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# New Ownership Package




*"Life the way it should be"*

ESTABLISHED  
1888

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45 Beatty Street, Nipissing ON P0H 1W0

 Visit Us: [www.NipissingTownship.com](http://www.NipissingTownship.com)

 Contact Us: 705-724-2144

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## *Township Facilities*

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### **Township Office**

45 Beatty Street  
Nipissing Ontario  
P0H 1W0

### **Office Hours of Operation:**

Monday to Friday  
8:30 AM to 12:00 PM  
12:30 PM to 4:30 PM

Telephone: 705-724-2144

Fax Number: 705-724-5385

Website: [www.NipissingTownship.com](http://www.NipissingTownship.com)

Email: [info@nipissingtownship.com](mailto:info@nipissingtownship.com)

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### **Municipal Garage**

Public Works Department

27 Beatty Street – Public Works Yard

Telephone: 705-724-2194

Email: [roads@nipissingtownship.com](mailto:roads@nipissingtownship.com)

To Report a Road Issue During Weekends,  
Holidays or After Regularly Scheduled Work  
Hours.

Please Email: [roads@nipissingtownship.com](mailto:roads@nipissingtownship.com)



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### **Nipissing Township Museum**

4363 Highway 654

Nipissing Ontario

P0H 1W0

Telephone: 705-724-2938

Email: [museum@nipissingtownship.com](mailto:museum@nipissingtownship.com)

**Open June to September Each Year**



# Recreational Facilities

## Fitness Centre

### Memberships

Memberships available for 1 Month, 3 Months, 6 Months, or 1 Year. Family, Senior, and Student Memberships also available. Please see Website for details: Services - Fitness Centre

\$10.00 Refundable fee for key fob.

For more information or to purchase a membership, please contact the Township Office, 705-724-2144.

Open 24 hours a day, 365 days a year  
Located at **2381 Highway 654**, on the lower level of the  
Township of Nipissing Community Centre

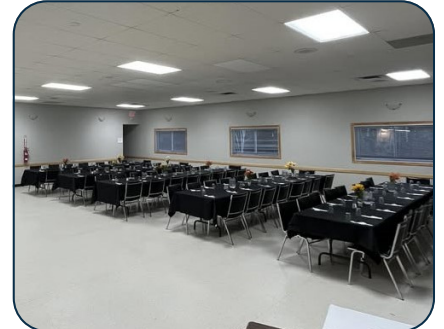


## Township of Nipissing Community Centre

2381 Highway 654

The Community Centre is an accessible venue and can accommodate 130 people for an event. Tables and chairs can be set up as required. There is a commercial grade kitchen available for use with 2 stoves, a fridge, and freezer. Full service of dishes, cutlery, cooking utensils and serving items are included with full rental.

For rental rates visit [www.NipissingTownship.com](http://www.NipissingTownship.com) or by calling 705-724-2144.



## Heritage Park 14 Blake St.

Looking for the perfect spot to enjoy the outdoors in every season?

Heritage Park has you covered! In the summer, bring the kids to explore our vibrant playground or join us for special events that bring the community together. When winter arrives, lace up your skates and glide across our outdoor rink for some frosty fun.

No matter the season, Heritage Park is the place to play and make memories with family and friends. We can't wait to see you there!



# Meet Your Members of Council



Councillor James Scott, Councillor Lisa Chalapenko, Mayor Dave Yemm, Councillor Shelly Foote, & Councillor Steve Kirkey (left to right)

Mayor Dave Yemm - [dyemm@nipissingtownship.com](mailto:dyemm@nipissingtownship.com)

Councillor Shelly Foote - [foote@nipissingtownship.com](mailto:foote@nipissingtownship.com)

Councillor Lisa Chalapenko - [chalapenko@nipissingtownship.com](mailto:chalapenko@nipissingtownship.com)

Councillor Steve Kirkey - [kirkey@nipissingtownship.com](mailto:kirkey@nipissingtownship.com)

Councillor James Scott - [scott@nipissingtownship.com](mailto:scott@nipissingtownship.com)

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## Council Meetings

Council Meetings are held at 2381 Highway 654, at the Township of Nipissing Community Centre. Meetings start at 6:30 P.M.

Meeting schedules, Agendas, Agenda Packages and Minutes are available at: <https://nipissingtownship.com/council-meeting-dates-agendas-minutes/>

All meetings are open to the public and everyone is welcome to attend.

All meetings are Livestreamed to Township of Nipissing YouTube Channel.



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# Staff Directory

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Kris Croskery-Hodgins, Municipal Administrator, Clerk-Treasurer - [admin@nipissingtownship.com](mailto:admin@nipissingtownship.com)

Dan MacInnis, Operations Superintendent - [roads@nipissingtownship.com](mailto:roads@nipissingtownship.com)

John-Paul Negrinotti, Land Planning & Technology Administrator - [edo@nipissingtownship.com](mailto:edo@nipissingtownship.com)

Will Bateman, Fire Chief, CEMC, Municipal Bylaw Officer - [firechief@nipissingtownship.com](mailto:firechief@nipissingtownship.com)

Cameron Karpenko, Chief Building Official - [cbo@nipissingtownship.com](mailto:cbo@nipissingtownship.com)

Kristin Linklater, Deputy Clerk, Administrative Assistant - [info@nipissingtownship.com](mailto:info@nipissingtownship.com)

Kim Turnbull, Deputy Treasurer, Office Assistant - [office@nipissingtownship.com](mailto:office@nipissingtownship.com)

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## Stay Up to Date!

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Discover all about the Township's upcoming events and related Township information by visiting: [www.NipissingTownship.com](http://www.NipissingTownship.com)

### Follow Us on our Facebook Pages:

Township of Nipissing

Nipissing Township Fire Department

Nipissing Township Museum

Township of Nipissing Recreation Committee



The Township Newsletter is sent out 4 times a year and is a great place to find out new information, upcoming events and more. For past issues, visit: [www.NipissingTownship.com](http://www.NipissingTownship.com), Municipal Info - Newsletters

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## Volunteer Opportunities

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Do you enjoy volunteering? Would you like to make a difference in your community? The Township has many events throughout the year that would not be possible without the assistance of our dedicated volunteers. If you are interested in joining a committee, helping at an event or completing your High School Community Involvement Hours, contact

705-724-2144 or email: [info@nipissingtownship.com](mailto:info@nipissingtownship.com)



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# Property Tax Information

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Property taxes are sent out in 2 installments each year. The Interim Tax Bill is mailed out in January and is due **March 31st**. The Interim amount is half of the previous year's total taxes. The Final Tax Bill is mailed out in late June, once the budget is adopted by Council the tax rate is applied to the current year's assessment for each property. The interim levy is deducted from the final amount and the remainder becomes the final billing amount due on **September 30th**.

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## Tax Payment Options

The Township of Nipissing provides the following payment options:

### Online Banking:

Agreements are in place for online banking services with all major banks and some credit unions.

### Registering the Township as a Vendor for Online Banking:

Each financial institution lists the Township as a Vendor differently. If you have difficulty adding the Township as a Vendor, please contact your financial institution directly.

#### Financial Institution

- RBC
- Scotiabank
- TD Canada Trust
- CIBC
- Bank of Montreal

#### Vendor Listing

- Nipissing(TWNSHP OF)Properrty Tax
- Nipissing (TWP) Taxes
- Nipissing (TOWNSHIP OF) Tax
- Nipissing (TOWNSHIP OF) Tax
- Nipissing Township of Tax

Your **Roll Number** is your Account Number for online banking purposes.

This is the 19-digit number attached to your property and located at the top of your tax bill. All Roll Numbers in the Township of Nipissing begin with 4971. All numbers in the Roll must be entered, including all zeros (0) for the full account number.

Each Roll Number from each tax bill must be entered separately as an account. If multiple Roll Numbers are paid under one account (Roll Number) the proper amounts may not be allocated as required.

**Cheques:** Cheques and Post-Dated Cheques are accepted at the Township Office, via Mail and through the Drop-Box at the Township Office (located in the front door for after-hours use).

Please make cheques payable to: **Township of Nipissing**.

**Debit:** Debit services are available at the Township Office during regular scheduled office hours.

**\*\* Note: Credit Card payments are NOT accepted.\*\* \*\*E-transfers are NOT accepted.\*\***

**Cash:** Cash is accepted at the Township Office during regular scheduled office hours. Please DO NOT mail cash or place it in the drop-box in the front door of the office.

**Receipts:** Please retain your cancelled cheque as your receipt. If you would like a receipt for payment, please include a self-addressed stamped envelope with your payment.

**Returned Cheque Fee:** A \$40.00 fee will be charged for all returned cheques.

**Foreign Currency:** A processing fee of \$20.00 will be applied to all payments received in foreign currency.

If you have any questions, please contact [office@nipissingtownship.com](mailto:office@nipissingtownship.com)

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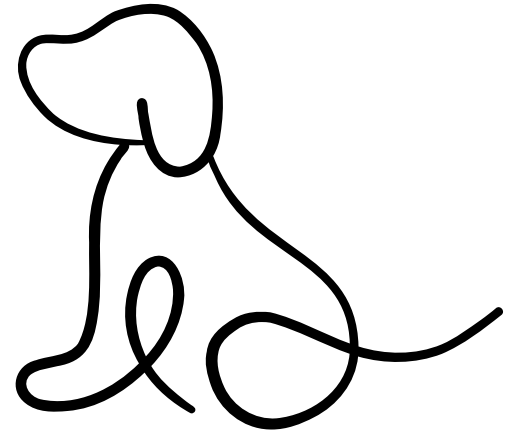
# Dog Tag Information

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Dog Tags are available for purchase beginning January 1st of each year at the Township Office.

Tags & Licenses	Fees	After March 31st
One dog in a residence	\$10.00	\$20.00
Second, third & forth dog in a residence	\$20.00 each	\$30.00 each
Replacement tag(s)	\$5.00	
Register Dog under Sec. 5.3	No Charge	
Kennel Fee	\$75.00	\$100.00

**Dog By-Law No. 2022-42**  
to regulate the keeping and registration  
of dogs within the  
Township of Nipissing.  
To view the By-Law visit  
NipissingTownship.com  
Municipal Departments - Animal Control  
**For all Animal Control Inquires**  
please contact: Sandy Briggs, Animal  
Control Officer 705-724-2676



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## Nuisance Beavers & Wildlife

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The Township may need to deal with potential flood threats caused by beaver dams. Where dams occur on Township property, the Municipality has authority to remove or alter the dams to minimize or control the negative impacts of flooding on a Township road or property

**If the beaver dam or blockage is located on municipal property:** the Public Works Department will remove the dam or blockage. If there are risks to public safety or property, the Township may contact a licenced trapper to trap or dispatch the beaver(s).

**If the beaver dam is located on private property:** the landowner will be asked, in writing, by the Public Works Department to have the dam removed or altered in such a manner as to prevent flooding damage to adjacent municipal property. Alternatively, the landowner's permission will be obtained in writing for a Township representative to enter onto the property to remove or alter the dam. This may also include the services of a licenced trapper to relocate or dispatch the beaver prior to the alteration of the dam.

For more information visit the Ministry of Natural Resources and Forestry

<https://www.ontario.ca/page/prevent-conflicts-wildlife>

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# Requesting A Change Of Address

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Effective Date: \_\_\_\_\_

Property Roll Number: 4971-000 \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owners Name(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

New Mailing Address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Notice of Collection of Personal Information pursuant to the Municipal Freedom of Information and Protection of Privacy Act** In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected under the authority of the Municipal Act.

**Purpose of Collection** This personal information collected may be used to process address change requests and update our mailing list in order to send you tax and other municipal notices. Disclosure of Personal Information Personal information collected will be disclosed/shared with the Municipal Property Assessment Corporation (MPAC) in order to update your records and mailing address.

**Questions about Collection** If you have any questions about the collection, use and disclosure of this information, please contact the Municipal Administrator-Clerk-Treasurer at 45 Beatty Street, Nipissing ON P0H 1W0, 705-724-2144

**Consent to Disclose Personal Information Pursuant to the Municipal Freedom of Information and Protection of Privacy Act** I authorize the Township of Nipissing to disclose/share my personal information consisting of: name, roll number, email and mailing address to MPAC. I understand the purpose for disclosing this personal information to MPAC. I understand that I can refuse to sign this consent form. If you refuse to sign this form, you have to contact MPAC directly to update your records.



# Township Of Nipissing Fire Department

**Mission Statement:** The primary mission of the Township of Nipissing Fire Department is to provide a range of programs to protect the lives and property of the inhabitants of the Township of Nipissing from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by man or nature.

## Fire Station #1

2381 Highway 654

Nipissing, Ontario

P0H 1W0

Phone: 705-752-2772 (Message)



## Fire Station #2

3509 Highway 534

Nipissing, Ontario

P0H 1W0

Phone: 705-724-9976



**\*For Emergencies Please Call 911\***

A graphic poster for Fire Season. At the top left is the Nipissing Fire Department logo. To its right, the words "FIRE SEASON" are written in large, bold, black letters. Below this, in smaller text, it says "NO DAYTIME BURNING BETWEEN APRIL 1ST TO OCTOBER 31ST. REMEMBER 2 HOURS BEFORE SUNSET AND 2 HOURS AFTER SUNRISE". Below that, it says "SEE PERMIT FOR MORE INFORMATION". At the bottom, the CodeRED logo is displayed, along with the text "Emergency Notification System" and "REGISTER NOW".

Open Air Burning Permit may be issued to the registered owner of a property, remaining valid for the time the applicant is the registered owner of the property. Open Air Burning Permits shall be issued free of charge. The permit issued to a land owner shall expire at the time of transfer to a new owner. A new owner of a property shall apply for an Open Air Burning Permit.

For more information on Open Air Burning, Fire Safety or Becoming a Firefighter please visit our website at [www.NipissingTownship.com](http://www.NipissingTownship.com) or contact us at 705-752-2772 or email at [firechief@nipissingtownship.com](mailto:firechief@nipissingtownship.com)

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# Public Works & Landfill

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## Roads Information

**Road Maintenance** - The Township of Nipissing maintains municipal roads within the Township. If you see a road issue such as a wash-out, large pot hole or sink hole, please contact the Township Office 705-724-2144 or Township Garage 705-724-2194 to report it.

Please remember not to grade gravel driveways out on to the roads, fill ditches with snow and do not plow snow across roadways – for everyone’s safety. Thank you for your assistance.

For Maintenance Inquiries regarding Provincially maintained **Highways 654, 534, 522 or 11** please contact **Fowler at 1-888-353-0843**.

Ministry of Transportation (MTO) road information on provincially maintained highways can be found with up to date road conditions at Ontario 511. This an abbreviated telephone number, part of a North American traveler service, offering 24/7 bilingual information on Winter Road Conditions, Closures and Construction information and other features. Please visit their website at [www.ontario.ca/511](http://www.ontario.ca/511). This web site gives you easy access 24/7/365. There is also an app available for use on phones and other electronic devices.

## Landfill Information

Landfill Entry Permits are mailed out with the Interim Tax Bills to all property owners.

For your convenience, the Landfill Hours are printed on the front of each card. Please bring this card with you each time you use a Landfill site.

To control unauthorized use of the Landfill Sites, only one card is issued per property.

If you have a tenant, please provide the Landfill Card issued for the property to the tenant. Landfill cards are issued to the owner of the property only.

As of May 1, 2013, the Township of Nipissing implemented a Clear Bag Program for all garbage being placed in the landfill sites at Wolfe Lake and Bear Creek. Disposal Bags may be clear or tinted as long as the contents are visible to the landfill staff. January 1, 2025 New Landfill hours have been implemented.

To address transparency concerns regarding personal items related to health/hygiene waste, one solid colour privacy bag no larger than 20” x 22” (approximate size of a grocery bag) per clear bag will be accepted.

## Recycling Information

Please visit our webpage and click on Recycling Guide on the landfill page for more information on our list of acceptable recycling items. **Please note that no household waste can be placed in recycling bins.** Food scraps, diapers and other non-recycling items placed in our recycling bins increase sorting fees in which we all have to absorb.

## Household Hazardous Waste

The Township of Nipissing has an agreement with the City of North Bay to have all Household Hazardous Waste accepted at their depot. Residents can take Hazardous waste, free of charge, to the Hazardous Waste Depot located at 112 Patton Street in North Bay. Their hours of operation are year-round, Wednesday - Saturday from 8:00am to 6:00 pm. For a list of accepted items, please visit our webpage at [www.NipissingTownship.com](http://www.NipissingTownship.com)

If you have any further questions, please contact their WASTELINE 705-474-0400 Ext. 2333

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# Building Department

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The Chief Building Official position is a shared service with the Municipality of Callander. The Building Official is available to Nipissing residents at the Township Office on **Tuesday and Thursday**.

## **BUILDING PERMIT PROCESS**

Welcome to the Township of Nipissing. Once you are settled in your property you may have some building renovations, additions or new building projects planned. To ensure your personal safety and conformity with the Ontario Building Code and municipal by-laws, please contact the Township office before you start your project. Taking proper steps in advance helps to ensure a smooth construction process and will help to avoid delays.

Township staff will assist you in the initial stages of your project which may include zoning compliance such as permitted uses, lot coverage inquiries and setback information. Staff may be able to provide mapping of your property and provide background information to assist in the planning and organization of your project. Appointments are encouraged to allow for the collection of information and the preparation of a complete package of data for your visit. Due to the complexities of these issues, staff will not comment over the telephone or by correspondence on these matters.

Once you have completed the pre-consultation phase for your project, the next step is to apply for a building permit. Building Permit Application forms are available at the Township office or can be downloaded from the Township website. <https://nipissingtownship.com/municipal-departments/building-department/>

New residences require septic approval (North Bay Mattawa Conservation Authority) and an energy efficiency design summary included with the application package.

**Septic system approvals are issued by the North Bay Mattawa Conservation Authority, 705-474-5420. Please contact their office directly for application and approval information.**

Two sets of construction drawings must accompany a Building Permit Application. Complete, well planned drawings help to have the building permit issued faster, provide clarity to all involved with the building project.

All projects have a prescribed set of inspections attached to them. It is the responsibility of the homeowner to notify the building department of readiness at each stage of construction.

We look forward to working with you to help make a safer community.

**If you are unsure if you need a permit, please call the Building Department for the definitive answer.**



**Chief Building Official Contact Information**

**Phone: 705-724-2144 Fax: 705-724-5385**

**Email: [cbo@nipissingtownship.com](mailto:cbo@nipissingtownship.com)**