) agencies across the province and the development of a coordinated Provincial Bail Notification Program.

VCAO organizations are essential partners in community safety and well-being. They provide immediate, trauma-informed support to individuals and families affected by crime and tragic circumstances, often at the most vulnerable moments in their lives. Their staff and volunteers work closely with police services to ensure survivors receive timely safety planning, crisis intervention, and connections to critical supports. This partnership enhances our ability to respond effectively, reduces risk, and strengthens trust with those we serve.

Timely and reliable bail notification is a vital component of victim safety. The current system is inconsistent across jurisdictions and leaves survivors at risk when they are not informed of release conditions or bail decisions that may impact their safety planning. A province-wide bail notification program, led in partnership with VCAO agencies, will ensure victims receive clear, coordinated, and rapid notification, regardless of where the offence occurred or where the accused is released. This is not only a matter of safety but also an essential part of ensuring victims' rights, dignity, and confidence in the justice system.

The OPP Detachment Board- James Bay East fully supports:

1. Strengthened investment in VCAO agencies, recognizing them as critical frontline partners in community safety and in supporting survivors of crime.

2. A standardized, province-wide bail notification system, designed in partnership with police services, VCAOs, and justice partners to promote timely communication, reduce risk, and improve outcomes for victims.
3. Ongoing collaboration between police and VCAO, including shared training, coordinated response models, and information pathways that improve both public safety and victim care.

VCAO agencies deliver high-quality services that directly complement police response. A provincial bail notification program will further enhance our collective ability to keep communities safe and uphold the rights of survivors. We urge the Government of Ontario to move forward with the development, implementation, and sustainable funding of this program.

Thank you for your consideration. The OPP Detachment Board-James Bay East is committed to working collaboratively and constructively with our VCAO partners and with provincial ministries to support this important and urgently needed initiative.

Yours truly,

OPP DETACHMENT BOARD-JAMES BAY EAST



Cassandra Child, AOMC, Dipl.M.A.
Secretary/Treasurer

/crc

c.c.

All Ontario municipalities
All Ontario OPP Detachment Boards



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 01/2026
OF**

THE DISTRICT OF THUNDER BAY SOCIAL SERVICES ADMINISTRATION BOARD

DATE OF MEETING: January 15, 2026

TIME OF MEETING: 10:07 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
Anne-Marie Bourgeault
Gordon Cuthbertson
Chris Eby
Kasey Etreni
Brian Hamilton
Greg Johnson
Elaine Mannisto
Jim Moffat
Dominic Pasqualino
Don Smith
Jim Vezina

OFFICIALS:

Ken Ranta, Chief Executive Officer
Crystal Simeoni, Director, Integrated Social Services Division
Richard Jagielowicz, Director, Corporate Services Division
Jennifer Lible, Manager, Social Assistance Programs
Shari MacKenzie, Manager, Human Resources
Carole Lem, Communications & Engagement Officer
Diana Hennel, Administration Assistant
Glenda Flank, Recording Secretary

REGRETS:

Kathleen Lynch

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

Jim Vezina, Board Chair advised the Board that Don Smith was appointed to the Board and the entire Board and members of Administration introduced themselves.

DISCLOSURES OF INTEREST

None.

NEW BUSINESS

None.

ELECTION OF OFFICERS, COMMITTEE & TABLE MEMBERS

Ken Ranta, CEO, confirmed that at the December 11, 2025 Board Meeting, in accordance with O. Reg. 278/98 under the *District Social Services Administration Board Act* and TBDSSAB Governance and Procedural By-law No. 03-2021, the Board passed Resolution No. 25/91 at the December 11, 2025 Board Meeting electing the positions of Chair, Vice-Chair, Audit Committee Members, Situation Analysis Review Committee Members, Child Care & Early Years Table Members, Homelessness Prevention Program Table Members and Indigenous Advisory Table Members for the 2026 term.

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 26/01

Moved by: Greg Johnsen
Seconded by: Albert Aiello

THAT with respect to the Board Regular and Closed Session agendas for the Inaugural Board meeting of The District of Thunder Bay Social Services Administration Board for January 15, 2026, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

Resolution No. 26/02

Moved by: Jim Moffat
Seconded by: Don Smith

THAT with respect to the January 15, 2026 and the remainder of the 2026 agendas, we approve:

1. that any matters discussed or resolutions passed which relate to the business of The District of Thunder Bay Social Services Administration Board (TBDSSAB) shall be deemed to have been discussed by the Directors of TBDSSAB.
2. that any matters discussed or resolutions passed which relate to the business of the Thunder Bay District Housing Corporation (TBDHC) shall be deemed to have been discussed by the Directors of TBDHC

CARRIED

At 10:10 a.m. Anne Marie Bourgeault and Brian Hamilton, Board Members joined the meeting.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of Meeting No. 19/2025 (Regular Session) and Meeting No. 20/2025 (Closed Session) of TBDSSAB held on December 11, 2025, were presented for confirmation.

Resolution No. 26/03

Moved by: Elaine Mannisto
Seconded by: Brian Hamilton

THAT the Minutes of Meeting No. 19/2025 (Regular Session) and Meeting No. 20/2025 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on December 11, 2025, respectively, be confirmed.

CARRIED

Committee/Table Meetings

Draft Minutes of the Audit Committee Meeting held on November 21, 2025 were presented to the Board for information.

Draft Minutes of the CCEY Advisory Table Meeting held on November 18, 2025 were presented to the Board for information.

Draft Minutes of the HPP Advisory Table Meeting held on November 25, 2025 were presented to the Board for information.

DEPUTATIONS / PRESENTATIONS

Ken Ranta, CEO provided a brief introduction to the presentation being provided and introduced Jennifer Lible, Manager, Social Assistant Programs.

Jennifer Lible, Manager, Social Assistance Programs provided a presentation regarding updated information on the Ontario Works Intake Unit and Integrated Employment Services and responded to questions.

At 10:31 a.m. Kasey Etrene, Board Member joined the meeting.

Jennifer Lible, Manager, Social Assistance Programs provided clarification, outlined the process for the intake of clients and responded to questions.

At 10:44 a.m. Jennifer Lible, Manager, Social Assistance Programs left the meeting.

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of Administration and with respect to a matter in which a council, board, committee or other body may hold a closed meeting under another statute.

Resolution No. 26/04

Moved by: Greg Johnsen
Seconded by: Albert Aiello

THAT the Board adjourns to Closed Session relative to receipt of information with respect to personal matters regarding identifiable individuals, including members of the Administration regarding the CEO Performance Evaluation process and with respect to a matter in which a council, board, committee or other body may hold a closed meeting under another statute regarding the potential third-party approach to Build Canada Homes and Canada Mortgage and Housing Corporation Opportunities update.

CARRIED

At 11:47 a.m. the meeting reconvened in Regular Session with all members of the Board and Administration in attendance.

REPORTS OF ADMINISTRATION

2026 TBDSSAB Board Meeting Dates and Next Inaugural Meeting Date

Memorandum from Ken Ranta, CEO, (Chief Executive Officer Division) dated December 15, 2025, was presented to the Board providing the recommended schedule for the 2026 Board Meeting dates and the 2027 Inaugural Meeting date.

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

2025 Statement of Board Remuneration

Memorandum from Shari Mackenzie, Manager, Human Resources (Chief Executive Officer Division), dated January 5, 2026, was presented to the Board providing the Statement of Board Remuneration for 2025.

Shari Mackenzie, Manager, Human Resources provided a brief overview of the memorandum.

Year 2026 Weighted Assessment Calculation and 2026 Levy Apportionment

Report No. 2026-01 (Corporate Services Division) was presented to the Board providing the 2026 weighted assessment calculation and 2026 levy apportionment.

Richard Jagielowicz, Director, Corporate Services provided an overview of the report and responded to questions.

A discussion was held regarding changing the method of levy calculation used by TBDSSAB and the process to be followed to change the levy calculation method.

At 11:37 a.m. Kasey Etrene, Board Member, left the meeting.

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

On consensus, Administration to review options for levy calculation methods and bring an information report back to the Board at a future meeting.

At 12:06 p.m. Greg Johnsen, Board Member, left the meeting.

Certificate of Incumbency

Memorandum from Richard Jagielowicz, Director, Corporate Services (Corporate Services Division), dated January 5, 2026, was presented to the Board providing information on the requirement for a Certificate of Incumbency.

Richard Jagielowicz, Director, Corporate Services provided an overview of the reasons for the completion of the Certificate of Incumbency.

CORRESPONDENCE

Northern Ontario Service Deliverers' Association Priority Topics

Notes from Northern Ontario Service Deliverers' Association outlining NOSDA priorities were presented to the Board.

Ken Ranta, CEO provided a brief overview of the goals and initiatives outlined in the NOSDA priority topics.

2026 Rural Ontario Municipal Association Annual General Meeting Position Papers

Municipality of Shuniah Council Resolution dated December 9, 2025 relative to the Municipality's endorsement of TBDSSAB 2026 ROMA position papers was presented to the Board.

Letter from Municipality of Oliver Paipoonge dated January 7, 2026 relative to the Municipality's endorsement of TBDSSAB 2026 ROMA position papers was presented to the Board.

BY-LAWS

None

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board will be held on Thursday, February 19, 2026 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. 26/06

Moved by: Brian Hamilton
Seconded by: Jim Moffat

THAT the Board Meeting No. 01/2026 of The District of Thunder Bay Social Services Administration Board, held on January 15, 2026, be adjourned at 12:18 p.m.

CARRIED

Chair



Chief Executive Officer



From: Ontario Federation of Agriculture <ofa-newswire@mail.beehiiv.com>
Sent: February 23, 2026 11:49 AM
To: conmee@tbaytel.net
Subject: Municipal Council Agriculture Awareness & Engagement Survey

February 23, 2026 | [Read Online](#)



Municipal Council Agriculture Awareness & Engagement Survey

This short survey will help us better understand municipal council knowledge and awareness of agriculture-related issues to strengthen future engagement and support.

Dear Councillor,

The agricultural sector is a vital component of our local economy, providing jobs, supporting rural businesses and driving economic growth. In Ontario alone, Agriculture and agri-food sectors support more than **867,000** jobs and contributes more than **\$51 billion in GDP** in Ontario annually. Despite this impact, agricultural voices can sometimes be under-represented in municipal decision making.

As a councillor serving in your municipality, we are writing to invite you to participate in a brief survey regarding the importance of agriculture in your municipality. This survey is being conducted by [Advanced Agricultural Leadership Program \(AALP\) Class 21 participants](#), in collaboration with the [Ontario Federation of Agriculture \(OFA\)](#).

Why Your Input Matters

Municipal decisions on zoning, official plans, and infrastructure can directly impact the viability of our agricultural sectors and resources.

We are seeking your perspective to better understand your awareness and understanding of local Agriculture and then how the Ontario Federation of Agriculture (OFA) can better support your council when decisions impacting agriculture are on the agenda.

Your leadership in making agriculturally informed decisions is critical to ensuring our rural communities remain competitive and sustainable for generations to come. Thank you for your time and your ongoing commitment to serve in your local municipality. We appreciate you taking a few minutes to further our research into the agricultural engagement of our elected officials, in our local communities.

Survey Details

- **Time Commitment:** Approximately 5 minutes
- **Deadline:** Please complete the survey by **Friday February 27, 2026**
- **Privacy:** Your responses will be anonymous, however if you wish to be entered into a draw for your participation, there is an option to do so within the attached survey
- **Take the Agriculture Awareness and Engagement Survey – <https://forms.gle/391V399SVafGBJRv6>**

Your leadership in making agriculturally informed decisions is critical to ensuring our communities remain competitive and sustainable for generations to come. Thank you for your time and your ongoing commitment to serve in your local municipality. We appreciate you taking a few minutes to further our research into the agricultural engagement of our elected officials, in our local communities.

Update your email preferences or unsubscribe [here](#)

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February 2026

Thunder Bay Labour Market Report



Photo: Jaime Dantas



North Superior
Workforce Planning Board

Commission de planification
de la main-d'oeuvre du
Nord Supérieur

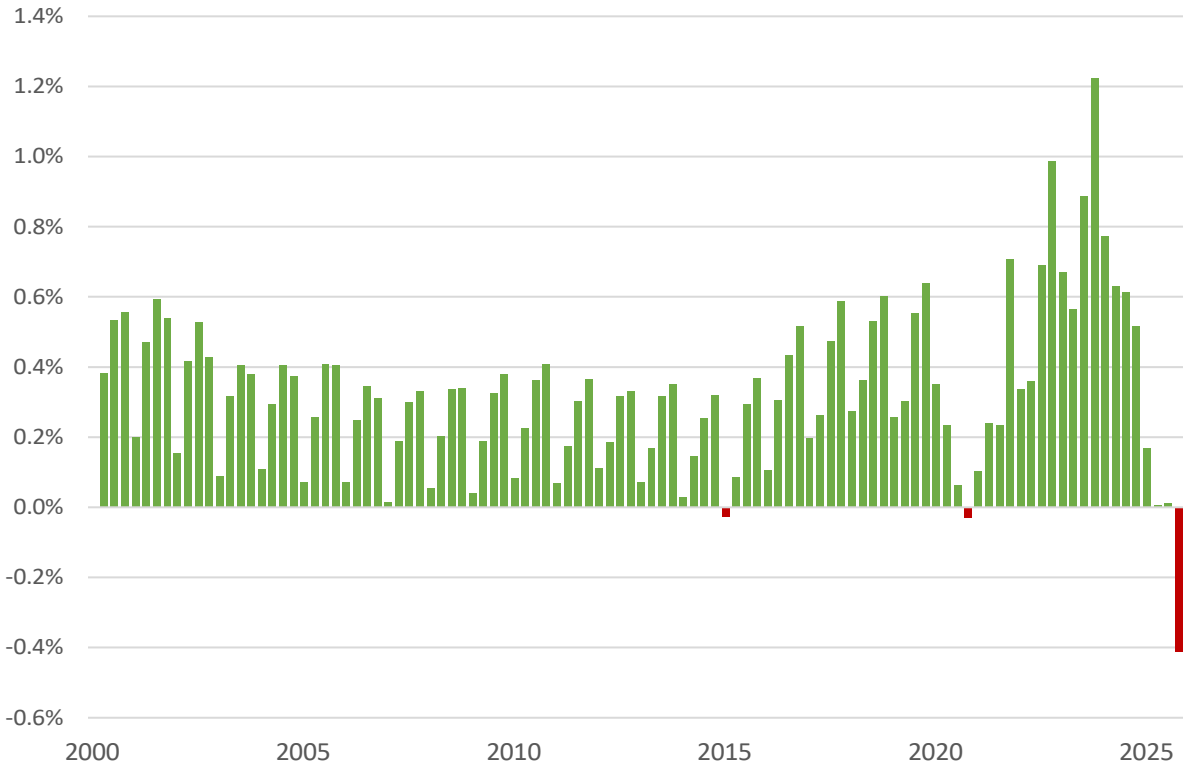
Aiden Morancy

North Superior Workforce Planning Board

Population changes in Canada

2015 marked Canada’s shift of from the previous first-come, first-served immigration model to the modern, points-based system under the new Federal government. Express Entry was launched on January 1, 2015, setting the priority on getting young, skilled workers into the labour force quickly. Canada’s total immigration target grew from 260,000 in 2015 to 485,000 in 2024. Annual population growth exploded from roughly 0.8% in 2015 to a staggering 5.0% in 2024 (1). This coincided with a dramatic increase in the non-permanent population in Canada (students, TFWs, IMP workers) from 757,000 in 2015 to 3.1 million in 2024 (2). As the vast majority of Canada’s population growth has come from immigration in recent history (3), the close correlation of population growth and immigration is highlighted below.

Canada Quarterly Population Change, 2000-2025



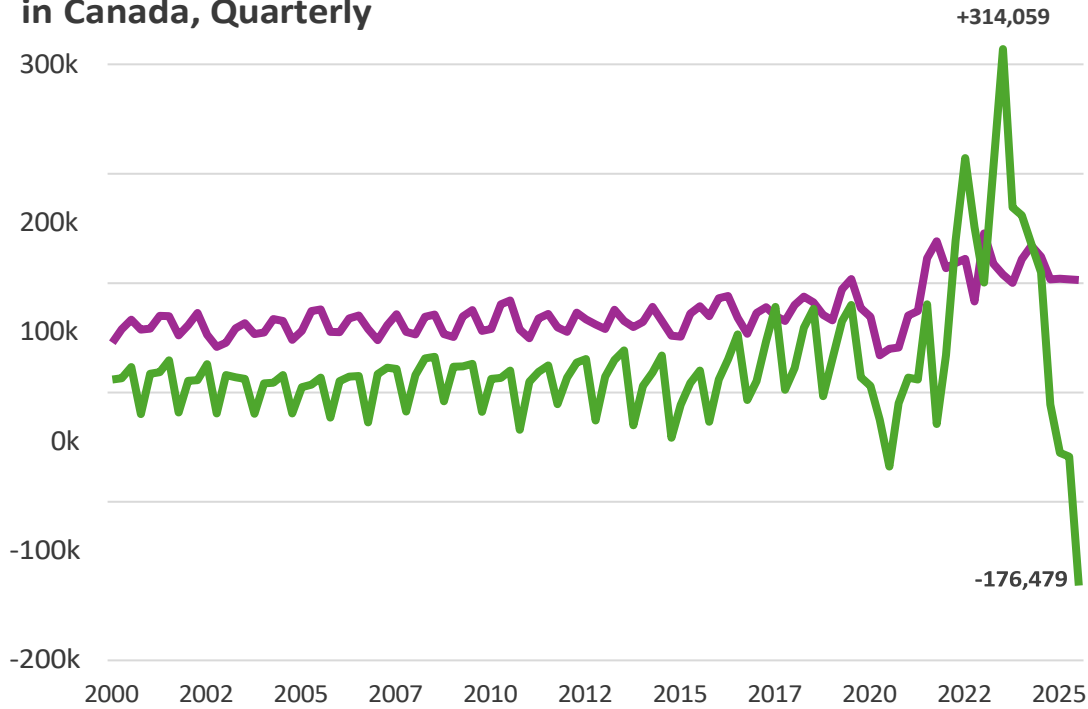
(NSWPB, Statistics Canada, 4)

This decade-long growth has recently taken a sudden turn, resulting in an unprecedented quarterly population decline. In response to a majority Canadians souring on the aforementioned elevated levels of immigration (5), the government has softened immigration targets to 385,000 in 2026 and 370,000 in 2027 (6) and aims to permanently settle the 2.8 million non-permanent residents in Canada, already down measurably from the 3.1 million peak in October 2025, which has directly caused the recent population decline.



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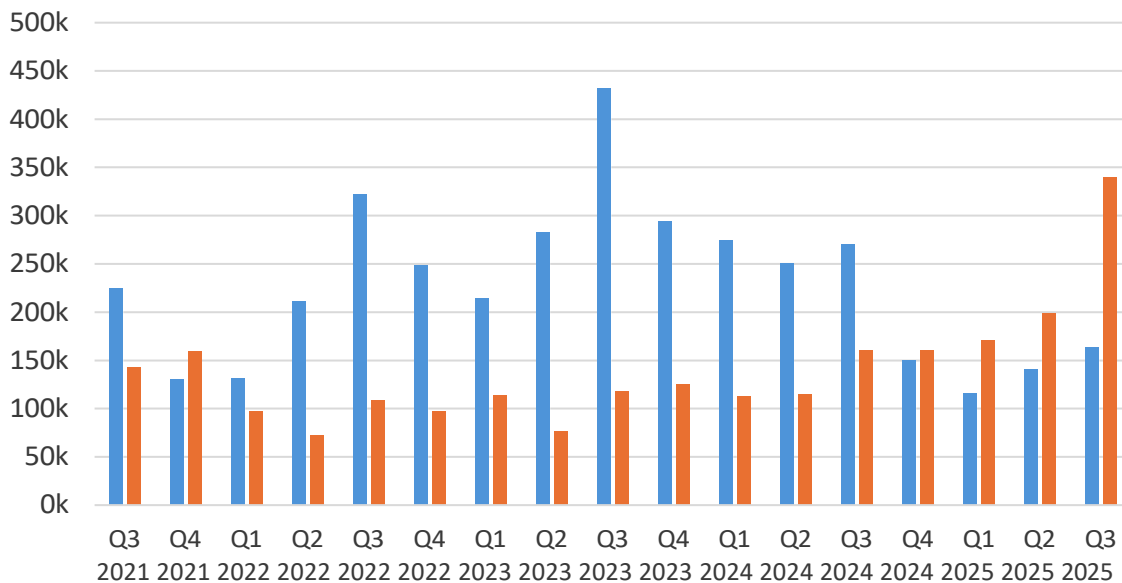
New Permanent Residents and Net Non-Permanent Resident in Canada, Quarterly



(NSWPB, Statistics Canada, 7)

Further exacerbating Canada’s population decline is the increasing number of non-permanent residents leaving Canada, either by choice or visa expirations, with 2.1 million temporary residents’ visas expiring in 2026 alone (8).

Non-Permanent Residents Arriving in and Leaving Canada

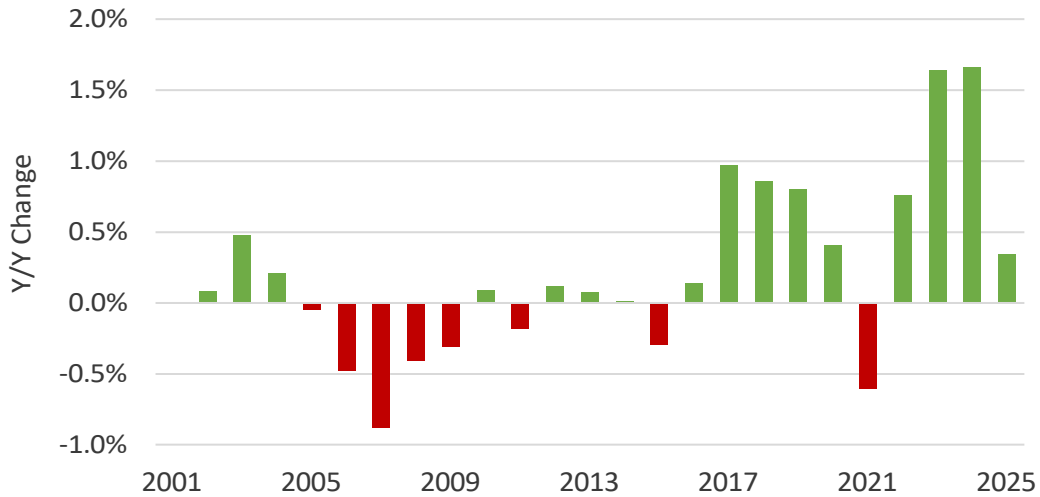


(NSWPB, Statistics Canada, 7)

February 23, 2026

Thunder Bay’s population growth certainly benefitted from Canada’s immigration boom. As outlined below, the decade prior to 2015, the city’s population went through a long period of stagnation and decline.

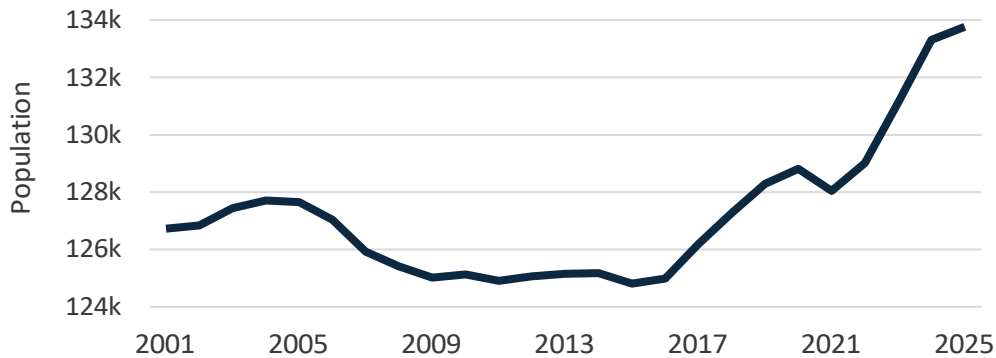
Thunder Bay CMA Annual Population Change, 2001-2025



(NSWPB, Statistics Canada, 9)

Looking forward, if diminished immigration levels persist, Thunder Bay could likely experience a similar period of population stagnation.

Thunder Bay Census Metropolitan Area Population, 2001-2025



(NSWPB, Statistics Canada, 9)

Labour market conditions

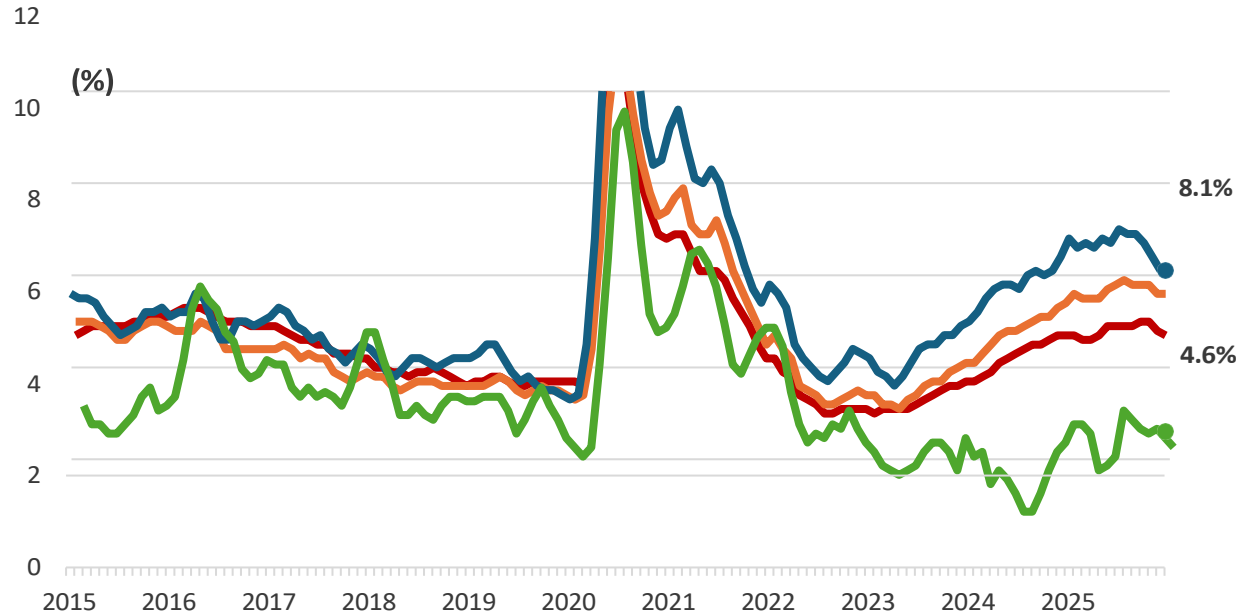
As of early 2026, Thunder Bay’s labour market remains remarkably tight. This contrasts with larger markets, like Toronto, and the aggregate Canadian labour market, which saw unemployment rates rise repeatedly from the 2022-2023 lows until Q4 2025 (10).

Undoubtedly, the current period of population decline is the most apparent cause. With high

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numbers of people leaving Canada, especially as retirements climb (11), the supply of labour is shrinking, so those searching for work have less competition.

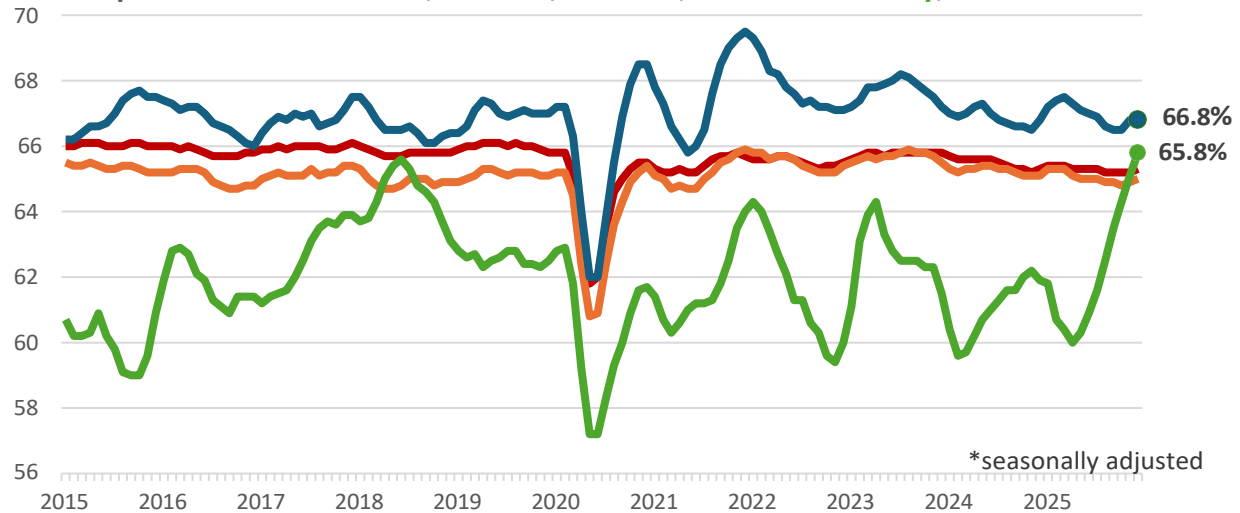
Unemployment Rate in Canada, Ontario, Toronto, and Thunder Bay



(NSWPB, Statistics Canada, 10)

While high population growth outpaced economic growth in Toronto, Thunder Bay’s relatively modest population growth has kept the unemployment rate low. The distinct nature of the city’s labour market is also visible in the participation rate, as for the first time since 2018, Thunder Bay’s rate is higher than that of Ontario as a whole.

Participation Rate in Canada, Ontario, Toronto, and Thunder Bay, %



(NSWPB, Statistics Canada, 12)

In such a tight labour market, potentially inactive people are pulled back into the labour force. Employers are incentivizing later retirement, and people are not discouraged by the



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prospect of difficulty in finding work. Thunder Bay has essentially run its human capital reserves dry. With an aging population and weak population growth (13), any change to this environment is unlikely to arrive quickly.

Labour market sectors through 2025

In 2025, various industries in Ontario experienced a rollercoaster of challenges. The agriculture industry was squeezed by tariffs from the nation's two largest trading partners, the United States and China (14)(15), and several regional droughts through the summer further reduced the agricultural labour demand (16).

Industry	Jan-Dec Change, Total Employment
Goods-producing sector	-1%
Agriculture	-11%
Natural resources	-1%
Utilities	4%
Construction	-2%
Manufacturing	0%
Services-producing sector	1%
Wholesale and retail trade	3%
Transportation and warehousing	6%
Finance, insurance and real estate	2%
Professional, scientific, and technical services	0%
Business, building and other services	-9%
Educational services	-6%
Health care and social assistance	2%
Information, culture, and recreation	4%
Accommodation and food services	0%
Other services	7%
Public administration	-2%
Total	0%

(NSWPB, Statistics Canada, 17)

Transportation and warehousing employment were minimally impacted by the 2025 tariffs, growing 6% year-over-year. This is likely attributed to supply chain changes and increased logistical complexity in the tariff-heavy environment, requiring more workers.

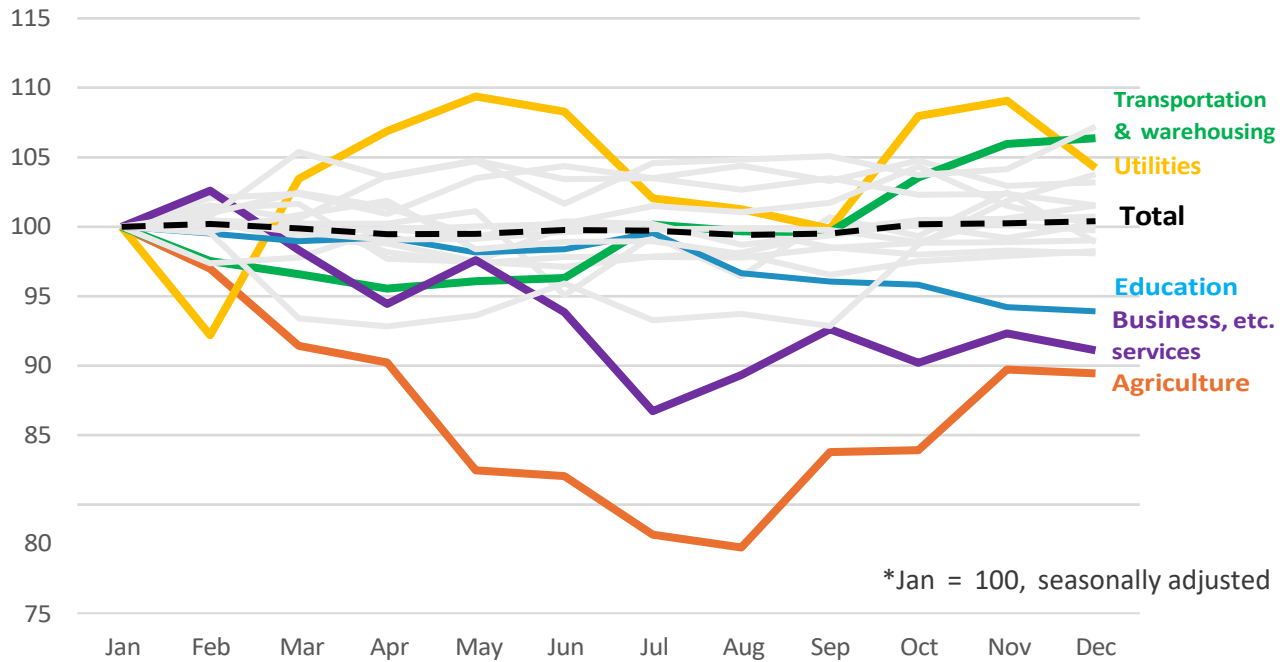
Business, building, and related services saw the second-highest decline in employment through 2025. As hybrid work models have become the norm for many companies, office building vacancy rates have reached historic highs (18), and recent economic woes have led to layoffs in support areas of many businesses.

Cuts to immigration have also lead to fewer international students arriving in Canada, abating the most profitable revenue stream of post-secondary institutions. Most colleges and universities have adapted through program cuts and layoffs (19).



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Change in Employment in Ontario from January 2025



(NSWPB, Statistics Canada, 17)

Thunder Bay’s labour market

As of early 2026, the demand for labour in the District of Thunder Bay reflects a market that is not just tight but actively restructuring itself around essential services and technical expertise. While Ontario saw a 9% contraction in business and building services, Thunder Bay’s job postings for business, finance, and administration grew by 9% year-over-year. Although small in absolute terms, the 86% growth in senior management postings indicates a growing need for leadership, possibly compounded by retirements among senior managers.

Job postings by industry, District of Thunder Bay

Industry	Q4 2024	Q4 2025	Change
Art, culture, recreation, and sport	58	50	-14%
Business, finance, and administration	439	480	9%
Education, law, and community services	465	356	-23%
Health	529	511	-3%
Manufacturing and utilities	65	47	-28%
Natural and applied sciences	113	109	-4%
Natural resources and agriculture	18	26	44%
Sales and service	1004	1285	28%
Senior management	7	13	86%
Trades, transportation, and equipment	383	532	39%

(NSWPB, 20)



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The most notable divergence, however, is found in the trades, transportation, and equipment sector. While provincial employment in this category grew modestly, the demand in Thunder Bay far exceeds Ontario, with job postings jumping 39% to reach 532 in Q4 2025. This excessive demand for trades and transport workers, paired with a 28% increase in sales and service postings, underscores the human capital exhaustion mentioned previously. Local businesses are struggling to find front-line staff and technical operators as the supply of labour continues to shrink.

Meanwhile, the sectors showing the sharpest declines in postings, specifically education, law, and community services (-23%) and manufacturing and utilities (-28%), reflect the broader provincial conditions. The decline in education postings aligns with the post-secondary adaptations following the immigration cuts. Confederation College, for example, cut 11 programs in 2025 (21). In manufacturing, the local decline mirrors the national stagnation. In particular, the mothballing of the Terrace Bay pulp mill is reflective of these conditions (22), however the new TTC contract at the Thunder Bay Alstom plant should bolster the industry (23). With sales and service postings peaking at 1,285, the highest of any category, Thunder Bay is entering 2026 as a market where the primary economic constraint is no longer a lack of jobs, but a literal lack of people.

Updates and outlook

Readers of North Superior Workforce Planning Board's content should look forward to NSWPB's 2026 Annual Labour Market Information Report publication this spring, which will include a plethora of in-depth information for employers and service providers to make use of. NSWPB is also currently conducting an employer survey on the impact of immigration changes in the Thunder Bay district, which will inform future publications. If you are an employer who has not completed the survey, it can be accessed on [NSWPB.ca](https://www.nswpb.ca).

One notable change to the labour market in January 2026 is the update to the **Employment Standards Act**, which now requires employers employing 25 or more people to provide an expected range of compensation on public job postings, among other changes (24).



February 23, 2026

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72nd Annual LRCA Board Meeting Minutes
 Lakehead Region Conservation Authority
 January 28, 2026, at 4:30 p.m.
 130 Conservation Road/Microsoft Teams

Members Present:

Grant Arnold, Robert Beatty, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Sheelagh Hendrick, Brian Kurikka

Members Present (Remote):

Jim Vezina, Trevor Giertuga (part of meeting)

Members Not Present:

Albert Aiello, Greg Johnsen

Also Present:

Tammy Cook, Chief Administrative Officer
 Mark Ambrose, Finance Manager
 Ryne Gilliam, Lands Manager
 Melissa Hughson, Watershed Manager
 Ryan Mackett, Communications Manager
 Melanie O'Riley, Administrative Clerk/Receptionist, recorder of Minutes

1. CALL TO ORDER

The Chair called the meeting to order at 4:30 p.m.

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #1/26

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

3. DISCLOSURE OF INTEREST

None.

4. ELECTION OF OFFICERS

Members were provided with Staff Report CORP-01-2026 related to the annual election for Chair and Vice-Chair. It was noted that the Minister of Natural Resources had granted an exception (in response to the Authority's request) that permitted the current Chair and Vice-Chair to continue in their respective positions if so elected for 2026.

As outlined in the Administrative By-Law, Tammy Cook, CAO, assumed the position of Chair for the purpose of the election of the Chair and Vice-Chair.

Per the Administrative By-Law, the Chair, Vice-Chair and CAO are the signing officers and Conservation Ontario representatives until the 2027 Annual General Meeting.

4.1. APPOINTMENT OF SCRUTINEERS

In the event of an election, members appointed Mark Ambrose, Finance Manager and Ryan Mackett, Communications Manager as scrutineers.

THAT: Mark Ambrose, Finance Manager and Ryan Mackett, Communications Manager, be appointed as scrutineers of the Lakehead Region Conservation Authority 2026 elections.

Motion: #2/26

Motion moved by Grant Arnold and motion seconded by Robert Beatty. **CARRIED.**

4.2. ELECTION OF AUTHORITY CHAIR

The CAO, Election Chair, requested nominations for the position of Chair.

Robert Beatty nominated Donna Blunt for the position of Chair.

Nominations for the position of Chair were called three times.

Donna Blunt agreed to let her name stand.

THAT: the nominations for Chair be closed.

Motion: #3/26

Motion moved by Robert Beatty and motion seconded by Grant Arnold. **CARRIED.**

THAT: Donna Blunt is appointed as Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2027.

Motion: #4/26

Motion moved by Brian Kurikka and motion seconded by Robert Beatty. **CARRIED.**

4.3. ELECTION OF AUTHORITY VICE-CHAIR

The Election Chair requested nominations for the position of Vice-Chair.

Rudy Buitenhuis nominated Jim Vezina for the position of Vice-Chair.

Nominations for the position of Vice-Chair were called three times.

Jim Vezina agreed to let his name stand.

THAT: the nomination for Vice-Chair be closed.

Motion: #5/26

Motion moved by Grant Arnold and motion seconded by Brian Kurikka. **CARRIED.**

THAT: Jim Vezina is appointed as Vice-Chair of the Lakehead Region Conservation Authority until the Annual General Meeting of 2027.

Motion: #6/26

Motion moved by Robert Beatty and motion seconded by Grant Arnold. **CARRIED.**

4.4. BALLOTS

Since both the Chair and Vice-Chair were acclaimed, there was no election; therefore, no motion was required to destroy ballots.

Donna Blunt, Chair, resumed chairing the Meeting.

5. MINUTES OF PREVIOUS MEETING

THAT: the Minutes of the Lakehead Region Conservation Authority Tenth Regular Meeting held on Wednesday, November 26, 2025 be adopted as published.

Motion: #7/26

Motion moved by Brian Kurikka and motion seconded by Grant Arnold. **CARRIED.**

THAT: the Minutes of the Lakehead Region Conservation Authority's Special Meeting held on December 16, 2025 be adopted as published.

Motion: #8/26

Motion moved by Grant Arnold and motion seconded by Brian Kurikka. **CARRIED.**

6. APPOINTMENT OF AUDITORS

THAT: the audit firm of Doane Grant Thornton LLP is appointed as auditors of the Lakehead Region Conservation Authority for the year 2026.

Motion: #9/26

Motion moved by Brian Kurikka and motion seconded by Grant Arnold. **CARRIED.**

7. APPOINTMENT OF SOLICITORS

THAT: the legal firm of McKittricks is appointed as solicitors of the Lakehead Region Conservation Authority for the year 2026.

Motion: #10/26

Motion moved by Brian Kurikka and motion seconded by Rudy Buitenhuis. **CARRIED.**

8. APPOINTMENT OF AUTHORITY BANK

THAT: the Royal Bank of Canada, Business Centre, is appointed as the bank with which the Lakehead Region Conservation Authority will conduct its financial business during 2026.

Motion: #11/26

Motion moved by Grant Arnold and motion seconded by Brian Kurikka. **CARRIED.**

9. BORROWING RESOLUTION

THAT: Whereas it may be necessary for the Lakehead Region Conservation Authority (herein under referred to as the "Authority") to borrow a sum not to exceed in the aggregate, Four Hundred Thousand Dollars (\$400,000) required for its purposes in the year 2026, until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, R.S.O. 1990, Chapter C.27,

BE IT THEREFORE RESOLVED:

THAT: the Authority may borrow from a bank, the sum not to exceed in the aggregate Four Hundred Thousand Dollars (\$400,000) necessary for its purposes in the year 2026, on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities.

THAT: *the Chair or Vice-Chair together with the Chief Administrative Officer of the Authority be and are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed under paragraph numbered 1 hereof and to affix thereto the corporate seal of the Authority.*

THAT: *the amount borrowed pursuant to this resolution is a charge upon the whole of the moneys received or to be received by the Authority by way of grants and when such moneys are received.*

THAT: *the Chair or the Vice-Chair or the Chief Administrative Officer of the Authority be and is hereby authorized and directed to apply in payment of the moneys borrowed pursuant to this resolution, together with interest thereon, all of the moneys received by the Authority by way of grants or sums received by the Authority from the participating municipalities.*

Motion: #12/26

Motion moved by Brian Kurikka and motion seconded by Robert Beatty. **CARRIED.**

10. IN-CAMERA AGENDA

No In-Camera meeting was held.

11. BUSINESS ARISING FROM PREVIOUS MINUTES

11.1. Proposed Regional Consolidation of Conservation Authorities

Members were provided with LRCA's ERO Submission: Lakehead Region Conservation Authority's response to Posting #025-1257: Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities.

12. CORRESPONDENCE

12.1. 2026 Conservation Area Pass Program

It was noted that the Conservation Ontario Conservation Area Pass Program was available to Board Members and Staff of the Lakehead Region Conservation Authority.

12.2. Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities

Correspondence received from the Township of Gillies and the Association of Municipalities of Ontario related to their submissions regarding ERO posting #025-1257: Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities was noted.

Updates were given by Members related to delegations held at the ROMA Conference related to Conservation Authorities proposed consolidation.

13. STAFF REPORTS

13.1. Annual Flood Forecasting Summary – 2025

Members reviewed and discussed Staff Report FLFOR-01-2026 which summarized the 2025 Flood Forecasting and Warning program.

THAT: Staff Report FLFOR-01-2026 be received.

Motion: #13/26

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

13.2. Annual Neebing-McIntyre Floodway Summary – 2025

Members reviewed and discussed Staff Report NMFC-01-2026 which summarized the 2025 Neebing-McIntyre Floodway program.

THAT: Staff Report NMFC-01-2026 be received.

Motion: #14/26

Motion moved by Robert Beatty and motion seconded by Brian Kurikka. **CARRIED.**

13.3. Annual Development Regulations Summary and Reporting – 2025

Members reviewed and discussed Staff Report DEVREG-01-2026 which summarized the 2025 Development Regulations program and Annual Report: Permit Timelines and Compliance summary. It was noted that all timelines related to permit issuance were met and that on average the LRCA issues permits in 4.5 days.

THAT: Staff Report DEVREG-01-2026 be received AND FURTHER THAT the Annual Report: Permit Timelines and Compliance Summary, 2025 be approved.

Motion: #15/26

Motion moved by Brian Kurikka and motion seconded by Robert Beatty. **CARRIED.**

13.4. Annual Plan Review Summary – 2025

Members reviewed and discussed Staff Report PIR-01-2026 which summarized the 2025 Plan Review program. It was agreed that due to digitalization of planning comments, the Board meeting circulated Plan Review binder would be phased out effective immediately.

THAT: Staff Report PIR-01-2026 be received.

Motion: #16/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

13.5. Health and Safety Summary

Members reviewed and discussed Staff Report CORP-02-2026 which summarized LRCA's 2025 Health and Safety Program. No major issues were noted for the year.

THAT: Staff Report CORP-02-2026 be received for information.

Motion: #17/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

13.6. Health and Safety Policies

Members reviewed and discussed new Health and Safety Policies: HS-30: Preventative Maintenance; HS-31: Safe Driving and HS-32: Pre-Use Inspection policies which will ensure safe operation of facilities, equipment, vehicles, tools etc. to prevent injuries/illness, loss of equipment/facilities and loss of productivity.

THAT: Health and Safety Policy HS-30: Preventative Maintenance be adopted.

Motion: #18/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

THAT: Health and Safety Policy HS-31: Safe Driving be adopted.

Motion: #19/26

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

THAT: Health and Safety Policy HS-32: Pre-Use Inspection be adopted.

Motion: #20/26

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

13.7. School Year Education Program Summary

Members reviewed and discussed Staff Report ENVEDU-01-2026 which summarized the 2025 Environmental Education Program.

THAT: Staff Report ENVEDU-01-2026 be received for information.

Motion: #21/26

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

13.8. Digital Engagement Summary

Members reviewed and discussed Staff Report COMREL-01-2026 which summarized LRCA's Digital Engagement including updates on the website and social media.

THAT: Staff Report No. COMREL-01-2026 be received for information.

Motion: #22/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

13.9. 2025 Hazard Tree Removal Program

Members reviewed and discussed Staff Report LM-01-2026 which summarized the 2025 Hazard Tree Removal Program.

THAT: Staff Report LM-01-2026 be received for information.

Motion: #23/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

14. CHIEF ADMINISTRATIVE OFFICER'S REPORT

14.1. Monthly Treasurer's Report - November and December

Members were provided with the monthly Treasurer's Report for November and December's 2025 Administration and Capital.

14.2. 2025 Investment Summary

Members reviewed and discussed Staff Report FIN-04-2026 which summarized the LRCA's investments in 2025.

THAT: the Staff Report FIN-04-2026 be received.

Motion: #24/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

14.3. 2025 Donations Summary

Members reviewed and discussed Staff Report FIN-05-2026 which summarized donations received at the LRCA in 2025.

THAT: Staff Report FIN-05-2026 be received.

Motion: #25/26

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

14.4. 2026 Fee Schedule

Members reviewed and discussed Staff Report FIN-06-2026 related to the 2026 Fee Schedule. It was noted that no fee changes were proposed for 2026.

THAT: the 2026 Fee Schedule be adopted.

Motion: #26/26

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

14.5. Ward Case Court Awarded Costs Payment

Members reviewed and discussed Staff Report DEVREG-02-2026 related to a Section 28 Court Case that occurred between 2017-2017 (Ward Court Case) in which the LRCA had outstanding awarded court costs payable to the LRCA. Due to the recent sale of the land, the LRCA was paid the owed court costs due to the registered writ of seizure and sale.

THAT: Staff report DEVREG-02-2026 be received.

Motion: #27/26

Motion moved by Sheelagh Hendrick and motion seconded by Dan Calvert. **CARRIED.**

15. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period November 1, 2025 to November 30, 2025 cheque #3714 to #3734 for \$405,745.14 and preauthorized payments of \$154,216.23 for a total of \$559,961.37, we approve their payment.

Motion: #28/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

THAT: having examined the accounts for the period December 1, 2025 to December 31, 2025 cheque #3735 to #3764 for \$323,419.47 and preauthorized payments of \$148,532.82 for a total of \$471,952.29, we approve their payment.

Motion: #29/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**

16. REGULATORY ROLE

Members were provided with the summaries for the Plan Input and Review Program and Section 28 permits issued since last meeting.

17. PROJECTS UPDATE

17.1. Communications Manager Projects Update

It was noted that the LRCA's new website created by Shout Media had been completed and live.

17.2. Lands Manager Projects Update

It was noted that RML Contracting, who was awarded the contract for the renovation of the boardroom at the Lakehead Region Conservation Authority Administrative building will begin work in February.

17.3. Watershed Manager Projects Update

It was noted that sediment removal from the Neebing-McIntyre Floodway diversion channel is ongoing. It was noted that the work was scheduled to be completed by end of 2025 but due to testing results of the excavated sediment stockpiles, the contractor was unable to dispose of the sediment at their selected reuse location, therefore, the project has been extended. The Contractor and Staff are exploring potential reuse locations.

It was noted that the CAO and Watershed Manager attended the Climate Resilient Coastal Communities (CRCC) Project Steering Committee Workshop facilitated by Conservation Ontario, which is in conjunction with LRCA's underway Lakehead Coastal Resilience Management Plan and hazard mapping study.

It was noted that Staff are currently working on the eleventh annual Source Water Protection Report.

It was noted that the January 15, 2026, snow surveys indicated that the snow survey locations were above average for snow depth and water content, when compared to the historical averages for January 15.

It was noted that the LRCA retained KGS Group in the fall of 2025 to generate 0.5 metre contour data for LRCA's area of jurisdiction using the newly acquired LiDAR (Light Detection and Ranging) data from the Ministry of Natural Resources (MNR). The MNR LiDAR data is currently being used for the Lakehead Coastal Resilience Management Plan project and will be used for any future floodplain mapping studies.

18. NEW BUSINESS

None.

19. NEXT MEETING

The next meeting will be held on Wednesday, February 25, 2026 at 4:30 p.m. The location will be at the Thunder Bay Centennial Conservatory – 1601 Dease Street, due to renovations in the LRCA Boardroom.

20. ADJOURNMENT

THAT: the time being 5:24 p.m. AND FURTHER THAT we have no further business we adjourn.

Motion: #30/26

Motion moved by Dan Calvert and motion seconded by Sheelagh Hendrick. **CARRIED.**


Chair


Chief Administrative Officer

From: Conmee Clerk
Sent: March 5, 2026 2:38 PM
To: Conmee Clerk
Subject: FW: Virtual Teeny Tiny Summit 2026

From: Langlois, Chloe (MRA) <Chloe.Langlois@ontario.ca>
Sent: March 2, 2026 11:05 AM

Subject: Virtual Teeny Tiny Summit 2026

Please promote to those who would be interested in attending!

<https://onregionalecdev.com/2026/03/02/attend-the-virtual-teeny-tiny-summit-featuring-peter-kenyon-on-march-31-2026/>



Be inspired by Peter Kenyon's keynote session, "Building Community & Business Prosperity through Storytelling and the Experience Economy".

Rural communities are rich with stories, character, creativity and potential! On Tuesday, March 31, those strengths take centre stage at the virtual Teeny Tiny Summit, featuring internationally renowned community-builder, Peter Kenyon.

When: Tuesday, March 31 from 9:30 a.m. to 11 a.m.

Click to Register: [Virtual Teeny Tiny 2026](#)

Through examples, practical insights and energizing ideas, Peter will highlight how rural communities, and small businesses can create memorable "wow factor" experiences that set them apart.

This event also kicks off our series of in-person Teeny Tiny Summits coming later in 2026, where we'll dive into this year's theme: "The Power of Community—Building Hope in Uncertain Times".

About Peter Kenyon:

As Founder and Director of the Bank of I.D.E.A.S., Peter has spent over 35 years helping 2,000+ rural communities across 59 countries identify their unique assets, spark local innovation, and create vibrant, enterprising futures. His work focuses on strengthening belonging, igniting local leadership and transforming community strengths into sustainable opportunities.

Teeny Tiny Summits champion that small places can do big things. These events explore how local shared leadership and grassroots innovation can create certainty in uncertain times. Community leaders, municipal staff, volunteers, entrepreneurs and anyone passionate about rural vitality are invited to attend and to explore how storytelling can be a powerful tool for attracting visitors, growing small businesses and inspiring community pride.

Chloe Langlois
Rural Economic Development Advisor
Rural Policy and Economic Development Branch
Ministry of Rural Affairs
435 James St S, Thunder Bay
P7E 6S7
(807) 630-4497
Chloe.langlois@ontario.ca

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Please Note: As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.

From: [Fera, Shannon \(MNR\)](#)
To: [Fera, Shannon \(MNR\)](#)
Cc: [Adey, Lizzie \(MNR\)](#)
Subject: Black bear proposal - additional feedback request
Date: March 2, 2026 1:43:00 PM
Attachments: [image001.png](#)
[For municipalities - Black bear proposal - additional feedback request - 27 FEB 2026.pdf](#)

Greetings,

The ministry recently posted the proposal to [update the province's black bear management approach](#) on the Environmental Registry of Ontario (ERO), which closed January 5, 2026. During that feedback period we received valuable feedback from individuals and groups related to municipal perspectives on black bear management.

I am reaching out again to ensure we have captured the full range of considerations across different areas of the province. I recognize that the timing of the posting may not have allowed all interested groups sufficient opportunity to provide meaningful or local-specific feedback. To ensure the proposal accurately reflects the views and experiences of municipalities, the ministry welcomes any additional comments you may wish to share.

I have attached a PDF that provides a high-level detail on the components of the proposal with a focus on the *preliminary black bear Population Objectives* for areas across the province. If possible, we are looking for additional, local information to help us inform those population objectives.

If it would be helpful, I am happy to set up a meeting to walk through the materials and/or to clarify this request. If you'd like to share any additional comments, please respond to this email with feedback by **March 16th**.

Thanks for your time,
Shannon

Shannon Fera

Senior Wildlife Policy Advisor | Fish and Wildlife Policy Branch
Ministry of Natural Resources | Ontario Public Service
705-772-8508 | shannon.fera@ontario.ca



Taking pride in strengthening Ontario, its places and its people

Proposal to Update the Province's Black Bear Management Approach

Additional feedback request to municipalities for local information to support the development of population objectives

ERO # 025-0761

48


Proposal consultation period

Proposal to update the province's black bear management approach

ERQ number	025-0761
Notice type	Policy
Act	Fish and Wildlife Conservation Act, 1997
Posted by	Ministry of Natural Resources
Notice stage	Proposal
Proposal posted	November 21, 2025
Comment period	November 21, 2025 - January 5, 2026 (45 days) Closed
Last updated	November 21, 2025

This consultation was open from:

**November 21, 2025
to January 5, 2026**

 [Follow this notice](#)

Proposal summary

We are seeking feedback on draft *Black Bear Population Objective Setting and Harvest Management Guidelines* and preliminary population objective ranges. We are also proposing regulatory amendments to extend protections for cubs and females accompanied by cubs to the fall hunting season and to clarify the prohibition on the possession of bear bile.



**Population
Objective Setting
and Harvest
Management
Guidelines**



**Regulatory
amendments**

*Please see appendix for more information about the full proposal

This proposal is in the feedback-gathering and review stage and will be adjusted based on comments.

49 Overview: Black Bear Management in Ontario

Current Approach

No Population Objectives for black bear

Open allocation for residents

Limited management tools to adjust harvest pressure

Inconsistent distribution of hunting opportunities within the tourism industry

Proposed Approach

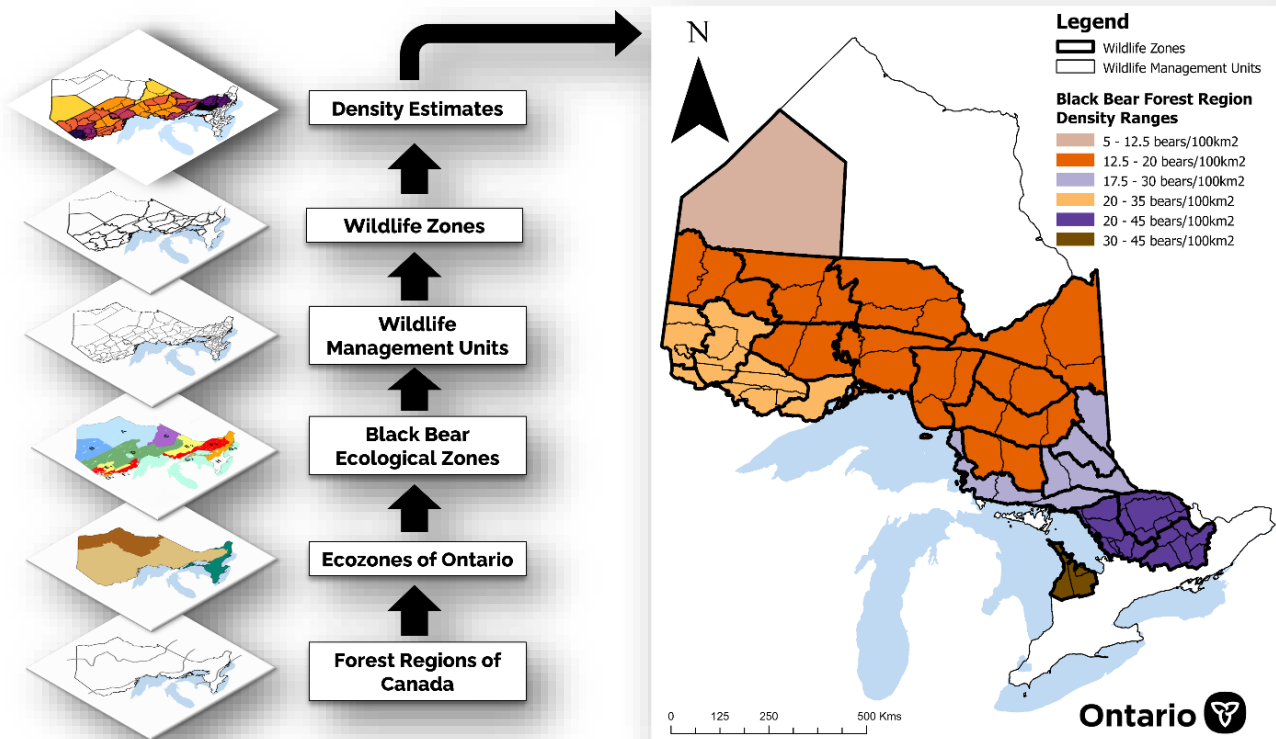
Population Objectives are established for black bears

Population Objectives inform resident allocation

Additional management tools available to respond to new information

Area-based allocation for operators (quota matches proportional land area)

How the Preliminary Population⁵⁰ Objectives were Developed



More details can be found in the *Black Bear Preliminary Population Objective Ranges* document (click image to take you to the document)

The preliminary objectives were **developed in wildlife zones where bears are mostly found**, aligning closely to the forested Ontario Shield Ecozone.

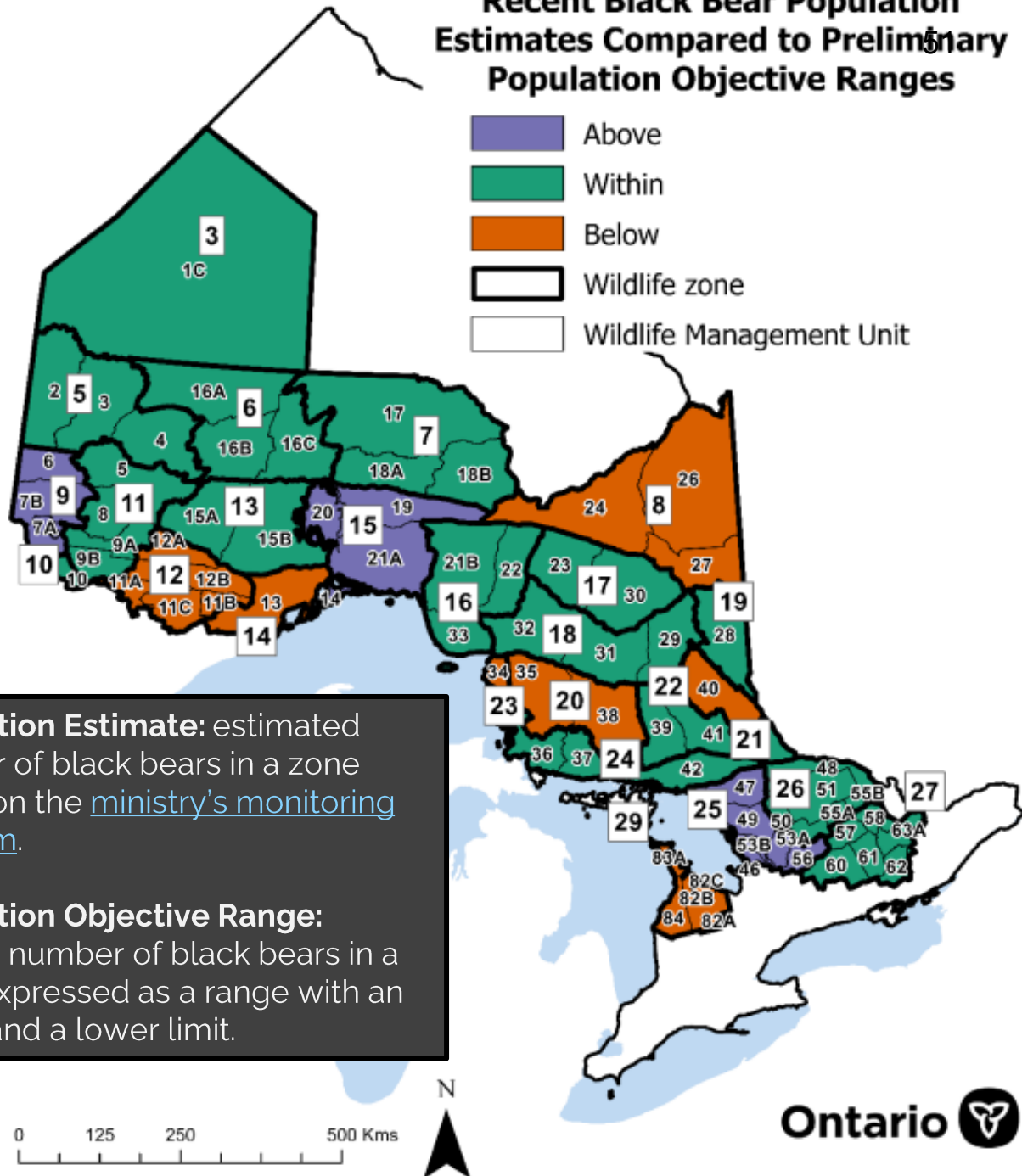
To estimate how many bears each zone could support, we used two main pieces of information:

1. **How many bears** typically live in a zone, and
2. **How much suitable bear habitat** exists in each zone

Suitable bear habitat is tied to habitat productivity, which varies across Ontario. Some zones have very productive forests, while others have less productive or more mixed habitats in relation to the needs of bears. Using information from forest and ecological maps, zones with similar habitat quality were given the same range of **bear forest region density ranges**.

These forest region density ranges are then multiplied by the area of suitable habitat in each zone, to get a preliminary Population Objective Range.

Recent Black Bear Population Estimates Compared to Preliminary Population Objective Ranges



Population Estimate: estimated number of black bears in a zone based on the [ministry's monitoring program](#).

Population Objective Range: desired number of black bears in a zone, expressed as a range with an upper and a lower limit.

Preliminary Population Objectives

At the provincial level, our monitoring program is indicating that Ontario's black bear population is stable. However, there are some regional differences.

This map displays how each zone's recent population estimate compares to its preliminary population objective range:

Zones Within the objective are areas where the number of bears may be what is desired.

Zones Above the objective are areas where the number of bears may be higher than desired.

Zones Below the objective are areas where there may be fewer bears than desired.

Why your feedback matters⁵²

A key component of the proposal is establishing black bear **Population Objectives** across the province, because the final objectives would guide harvest management decisions. The ministry developed **preliminary objectives** based on ecological information – how many bears the habitat and landscape in each zone can support – which gives us **an initial, science-informed range** for each zone.

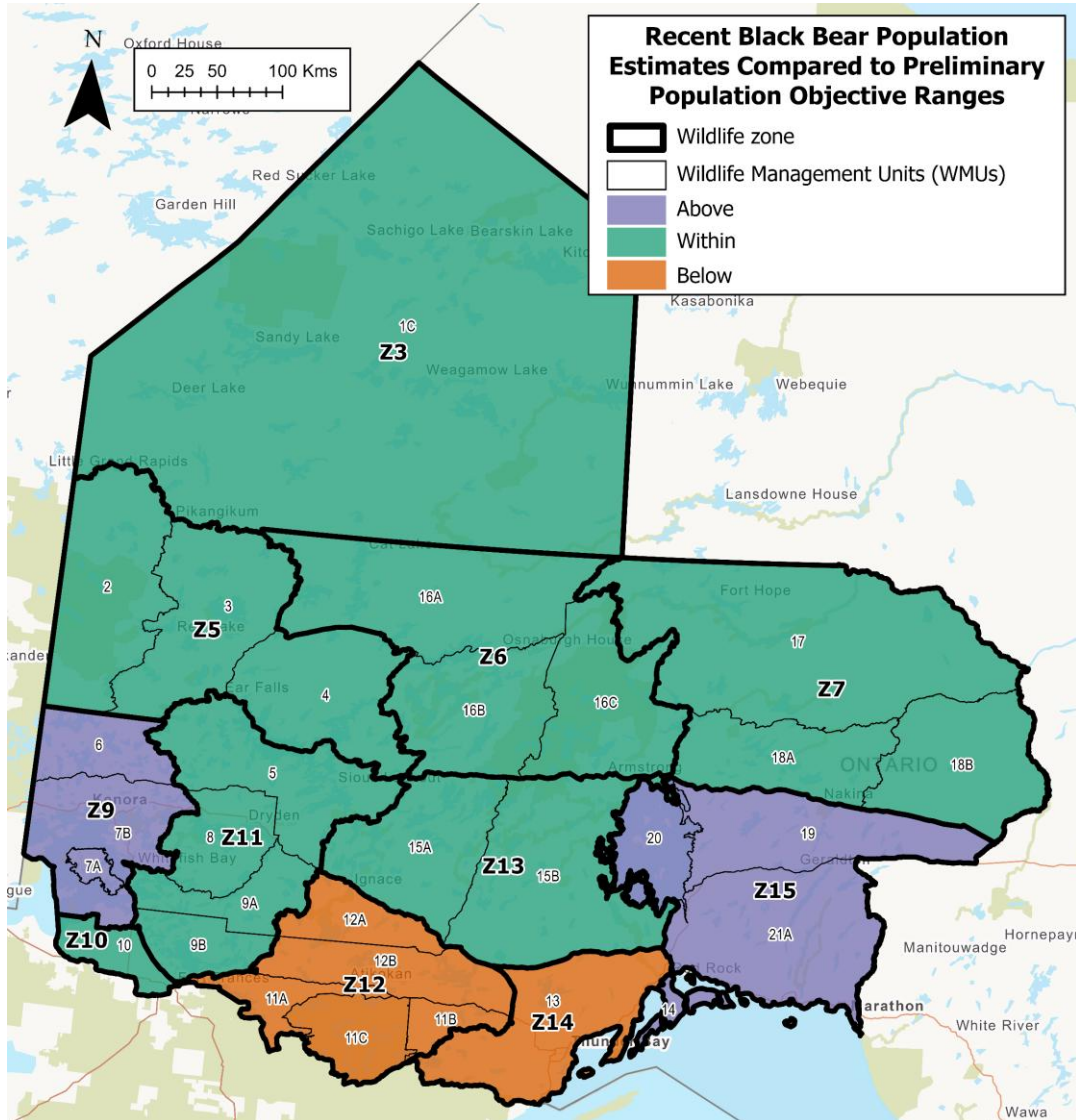
To finalize the objectives, we are asking:

What **social, cultural, or economic considerations** – such as community priorities, tourism, land use, or local safety concerns – should the ministry be aware of in your area?

As you review the preliminary objectives in your area, consider the recent black bear population estimate and whether the lower and upper range of the objective reflect your experience and knowledge with bears in your area.

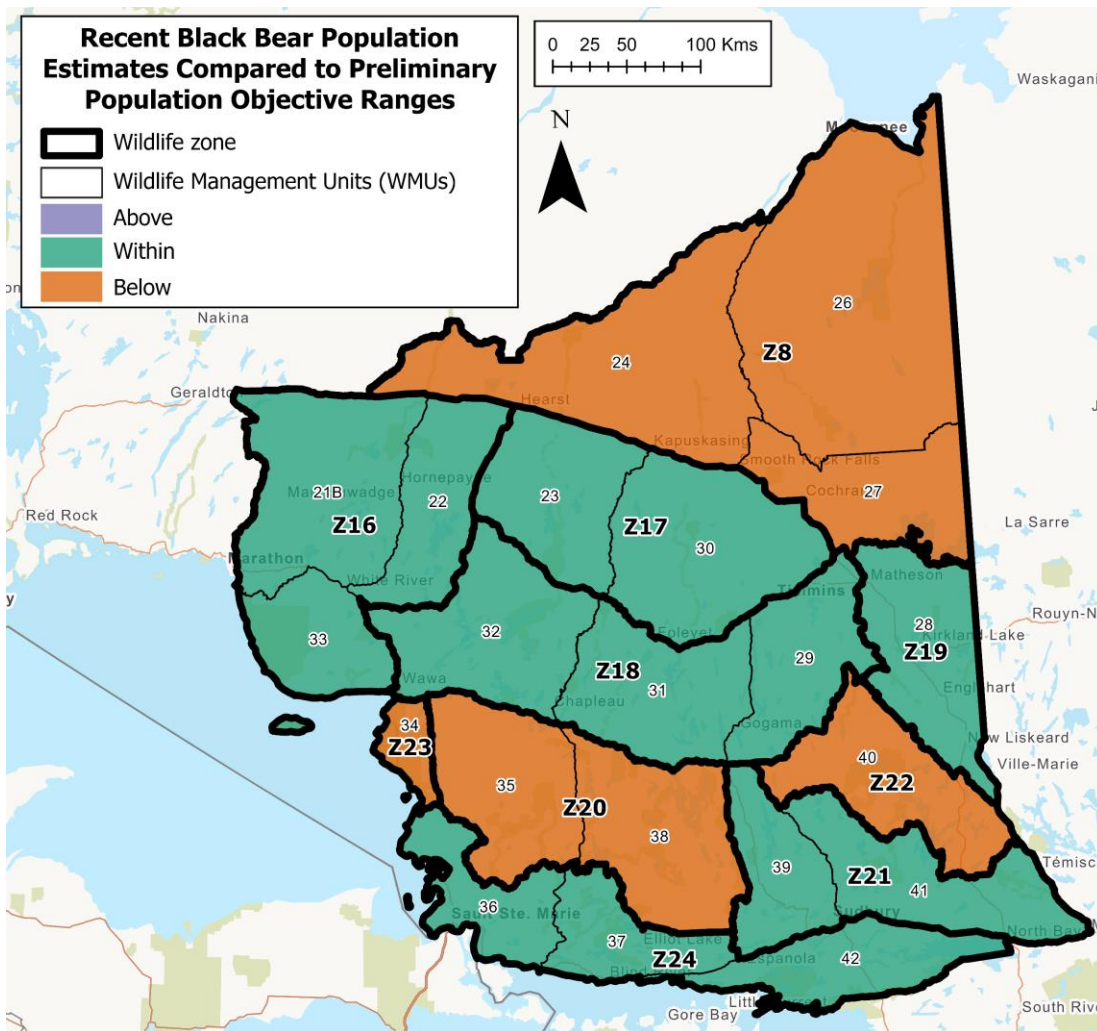
Your input – especially when it includes **local, measurable, and/or experience-based insight** – can help refine these objectives to reflect the values and realities of each zone.

Preliminary Population Objective Ranges: Northwestern Ontario



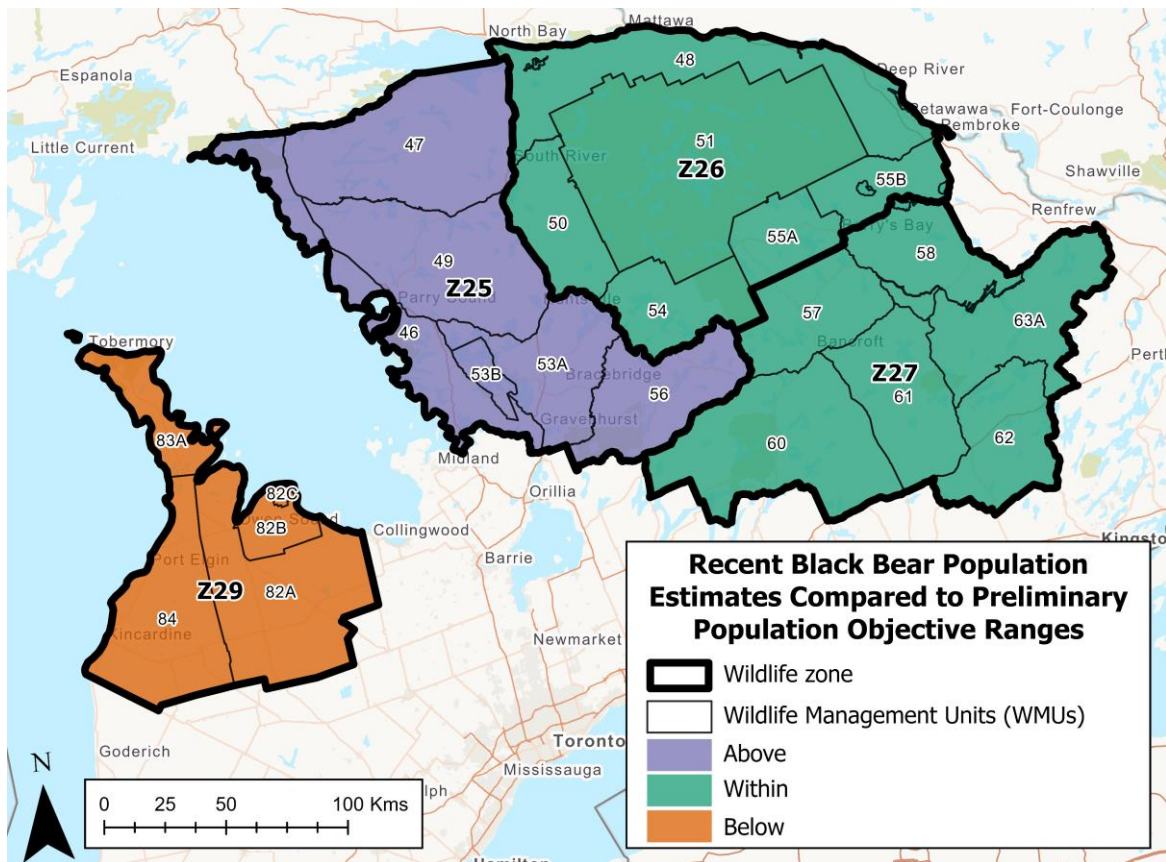
Wildlife Management Unit (Zone)	Lower Limit (preliminary objective)	Upper Limit (preliminary objective)	Most Recent Population Estimate
1C (Z3)	2150	5400	2759
2, 3, 4 (Z5)	3600	5750	4735
16A, 16B, 16C (Z6)	3900	6250	5607
17, 18A, 18B (Z7)	3500	5600	3814
6, 7A, 7B (Z9)	1900	3300	3424
10 (Z10)	450	750	535
5, 8, 9A, 9B (Z11)	3650	6400	5061
11A, 11B, 11C, 12A, 12B (Z12)	3150	5500	2619
15A, 15B (Z13)	2850	4600	3059
13 (Z14)	2100	3650	1659
14, 19, 20, 21A (Z15)	2900	4650	5364

54 Preliminary Population Objective Ranges: Northeastern Ontario



Wildlife Management Unit (Zone)	Lower Limit (preliminary objective)	Upper Limit (preliminary objective)	Most Recent Population Estimate
24, 26, 27 (Z8)	3600	5750	2622
21B, 22, 33 (Z16)	3100	4950	3170
23, 30 (Z17)	2700	4350	4082
29, 31, 32 (Z18)	3300	5300	3580
28 (Z19)	1550	2650	1992
35, 38 (Z20)	2350	3800	2179
39, 41 (Z21)	2350	4050	3912
40 (Z22)	1500	2600	1380
34 (Z23)	300	550	211
36, 37, 42 (Z24)	2650	4500	3215

55 Preliminary Population Objective Ranges: Southern Region



Wildlife Management Unit (Zone)	Lower Limit (preliminary objective)	Upper Limit (preliminary objective)	Most Recent Population Estimate
46, 47, 49, 53A, 53B, 56 (Z25)	2450	5550	6071
48, 50, 51, 54, 55A, 55B (Z26)	2900	6550	4437
57, 58, 60, 61, 62, 63A (Z27)	2600	5850	4105
82A, 82B, 82C, 83A, 84 (Z29)	400	600	270

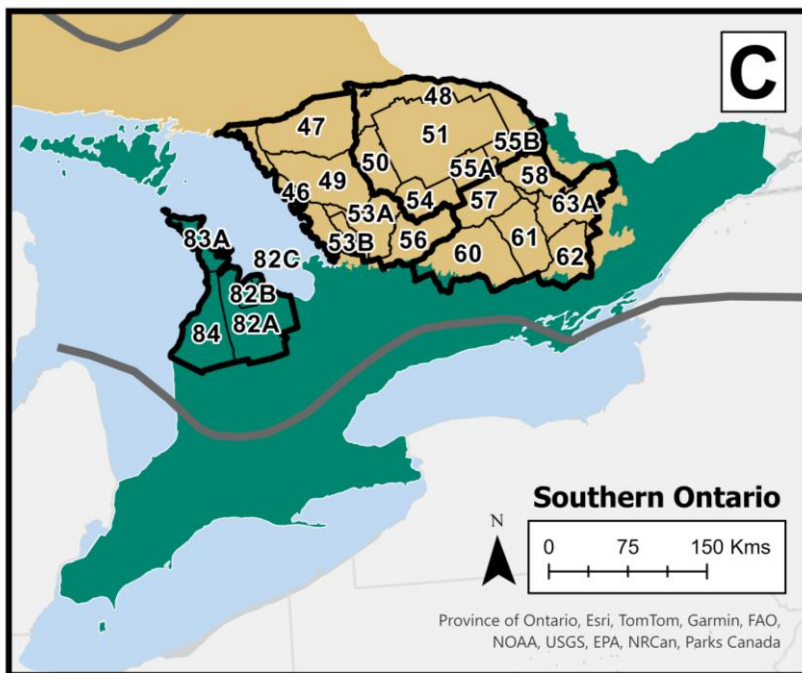
Special Note: Wildlife zone 29

- This zone has good habitat but is becoming more fragmented, especially in the south.
- Black bears here are isolated from other populations in Ontario and are genetically distinct.

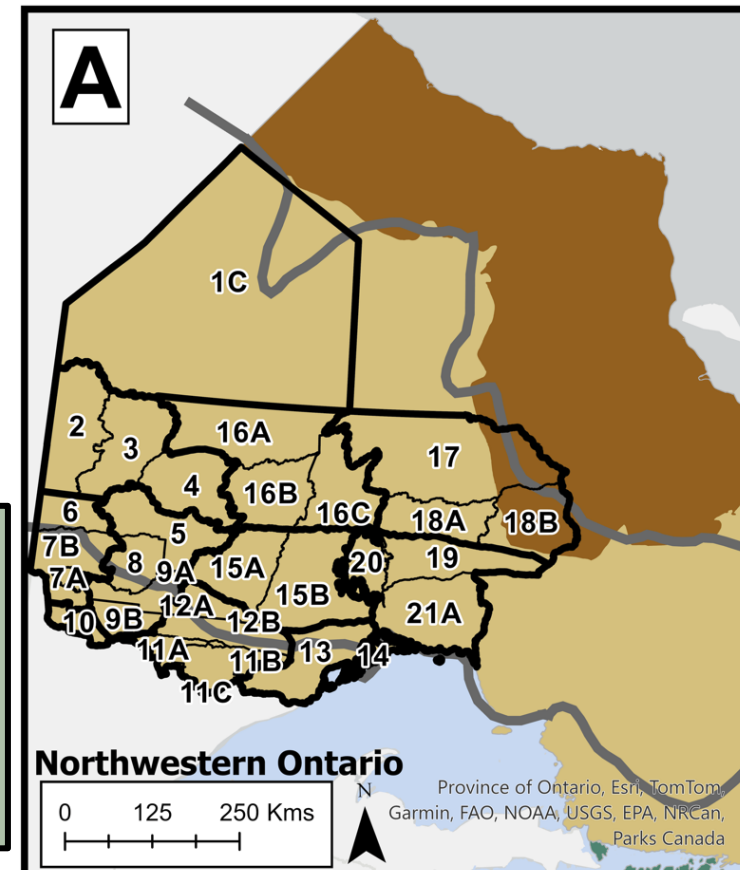
Areas where we haven't developed Population Objectives

Mixedwood Plains in Southern Ontario

- Black bears live in areas where suitable forest habitat remains, but are largely absent from areas with large cities and intensive agriculture.
- Black bears regularly move from the primary range into these areas.



The objective for these areas is to maintain bears on the landscape, measured and managed through harvest sustainability indicators from hunter reporting data.

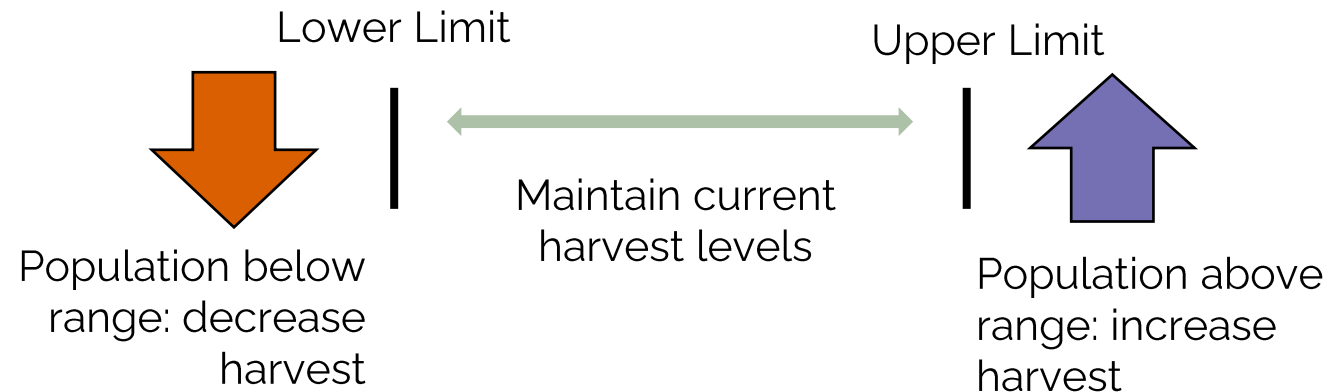


Hudson Bay Lowlands in Northern Ontario

- Has sparse forests, wetlands, and tundra.
- Black bears occur at low densities and are lightly harvested in this area.

Using final Population Objectives⁵⁷ to inform harvest management decisions:

Decision based on population status



Lower limit of the objective range should describe the abundance of black bears needed to maintain ecosystem function, support sustainable population management and resilience over the long term, and allow for harvest opportunities.

Upper limit of the range should represent the abundance of black bears that supports high or increased harvest, while remaining within the objective range over the long term while reflecting socio-economic carrying capacity.

Request

The ministry is requesting any additional information or comments to support the development of black bear population objectives across the province by **March 16th**.

Appendices

Proposal Overview

Establish Population Objectives

← We are looking for feedback on this part!

- Population objectives are the number of bears desired in an area –the objective becomes the basis for future management decisions.
- Preliminary population objective ranges (PORs) based on ecological considerations (e.g. bear abundance, habitat productivity) and feedback from the public will help to incorporate social, cultural, and economic considerations to develop final PORs.

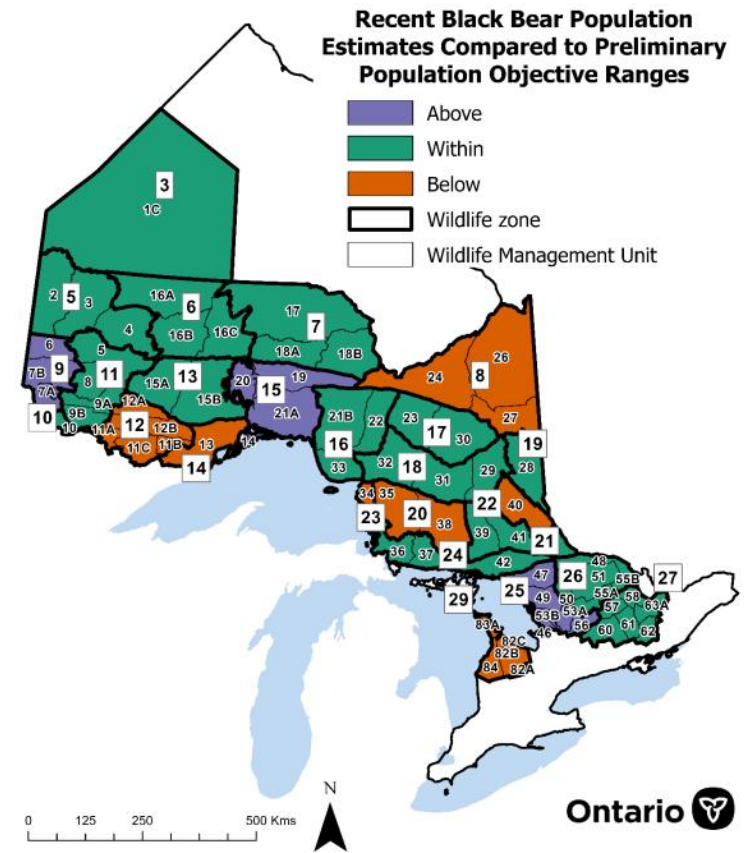
Draft Guidelines to Support Management

- Would use new information such as population objectives, monitoring surveys, hunter reporting information, etc. to be more responsive.
- Would establish new management tools to support management needs and guide the allocation of harvest opportunities.
- Would enhance transparency and better respond to population changes that may warrant targeted management actions.

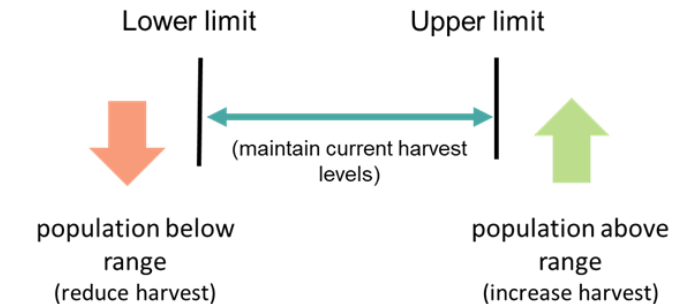
Black Bear Regulations Updates

- New regulatory amendments would be required to implement the proposed guidelines.
- Proposal to extend the existing spring prohibitions on the hunting of black bear cubs or females accompanied by cubs to the fall hunting season.
- Proposal to strengthen enforcement of the prohibition on the possession of bear gall bladders to explicitly prohibit the possession of bear bile outside of the gall bladder.

14



Population Objective Range



5- Year Implementation Plan

- If approved, the ministry has proposed a phased, 5-year transition plan for the province. Management decisions would not be applied for 5 years.
- With the exception of earlier implementation on the Saugeen Peninsula (potentially as early as 2027).



Proposal⁶² Summary

DRAFT

Black Bear Population Objective Setting and Harvest
Management Guidelines



November 2025

This proposal focuses on **long-term sustainability** of black bear populations, with decisions guided by principles to ensure black bears can fulfill their ecological role and their cultural importance for present and future generations:

- **Recognize the inherent and treaty rights** of Indigenous communities to harvest black bears and the cultural significance of bears.
- Ensure **regulated harvest opportunities are managed sustainability.**
- Aim to **improve transparency and consistency** in how black bear population objectives and regulated harvest decisions are made.

Subject: Get Ready for Tax Season: Join the Ministry of Finance for a Free Tax Talk Webinar about Ontario's Tax Credits and Benefits



You're invited!

For most people in Ontario, your tax return is due on April 30. To help you prepare for tax season, the Ontario Ministry of Finance invites you to attend an Ontario Tax Talk webinar to learn about tax credits and benefits you may be able to claim on your tax return.

Webinars are free and everyone is welcome. More information about webinar topics and dates is available at www.ontario.ca/taxtalk.

Upcoming Webinars:

Understanding Ontario's Personal Income Tax, Credits and Benefits – [Register Now](#)

Learn how you can make the most from your tax return this year. We will share simple tips for completing your return, along with an overview of tax credits and benefits you may be able to claim on your return.

What you will learn:

- why you should file a tax return even if you don't owe tax
- how to complete and file a tax return
- various tax credits and benefits you can claim
- how to adjust a tax return if you forgot to claim something
- how to access helpful resources and stay up to date.

Ontario's Credits, Benefits and Supports for Seniors with Lower Income – [Register Now](#)

Join the Ontario Ministry of Finance to help you learn about tax credits, benefits, and other programs available to support seniors in Ontario with low income. Knowledge is power. Many people miss out on valuable credits and benefits because they don't know about them or are unsure how to apply.

What you will learn:

- how to apply to Ontario and federal personal income tax credits and benefits
- online tools designed to help you find information about credits, benefits, and programs
- how to stay up to date
- helpful tips to avoid fraud or scams.

Discover Ontario's Medical Expense and Seniors Care at Home Tax Credits – [Register Now](#)

Think these credits don't apply to you? Think again! Many miss out on these credits due to misconceptions or simply being unaware of the eligibility criteria. This session will debunk myths and provide clarity, empowering you to determine if you qualify for these valuable tax credits.

What you will learn:

- who can claim each credit
- how to calculate each credit
- examples of expenses that can or cannot be claimed
- additional resources that can increase your knowledge on this important topic.

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From: communications@ohrc.on.ca
Sent: March 3, 2026 12:23 PM
To: Maxwell
Subject: 4th Anniversary of the Right to Read Inquiry Report | 4e anniversaire du Rapport sur l'enquête « Le droit de lire »

OHRC Communications Newsletter

La CODP Bulletin de communication



**Ontario Human
Rights Commission
Commission ontarienne des
droits de la personne**

4th Anniversary of the *Right to Read* Inquiry Report

Disponible en français

March 3, 2026

Did you know - learning to read is a human right and every child deserves the opportunity to thrive through literacy.

As we mark the 4th anniversary of the OHRC's [Right to Read Inquiry](#), it reflects on the progress made and the work that still lies ahead.

The OHRC launched the #RightToRead Inquiry to support stronger, evidence-based, and inclusive reading instruction in Ontario schools.

The OHRC is buoyed up by the strong momentum from the many educators, school boards, and communities who have taken action.

Together, we can build a future where every student has an equal opportunity to succeed.

[Please watch and share our video.](#)

4e anniversaire du Rapport sur l'enquête « Le droit de lire »

Le 3 mars 2026

Le saviez-vous ? - L'apprentissage de la lecture est un droit humain et chaque enfant mérite d'avoir l'opportunité de s'épanouir grâce à l'alphabétisation.

À l'occasion du 4e anniversaire du [Rapport sur l'enquête « Le droit de lire »](#), la CODP se penche sur le chemin parcouru et le travail qui reste à accomplir.

La CODP a lancé l'enquête #RightToRead pour soutenir un enseignement de la lecture plus efficace, fondé sur des éléments probants et axé sur l'inclusion dans les écoles de l'Ontario.

La CODP est enthousiasmée par le puissant dynamisme des nombreux éducateurs, conseils scolaires et communautés qui ont décidé d'agir.

Tous ensemble, nous pouvons construire un avenir où chaque élève aura les mêmes chances de réussir.

[Veuillez regarder et partager notre vidéo.](#)

Available in English

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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From: Lakehead Social Planning Council (LSPC) <info@lspc.ca>
Sent: March 4, 2026 2:30 PM
To: conmee@tbaytel.net
Subject: Join our Board of Directors!

The background of the flyer features a photograph of a building facade. A banner on the building reads "THUNDER BAY COUNSELLING SOLUTIONS THAT CHANGE LIVES" with a butterfly logo. To the right, another banner says "50 YEARS" with a circular logo and "544 WINDSOR AVENUE". The Thunder Bay Counselling logo is also visible in the top right corner of the image.

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Board of Directors

Help strengthen mental health and well-being in our community.

Thunder Bay Counselling is seeking passionate, skilled, and community-minded individuals to join our **Board of Directors**. Our Board plays a vital role in guiding the organization's strategic direction, ensuring accountability, and supporting accessible, community-based mental health services.

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

Date: March 10, 2026

To: Mayor and Council

Subject: Flag Protocol Policy – Revision to Section 5.7

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

RECOMMENDATION:

That Council receive this report for information and approve the updated Flag Protocol Policy #2026-002 with the revised Section 5.7, which incorporates Council's direction to include consultation requirements prior to lowering the flag under delegated authority.

BACKGROUND:

At the February 24, 2026 Council meeting, Administration presented a proposed amendment to the Flag Protocol Policy to add Section 5.7, intended to clarify delegated authority for exceptional circumstances. During that discussion, Council requested that the draft policy be further revised to include wording requiring the Clerk to consult with the Mayor, Deputy Mayor, or another member of Council before exercising this authority

DISCUSSION:

In accordance with Council's direction from February 24, 2026, Section 5.7 has been updated to require the Clerk to make reasonable efforts to consult with the Mayor, Deputy Mayor, or another member of Council before lowering the flag in exceptional circumstances. This preserves Council's involvement while still allowing Administration to act when immediate action is required.

The updated wording reflects the approach used in many Ontario municipalities where Council establishes the flag protocol and the Clerk administers it as needed. These policies typically give staff the ability to respond promptly to significant events while ensuring Council remains informed through consultation or reporting. The revised section fits within this balanced model.

THE TOWNSHIP OF CONMEE
FLAG PROTOCOL POLICY
Policy # 2026-002

Original Policy Created: November 25, 2014

Reviewed: March 23, 2021, November 12, 2025, February 24, 2026, March 10, 2026

1.0 POLICY STATEMENT

Council has erected a flagpole at the Community Centre to fly the Canadian flag. Flag protocol defines the proper placement, handling and use of flags. The manner in which flags may be displayed in Canada is not governed by any legislation but by established practice. The National Flag of Canada should be displayed only in a manner befitting this important national symbol. It should not be subject to indignity or displayed in a position inferior to any other flag or ensign. The only flags to which precedence is given over the Canadian flag are the personal standards of members of the Royal Family and his Majesty's eleven representatives in Canada (i.e. the Governor General and 10 Lieutenant Governors).

2.0 PURPOSE

Council wishes to establish a policy to govern staff as to when the flag will be flown at half-mast, when it will be taken down and when it will be replaced.

3.0 SCOPE

The policy applies to all staff, council, and committee members.

4.0 RESPONSIBILITY

Council is responsible for the review and approval of this policy.

The Clerk is responsible for the development, maintenance, and implementation of this policy.

5.0 PROCEDURE

5.1. Flags are flown at half-mast as a sign of mourning. Council will direct staff to lower the flag to half-mast in the following situations:

- a) The death of His Majesty the King or the reigning sovereign
- b) The death of a sitting or former Prime Minister of Canada or Premier of Ontario
- c) The death of a sitting or former Reeve or Mayor of the Township of Conmee
- d) The death of a sitting or former Councillor of the Township of Conmee
- e) The death of a current or former employee of the Township of Conmee
- f) The death of a Township Firefighter or First Responder while on duty
- g) The death of a member of the Armed Forces while on active duty
- h) The death of a member of the Ontario Provincial Police while on active duty whose Detachment services the District of Thunder Bay
- i) Remembrance Day (all day)

- 5.2. The flag must be lowered to a position that makes it clear that the flag is being flown at half-mast and not just incorrectly placed. The flag will remain lowered from the day of the death until sundown on the day of the funeral, or in the case of no immediate funeral, the flag will remain at half-mast for 5 days.
- 5.3. The flag will not ordinarily be taken down except for maintenance purposes or for replacement. By precedent, the flag may be flown during the day and night.
- 5.4. The flag will be replaced when Council determines that it has faded or torn and is no longer an adequate representation of the honour that should be afforded the national flag.
- 5.5. The Canadian flag will not be taken down to fly the flag of any other Province, Territory, Agency or Organization.
- 5.6. As the Conmee Community Centre only has one flagpole, only the Canadian National flag shall be flown.
- 5.7. Where circumstances are not explicitly addressed in this Policy, the Clerk is authorized to direct the lowering of municipal flags in response to significant tragedies or events that warrant immediate action. Prior to lowering the flag, the Clerk shall make reasonable efforts to consult with the Mayor, or if the Mayor is unavailable, the Deputy Mayor, or another member of Council for direction. Any action taken under this delegated authority shall be reported to Council at the next regular Council meeting.

7.0 REVIEW

This policy shall be reviewed a minimum of once per council term.

8.0 REFERENCES

National Flag of Canada Act
Government of Canada - Rules for flying the National Flag of Canada
<https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/flying-rules.html>

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

Date: March 10, 2026

To: Mayor and Council

Subject: Governance Role Clarity and Delegation Framework

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

PURPOSE:

The purpose of this report is to provide Council with an overview of the Township’s existing governance and delegation framework and to recommend a brief clarification exercise to support a consistent understanding of roles and authorities under the *Municipal Act, 2001* and the Township’s Delegation of Powers and Duties By-law 1379. Section 270(1) of the *Municipal Act, 2001* requires municipalities to adopt and maintain a policy with respect to the delegation of powers and duties, and sections 23.1 through 23.5 set out that these delegations must occur by by-law. Conmee satisfies these legislative requirements through By-law 1379.

BACKGROUND:

The Township’s Delegation of Powers and Duties By-law establishes the municipality’s delegation structure and assigns certain administrative responsibilities to the “CAO/Clerk,” including the coordination of municipal operations, staff oversight, and human resource-related functions. Although the Township does not currently maintain a separate CAO position, these administrative leadership responsibilities remain in effect through By-law 1379 and are carried out by the Clerk. The by-law therefore serves as the Township’s primary instrument for defining administrative authority and reporting relationships. Over time, various operational circumstances have demonstrated the value of periodically revisiting this framework to ensure consistent understanding of reporting lines, the flow of operational information, and the distinction between governance responsibilities and administrative functions. A general clarification exercise would support effective municipal operations and reinforce the Township’s commitment to sound governance practices.

Legislative Context: The *Municipal Act, 2001* sets out the statutory roles of municipal officers and decision-makers. Section 224 outlines Council’s responsibilities related to governance, including its policy-making and oversight functions. Section 228 establishes the Clerk as a statutory officer responsible for recording Council proceedings without note or comment, preserving by-laws and minutes, and performing duties required under the Act or any other Act, as well as duties assigned by the municipality. Section 229 describes the administrative leadership functions of a Chief Administrative Officer, including exercising general control and management of the municipality’s affairs to ensure efficient and effective operations. Through By-law 1379, the Township assigns these administrative leadership responsibilities to the Clerk in the absence of a separate CAO position. In addition, sections 23.1 through 23.5 and section

270(1) of the *Municipal Act, 2001* provide that any delegation of municipal powers and duties must occur by by-law and within specified statutory limits. Together, these provisions establish a clear separation between governance and administration and provide the legislative foundation for the Township's delegation framework.

Current Delegation Framework: Under the Delegation of Powers and Duties By-law, the Clerk is assigned administrative leadership responsibilities that include general control and management of municipal affairs, responsibility for human resource matters, direction of Township employees other than statutory officers, coordination of municipal operations, oversight of purchasing within the approved budget, and the authority to sub-delegate duties where appropriate. These responsibilities correspond with the administrative leadership functions described in section 229 of the *Municipal Act, 2001*. Additional operational authorities are delegated to positions such as the Treasurer, Road Superintendent, Fire Chief, Facilities Manager, and Chief Building Official, as outlined in Schedule "A" of By-law 1379.

Identified Considerations: As with many small municipalities operating with streamlined administrative structures, certain situations periodically highlight the importance of maintaining shared clarity around reporting relationships, the pathway by which administrative matters are brought to Council, and the distinction between Council's governance role and administration's operational responsibilities. These considerations are structural in nature and relate to the ongoing application of the delegation framework rather than to any individual circumstance. A brief review and governance education session would help ensure a consistent understanding of roles and strengthen alignment between day-to-day practice and the Township's delegation by-law.

Governance Education Support: The Township's Integrity Commissioner, a practising municipal lawyer, is well positioned to provide Council with a neutral overview of the Township's delegation structure, reporting relationships, and role boundaries under the *Municipal Act, 2001*. Such a session would help reinforce the governance-administration distinction, support consistency in the application of By-law 1379 and provide useful context as the Township approaches the 2026 municipal election. Council may also consider making the session available to prospective election candidates to support transparency and broader understanding of municipal governance roles.

RECOMMENDATION:

That Council receive this report for information, AND THAT Council direct the Clerk to arrange a general governance education session with the Township's Integrity Commissioner to review Council's role under section 224, the Clerk's statutory duties under section 228(1), the administrative leadership responsibilities assigned to the Clerk through By-law 1379 consistent with section 229, and the delegation framework set out in sections 23.1 through 23.5 and section 270(1) of the *Municipal Act, 2001*; AND THAT Council determine the timing of the governance education session, whether at the next regular Council meeting, at a stand-alone session scheduled for that purpose, or at a future regular meeting, based on Council's preference.

THE CORPORATION OF THE TOWNSHIP OF CONMEE**BY-LAW # 1379**

Being a By-law to adopt the delegation of Powers and Duties Policy

WHEREAS Section 270 (1)(6) of the Municipal Act, 2001, as amended, provides that every municipality shall adopt and maintain policies with respect to the delegation of powers and duties;

AND WHEREAS Council has adopted the Policy for the Delegation of Powers and Duties;

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

1. That the Delegation of Powers and Duties is hereby enacted as detailed in Schedule "A"
2. Additional delegation of powers and duties
3. That By-Law 1353 is repealed
4. In the event of any inconsistency between this By-law or any other township by-law, the more restrictive provision shall prevail to the extent of the inconsistency.
5. That this By-law shall take force and effect on the date of passing thereof.

Passed this 14th day of March, 2023.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE


MAYOR Sheila Maxwell


CLERK Shara Lavallee

SCHEDULE "A"

DELEGATION OF POWERS AND DUTIES1. CHIEF ADMINISTRATIVE OFFICER/CLERK

The following duties and responsibilities are delegated to the Chief Administrative Officer/Clerk:

- 1.1. Exercise general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality, in accordance with the Municipal Act s.229
- 1.2. Functions as the Council's sole employee – being responsible for all human resource matters associated with other staffing positions (subject to compliance with approved by-laws and policies).
- 1.3. Has full control and direction of all Township employees, except with respect to the statutory duties of such officials as are appointed by statute, and also subject to the personnel policies approved by Council;
- 1.4. Directs and coordinates the business of the Township in all its branches and departments in accordance with the policies and plans established and approved by Council;
- 1.5. Has general control over all Township purchasing provided such purchases or funds are contained within the approved budget;
- 1.6. Designated to act as the head of the institution for the purposes of the Municipal Freedom of Information and Protection of Privacy Act;
- 1.7. Designated as the Lottery Licensing Officer for the Township under the Gaming Control Act;
- 1.8. May enter into agreements associated with the rental of Township facilities, including hall rental fee reductions as per policy
- 1.9. May issue licences for Township services such as dog

licences and kennel licences, subject to limitations in the Act;

- 1.10. Authorized to take the appropriate actions on applications under other Acts such as the Planning Act, including, but not limited to the sending of notices;
- 1.11. Authorized to further delegate, in writing, any of the above noted delegations to a third party such as the Treasurer, a Deputy Clerk, a Deputy Treasurer, Public Works Manager, Fire Chief or Deputy Fire Chief or any other persons as deemed necessary for the efficient operation of the Township.

2. TREASURER

- 2.1. Authorized to delegate, in writing, the powers and duties of the Treasurer to another employee or third party

3. ROAD SUPERINTENDENT

- 3.1. Approves temporary road closures for the purpose of infrastructure repair and the safe, orderly movement of traffic;
- 3.2. Approves expenditures and make purchases provided that the funds and expenditures have been approved through the annual budget;
- 3.3. Develops and implements departmental policies and procedures, while having regard for any other applicable Provincial, Federal or municipal legislation, including such legislation as the Minimum Maintenance Standards and the Highway Traffic Act;
- 3.4. Issues permits, such as Hauling and Entrance Permits, under the general policies as adopted from time to time by Council;
- 3.5. Delegates, in writing, the above noted duties and powers to an appropriate employee such as Lead Hand or third party when and as required, subject to any limitations imposed by Council or the Federal and Provincial governments.

4. FIRE CHIEF

- 4.1. Authorizes procedures and policies for the safe, efficient, and cost effective operations of the Fire Department and First

Response Teams;

- 4.2. Authorize expenditures and purchases, provided that the funds have been approved in the annual budget;
- 4.3. Implement programs designed to educate and promote fire safety in the Township, including the programs as legislated by the Province;
- 4.4. Authorizes emergency actions by the Fire Department and/or First Response Team members when in a life or death situation, without first obtaining approval from Council, including actions that may ordinarily be the responsibility of other Township departments such as the Roads Department or Clerk's department;
- 4.5. Determines billing of third parties for fire safety infractions or the costs of such activities as fire suppression as established from time to time by Council policy and/or legislation;
- 4.6. Delegates such responsibilities and duties to an appropriate employee or third party as required for the safe and efficient operations of the Department.

5. **FACILITIES MANAGER**

- 5.1. May enter into agreements associated with the rental of Township facilities, including hall rental fee reductions as per policy

6. **CHIEF BUILDING OFFICIAL**

- 6.1. Issues permits related to Building Codes and Building By-Laws

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2026-005

A By-law to continue and regulate the Fire Department for the Township of Conmee.

Recitals:

1. Section 2 of the Fire Protection and Prevention Act, 1997 (S.O. 1997, c. 4, as amended) requires every municipality to establish a program, which must include public education, with respect to fire safety and certain components of fire prevention, and to provide such other fire protection services as it determines to be necessary in accordance with its needs and circumstances.
2. Section 5(0.1) of the Fire Protection and Prevention Act authorizes the Council of a municipality to establish, maintain and operate a fire department to provide fire suppression services and other fire protection services in the municipality.
3. Section 7.1 (1) of the said Act provides that the council of a municipality may pass by-laws regulating fire prevention, including the prevention of the spreading of fires; regulating the setting of open-air fires; and designating private roads as fire routes.
4. Sections 8 and 11 of the Municipal Act, 2001 (S.O. 2001, c. 25, as amended) authorize a municipality to provide any service that the municipality considers necessary or desirable for the public, and to pass by-laws respecting: the health, safety and well-being of persons; the protection of persons and property; and services that the municipality is authorized to provide.
5. Section 391 of the Municipal Act authorizes a municipality to impose fees or charges on persons for services or activities provided by the municipality, and for costs payable by the municipality for services or activities provided or done by or on behalf of any other municipality.
6. Section 425 of the Municipal Act provides that the Council of a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality is guilty of an offence.
7. Section 446 of the Municipal Act provides that if a municipality has the authority under that or any other act, or under a by-law under that or any other Act, to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and the municipality may recover the costs of doing a matter or thing from the person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes.
8. The Council deems it desirable, necessary and expedient to amend, consolidate, revise and update its by-law to establish and regulate a Fire Department for The Corporation of the Township of Conmee.

9. A purpose of this enabling by-law is to allow fire departments in different municipalities to work together to reduce common workloads, reduce operating costs and to provide consistent levels of services to the persons serviced by each fire department.

NOW THEREFORE the Council of The Corporation of the Township of Conmee enacts as follows:

ARTICLE 1.00: DEFINITIONS & INTERPRETATION

- 1.01 **Definitions:** Where the terms set out in this Section appear in the text of this Bylaw with their initial letters capitalized, it is intended that they shall have the meanings set out for them in the lettered clauses of this Section 1.01. Where the terms set out in this Section appear in the text of this Bylaw in regular case, their ordinary meanings in accordance with the English language are intended to apply.
- a. **“Approved”** means approved by Council.
 - b. **“Automatic Aid”** means an Approved agreement under which a municipality that can respond more quickly to a Call in an area agrees to provide an initial response to the Call in another municipality, or where a municipality agrees to provide a supplemental response to Calls that may occur in another municipality.
 - c. **“Awareness Level”** means the level of emergency response training at which personnel are qualified to recognize hazards, initiate protective actions, and request appropriate resources, but are not trained or equipped to perform rescue or mitigation operations. This level is consistent with standards such as NFPA 1006 and NFPA 1670.
 - d. **“By-law”** means this by-law, including its recitals and schedules, which are integral parts of it.
 - e. **“Call”** means a request for service from a Fire Department to address fires, rescues, medical assistance, or any other emergency.
 - f. **“Corporation”** means The Corporation of the Township of Conmee.
 - g. **“Council”** means the Council of the Corporation.
 - h. **“Defined Service Agreement”** means a formal, written agreement approved by Council or the Fire Chief, as applicable, that outlines specific fire protection or emergency response services to be provided to or received from another municipality, agency, or organization. These agreements may include mutual aid arrangements, automatic aid, specialized services, or other collaborative provisions, and shall specify the scope, responsibilities, limitations, and conditions under which services are delivered.
 - i. **“Deputy Fire Chief”** means the person appointed by Council to act on behalf of the Fire Chief in the case of absence of the Fire Chief or a vacancy in the office of the Fire Chief. It is noted that municipalities may have more than one Deputy Fire Chief, with varying titles and/or levels of duty, including, for example:
 - i. Deputy Fire Chief, Fire Prevention”, may be used instead of “Deputy Fire Chief” for the person appointed by Council to act in the case of absence or a vacancy in the office of the Fire Chief;
 - ii. “Deputy Fire Chief- Training”, being the person appointed by Council to act for the purposes of planning and executing training for the Departmental staff;
 - iii. “Deputy Fire Chief- Operations”, being the person appointed by Council to act for the purposes of operational matters within the Department, such as inventory management, equipment management, etc.;
 - iv. “Deputy Fire Chief- Administration”, being the person appointed by Council to act for administrative purposes, such as records-keeping or report-writing/filing; or

- v. Additional “Deputy Fire Chief” titles for the same or other duties, as determined by the relevant municipality.
- j. **“Emergency Response Plan”** means the formal plan adopted by the municipality under the Emergency Management and Civil Protection Act, which outlines the procedures, roles, and responsibilities for responding to emergencies. The plan includes provisions for coordination among municipal departments, external agencies, and emergency responders, and is designed to provide public safety, and to protect property, and the environment during declared or undeclared emergencies. The Emergency Response Plan shall be reviewed and updated regularly, and all services provided under it shall be consistent with its approved protocols.
- k. **“Fire Chief”** means the person appointed by Council to act as fire chief for the fire department and who is ultimately responsible to Council for the delivery of Fire Protection Services, as set out in the Fire Protection and Prevention Act.
- l. **“Fire Code”** means Ontario Regulation 213/07, passed under the authority of the Fire Protection and Prevention Act, as amended, and any successor regulation or other relevant regulation under that legislation.
- m. **“Fire Department”** means the Fire Department of and for The Corporation of the Township of Conmee under this Bylaw.
- n. **“Fire Fighter”** means the Fire Chief and any other person employed in, or appointed to, the Fire Department to undertake Fire Protection Services. The term includes all such persons, whether they function as volunteers, or are paid for their services, and whether they have titles such as: “Officer”, “Medical First Responder”, or “Auxiliary member”. The term “Member” may alternately be used.
- o. **“Fire Protection and Prevention Act”** means the Fire Protection and Prevention Act, 1997, S.O.1997, c.4 as amended and reenacted.
- p. **“Fire Protection Services”** includes:
 - i. fire suppression, rescue and emergency services,
 - ii. medical response,
 - iii. fire prevention,
 - iv. public fire safety education,
 - v. mitigation, prevention and safety education of the risk created by unsafe levels of carbon monoxide,
 - vi. communications,
 - vii. training of personnel involved in the provision of Fire Protection Services, and
 - viii. the delivery of all those services as described in detail in this By-law.
- q. **“Fit for Duty”** means an individual who is physically, mentally and emotionally healthy enough to perform the duties required, as outlined in any Corporate Policy in place.
- r. **“Head of Administration”** means the person appointed by Council to act as Head of Administration for the Corporation, regardless of his or her title.
- s. **“Incident Commander”** means the individual responsible for the overall management of an emergency incident, including establishing incident objectives, strategies, and priorities, and ensuring the safety of all personnel. The Incident Commander has authority over all operations at the scene and directs resources in accordance with the Incident Management System (IMS) and applicable municipal and provincial protocols.
- t. **“Level of Service”** means the Approved Fire Protection Services outlined in detail in Schedule “B” to this By-law.
- u. **“Limited Service”** means a variation of service significantly different from the norm

because of extenuating circumstances, such as deployment of Firefighters in insufficient numbers to safely carry out the delivery of Approved services, environmental factors, remote properties, impeded access, private roadways, lanes and drives, obstructions, or extraordinary hazards or unsafe conditions.

- v. **“Member”** is included in the definition of “Fire Fighter”, above.
- w. **“Municipal Act”** means the Municipal Act, 2001, S.O. 2001, c.25.
- x. **“Mutual Aid”** means a plan established pursuant to section 7 of the Fire Protection and Prevention Act under which fire departments that serve a designated area agree to assist each other on a reciprocal basis in the event of a major fire or emergency.
- y. **“Officer”** means: Fire Chief, Deputy Fire Chief, District Chief, Deputy District Chief, Captain, Training Officer, and any other person designated by the Fire Chief to supervise Firefighters.
- z. **“Operations Level”** means the level of emergency response training at which personnel are qualified to respond to incidents using limited intervention techniques and equipment, under supervision. This level includes the ability to perform basic rescue or mitigation tasks within a defined scope but does not include advanced or specialized techniques requiring Technical Level qualifications. The Operations Level is consistent with standards such as NFPA 1006 and NFPA 1670.
- aa. **“Shared Services”** are fire departments working together to meet common goals. Many of the functions of the fire services are the same across fire departments and municipalities, such as common Standard Operating Guidelines/Policies, training lesson plans and response protocols.
- bb. **“Standards”** means the current industry accepted best practices and legislative requirements and may include without limitation, Section 21 Guidance Notes, National Fire Protection Association standards, Regulations, and industry practices.
- cc. **“Technical Level”** means specialized emergency response activities that require advanced training, certification, and equipment beyond the Awareness or Operations Level, as defined herein or by standards such as NFPA 1006 or other recognized guidelines. These operations may include, but are not limited to, high-angle rope rescue, confined space rescue, swift water rescue, hazardous materials response at the technician level, and structural collapse rescue. Such operations are typically performed by designated technical rescue teams or personnel with validated competencies.
- dd. **“Vehicle”** means all vehicles, including vehicles that are powered by combustion engines and/or alternative fuels. Examples include cars, trucks, tractors, farm equipment, transports, Quads, ATV’s and UTV’s, and similar vehicles.
- ee. **“Water Access Only Properties”** means properties only accessible by travel onto a body of water or onto ice over a body of water.

- 1.02 **The term “Include”:** When the word “include” (in any tense) appears in the text of this By-law, it is not intended to limit in any way the words that precede or follow it. For example, this By-law will use the term “including” to mean “including, without limitation”.
- 1.03 **Gender/Plurals:** In this by-law, words importing the singular include the plural and vice versa, as the context requires. Gender-neutral language is used throughout, and the pronoun “they” is intended to refer to individuals of any gender and may be interpreted in the singular unless the context indicates otherwise.
- 1.04 **Citing Legislation:** Each reference to Provincial legislation in this By-law, unless otherwise specified or defined, is a reference to the current Statutes and Regulations of Ontario and, in every case, includes all applicable amendments to the legislation, including successor

legislation. Each reference to a by-law in this By-law, unless otherwise specified or defined, is a reference to a By-law of the Corporation, and, in every case, includes all applicable amendments to the By-law, including successor by-laws.

- 1.05 **Headings:** The captions, article and section names and numbers appearing in this By-law are for convenience of reference only and have no effect on its interpretation.

ARTICLE 2.00: FIRE DEPARTMENT; OFFICERS; MEMBERS

- 2.01 **Fire Department continued:** The Fire Department for the Corporation, originally established by By-law 429, is continued.
- 2.02 **Departmental Structure:** The Fire Department has the structure set out in the organizational chart appended to this By-law as Schedule A. As shown, The Fire Chief is the highest-ranking Officer and Director of the Fire Department.
- 2.03 **Services:** The Fire Department shall provide such Fire Protection Services and programs are approved by the Council in accordance with Part II of the Fire Protection and Prevention Act and as set out in Schedule "B" to this By-law.
- 2.04 **Council Appointments:** Council shall appoint the Fire Chief and the Deputy Fire Chief for the Fire Department. In the absence of the Fire Chief, or at times when the position of Fire Chief is vacant, the Deputy Fire Chief shall have the powers and perform the duties of the Fire Chief.
- 2.05 **Fire Chief's Responsibilities and Authority:** The Fire Chief is ultimately responsible to Council in for the proper administration and operation of the Fire Department, including delivery of Approved services and programs. The Fire Chief is the Chief Fire Official of the Corporation for the purpose of the Fire Protection and Prevention Act, its regulations, and other relevant Provincial legislation. The Fire Chief has all statutory authority and shall carry out all prescribed duties and responsibilities in that respect.
- The Fire Chief is authorized and responsible for:
- a. performing all statutory duties under the Fire Protection and Prevention Act and any other legislation applicable to the administration or operation of the Fire Department;
 - b. reporting to the Council as required by the Fire Protection and Prevention Act;
 - c. enforcement of this By-law, and the enforcement of any other by-laws of the Corporation respecting the administration and operation of the Fire Department;
 - d. periodically reviewing this By-law and any other by-laws of the Corporation respecting the administration and operation of the Fire Department and/or the regulation of fires in the community;
 - e. establishing, should he or she choose to do so, an advisory committee consisting of such Members of the Fire Department and other persons, which may include members of the general public, as may be necessary from time to time to assist in periodically reviewing this By-law;
 - f. recommending to Council amendments to this By-law, or any other by-law of the Corporation, that the Fire Chief considers relevant and appropriate;
 - g. developing, establishing, and implementing policies, operating procedures and guidelines, general orders and department rules, and other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department, subject to Council approval;
 - h. periodically reviewing, as required, all policies, operating procedures and guidelines, general orders, and rules of the Fire Department and recommending revisions and

revocations thereof to the Council;

- i. arranging, with Council support and approval, for the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, services and supplies for the Fire Department;
- j. taking proper care and protection of all Fire Department property;
- k. arranging and implementing, with Council support and approval, of Automatic Aid, mutual aid and other negotiated and/or approved fire protection and emergency service agreements involving the Fire Department and the Fire Department of other municipalities or an unincorporated territory;
- l. supervising of the conduct of all Members, including the taking of disciplinary actions as required, which may range from reprimand to dismissal.
- m. keeping an accurate record of all fires, rescues and emergencies responded to by the Fire Department, all fire safety inspections and fire investigations, and other such records as may be required by the Council in a manner consistent with applicable records management policies of the Corporation and for retaining such records for a period prescribed by approved records retention policies and statutory requirements;
- n. enforcing the Fire Code, reporting all fires to the Fire Marshal, and complying with all Fire Marshal's directives as mandated by the Fire Protection and Prevention Act;
- o. reporting to the appropriate Crown Attorney or other prosecutor, or law enforcement or other officer, factual evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence, or in which there is reason to believe that an offence has been committed under the Fire Protection and Prevention Act, or other applicable law, statute, or regulation;
- p. preparing and presenting annual and periodic reports to Council as deemed necessary by the Fire Chief, and any other specific reports as directed by the Council; and
- q. working with the Treasurer, preparing and submitting annual budget estimates for approval by the Council and effectively administering, monitoring, and controlling the Fire Department operating and capital budgets.

2.06 **Emergencies:** In addition to the duties set out in Section 2.05, the Fire Chief is also responsible for assisting other public officials in an emergency declared by the Head of Council, the Premier of Ontario, or the Prime Minister of Canada.

2.07 **Powers:** The Fire Chief shall exercise all powers and duties prescribed by the Fire Protection and Prevention Act, and, as such, is empowered to take all reasonable and proper measures for the prevention, control, and extinguishment of fires, and for the protection of life, property and the environment.

The Fire Chief's powers include:

- a. pulling down or demolishing any building or structure when necessary to prevent the spread of fire;
- b. taking any necessary action to guard against fire or other danger, risk, or accident, which may include boarding up or barricading of buildings or property, when unable to contact the owner of the property; and
- c. recovering costs incurred by such necessary actions for the Corporation in the manner provided by the Municipal Act and the Fire Protection and Prevention Act.

2.08 **Delegation:** The Fire Chief may delegate any of his or her powers or duties to a Deputy Fire Chief or to any other Member that the Fire Chief deems appropriate, subject to such limitations, restrictions or conditions as may be stated in the delegation, and the Member so

delegated shall have all the powers and shall perform all duties as delegated. Delegation should preferably be made in writing; however, in emergency situations where written delegation is not practicable, verbal delegation is permitted and shall be deemed valid, provided that it is documented in writing within 48 hours.

2.09 **Purchase of Services:**

1. If, as a result of a Fire Department response to a fire, rescue, or other emergency or non-emergency, the Fire Chief, his or her designate, or the highest-ranking Member on scene determines that it is necessary to do any of the following:

- a) retain a private contractor;
- b) rent special equipment; or
- c) use consumable materials other than water;

in order to suppress or extinguish a fire, preserve property, prevent a fire from spreading, remove hazardous materials, assist in or otherwise conduct an investigation to determine the cause of a fire, or otherwise control or eliminate an emergency situation, they have the authority to do so.

2. Such authority is exercised pursuant to Section 35 and Section 38 of the Fire Protection and Prevention Act, 1997, and subject to the Corporation's procurement policy under Section 270 of the Municipal Act, 2001.

3. Council shall be notified, and approval obtained where required by policy.

4. The Corporation shall, when deemed appropriate, recover the costs incurred by the Corporation in taking such actions from the owner of the property on which the fire or other event occurred.

5. Cost recovery shall be in accordance with Section 35 and Section 38 of the Fire Protection and Prevention Act, 1997, and any applicable provisions of the Municipal Act, 2001.

ARTICLE 3.00: SHARED SERVICES

3.01 **Shared Services:**

1. Shared Services are those provided by fire departments working together to meet common goals. Many of the functions of the fire services are the same across fire departments and municipalities, such as common Standard Operating Guidelines/Policies, training lesson plans and response protocols. The intent of this By-law is to allow fire departments to work together to reduce and/or redistribute common workloads, reduce redundancy, reduce operating costs and to provide consistent levels of services to the citizens serviced by each fire department.
2. Shared Services Agreements are subject to council approval unless otherwise delegated.

3.02 **Authority:** The Fire Chief is authorized to, and shall, work with surrounding fire departments to work towards sharing services where possible under the conditions set out in the lettered sub-clauses of this section.

- a) Such fire departments must be authorized by their council or governing body, through an approved enabling by-law to take part in Shared Services.
- b) Such fire departments must have like levels of service, including consistent levels of service.
- c) Shared Services shall be described in Shared Services agreements. Shared Service agreements shall outline specifics, (who, what, where, when and why) of the agreement. There may be multiple agreements describing different Shared Services.

ARTICLE 4.00: FIREFIGHTER EMPLOYMENT

- 4.01 **Authority:** The Fire Chief may appoint, from time to time, any eligible person as a Firefighter in order to maintain a sufficient complement of staff in accordance with the approved Fire Department Organizational Chart as set out in Schedule "A", and subject to approved hiring policies.
- 4.02 **Terms and Conditions of Employment:** The employment of Firefighters shall be governed by the terms and conditions of employment as determined by the Fire Chief, subject to Council approval.

ARTICLE FIVE: LIMITED SERVICE

- 5.01 **Authority to Engage Limited Services:** In consideration of the reliance by the Fire Department on the response of Firefighters, whose deployment to emergencies in sufficient numbers cannot in all instances be guaranteed because of adverse climate conditions, delays, or unavailability of specialized equipment required by the Fire Department, the reliance on Volunteer Fire Fighters or other extraordinary circumstances which may impede the delivery of Fire Protection Services, any Approved service set out in Schedule "B" may from time to time be provided as a Limited Service, as determined by the Fire Chief, his or her designate, or the highest-ranking Officer in charge of a response, subject to Council approval for any limitation that materially affects the approved level of service.
- 5.02 **Limitation of Liability:** The Corporation accepts no liability for the provision of a Limited Service by the Fire Department when reasonably necessary, nor for claims arising from the reasonable exercise of discretion by the Fire Chief or any member acting in good faith in accordance with this By-law, the Fire Protection Act 1997, and the Municipal Act 2001.
- 5.03 **Water Access:** Fire Protection Services shall be provided to water access only properties by the Fire Department only if the weather permits and in accordance with Approved policies.
- 5.04 **Response Outside of Conmee:** The Fire Department shall not respond outside the limits of the municipality except with respect to a fire, rescue or emergency meeting the conditions set out in the lettered sub-clauses of this Section.
- a) In the opinion of the Fire Chief or designate, there is a threat to property in the municipality or an unincorporated territory, or property situated outside the municipality that is owned or occupied by the municipality.
 - b) The location is in a municipality or an unincorporated territory, with which an Approved agreement has been entered into to provide fire protection services or Shared Services;
 - c) At the discretion of the Fire Chief or designate, where the location is in a municipality, or an unorganized/unincorporated territory authorized to participate in any county, district or regional mutual aid plan established by a fire coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program.
 - d) The circumstances are such that the Fire Chief or designate determines immediate action is necessary to preserve life or property, and the appropriate department is notified to respond and assume command or establish alternative measures acceptable to the Fire Chief or designate.

- e) Case-by-Case Response: Notwithstanding the foregoing, the Fire Chief or designate may authorize a response outside the municipal boundaries on a case-by-case basis where:
1. the neighbouring municipality or agency is unable to respond or has limited response capabilities;
 2. the Fire Chief or designate determines that a response from Conmee can be made without unreasonably compromising fire protection within Conmee; and
 3. the requested response is within the Department's approved service levels and available resources.

All such responses shall comply with applicable Ontario legislation, mutual aid protocols, and any Council-approved agreements.

SECTION SIX: OFFENCES, PENALTIES AND ENFORCEMENT

- 6.01 **Obstruction:** No person shall obstruct, hinder, or interfere with the Fire Chief or any Member in the performance of his or her duties in accordance with this By-law, the Fire Protection and Prevention Act, or other applicable law.
- 6.02 **Penalties:** Every person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a penalty in accordance with the Provincial Offences Act, R.S.O. 1990, c. P.33.
- 6.03 **Fees and Charges:** The Corporation charges fees for certain services, including services delivered by the Fire Department, through its Fees and Charges Bylaw. The Corporation may recover costs incurred in providing such services as provided by the Municipal Act and the Fire Protection and Prevention Act.

SECTION SEVEN: GENERAL

- 7.01 **Repeal:** By-law Number 1415 of The Corporation of the Township of Conmee is repealed.
- 7.02 **Surviving Provisions:** Notwithstanding Section 7.01, the appointment of the Fire Chief, Deputy Fire Chiefs, and all other Members who were appointed under previous and separate by-laws, which existed and were in effect on the day on which By-law Number 1415 was repealed shall survive and remain in force and effect notwithstanding such repeal.
- 7.03 **Effective Date:** This By-law shall come into force and take effect upon its passing.

Passed this 10th day of March, 2026.

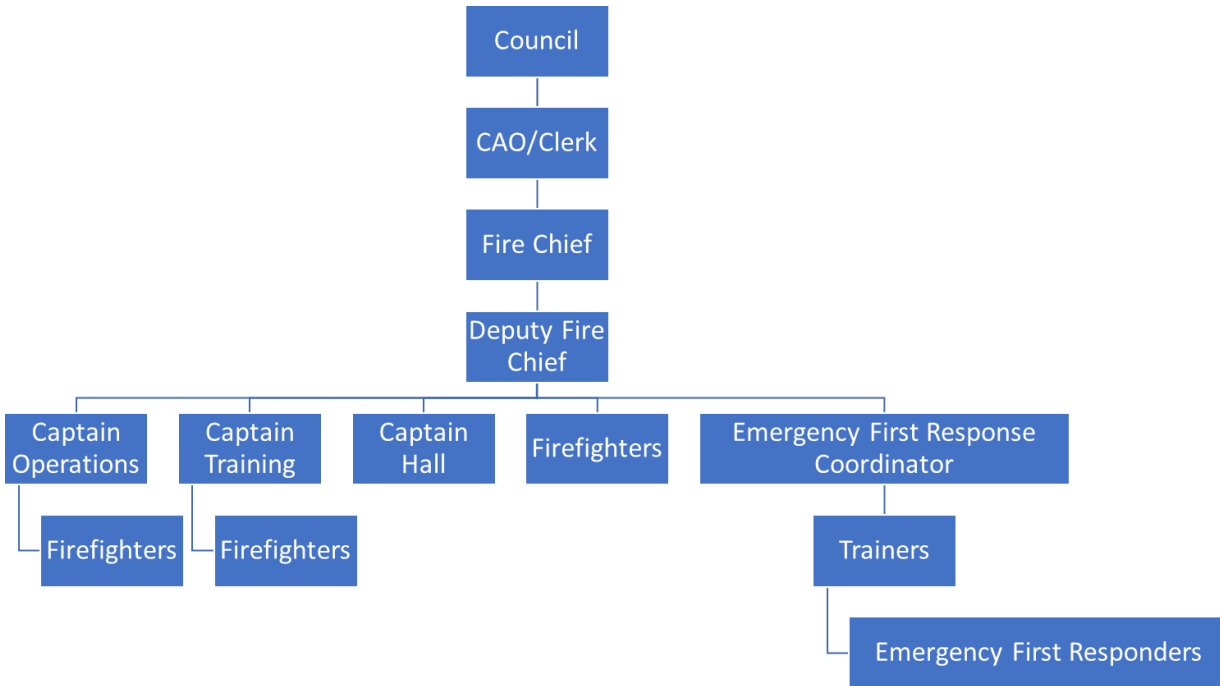
THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley

The Corporation of the Township of Conmee
Schedule "A" - By-law 2026-005

The Fire Department shall be structured in conformance with the following Fire Department Organizational Chart:



The Corporation of the Township of Conmee
Schedule "B"- By-law 2026-005
APPROVED SERVICES AND PROGRAMS

All services, standards and requirements referred to in this Schedule are subject to the requirements of Ontario and Federal legislation as applicable from time to time.

The Fire Department shall provide the following services and programs, provided that all services are subject to prevailing availability of resources and personnel and to environmental conditions as determined by the Fire Chief or his or her delegate.

1) Emergency Response

a. Basic Firefighting Services:

The Fire Department shall respond to fires, alarms of fires, and pre-fire conditions to provide fire suppression services and shall exercise best efforts to conform to the most recent recognized standards as revised from time to time.

b. Structural Firefighting Services:

- i. For the purpose of this Schedule, "Structural Firefighting" has the same meaning as set out in NFPA 1720, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Volunteer Fire Departments.
- ii. Interior Search and Rescue shall be provided when possible and as appropriate in accordance with the following:
 - a. Service shall be provided to search for and rescue endangered, trapped or potentially trapped persons within the structure;
 - b. Such Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - i. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;
 - ii. Structure integrity and hazard conditions permits entry;
 - iii. Sufficient Trained Firefighting staffing is deployed at the fireground;
 - iv. Reliable water supply with adequate flow can be sustained;
 - v. Adequate fireground supervision and support is provided;and
 - c. Limited Service shall be provided if any of the above noted circumstances do not exist.
- iii. Interior Fire Suppression shall be provided when possible and as appropriate in accordance with the following:
 - a. Such Service shall be provided to contain the fire and prevent further loss of property;
 - b. Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - i. A scene risk assessment has been completed, and the level of risk reasonably justifies entry into the structure;
 - ii. Structural integrity and hazard conditions permits entry;
 - iii. Sufficient Trained Firefighting staffing is deployed at the fireground;

- iv. Reliable water supply with adequate flow can be sustained;
 - v. Adequate fireground supervision and support is provided;
 - and
 - c. Limited Service shall be provided if any of the above noted circumstances do not exist.
- iv. Exterior Fire Suppression shall be provided when possible and as appropriate, in the opinion of the Fire Chief or most senior Member in charge, in accordance with the following:
 - a) Service shall be provided to prevent fire spread to adjacent areas;
 - b) Service shall be provided when Interior Fire Suppression is not possible or appropriate; and
 - c) Service shall be provided as water supply permits.
- v. Industrial Response shall be provided when possible and as appropriate in accordance with the following:
 - a. Service shall be provided to contain the fire and prevent further loss of property or risk to people;
 - b. Such Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - i. A scene risk assessment has been completed, and level of risk reasonably justifies the proposed actions;
 - ii. The Industry's Incident Commander or other knowledgeable representative has made contact with our Incident Commander;
 - iii. Sufficient Trained Firefighting staffing is deployed at the fireground;
 - iv. Reliable water supply with adequate flow can be sustained; and
 - v. Adequate fireground supervision and support is provided.
 - c. Limited Service shall be provided if any of the above noted circumstances do not exist.

c. Rural Firefighting Operations:

Rural firefighting operations using tanker shuttle service shall be provided in areas without municipal water supply and best efforts shall be exercised to conform to NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting.

d. Vehicle Firefighting Services:

- i. Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - a. A scene risk assessment has been completed, and the level of risk reasonably justifies suppression activity;
 - b. Vehicles involved or potentially involved do not contain materials or cargo that require Hazardous Materials training, equipment, or personal protective equipment at a higher level than those provided for with Structural Firefighting training, equipment or personal protective equipment;
 - c. Sufficient Trained Firefighting staffing is deployed at the fireground;
 - d. Reliable water supply with adequate flow can be sustained; and
 - e. Adequate fireground supervision and support is provided.
- ii. If the above conditions cannot be met, the Fire Department shall not attempt

vehicle firefighting operations.

e. Grass, Brush, and Forestry Firefighting Services:

- i. Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - a. A scene risk assessment has been completed, and the level of risk reasonably justifies suppression activity;
 - b. Aerial support (also known as “Eye in The Sky”) is required to be onsite, with immediate communications available between the Incident Commander and the aerial support, if:
 - i. The grass, brush or forested area that is burning is too large for the Incident Commander to effectively see;
 - ii. Fire Indices or weather conditions (both current and forecasted) indicate a potential for a rapid increase in fire intensity;
 - iii. Fire safe areas, including escape routes are identified, communicated and confirmed by all parties involved, and fire safe areas are large enough, based on industry standards for wildfire firefighting and current and forecasted fire intensity to afford protection in the event of rapid increase of fire intensity;
 - c. Sufficient Trained Firefighting staffing is deployed at the fireground;
 - d. Reliable water supply with adequate flow can be sustained;
 - e. Adequate fireground supervision and support is provided; and
- ii. Limited Service shall be provided if any of the above noted circumstances do not exist.

f. Automatic Aid Response Services:

Services shall be provided in accordance with any Approved Automatic Aid agreements.

g. Defined Service Agreement Services:

Services shall be provided in accordance with any Approved Defined Service Agreements.

h. Mutual Aid Response Services:

Services shall be provided in accordance with the Mutual Aid plan established with respect to the municipalities within the defined district pursuant to paragraph 7(2)(a) of the Fire Protection and Prevention Act.

i. Medical First Response:

Service shall be provided in accordance with the Emergency Medical First Response Agreement between another Party and The Corporation of the Township of Conmee.

j. Ambulance Assistance Services:

Service shall be provided to assist Emergency Medical Services with emergency and non-emergency situations with respect to providing access, lift assist, and/or the provision of care to patients.

k. Police/Public Assistance Services:

Service shall be provided to assist Police with emergency and non-emergency situations for which the Fire Department has equipment and/or specialized skills in the mitigation.

m. Public Hazard Assistance Services:

1. Response shall be provided to carbon monoxide alarms and emergencies.
2. Response shall be provided to public utility incidents that pose a public hazard, including:

- a. Electrical utility emergencies;
- b. Natural gas utility emergencies; and
- c. Propane gas emergencies.

n. Vehicle Collision Services:

The Fire Department shall respond to vehicle accidents to provide the following services:

- 1. Stabilizing the scene of the accident;
- 2. Stabilizing the vehicles involved in the accident;
- 3. Providing care to injured or trapped persons; and
- 4. Mitigating adverse effects to the natural environment.

o. Vehicle Extrication Services

Vehicle extrication services shall be provided when possible and as appropriate in accordance with the following:

- 1. Service shall be provided to search for and rescue, including extrication, of endangered, trapped or potentially trapped persons within a vehicle;
- 2. Such Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - a. A scene risk assessment has been completed, and the level of risk reasonably justifies the extrication operation (noting that consideration must be given to the presence of Hazardous Materials when evaluating the level of risk);
 - b. Sufficient Trained Firefighting staffing is deployed at the fireground;
Service may include:
 - i. NFPA 1006 Passenger Vehicle Extrication, Technical Level;
 - ii. NFPA 1006 Heavy Vehicle Extrication, Technical Level;
 - c. Adequate fireground supervision and support is provided; and
- 3. Limited Service shall be provided if any of the above noted circumstances do not exist.

p. Transportation Incidents involving Vehicles, Trains, Aircraft:

Response shall be provided to large-scale transportation incidents that may involve large numbers of casualties, widespread damage to property, and/or significant environmental impact, subject to the availability of resources, operational capacity, and any applicable mutual aid or service agreements. Responses shall also comply with relevant provincial and federal emergency management protocols and any direction provided by the Incident Commander or lead agency.

q. Highway Incident Services:

Fire Protection Services shall be provided to provincial highways in accordance with department Standard Operating Guidelines (SOG's) and Standard Operating Procedures (SOP's). Costs associated with Fire Department response to incidents on provincial highways shall be recovered in accordance with applicable provincial fire service agreements.

r. Weather Events:

Service shall be provided to assist with emergency and non-emergency weather-related situations for which the Fire Department has appropriate equipment and/or specialized skills in the mitigation.

s. Hazardous Materials Response Services:

Service shall be provided at the Operations Core Level only in accordance with NFPA 472, Standard for Competence of Responders to Hazardous Materials Incidents and NFPA 1072 Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personal Professional Qualifications.

Service shall be provided when possible and as appropriate in accordance with the following:

1. Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 1. A scene risk assessment has been completed, and the level of risk reasonably justifies the operation;
 2. The operation does not involve Technical Level operations;
 3. Sufficient Trained Firefighting staffing is deployed at the incident;
 4. Adequate fireground supervision and support is provided; and
2. Limited Service shall be provided if any of the above noted circumstances do not exist.

t. Hazardous Materials Response- Technical Level Services:

Hazardous materials response services at the NFPA 472 Technician Level shall be provided in accordance with any Approved aid agreement with a qualified agency.

u. Water and Ice Rescue Services:

1. Service shall be provided at the Awareness Level only;
2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

v. Urban Search and Rescue Services:

1. Service shall be provided at the Awareness level only.
2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any aid agreement approved by the Council.

w. Rope Rescue (High and Low Angle) Services:

1. Service shall be provided at the Awareness level only.
2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

x. Rope Rescue Low Slope Services:

1. Service shall be provided at the Awareness Level only.
2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

y. Confined Space Rescue Services:

1. Service shall be provided at the Awareness level only.
2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

z. Trench Rescue Services:

1. Service shall be provided at the Awareness Level only.
2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

aa. Cave, Mine, and Tunnel Rescue Services:

Service shall be provided at the Awareness Level only.

Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

bb. Farm and Silo Rescue Services

1. Services for farm and silo rescue involving rope rescue or confined space rescue shall be provided at the Awareness Level only.

2. Emergency Response that requires Operations Level or Technical Level training and equipment shall be provided in accordance with any Approved aid agreement.

cc. Industrial and machinery rescue services (including farm equipment)

1. Service shall be provided to search for and rescue, including extrication, of endangered, trapped or potentially trapped persons within industrial facilities and/or machinery including farm equipment.
2. Service shall be provided only when, in the opinion of the Fire Chief or most senior Member in charge, all of the following are true:
 - a. A scene risk assessment has been completed, and the level of risk reasonably justifies the search and rescue or extrication operation;
 - b. Consideration has been given to the presence of Hazardous Materials when evaluating the level of risk;
 - c. Sufficient Trained Firefighting staffing is deployed at the fireground;
 - d. The incident does not require Common Passenger Vehicle Extrication at the Technical Level, as defined by NFPA 1006, unless such service is provided in accordance with an Approved Aid Agreement;
 - e. The incident does not require Heavy Vehicle Extrication at the Technical Level, as defined by NFPA 1006, unless such service is provided in accordance with an Approved Aid Agreement;
 - f. Adequate fireground supervision and support is provided.
 - g. Limited Service shall be provided if any of the above noted circumstances do not exist.

dd. Community Emergency Plan Response Services

Service shall be provided in accordance with any approved Emergency Response Plan

ee. Assistant to the Fire Marshal Services-Fire Suppression

Duties of assistant to the Fire Marshal shall be carried out as prescribed by the Fire Protection and Prevention Act

2) Fire Prevention and Public Education

a. Fire Inspection Services:

- i. Conducting complaints inspections.
- ii. Conducting vulnerable occupancy inspections.
- iii. Conducting requested inspections.
- iv. Conducting routine inspections.
- v. Conducting licensing inspections.
- vi. Systems checking, testing and approval.
- vii. Enforcing code compliance.
- viii. Enforcing Municipal by-laws.

b. Public Education Services:

- i. Providing fire and life safety public education programs.
- ii. Facilitating smoke alarm and carbon monoxide alarm initiatives.
- iii. Distributing public safety messaging to the media.
- iv. Delivery of specialized programs.

c. Fire Investigation Services:

- i. Determining cause and origin of fires and explosions.
- ii. Assessing code compliance.
- iii. Interacting with police, fire investigators, and other agencies.
- iv. Supporting criminal prosecutions, including appearances in court.

d. **General Services**

- i. Issuing permits.
- ii. Preparing reports and issuing written responses to requests.

e. **Assistant to the Fire Marshal Services:**

- i. Duties of Assistant to the Fire Marshal shall be carried out as prescribed by the Fire Protection and Prevention Act.

3) Emergency Planning

Pre-incident plans shall be developed and maintained in accordance with NFPA 1620, Standard for Pre-incident Planning.

4) Training and Education

- a. Providing a training program for Firefighters that meets the intent of NFPA 1001, Standard for Fire Fighter Professional Qualifications, including:
 - i. NFPA 1001 Level 1;
 - ii. NFPA 1001 Level 2; and
 - iii. Any additional requirements under applicable law.
- b. Providing a training program for apparatus drivers and operators that conforms to NFPA 1002, Standard for Fire Apparatus Driver/Operator Professional Qualifications or other requirements under applicable law. Training program to include Ontario Driver Licence endorsements for minimum class DZ.
- c. Providing a training program for technical rescue operations that conforms to NFPA 1006 as required, Standard for Technical Rescuer Professional Qualifications or other requirements under applicable law, including, without limitation, current updates to:
 - i. Common Passenger Vehicle Extrication to the Technician Level;
 - ii. Heavy Vehicle Extrication to the Technician Level;
 - iii. Water and Ice Rescue to the Awareness Level;
 - iv. Urban Search and Rescue to the Awareness Level;
 - v. Rope Rescue (High and Low Angle) to the Awareness Level;
 - vi. Confined Space Rescue to the Awareness Level;
 - vii. Trench Rescue to the Awareness Level; and
 - viii. Cave, Mine, and Tunnel Rescue to the Awareness Level.
- d. Providing a training program for relevant Members that conforms to NFPA 1021, Standard for Fire Officer Professional Qualifications or other requirements under applicable law.
- e. Providing a training program for fire inspectors that conforms to NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners or other requirements under applicable law, including:
 - i. NFPA 1031 Level 1; and
 - ii. NFPA 1031 Level 2.
- f. Providing a training program for fire investigations that conforms to NFPA 1033, Standard for Professional Qualifications for Fire Investigators or other requirements under applicable law.
- g. Providing a training program for fire and life safety educators that conforms to NFPA 1035, Standard for Professional Qualifications for Fire and Life Safety Educator, Public Information Officer, and Juvenile Fire Setter Intervention Specialist or other requirements under applicable law.

- h. Providing a training program for fire service instructors and training officers that conforms to NFPA 1041, Standard for Fire Service Instructor Professional Qualifications or other requirements under applicable law.
- i. Providing a training program for incident safety officers that conforms to NFPA 1521, Standard for Fire Department Safety Officer Professional Qualifications or other requirements under applicable law.
- j. Providing a training program for wildfire fighting that conforms to Ontario Ministry of Natural Resources SP 103, Wildfire fighting for municipal fire fighters or other requirements under applicable law.
- k. Providing a training program to develop and maintain:
 - i. Recruit training.
 - ii. Fire Department and Municipal policies and procedures training.
 - iii. Health and Safety training.
 - iv. NFPA related maintenance training to maintain proficiency in related skills.
 - v. Any other such Fire Department training as required.

5) Maintenance of Fleet and Equipment

1. Maintaining fleet and equipment (both routine and emergency).
2. Providing periodic inspection and testing programs.
3. Complying with the requirements of provincial regulations.
4. Providing annual pump capacity and certification testing.
5. Developing specifications for new apparatus and equipment.
6. Maintaining, testing, and calibrating specialized equipment.



February 16, 2026

Re: Item for Discussion – Elect Respect

At its meeting of February 11, 2026, the Council of the Corporation of the Town of Bracebridge ratified motion #26-GC-009, regarding Elect Respect, as follows:

“WHEREAS democracy is healthy when everyone is able to participate fully and safely and contribute to the well-being of their community;

AND WHEREAS we are witnessing the dissolution of democratic discourse and respectful debate across all levels of government and in neighbouring jurisdictions;

AND WHEREAS Ontario’s municipally elected officials are dealing with increasingly hostile, unsafe work environments facing threats and harassment;

AND WHEREAS social media platforms have exacerbated disrespectful dialogue, negative commentary, and toxic engagement which disincentivizes individuals, especially women and candidates from diverse backgrounds from running for office;

AND WHEREAS better decisions are made when democracy is respectful and constructive and the voices of diverse genders, identities, ethnicities, races, sexual orientation, ages and abilities are heard and represented around municipal council tables;

AND WHEREAS the Association of Municipalities of Ontario’s Healthy Democracy Project has identified concerning trends with fewer people voting in local elections and running for municipal office;

AND WHEREAS in 2024, female elected representatives from across Halton formed a group called H.E.R. (Halton Elected Representatives) which pledged to speak out against harassment and negativity in politics and call on elected officials to uphold the highest standards of conduct;

AND WHEREAS H.E.R. Halton has launched a campaign called *Elect Respect* to promote the importance of healthy democracy and safe, inclusive, respectful work environments for all elected officials that encourages individuals to participate in the political process;

AND WHEREAS on June 5, 2025, the Canadian Association of Feminist Parliamentarians launched a non-partisan “Parliamentary Civility Pledge” to encourage all parliamentarians to commit to end workplace harassment and increase civility on Parliament Hill, modelled after the pledge developed in Halton by representatives of H.E.R.;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Bracebridge supports the *Elect Respect* pledge and commits to:

- Treat others with respect in all spaces—public, private, and online;
- Reject and call out harassment, abuse, and personal attacks;
- Focus debate on ideas and policies, not personal attacks;
- Help build a supportive culture where people of all backgrounds feel safe to run for and hold office;
- Call on relevant authorities to ensure the protection of elected officials who face abuse or threats; and,
- Model integrity and respect by holding one another to the highest standards of conduct.

AND FURTHER THAT Bracebridge Council calls on elected officials, organizations and community members to support the *Elect Respect* campaign and sign the online pledge at www.electrespect.ca.

AND FURTHER THAT a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) the Federation of Canadian Municipalities, the Muskoka Parry Sound MP and MPP, the Minister of Municipal Affairs and Housing, the Ontario Provincial Police (Bracebridge Detachment), the Royal Canadian Mounted Police and all Ontario municipalities.”

In accordance with Council's direction, I am forwarding you a copy of the resolution for your reference.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Lori McDonald
Director of Corporate Services/Clerk



December 19, 2025

Honorable Mark Carney

Sent via email: mark.carney@parl.gc.ca

Dear Honorable Mark Carney:

Please be advised that Brantford City Council, at its meeting held December 16, 2025 adopted the following:

12.2.7 Call for Reform and Publication of the Ontario Sex Offender Registry - Councillor Samwell

WHEREAS the community of Welland and the surrounding communities were deeply impacted by a recent heinous crime that highlighted critical gaps in Canada's criminal justice and offender-management systems; and

WHEREAS on September 4, 2025, Mayor Frank Campion of the City of Welland wrote to the Premier of Ontario urging comprehensive reform to strengthen sentencing, parole, and bail provisions for violent sexual offenders, and to enhance public safety protections; and

WHEREAS on September 12, 2025, Mayor Mat Siscoe of the City of St. Catharines wrote to the Prime Minister of Canada expressing strong support for these reforms and calling for immediate federal action to strengthen sentencing, parole, and accountability measures for violent sexual offenders; and

WHEREAS the City of Thorold, at its meeting of September 9, 2025, adopted Resolution 14.2 requesting the Province of Ontario to amend Christopher's Law (Sexual Offenders Registry), 2000 to make Ontario Sex Offender Registry publicly accessible; and

WHEREAS several Niagara municipalities; including Grimsby, Fort Erie, Port Colborne, and St. Catherines have subsequently endorsed this call for greater transparency and reform; and

WHEREAS municipal councils, though not responsible for criminal law or parole, play a vital role in advocating for the safety and well-being of their residents;

NOW THEREFORE BE IT RESOLVED THAT:

- A. THAT the Council of the City of Brantford hereby supports the City of Thorold's Resolution calling for the Publication of the Sexual Offender Registry and the City of Welland's correspondence dated September 4, 2025, calling for reform to sentencing, parole, and registry provisions concerning violent sexual offenders; and
- B. THAT the Province of Ontario be urged to amend Christopher's Law (Sexual Offender Registry), 2000 to make the Ontario Sex Offender

Registry publicly accessible, subject to appropriate privacy and safety safeguards; and

C. THAT a copy of this resolution be forwarded to:

- i. The Right Hon. Mark Carney, Prime Minister of Canada;
- ii. The Hon. Sean Fraser, Minister of Justice and Attorney General of Canada;
- iii. The Hon. Gary Anandasangaree, Minister of Safety;
- iv. The Hon. Doug Ford, Premier of Ontario;
- v. The Hon. Doug Downey, Attorney General of Ontario;
- vi. The Hon. Michael S. Kerzner, Solicitor General of Ontario;
- vii. Member of Parliament for Brantford-Brant, Larry Brock;
- viii. Member of Provincial Parliament for Brantford-Brant, Will Bouma;
- ix. The Association of the Municipalities of Ontario (AMO);
- x. The Federation of Canadian Municipalities (FCM); and
- xi. All Ontario Municipalities for their information and support.

I trust this information is of assistance.

Yours truly,



Chris Gauthier City Clerk,
cgauthier@brantford.ca

CC - The Honorable Sean Fraser, Minister of Justice and Attorney General of Canada; - Sean.Fraser@parl.gc.ca

The Honorable Gary Anandasangaree, Minister of Safety
Gary.Anand@parl.gc.ca

The Honorable Doug Ford, Premier of Ontario; - premier@ontario.ca

The Honorable Doug Downey, Attorney General of Ontario; -
Doug.Downey@ontario.ca

The Honorable Michael S. Kerzner, Solicitor General of Ontario
michael.kerzner@pc.ola.org

Member of Parliament for Brantford-Brant, Larry Brock; -
larry.brock@parl.gc.ca

Member of Provincial Parliament for Brantford-Brant, Will Bouma; -
will.bouma@pc.ola.org

The Association of the Municipalities of Ontario (AMO) amo@amo.on.ca

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

All Ontario Municipalities for their information and support



**The Corporation of the
Township of Perry**

Box 70 1695 Emsdale Road Emsdale, Ontario P0A 1J0

Date: February 18, 2026

Resolution No.: 2026- 078

Moved By: Joe Lumley **Seconded By:** Paul Sowrey

Whereas public libraries play a vital role in ensuring equitable access to information, literacy, education, and culture for all residents;

And whereas interlibrary loan services are an essential component of public library operations, particularly for small and rural communities with limited local collections;

And whereas reduced postal rates for library materials have historically enabled libraries to share resources efficiently and affordably across Canada;

And whereas recent amendments to the Canada Post Corporation Act have removed the legislative requirement to provide reduced postal rates for library materials, creating uncertainty for the continued delivery of this essential service;

Now therefore be it resolved that the Council of the Corporation of the Township of Perry calls upon the Government of Canada to maintain and protect reduced-rate postal distribution for library materials through legislation;

And that Council requests that the Minister responsible for Canada Post ensure continued, affordable postal access for libraries and interlibrary loan services;



Regular Council Meeting Resolution Form

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

Description: Ontario Heritage Organization Development Grant Advocacy

RESOLUTION:

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

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

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

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

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

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

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

MAYOR

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

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

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

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

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

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

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

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

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

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

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2026-006

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 March 10th, 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 10^h day of March, 2026.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley