

**\*\*\* AGENDA \*\*\***  
**Amended May 23, 2025**  
**Tuesday, May 27, 2025**  
**\*\*\*START TIME 6:30 p.m.\*\*\***

1. Disclosure of pecuniary interest.
2. Staff and Committee Reports.
3. Resolution: Adopt the Minutes of the May 13, 2025 Council Meeting.
4. Resolution: Authorize a donation to Near North Crime Stoppers.
5. Resolution: Authorize a donation to Almaguin Highlands Secondary School for the Graduation Awards Program.
6. Resolution: Accept a resignation from the Township of Nipissing Recreation Committee.
7. Resolution: Award NIP-PW-2-2025, Winter Sand.
8. Resolution: Award NIP-PW-3-2025, Stockpile Quarried Granite A & B.
9. Resolution: Award NIP-PW-4-2025, Reseal 4.7 km Road Surface.
10. Resolution: Award NIP-PW-9-2025, Supply, Crush and Apply Quarried Granite.
11. Resolution: Award NIP-PW-10-2025, Stone Cutter's Pipe Arch Culvert.
12. Resolution: Authorize the submission of a grant application to the Municipal Housing Infrastructure Program – Health and Safety Water Stream for the Bear Creek Culvert and South River Road Culvert projects.
13. Resolution: Authorize the acceptance of a quotation for supply of culvert materials to replace South River Road Culvert.
14. Staff Report – Update on Studies Required to Prepare for the Hummel Bridge Replacement Project.
15. Resolution: Authorize the procurement of Priority 1, 2 and 3 Studies of the Hummel Bridge Replacement Project.
16. Correspondence.
17. Accounts to pay.
18. Resolution: Closed Session  
239.(2)(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality.  
Purpose of Closed Session: Council to be provided an update on an ongoing insurance claim and negotiations associated with same.
19. By-Law: Confirming Proceedings of Council at its meeting held May 27, 2025.
20. Adjournment.

Council meetings will be held in person at 2381 Highway 654, Township of Nipissing Community Centre and virtually utilizing the Zoom platform; and will be livestreamed to the Township of Nipissing YouTube channel.

<https://www.youtube.com/channel/UC2XSMZqRNHbwVppelfKcEXw>

**MINUTES**  
**TOWNSHIP OF NIPISSING**  
**Tuesday, May 13, 2025**

A regular meeting of the Township of Nipissing Council was held on Tuesday, May 13, 2025, starting at 6:30 p.m. The meeting was held in person at the Township of Nipissing Community Centre, and livestreamed to the Township of Nipissing YouTube Channel.

**Present:** Mayor Dave Yemm and Councillors Lisa Chalapenko, Shelly Foote, Stephen Kirkey, and James Scott.

**Staff:** Deputy Treasurer-Office Assistant Kim Turnbull and Municipal Administrator-Clerk-Treasurer Kris Croskery-Hodgins.

**Zoom:** Operations Superintendent Dan MacInnis.

**Disclosure of pecuniary interest:** None.

**Staff Reports:**

Dan MacInnis, Operations Superintendent – verbal and written report.

D. MacInnis left the meeting following his report.

**Committee Reports:**

Councillor Shelly Foote: Township of Nipissing Recreation Committee.

Councillor Stephen Kirkey: NPC Police Services Board, Powassan and District Union Public Library Board.

Mayor Dave Yemm: SNF Water Advisory Committee, Golden Sunshine Non-Profit Municipal Housing Corporation (the Pines).

Tom Piper: Eastholme Home for the Aged Board of Management – written report (2).

**R2025-077 S. Foote, L. Chalapenko:**

That the minutes of the regular Council Meeting held April 8, 2025, be adopted as published.

**Carried.**

**R2025-078 L. Chalapenko, J. Scott:**

THAT we authorize James Scott, Steve Kirkey, Dave Yemm and Kris Croskery-Hodgins to attend the District of Parry Sound Municipal Association meeting on May 23, 2025, being held in Callander.

**Carried.**

**R2025-079 S. Foote, S. Kirkey:**

That we authorize the Mayor and the Municipal Administrator-Clerk-Treasurer to sign a Transfer Payment Agreement with the Ontario Fire Marshal for additional funds to be received under the Fire Protection Grant – Year 1. **Carried.**

**R2025-080 S. Foote, J. Scott:**

That we receive the 2024 Mayor and Council Expenses and Remuneration Summary, as required by Section 284 of the Municipal Act, 2001. **Carried.**

*\*Note – document total was incorrect, has been corrected to \$53,901.96.*

**R2025-081 S. Kirkey, L. Chalapenko:**

THAT we donate \$100 to the Trout Creek Agricultural Society in support of the 2025 Fall Fair.

**Carried.**

**R2025-082 S. Foote, J. Scott:**

That the Township of Nipissing supports the City of North Bay Resolution No. 2025-108, formal nomination of Victor Fedeli for the 2025 FONOM Executive Award. **Carried.**

Council received a staff report presentation on the 2024 Landfill data updates and 2025 planning.

**R2025-083 S. Kirkey, J. Scott:**

That we receive the 2025 Landfill Update and accompanying Staff Report. **Carried.**

**R2025-084 S. Foote, L. Chalapenko:**

That we pass By-Law Number 2025-16, being a By-Law to Amend By-Law Number 2023-30, cited as the "Trailer Licence By-Law" to correct wording and by-law references.

Read the first, second and third time and passed this 13<sup>th</sup> day of May, 2025.

**R2025-085 S. Foote, S. Kirkey:**

That we receive the correspondence reports dated April 29, 2025 and May 13, 2025, as presented. **Carried.**

**R2025-086 C. Foote, L. Chalapenko:**

That the statement of accounts dated: April 3, 8, 12, 15, and 24, 2025.

Totaling \$61,151.95,

AND that the statement of accounts dated: April 25, 26 and May 5, 2025.

Totaling \$172,064.72,

For a total of \$233,216.67, be approved. **Carried.**

**R2025-087 J. Scott, S. Kirkey:**

That this part of our meeting will be closed to the public as authorized by Section 239(2)(b) and (f) of the Municipal Act, 2001, c. 25, for consideration of the following subject matter:

(b) personal matters about an identifiable individual, including municipal or local board employees.

1. Council to discuss a formal complaint response from a resident.

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

2. Council to receive a legal opinion on damages to a municipal roadway.

Time: 7:19 p.m. **Carried.**

**R2025-088 C. Foote, L. Chalapenko:**

That we resume to an open public meeting. Time: 8:00 p.m. **Carried.**

**R2025-089 S. Kirkey, J. Scott:**

That we pass By-Law 2025-17, being a By-Law to confirm the proceedings of Council at its meeting held on May 13, 2025.

Read the first, second and third time and passed this 13<sup>th</sup> day of May, 2025. **Carried.**

**R2025-090 S. Kirkey, J. Scott:**

That the meeting be adjourned. Time: 8:01 p.m. Next regular meeting to be held May 27, 2025.

**Carried.**

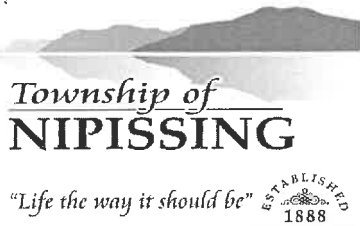
Mayor:

Municipal Administrator:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.

Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.

Minutes to be approved by Council at the next regular Council Meeting.



TOWNSHIP OF NIPISSING

RESOLUTION

DATE: May 27, 2025

NUMBER: R2025-

Moved by

Seconded by

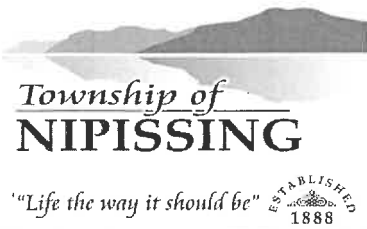
That we donate \$100 to Near North Crime Stoppers.

For      Against

CHALAPENKO  
FOOTE  
KIRKEY  
SCOTT  
YEMM

Carried

Mayor: Dave Yemm



TOWNSHIP OF NIPISSING

RESOLUTION

DATE: May 27, 2025

NUMBER: R2025-

Moved by

Seconded by

That we donate \$100 to Almaguin Highlands Secondary School in support of the Graduation Awards Program.

For      Against

CHALAPENKO  
FOOTE  
KIRKEY  
SCOTT  
YEMM

Carried

Mayor: Dave Yemm

**Township of Nipissing**  
**Tender Opening - NIP-PW-2-2025**  
**Opened: May 23, 2025 beginning at 12:30 p.m.**

Present: Kim Turnbull - Deputy Treasurer, Dan MacInnis- Operations Superintendent and Melissa Hughes – Evan Hughes Excavating

Zoom: Cindy Jordan - Duncor, Braden Brooks - PD Brooks, Aaron Coulas – The Miller Group

<b>Company Name</b>	<b>NIP-PW-2-2025</b> Supply, delivery and stockpile with a conveyor in the dome, approximately 4,000 tonnes of screened sand, remove 90 tonne of salt from the dome and re-stockpile 500 tonnes of sand in the dome at the Township of Nipissing Public Works Yard. *To be completed by June 27 <sup>th</sup> , 2025. *		
Miller Paving Limited	Deposit Cheque <input checked="" type="checkbox"/> Pit Licence <input checked="" type="checkbox"/>	4,000 Tonnes winter sand Remove 90 tonnes of salt Re-Stockpile 500 tonnes of screened sand Tender Price HST <b>Total Tender Price</b>	\$ 88,000.00 \$ 450.00 \$ 3,125.00 \$ 91,575.00 \$ 11,904.75 \$ 103,479.75
Staff Recommendation: Miller Paving Limited Only one tender received. Exceeds budget by \$16,575.00 Recommend accepting the tender as submitted.  <i>2025 Approved Budgeted amount: \$75,000 (budgeted amount includes Salt requirements).</i>			

**Township of Nipissing  
Tender Opening - NIP-PW-3-2025  
Opened: May 23, 2025 beginning at 12:30 p.m.**

Present: Kim Turnbull - Deputy Treasurer, Dan MacInnis- Operations Superintendent and Melissa Hughes – Evan Hughes Excavating

Zoom: Cindy Jordan - Duncor, Braden Brooks - PD Brooks, Aaron Coulas – The Miller Group

	<b>NIP-PW-3-2025</b>		
	7/8" Crushed 1,500 Tonnes of Quarry Granite delivered and stockpiled at 27 Beatty Street, Nipissing using an excavator.		
<b>Company Name</b>	Supply, crush, deliver and stockpile approximately, 1,500 Tonnes of Crushed Quarry B Granite		
Evan Hughes Excavating – 2170641 Ontario Limited	Deposit Cheque ☒ Pit Licence ☒	1,500 Tonnes 7/8" Crushed Quarry Granite Unit Price \$16.95 Tender Price HST <b>Total Tender Price</b>	<b>\$25,425.00</b> <b>\$ 3,305.25</b> <b>\$28,730.25</b>
		1,500 Tonnes Crushed Quarry B Granite Unit Price \$16.95 Tender Price HST <b>Total Tender Price</b>	<b>\$25,425.00</b> <b>3,305.25</b> <b>\$28,730.25</b>
Miller Paving Limited	Deposit Cheque ☒ Pit Licence ☒	1,500 Tonnes 7/8" Crushed Quarry Granite Unit Price \$29.66 Tender Price HST <b>Total Tender Price</b>	<b>\$44,490.00</b> <b>\$ 5,783.70</b> <b>\$50.273.70</b>
		1,500 Tonnes Crushed Quarry B Granite Unit Price \$29.16 Tender Price HST <b>Total Tender Price</b>	<b>\$43,740.00</b> <b>\$ 5,686.20</b> <b>\$49,426.20</b>
Staff Recommendation: Evan Hughes Excavating			
2025 Approved Budgeted amount: Stockpile 7/8 \$25,000; Stockpile B Gravel \$25,000			



**Township of Nipissing**  
**Tender Opening - NIP-PW-4-2025**  
**Opened: May 23, 2025 beginning at 12:30 p.m.**

Present: Kim Turnbull - Deputy Treasurer, Dan MacInnis- Operations Superintendent and Melissa Hughes – Evan Hughes Excavating

Zoom: Cindy Jordan - Duncor, Braden Brooks - PD Brooks, Aaron Coulas – The Miller Group

<b>Company Name</b>	<b>NIP-PW-4-2025</b> Surface Treatment and Reseal 4.7 km. All work to be completed by August 8, 2025.		
Duncor Enterprises Inc.	Deposit Cheque ☒	48010 KG x1.96 558 Tonne x65.90  Tender Price  HST <b>Total Tender Price</b>	\$94,099.60 \$36,772.20  \$130,871.80 \$17,013.33 \$147,885.13
Miller Paving Limited	Deposit Cheque ☒	52,750 KG 560 Tonne  Tender Price  HST <b>Total Tender Price</b>	\$193,600.00 \$25,168.00 \$218,768.00
Staff Recommendation: Duncor Enterprises Inc.  <i>2025 Approved Budgeted amount: \$164,500</i>			

**Township of Nipissing**  
**Tender Opening - NIP-PW-9-2025**  
**Opened: May 23<sup>rd</sup>, 2025 beginning at 12:30 p.m.**

Present: Kim Turnbull - Deputy Treasurer, Dan MacInnis- Operations Superintendent and Melissa Hughes – Evan Hughes Excavating  
Zoom: Cindy Jordan - Duncor, Braden Brooks - PD Brooks, Aaron Coulas – The Miller Group

<b>Company Name</b>	<b>NIP-PW-9-2025</b> Supply, crush and apply approximately 12,000 Tonnes of 7/8" Crushed Quarry Granite to Black Creek Road North, South Lambs Road, Ponderosa Road, Butterfield Road, Lingenfelter's Road, Sprucedale Road, Granite Hill Road, Rye Road to Civic # 650, Old Nipissing Road North, South		
Evan Hughes Excavating – 2170641 Ontario Limited	Deposit Cheque <input checked="" type="checkbox"/> Pit Licence <input checked="" type="checkbox"/>	12,000 Tonnes 7/8" Crushed Quarry Granite, applied (\$19.95)  Tender Price HST <b>Total Tender Price</b>	<b>\$ 239,400.00</b> <b>\$ 31,122.00</b> <b>\$270,522.00</b>
PD Brooks Haulage & Construction	Deposit Cheque <input checked="" type="checkbox"/> Pit Licence <input checked="" type="checkbox"/>	12,000 Tonnes 7/8" Crushed Quarry Granite, applied (19.42)  Tender Price HST <b>Total Tender Price</b>	<b>\$ 233,040.00</b> <b>\$ 30,295.20</b> <b>\$263,335.20</b>
Staff Recommendation: Exceeds budget by \$17,040.00 PD Brooks Haulage & Construction  <i>2025 Approved Budgeted amount: \$216,000</i>			

**Township of Nipissing**  
**Tender Opening - NIP-PW-10-2025**  
**Opened: May 23<sup>rd</sup>, 2025 beginning at 12:30 p.m.**

Present: Kim Turnbull - Deputy Treasurer, Dan MacInnis- Operations Superintendent and Melissa Hughes – Evan Hughes Excavating  
Zoom: Cindy Jordan - Duncor, Braden Brooks - PD Brooks, Aaron Coulas – The Miller Group

<b>Company Name</b>	<b>NIP-PW-10-2025</b> Replacement of Stone Cutter's Road Pipe Arch Culvert Work to be completed by July 31 <sup>st</sup> , 2025		
Lefebvre Commercial Industrial Inc.	Deposit Cheque <input checked="" type="checkbox"/> Form of Tender "C" <input checked="" type="checkbox"/> Contract Agreement "D" <input checked="" type="checkbox"/> Experience of Contractor <input type="checkbox"/>	Replacement of Stone Cutter's Road Pipe Arch Culvert 5490 MM Span 3530 MM Rise Polymer Coated CPCSP  <div style="text-align: right;"> Tender Price  HST  <b>Total Tender Price</b> </div>	<div style="text-align: right;"> <b>\$ 582,228.00</b>  <b>\$ 75,689.64</b>  <b>\$ 657,917.64</b> </div>
Staff Recommendation: To consider re-issue of tender to broaden bidder interest.  <i>2025 Approved Budgeted amount: \$400,000 (Township to supply culvert and gravel)</i>			



## TOWNSHIP OF NIPISSING

### RESOLUTION

DATE: May 27, 2025

NUMBER: R2025-

Moved by

Seconded by

THAT we authorize the submission of a grant application to the Health and Safety Water Stream (HSWS) for the replacement of the Bear Creek Culvert and South River Road Culvert project.

For      Against

CHALAPENKO  
FOOTE  
KIRKEY  
SCOTT  
YEMM

Carried

Mayor: Dave Yemm



## TOWNSHIP OF NIPISSING

### RESOLUTION

DATE: May 27, 2025

NUMBER: R2025-

Moved by

Seconded by

WHEREAS the imminent failure of the South River Road Culvert has been identified after the passing of the 2025 Budget;

NOW THEREFORE the Council of the Township of Nipissing authorizes:

1. The acceptance of a Quotation from Armtec for the supply of the pipe required for the replacement, expansion and installation of an overflow pipe to repair the current issue and address future needs of the asset.  
Total amount of quotation #60882-25b: \$80,922.90, applicable freight and taxes not included.
2. The amount required for repair of this culvert be taken from the Capital Reserve account, acknowledging that this amount was not included in the approved 2025 Budget.

For      Against

CHALAPENKO  
FOOTE  
KIRKEY  
SCOTT  
YEMM

Carried

Mayor: Dave Yemm



## QUOTATION

**PROJECT:** Culvert Replacement  
Nipissing, ON  
Township of Nipissing  
Dan MacInnis

**DATE:** May 14, 2025

**QUOTE NO.:** 61882-25b

**F.C.A. POINT:** Jobsite on Trucks

**DELIVERY:** To Be Arranged

We are pleased to submit this quotation for **SUPPLY ONLY** of the construction products below.

Item	Quantity	Description	Price	Per	Amount
		<b>STEELCOR™ CSP - 125mm x 25mm Corrugation Profile</b>			
	38	1500mm x 3.5mm ALT2 CSP c/w 5 - 600mm annular couplers	\$670.80	m	\$25,490.40
	38	3300mm x 3.5mm ALT2 CSP c/w 5 - 600mm annular couplers	\$1,458.75	m	\$55,432.50
<i>Prices are subject to change before delivery to reflect adjustments in taxes, tariffs, or similar charges. By placing an order, the buyer acknowledges Armtec's right to amend prices accordingly. Armtec will provide advance notice of any price adjustments.</i>					

Armtec Inc.

**Josh Wagler**  
Senior Estimator

<b>Sub-Total</b>	\$80,922.90
<b>Freight</b>	Included
<b>H.S.T.</b>	Extra
<b>Total</b>	\$80,922.90

**NOTE: DELIVERY BASED ON 4 TRUCK(S). ANY ADDITIONAL LOADS WILL BE RESPONSIBILITY OF THE CONTRACTOR.**  
**TERMS OF SALE:** PRICES QUOTED APPLY ONLY TO THE PROJECT SPECIFIED HEREIN. THE PRICES QUOTED HEREIN SHALL REMAIN IN EFFECT FOR 30 DAYS FROM QUOTATION DATE. THE SELLER RESERVES THE RIGHT TO ADJUST THE PRICES AFTER 30 DAYS FROM THE QUOTATION DATE. PRICES QUOTED FOR CSP AND HDPE ARE BASED ON NESTING DIAMETERS WHENEVER POSSIBLE. IF UNNESTED LOADS ARE REQUIRED ADDITIONAL FREIGHT CHARGES WILL BE ADDED. ALL PRICES ARE BASED ON FULL TRUCKLOAD QUANTITIES. PRICES ARE SUBJECT TO CHANGE IF QUOTE IS NOT ACCEPTED IN ITS ENTIRETY. UNLESS NOTED, ALL STEELCOR CSP BASED ON GALV. MATERIAL. ALL OTHER TERMS ARE LISTED ON THE ATTACHED CONDITIONS OF SALE DOCUMENT ATTACHED TO THIS QUOTATION AND FORM PART OF ANY SALE BY ARMTEC.

**INNOVATION FLOWS FROM HERE**

## **REPORT TO COUNCIL**

**Date:** May 8, 2025

**From:** Dan MacInnis, Operations Superintendent  
Kris Croskery-Hodgins, Municipal Administrator-Clerk-Treasurer

**Re:** Studies Required to prepare for the Hummel Bridge Replacement Project

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### **Background:**

The Township of Nipissing and the Municipality of Powassan provided a delegation requesting funding for the replacement of Hummel Bridge, closed in 2024 due to structural integrity concerns, to the Minister of Infrastructure in August 2024.

Included in the delegation report was an estimate of costs and a list of required studies and permits for the project. Both Councils have agreed that completion of those studies and permits in order to prepare the project for a "shovel ready" approach is a priority in 2025.

### **2025 Priorities:**

A discussion with Tashi Dwivedi, P. Eng. was held on May 8, 2025 to discuss the list of studies/permits required, establish the priorities from the list and ensure the time frame of validity of the data in the studies.

The Subsurface Geotechnical Investigations & Reporting has been completed prior to the closure of the bridge and will remain valid. The Cultural Heritage Evaluation Report/Heritage Impact Study and the Archaeological Studies Stage 1 and Stage 2 are required for the completion of the Schedule B Environmental Assessment, as a result, the first studies to be ordered will be the Heritage Impact Study and the Archaeological Studies.

The Legal/Topographical Survey can proceed while the other studies are underway. With the completion of these four items, this will place the project in a ready to tender position. The tender for the project will include the detailed design component, this is dependent on the information provided in the previous studies to be completed.

The Species at Risk Screening can be provided by local sources and should be conducted closer to the project start time frame to ensure that all relevant legislative changes are met.

The Soil Characterization Report can be included in the project and is of minimum risk as both municipalities are able to accept the excess soils at their landfill sites provided it is found to be suitable for the disposal.

**Summary:**

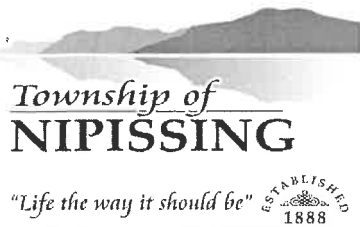
<b>Study Name</b>	<b>Priority</b>	<b>Estimate</b>
Cultural Heritage Evaluation Report/Heritage Impact Study	1	\$ 7,500
Archaeological Studies Stage 1 and Stage 2 (if required)	1	\$ 5,000
Schedule B Environmental Assessment	2	\$12,000
Legal/Topographic Survey	3	\$ 7,500
Species and Risk Screening/DFO Request for Project Review	4	\$ 7,500
Detailed Design Component	4	\$40,000
Soil Characterization Report *completed with project, included in RFP process – may be less as excess soils can be placed at either municipality's landfill sites.	4	\$15,000

We have contacted a company recommended by HP Engineering for a quote on the Cultural Heritage Study and Archaeological Studies. Once this is received it will be compared to the budget estimates and a recommendation will be provided to each Council for approval.

Respectfully,

Dan MacInnis, Operation Superintendent  
Kris Croskery-Hodgins, Municipal Administrator-Clerk-Treasurer





## TOWNSHIP OF NIPISSING

### RESOLUTION

DATE: May 27, 2025

NUMBER: R2025-

Moved by

Seconded by

That we receive the Staff Report submitted by the Operations Superintendent and the Municipal Administrator regarding the studies required to prepare for the Hummel Bridge Replacement Project;

AND that we authorize the procurement of Priority 1, 2 and 3 Studies within that report to further prepare for the Hummel Bridge replacement once appropriate funding is secured;

AND that this Resolution be forwarded to the Municipality of Powassan for their authorization to begin this work and agreement to the shared payment of costs.

For      Against

CHALAPENKO  
FOOTE  
KIRKEY  
SCOTT  
YEMM

Carried

Mayor: Dave Yemm

# TOWNSHIP OF NIPISSING

## CORRESPONDENCE

**May 27, 2025**

- 1.** Ministry of Municipal Affairs and Housing – introducing the Protect Ontario by Building Faster and Smarter Act, Bill 17.
- 2.** Municipality of Chatham-Kent – Risks to your community and support requested, Bill 5.
- 3.** North Bay Opp Detachment Board 3 PNC Police Services Board meeting minutes held March 24, 2025.
- 4.** Powassan & District Union Public Library Board Meeting Minutes held March 17, 2025 and April 23, 2025.
- 5.** The Golden Sunshine Municipal Non-Profit Housing Corporation Minutes of the Board of Directors Meeting held on May 20, 2025.
- 6.** Township of Nipissing Museum Board of Management meeting minutes held May 7, 2025.
- 7.** Township of Nipissing Recreation Committee meeting minutes held May 12, 2025.

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

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

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

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



234-2025-2204

May 13, 2025

Dear Head of Council,

On May 12, 2025 I introduced the *Protect Ontario by Building Faster and Smarter Act, 2025* ([Bill 17](#)). Through this legislation, and other changes, we are responding to recommendations and requests from municipal leaders to make it easier and faster to build new homes and infrastructure Ontario needs like transit, roads, water, and wastewater systems.

The bill contains bold actions to protect Ontario from the Ministry of Municipal Affairs and Housing, the Ministry of Infrastructure and the Ministry of Transportation. Details about the range of measures can be found in the [news release](#).

**Building Code Act – Ministry of Municipal Affairs and Housing**

Schedule 1 of the Bill proposes changes to the *Building Code Act* which include:

- Adding a provision to clarify that municipalities do not have the authority to create or enforce their own construction standards.
- Eliminating the requirement for a secondary provincial approval of innovative construction products for products that have already undergone a “Canadian Code Compliance Evaluation” by the federal Canadian Construction Materials Centre ([25-MMAH0042](#)). Comments can be made through the Regulatory Registry of Ontario (RR) from May 12, 2025, to June 11, 2025.

**Development Charges Act – Ministry of Municipal Affairs and Housing**

Schedule 4 of the Bill proposes changes to the *Development Charges Act, 1997*, to standardize the development charge (DC) methodology and framework and improve predictability of costs, include:

- Creating a regulation-making authority to merge service categories for DC credits.
- Creating a regulation-making authority to specify what constitutes a “local service.”
- Expanding the DC deferral to non-rental residential developments. Related changes include:

- Providing municipalities authority, in circumstances set out in regulation, to require financial security for payment of deferred DCs for non-rental residential developments; and
- Removing authority for municipalities to charge interest on any legislated DC deferral amounts.
- Enabling municipalities to make any changes to their DC by-laws for the sole purpose of reducing DCs or removing indexing without undertaking certain procedural requirements.
- Creating a regulation-making authority to prescribe exceptions, including conditional exceptions, to capital costs that are eligible to be recovered from DCs.
- Providing that the frozen DC rates on a development would not be applicable if the current DC rates in effect would result in a lower payment.
- Exempting long-term care homes within the meaning of subsection 2 (1) of the *Fixing Long-Term Care Act, 2021* from municipal DCs.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Regulatory Registry of Ontario (RR) from May 12, 2025, to June 11, 2025:

- [RR 25-MMAH003](#): Changes to the *Development Charges Act, 1997*, to Simplify and Standardize the Development Charge (DC) Framework.

### **Planning Act – Ministry of Municipal Affairs and Housing**

Schedules 3 and 7 of the Bill propose changes to the *Planning Act* and the *City of Toronto Act, 2006* that would help streamline and standardize municipal development processes. If passed, the proposed changes would:

- Provide authority for regulations to limit municipal complete application studies and provide greater recognition of planning reports prepared by prescribed certified professionals,
- Remove the need for certain minor variances,
- Give the Minister of Municipal Affairs and Housing the authority to impose conditions on a use permitted by a Minister's zoning order, and
- Streamline planning approvals for publicly funded kindergarten to grade 12 schools.

We are interested in receiving your comments on these proposed measures. Comments can be made through the Environmental Registry of Ontario from May 12, 2025, to June 11, 2025:

- [ERO 025-0461](#): Proposed Planning Act and City of Toronto Act, 2006 Changes (Schedules 3 and 7 of Bill 17- Protect Ontario by Building Faster and Smarter Act, 2025).

We are also interested in receiving any comments you may have on associated regulatory changes. The government is undertaking 45-day consultations on the following proposals from May 12, 2025, to June 26, 2025:

- [ERO 025-0462](#): Proposed Regulations – Complete Application (seeking feedback on proposed regulations to address complete application requirements (study/report requirements) and submissions from certified professionals)
- [ERO 025-0463](#): Proposed Regulation – As-of-right Variations from Setback Requirements (seeking feedback on a proposed regulation that would allow variations to be permitted “as-of-right” if a proposal is within 10% of requirements for setbacks from property lines applicable to specified lands)

The Environmental Registry postings provide additional details regarding the proposed changes.

### **Ministry of Infrastructure Act – Ministry of Infrastructure**

Schedule 6 of the Bill proposes changes to the *Ministry of Infrastructure Act, 2011* (MOIA), to provide the Minister of Infrastructure with the authority to request information and data from municipalities and municipal agencies, where needed to support provincially funded infrastructure projects. This would help speed up the delivery of critical infrastructure that our growing communities need, while also supporting jobs and economic growth. Comments can be made through the Regulatory Registry of Ontario ([RR-25MOI003](#)) from May 12, 2025, to June 11, 2025.

### **Transit-Oriented Communities Act – Ministry of Infrastructure**

Proposed changes to the *Transit-Oriented Communities (TOC) Act, 2020*, would reduce barriers to implementing the Transit Oriented Communities (TOC) by:

- Amending the definition of a “Transit Oriented Communities project” to include projects along the GO and LRT network more efficiently,
- Removing OIC approval requirements for any agreements between the Minister (or an entity with delegated powers) and a municipality, and
- Enabling the Minister to delegate certain responsibilities to Infrastructure Ontario for the purpose of developing TOCs.

We are interested in receiving your comments on these proposed changes. Comments can be made through the Environmental Registry of Ontario from May 12, 2025, to June 11, 2025:

- [ERO 025-0504](#): Proposed *Transit-Oriented Communities Act, 2020*, changes to reduce barriers to implementing municipal agreements.

### **Ministry of Transportation**

Schedule 2 of the bill proposes a change to the *Building Transit Faster Act, 2020* (BTFA) that, if passed, would extend the use of the BTFA measures to all provincial transit projects. This change would remove barriers to building transit faster and get shovels in the ground quicker to build major provincial transit projects that connect communities.

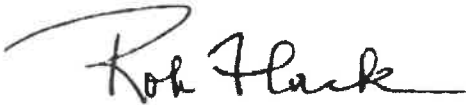
A proposed amendment to the *Metrolinx Act, 2006*, permits the Minister of Transportation to request certain information and data from municipalities or municipal agencies necessary to support the development of provincial transit projects or Transit-Oriented Communities projects.

You may provide your comments on the proposed change to the BTFA through the Environmental Registry of Ontario (ERO) notice [ERO 025-0450](#) and the Ontario Regulatory Registry notice ([RR 25-MTO005](#)) and the Metrolinx Act ([RR 25-MTO006](#)) from May 12, 2025 to June 11, 2025.

The government invites you to review the [Environmental Registry of Ontario](#) and [Regulatory Registry of Ontario](#) posting links provided above and share any feedback you may have. If you have any questions, please reach out to my Director of Stakeholder and Caucus Relations, Tanner Zelenko, at [Tanner.Zelenko@ontario.ca](mailto:Tanner.Zelenko@ontario.ca).

In the face of economic uncertainty, we must protect Ontario by speeding up construction so we can lower housing costs and keep workers on the job. I look forward to continued collaboration with you, our municipal partners, to create the homes that Ontario need today, tomorrow, and in the decades to come.

Sincerely,



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

- c. The Honourable Kinga Surma, Minister of Infrastructure  
The Honourable Prabmeet Sarkaria, Minister of Transportation  
The Honourable Graydon Smith, Associate Minister of Municipal Affairs and Housing  
Robert Dodd, Chief of Staff, Minister's Office  
Matthew Rae, Parliamentary Assistant, Municipal Affairs and Housing  
Laura Smith, Parliamentary Assistant, Municipal Affairs and Housing  
Brian Saunderson, Parliamentary Assistant, Municipal Affairs and Housing  
Martha Greenberg, Deputy Minister, Municipal Affairs and Housing  
David McLean, Assistant Deputy Minister, Municipal Affairs and Housing  
Caspar Hall, Assistant Deputy Minister, Municipal Affairs and Housing  
Municipal Chief Administrative Officers

May 13, 2025

To all Ontario Municipalities, AMO, ROMA and FCM:

Re: Bill 5 - Risks to your communities and support requested

As Mayor of the Municipality of Chatham-Kent, I am sharing this motion to bring to your attention the potential risks to your communities and ask for your support to oppose this approach. The following motion was approved yesterday, May 12, 2025:

"Whereas 29831 Irish School Road in the Municipality of Chatham-Kent is a property approximately 800 metres from the Town of Dresden;

And Whereas the property contain small fill areas used for historic local landfill purposes, and the property has never been properly studied or zoned for any significant landfilling use;

And Whereas the current property owners are attempting to create a new recycling and landfill facility for millions of tonnes of waste, which would result in hundreds of trucks travelling through towns and communities in the area;

And Whereas this approach has been strongly opposed by Council, the Community, neighbouring Indigenous Nations and many other voices, due to impacts to the environment, our homes, the safety of our families and children, and the fabric of our communities;

And Whereas the Provincial government has proposed Bill 5, which includes a section removing the obligation for a full Environmental Assessment for this new landfill and recycling facility;

And Whereas if this limited, historic local landfill use on the edge of Dresden can be expanded into a massive landfill and recycling facility, then this can happen anywhere;

And Whereas there are likely hundreds of properties across the Province that may have had limited, historic waste uses, which could also face this threat;

And Whereas Bill 197 established a veto for Municipalities within 3.5 kms of a new landfill, which reflected the need for local government and community approval of landfill sites;

And Whereas the approach being taken for this property disregards the importance of our rural communities, and local voices, in determining appropriate landfill sites within their communities:

Cont'd...

Now Therefore to ensure that other Municipal Councils and communities know about what is happening in Dresden, and the potential risk to their community if this approach is taken by the Province, Council requests that the Mayor's Office write a letter to all other Ontario Municipalities, AMO, ROMA and FCM:

1. Advising them of this issue and the risks to their community if a similar approach is taken for other historic landfill properties; the possibility of the Ontario government setting a precedence and
2. Requesting their support in opposing this approach and ensuring that full Environmental Assessments are required for all landfills and that municipalities have a strong voice in determining appropriate locations for landfills in their communities."

Thank you for your time and attention to this important matter.

Sincerely,



Darrin Canniff, Mayor/CEO  
Municipality of Chatham-Kent



**Meeting Date:** May 12, 2025

**Resolution No.** 2025-093

**Moved:** Councillor Prendergast

**Seconded:** Councillor Andrews

**Responsible Growth and Opposition to Elements of Bill 5**

Whereas the Government of Ontario has introduced Bill 5: Protecting Ontario by Unleashing Our Economy Act, 2025, which proposes substantial changes to environmental planning legislation, including the repeal of the Endangered Species Act and the creation of “Special Economic Zones” that may override local planning authority; and

Whereas the Town of Orangeville supports increasing housing supply and economic growth, but believes this must be achieved without undermining environmental protections or compromising the integrity of municipal planning processes; and

Whereas Bill 5, as proposed, risks weakening safeguards for Ontario's natural heritage and reducing the role of municipalities in managing growth in a responsible and locally informed manner;

Now therefore be it resolved that Council for the Town of Orangeville:

- Opposes the provisions in Bill 5 that would reduce environmental protections or override municipal planning authority;
- Urges the Province of Ontario to advance housing and infrastructure growth through policies that respect sound environmental planning principles and uphold the planning tools available to local governments;
- Directs that this resolution be forwarded to:
  - The Honourable Doug Ford, Premier of Ontario
  - The Honourable Rob Flack, Minister of Municipal Affairs and Housing
  - The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks
  - The Honourable Sylvia Jones, Deputy Premier, Minister of Health and MPP for Dufferin–Caledon
  - The Association of Municipalities of Ontario (AMO)
  - All Ontario municipalities for their awareness and consideration.

**Result:** Carried Unanimously

**From:** Jennifer E. Willoughby <jwilloughby@shelburne.ca>  
**Sent:** May 14, 2025 9:50 AM  
**To:** rob.flack@pc.ola.org; sylvia.jones@pc.ola.org; premier@ontario.ca; todd.mccarthy@pc.ola.org  
**Cc:** policy@amo.on.ca; Minister (MMAH); romachair@roma.on.ca; Alice Byl  
**Subject:** Town of Shelburne - Responsible Growth and Opposition to Elements of Bill 5

Good Morning

At the May 12, 2025, meeting of Shelburne Town Council, the following resolution was passed unanimously

Moved By: Councillor Len Guchardi  
Seconded By: Councillor Lindsay Wegener

Whereas the Government of Ontario has introduced Bill 5: Protecting Ontario by Unleashing Our Economy Act, 2025, which proposes substantial changes to environmental planning legislation, including the repeal of the Endangered Species Act and the creation of “Special Economic Zones” that may override local planning authority;

And Whereas the Town of Shelburne supports increasing housing supply and economic growth, but believes this must be achieved without undermining environmental protections or compromising the integrity of municipal planning processes;

And Whereas Bill 5, as proposed, risks weakening safeguards for Ontario’s natural heritage and reducing the role of municipalities in managing growth in a responsible and locally informed manner;

Now Therefore Be It Resolved That Council for the Town of Shelburne:

- Opposes the provisions in Bill 5 that would reduce environmental protections or override municipal planning authority;
- Urges the Province of Ontario to advance housing and infrastructure growth through policies that respect sound environmental planning principles and uphold the planning tools available to local governments;
- Urges the Province to support municipalities through ensuring responsible growth through infrastructure projects designed to ensure protection of sensitive wildlife and natural resources;

And Directs that this resolution be forwarded to:

- The Honourable Doug Ford, Premier of Ontario,
- The Honourable Rob Flack, Minister of Municipal Affairs and Housing,
- The Honourable Todd McCarthy, Minister of the Environment, Conservation and Parks,

- Sylvia Jones, MPP for Dufferin–Caledon,
- The Association of Municipalities of Ontario (AMO),
- All Ontario municipalities for their awareness and consideration,
- All Conservation Authorities in Ontario,
- Conservation Ontario

CARRIED; Mayor Wade Mills

Thank You

Jennifer Willoughby, Director of Legislative Services/Clerk

Phone: 519-925-2600 ext 223 | Fax: 519-925-6134 | [jwilloughby@shelburne.ca](mailto:jwilloughby@shelburne.ca)

Town of Shelburne | 203 Main Street East, Shelburne ON L9V 3K7

[www.shelburne.ca](http://www.shelburne.ca)



## **NORTH BAY OPP DETACHMENT BOARD 3**

### **PNC Police Services Board**

#### **MEETING MINUTES**

Monday, March 24, 2025, at 6:00 p.m.

Powassan Municipal Office, 250 Clark Street, Powassan

#### **Members Present:**

Councillor Kirkey, Nipissing Municipal Representative

Councillor Carr, Callander Municipal Representative

Councillor Wand, Powassan Municipal Representative

Shawn Mahoney, Nipissing Community Representative

Keri Tache, Callander Community Representative

Marta Hughes-Bernard, Powassan Community Representative

#### **Non-Members Present:**

Inspector McMullen, North Bay OPP Representative

#### **Staff:**

#### **Absent with regrets:**

Allison Quinn, Clerk, Municipality of Powassan

#### **1. Call to Order**

The meeting was called to order at 6:02 p.m.

#### **2. Land Acknowledgement**

#### **3. Disclosure of Conflict of Interest and/or Pecuniary Interest and General Nature Thereof**

None.

#### **4. Adoption of the Agenda - Resolution 2025-09**

Moved by: J. Carr

Seconded by: M. Hughes-Bernard

That the agenda of the PNC Detachment Board meeting of March 24, 2025 be approved.

**Carried**

#### **5. Approval of Past Minutes - Resolution 2025-10**

Moved by: S. Kirkey

Seconded by: J. Carr

That the minutes of the PNC Detachment Board meeting of January 27, 2025, be adopted.

**Carried**

#### **6. Presentations/Delegations**

Inspector McMullen provided an update that there has been few occurrences.

- Detachment has been very well staffed
- Our Detachment is the 2<sup>nd</sup> Highest in Traffic Enforcement
- Currently only 11 on the Wanted list
- Effective Pilot Program that is providing follow ups
- Dedicated Staff that is on the lakes/trails

## **7. Business Arising from Previous Minutes**

### **7.1 Electronic Participation in in PNC Board Meetings - Resolution 2025-11**

Moved by: S. Kirkey

Seconded by: J. Carr

That the Electronic Participation in PNC Board Meetings Policy be approved.

**Carried**

### **7.2 Insurance Update – Resolution 2025-12**

Moved by: M. Wand

Seconded by: S. Kirkey

Be It Resolved that the PNC Detachment Board approve the group insurance policy provided by OAPSB for a one-year term in the amount of \$3,888.00 (including taxes).

**Carried**

## **8. New Business**

### **8.1 OAPSB – Operating name of the Board – Resolution 2025-13**

Moved by: M. Wand

Seconded by: S. Kirkey

That the correspondence from the Ontario Association of Police Services Boards regarding the official operating name of the PNC Board, be received.

**Carried**

### **8.2 Bylaw 2025-01 – A Bylaw to amend the operating name of the Board – Resolution 2025-14**

Moved by: M. Hughes-Bernard

Seconded by: J. Carr

That Bylaw 2025-01 Being a Bylaw to amend the name of the North Bay OPP Detachment Board 3 to Powassan Nipissing Callander OPP Detachment Board,

Be READ a FIRST and SECOND time and considered READ a THIRD and FINAL time and adopted as such this 24<sup>th</sup> day of March 2025.

**Carried**

### **8.3 PNC Board shared costs – Resolution 2025-15**

Moved by: M. Wand

Seconded by: S. Kirkey

That the costs for the Powassan Nipissing Callander OPP Detachment Board for the year 2025, be allocated as follows, based on population from the latest Statistics Canada Census:

Nipissing	19%
Callander	44%
Powassan	37%

**Carried**

## **9. Reports**

None.

**10. Correspondence**

None.

**11. Addendum**

None.

**12. Closed Session**

None.

**13. Next Meeting**

The next meeting will be held Monday, May 5, 2025 (was originally planned for April 28<sup>th</sup> but due to elections we had to postpone. All were in agreement with the May 5<sup>th</sup> date).

**14. Adjournment – Resolution 2025-16**

Moved by: J. Carr

Seconded by: M. Hughes-Bernard

That the PNC Detachment Board meeting of March 24, 2025, be adjourned at 6:35 pm.

**Carried**

**Powassan & District Union Public Library**  
**Minutes for Monday, March 17, 2025 – 6:15 p.m.**  
**Board Meeting @ Library**

**In-person:** Tina Martin, Randy Hall, Bernadette Kerr, Brenda Lennon, Steve Kirkey, Pat Stephens,  
 Marie Rosset

**Via Zoom:** Debbie Piper, Valerie Morgan

**Absent with regrets:** Laurie Forth

Item	Action	Responsibility
<b>1. Call to order</b>	6:15 pm	
<b>2. Respect and Acknowledgement Declaration</b>	<p>Declaration read by CEO</p> <p>We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings and recognize their value going forward.</p>	
<b>3. General Consent Motion:</b> <b>Present the general Consent Motion for March 2025, which includes:</b> <ul style="list-style-type: none"> <li>a) Approval of March 17, 2025 Agenda</li> <li>b) Approval of Minutes from the February 24, 2025 meeting</li> <li>c) Approval of the February 2025 Financial Statements</li> <li>d) Approval of February 2025 Library Reports</li> </ul>	<p><b>Motion: 2025-12</b>  <b>That the General Consent Motion for March 2025 be adopted as presented</b></p> <p><b>Moved by:</b> Steve Kirkey  <b>Seconded by:</b> Pat Stephens</p> <p>Carried.</p>	
<b>4. Disclosure of pecuniary interest</b>	None	
<b>5. General Business</b> <ul style="list-style-type: none"> <li>a) Budget Update</li> </ul>	<p>-Randy Hall informed the Board that the Municipality of Powassan deliberations to approve their 2025 Budget are still in progress and thus the PDUPL Budget approval is still pending.</p>	

b) Grants update	Application to the OLITA Grant was submitted for \$300 required to cover the cost of a French online e-book collection	CEO
c) OLS Pay Equity Sessions – Feb and March 11	Steve Kirkey and CEO attended second session Retained message: Add a few necessary documents to the existing plan to make it compliant. Goal is to complete by September 2025	
d) Closed Session	<p><b>Motion: 2025-13</b> That the PDUPL move into a session at 6:45pm, that is closed to the public in accordance to the Public Act, Section 16.1(d) Labour relations or employee negotiations at 6:35pm. Moved by: Pat Stephens Seconded by: Bernadette Kerr</p> <p><b>Motion: 2025-14</b> That the PDUPL move out of a session that is closed to the public at 7:05pm Moved by: Stephen Kirkey Seconded by: Pat Stephens</p>	
e) Upcoming Activities	<ul style="list-style-type: none"> <li>- CEO highlighted the successes of the 2025 March Break activities.</li> <li>- The Library will participate in the Powassan Maple Syrup Festival selling taffy in front of the library. Breya Market-Matthews will be in charge</li> </ul>	Breya Market-Matthews
<b>6. Correspondence</b>	None	
<b>7. Committee Reports</b>		
a) Property Committee	CEO is still working with Save on Energy organization to complete the interior light installation, and with NGM to complete the Accessibility updates.	
b) Financial Committee	Nothing to report.	





**Powassan & District Union Public Library**  
**Minutes for Monday, April 23, 2025 – 6:15 p.m.**  
**Board Meeting @ Library**

**In-person:** Tina Martin, Debbie Piper, Laurie Forth, Bernadette Kerr, Steve Kirkey, Pat Stephens,  
 Marie Rosset

**Via Zoom:** Randy Hall, Valerie Morgan

**Absent with regrets:** Brenda Lennon

Item	Action	Responsibility
<b>1. Call to order</b>	6:15 pm	
<b>2. Respect and Acknowledgement Declaration</b>	<p>Declaration read by CEO</p> <p>We respectfully acknowledge that we are on the traditional territory of the Anishinaabe Peoples, in the Robinson-Huron and Williams Treaties areas. We wish to acknowledge the long history of First Nations and Métis Peoples in Ontario and show respect to the neighbouring Indigenous communities. We offer our gratitude for their care for, and teachings about, our earth and our relations. May we continue to honour these teachings and recognize their value going forward.</p>	
<b>3. General Consent Motion: Present the general Consent Motion for April 2025, which includes:</b> <ul style="list-style-type: none"> <li>a) Approval of April 23, 2025 Agenda</li> <li>b) Approval of Minutes from the March 17, 2025 meeting</li> <li>c) Approval of the March 2025 Financial Statements</li> <li>d) Approval of March 2025 Library Reports</li> </ul>	<p><b>Motion: 2025-17</b>  <b>That the General Consent Motion for April 2025 be adopted as presented</b></p> <p><b>Moved by:</b> Debbie Piper  <b>Seconded by:</b> Steve Kirkey</p> <p>Carried.</p>	
<b>4. Disclosure of pecuniary interest</b>	None	
<b>5. General Business</b> <ul style="list-style-type: none"> <li>a) Budget Update</li> </ul>	<p>Councillor Hall informed the Board that following the Municipality of Powassan deliberations to approve their 2025 Budget, there remains a need for the Library Board to provide additional information, at which point the Council will take its final vote. The Chair and the CEO will be meeting with the Mayor and CAO to present the information.</p>	

b) Grants update	The library was successful in obtaining two summer student positions through the Canada Summer Jobs Program. Thank you to Laurie Forth for writing the application for the third year in a row.	
c) Closed Session	<p><b>Motion: 2025-18</b>  <b>That the PDUPL move into a session that is closed to the public in accordance to the Public Act, Section 16.1(d) Labour relations or employee negotiations at 6:30pm.</b>  <b>Moved by:</b> Debbie Piper  <b>Seconded by:</b> Bernadette Kerr</p> <p><b>Motion: 2025-19</b>  <b>That the PDUPL move out of a session that is closed to the public at 7:30pm</b>  <b>Moved by:</b> Stephen Kirkey  <b>Seconded by:</b> Pat Stephens</p>	CEO
d) New Budget Increases in 2025	<p>So far two items will result in unbudgeted additional costs in 2025.</p> <ol style="list-style-type: none"> <li>1. Higher prices for books due to 25% tariffs</li> <li>2. New yearly fee to use the Sage Accounting software – (\$869)</li> </ol>	
e) Upcoming Activities	<ul style="list-style-type: none"> <li>- The Library will participate in the Powassan Maple Syrup Festival selling taffy in front of the library and remain open from 10 am to 2pm. Brea Market-Matthews will be in charge</li> <li>- A jewellery exchange/tea fundraising event for adults is scheduled for May 1, 2025.</li> </ul>	Brea Market-Matthews
6. Correspondence	None	
7. Committee Reports		
a) Property Committee	The new light fixtures were installed by Lawrence Electric in early April, and the Accessibility update is almost complete.	

b) Financial Committee	Nothing to report.	
c) Policy Committee	<p>HR-01 Personnel Policy - Personnel Manual: deferred until next month</p> <p>SERV-01 Circulation Policy  <b>Motion: 2025-20</b>  <b>That the SERV-01 Circulation Policy be adopted as amended.</b></p> <p><b>Moved by:</b> Laurie Forth  <b>Seconded by:</b> Steve Kirkey  Carried</p> <p>GOV-04 Succession Policy for CEO and Board Member  -CEO to send selection of succession policies for Board to review and use to update current policy.</p>	CEO, Board
d) Friends of the Library	Bernie and Linda Penney completed the wallpapering of the interior of the elevator. The Friends will have a Spring/Garden basket available for a draw, to be drawn shortly after the Maple Syrup Festival. Tickets are available for a donation.	
8. Adjournment	<p><b>Motion: 2025-21</b>  That the April 23, 2025 meeting be adjourned at 8:06 pm.  <b>Moved by:</b> Bernadette Kerr</p>	Next meeting: May 26, 2025 at 6:15 pm

Chairperson: \_\_\_\_\_

**Kristine Martin, Chair**

Recorder: \_\_\_\_\_

**Marie Rosset, CEO**

THE GOLDEN SUNSHINE MUNICIPAL NON-PROFIT HOUSING CORPORATION

BOARD OF DIRECTORS MEETING – COMMON ROOM

AGENDA 2025-05

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Tuesday May 20, 2025 @ 9:30am

1. Call to order
2. Additions to Agenda
3. Approval of the Agenda
4. Conflict of Interest Disclosure
5. Approval of the Minutes from April 15, 2025
6. Business arising:
  - a) Patio Project Update]
    - Construction Kick-off Meeting Minutes
    - Request to withdraw capital funds
  - b) Audit Planning
  - c) Board Report for Winter Snow Removal
  - d) Move in and Move Out Report
7. Correspondence:
  - a) Financials- April 2025 Transaction Reports
  - b) Financials- April 2025 Income Statement
  - c) World Source Statement Dated January 1-March 31, 2025
8. Next Meeting –AGM June 17, 2025 followed by regular meeting
9. Adjournment

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**The Golden Sunshine Municipal Non-Profit Housing Corporation  
Minutes of the Board of Directors Meeting  
2025- 04**

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**April 15, 2025**

**A regular meeting of the Golden Sunshine Municipal Non-Profit Housing Corporation board was held on Tuesday April 15, 2025**

**Present: Bernadette Kerr, Mieke Markus, Dave Britton, Calvin Young, Leo Patey, Nancy McFadden & Amber McIsaac**

**Regrets: Dave Yemm**

**1. Call to order**

**Resolution No. 2025-18– Moved by Calvin, seconded by Nancy that the meeting was called to order at 9:32 am. Carried**

**2. Additions to Agenda – none**

**3. Approval of the Agenda**

**Resolution No. 2025-19 Moved by Calvin, seconded by Nancy that the agenda be adopted as Presented.**

**4. Conflict of Interest Disclosure – none**

**5. Approval of the Minutes from the March 18, 2025 board meeting**

**Resolution No. 2025-20– Moved by Nancy, seconded by Calvin, that the minutes from the board meeting on March 18, 2025 were adopted as presented.**

**6. Business arising**

**a) Patio Project Bids**

**Trevor Kitchen from HSC Project Management presented the Recommendation to Award report for the Exterior Patio Project and a discussion took place. Notes from the discussion included that Michelle Jensen Architects confirmed with the Municipality of Powassan that no building permit is required and the board agreed with proceeding with composite fencing.**

**Resolution No. 2025-21 Moved by Leo, seconded by Dave Britton that the Golden Sunshine Municipal Non-Profit Housing Corporation approves the recommendation to award the contract for ITT #25-523-12- Exterior Improvements at 325 Catherine Ave, Powassan to Kenalex**

Construction Company Limited as the low compliant bid in the amount of \$199, 700.00 excluding HST, as recommended by HSC and the Consultant Mitchell Jensen Architects.

**b) Insulation Quote/ Patio Winter Maintenance**

In response to ongoing complaints regarding increased ice accumulation on tenant patios during the winter, Amber presented a quote for insulation upgrades to the building's attic space. A discussion followed, and a more detailed report outlining recommendations to mitigate these issues in the future was requested and will be presented at the next board meeting.

**b) New Tenant**

A new market rent tenant will be welcomed to the building June 1<sup>st</sup>. Renovations for the apartment were included in the 2025 budget and will begin May 1<sup>st</sup>.

**7. Correspondences**

**a.2) Financials –**

**Resolution No. 2025-22** Moved by Dave, seconded by Calvin that the Golden Sunshine Municipal Non-Profit Housing Corporation approves the March 2025 financial statements as presented. Carried

**8. Next Board Meeting – May 20, 2025 @9:30am**

**Resolution No. 2025-23** Moved by Dave Britton, seconded by Nancy that the meeting be adjourned. Carried

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President, Bernadette Kerr

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Secretary, Amber McIsaac

# CONSTRUCTION KICK-OFF MEETING MINUTES

<b>PROJECT NAME:</b> Exterior Improvements	<b>PROJECT LOCATION:</b> 325 Catherine Street Powassan, On
<b>PROJECT LEAD:</b> Trevor Kitchen	<b>DATE:</b> May 9, 2025

## ATTENDANCE:

	NAME	INITIAL	COMPANY	EMAIL
<input checked="" type="checkbox"/>	Amber Mc Isaac	AMc	Golden Sunshine Municipal Non-Profit Housing Corporation	<a href="mailto:goldensunshinepines@gmail.com">goldensunshinepines@gmail.com</a>
<input checked="" type="checkbox"/>	Trevor Kitchen	TK	Housing Services Corporation	<a href="mailto:tkitchen@hscorp.ca">tkitchen@hscorp.ca</a>
<input checked="" type="checkbox"/>	Mitchell Martyn	MM	Mitchell Jensen Architects	<a href="mailto:mitchell@mitchelljensen.ca">mitchell@mitchelljensen.ca</a>
<input checked="" type="checkbox"/>	Leonard Church	LC	Kenalex	<a href="mailto:lchurch@kenalex.ca">lchurch@kenalex.ca</a>

## 1.0 - PROJECT DELIVERABLES

ITEM	DESCRIPTION	ACTION	DUE DATE
1.1	<b>SCOPE</b> The intent of this project is to ...  Provide new walkways to the main floor and second floor suites. The exterior work on the upper floor areas will have a new walkway the full length of the building with a new curb, stairs and handrails.  All existing privacy screens between units are to be replaced with new composite privacy screens.	INFO	

## 2.0 - PROJECT ADMINISTRATION

ITEM	DESCRIPTION	ACTION	DUE DATE
2.1	<b>CONTRACT</b> It is confirmed that HSC has received all contract documentation from Kenalex.	INFO	
2.2	<b>PROJECT TEAM PRIMARY CONTACTS</b> <u>Client</u> <ol style="list-style-type: none"> <li>Amber McIsaac – Property Manager, 705-491-2209</li> <li>Tim Young – Maintenance</li> </ol>	INFO	



HSC

- a. Trevor Kitchen – Senior Project Manager  
705-345-5714

Mitchell Jensen

- a. Mitchell Martyn – Primary Contact  
Office: 705-474-3250  
Cell: 705-492-6629  
Email: [mitchell@mitchelljensen.ca](mailto:mitchell@mitchelljensen.ca)
- b. Marc Guilmette – CC on communication  
Office: 705-474-3250  
Email: [marc@mitchelljensen.ca](mailto:marc@mitchelljensen.ca)

Kenalex

- a. Leonard Church – Primary Project Manager : 705-493-7754
- b. Luke Damore – 705-493-5202 Site Super

2.3

**INVOICING**

When ready to invoice, Kenalex is to send the consultant the invoice to receive a payment certification. TK will review and send the invoice and payment certification +reviewed invoice breakdown to Amber for processing.

INFO

Submit invoice 5 to 10 days prior to end of month for time to review.

Purchase Order Number: No PO.

Cheques mailed.

2.4

**PERMITS**

No Permits Required for this proejct.

2.5

**SHOP DRAWINGS**

Contractor to provide shop drawing list based on specifications

XX

XX

Handrails,  
Fence  
Concrete  
Tactiles

**3.0 - SITE PROTOCOLS**

ITEM	DESCRIPTION	ACTION	DUE DATE
3.1	SITE ACCESS/PROTOCOLS		

- Lay down area shown on drawings, what will you have stored there, waste removal bins etc.?
  - Sea can for tools
  - Bring trailer or pickup for waste removal
  - Working hours: M-F 8:00AM-5:00PM, may be different during concrete pour, longer. Will provide notice.
  - Primary contact for site access? Everything through TK to Amber.
  - Porta Potty on site
  - 24hrs notice is required. The more notice the better.
  - Construction hoarding fence, sketch of construction hoarding.
  - Community board to post notices
  - Full set of contract documents to be on site including CO's site instructions etc.
  - Designated smoking area on site. Can smoke in designated lay down area.
- 3.2 **CLEANING**  
All work areas are to be cleaned prior to leaving site for the day. No tools, materials, etc. are to be left in the work areas overnight for tenant safety.
- 3.3 **SITE SAFETY**  
The contractor shall take all necessary precautions for the protection of the work and the safety of the public, the workers, and other persons carrying out the contract work, all in conformance with the *Occupational Health and Safety Act*. Ensure appropriate signage is posted.
- Health and safety manual on site.

#### 4.0 - SCHEDULE

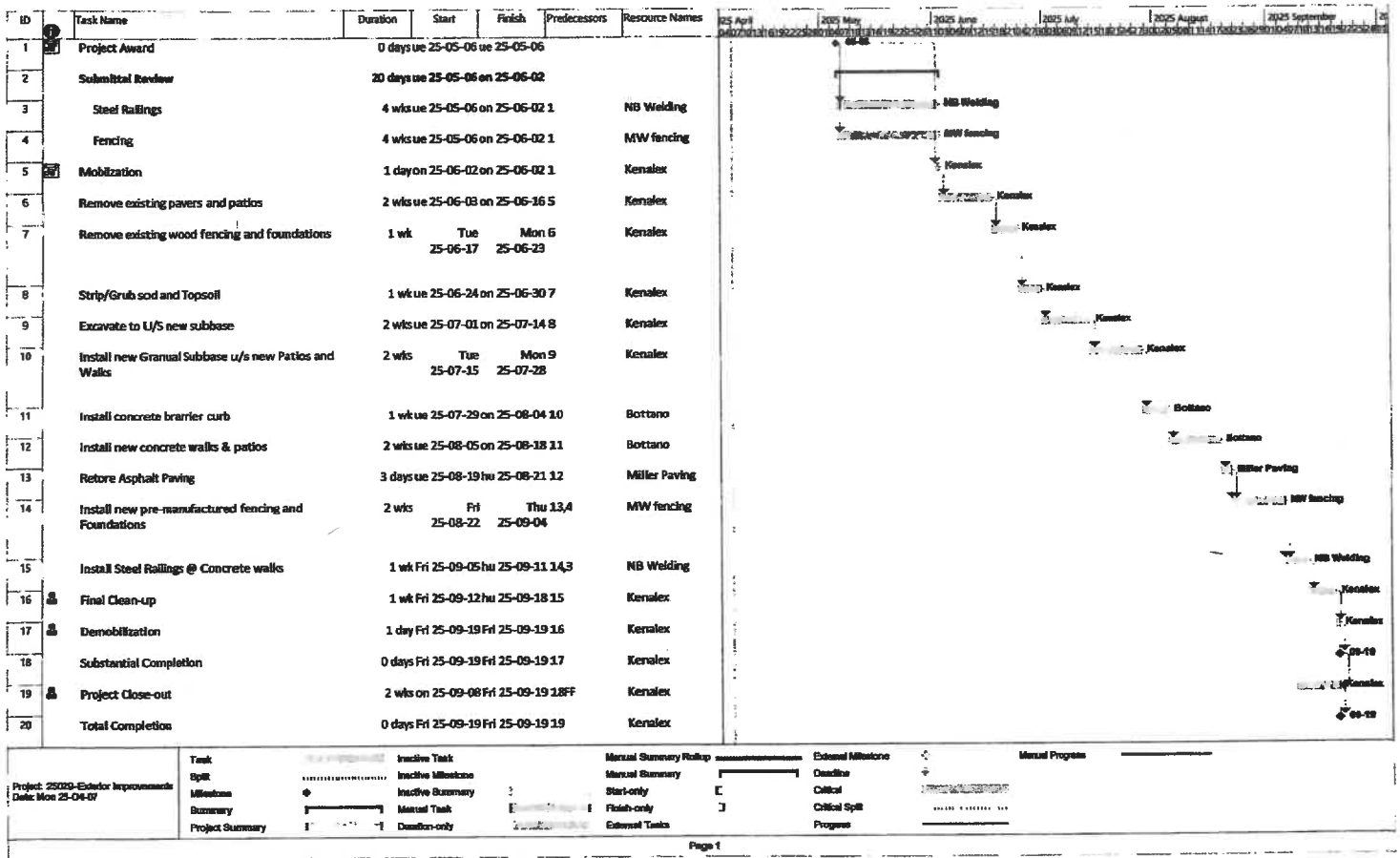
ITEM	DESCRIPTION	ACTION	DUE DATE
4.1	<b>PROJECT MILESTONES</b>		
	Contractor Awarded		April 22, 2025
	Substantial Completion		October 31, 2025
	Financial Closeout		October 31, 2025
4.2	<b>PROJECT SCHEDULE</b> Contractor to provide a master schedule and provide (bi)weekly updates.  Updated schedule to be provided by May 14th	INFO	

## 5.0 – MISC.

ITEM	DESCRIPTION	ACTION	DUE DATE
5.1	Any changes are to be reviewed and approved by HSC and the client prior to proceeding with the work. All changes will be documented through <u>written</u> approvals only and finalized once all signatures are provided.	INFO	
5.2	Consultant Field Reviews to take place during bi-weekly construction meetings. 6 site visits. MJA		

## 6.0 – CLOSING

ITEM	DESCRIPTION	ACTION	DUE DATE
6.1	<p><b>NEXT MEETING</b></p> <p>The next meeting will be ...</p> <p>New meeting to be determined after schedule has been received.</p>	HSC	
6.2	<p><b>NEW BUSINESS</b></p> <ul style="list-style-type: none"> <li>- Power and water available from site, Unsure how many outside outlets and access to water on either end of the build.</li> <li>- Coordinate with onsite anything needed.</li> <li>- Excess soils to follow standards</li> <li>- Close out docs at end of project.</li> <li>- Extra materials to be left on site in area agreed by client.</li> <li>- Kenalex to provide fence samples for board to choose.</li> <li>- In tender docs to hydro seed areas affected.</li> </ul>		



**To:** Golden Sunshine Municipal Non-Profit Board of Directors

**Date:** May 20, 2025

**Subject:** Request for Withdrawal from Capital Reserves for Exterior Tenant Patio Upgrades

### **Overview**

This report outlines a request for the release of capital reserve funds to support the completion of the exterior patio upgrade project. This initiative is part of our ongoing commitment to maintain and improve the quality and functionality of residential outdoor spaces within the GSMNP property.

### **Project Details**

- **Total Project Cost (Including HST):** \$225,661.00
- **Contingency Budget:** \$20,000.00
- **Total OPHI Funding:** \$160,000.00

### **Capital Reserve Status**

- **Current Capital Reserve Balance:** \$335,233.75 (book Value)
- **Capital Reserve Balance After Withdrawal:** \$249,572.75
- **Amount required to be in Capital Reserves based on DSSAB Contract:** \$100,000

### **Resolution:**

The GSMNP Board approves the withdrawal of \$85,661.00 from the Capital Reserve Fund to cover the remaining cost of the Exterior Patio Upgrade project, which has a total cost of \$225,661.00, including HST. With \$160,000.00 already secured through OPHI funding, the additional amount is required to fully fund the project, including a \$20,000 contingency budget.

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Carried



April 10, 2025

Board of Directors

The Golden Sunshine Municipal Non-Profit Housing Corporation

325 Catherine Street, P.O. Box 520

Powassan, ON P0H 1Z0

Dear Board of Directors:

**RE: Audit Planning**

We are writing this letter in connection with our audit of the financial statements for the year ending December 31, 2024.

Our purpose in writing this is to ensure effective two-way communication between us in our role as auditors and yourselves with the role of overseeing the financial reporting process. In this letter we will:

- (a) Address our responsibilities as independent auditors and provide information about the planned scope and timing of our audit.
- (b) Request a response to some audit questions and any additional information you may have that could be relevant to our audit.

**Auditor Responsibilities**

The respective responsibilities of ourselves and of management in relation to the audit of financial statements are set out in the engagement letter that was signed by management.

**Planned Scope and Timing of Our Audit**

Our objective as auditors is to express an opinion on whether the financial statements are prepared, in all material respects, in accordance with the basis of accounting described in Note 1 to the financial statements.

In developing our audit plan, we worked with management to understand the nature of the entity and to identify and assess the risks of material misstatement in the financial statements, whether due to fraud or error. Our audit plan has been designed to focus on the identified areas of risk.

## Materiality

The purpose of our audit is to provide an opinion as to whether your financial statements present fairly, in all material respects, the financial position, results of operations and cash flows in accordance with the basis of accounting described in Note 1 to the financial statements. Therefore, materiality is a critical auditing concept and as such we apply it in all stages of the engagement.

The concept of materiality recognizes that the audit team cannot verify every balance, transaction or judgment made in the financial reporting process. During audit planning, we made a preliminary assessment of materiality for purposes of developing our audit strategy, including the determination of the extent of our audit procedures. During the completion stage, we consider not only the quantitative assessment of materiality, but also qualitative factors in assessing the impact on the financial statements, our audit opinion and the matters reported to your attention.

## Significant Changes During Period

There were no significant changes to address based on our audit planning for the current year.

## Internal Control

To help identify and assess the risks of material misstatement in the financial statements, we obtain an understanding of internal control relevant to the audit. This understanding is used in the design of appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control. Should we identify any significant deficiencies in the internal control and accounting systems, we will communicate them to you.

## Significant Risks

In planning our audit, we identify significant financial reporting risks that, by their nature, require special audit consideration. The significant risks we have identified and our proposed audit response is outlined below:

Revenue recognition and completeness	Analytical procedures Substantive testing of revenues, including the consistent application of accounting policies Review of cut-off procedures
Management override	Inquiries of management Review of journal entries
Accounts payable - completeness and existence	Analytical procedures Substantive testing or tests of control
Investments	Inquiries of management Analytical procedures Substantive testing
Accounts receivable - existence	Substantive testing Tests of controls over revenues
Replacement Reserve	Substantive testing Analytical procedures

If there are specific areas that warrant our particular attention during the audit or where you would like us to undertake some additional procedures, please let us know.

### **Uncorrected Misstatements**

Where we identify uncorrected misstatements during our audit, we will communicate them to management and request that they be corrected. If not corrected by management, we will then request that you correct them. If not corrected by you, we will also communicate the effect that they may have individually, or in aggregate, on our audit opinion.

### **Timing**

The proposed timing of our audit (as discussed with management) is as follows:

Start of audit field work	April 10, 2025
End of audit field work	April 30, 2025
Approval of financial statements by the Board of Directors	May 31, 2025
Provide the audit opinion on financial statements	May 31, 2025

### **Engagement Team**

Our engagement for this audit will consist of the following personnel:

Claude Daigle	Partner
Krista Caldwell	Accountant

### **Audit Findings**

At the conclusion of our audit, we will have a discussion with management and the board of directors to assist you with your review of the financial statements. This discussion will include our views and comments on matters such as:

- significant matters, if any, arising from the audit that were discussed with management;
- significant difficulties, if any, encountered during the audit;
- qualitative aspects of the entity's accounting practices, including accounting policies, accounting estimates and financial statement disclosures;
- uncorrected misstatements; and
- any other audit matters of governance interest.

### **Audit Questions and Requests**

#### **Fraud**

To help us in identifying and responding to the risks of fraud within the entity, we would appreciate your responses to the attached document (see Appendix A).



### Other Matters

Would you please bring to our attention any significant matters or financial reporting risks, of which you are aware, that may not have been specifically addressed in our proposed audit plan. This could include such matters as future plans, contingencies, events, decisions, non-compliance with laws and regulations, potential litigation, specific transactions (such as with related parties or outside of the normal course of business) and any additional sources of audit evidence that might be available.

We recognize your significant role in the oversight of the audit and would welcome any observations on our audit plan.

This letter was prepared for the sole use of those charged with governance of The Golden Sunshine Municipal Non-Profit Housing Corporation to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours truly,



Claude M. Daigle, CPA, CA

# **The Golden Sunshine Municipal Non-Profit Housing Corporation**

## **Appendix A: Fraud Risk Assessment Documentation Memorandum**

**December 31, 2024**

### Objective:

A fraud risk assessment should be performed annually to identify potential schemes and events that need to be mitigated.

A detailed fraud assessment needs to be performed by division and/or function. Functions and services that need to be included in the assessment are bookkeeping and financial reporting, payroll, purchasing and payments, inventory, sales and receipts, and information technology.

### Procedures:

Ask management the following questions and document responses:

1. What is your assessment that the financial statements include material misstatement [differences that would change decisions based on the financial statements] due to fraud in the following areas?
  - a. bookkeeping and financial reporting
  - b. payroll
  - c. purchasing
  - d. revenues
  - e. information technology
2. What does the company / organization do to identify and respond to risks of fraud in the following areas?
  - a. bookkeeping and financial reporting
  - b. payroll
  - c. purchasing
  - d. revenues
  - e. information technology
3. How have you communicated with the rest of management about identifying and responding to fraud risks? [review memos or policy / procedure manuals that are available]
4. What did you communicate with employees on your views about business practices and ethical behavior?
5. Do you have any knowledge of any actual, suspected or alleged fraud or material errors? If so, please explain.
6. Does the organization have insurance for losses incurred by employee dishonesty / fraud?
7. Do you have any knowledge of personal financial issues which may encourage employee dishonesty? [drugs, alcohol, or gambling]

Signed:



The Golden Sunshine Municipal  
Non-Profit Housing Corporation  
325 Catherine Street  
Powassan, ON POH 1Z0

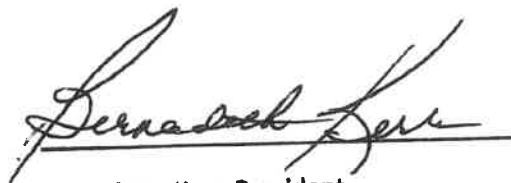
April 22, 2025

To Whom it May Concern:

RE: Fraud Risk Assessment Documentation Memorandum

In Response to the Fraud Risk Assessment Document dated December 31, 2024, the following are a list of responses to the questions:

- 1) There are no issues in regards to the financial statements for all areas listed such as bookkeeping, financial reporting, payroll, purchasing, inventory, sales and information technology.
- 2) The organization identifies risks of fraud for the above noted areas in item #1 by the Property Manager reviewing the individual invoices billed to the organization, review of rent receipts, subsidies and laundry funds and review of the financial statements on a regular basis. Financial Statements are also provided to the Board members at their regular meetings. The District of Parry Sound Social Services Administration Board also reviews Financial Statements on a quarterly basis and has an operational review periodically to ensure compliance within the operations of the organization. If a risk of fraud arises in the above noted areas, the Property Manager would address such concerns and if needed would be presented to the Board to review and proceed with measures to ensure the risk of fraud is addressed immediately.
- 3) When communicating with the rest of the management about identifying and responding to fraud risks, the Property Manager reviews memos, policies and procedures and perhaps redefine policies with assistance from the District of Parry Sound Social Services Administration Board and Ontario Housing.
- 4) When communicating with employees on views about the business practices and ethical behaviour, the Property Manager would address each employee on a one on one basis and then the Board members would meet with the employee and express their concerns
- 5) The organization is not aware of any actual, suspected or alleged fraud or material errors at this time.
- 6) The organization currently has insurance for losses incurred by employee dishonesty or fraud.
- 7) The organization is not aware of any indicators of personal financial issues which may encourage employee dishonesty.



Bernadette Kerr, President



Dave Britton, Vice Chair/ Treasure

## **Property Management Report: Snow and Ice Safety Concerns**

**Date:** May 20, 2025

**Prepared by:** Amber McIsaac

**Property:** 325 Catherine Ave, Powassan

### **Overview:**

In the winter season multiple tenant complaints were received regarding the accumulation of snow and ice on exterior patios, as well as the hazard posed by large chunks of snow and ice falling from the steel roof. These conditions present significant safety risks to tenants, visitors and staff.

### **Immediate Action Taken:**

A formal notice was issued to all tenants advising them to temporarily discontinue the use of exterior patios until further notice and use common exits and entrances. This measure was precautionary and intended to mitigate the risk of injury and liability due to falling debris or slipping hazards until a solution could be found.

### **Ongoing Assessment and Proposed Solutions:**

The Property Manager is currently investigating long-term corrective actions, including:

#### **1. Evaluation to reduce heat loss and minimize rooftop melt/freeze cycles**

**Action/ Recommendation:** Sound seal Insulation conducted an inspection of the attic insulation at the building on March 26th. Their recommendations included installing blown-in loose-fill fiberglass insulation to achieve an R30 value, supplementing the existing insulation. To ensure proper ventilation, they advised installing Styrofoam vents into the 24" attic cavities and extending the rafter mates to accommodate the increased insulation depth. Insulation will be billed based on the number of bags used, with additional bags likely required to build up insulation around ductwork for improved efficiency. Quote for this project was \$26,940, a second formal quote was also received from Tool Box Tim in the amount of \$33,273, and a 3<sup>rd</sup> quote has been requested from Arctic Insulation. DSSAB has been made aware the project is a high priority for the building and will help search for funding possibilities.

Prior to installation, Soundseal recommended that a licensed pest control service address rodent activity in the attic. In response, Get Rid of 'Em Pest Control supplied mouse bait to four sections of the attic on March 27th. They advised that it would take approximately 3–4 weeks to eliminate the mice. Total cost for pest removal was \$451.98.

#### **2. Better manage building run off**

**Action/ Recommendation:** On April 29, 2025, Dr. Eavestrough Ltd. conducted a site visit to The Pines to inspect the building's eavestrough system. During the inspection, it was noted that

several sections of the eavestrough were pulling away from the structure, allowing ice and water to bypass the system due to insufficient fastening. Additional fasteners were installed to correct this issue. It was noted that the building is equipped with an adequate number of metal roof snow guards to effectively manage snow and ice accumulation, however there will always be some risk of falling ice and debris. Significant amounts of pine needles and leaves were observed on top of the T-Rex gutter protection system, which was removed during the visit. Upon opening several sections of the gutter guards at both the front and back of the building, approximately 1.5 to 2 inches of sludge was found inside the front eavestrough, confirming the need for a full system flush. As the existing T-Rex gutter protection is covered by a 40-year clog-free warranty, Dr. Eavestrough will complete the flushing under warranty during the week of May 19, 2025. To prevent similar issues in the future, the Property Manager has approved annual cleaning of surface debris from the gutter guards by Dr. Eavestrough at a cost of \$250 per year.

**3. Review the winter snow maintenance program, including the removal of snow and ice accumulation from tenant patio areas**

**Contractor Quotes for Patio Snow Maintenance:** Efforts were made to obtain quotes from local contractors for winter snow removal services specifically related to tenant patios. The responses are summarized below:

Contractor	Contact	Status	Notes
<b>Martin Snow Removal Services</b>	Guy Martin 705-724-3655	Declined	No liability insurance; unable to take on additional work; recommended Elements Property Management.
<b>Tim Young</b>	—	Declined	No liability insurance.
<b>Elements Property Management</b>	Dave 705-825-2254 (Corbeil)	Available	Awaiting quote- no liability insurance
<b>Oley's</b>	\$12, 899		Oley's will automatically come to shovel when the snow fall reaches the depth of 3 inches in depth, ice melting will be completed at their discretion after each shovel and during slippery conditions and the property will be monitored and shovelling/ice-melt application will be done as needed, possibly more than once a day during heavy snowfalls. Other option included \$135.00 per shovel when called

## **Fire Safety Considerations**

Statement from Rob Geisler, Powassan Fire Chief (April 15, 2025): The Ontario Fire Code typically requires that buildings offer two distinct paths of egress in the event of an emergency. These do not necessarily include two exits for every unit, but rather a combination of exits or escape routes, such as stairwells or compliant windows.

- In our building, the hallway doors provide access to two stairwells, which qualify as distinct escape routes, in line with our approved fire plan.
- While it is beneficial for patio doors to be operable as an emergency exit, this is not a requirement of the Ontario Fire Code.

## **Landlord Obligations – Common Areas**

As per Section 26(1) of the Residential Tenancies Act, landlords are responsible for maintaining exterior common areas in a safe and hazard-free condition.

## **Tenant Obligations – Exclusive Use Areas**

- Tenants are responsible for snow and ice removal from exclusive use areas such as balconies, patios, designated parking spots, and private walkways.

## **Proposed Lease Amendment**

To clarify the above responsibilities and ensure legal alignment, the following amendment is recommended for all tenancy agreements:

### **Amendment Purpose:**

To clarify maintenance responsibilities for areas designated for the exclusive use of the tenant.

### **Amended Clause:**

#### **Snow and Ice Removal – Exclusive Use Areas**

The Landlord shall not be responsible for the removal of snow or ice from any areas designated for the exclusive use of the Tenant. This includes, but is not limited to, walkways, decks, balconies, and designated parking spaces that are for the Tenant's private use.

### **Action/Recommendation:**

It is recommended that the Board approve the proposed lease amendment and implement it across all applicable tenancies. Alternatively, the Board may choose to directly provide the snow removal service to all tenants through Oley's for the entire winter season in order to mitigate potential liability.

**Move-In / Move-Out Report****Prepared for: GSMNP Board of Directors****Date: May 20, 2025****Prepared by: Property Management****1. Apartment 214 – Market Rent Unit****Move-Out Details:**

- **Tenant Notification:** Received April 1, 2025 (due to tenant moving)
- **Notice Period Required:** 60 days
- **Previous Rent:** \$867.00/month
- **Vacancy Date:** May 12, 2025
- **Planned Action:** Full renovation to be completed prior to re-occupancy

**New Tenancy Information:**

- **Incoming Tenant:** Joyce Byers
- **Move-In Date:** June 1, 2025
- **New Rent Amount:** \$922.00/month
- **Additional Notes:** Tenant has no pets and does not require a parking space

**Renovation Summary:**

The apartment will undergo a full renovation, with the following associated costs (HST excluded, as recoverable by GSMNP):

<b>Description</b>	<b>Cost</b>
Baseboards	\$492.40
Flooring Installation Floor Fashion World (quotes requested from Tim Young- declined, and Rug a Roo, pending)	\$1,776.56
New Doors and Hardware	\$667.09
Labour (Install doors, Move and reinstall appliances/toilet, install baseboard, Paint and patch all walls, paint ceiling- Tim)	\$1100.00
Paint and Supplies (All walls, ceilings, kitchen, bathroom)	\$163.06
New Oven	\$994.99
<b>Total Estimated Cost</b>	<b>\$5194.10</b>

## **2. Apartment 104 – Rent-Geared-to-Income (RGI) Unit**

### **Move-Out Details:**

- **Notice of Vacancy:** Received April 28, 2025 (due to tenant passing)
- **Notice Period Required:** 30 days
- **Previous Rent:** \$681.00/month

### **New Tenancy Information:**

- **Incoming Tenant:** Robert Wright
- **Move-In Date:** June 1, 2025
- **New Rent Amount:** \$400-\$600/month (awaiting amount from the DSSAB)
- **Additional Notes:** Tenant has no pets and will require a parking space for a scooter

### **Maintenance Considerations:**

Property management is seeking direction from the Board regarding the standard of renovations to be applied to RGI units. A full renovation, similar to market rent units, can be performed if approved. Alternatively, a basic maintenance plan addressing standard wear and tear of this unit is proposed with the following costs:

<b>Description</b>	<b>Cost</b>
Baseboards	\$492.40
Labour (Painting/Patching, install new baseboards, install toilet, move appliances – Tim)	\$670
Paint and Supplies	\$163.06
New Toilet (16.5” accessible toilet)	\$329.99
New Oven	\$994.99
Floor Cleaning and Restoration (Rhonda – 6/8 hours + supplies)	\$300.00
<b>Total Estimated Cost</b>	<b>\$2950.44</b>

**Other Considerations:** It is anticipated that one to two additional market rent apartments may require full renovation during the remainder of the 2025 calendar year due to vacancy. The Board may wish to consider this expected activity when determining renovation standards and budget allocations moving forward.



**The Golden Sunshine Municipal Non-Profit Housing**  
**Account Reconciliation Summary Report 01/04/2025 to 30/04/2025**  
**Report By: Reconciliation date**

Description	Amount	Total
<b>Account: 1010 Bank</b>		
Statement start date: 01/04/2025		
Statement end date: 30/04/2025		
Reconciliation date: 30/04/2025		
<b>Reconciled</b>		
<b>Financial Institution</b>		
Statement Balance Forward as of 01/04/2025		48,880.28
Transactions on or before 30/04/2025		
Deposits recorded in Statement	16,336.81	
Withdrawals recorded in Statement	-15,017.14	
Total Transactions		1,319.67
Bank Transactions		
Income	0.00	
Expense	0.00	
Total Bank Transactions		0.00
Adjustment Required		0.00
Statement End Balance as of 30/04/2025		50,199.95
Statement End Balance as of 30/04/2025		50,199.95
Outstanding Transactions as of 30/04/2025		
Outstanding Deposits	5.00	
Outstanding Withdrawals	-2,791.68	
Total Outstanding Transactions as of 30/04/2025		-2,786.68
Adjusted Statement End Balance as of 30/04/2025		47,413.27
<b>General Ledger Account</b>		
Book balance as of 31/03/2025		43,945.94
Transactions on or before 30/04/2025		
Debits recorded in account	16,041.81	
Credits recorded in account	-12,574.48	
Net Amount recorded in account		3,467.33
Book balance as of 30/04/2025		47,413.27
Bank Transactions		
Income	0.00	
Expense	0.00	
Total Bank Transactions		0.00
Adjustment Required		0.00
Adjusted Book Balance as of 30/04/2025		47,413.27

**The Golden Sunshine Municipal Non-Profit Housing**  
**Reconciliation Transactions Detail Report 01/01/2025 to 30/04/2025**

Account: 1010 Bank

Date	Trans. #	Comment	Source	Deposits	Withdrawals	Deposit No.	Cleared	Status
30-04-2025	J260	Rhondalee Czaikowsky	5642	0.00	698.44		N	Outstanding
29-04-2025	J266	Jim's Locksmithing	5643	0.00	298.66		N	Outstanding
17-04-2025	J276	Toolbox Tim	5644	0.00	632.41		N	Outstanding
29-04-2025	J279	Gomoll Timber Mart	5645	0.00	520.53		N	Outstanding
01-04-2025	J280	ADT Security Services Canada, Inc.(Telus)	ADT April2025 PAP	0.00	28.95		N	Outstanding
30-04-2025	J283	4007, Roy, Lynne	Cash	5.00	0.00		N	Outstanding
30-04-2025	J286	Powassan Home Hardware	5647	0.00	385.69		N	Outstanding
01-01-2025	J292	Dr.Eavestrough Ltd.	5648	0.00	226.00		N	Outstanding
				5.00	2,791.68			

Generated On: 08/05/2025

**The Golden Sunshine Municipal Non-Profit Housing  
Comparative Income Statement**

	<u>Budget 01/01/2025 to 31/12/2025</u>	<u>Actual 01/01/2025 to 30/04/2025</u>	<u>Difference</u>
<b>REVENUE</b>			
<b>Sales Revenue</b>			
Rental - Market	111,592.00	37,259.00	74,333.00
Rental - RGI	71,000.00	23,315.00	47,685.00
Vacancy Loss - Market	-2,000.00	0.00	-2,000.00
Vacancy Loss - RGI	-800.00	0.00	-800.00
Laundry Concession	4,500.00	2,204.00	2,296.00
Parking/ AG Fees and Other Revenue	1,000.00	320.00	680.00
Key Deposit- Refundable	0.00	0.00	0.00
Transferred from Reserve Fund	0.00	0.00	0.00
DSSAB Subsidy Funding	20,000.00	5,000.00	15,000.00
Grant Revenue	0.00	0.00	0.00
<b>TOTAL REVENUE</b>	<u>205,492.00</u>	<u>68,098.00</u>	137,394.00
<b>TOTAL REVENUE</b>	<u>205,492.00</u>	<u>68,098.00</u>	137,394.00
<b>EXPENSE</b>			
<b>LABOUR &amp; COSTS</b>			
Salaries & Wages	43,000.00	13,193.21	29,806.79
EI Expense	1,300.00	274.18	1,025.82
CPP Expense	2,400.00	670.50	1,729.50
WSIB Expense	1,100.00	213.24	886.76
<b>LABOUR &amp; COSTS: TOTAL</b>	<u>47,800.00</u>	<u>14,351.13</u>	33,448.87
<b>MATERIALS &amp; SERVICES</b>			
Building General	9,700.00	1,717.50	7,982.50
Elevator	5,600.00	1,919.32	3,680.68
Equipment/Repairs	3,000.00	0.00	3,000.00
Grounds	11,000.00	4,319.55	6,680.45
Heating & Plumbing	4,000.00	1,570.82	2,429.38
Fire Inspections	1,900.00	0.00	1,900.00
Painting	2,500.00	347.31	2,152.69
Socials & Recreation	800.00	45.04	754.96
Waste Removal	2,200.00	295.59	1,934.41
Winter Driveway Maintenance	5,400.00	3,886.81	1,513.39
<b>MATERIALS &amp; SERVICES: TOTAL</b>	<u>46,000.00</u>	<u>14,071.54</u>	31,928.46
<b>UTILITIES</b>			
Energy	38,500.00	14,700.57	21,799.43
Phone	3,700.00	420.65	3,279.35
Water & Sewer	7,500.00	1,348.00	6,151.00
<b>UTILITIES: TOTAL</b>	<u>47,700.00</u>	<u>16,470.22</u>	31,229.78
<b>OTHER EXPENSES</b>			
Municipal Taxes	30,000.00	13,969.00	16,031.00
Amortization	0.00	0.00	0.00
Insurance	6,800.00	2,109.20	4,690.80
<b>OTHER EXPENSES: TOTAL</b>	<u>36,800.00</u>	<u>16,078.20</u>	20,721.80
<b>ADMINISTRATION</b>			
Materials & Services	2,400.00	214.14	2,185.86
Office Supplies/Equipment/Computer	1,000.00	493.72	506.28
Interest and Bank Charges	410.00	78.99	331.01
Mileage	1,000.00	0.00	1,000.00
Audit	7,500.00	0.00	7,500.00
<b>ADMINISTRATION: TOTAL</b>	<u>12,310.00</u>	<u>786.85</u>	11,523.15
<b>CAPITAL EXPENSES</b>			
Building - Capital	4,500.00	0.00	4,500.00
Transfer to Reserve Fund	10,380.00	0.00	10,380.00
<b>CAPITAL EXPENSES: TOTAL</b>	<u>14,880.00</u>	<u>0.00</u>	14,880.00
<b>TOTAL EXPENSE</b>	<u>205,490.00</u>	<u>61,757.94</u>	143,732.06
<b>NET INCOME</b>	<u>2.00</u>	<u>6,340.06</u>	-6,338.06

Generated On: 08/05/2025

For the period January 1, 2025 to March 31, 2025

\*0012487

THE GOLDEN SUNSHINE MUNICIPAL  
NON-PROFIT HOUSING CORPORATION  
325 CATHERINE STREET  
PO BOX 520  
POWASSAN ON POH 1Z0

For more information please contact:

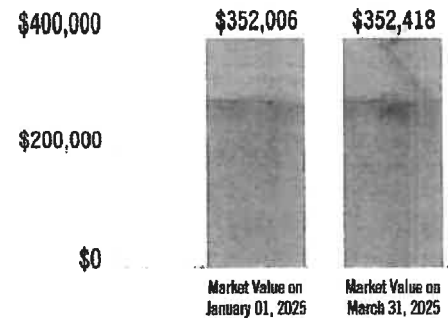
Name Encasa Fin'l East Team  
Address 20 Dundas Street W, Suite 1030  
Toronto, ON M5G2C2  
Phone/Fax 416-488-3077 | 416-205-9459  
Toll Free 888-791-6671  
Email [information@encasa.ca](mailto:information@encasa.ca)

**Worldsource Financial Management Inc.**  
Investor Number: 751721

## Investment Summary

An overview of your investment performance for this period.

Previous Quarter Market Value	\$352,005.89
Net Deposits and Withdrawals	\$0.00
Change in Market Value	\$412.37
Current Quarter Market Value	\$352,418.26



Dealer Reference No.	Account Type	Book Value Current	Market Value Last Quarter	Market Value Current Quarter
751721A2	Non Registered/Cash	\$335,233.75	\$352,005.89	\$352,418.26
Consolidated CDN Total		\$335,233.75	\$352,005.89	\$352,418.26

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## Know Your Client Details

For the period January 1, 2025 to March 31, 2025

### About our "Know Your Client" (KYC) process

Worldsource Financial Management Inc. ('WFM') and your advisor wish to ensure that you align your personal goals and current life situation with your investments. To achieve this alignment of goals and investments, your advisor gathers information about you during a process called Know Your Client ('KYC'). This statement includes current KYC information on file.

We ask that you please review this KYC information to ensure it is current and accurate. If any changes are required you should contact your advisor to set up an appointment. WFM will consider this KYC information current until it receives notice of any significant change.

**Investor Number:** 751721  
**Investor Name:** THE GOLDEN SUNSHINE  
MUNICIPAL  
NON-PROFIT HOUSING  
CORPORATION  
**Annual Income:** \$0  
**Net Worth:** \$107,503  
**Investment Knowledge:**

Account Type	Dealer Reference No.	Time Horizon	Objective	Risk/Rating		
Non Registered/Cash	751721A2	10 - 20 YRS/ANS	Growth	100%	Medium	100%

## Portfolio Account Details

For the period January 1, 2025 to March 31, 2025

Investor Number: 751721

### Disclaimer

DSC, LSC or LL Investments may be subject to a deferred sales charge upon redemption. The sales charge is based on the net asset value of your units/shares at the time that you redeem, and is deducted from the amount you receive for the units/shares. Deferred sales charges decline to zero after a specific number of years.

Account Details: Non Registered/Cash

Dealer Reference No.: 751721A2

Beneficiary: Estate

Assets Registered with the Issuer in the name of:  
Worldsource Financial Management Inc.

Cash						Market Value
Cash Balance						\$5.57
Investment Mutual Fund	Symbol	Account Number	Quantity	Price	Book Value	Market Value
ENCASA CANADIAN SHORT-TERM BOND FUND SERIES A -NL	ENC702	100297	8,620.9689	\$9.8771	\$84,739.40	\$85,150.17
ENCASA CANADIAN BOND FUND SERIES A -NL	ENC703	100297	8,949.0205	\$9.6393	\$90,578.29	\$86,262.29
ENCASA EQUITY FUND SERIES A -NL	ENC704	100297	7,744.4851	\$23.3715	\$159,910.49	\$181,000.23
Total Plan Value					\$335,233.75	\$352,418.26

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## Portfolio Account Transaction Details

For the period January 1, 2025 to March 31, 2025

Investor Number: 751721

Account Details: Non Registered/Cash

Dealer Reference No.: 751721A2

### ENCASA CANADIAN SHORT-TERM BOND FUND SERIES A -NLENC702

Trade Date	Settlement Date	Description	Gross	Net	Cost/Unit	Units
03/28/25	03/28/25	Dividend Reinvestment	\$605.74	\$605.74	\$9.8656	61.3992

### ENCASA CANADIAN BOND FUND SERIES A -NLENC703

Trade Date	Settlement Date	Description	Gross	Net	Cost/Unit	Units
03/28/25	03/28/25	Dividend Reinvestment	\$713.31	\$713.31	\$9.6072	74.2474

**Disclaimer:** Transaction with a settlement date after the Quarter End will not be included in the current holdings and performance for this statement period.

## Disclaimers

The registered name of the company is Worldsource Financial Management Inc. (WFM).

We obtain the information in this statement from our records and other sources, including automatic data processing vendors, transfer agents, securities pricing services, and fund companies. While we believe the information in this report to be accurate and complete, we cannot guarantee it:

- GIC maturity values represent an estimated value at maturity. The actual value at maturity may vary due to rounding or other factors.
- Assets transferred to your account for which fund companies have not completed re-registration may not appear on this report.

The securities holdings and the transactions listed on this report represent all the business that WFM has conducted with you. Any transactions not listed in this report indicates WFM did not process them, and we accept no responsibilities for them. Please review this report carefully and report any discrepancies to your mutual fund advisor or WFM at 1-800-341-1013. The location of WFM is 700-625 Cochrane Drive Markham, ON, L3R 9R9. If we do not hear from you within 45 days of this mailing, we will assume you accept the report as correct and that it reflects all obligations of WFM to you.

At the time of your mutual fund purchase (Fund), you received the applicable Fund Fact Sheet (Fund Fact). However, you will not receive another Fund Fact at the time of the automatic switch into a lower-fee series of the same Fund. You may request a copy of the lower-fee series Fund Facts from your Worldsource Advisor. Following your purchase of units or shares of certain mutual fund(s), the fund company offering the Fund may automatically switch you into a lower-fee series of the same Fund (if you qualify). Lower-fee Fund series offer lower management and administration fees. Likewise, if you have a systematic plan (PAC) currently in place – either, directly with Worldsource or via a fund company – you should have received a Fund Fact Sheet for the initial setup. After that initial purchase, you will not receive a Fund Fact Sheet unless requested by you.

Upon reviewing the Fund Fact Sheet or fund prospectus, you have a right of action should you feel there is a misrepresentation in either document. If you wish to receive the most current Fund Fact, you may contact your financial advisor directly or contact Worldsource via email or phone (1-800-341-1013 or [advisorrelations@worldsourcewealth.com](mailto:advisorrelations@worldsourcewealth.com)). You may also visit the fund company website pertaining to the mutual fund holding or go to [www.sedar.com](http://www.sedar.com). You may terminate your systematic plan at any time by making a request in writing to your financial advisor.

You will not have a right to withdraw your purchase of securities made pursuant to an automatic switch, but you will have the right to claim for damages or rescind your purchase if the Fund Fact (or any document incorporated by reference into the simplified prospectus) contains any misrepresentation, whether you requested a copy of the Fund Fact or not. Please note that if you no longer qualify for a particular lower-fee series, there may also be an automatic switch (Initiated by the fund company) of your Fund(s) to a higher-fee fund series of the same Fund. Please refer to the simplified prospectus or contact your Worldsource Advisor for details.

Administrator-Investments (also known as 'nominee accounts'), where the Administrator is Worldsource Financial Management Inc., are registered in the name of Worldsource Financial Management Inc. on your behalf. Investments where the Administrator is a mutual fund company (also known as 'client name' accounts) are registered in your name at that particular fund company.

Book Value means the total amount paid to purchase an investment, including any transaction charges related to the purchase, adjusted for reinvested distributions, return of capital and corporate reorganizations. WFM cannot guarantee the accuracy of the book value since it may have been acquired from an external source.

This statement may use the market value from the time you opened your account with us, rather than book value. This would occur when your investments were transferred to us by your previous dealer, and the book value was not available.

The book value shown on this statement may not be suitable for income tax purposes, as it may not reflect all required adjustments. It is essential for you to keep records of all of your investment transactions and consult your income tax advisor to determine your gains and losses for income tax purposes accurately.

Market Value is the price at which an investment can be sold on the open market at a specific point in time. The market value of an investment fund is its "Net Asset Value" or NAV; it is usually calculated by investment managers once per day. If we cannot reasonably determine the market value of the investment, then we have assigned a zero value as the NAV of that investment and excluded that investment from the calculation of your return.

Customers' accounts are protected by the CIPF's Mutual Fund Dealer Fund within specific limits. Mutual fund dealer customer accounts located in Québec will not be eligible for coverage by CIPF. Please refer to the CIPF Coverage Policy on the website at [www.cipf.ca](http://www.cipf.ca) for a description of the nature and limits of coverage, or contact CIPF at 1-866-243-6981.



## Disclaimers Continued

To our customers in the United States: under the laws of certain States, we are required to advise you that we have received a limited registration exemption to deal with clients in certain states under certain conditions and that we are not subject to the full regulatory requirements of any state securities act. We are providing this information to you as part of our obligation to the various States where we have received a limited registration exemption.

The Canadian Western Trust acts as Trustee for WFM registered plans. Amounts shown are in Canadian dollars. On March 31, 2025, U.S. dollar investments converted at a rate of CAD 1.4307.

## MINUTES

Nipissing Township Museum Board of Management  
May 7, 2025

A regular meeting of the Nipissing Township Museum Board of Management was held on Wednesday, May 7, 2025 starting at 6:08 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, 2381 Hwy 654.

**Present:** Chair Jane Aultman, Mayor Dave Yemm, Councillor Steve Kirkey, and Mary Heasman.

**Staff:** Gillian Bernas, Museum Manager; Kim Turnbull, Deputy Treasurer - Office Assistant and Secretary to the Museum Board

**Regrets:** Debbie Rennette

**Absent:** Gladys Bateman

Disclosure of pecuniary interests – none

Dave Yemm recognized National Volunteer Week in Canada that took place from April 27 – May 3, 2025. This year's theme focused on Volunteer's Make Waves.

### MOTION NUMBER 2025 - 09

**Moved by: Steve Kirkey**

**Seconded by: Dave Yemm**

That we approve the Minutes of the Nipissing Township Museum Board Meeting held March 5, 2025, as presented. **Carried.**

### Staff Updates:

#### • Building & Maintenance

- Advised the Board that the parking lot area was squared off, grass pulled up and 2 loads of gravel added today by our Public Works Crew.
- Steve has offered to treat the weeds in the walkway and add sand to close up the cracks to prevent weed growth.

#### • Event Planning 2025 Proposed Events:

- Tea and Talk Event has been advertised on Facebook and North Bay Now.
- Nipissing Township Museum, has been invited to participate at the SummerFest event, hosted by the Commanda Museum on July 26<sup>th</sup>.
  - A great opportunity to share a historical event, for staff and board members to participate and to showcase the Museum.
  - Inquiry to confirm if there is a cost to participate, Gillian indicated the Museum was invited to participate in the event.
  - Discussion to close the Nipissing Museum for the day to allow all staff, including the students to participate in the event. A motion for the next meeting.
  - Request to borrow a pop-up tent from the Fire Department for the event.
- Discussion about inviting the Commanda Museum to participate in Heritage Day on August 17<sup>th</sup>, 2025. A motion for the next meeting.

- **Artifact Status Report** – Cataloguing into PastPerfect has been paused at this time during exhibit planning.
- **Exhibits:**
  - The exhibit has been prepared for the Powassan and District Library for the months of May and June, featuring the games developed last year by the students, along with the exhibit.
    - The exhibit will feature the snakes and ladders game, habitats of Nipissing card game and an exhibit themed around Lake Nipissing.
    - A feedback form will be provided at the library for those using the games.
    - Brochures and promotional material will be available at the library featuring upcoming events for the 2025 Museum season.
- **Strategic Plan Update**
  - Advised the Board on items that are ongoing as part of the Strategic plan and those that have been completed.
  - Going forward a progress report will be provided on the progress of the Strategic Initiatives.
  - The Strategic Plan will also be formatted to feature pictures of the Museum, events and artifacts to be shared with Council.

#### **MOTION NUMBER 2025-10**

**Moved by: Mary Heasman**

**Seconded by: Steve Kirkey**

That the Board meeting is hereby adjourned at 6:30 p.m. Next meeting will be held Wednesday, June 4, 2025 at 6:00 p.m. **Carried.**

Chairperson:

Secretary:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.

Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.

Minutes to be approved by the Board at the next scheduled Board Meeting.

## MINUTES

### Township of Nipissing Recreation Committee May 12, 2025

A meeting of the Township of Nipissing Recreation Committee was held on Monday, May 12, 2025 starting at 6:30 p.m.

The meeting was held in person at the Township of Nipissing Community Centre, and livestreamed to the Township of Nipissing YouTube Channel.

**Present:** Councillor Lisa Chalapenko, Councillor Shelly Foote, Calista Bateman, Julie Mahoney, Kirsty Vandermeulen and Kathy Shaw

**Staff:** Will Bateman, Fire Chief, CEMC, Municipal By-law Officer and Kristin Linklater Deputy Clerk, Administrative Assistant, Secretary.

**Regrets:** Marg Hughes, Andrew Barry.

**Absent:** Tom Piper, Kassie Mulder.

Disclosure of pecuniary interest: None

### **MOTION NUMBER 2025-14**

**Moved by: Julie Mahoney**

**Seconded by: Shelly Foote**

THAT the Minutes of the March 3, 2025 Recreation Committee Meeting are approved as circulated. **Carried.**

### **Discussion:**

- a) Bottle Drive: Total collection \$707.10
  - \$81.80 from Wolfe Lake
  - \$277.90 from Bear Creek
  - \$166.60 from Wolfe Lake
  - \$180.80 from Bear Creek

Thank you to everyone who came out to assist with the collection.

- b) Spaghetti Dinner – Wrap Up
  - Total costs for Spaghetti Dinner was \$773.70
  - Total revenue for Spaghetti Dinner was \$854.00
  - \$25.00 donation was given.
- c) Scone Baking Event – May 10<sup>th</sup>
  - Registration April 1<sup>st</sup> to April 30<sup>th</sup> 2025 8 Participants Registered
  - Registration \$10 for 1 dozen scones, that could be for an individual.
  - It was brought to our attention that we were lacking a few kitchen items, this will be addressed.
- d) Soccer
  - 90 Kids Registered.
  - Coaches meeting was held May 8, 2025
  - All set up and ready to go, nets, balls, etc.
  - Recreation Shed was cleaned out.
  - June 26, 2025, End of Season BBQ for Soccer.

- This is a fun league only.
- e) Easter Wrap up – April 19<sup>th</sup>
  - 28 children registered, 24 in attendance.
  - Flower pots and planting seeds for participants to take home.
  - 200 eggs were put out for the egg hunt.
  - Donation from Calista for all the art decorations for the flower pots.
- f) Music Market – Discussion
  - July 24, 2025 from 6-9 at Heritage Park.
  - Evening Market.
  - Lisa is working on obtaining quotes for live music for the event. Potentially the Manella Sisters, A Country Duet.
  - A save the date flyer is being developed.
  - Vendors welcome, register through the office, 10 x 10 booth, bring your own tables.
  - Further discussion at the next meeting.
- g) Trunk Sale Discussion
  - September 13, 2025, 9:00 a.m. – 1:00 p.m.
  - 10 x 10 spot, bring your own tables.
  - Register through the office.
  - Music to be played in the background.

**Commanda Community Update:**

- Yard Sale – along Alsace Rd.
- May 25, 2025, 9:00 a.m. – 2:00 p.m.
- If you see red balloons that's where there is a sale.

**MOTION NUMBER 2025-15**

**Moved by: Julie Mahoney**

**Seconded by: Calista Bateman**

That the Meeting is hereby adjourned at 6:56 p.m. Next Meeting to be held June 9, 2025  
**Carried.**

Chairperson:

Secretary:

Minutes prepared as per Section 228 (1)(a) of the Municipal Act, S.O. 2001, c. 25.  
Clerk to record, without note or comment, all resolutions, decisions and other proceedings of the council.  
Minutes to be approved by the Board at the next scheduled Board Meeting.



## **TOWNSHIP OF NIPISSING**

### **RESOLUTION**

**DATE: May 27, 2025**

**NUMBER: R2025-**

**Moved by**

**Seconded by**

**That the statement of accounts dated:  
May 10, 13, 15, 21 and 22, 2025.**

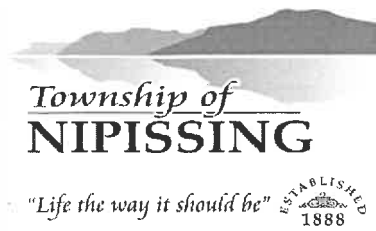
**Totaling 77,360.07 be approved.**

	<b>For</b>	<b>Against</b>
--	------------	----------------

<b>YEMM</b>		
<b>CHALAPENKO</b>		
<b>FOOTE</b>		
<b>KIRKEY</b>		
<b>SCOTT</b>		

**Carried**

**Mayor: Dave Yemm**



## **TOWNSHIP OF NIPISSING**

### **RESOLUTION**

**DATE: May 27, 2025**

**NUMBER: R2025-**

**Moved by:**

**Seconded by:**

**That this part of our meeting will be closed to the public as authorized by Section 239(2)(k) of the Municipal Act, 2001, c. 25, for consideration of the following subject matter:**

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

1. Council to receive an update on an ongoing Insurance Claim matter.

**Time: p.m.**

**For Against**

**CHALAPENKO  
FOOTE  
KIRKEY  
SCOTT  
YEMM**

**Carried**

**Mayor: DAVE YEMM**