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



Join Zoom Meeting: <https://us02web.zoom.us/j/84658701259?pwd=di0LEaKAa8jHwbB6f06mpEPnKpUrM9.1>

Meeting ID: 846 5870 1259

Passcode: 449940

1. CALL TO ORDER

Land Acknowledgement

2. APPROVAL OF AGENDA

Recommendation: BE IT RESOLVED THAT the agenda for the Regular Council Meeting of February 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 for this meeting

6. MINUTES OF PREVIOUS MEETINGS

6.1 Minutes – Open Session Regular Council Meeting – January 27th, 2026

Recommendation: BE IT RESOLVED THAT the Minutes of the Open Session of the Regular Council Meeting held on January 27th, 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 7748 to 7763 totalling \$62,005.52.

8. REPORTS FROM MUNICIPAL OFFICERS (as available)

8.1 Clerk's Report

8.2 Treasurer's Report (verbal)

8.3 Public Works Report (no report this meeting)

8.4 Fire Chief's Report

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 Establish a Budget Committee/Working Group

9.2-1 Operational Complaint and Service Request Policy Report

9.2-2 Operational Complaint and Service Request Policy – draft for review

9.3 2026 Election Voting Method – Voter Turnout Evidence and Options

Recommendation: BE IT RESOLVED THAT Council receive the reports presented under Section 9 of this evening's agenda and provide direction as determined.

10. BYLAWS

None for this meeting

11. CORRESPONDENCE

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

11.1-1 Town of Fort Frances – Support for Ontario Airport Capital Assistance Program (OACAP)

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: February 24th, March 10th & 24th, April 14th & 28th, May 12th & 26th, June 9th & 23rd, July 14th, August 11th, September 8th & 22nd, October 13th, November 10th & 17th (Inaugural), December 1st & 15th, 2026.

13. CLOSED SESSION

BE IT RESOLVED THAT, at ___ p.m., Council move into Closed Session pursuant to Section 239 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, to consider Item 13.1, being the Closed Session minutes of the Council meeting held January 27th, 2026, under the same authority as the original meeting; Item 13.2 and Item 13.5 involving personal matters about identifiable individuals and labour relations or employee negotiations under paragraphs 239(2)(b) and 239(2)(d); Item 13.3, which is advice that is subject to solicitor-client privilege, under paragraph 239(2)(f); and Item 13.4, being personal matters about an identifiable individual and a matter of law enforcement, under paragraph 239(2)(b) and 239(2)(c).

13.1 Minutes – Closed Session Regular Council Meeting – January 27th, 2026

13.2 Fire Chief's Report (Closed Session)

13.3-1 Property Matter – Request for Direction

13.3-2 Correspondence from Solicitor

13.4 Enforcement Matter Update

13.5 HR Assistant Report (verbal)

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 January 27th, 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 2026-003 – To Confirm the Proceedings of the Meeting

Recommendation: BE IT RESOLVED THAT By-law 2026-003 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. 2026-003, 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 January 27th, 2026 – 6:00 pm

PRESENT Mayor Sheila Maxwell
Councillor David Maxwell
Councillor Grant Arnold

PRESENT VIRTUALLY Councillor Chris Kresack
Councillor David Halvorsen

ALSO PRESENT Karen Paisley, Clerk
Leanne Maxwell, Treasurer
Leonard Arps, Public Works Manager

PRESENT VIRTUALLY Olabisi Akinsanya-Hutka, HR Assistant

1. CALL TO ORDER

Mayor Maxwell called the meeting to order at 6:04 p.m.
Mayor Maxwell provided a statement of land acknowledgement.

2. APPROVAL OF AGENDA

Council corrected a typographical error changing “renumeration” to “remuneration.”

RESOLUTION 2026–009

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT the agenda for the regular council meeting of January 27th, 2026, be approved as amended.

CARRIED

3. DECLARATIONS OF PECUNIARY INTEREST

No declarations were made.

4. TOWN HALL SEGMENT

No members of the public had registered to speak.

5. DEPUTATIONS

No deputations were scheduled for this meeting.

6. MINUTES OF PREVIOUS MEETING(S)

6.1 Minutes – Regular Council Meeting – January 13th, 2026

Council present reviewed the minutes of the January 13th, 2026 Regular Council Meeting. No amendments were requested.

RESOLUTION 2026 - 010

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT the minutes for the open session of the regular council meeting of January 13th, 2026, be approved as circulated.

CARRIED

6.2 Housekeeping Resolution – Receipt of Reports (Section 8), January 13, 2026

Council was advised that the resolution to receive the Section 8 reports from the January 13, 2026 meeting had not been passed at that time, and the omission was corrected at this meeting.

RESOLUTION 2026 - 011

Moved by: Councillor Maxwell

Seconded by: Councillor Kresack

BE IT RESOLVED THAT Council formally receive the reports listed under Section 8 of the January 13, 2026 Regular Council Meeting agenda.

CARRIED

7. DISBURSEMENT LIST

7.1. Payroll Report

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 2026-012

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council approved the disbursements represented by electronic bank payments and cheque numbers 7721 to 7747 totalling \$76,550.51.

CARRIED

8. REPORTS FROM MUNICIPAL OFFICERS

8.1. Clerk's Report

The Clerk reported that Spectrum Radio is installing a base radio at the Fire Hall to address ongoing outages at the Loch Lomond tower. Spectrum is not billing the Township for January and February. She attended ROMA 2026 with the Mayor and Councillor Kresack, participating in five delegations. MTO committed to a follow-up meeting regarding Highway 11/17 safety concerns, truck route impacts, and intersection lighting. The Clerk also attended the Rural Road Safety Workshop and noted considerations for future signage placement. She also confirmed registration for upcoming training sessions, including a lottery licensing workshop and an incivility workshop, and that the HR Assistant also registered for the incivility workshop.

8.2. Treasurer's Report

Tax bills are being prepared. Updated OPG haul figures were received. One of three invoices has been paid, and Public Works continues to keep the pit accessible. Council supported switching to Starlink's \$70/month 100 Mbps tier or standby mode as appropriate. Auditors were onsite starting the 2025 audit. Council requested arrears be reported by occupied dwellings versus vacant lands going forward.

8.3. Public Works Report

The Public Works Manager reported winter operations including drift removal and bank cutting. Both sanding trucks experienced mechanical failures. The 9000 returned to service and the International requires a turbo replacement. A used turbo will be sourced to expedite repairs. Staff expect full sanding capacity restored by Friday. The Holland/Maxwell stop sign will be raised in spring after the thaw. Radio channel compatibility between Fire and Public Works will be reviewed.

The Public Works Manager left the meeting at 6:40 p.m.

8.4. Fire Chief's Report

There was no report for this meeting.

8.5. Council Member Reports

Mayor Maxwell attended all five ROMA delegations and emphasized the need for improved safety measures along Highway 11/17 given the permanent nature of the Designated Truck Route. She raised concerns regarding lighting, feeder lanes, and high-risk intersections and noted positive engagement from the Ministry of Transportation representative at ROMA. She also highlighted upcoming LRMC and DTR meetings and confirmed attendance at upcoming Indigenous cultural training and budget preparation meetings.

Councillor Arnold reported on recent and upcoming training opportunities, noting that several sessions are available at no cost and encouraging Councillors to participate as schedules permit. He also reported on attending the Thunder Bay District Health Unit and Board of Directors meeting and advised that the standard mileage rate had increased to \$0.73/km. He informed Council that he may be unable to attend the February 24 meeting.

Councillor Maxwell attended the January 13 Council meeting and the Thunder Bay District Municipal League meeting on January 21. He advised that the League has appointed a new Executive Director and that a new representative has been selected to serve on behalf of the Northern Ontario Municipal Association. He confirmed his upcoming attendance at MMAH training and advised that he would not be attending the TBDML annual conference in Nipigon this year due to travel considerations.

Councillor Kresack reported that the Food Bank meeting was cancelled due to illness and that he attended ROMA 2026 Conference in Toronto, where he found the delegations and networking opportunities valuable and well organized.

Councillor Halvorsen reported that he had forwarded updated OPP statistical information to the Clerk. He advised that he was unable to attend the previous meeting and offered apologies. He also noted that the next Lakehead Rural Planning Board meeting is scheduled for February 5.

8.6. Other Agencies' Reports

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

RESOLUTION 2026-013

Moved by: Councillor Arnold

Seconded by: Councillor Maxwell

BE IT RESOLVED THAT Council send Councillor Arnold and an Administrative Staff Member to NOMA 2026 on April 22 - 24, 2026.

RESOLUTION 2026-014

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.

HR Assistant joined the meeting at 7:01 p.m.

9. NEW BUSINESS

9.1 Hymers Fall Fair Prize Book Advertisement Report

Council approved continuing annual advertising and on consensus supported the updated advertisement prepared by the Clerk.

9.2 Recommended Voting Method for the 2026 Municipal and School Board Election

Council discussed survey results and expressed interest in further information regarding voter turnout in municipalities using electronic voting. Clerk to obtain additional data and return the item to a future agenda.

9.3 Council Remuneration Report

Council received the annual remuneration report. A correction to Councillor Halvorsen's name spelling will be made.

RESOLUTION 2026-015

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

THAT the 2025 Council Remuneration Report be received.

CARRIED

9.4 LRPB Adopted Official Plan Gorham, Ware & Dawson Lots – Follow-Up

Council reviewed the agency materials from the Lakehead Rural Planning Board, and confirmed that the Gorham, Ware and Dawson application required no further comment.

9.5 Draft Winter Sand Supply and Storage Agreement with the Township of O'Connor Report

Council supported formalizing the longstanding arrangement and directed the Clerk to obtain insurer review and await O'Connor's Council decision before returning with a by-law.

9.6 Lakehead Rural Planning Board – Notice of Application for Council Review and Input
Council reviewed the LRPB Notice of Application and agreed that the Clerk would forward questions to the Board prior to the February 5 hearing. Councillors were requested to email the Clerk with any additional questions for inclusion.

Councillor Arnold left the meeting at 7:40 pm
Councillor Arnold returned to the meeting at 7:43 pm

9.7 Winter Road Maintenance Standards

Council reviewed the Township's Winter Road Maintenance policy and by-law, which reference the provincial Minimum Maintenance Standards under O. Reg. 239/02, and discussed patrol frequency, recent sanding equipment outages, and the importance of timely communication when service levels may be temporarily reduced. Council confirmed satisfaction with the current policy and by-law and directed no changes to either document.

10. BY-LAWS

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

11. CORRESPONDENCE

11.1-1 City of Peterborough - Sustainable Funding for Police Services Request
Council reviewed the City of Peterborough's resolution and supported issuing a letter of support.

11.1-2 Township of Hornepayne - Small Northern New Residential Property Tax Class
Council received the resolution from the Township of Hornepayne for information.

11.1-3 Municipality of North Grenville and Village of Merrickville-Wolford - Support for Enhanced School Bus Safety and the Implementation of Stop-Arm Camera Systems
Council reviewed this resolution. Council supported issuing a letter of support and directed the Clerk to forward it to the Premier and the Minister of Transportation. Council also discussed local student transportation concerns and will raise the matter at the next LRMC meeting.

11.1-4 Township of Southgate – OMERS - Bill 68
Council received the resolution from the Township of Southgate for information.

RESOLUTION 2026-016

Moved by: Councillor Maxwell

Seconded by: Councillor Arnold

BE IT RESOLVED THAT Council received the correspondence listed in Section 11 of this evening's agenda.

CARRIED

12. UPCOMING MEETING DATES

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

13. CLOSED SESSION**RESOLUTION 2026-017****Moved by: Councillor Maxwell****Seconded by: Councillor Kresack**

BE IT RESOLVED THAT, at 8:24 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 January 13th, 2026, under the same authority as the original meeting; Item 13.2, 13.3, and 13.4 involving personal matters about identifiable individuals and labour relations or employee negotiations under paragraphs 239(2)(b) and 239(2)(d); Item 13.5, which is advice that is subject to solicitor-client privilege, under paragraph 239(2)(f); and Item 13.6, being the Closed Session minutes of the TBDSSAB meeting held December 11, 2025, under the same authority as the original meeting.

CARRIED

During closed session, the following procedural resolution was passed:

RESOLUTION 2026-018**Moved by: Councillor Maxwell****Seconded by: Councillor Arnold**

BE IT RESOLVED THAT, the time being 9:19 pm, Council rise from closed session and report in open session.

CARRIED

Open session resumed.

14. REPORT FROM CLOSED SESSION**RESOLUTION 2026-019****Moved by: Councillor Halvorsen****Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT the Closed Minutes of the Regular Council Meeting held on January 13th, 2026, be approved; AND FURTHER, THAT Administration be authorized to proceed as directed in closed session.

CARRIED**15. CONFIRMING BY-LAW**By-law 2026-002**RESOLUTION 2026-020****Moved by: Councillor Arnold****Seconded by: Councillor Maxwell**

BE IT RESOLVED THAT By-law 2026-002 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. 2026-002, 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 9:23 pm.

Mayor Sheila Maxwell

Clerk Karen Paisley

Staff Payroll -January 16, 2026
 - January 30, 2026
 Council Payroll - January 30, 2026

	<u>Administration and</u> <u>Public Works</u>	<u>Other</u>	<u>Total</u>
Wages	22,716.41	6,954.03	29,670.44
EI	516.18	155.28	671.46
CPP	1,249.82	264.92	1,514.74
RRSP	896.98		896.98
mileage	8.64	149.14	157.78
total	<u>25,388.03</u>	<u>7,523.37</u>	<u>32,911.40</u>

**Township of Conmee
Payment Register**

Report Date

Batch: 2026-00014 to 2026-00019 2026-02-05 10:33 AM

Bank Code: GEN - TD Operating Account

Payment #	Vendor	Amount	
7748	CRC Communications	147.60	
7749	Maxim Truck & Trailer	373.53	
7750	MicroAge	56.50	
7751	Sarjeant Propane firehall \$1,948.94	1,948.94	
7752	Toodaloo Pest and Wildlife	110.74	
7753	Ultramar	1,056.81	
7754	Certified Laboratories	684.50	oils
7755	City of Thunder Bay	17,982.00	EMS 4th quarter 2025
7756	Fort Garry Industries	36.05	
7757	MicroAge	4,693.46	paid for year
7758	Minister of Finance (Mines)	3.80	2026 mining land taxes
7759	MNP	14,238.00	ARO obligation
7760	PSD Citywide Inc.	6,955.09	annual renewal
7761	Safeguard Business Systems Ltd	644.89	cheques
7762	Sarjeant Propane garage \$1,674.51	1,674.51	
7763	Thunder Bay DSSAB	8,582.00	
	Total Cheques	59,188.42	
123	Pajamaki, Robert	10.15	
123	Manulife	1,541.57	
123	Thunder Bay Xerographix Inc	205.07	copier
396	TD Visa	1,060.31	
	Total EFT	2,817.10	
	Total Payments	62,005.52	

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

Date: January 27, 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:

Fire Protection Grant

The extractor dryer portion of the Fire Protection Grant has been ordered. Following a departmental needs assessment, the Clerk, at the request of the Fire Chief, requested approval from the Ministry to reallocate remaining funds, initially designated for a station shower, to replacement of turnout gear (PPE). The Ministry has approved this change and have issued an updated Transfer Payment Agreement through TPON for municipal execution. Administration will continue to ensure all grant reporting requirements and timelines are met. This purchase and the related reallocation fall within the Township's delegated purchasing authority under the Procurement By-law and did not require Council approval. The information is provided to Council for transparency and record. Coordination related to delivery and invoicing is ongoing, with shipment to be made directly to the Fire Station once the supplier releases the unit.

FireSmart Communities Grant – CWPP Update and Hazard Mapping

Administration has confirmed the award of work for the update of the Community Wildland Fire Protection Plan and associated hazard mapping. This update will bring the Township's 2019 CWPP and 2019 hazard mapping up to current FireSmart standards and ensure compliance with the FireSmart Communities Grant deliverables for 2027. The consultant has been asked to confirm the anticipated project start date and identify contacts for data and mapping coordination. This award falls within the Township's delegated purchasing authority under the Procurement By-law and did not require Council approval. It is reported here for information.

Winter Sand Storage Agreement

The draft winter sand storage agreement has been forwarded to the Township solicitor for review as previously directed. Administration will report back once legal comments have been received.

Updated Boundary Road Agreement – Fleming Road

The current Fleming Road Boundary Agreement, originally executed in 2016, has reached the end of its ten-year term and is now due for renewal. The Clerk has reviewed the Agreement and prepared an updated Schedule B to reflect current operational practices. The updated Schedule B has been forwarded to the Township of O'Connor for review and discussion.

Follow-up Regarding Lakehead Rural Planning Board

The Clerk contacted the Lakehead Rural Planning Board regarding severance application 1B/01/26 to clarify the status of the two existing dwellings. The LRPB confirmed that the intent of the consent is to create two residential lots, each containing one of the existing houses. Administration also reviewed the property roll files and confirmed that building permits for both dwellings are on record.

Other Agency Reports – 8.6

1. TBDSSAB 2026 Cost Apportionment
2. NOMA – November 2026 Board Minutes
3. NOMA Media Statement – January 28, 2026
4. DGR – Canada's Used Nuclear Fuel Project – Audio Summary
5. LRCA Meeting Minutes – November 26, 2025
6. LRCA Special Meeting Minutes – December 16, 2025
7. TBD Veterinary Services Committee Notice of Meeting
8. Ontario Human Rights Commission – Addressing Anti-Black Racism in Policing

CHIEFS REPORT January/ 2026

In the month of January, Conmee Emergency Services has received one medical and one MVC call, as well as one fire call that was cancelled 10 minutes after it was sent.

Incident reports for 2025 have been filed with the OFM. Conmee received 41 call outs in 2025. 25 were medical calls and 16 were MVC or fire related.

The Fire department has continued weekly training, and a new schedule has been sent out for the new year.

I attended the January Thunder Bay Zone meeting where upcoming training requirements, and mutual aid complications were discussed. The Deputy Fire Marshal Kieth Wells was in attendance for this meeting.

In order to be compliant with mandatory certification I am required to obtain NFPA 1521 Incident Safety Officer. This is a three-day course with 40 hours of online pre-class work. The soonest course is April 10-12 in Trenton Ontario. This course is not offered at our local RTC. The course will cost \$350 plus hotel, meals, and time missed from work.

Last month I outlined where our department is at in accordance with the legislated minimum mandatory certification. Upon farther reflection and after speaking with other chiefs, as well as our municipal OFM representative, I have been made aware of some more concerns. While our department is doing quite well (better than some), we are placed in the awkward position of being a small volunteer department and are also required to have multiple certified members on scene for any particular call. What this means is that even though we have members certified for individual tasks, even though we may have a couple of pump operators, or firefighters with their respective certification, EVERY CALL requires someone in a supervisory position with a minimum of Officer One training, as well as Incident Safety Officer. Unfortunately, we do not have anyone currently in a position to take this training which means I have to be in attendance at EVERY call. Another complication is that with limited staff, we never know who is available (if anyone), which leaves minimal staff to take on multiple roles. The OFM states that a municipality is not required to provide an emergency response, so effectively have passed the buck on how to provide protection to our municipality onto us, while also understanding that if using the traditional means of a volunteer response, (Whoever is available and trained) we will be understaffed, therefore placing us out of compliance. I can see very few instances, unless all of our volunteers are able to attend a fire, where we will be completely in compliance with legislation.

I believe the solution to this problem is for Conmee to enter into an automatic aid agreement with Oliver Paipoonge. There has been talk of shared services, however, if our

bylaw differs from theirs, it essentially eliminates that possibility. I certainly think a long-term solution for the mutual aid issues we are seeing throughout the district would be a move towards a district fire department, funded partially by the province, partially by respective municipalities and local service boards. This model would open opportunities for quality training programs, allow available volunteers to respond to wider areas, make resources more available and possibly more affordable. Another idea is an 'All Hazards Response Team' - A single full-time team located at a central station within the district that would respond to calls within the entire area, again, funded by the province and receptive municipalities. This would enable a timely response to an emergency while also allowing volunteers to attend the scene as they arrive. This model ensures that all roles have certified personnel at every call, while still having volunteers arrive and assist with the workload as able. While there is no simple solution, the time to implement a serious study on how to best protect our loved ones, property, and those passing through our municipalities is very much long overdue. The model of a small, strictly volunteer department is no longer viable. Volunteers are limited, and very few are joining the ranks. The few who have joined and persisted are or will become exhausted with the workload expected of them. I believe the best course of action is for our local municipalities to collaborate, set aside differences, implement a study on what would be the best course of action, and demand accountability and assistance from the provincial government, the MTO, and the OFM.

I have contacted Canada Transport Training Centre, and they have agreed to train our DZ drivers. The cost of this training is \$1400 plus additional fees for the testing and medicals required by Service Ontario. So far, we have two additional members working on this.

Water access is still an issue for our department. I am currently ordering a low level strainer/ suction which may allow us to draft from shallow water and filter out sediment that has been hard on our apparatus. If Briggs pit is to remain open and plowed, I will also order an ice auger as the spring located there would be a viable water source, although it does take considerable time to set up.

Robb Day



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

Our File No.: SSF 110

January 27, 2026

Via Email: conmee@conmee.com

Karen Paisley, Clerk
Township of Conmee
19 Holland Road W.
RR#1
Kakabeka Falls, ON P0T 1W0

Dear Karen Paisley:

Re: 2026 Cost Apportionment

The results of the 2026 Weighted Assessment calculation, used to apportion costs for The District of Thunder Bay Social Services Administration Board (TBDSSAB), were provided to the Board at its January 15, 2026, meeting. In this regard, the following schedules are attached:

Attachment 1: **2026 Levy Calculation**

- Using 2026 Weighted Assessment amounts.

Attachment 2: **Comparison of Levy for 2026 Budget with 2025 Budget**

- This schedule indicates the difference between the 2026 Levy and the 2025 Levy.

Attachment 3: **Distribution, by Program, of 2026 Budget Levy**

- This schedule provides the 2026 Levy, by Program.

Attachment 4: **2026 Levy Payment Schedule**

- This schedule presents the details of the monthly levy amounts that will be invoiced for 2026, and includes:
 - The actual Levy billed for January 2026 that was based on the prior year levy (Column B),
 - The difference between the amount invoiced in January and the revised amount based on the 2026 Weighted Assessment and 2026 Budget (Column C).
 - The February amount, as adjusted, is provided in Column D.
 - The monthly Levy for March to November is provided in Column E, and
 - The December 2026 amount is provided in Column F.



**THE DISTRICT OF THUNDER BAY
SOCIAL SERVICES ADMINISTRATION BOARD**

Invoices, based on these amounts, are provided to the Municipality each month.

Also included is Attachment 5 – ‘What We Fund’ (January 2026) summary.

Should you have any questions, please do not hesitate to contact Richard Jagielowicz, Director - Corporate Services Division, at 807.766.4071.

Sincerely,

Ken Ranta
Chief Executive Officer

KR/gf

Attachments (5)

Copy to: Leanne Maxwell, Treasurer (treasurer@conmee.com)
Richard Jagielowicz, CPA, CA, CBV, Director – Corporate Services Division,
TBDSSAB

**The District of Thunder Bay Social Services Administration Board
Levy Calculation for 2026 Budget**

Municipality	2025 Weighted Assessment		Annual Distribution (\$)
	(\$)	(%)	
Conmee	74,044,480	0.3635%	99,668
Dorion	52,676,467	0.2586%	70,906
Gillies	42,010,907	0.2063%	56,566
Greenstone	782,667,640	3.8426%	1,053,606
Manitouwadge	52,302,859	0.2568%	70,412
Marathon	170,429,164	0.8367%	229,416
Neebing	369,207,197	1.8127%	497,026
Nipigon	104,245,389	0.5118%	140,331
O'Connor	82,443,724	0.4048%	110,993
Oliver Paipoonge	935,732,258	4.5941%	1,259,661
Red Rock	42,090,292	0.2066%	56,648
Schreiber	47,140,970	0.2314%	63,448
Shuniah	843,767,458	4.1426%	1,135,864
Terrace Bay	121,229,354	0.5952%	163,198
Thunder Bay	14,281,547,714	70.1173%	19,225,532
Territory without municipal organization*	2,366,600,097	11.6190%	3,185,825
Total	20,368,135,970	100.0000%	27,419,100

* TWOMO levy billed as follows:	
Ministry of Children, Community & Social Services	512,154
Ministry of Education	157,089
Ministry of Municipal Affairs & Housing	2,516,582
Total TWOMO	3,185,825

**The District of Thunder Bay Social Services Administration Board
Comparison of Levy for 2026 Budget with 2025 Budget**

Municipality	2025 Weighted Assessment		Distribution of 2025 Budget Levy (\$)	Distribution of 2026 Budget Levy (\$)	Increase/ (Decrease) (\$)	Increase/ (Decrease) (%)
	(\$)	(%)				
Conmee	74,044,480	0.3635%	96,327	99,668	3,341	3.5%
Dorion	52,676,467	0.2586%	68,627	70,906	2,279	3.3%
Gillies	42,010,907	0.2063%	55,002	56,566	1,564	2.8%
Greenstone	782,667,640	3.8426%	1,026,391	1,053,606	27,215	2.7%
Manitouwadge	52,302,859	0.2568%	68,336	70,412	2,076	3.0%
Marathon	170,429,164	0.8367%	222,760	229,416	6,656	3.0%
Neebing	369,207,197	1.8127%	476,845	497,026	20,181	4.2%
Nipigon	104,245,389	0.5118%	135,640	140,331	4,691	3.5%
O'Connor	82,443,724	0.4048%	105,084	110,993	5,909	5.6%
Oliver Paipoonge	935,732,258	4.5941%	1,200,763	1,259,661	58,898	4.9%
Red Rock	42,090,292	0.2066%	54,261	56,648	2,387	4.4%
Schreiber	47,140,970	0.2314%	61,484	63,448	1,964	3.2%
Shuniah	843,767,458	4.1426%	1,095,283	1,135,864	40,581	3.7%
Terrace Bay	121,229,354	0.5952%	157,467	163,198	5,731	3.6%
Thunder Bay	14,281,547,714	70.1173%	18,555,541	19,225,532	669,991	3.6%
TWOMO	2,366,600,097	11.6190%	3,076,289	3,185,825	109,536	3.6%
Total	20,368,135,970	100.0000%	26,456,100	27,419,100	963,000	3.6%

**The District of Thunder Bay Social Services Administration Board
Distribution by Program of 2026 Budget Levy**

Municipality	2025 Weighted Assessment		Social Assistance (\$)	Child Care & Early Years (\$)	Community Housing (\$)	Income on Unrestricted Funds (\$)	Total (\$)
	(\$)	(%)					
Conmee	74,044,480	0.3635%	16,256	4,986	79,880	(1,454)	99,668
Dorion	52,676,467	0.2586%	11,565	3,547	56,828	(1,034)	70,906
Gillies	42,010,907	0.2063%	9,226	2,830	45,335	(825)	56,566
Greenstone	782,667,640	3.8426%	171,849	52,709	844,418	(15,370)	1,053,606
Manitouwadge	52,302,859	0.2568%	11,485	3,523	56,431	(1,027)	70,412
Marathon	170,429,164	0.8367%	37,419	11,477	183,867	(3,347)	229,416
Neebing	369,207,197	1.8127%	81,068	24,865	398,344	(7,251)	497,026
Nipigon	104,245,389	0.5118%	22,889	7,020	112,469	(2,047)	140,331
O'Connor	82,443,724	0.4048%	18,103	5,553	88,956	(1,619)	110,993
Oliver Paipoonge	935,732,258	4.5941%	205,457	63,017	1,009,563	(18,376)	1,259,661
Red Rock	42,090,292	0.2066%	9,240	2,834	45,400	(826)	56,648
Schreiber	47,140,970	0.2314%	10,349	3,174	50,851	(926)	63,448
Shuniah	843,767,458	4.1426%	185,265	56,824	910,345	(16,570)	1,135,864
Terrace Bay	121,229,354	0.5952%	26,619	8,164	130,796	(2,381)	163,198
Thunder Bay	14,281,547,714	70.1173%	3,135,785	961,799	15,408,419	(280,471)	19,225,532
TWOMO	2,366,600,097	11.6190%	519,625	159,378	2,553,298	(46,476)	3,185,825
Total	20,368,135,970	100.0000%	4,472,200	1,371,700	21,975,200	(400,000)	27,419,100

The District of Thunder Bay Social Services Administration Board
 Year 2026 Levy Payments Based on 2025 Weighted Assessment Calculation and 2025 Approved Budget

Municipality	2025 Weighted Assessment	2025 Weighted Assessment (%)	A		B	C	D	E	F
			Using 2026 Approved Budget		Actual Billed Jan 2026 (1 Month)	=(A - B)	=(A + C)	Mar -Nov 2026 Monthly Levy Amount	Dec 2026 Levy Amount
			Final Annual Distribution	Final Monthly Levy Amount		Variance Jan	Feb 2026 Levy Amount & YTD Adjustment		
Conmee	\$ 74,044,480	0.3635%	\$ 99,668	\$ 8,306	\$ 8,030	\$ 276	\$ 8,582	\$ 8,306	\$ 8,302
Dorion	52,676,467	0.2586%	70,906	5,909	5,718	\$ 191	6,100	5,909	5,907
Gilles	42,010,907	0.2063%	56,566	4,714	4,578	\$ 136	4,850	4,714	4,712
Greenstone	782,667,640	3.8426%	1,053,606	87,801	85,528	\$ 2,273	90,074	87,801	87,795
Manitouwadge	52,302,859	0.2568%	70,412	5,868	5,691	\$ 177	6,045	5,868	5,864
Marathon	170,429,164	0.8367%	229,416	19,118	18,567	\$ 551	19,669	19,118	19,118
Neebing	369,207,197	1.8127%	497,026	41,419	39,738	\$ 1,681	43,100	41,419	41,417
Nipigon	104,245,389	0.5118%	140,331	11,694	11,307	\$ 387	12,081	11,694	11,697
O'Connor	82,443,724	0.4048%	110,993	9,249	8,757	\$ 492	9,741	9,249	9,254
Oliver Paipoonge	935,732,258	4.5941%	1,259,661	104,972	100,059	\$ 4,913	109,885	104,972	104,969
Red Rock	42,090,292	0.2066%	56,648	4,721	4,519	\$ 202	4,923	4,721	4,717
Schreiber	47,140,970	0.2314%	63,448	5,287	5,120	\$ 167	5,454	5,287	5,291
Shuniah	843,767,458	4.1426%	1,135,864	94,655	91,269	\$ 3,386	98,041	94,655	94,659
Terrace Bay	121,229,354	0.5952%	163,198	13,600	13,125	\$ 475	14,075	13,600	13,598
Thunder Bay	14,281,547,714	70.1173%	19,225,532	1,602,128	1,546,296	\$ 55,832	1,657,960	1,602,128	1,602,124
TWOMO	2,366,600,097	11.6190%	3,185,825	265,485	256,362	9,123	274,608	265,485	265,490
Total	\$ 20,368,135,970	100.0000%	\$ 27,419,100	\$ 2,284,926	\$ 2,204,664	\$ 80,262	\$ 2,365,188	\$ 2,284,926	\$ 2,284,914

MCCSS	512,154	42,680	35,345	7,335	50,015	42,680	42,674
MED	157,089	13,091	12,339	752	13,843	13,091	13,088
MMAH	2,516,582	209,715	198,753	10,962	220,677	209,715	209,717
	3,185,825	265,486	246,437	19,049	284,535	265,486	265,479



What We Fund

TBDSSAB funds programs that help vulnerable people live with dignity, respect, and quality of life.

The District of Thunder Bay Social Services Administration Board supports people to improve their lives and become self-sufficient. We do this as the service system manager for vital, quality social services needed by individuals and families living in the District of Thunder Bay—including child care and early years, community housing, homelessness prevention programs—and through the delivery of Ontario Works.

Program Delivery

Programs and services at TBDSSAB are offered through a mix of direct and funded program delivery.



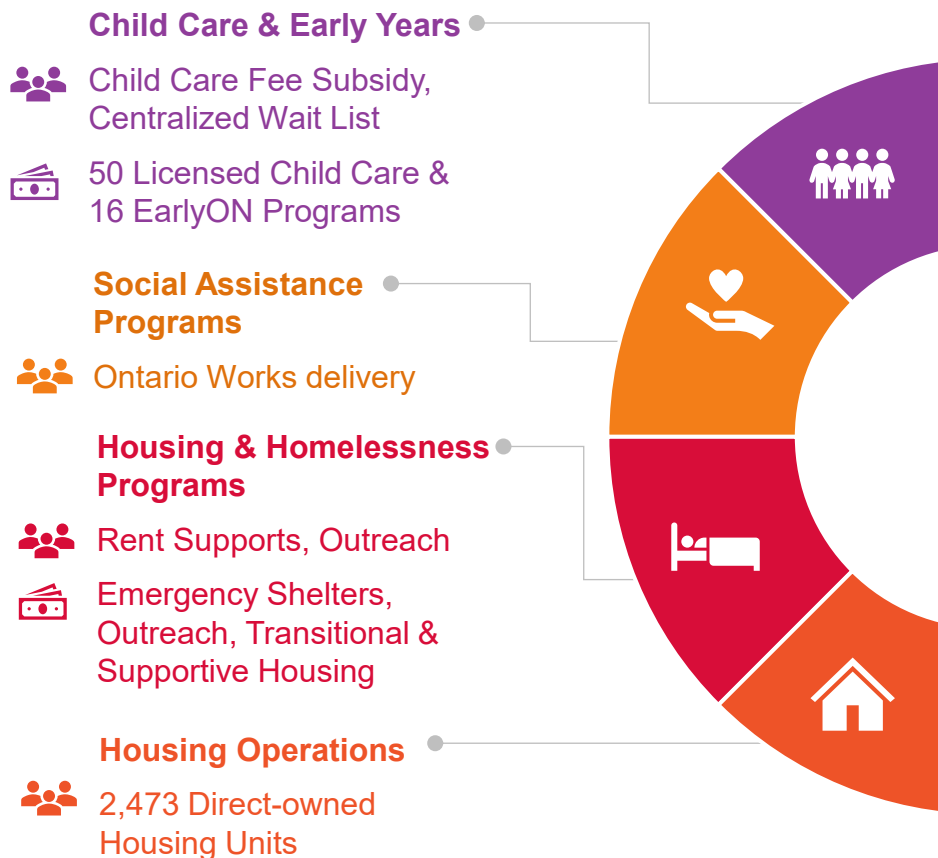
Direct Programs

Programs delivered by TBDSSAB.







Funded Programs

Programs delivered by community organizations with funding support from TBDSSAB.

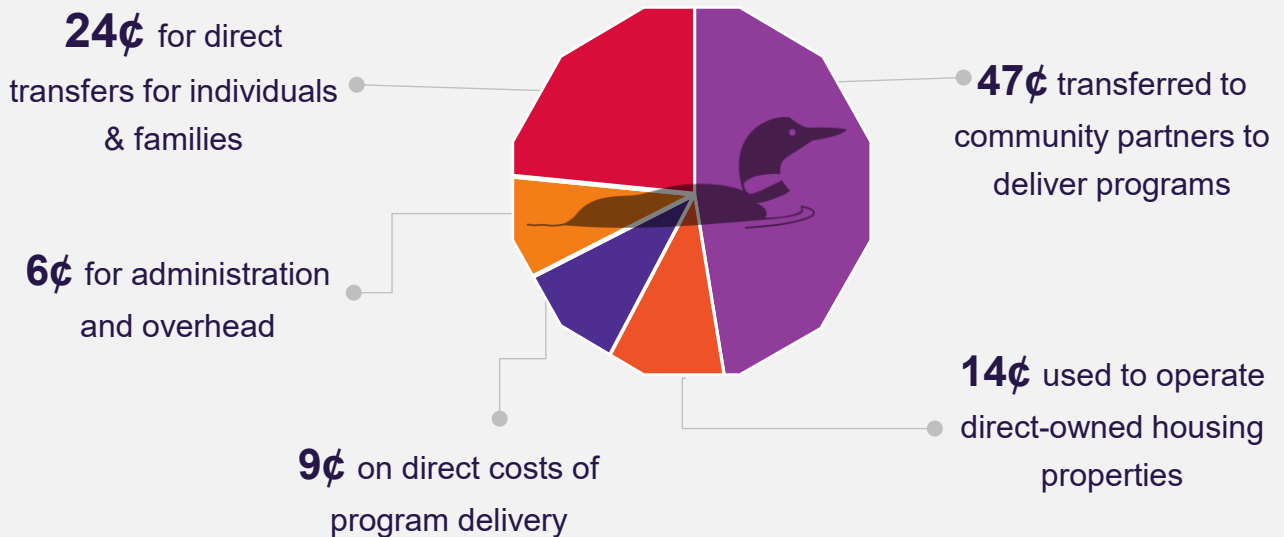


Understanding the 2026 Budget

	Housing Operations	18% \$24,309,400	\$21.1M for housing operations, including costs to operate 2,473 direct-owned housing units \$3.2M for repairs and maintenance
	Housing & Homelessness Programs	24% \$31,702,500	\$15.2M towards operating costs for community housing programs \$16.7M through HPP, including \$6.5M for capital projects and \$9.2M for operating costs
	Social Assistance Programs	26% \$34,300,300	\$23.6M in direct payments for Ontario Works based on an average case load of 2,620 \$10.8M for program delivery funding
	Child Care & Early Years Programs	32% \$42,779,700	\$29.3M in Canada-Wide Early Learning and Child Care (CWELCC) funding \$8.8M to support operating costs and local priorities initiatives for licensed child care \$3.9M in operating funding for EarlyON programs

Total \$133,091,900

The TBDSSAB Dollar (2026)





Board of Directors Meeting Minutes

Date: Wednesday, November 26, 2025

Time: 9:00 a.m. – 12:00 p.m.

Location: Hybrid – In-Person - 874 Tungsten St, Unit C – NOMA office & Virtual (Zoom)

Absent: Fred Mota, Eric Pietsch, Dan McGrath, Andrew Poirier, Ken Boshcoff

1. Call to Order

Meeting called to order at **9:00 a.m.** by **President Rick Dumas**.

2. Approval of Agenda

Moved by: Kristen Oliver

Seconded by: Jason Young

Decision: **Approved**

3. Approval of Minutes – Previous Meeting September 24, 2025

Moved by: Jason Young

Seconded by: Kevin Kahoot

Decision: **Approved**

4. In Camera Session

Motion to move In Camera (9:05 a.m.): Kevin Kahoot

Seconded by: Gord Griffiths

Decision: **Approved**

Motion to move to back to Open Session: Kristen Oliver

Seconded by: Wendy Landry

Decision: **Approved**

Session concluded and resolved back to open session at **9:30 a.m.**

5. Financial Report

- Executive Coordinator (EC) **Jason Veltri** presented the financial report.

Motion: THAT the Financial Report be received and approved as presented.

Moved by: Wendy Brunetta

Seconded by: Wendy Landry

Decision: **Approved**

6. Executive Coordinator's Report (Pages 12-14)



Motion: THAT the Executive Coordinator Report be received and approved as presented.

Moved by: Wendy Brunetta

Seconded by: Wendy Landry

Decision: **Approved**

7. President's Report – Rick Dumas – (Pages 15-18)

Motion: THAT the Executive Coordinator Report be received and approved as presented.

Moved by: Jason Young

Seconded by: Gord Griffiths

Decision: **Approved**

8.0 New Business

- **Presentations:**

- *Lauri Swami – CEO NWMO*
- *Ontario One Call – Kristian Kennedy*

8.1 Resolution:

NOMA Resolution — Improving Safety and Connectivity Through 2+1 Highway Development in Northern Ontario

Mover: Kerri Marshall

Seconder: Douglas Hartnell

Decision: **Approved**

WHEREAS Northern Ontario's economic and social well-being depends on safe, reliable east-west and north-south transportation corridors, particularly Highways 11 and 17, which form the Trans-Canada Highway system across the region; and

WHEREAS these highways carry significant volumes of commercial and passenger traffic, yet remain largely two-lane corridors that face frequent closures and safety risks due to weather, congestion, and collision exposure; and

WHEREAS the four-laning of Highway 17 and modernization of Highway 11 remain long-standing goals of Northern communities; and

WHEREAS the proven "2+1" highway design—alternating passing lanes separated by a continuous median barrier—has demonstrated safety outcomes comparable to full twinning, at substantially



lower cost, land, and environmental impact, and can be scaled or converted to four lanes as traffic volumes increase; and

WHEREAS the Government of Ontario has announced initial 2+1 pilot projects in Northern Ontario, providing an important opportunity to test and expand this model across other sections of the Trans-Canada network; and

WHEREAS modernizing Highways 11 and 17 will improve safety, reduce closures, strengthen supply-chain reliability for mining, forestry, agriculture, energy, and tourism, and enhance national resilience and emergency response capacity; and

WHEREAS a coordinated, phased 2+1 build program—prioritizing key Northern sections with high freight volumes and safety concerns—would deliver measurable benefits for communities, Indigenous partners, and the broader Canadian economy;

NOW THEREFORE BE IT RESOLVED THAT the Council (or Board) formally supports the adoption and phased implementation of a 2+1 highway program on Highways 11 and 17 as a nation-building initiative; and

THAT the Government of Canada be urged to recognize this initiative as a project of national interest under the *Building Canada Act* and to partner with Ontario to co-fund and accelerate planning, design, and construction; and

THAT the Government of Ontario be encouraged to expand the current pilot to a full corridor-wide program, sequencing projects according to readiness, safety benefit, and economic importance; and

THAT both levels of government ensure early, meaningful, and capacity-supported engagement with affected Indigenous Nations, including opportunities for training, contracting, and equity participation; and

THAT the program incorporate consistent corridor-wide safety features (barrier-separated 2+1 cross-sections, controlled passing frequency, wildlife mitigation), resilience measures (closure reduction, climate adaptation), and clean-growth practices (EV-charging readiness, recycled aggregates, and low-carbon materials); and

THAT copies of this resolution be forwarded to the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada), the Minister of Housing and Infrastructure (Canada), the Ontario Minister of Transportation, Northern MPs and MPPs, the Federation of Northern Ontario Municipalities (FONOM), Association of Municipalities of Ontario (AMO), the Federation of



Canadian Municipalities (FCM), the Rural Ontario Municipal Association (ROMA), and neighboring municipalities for endorsement.

8.2 Discussion Update: Federal Advocacy Day on the Hill in Ottawa

A discussion was held about the upcoming Northern Ontario Hill Days with FONOM and NOMA – President Dumas and Executive Coordinator Jason Veltri are representing NOMA and Mayor Plourde and Executive Director Mac Bain will be attending from FONOM. Meeting confirmed with Opposition Leader’s staff, various Ministers, Parliamentary Secretaries, Prime Minister’s Office.

8.3 Update: Attending the Healthy Democracy Forum

A discussion was held and updates from President Dumas and EC Veltri on attending the AMO Healthy Democracy Forum in Toronto, ON from October 18 and 19, 2025.

8.4 ROMA 2026 Delegation requests for NOMA

Discussion was held about ROMA delegation requests and materials to present. Top Priority items to focus on will be, Highways 11 and 17, Immigration and Labour Gaps in Northwestern Ontario, and Rural and Remote Building Faster Fund for communities under 20,000 pop.

8.5 NOMA Website Renewal

Discussion was held about the time to update the NOMA Website. Quote from Sencia Canada has been received for approx. \$7,000.00 to modernize and update the aging website.

MOTION: THAT NOMA proceed with a full website modernization with Sencia Canada, with EC Veltri to lead the project.

Moved by: Kristen Oliver

Seconded by: Kevin Kahoot

Decision: **Approved**

8.6 NOMA joining the Thunder Bay Executive Association

Discussion was held about NOMA joining the Thunder Bay Executive Association. Costs are \$75+HST per Quarter; plus \$30 per meeting attended (lunch included).

MOTION: THAT NOMA proceed with membership in the Thunder Bay Executive Association

Moved by: Wendy Landry

Seconded by: Kristen Oliver

Decision: **Approved**



8.7 Sponsorship Request: Magnetic North Conference

Discussion was held about NOMA providing a sponsorship for a coffee break for the Magnetic Conference, hosted by the Northern Policy Institute in Sudbury, ON, for \$500.00

MOTION: THAT NOMA proceed with membership in the Thunder Bay Executive Association

Moved by: Wendy Landry

Seconded by: Kristen Oliver

Decision: **Approved**

8.8 Letter to Government on Regional Conservation area changes

Discussion was held about NOMA providing a letter of support to the Lakehead Regional Conservation Authority asking the Provincial Government to review the amalgamation of conservation authorities in Ontario and to remove the LRCA from amalgamation with southern Ontario.

MOTION: THAT NOMA prepares a letter of support for the Lakehead Regional Conservation Authority AND THAT NOMA sends this letter to Minister McCarthy and Premier Ford.

Moved by: Mark Figliomeni

Seconded by: Roger Nesbitt

Decision: **Approved**

8.9 NOMA attending RRDMA and KDMA Conferences 2026

Discussion was had about NOMA and EC Veltri attending both RRDMA and KDMA conferences in 2026.

9.0 District Updates

- Updates were received from all three district municipal associations.

10.0 Issue Tracker & Advocacy Updates (If any)

Forestry & Softwood Lumber Tariffs – Rick Dumas & Wendy Landry	Police Costs – Andrew Poirier & Roger Nesbitt
Highways 11/17 – 2+1 Highway – Rick Dumas & Eric Pietsch & Andrew Poirier	Rural Building Faster Fund – Fred Mota & Rick Dumas & Roger Nesbitt
OMPF – Rick Dumas	Housing – Kristen Oliver
Immigration – Rick Dumas & Fred Mota	Healthcare – Wendy Brunetta
Mining – Rick Dumas and Fred Mota	Nuclear Waste MGMT Org – Kevin Kahoot & Jason Young & Roger Nesbitt
Land Use Planning & Energy – Jim Vezina	



11.0 Next Meeting

Date: January 28, 2026

Time: 9am to 12pm

Location: Thunder Bay, ON & virtual link provided

11. Adjournment

- Meeting adjourned at **12:30 p.m.**
- **Motion to adjourn:** Kevin Kahoot

Minutes prepared by:

Jason Veltri, Executive Coordinator

Date approved by NOMA Board: January 27, 2026



Executive Coordinator's Report

**Jason Veltri, Executive Coordinator
Northwestern Ontario Municipal Association (NOMA)**

I am pleased to present this report summarizing operational, administrative, and strategic activities undertaken over the past two months. This period has included significant progress on financial modernization, conference planning, multi-level government advocacy, and coordinated regional efforts on immigration, labour, and transportation priorities.

1. Administrative & Financial Modernization

Implementation of SAGE 50 Accounting System

Over the past several weeks, considerable work has gone into setting up and implementing SAGE 50 Accounting to enhance NOMA's financial management and reporting capacity.

- Preparing invoicing and accounts receivable processes for conference sponsorships
- Creating standardized workflows to support future audits and compliance

This will greatly improve accuracy, transparency, and efficiency as NOMA's activities continue to grow.

2. NOMA 2026 Conference & AGM – Planning & Logistics

Sponsorship Program Development

The full sponsorship package for the 2026 NOMA Conference & AGM has been completed and distributed. Positive momentum includes:

- Finalized tiered sponsorship framework
- Professional package design and stakeholder outreach
- \$20,000 secured to date, with further commitments expected

This demonstrates strong interest from partners and early support for the conference theme, Resilience.

Workshops – Call for Proposals

Preparations are underway to launch the **Call for Workshops** in the next two weeks. This includes:

- Drafting submission guidelines and evaluation criteria
- Identifying theme areas that reflect the needs of Northern municipalities



- Establishing timelines to develop a diverse and high-quality program

Hotel Room Blocks

To accommodate delegates, NOMA has secured room blocks at four Thunder Bay hotels, with negotiated rates finalized and ready for publication.

Conference Experience – Menus, Gala, and Program Design

Planning continues for the overall conference experience:

- Menu options have been proposed in collaboration with catering partners
- Gala entertainment options have been identified, with outreach underway
- Event flow, keynote topics, and session structure are in development

These efforts will ensure a polished, engaging, and professional delegate experience.

Ministerial Invitations & Delegation Outreach

All save-the-date invitations for the 2026 NOMA Conference have been issued to:

- Federal Ministers and MPs
- Provincial Cabinet Ministers
- Opposition Leaders and senior staff

To date, **Minister Raymond Cho** has confirmed his attendance. Additional confirmations are anticipated as schedules are finalized.

3. ROMA 2026 Delegation Planning

Significant work is underway to prepare NOMA for its ROMA delegation meetings. A comprehensive Delegation Booklet is currently being drafted and will highlight three priority advocacy files:

1) Immigration & Labour

- Impacts of federal immigration caps on Northern communities and institutions
- Need for rural immigration programs and dedicated regional pathways
- Risks to workforce stability across health care, trades, manufacturing, and community services
- Sustainability concerns for Confederation College and rural campuses

2) Rural & Remote Building Faster Fund



Advocating for a Rural and Remote Building Faster Fund for communities under 20,000 in population, reflecting:

- The need for rural-specific infrastructure support
- Cost and capacity realities in remote regions
- Alignment with provincial BFF goals but tailored to Northern constraints

3) Ministry of Transportation – Highways (MTO)

Key areas include:

- Continued investment in the Trans-Canada Highway 11/17 as essential national infrastructure
- Expansion of the 2+1 divided highway model, passing lanes, and twinning
- Maintenance needs driven by weather severity and industrial traffic growth

This delegation work will ensure that Northern priorities are clearly communicated through a professional, well-structured advocacy package.

4. Communications, Media Relations & Executive Support

Over the past two months, I provided ongoing support to the President in drafting, editing, and finalizing NOMA's media statements and letters.

Media Statements Supported

1. Response to the 2025 Federal Budget
2. Statement on Ontario's Fall Economic Statement
3. Welcome statement on opening new Highway 11/17 Trans-Canada segments
4. Response to the Ontario Pothole Program
5. Support for One Project, One Process (1P1P)
6. Statement urging federal government to sole-source VIA Rail's new fleet procurement to Alstom Thunder Bay

Advocacy Letters Supported

1. Letter to **Prime Minister Mark Carney** and Cabinet regarding VIA Rail procurement
2. Correspondence on **labour, immigration, and post-secondary impacts**
3. Letters related to **highway safety, transportation, and infrastructure**
4. Sponsorship and partnership outreach for **NOMA 2026**
5. Delegation request letters to federal and provincial offices



These communications have strengthened NOMA’s advocacy presence and contributed to consistent, unified messaging.

5. Immigration, RCIP & Regional Advocacy Coordination

Stakeholder Collaboration and Draft Advocacy Letter

Over this period, I have coordinated multi-sector stakeholders—including municipalities, employers, educational partners, and settlement agencies—to address urgent concerns related to RCIP, labour shortages, and federal immigration caps.

Key work includes:

- Drafting a comprehensive regional advocacy letter now under review, which will form the foundation of a broader campaign
- Advocating for carve-outs, exemptions, and dedicated immigration streams tailored to Northwestern Ontario
- Identifying risks to sectors heavily reliant on immigration for stability and growth

This unified effort is establishing a regional framework for long-term population and workforce sustainability.

6. Joint NOMA–FONOM Advocacy Delegation to Ottawa (Dec 1–2)

Significant coordination has gone into preparing for the upcoming joint delegation to Ottawa with FONOM.

Delegation Preparation

Work completed includes:

- Scheduling meetings with federal Ministers, MPs, and senior officials
- Preparing speaking notes, briefing documents, and logistical plans
- Completing a polished **Delegation Book** outlining Northern Ontario’s shared priorities

Delegation Book – Seven Key Themes

1. Building Canada Strong – A Unified Call to Action
2. The Trans-Canada Highway: A Nation-Building Project & Federal Responsibility
3. Rural & Remote Immigration and Labour – Building Canada Strong Through People
4. Bail Reform & Community Safety – Restoring Trust and Confidence in the North



5. Natural Resources & Economic Growth – Unlocking Canada’s Full Potential
6. Federal-Provincial-Municipal Relationships – Modernizing Intergovernmental Collaboration
7. Building Canada Strong, Together

This coordinated approach ensures NOMA and FONOM present a unified, credible, and compelling voice in Ottawa.

7. Professional Development & Sector Insight

Healthy Democracy Forum – Toronto

I attended the Healthy Democracy Forum in Toronto, gaining valuable insight into:

- The challenges municipalities face in an era of rising harassment and misinformation
- Pressures on candidates, elected officials, and public servants
- Strategies to strengthen civic engagement, trust, and democratic participation

This experience contributes to NOMA’s broader efforts to support municipal leadership across the region.



President’s Report

Rick Dumas, President, Northwestern Ontario Municipal Association

Over the past two months, NOMA has maintained a strong and active presence across provincial and federal advocacy channels, ensuring the priorities of Northwestern Ontario remain visible, urgent, and well-articulated. Our work continues to reinforce that the prosperity of the North is directly tied to sustained, coordinated investments in infrastructure, economic development, and community well-being.

1. Media & Public Statements

NOMA has issued several major media statements over the reporting period, raising and responding to issues of significant regional importance:

Federal Budget Response

We released a comprehensive response to the 2025 Federal Budget, highlighting impacts on municipalities, infrastructure funding gaps, workforce needs, critical minerals development, and the ongoing challenges faced by post-secondary institutions in the Northwest. We emphasized the disproportionate effects of temporary foreign worker and international student policy changes on rural and remote regions.

Ontario’s Fall Economic Statement

NOMA provided a public statement welcoming areas of investment that support Northern municipalities while also pressing for more clarity and commitments to infrastructure, housing, and economic supports for rural and remote communities.

Opening of New Highway 11/17 Segments

We welcomed the Province’s completion and opening of key segments of the Trans-Canada Highway 11/17 between Thunder Bay and Nipigon. In our statement, we reiterated the urgent need for:

- Continued expansion of the **2+1 divided highway model**,
- Twinning where feasible,
- Safety enhancements in anticipation of increased transportation demand—especially relating to critical minerals and the movement of controlled nuclear materials to the Revell Lake site.



Ontario Pothole Program Announcement

We issued a response to the Province's new **Ontario Pothole Program**, noting that while targeted funding for road repairs is appreciated, Northern municipalities require long-term, predictable, and scalable investments to maintain vast road networks essential to everyday life and economic activity.

Support for One Project, One Process (1P1P)

NOMA released a statement reaffirming our strong support for the federal-provincial **One Project, One Process** initiative. Streamlined permitting, aligned regulatory frameworks, and efficient approvals are essential to unlocking critical minerals opportunities and creating sustainable, long-term economic growth for our communities.

Letter to Prime Minister Mark Carney & Federal Government – VIA Rail Procurement

We sent a formal letter to the Prime Minister, Minister Hajdu, Minister Metlaga-Diabo, and other federal officials urging the federal government to **sole-source VIA Rail's new fleet procurement to Alstom Thunder Bay**.

Our message emphasized the importance of:

- Protecting Canadian manufacturing,
- Supporting skilled jobs in the Northwest,
- Leveraging proven expertise in rail production, and
- Ensuring public dollars support Canadian workers and communities.

This letter reinforces NOMA's advocacy for strategic procurement that strengthens national transportation infrastructure and delivers direct economic benefit to Northwestern Ontario.

2. Healthy Democracy Forum – Toronto

As NOMA President, I attended the **Healthy Democracy Forum in Toronto**, bringing forward the Northern perspective on public engagement, local governance, and the increasing challenges municipal leaders face with respect to safety, misinformation, and community discourse.

Our participation highlighted:

- The unique pressures on small and remote councils,
- The importance of fostering respectful democratic spaces, and



- The role of provincial and federal partners in supporting safe, healthy municipal governance.

3. Transition in Board Membership

On behalf of the Board, I extend deep appreciation to **Mark Figliomeni** for his dedicated service to NOMA. His insight and leadership have strengthened our advocacy work.

We wish him every success in his new role as **Executive Director of the Thunder Bay Police Service Board**, and we look forward to continuing to collaborate with him in this new capacity.

4. Engagement at the MOU Table

NOMA continues to play an active role at the **Municipal–Provincial MOU table**, ensuring our region’s needs remain front and centre in provincial decision-making.

Recent discussions included:

- Municipal fiscal pressures,
- Workforce shortages and immigration constraints,
- Infrastructure capacity and housing supply gaps,
- Policy impacts on rural and northern service delivery models.

NOMA’s presence at this table ensures the lived realities of Northern municipalities inform provincial policy development.

5. AMO Meetings & Collaboration

Our work with the **Association of Municipalities of Ontario (AMO)** remains ongoing and productive. Over the past two months, we have advanced discussions on:

- Strengthening Northern representation and policy alignment,
- Enhancing municipal infrastructure funding tools,
- Transportation investments,
- Forestry, manufacturing, and energy needs,
- Ongoing pressures facing post-secondary institutions in the North.

Through AMO, NOMA continues to elevate the Northwest’s priorities within Ontario’s broader municipal advocacy landscape.



6. Intergovernmental Advocacy & Advancing Regional Priorities

NOMA continues to collaborate closely with federal and provincial partners, MPs, and MPPs to advance critical regional files, including:

- **Trans-Canada Highway (11/17) modernization and safety**
- **Critical minerals corridor development and Northern economic diversification**
- **Forestry sector stability and manufacturing competitiveness**
- **Housing and infrastructure capacity in small, rural, and remote communities**
- **Labour, immigration, and workforce retention**
- **Support for Confederation College and rural campus enrolment sustainability**

Our advocacy emphasizes that the future of Ontario's economy is deeply tied to Northwestern Ontario's capacity to grow, innovate, and sustain its communities.



FOR IMMEDIATE RELEASE

January 28, 2026

NOMA Welcomes Ontario’s Ring of Fire Transmission Line Announcement as a Step Toward Reconciliation and Shared Prosperity

Thunder Bay, ON — The Northwestern Ontario Municipal Association (NOMA) welcomes today’s announcement by the Government of Ontario to advance a new transmission line to support development in the Ring of Fire region, recognizing the project as a critical step toward reconciliation and long-term economic opportunity built through partnership with First Nations.

Reliable, clean energy infrastructure is essential to improving quality of life in northern and remote communities, reducing reliance on diesel generation, and enabling responsible resource development. NOMA acknowledges the importance of advancing projects connected to the Ring of Fire in a way that respects First Nations rights, supports community-driven priorities, and creates meaningful economic participation.

“The development of the Ring of Fire must be rooted in partnership and respect for First Nations leadership,” said Rick Dumas, President of the Northwestern Ontario Municipal Association. “Investments like the new transmission line are critical to unlocking opportunity in the North, but real progress comes when First Nations are equal partners in planning, ownership, and economic benefit. This is what reconciliation in action looks like, and it creates a foundation for long-term prosperity for Indigenous and non-Indigenous communities across Northwestern Ontario.”

NOMA views the Ring of Fire as a generational opportunity — not only for responsible resource development, but for advancing economic reconciliation through collaboration between First Nations, governments, and industry. When infrastructure projects are co-developed, they can support local employment, skills training, Indigenous participation in supply chains, and lasting community benefits.

As the voice of 37 municipalities across Northwestern Ontario, NOMA looks forward to continued collaboration with First Nations leadership, the Province of Ontario, and industry partners to ensure that infrastructure investments tied to the Ring of Fire are delivered in a way that is inclusive, respectful, and focused on long-term community sustainability.

-30-

**Northwestern Ontario Municipal
Association**



Media Contact:

Rick Dumas, President - NOMA

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

From: [Nuclear Waste / Déchets Nucléaires \(IAAC/AEIC\)](#)
To: [Nuclear Waste / Déchets Nucléaires \(IAAC/AEIC\)](#)
Subject: Deep Geological Repository (DGR) for Canada's Used Nuclear Fuel Project - Audio Summary
Date: January 29, 2026 8:28:39 AM

(La version française suit.)

Good day,

You are receiving this email because you are a member of the distribution list for the integrated assessment for the Deep Geological Repository (DGR) for Used Nuclear Fuel Project.

An **audio summary** that provides an overview of the proposed Deep Geological Repository (DGR) for Used Nuclear Fuel Project and how the Impact Assessment Agency of Canada and the Canadian Nuclear Safety Commission are working together to assess it is now available. This episode walks through the Nuclear Waste Management Organization's summary of their initial project description explaining what the project is, why it is being proposed, some of the potential impacts already identified and important existing regulatory measures to keep communities and the environment safe. Learn how Wabigoon Lake Ojibway Nation and the Township of Ignace are involved and how you can be a part of the integrated assessment.

The audio summary is available on the following platforms:

Spotify: <https://rebrand.ly/4jp78fh>

Apple: <https://rebrand.ly/lekd8yv>

Amazon: <https://rebrand.ly/3038f3>

* This audio summary has been prepared as an additional public engagement tool to support accessibility and participation. The Initial Project Description itself was prepared by the proponent and is not a document of the Impact Assessment Agency of Canada. Providing this audio summary does not indicate support for or opposition to the project; it is offered solely to assist the public in reviewing the material and submitting comments. All audio summaries are generated using artificial intelligence tools to produce the narration and conversational tone. While the voice and delivery are AI-generated, the information presented is based on verified factual content. All efforts are made to ensure accuracy, clarity, and neutrality in accordance with Government of Canada communications standards. If there are differences between an audio summary and the official written material, the written version should be considered the authoritative source.

For more information on the integrated assessment for the DGR project, go to the Impact Assessment Registry's page for the project: <https://iaac-aeic.gc.ca/050/evaluations/proj/88774?culture=en-CA>.

If you have any questions, please contact IAAC at nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca.

Sincerely,

Integrated Review Team for the Proposed Deep Geological Repository for Canada's Used Nuclear Fuel Project

Impact Assessment Agency of Canada / Government of Canada

nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca

If you no longer wish to receive notifications about updates to this project and would like to be removed from the distribution list, please contact us by email at: nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca

Bonjour,

Vous recevez ce courriel parce que vous figurez sur la liste de distribution pour l'évaluation intégrée du projet de dépôt souterrain en couches géologiques profondes du combustible nucléaire irradié du Canada.

Un **résumé audio** pour découvrir le projet de dépôt souterrain en couches géologiques profondes du combustible nucléaire irradié proposé et la façon dont l'Agence d'évaluation d'impact du Canada et la Commission canadienne de sûreté nucléaire collaborent pour l'évaluer.

Cet épisode passe en revue le résumé de la description initiale du projet de la Société de gestion des déchets nucléaires, qui explique en quoi consiste le projet et pourquoi il est proposé, indique certains des impacts potentiels déjà identifiés et précise les mesures réglementaires importantes existantes visant à assurer la sécurité des communautés et de l'environnement. Découvrez comment la Nation ojibwée du lac Wabigoon et le canton d'Ignace participent et comment vous pouvez prendre part à l'évaluation intégrée.

Le résumé audio est disponible sur les plateformes suivantes :

Spotify: <https://rebrand.ly/0yv2fmx>

Apple: <https://rebrand.ly/w8q5taa>

Amazon: <https://rebrand.ly/ifb7sas>

* Ce résumé audio a été préparé à titre d'outil supplémentaire d'engagement du public afin de favoriser l'accessibilité et la participation. La description initiale du projet a été préparée par le promoteur et ne constitue pas un document de l'Agence d'évaluation d'impact du Canada. La fourniture de ce résumé audio n'indique pas un soutien ou une opposition au projet; il est offert uniquement pour aider le public à examiner le matériel et à soumettre des commentaires. Les résumés audios sont générés à l'aide d'outils d'intelligence artificielle afin de produire la narration et le ton conversationnel. Bien que la voix et la présentation soient générées par l'IA, les informations présentées sont basées sur des faits vérifiés. Tous les

efforts sont faits pour assurer l'exactitude, la clarté et la neutralité, conformément aux normes de communication du gouvernement du Canada. En cas de divergence entre un résumé audio et le document officiel écrit, la version écrite doit être considérée comme la source faisant autorité.

Pour plus d'information sur l'évaluation intégrée pour le projet, visitez la page du projet sur le Registre canadien d'évaluation d'impact: <https://iaac-aeic.gc.ca/050/evaluations/proj/88774?culture=fr-CA>

Si vous avez des questions, veuillez communiquer avec l'AEIC à l'adresse suivante :
nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca.

Sincèrement,

Équipe d'évaluation intégrée du projet de dépôt souterrain en couches géologiques profondes
du combustible nucléaire irradié du Canada

Agence d'évaluation d'impact du Canada / Gouvernement du Canada

nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca

Si vous ne souhaitez plus recevoir de notifications concernant les mises à jour de ce projet et désirez être retiré de la liste de distribution, veuillez nous contacter par courriel à :

nuclearwaste-dechetsnucleaires@iaac-aeic.gc.ca.



November LRCA Board Meeting
Lakehead Region Conservation Authority
November 26, 2025, at 4:30 PM
130 Conservation Road/Microsoft Teams

Members Present:

Albert Aiello (part of meeting), Donna Blunt, Rudy Buitenhuis, Dan Calvert, Sheelagh Hendrick, Greg Johnsen, Brian Kurikka

Members Present Virtually:

Grant Arnold, Robert Beatty, Jim Vezina

Members Not Present:

Trevor Giertuga

Also Present:

Tammy Cook, Chief Administrative Officer

Mark, Ambrose, Finance Manager

Ryne Gilliam, Lands Manager

Melissa Hughson, Watershed Manager

Ryan Macket, 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: #124/25

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

3. DISCLOSURE OF INTEREST

None.

4. MINUTES OF PREVIOUS MEETING

THAT: the Minutes of the Lakehead Region Conservation Authority Ninth Regular Meeting held on October 29, 2025 be adopted as published.

Motion: #125/25

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

THAT: the Minutes of the Lakehead Region Conservation Authority's Special Meeting held on November 17, 2025 be adopted as published

Motion: #126/25

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

5. IN-CAMERA AGENDA

THAT: we now go into Committee of the Whole (In-Camera) at 4:35 p.m.

Motion: #127/25

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

THAT: we go into Open Meeting at 5:03 p.m.

Motion: #128/25

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

THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority October 29, 2025 meeting be adopted as published.

Motion: #129/25

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

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.1. Proposed regional consolidation of conservation authorities and Bill 68 Schedule 3

Members reviewed and discussed Bill 68, Plan to Protect Ontario (Budget Measures), 2025 (No.2), and Schedule 3 related to the proposed regional consolidation of conservation authorities and the proposal for the formation of the Ontario Provincial Conservation Agency.

With Respect to the posting by the Ministry of the Environment, Conservation and Parks Environmental Registry Notice No. 025-1257 ("Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities"), proposing to reduce Ontario's 36 conservation authorities to 7 regional entities as part of a broader restructuring that would create a new Ontario Provincial Conservation Agency to provide centralized oversight and direction under the Conservation Authorities Act;

AND THAT *under this proposal, the Lakehead Region Conservation Authority (LRCA) would be merged into a new "Huron-Superior Regional Conservation Authority" together with:*

- *Grey Sauble Conservation*
- *the Saugeen Valley Conservation Authority*
- *the Maitland Valley Conservation Authority*
- *the Ausable Bayfield Conservation Authority*
- *the Nottawasaga Valley Conservation Authority*
- *the Lake Simcoe Region Conservation Authority*

forming a single organization encompassing the eastern shores of Lake Huron, the southern shores of Georgian Bay, Lake Simcoe, and the western shores of Lake Superior in Northwestern Ontario;

AND THAT *the LRCA Board acknowledges and supports the Province's goals of improved efficiency, consistency and fiscal prudence in conservation delivery,*

AND THAT *the Lakehead Region Conservation Authority is a self-sufficient entity that is accountable to its member municipalities;*

- *financially resilient;*
- *consistently processes permits in less than 7 days;*
- *operates in the City of Thunder Bay that has exceeded their housing target by 143%;*
- *has modern financial and IT processes that prioritize security and redundancy; and*
- *is a locally recognized leader in the conservation and protection of the Lakehead Watershed; and*
- *all staff are front line workers;*

AND THAT *the Board further recognizes that the Lakehead Region Conservation Authority is unique as it does not abut any other Conservation Authority and solely serves Northwestern Ontario communities that face vastly different climatic, hydrological, geographic and infrastructure realities, and would be disconnected to the proposed larger overarching administrative structure that is physically based 1,500 kilometres from the north with 72 other municipalities;*

The Board finds that the proposed “Huron-Superior Region” configuration would :

- *Create a geographically vast and administratively complex entity, joining Northwestern Ontario with fast-growing Southern Ontario municipalities that are 1,300-1,500 kilometres apart with no shared watershed connection or economic alignment;*
- *dilute local accountability and municipal partnership, contrary to the principle that decisions are best made at the local level;*
- *generate substantial transition costs — including human-resources integration, governance restructuring, IT migration and policy harmonization, rebranding — that would divert resources from front-line service delivery and delay measurable outcomes, contrary to the Province’s business-planning principles of value for money, cost containment and service continuity; and*
- *risk greater uncertainty and delay for builders, developers and farmers, as local permitting offices and staff familiar with local conditions are replaced by distant regional structures, making it harder for applicants to obtain timely local advice, resolve issues or expedite housing and infrastructure approvals that support the Province’s “Get It Done” agenda;*

THEREFORE BE IT RESOLVED THAT:

The Board of Directors is opposed to the proposed “Huron-Superior Regional Conservation Authority” boundary configuration outlined in Environmental Registry Notice 025-1257;

AND THAT *the Board recommends that the Lakehead Region Conservation Authority form the 8th Regional Conservation Authority as the “Northwestern Ontario Regional Conservation Authority”;*

AND THAT *further provincial evaluation is conducted with a more focused specific model as a geographically coherent, cost-effective and locally accountable alternative that advances the government’s priorities of efficiency, red-tape reduction and timely housing delivery;*

AND THAT *the Ministry engage directly with affected municipalities of the Lakehead Region Conservation Authority, before finalizing any consolidation boundaries or legislative amendments;*

AND THAT *this resolution, with a letter from the Chair, be forwarded to the Environmental Registry of Ontario consultations and to:*

- *the Minister of the Environment, Conservation and Parks and his Opposition critics;*
- *local Members of Provincial Parliament;*
- *local Members of Parliament;*
- *the Association of Municipalities of Ontario;*
- *Conservation Ontario;*
- *All local municipalities; and*
- *All Conservation Authorities in Ontario.*

Motion: #130/25

Motion moved by Sheelagh Hendrick and motion seconded by Brian Kurikka. **CARRIED.**

7. CORRESPONDENCE

7.1. Arthur Shewchuk Memorial Bursary

It was noted that the 2024-2025 recipient of the Arthur Shewchuk Memorial Bursary was Destiny Eissner who is enrolled in the Bachelor of Engineering (Chemical) program.

8. STAFF REPORTS

8.1. WM-01-2025 Conservation Areas Water Quality Report 2025

Members reviewed and discussed Staff Report WM-01-2025 related to the 2025 Conservation Areas Water Quality Report.

THAT: the Staff Report WM-01-2025 be received AND FURTHER THAT the Conservation Area Water Monitoring Program will continue in 2026.

Motion: #131/25

Motion moved by Albert Aiello and motion seconded by Dan Calvert. **CARRIED.**

8.2. 2025 Stewardship Program Project Summary

Members reviewed and discussed Staff Report STEW-02-2025 which summarized the 2025 Stewardship Program.

THAT: Staff Report STEW-02-2025 be received.

Motion: #132/25

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

9. CHIEF ADMINISTRATIVE OFFICER'S REPORT

9.1. Monthly Treasurer's Report

Members were provided with the Monthly Treasurer's Report for October's Administration and Capital.

9.2. Final 2026 Budget

Members reviewed and discussed the 2026 Budget and Levy.

THAT: the 2026 Budget levy apportionment as outlined in Version 2.0 of the Lakehead Region Conservation Authority Final Budget be approved **AND FURTHER THAT** a copy of the final budget will be provided to the Minister of Environment, Conservation and Parks and all Member Municipalities.

Recorded Weighted Vote:

Municipality	Member	Vote %	Vote
Conmee	Grant Arnold	1.54%	Yes
Dorion	Robert Beatty	1.03%	Yes
Gillies	Rudy Buitenhuis	0.88%	Yes
Neebing	Brian Kurikka	7.87%	Yes
O'Connor	Jim Vezina	1.65%	Yes
Oliver Paipoonge	Dan Calvert	19.30%	Yes
Shuniah	Donna Blunt	17.73%	Yes
Thunder Bay	Sheelagh Hendrick	12.50%	Yes
Thunder Bay	Trevor Giertuga	12.50%	Absent
Thunder Bay	Albert Aiello	12.50%	Absent
Thunder Bay	Greg Johnsen	12.50%	Yes

Motion: #133/25

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

THAT: in 2026 the following will be appropriated from the following reserves: Operating Capital Reserve \$30,000; Vehicle and Equipment Reserve \$31,100; Conservation Area Major Maintenance Capital Reserve \$52,300; and Forest Management Reserve \$35,085.

Motion: #134/25

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

THAT: the Lakehead Region Conservation Authority adopts the 2026 Budget Document, Version 2.0 for a total budget of \$3,245,679.

Motion: #135/25

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

9.3. 2026 Board of Directors Meeting Schedule

Members were provided with the 2026 Board of Directors Meeting Schedule.

THAT: the 2026 Board of Directors Meeting schedule is approved.

Motion: #136/25

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

10. PASSING OF ACCOUNTS

THAT: having examined the accounts for the period October 1, 2025 to October 31, 2025 cheque #3690 to #3713 for \$143,101.97 and preauthorized payments of \$153,768.86 for a total of \$296,870.83, we approve their payment.

Motion: #137/25

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

11. REGULATORY ROLE

Members were provided with the Plan Review program comments and Section 28 permits issued since last meeting.

12. PROJECTS UPDATE

12.1. Communications Manager Projects Update

Members were provided with an update on the 2025 Holiday gathering and the LRCA fundraising calendar.

12.2. Lands Manager Projects Update

Members were provided with a verbal update on the Mills Block Redevelopment project.

12.3. Watershed Manager Projects Update

It was that the CAO, Watershed Manager and Watershed Biologist attended the Latornell Conservation Symposium on November 3-4, 2025, in Toronto. The Symposium is an annual event co-hosted by Conservation Ontario and the University of Guelph.

It was noted that the Drinking Water Source Protection Program (DWSP) Manager (Watershed Manager) attended the Ministry of the Environment, Conservation and Parks (MECP) DWSP – Conservation Ontario – Program Manager Meeting held on November 19-20, 2025, in Cambridge Ontario.

It was noted that the Neebing-McIntyre Floodway Sediment Removal Project is in progress and on schedule.

It was noted that sampling under the Provincial Ground Water Monitoring Network (PGMN) program was completed for 2025.

It was noted that the IT/GIS Specialist, Environmental Planner and Planning and Regulations Technician attended the Regional Provincial Water Quality Monitoring Network meeting on November 5, 2025, in Sudbury. It was also noted that the LRCA has volunteered to participate in PWQMN's winter sampling program for 2025/2026. The first winter sampling day will occur in early December.

13. NEW BUSINESS

None.

14. NEXT MEETING

A Special Meeting will be held on December 16, 2025, at 4:00 p.m.


The following meeting will be held on January 28, 2026, at 4:30 p.m., which will be the Annual General Meeting and elections. Location will be off site due to planned renovations at the Administrative Office.

15. ADJOURNMENT

THAT: the time being 5:47 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #138/25

Motion moved by Brian Kurikka and motion seconded by Dan Calvert. **CARRIED.**


Chair


Chief Administrative Officer



LAKEHEAD REGION
CONSERVATION AUTHORITY

Special LRCA Board Meeting

Lakehead Region Conservation Authority

December 16, 2025, at 4:00 PM

130 Conservation Road/Microsoft Teams

Members Present:

Albert Aiello, Robert Beatty, Donna Blunt, Rudy Buitenhuis, Dan Calvert, Trevor Giertuga, Sheelagh Hendrick, Brian Kurikka, Jim Vezina

Members Present Virtually:

Grant Arnold

Members Not Present:

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

Hassaan Basit, Chief Conservation Executive, Ontario Provincial Conservation Agency

Samantha Yew, Ontario Provincial Conservation Agency

1. CALL TO ORDER

The Chair called the meeting to order at 4:00 p.m.

The Chair introduced special guests Hassaan Basit, Chief Conservation Executive, Ontario Provincial Conservation Agency and Samantha Yew, Ontario Provincial Conservation Agency

2. ADOPTION OF AGENDA

THAT: the Agenda be adopted as published.

Motion: #139/25

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

3. DISCLOSURE OF INTEREST

None.

4. CORRESPONDENCE

Members received correspondence from LRCA's Member Municipalities: Municipality of Shuniah, Township of O'Connor, Township of Dorion, City of Thunder Bay, Municipality of Neebing, Township of Conmee and Municipality of Oliver Paipoonge who had passed resolutions related to the proposed boundaries for the regional consolidation of Ontario's conservation authorities as outlined in Environmental Registry of Ontario posting ERO #025-1257. All resolutions opposed the consolidation of the LRCA within the proposed "Huron-Superior Regional Conservation Authority" and supported the LRCA becoming the "Northwestern Ontario Regional Conservation Authority".

Correspondence was also received from the Northern Ontario Large Urban Mayors (NOLUM), Thunder Bay Chamber of Commerce and the Northwestern Ontario Municipal Association (NOMA) also related to the proposed boundaries for the regional consolidation of Ontario's conservation authorities as outlined in Environmental Registry of Ontario posting ERO #025-1257, supporting the LRCA's position to not consolidate and become the Northwestern Ontario Regional Conservation Authority.

5. CHIEF ADMINISTRATIVE OFFICER'S REPORT

It was noted that on Friday, December 11, 2025, CAO Tammy Cook, Chair Donna Blunt and Vice-Chair Jim Vezina participated in a Zoom Meeting with the Honourable Todd McCarthy, Minister of Environment, Conservation and Parks, and the Honourable Kevin Holland, Associate Minister of Forestry and Forest Products and four of their staff, to discuss Environmental Registry of Ontario posting ERO #025-1257 – Proposed boundaries for the regional consolidation of Ontario's conservation authorities. LRCA advised of their passed resolution opposing the current boundary configuration of Huron-Superior Regional Conservation Authority and their recommendation that the LRCA form the "Northwestern Ontario Regional Conservation Authority". Rational to support the position was also provided during the meeting.

During the Special Meeting, Mr. Hassaan Basit, Chief Conservation Executive, Ontario Provincial Conservation Agency gave an overview of the new Ontario Provincial Conservation Agency (OPCA). He also discussed the proposed consolidation of Ontario's 36 Conservation Authorities and the Environment Registry of Ontario posting ERO #025-1257 – Proposed boundaries for the

regional consolidation of Ontario's conservation authorities. LRCA staff and Board Members advised of LRCA's position on the posting and the rationale for why the province is encouraged to support the request.

6. NEXT MEETING

The next meeting will be held on January 28, 2025 at 4:30 p.m.

7. ADJOURNMENT

THAT: the time being 4:48 p.m. AND FURTHER THAT there being no further business we adjourn.

Motion: #140/25

Motion moved by Dan Calvert and motion seconded by Albert Aiello. **CARRIED.**


Chair


Chief Administrative Officer

Thunder Bay District Veterinary Services Committee

**Thunder Bay District Veterinary
Services Committee
Annual Meeting
March 5, 2026
7:30 pm
Board Room at Thunder Bay Co-op Farm Supplies**

Agenda

1. Call to Order
2. Minutes of the Last Annual Meeting
3. Business Arising from the Minutes
4. New Business
5. Financial Statement
6. Elections
7. Adjournment

For more information, contact Kelly Maki, Secretary-Treasurer, (807) 707-1766

***Chairman: Carly Torkkeli, 22 Connolly Rd, O'Connor ON, P0T 1W0.
Secretary: Kelly Maki, 840 Pass Lake Rd E, Pass Lake ON, P0T 2M0***

Thunder Bay Veterinary Services Committee Annual Meeting

7:30 pm

March 20, 2025

Thunder Bay Co-op Farm Supplies

Present:	Peter Aalbers	Chair
	Kelly Maki	Secretary
	Tim Janssens Jr.	Vice-Chair
	Bruce Forrest	Beef Farmers of Thunder Bay
	Jason Reid	Beef Farmers of Thunder Bay
	Bernie Kamphof	Municipality of Oliver Paipoonge
	Chris Kresack	Municipality of Conmee
	Rudy Buitenhuis	Township of Gillies
	Carly Torkkeli	Township of O'Connor

1. Call to Order

The Chair welcomed the group and called the meeting to order at 7:35 pm. It was moved by C.Kresack and seconded by T. Janssen Jr that the agenda be accepted.

Carried

2. Minutes of Last Annual Meeting

The Minutes of the Last Annual Meeting held March 19, 2024 was discussed. It was moved by C.Kresack and seconded by T. Janssen Jr that the Minutes be approved.

Carried

3. Business Arising from the Minutes

4. New Business

Discussion regarding current financial structure of the NPAHN program and started a conversation on ways to increase the allocated funds to maintain large animal veterinary services in remote areas. Motion by T. Janssen Jr and seconded by C.Kresack. For the 2026 AGM the reviewed and updated by R. Buitenhuis, B. Kamphof, and B. Forrest.

Carried

Motion by R. Buitenhuis and seconded by B.Forrest to have half the contract go to Dr. Dan Matyasovszky and half contract to another vet to keep the program running. A vet has been submitted, but MND has not accepted as of this date.

First, a letter will be submitted to NPAHN and MND that the Slate River Veterinary Services has room for a second contract. A second letter will be wrote up to have written support from the serviced municipalities and townships in the surrounding area. A third letter (with information packages) and possible meeting to be sent to Kevin Holland and Lise Vaugeois in regards to the matter. Motion by T. Janssen Jr and seconded by C.Kresack.

Carried

5. **Chairs Report**

NPAHN AGM was held via Zoom/in attendance with 28 delegates

New NPAHN board 2025/2026

Charles Regele Chair

Peter Aalbers Vice

Godfrey Tyler

Dave McGonegal

Selina Rodgers

Gord Mitchell secretary/treasurer of NPAHN will be retiring

In 2024 there were 11 summer externship students - though they enjoyed their externship in our program area and realized that the contact vets are overworked. One will be working in the north in a small animal clinic and 3 others were offered a mixed practice position, but most will be in small animal clinics. 50 % of them appreciated the financial support that we gave them, and some did not know that NPAHN offered an additional support over the University payments for the 8-week program. Lance had heard that OMAFRA will be discontinuing the financial support to OVC – he said that maybe NPAHN should be re-thinking their level of financial support for the summer externship program that we now give \$14,000. It was suggested that NPAHN should attend one the OVC externship meeting at OVC to tell our story and why we need them to come to get some experience in the northern clinics.

The future externship experiences are going to be split into 2 – 4-week sessions to give the vet students experience in calving and processing cattle to pasture or to the sale. There will be 8 externship students in 2025.

There are 11 signed up for summer externships here in our program area in 2024.

Lakehead University, Thunder Bay - 20 students, with an emphasis on northern and aboriginal students to start their training - 2 years in Thunder Bay and 2 years in Guelph – is delayed start to 2026. Structures are not ready at the University yet. The average entrance is 93% - it has been demonstrated that below that % students cannot handle the science course load.

Had three speakers from northern Ontario to do presentations. Bill & Jenny Groenheide – Tarrymore farms, Jason and Trudy Reid – Reidridge Farm, and Mike Visser – My Pride Farm.

There isn't much of a VAP update, or a timeline of when the VAP review will be completed. Some notes from MND Email:

- In order to inform next steps for the Veterinary Assistance Program (VAP), the Ministry of Northern Development is considering feedback from engagement activities, and alignment with government priorities and directives.
- The program will continue to operate as usual while the ministry finalizes a path forward.
- The ministry will communicate the outcomes of the VAP review and path forward once complete.

Carried

6. **Financial Statement**

The financial statement for the year ending December 31, 2024 was reviewed. Statements were reviewed by Carly Torkkeli and Tim Janssens Jr. It was moved by T. Janssens Jr and seconded by C. Kresack that the financial statement be accepted.

Carried

Motion to submit payment:
P. Aalbers honorarium of \$500
K. Maki bookkeeping services of \$553.70
NPAHN enrollment fee of \$1,000

It was moved by J.Reid and seconded by T. Janssens Jr.

Carried

Moved by P.Aalbers and seconded by B.Forrest that Tim Janssens Jr. and C. Kresack review 2025 Financial Statements.

Carried

Motion to appoint Dr. Dan Matyasovszky as our vet for the 2025/26 year was moved by R. Buitenhuis and seconded by J.Reid. *Carried*

7. Elections

K. Maki held elections. The positions of Chair and Vice-Chair were declared vacant. The following positions were filled:

Chair: C. Torkkeli

Vice-Chair: P. Aalbers

Board Members: C. Kresack
 B. Kamphof
 B. Forrest
 J. Reid
 T. Janssen Jr
 R. Buitenhuis

Motion to accept the elected board was made by P. Aalbers and seconded by T.Janssens Jr.

Carried

Motion by B.Kamphof and seconded by J.Bakker that the delegate to the 2024 AGM is Carly Torkkeli with alternate of Tim Janssen Jr.

Carried

Motion to approve signing authority to Carly Torkkeli and remove Peter Aalbers. Moved by C. Kresack and seconded by R. Buitenhuis

Carried

Adjournment

MINUTES OF MEETING NOT YET APPROVED.

From: [Ontario Human Rights Commission](#)
To: [Patricia Maxwell](#)
Subject: Two Years On: Addressing Anti-Black Racism in Policing
Date: February 5, 2026 4:44:50 PM

[View in Browser](#)



Two Years On: Addressing Anti-Black Racism in Policing

On December 14, 2023, the Ontario Human Rights Commission (OHRC) released [From Impact to Action: Final report into anti-Black racism by the Toronto Police Service \(TPS\)](#). The OHRC's findings were clear; **systemic racial discrimination, racial profiling, and anti-Black racism are within the Toronto Police Service**. Systemic discrimination and racial profiling infringe human rights and have a harmful impact on to Black

communities.

The OHRC initiated this inquiry under its authority of the *Human Rights Code* (*Code*) to help identify and promote the elimination of discriminatory practices and anti-Black racism in policing. This problem has been recognized and documented for decades. The *Code*, which has primacy over all provincial legislation in Ontario, **prohibits discrimination in several areas of service, including policing.**

The report includes over 100 recommendations to tackle systemic racial discrimination, with meaningful actions for the TPS and the Toronto Police Services Board (TPSB) to improve outcomes for Black communities. It also recommends that the TPS and the TPSB work with the OHRC to develop a legally enforceable framework to guide the implementation of the recommendations.

“The findings of the inquiry were clear: Black people face systemic discrimination, racial profiling and anti-Black racism in policing,” said Patricia DeGuire, Chief Commissioner. “While some progress has been made over the past two years, the OHRC calls on the TPS and the TPSB to accelerate efforts to address anti-Black racism, finalize the implementation framework, and deliver on the promise of systemic change.”

Community involvement is essential for transparency and accountability, ensuring lasting change in addressing anti-Black racism in policing.

The need for immediate action, transparency, and accountability was affirmed in the TPSB’s recent report, *“What We Heard, Insights Informing the Strategic Plan for Policing in Toronto.”* That report notes that Black communities continue to voice concerns regarding racial profiling.

Guided by the *Code*, the OHRC remains steadfast in its commitment to work with the TPS, the TPSB, and Black communities to address anti-Black racism and to ensure the recommendations in the report lead to real, measurable progress.

Media contacts:

Nick Lombardi
Senior Strategic Communications Advisor
Ontario Human Rights Commission
Email: nick.lombardi@ohrc.on.ca

Deux ans plus tard : lutter contre le racisme envers les personnes noires dans les services de police

Le 14 décembre 2023, la Commission ontarienne des droits de la personne (CODP) a publié le rapport intitulé [*De l’impact à l’action : Rapport final sur le racisme envers les personnes noires par le service de police de Toronto.*](#) Les conclusions de la CODP

étaient claires : **la discrimination raciale systémique, le profilage racial et le racisme envers les personnes noires existent au sein du service de police de Toronto.** La discrimination systémique et le profilage racial constituent une violation des droits de la personne et entraînent des répercussions néfastes sur les communautés noires.

La CODP a lancé cette enquête en vertu des pouvoirs qui lui sont conférés par le *Code des droits de la personne* (le Code) afin de contribuer à cerner les pratiques discriminatoires et le racisme envers les personnes noires dans les services de police et à en favoriser l'élimination. Ce problème est reconnu et documenté depuis des décennies. Le Code, qui a préséance sur toutes les lois provinciales en Ontario, **interdit la discrimination dans plusieurs secteurs de services, y compris les services de police.**

Le rapport comprend plus de 100 recommandations visant à lutter contre la discrimination raciale systémique, avec des mesures concrètes pour le service de police de Toronto (SPT) et la Commission des services policiers de Toronto (CSPT), afin d'améliorer la situation des communautés noires. Il recommande également que le SPT et la CSPT collaborent avec la CODP afin d'élaborer un cadre juridiquement contraignant pour guider la mise en œuvre des recommandations.

« Les conclusions de l'enquête sont claires : les personnes noires sont victimes de discrimination systémique, de profilage racial et de racisme dans le cadre des activités policières, a déclaré Patricia DeGuire, commissaire en chef. Bien que certains progrès aient été réalisés au cours des deux dernières années, la CODP invite le SPT et la CSPT à intensifier leurs efforts pour lutter contre le racisme envers les personnes noires, finaliser le cadre de mise en œuvre et tenir leur promesse d'un changement systémique. »

La participation communautaire est essentielle pour garantir la transparence et la responsabilité, et assurer un changement durable dans la lutte contre le racisme envers les personnes noires au sein des services de police.

La nécessité de prendre des mesures immédiates et d'assurer la transparence et la responsabilisation a été confirmée dans le récent rapport de la CSPT, intitulé *What We Heard, Insights Informing the Strategic Plan for Policing in Toronto* (en anglais seulement). Ce rapport souligne que les communautés noires continuent d'exprimer leurs préoccupations concernant le profilage racial.

Guidée par le Code, la CODP reste fermement résolue à collaborer avec le SPT, la CSPT et les communautés noires afin de lutter contre le racisme envers les personnes noires et de veiller à ce que les recommandations du rapport débouchent sur des progrès réels et mesurables.

Renseignements pour les médias :

Nick Lombardi
Conseiller principal en communications stratégiques
Commission ontarienne des droits de la personne
Courriel : nick.lombardi@ohrc.on.ca

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.*

All personal information we hold is governed by the [Freedom of Information and Protection of
Privacy Act](#)

Ontario Human Rights Commission
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For all inquiries, please contact us at: communications@ohrc.on.ca

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

Date: February 10, 2026

To: Mayor and Council

Subject: Operational Service Complaint and Request Policy

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

RECOMMENDATION:

That Council approve the Operational Complaint and Service Request Policy as presented, and that staff continue implementing the supporting administrative systems to ensure consistent logging, tracking, and resolution of operational complaints and service requests. The policy also clarifies the process for Council members who receive complaints or service requests directly, ensuring they are forwarded to Administration for centralized intake and tracking.

BACKGROUND:

Council previously directed the Clerk to prepare a formal policy to guide the receipt and management of operational complaints and service requests. Although the Township has traditionally handled such matters as they arise, the absence of a formalized policy has made it difficult to ensure consistent intake procedures, standardized documentation, and clear communication with residents. The need for a structured approach has become more pronounced as residents expect timely follow-up, particularly during periods of high operational demand such as winter road maintenance. A formal policy also aligns the Township's practices with recommendations from the Ontario Ombudsman and supports legislative obligations under MFIPPA and the Township's Records Retention By-law.

The purpose of the new policy is to provide clarity for staff and residents by explicitly outlining expectations for intake, tracking, investigation, communication, and closure. It also introduces consistent internal processes so that all complaints and service requests, whether submitted with or without identifying information, are handled in a timely, accountable, and transparent manner.

During stakeholder review, it was also identified that the Township required a clear procedure for how Members of Council should handle operational complaints received directly from residents

DISCUSSION:

The Operational Complaint and Service Request Policy introduces a structured approach for managing submissions from the public. It clarifies that complaints may be received by email, telephone, in person, or through staff or Council, and that anonymous complaints will be accepted and assessed to the extent possible. The policy also now clarifies the required process

when operational complaints or service requests are submitted directly to Members of Council. In such cases, Council members will forward the information to the Administration Office by email on the same business day so that it can be logged and routed through the standard intake system. This ensures that all operational matters, regardless of point of entry, are managed consistently and centrally, in accordance with the Township's accountability and recordkeeping standards.

Under the policy, the Administration Office is responsible for central logging and routing, which creates a single point of coordination for ensuring that concerns are directed to the appropriate department. Departments are responsible for investigating the matter, recording the steps taken, and reporting the outcome back to the Administration Office so that files can be formally closed. The policy also confirms that complainant identity is protected unless disclosure is necessary due to safety requirements or site access considerations.

To support implementation of the policy, the Clerk has developed an Excel-based Complaint and Service Request Tracking Registry. This registry captures all required details, including the nature and location of the concern, whether the complainant has consented to the sharing of their identity, the assigned department and staff, the routing date, the status of the file, and a record of the actions taken. This tool provides a complete administrative history for each file and ensures that all required information is readily available for staff follow-up, MFIPPA requests, or potential Ombudsman reviews. Importantly, because the registry is structured and updated continuously, it *automatically* generates the anonymized annual summary required under the policy, eliminating the need for manual compilation and improving administrative efficiency.

In addition to developing the tracking registry, the Clerk reviewed the Township's existing Complaint and Service Request binder to ensure it integrates smoothly with the new system. The binder has served as the Township's primary internal tool for tracking operational concerns and has always been maintained in chronological order with forms cross-referenced by date. While this method has been reliable, it functioned as the sole mechanism for complaint tracking. With the introduction of the new Excel-based registry, the binder will now work in tandem with a more robust and searchable electronic system. As new submissions are processed under the policy, any supporting documentation, such as emails, photographs, or internal notes, will be filed appropriately. This combined approach preserves the practicality of the binder while introducing a more modern and efficient tracking method that enhances accessibility, supports consistent follow-up, and strengthens overall record-keeping practices.

The Township has already begun implementing the new system, with several recent winter maintenance-related concerns being logged and processed under the new framework. These early examples demonstrate that the policy and tracking system provide a practical and effective method for documenting actions taken, communicating outcomes to residents, and maintaining clear administrative records.

Staff will continue to monitor the implementation of the policy and adjust as needed. Additional staff training and periodic procedural reviews will ensure that the Township maintains a consistent and transparent process for managing operational concerns.

Sample of anonymous survey to date:

Complaint & Service Request Register — Summary

As of:

2026-01-26 19:43

Metric	Formula / Value
Total entries	3
Open	0
In Progress	1
Deferred	0
Closed	2
No Jurisdiction	0
High Priority (Open/In Progress)	0

CORPORATION OF THE TOWNSHIP OF CONMEE

OPERATIONAL COMPLAINT & SERVICE REQUEST POLICY
Policy # 2026-001**Created: January 26, 2026****Reviewed:****1.0 POLICY STATEMENT**

The Township of Conmee is committed to providing timely, fair, and consistent responses to all operational complaints and service requests submitted by the public. All complaints and service requests, whether submitted with or without the complainant's identity, shall be logged by date, routed appropriately, addressed within reasonable service timelines, and documented in accordance with applicable legislation and Township policies. Anonymous complaints shall not be dismissed solely due to lack of identifying information.

2.0 PURPOSE

The purpose of this policy is to establish a standardized process for receiving, documenting, routing, tracking, responding to, and closing operational complaints and service requests. This ensures continuity, accountability, transparency, and compliance with Ombudsman best practices.

3.0 SCOPE

This policy applies to all operational complaints and service requests submitted by residents, visitors, or businesses. It applies to all Township staff, Council members, volunteers, and contractors involved in receiving or responding to operational complaints and service requests.

Exceptions: This policy does not apply to Council Member conduct complaints addressed under the Code of Conduct Complaint Policy, nor to workplace harassment, violence, or discrimination matters addressed under the Township's Violence, Harassment and Discrimination in the Workplace Policy.

4.0 RESPONSIBILITY

Council: Oversees implementation of this policy and receives yearly anonymized complaint metrics.

Administration Office: Primary intake and registry; logs by date; routes to appropriate departments; issues acknowledgements and closure notices when contact information is available; maintains all records.

Department Leads: Investigate and resolve complaints; document actions; return outcomes to Administration Office.

All Staff & Council: Must forward complaints to the Administration Office promptly or complete the Request/Complaint Form when receiving complaints directly.

5.0 DEFINITIONS

Anonymous Complaint: A complaint submitted without identifying information; accepted and assessed to the extent possible.

Anonymous Information: Tip or concern without contact information; logged but limited follow-up.

Complaint: Expression of dissatisfaction about a municipal program, service, or action where a response is expected.

Service Request: A request for a specific service such as grading, sanding, or maintenance.

6.0 PROCEDURE

6.1 Intake

Complaints may be submitted by email, phone, in-person, or via staff/Council. Staff receiving complaints directly shall complete a Request/Complaint Form and forward it to the Administration Office the same business day.

Anonymous complaints must be accepted. Lack of complainant identity shall **not** be used as a reason to dismiss or ignore a complaint. Anonymous complaints shall be assessed and addressed to the extent possible.

6.1.1 Examples of Anonymous Complaint Scenarios

Anonymous complaints may include, but are not limited to:

- A resident reports that a staff member spoke rudely to them but fears retaliation.
- A resident observes improper equipment use by Public Works and wishes to remain anonymous.
- A neighbour reports a municipal vehicle speeding but does not want involvement.
- A resident expresses dissatisfaction with snow clearing but prefers not to disclose their name.

6.1.2 Resident-Against-Resident Complaints

Complaints made by one resident about another resident shall be logged; however, the Township does not mediate private interpersonal or civil disputes between individuals.

Where the complaint does relate to municipal authority, including Township services, bylaws, road safety, fire safety, or use of municipal property, it will be routed to the appropriate department for assessment and action.

Where the complaint relates to a private dispute outside municipal jurisdiction, such as:

- personal disagreements,
- personality conflicts,
- arguments between neighbours,

- property line disagreements,
- disputes regarding landscaping, fences, or trees on private property,

the complaint will be recorded as “No municipal jurisdiction” and the complainant will be referred to the appropriate authority, such as the OPP or independent legal counsel.

Anonymous resident-against-resident complaints will be reviewed only to determine whether any part of the report falls under municipal jurisdiction (e.g., bylaw, roads, fire safety). If not, the matter will be recorded and closed.

6.1.3 Complaints or Service Requests Submitted Directly to Council Members

From time to time, residents may contact individual Members of Council directly regarding operational complaints or service requests. To ensure consistent intake, proper documentation, and centralized recordkeeping, the following process applies:

Council members shall forward any operational complaint or service request they receive to the Administration Office by email on the same business day.

The email shall include all information provided by the resident, including the nature of the concern, the location, and any details necessary to allow Administration to log and route the matter appropriately.

Council members shall not:

- investigate operational matters,
- provide direction to staff,
- commit to actions on behalf of the Township, or
- retain copies of operational complaint information.

All complaints and service requests forwarded by Council will be logged, routed, tracked, investigated, and closed by the Administration Office in accordance with Sections 6.2 through 6.4 of this policy.

Council may advise residents that operational matters are processed centrally through the Administration Office to ensure timely follow-up, accurate tracking, and accountability.

6.2 Logging (Administration Office)

1. Create a new dated entry in the Complaint & Service Request Register.
2. Record: date/time received; method of intake; complainant name/contact (unless anonymous); location; description of issue; category(i.e. Roads, Facilities, Bylaw); consent flag for identity sharing; priority.
3. Save entry—the DATE is the identifier.
4. Attach photos/documents as applicable.
5. Send acknowledgement to complainant referencing date and issue summary.
6. Route to responsible department lead and record the assignment.

6.3 Department Action

Departments shall investigate, document actions, collect evidence if applicable, update registry notes, and notify the Administration Office when the matter is resolved.

6.4 Closure

The Administration Office issues a written closure notice to the complainant (either regular mail or email). Anonymous complaints are logged internally once the matter is assessed and addressed to the extent possible.

6.5 Confidentiality

The identity of complainants is not shared with operational staff unless required for safety or site access.

The Township recognizes that individuals may hesitate to report concerns, especially regarding staff conduct or neighbour relations.

Anonymous submissions are respected and processed accordingly.

All personal information is handled in accordance with MFIPPA and Records Retention By-law 1167.

6.6 Routing Flowchart

START

1. Complaint/Request received
2. Administrative Office Staff logs by DATE in register
3. Acknowledgement sent (if possible).
4. Is matter VHD or Member conduct?
 - Yes → Follow VHD/Code of Conduct policies → **END**
 - No → Operational Issue
5. Route to Department Lead
6. Department investigates & updates registry
7. Hazard?
 - Yes → Immediate control; frequent updates
 - No → Action per service targets
8. Dept notifies Clerk of completion
9. Clerk closes file & notifies complainant
10. Dispute? Clerk review → Final Response

END

7.0 REVIEW

This policy shall be reviewed at least once per term of Council or as required.

The Clerk will provide an annual anonymized complaint summary to Council as part of the policy review cycle.

8.0 REFERENCES

- Code of Conduct Complaint Policy
- Violence, Harassment and Discrimination in the Workplace Policy
- Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)
- Records Retention By-law (Bylaw 1167)

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

Date: February 10, 2026

To: Mayor and Council

Subject: 2026 Municipal & School Board Election — Voting Method (Turnout Evidence and Options)

File Number: 01-C10-0000 Administrative Activity Reports

Submitted by: Karen Paisley, Clerk

RECOMMENDATION:

That Council receive this report on voter turnout evidence associated with online and telephone voting and provide direction to the Clerk on the preferred voting method for the 2026 Municipal and School Board Election. If Council chooses to proceed with e-voting, the Clerk will prepare the necessary Section 42 Municipal Elections Act by-law for Council's consideration on or before May 1, 2026.

BACKGROUND:

Council directed the Clerk to obtain empirical evidence on whether online and/or telephone voting increases voter turnout prior to determining Conmee's 2026 voting method. To address this, the Clerk analyzed Ontario's municipal election datasets from MMAH for 2014, 2018, and 2022 and reviewed data from this source that lists, by municipality, turnout percentages and whether electronic methods were used. A reconciled 2022 file from AMO was also reviewed to cross-check municipal entries. In addition to the quantitative analysis, the Clerk received anecdotal input from approximately 25 municipalities across the province regarding their recent experiences with voting methods, operational considerations, and perceived impacts on elector participation. Provincial-level turnout context and sector analysis of turnout drivers beyond voting method were reviewed to situate Conmee's decision in the broader environment.

Conmee's current practice is Voting Day only in-person paper voting, without any advance polls. If Council wishes to introduce e-voting, the operational approach proposed by the Clerk is Election-Day-Only e-voting available concurrently with Voting Day paper. This preserves Conmee's staffing model and communications simplicity while providing electors a same-day remote option.

Conmee's turnout has also varied significantly over the last three municipal elections. The Township recorded approximately 32.41% turnout in 2014, 42.09% in 2018, and 30.07% in 2022. These changes follow the same general direction as the provincial pattern, with a peak in 2018 and a decline in 2022, suggesting that local turnout levels were shaped by broader provincial factors rather than the voting method used in Conmee.

DISCUSSION:**What the Ontario data shows about e-voting and turnout.**

Across Ontario, adopting online and/or telephone voting has not reliably increased turnout. In the period when many municipalities first adopted e-voting (2014 to 2018), those that moved to electronic methods did not experience an average turnout increase; at best, their results slightly mitigated the general decline compared to municipalities that remained paper-only. In the subsequent 2018 to 2022 cycle, the province experienced a broad softening in turnout. That decline affected both municipalities that used e-voting and those that did not, indicating that the presence of an electronic channel alone did not offset the downward trend.

Telephone versus Internet-only.

Where both channels are offered, the Ontario data does not show a consistent turnout advantage from adding telephone alongside Internet voting. Differences between telephone-and-Internet and Internet-only configurations are small, vary by community, and are easily overshadowed by local context.

What actually drives turnout.

Turnout is more strongly influenced by factors such as acclamations and the competitiveness of local races. Where no offices are acclaimed, turnout is materially higher; where the head of council is acclaimed, turnout is materially lower. These influences are significantly larger than any differences observed between voting channels. Council should therefore not expect a material turnout change solely from adopting electronic voting.

Anecdotal input from 25 municipalities.

Municipal peers consistently reported that introducing e-voting was well-received by electors as a matter of convenience and accessibility, while some peers did attribute e-voting with increased turnout, most did not attribute higher overall turnout to the method itself. Several clerks emphasized that close, competitive races and strong local issues coincided with higher participation regardless of channel. Others noted that e-voting simplified election-day logistics, reduced lineups at busier times, and provided resilience against poor weather or travel barriers.

Implications for Conmee.

If Council introduces e-voting, it should be adopted for service quality and accessibility rather than on the expectation of higher turnout. Election-Day-Only e-voting would provide a same-day remote option for residents facing travel, weather, shift work, mobility, or caregiving constraints on Voting Day while preserving the familiarity of an in-person paper ballot. For electors without reliable Internet or who prefer in-person voting, the paper ballot remains available at the polling location on Voting Day. If Council wishes to include telephone, it should be viewed as an accessibility accommodation for residents with poor connectivity or limited device access, not as a turnout strategy.

Options**Option A — Paper voting only on Voting Day.**

This option maintains Conmee's historical practice, avoids introducing new systems and procedures, and provides clear, simple communications to electors. It does not, however, address same-day barriers related to weather, mobility, or work schedules.

Option B — Election-Day-Only e-voting (Internet, with or without telephone) plus Voting Day paper.

This option provides a same-day remote channel while retaining paper voting. It supports accessibility, offers operational resilience if conditions impair travel on Voting Day, and keeps administration straightforward. Council should adopt this option for service reasons rather than an anticipated increase in turnout.

Financial Impact

There is no financial impact if Council selects paper-only for the 2026 Municipal and School Board Election.

If Council directs the Clerk to include e-voting on the day of election, the cost will be based on the selected vendor's per-electror pricing. For reference, Intelivote Systems Inc. previously provided a quote to the Township based on an estimated 661 eligible electors, consisting of:

- \$1.25 per elector for e-voting services (Internet and telephone), totaling approximately \$826, and
- \$1.75 per elector for voter instruction letter production and postage, totaling approximately \$1,157.

The combined estimated cost is \$1,983 plus applicable taxes. Final figures will be confirmed in the subsequent by-law and procurement report should Council choose to proceed with an e-voting method.

Next Steps

Upon Council direction, the Clerk will implement the selected option as follows. If Council selects paper-only, the Clerk will finalize Voting Day paper procedures, counting, results, and accessibility plans. If Council selects Election-Day-Only e-voting plus paper, the Clerk will bring forward the Section 42 by-law before May 1, 2026, finalize the integration between the Voters' List and the e-voting system to prevent double voting, complete the Election-Day help-desk and contingency procedures, and publish clear public communications that explain the availability of both channels on Voting Day.

Clerk's Closing Note

This report responds to Council's request for evidence on whether online and telephone voting increase turnout and sets realistic expectations. The Ontario evidence does not support anticipating a turnout increase from the voting channel. If Council wishes to introduce e-voting in Conmee, Election-Day-Only electronic voting paired with Voting Day paper is a practical, accessible service enhancement that preserves local practice and remains straightforward to administer.



OFFICE OF THE CLERK

Phone: (807) 274-5323 | Fax: (807) 274-8479

Mailing Address: 320 Portage Avenue
Fort Frances, ON P9A 3P9Email: town@fortfrances.caWebsite: www.FortFrances.ca

January 26, 2026

Re: Resolution # 2025 - Call on Province of Ontario to Establish an Ontario Airport Capital Assistance Program (OACAP)

On January 12, 2026, Council of the Town of Fort Frances passed the following into resolution:

Whereas the Fort Frances Municipal Airport serves the Town of Fort Frances, the District of Rainy River, and the First Nation communities of the Southern Treaty #3 region; and

Whereas the Fort Frances Municipal Airport plays a vital role in supporting medevac flights, wildfire response operations, business travel, tourism, and the movement of essential goods for the entire region; and

Whereas the termination of scheduled passenger air service in May, 2024 resulted in the loss of eligibility to funding through the federal Airport Capital Assistance Program (ACAP); and

Whereas other provinces, including British Columbia, Saskatchewan, and Alberta, have recognized the importance of regional airports by establishing dedicated provincial funding programs, and Ontario currently does not; and

Whereas maintaining aging airport infrastructure has become increasingly difficult without predictable provincial support; and

Whereas regional airports serve broader provincial and regional interests, and municipalities cannot shoulder the financial burden alone.

Therefore, be it resolved that the Council of the Town of Fort Frances hereby calls upon the Province of Ontario to:

- 1. Establish an Ontario Airport Capital Assistance Program (OACAP) to provide dedicated annual funding for small and regional airports; and*
- 2. Ensure eligibility for a broad range of capital projects, including safety upgrades,*

equipment replacement, and runway maintenance; and

3. Engage municipalities in program design, ensuring local needs and realities are reflected in funding criteria; and

4. Recognize the essential role of airports in medevac and emergency services, especially in remote and northern communities.

Moved by Michael Behan, Seconded by Steven Maki, Carried.

For more information about this resolution, please contact the Office of the Clerk

Chelsea Greig, Municipal Clerk | cgreig@fortfrances.ca

Ally Lewis, Communications Coordinator & Deputy Clerk | alewis@fortfrances.ca

THE CORPORATION OF THE TOWNSHIP OF CONMEE

BY-LAW # 2026-003

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 February 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 10th day of February, 2026.

THE CORPORATION OF THE
TOWNSHIP OF CONMEE

Mayor Sheila Maxwell

Clerk Karen Paisley