

# MINUTES

TOWNSHIP OF NIPISSING  
Thursday, August 20, 2026

A special meeting of the Township of Nipissing Council was held on Thursday, August 20, 2026, starting at 6:00 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 Shelly Foote, James Scott and Lisa Chalapenko.

**Staff:** Fire Chief-MLEO-CEMC Will Bateman; Operations Superintendent Dan MacInnis and Municipal Administrator-Clerk-Treasurer Kris Croskery-Hodgins.

**Zoom:** Councillor Stephen Kirkey.

The Municipal Administrator-Clerk-Treasurer presented a Staff Report providing explanations about the funding of a recent lawn mower purchase, the reserves funds and how transfers are made.

## **R2026-174 S. Kirkey, J. Scott:**

THAT Council receives and accepts the Staff Report provided by the Municipal Administrator-Clerk-Treasurer on the Reserves and Transfers for the recent purchase of a non-budget item;  
AND THAT we support the recommendations presented to help clarify these situations moving forward. **Carried.**

## **R2026-175 S. Foote, L. Chalapenko:**

That this part of our meeting will be closed to the public as authorized by Section 239.(2)(b) personal matters about an identifiable individual, including municipal or local board employees; and (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.  
Purpose of this Closed Session: Council to receive information from the municipal solicitor regarding a Human Relations matter. Time: 6:13 p.m. **Carried.**

Councillor Kirkey signed off of Zoom. Will Bateman left the meeting.

## **R2026-176 L. Chalapenko, S. Foote:**

That we resume to an open public meeting. Time: 7:06 p.m. **Carried.**

Councillor Kirkey signed on to the Zoom meeting. Will Bateman returned to the meeting.

## **R2026-177 S. Foote, L. Chalapenko:**

WHEREAS Procurement By-Law 2020-51 sections 5.2.g. and Schedule C were not followed by Staff in the recent purchase of a lawnmower;

AND WHEREAS Council requires open and transparent financial transactions following By-Law 2020-51 and have met with Staff to discuss these discrepancies and how to safeguard the process in the future;

NOW THEREFORE Council has directed Staff to provide a thorough review of Procurement By-Law 2020-51 with updates to include:

1. The declaration of surplus equipment and method of disposal be included in the bid acceptance Resolution of Council.
2. Trade-in amounts for surplus equipment be provided in the bid document for Council review.
3. A standard template be prepared and utilized for all requests for quotations, tenders and proposals to ensure all information required is captured each time.

AND THAT a draft for review be prepared and provided to Council during the October 6, 2026 Council meeting for comment. **Carried.**

**R2026-178 J. Scott, S. Foote:**

THAT we pass By-Law No. 2026-33, being a By-Law to confirm the proceedings of Council at its meeting held on August 20, 2026.

Read the first, second and third time passed this 20<sup>th</sup> day of August, 2026. **Carried.**

**R2026-179 S. Foote, S. Kirkey:**

THAT the meeting be adjourned. Time: 7:10 p.m.

Next regular Council meeting to be held September 1, 2026. **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.