



# A G E N D A

**Regular Council Meeting**  
**Tuesday, June 16, 2026**  
**@ 5:00 PM**

**Council Chambers, 420 Leslie Avenue, Thunder Bay ON**

Page

Council Chambers open to the Public, Zoom ID 841 2966 7870

1) CALL TO ORDER

**Moment of Silence**

**Declaration**

Council of The Municipality of Shuniah hereby acknowledges that we are in the Robinson-Superior Treaty Territory and that the land on which we gather is the traditional territory of the Anishnaabeg and we recognize the contribution of the Metis people.

2) DISCLOSURE OF PECUNIARY INTEREST

3) APPROVAL OF AGENDA

4) PETITIONS AND DELEGATIONS –PRESENTATION

5) MINUTES OF PREVIOUS MEETING

a) Minutes of the previous Public Meeting of Council held May 26, 2026 7 - 9

[Public Meeting - 26 May 2026 - Minutes - Pdf](#)

b) Minutes of the previous Regular Meeting of Council held May 26, 2026 10 - 13

[Regular Council - 26 May 2026 - Minutes - Pdf](#)

c) Matters Arising from Previous Minutes

6) REPORTS & MINUTES FROM OTHER BOARDS & COMMITTEES

a) Tender Opening Committee Minutes 14 - 17

[May 282026 Detailed Visual Bridge Inspections](#)

[May 282026 Roadside Grass Cutting](#)

*THAT Council hereby receives the minutes for the following tenders; Detailed Bridge Inspections and Roadside Grass Cutting and the same be filed in the Clerk's Office.*

7) MOTIONS AND NOTICE OF MOTIONS

a) By-law Enforcement

b) Building and Planning

i) Z25-6 - 362 Lakeshore Drive - Zoning Amendment 18 - 37

[Z25-6 - Administration Report - 362 Lakeshore Drive - Sauna](#)  
[Z25-6 - APPLICATION Redacted](#)  
[Z25-6 - SITE PLAN](#)  
[Z25-6 - Images of Applicants property from 219 Hampton Drive](#)  
[Z25-6 - BY-LAW](#)

*THAT Council receives the report from the Clerk regarding a Zoning Amendment request from Wendy MacLeod of Wenco Properties under Application Z25-6;*

*AND THAT Council hereby directs the Clerk to bring forward a by-law for the Zoning By-law Amendment to allow the construction of a large accessory structure.*

- ii) May Building Permit Summary 38  
[May 2026 BP](#)

*THAT Council hereby receives a copy of the May Building Permit Summary and the same be filed in the Clerk's Office.*

c) Public Works

- i) Tender Award - Roadside Grass Cutting and Detailed Visual Bridge Inspections 39  
[May 28, 2026 Tender Awards](#)

*THAT Council hereby receives the memo from the Manager of Operations regarding the Roadside Grass Cutting and Detailed Visual Bridge Inspections;*

*AND That the Manager of Operations recommends the tender for R2026-04 Roadside Grass Cutting be awarded to NWO Well Services Limited in the amount of \$13,000.00 excluding HST;*

*AND That the Manager of Operations recommends the tender for R2026-05 Detailed Visual Bridge Inspections be awarded to R&R Engineering in the amount of \$3,900 excluding HST;*

*AND That the same be filed in the Clerk's Office.*

d) Fire Department

e) Administration

- i) 2026 Municipal Election - Compliance Audit Committee for the 2026-2030 Term of Office 40 - 45  
[Admin Report - 2026 Election Compliance Audit Committee](#)  
[A Draft By-law to establish Compliance Audit Committee](#)

*THAT Council receives the report from the Clerk regarding the Lakehead Rural Municipal Coalition (LRMC) member*

*municipalities participation in sharing staff for the purposes of a Compliance Audit Committee, as set out in this report and as a member of the LRMC that Shuniah participates in sharing staff for the purposes of a Compliance Audit Committee;*

*AND THAT Council directs the Clerk to bring forward a By-law to appoint the committee members.*

f) Finance Department

8) BY-LAWS

- a) Z25-6 - 362 Lakeshore Drive - Zoning Amendment A site specific By-law to amend Zoning By-law No. 2038-00 as it applies to Plan M136, Part Lot 5, Reference Plan 56R755, Parts 1, 2 & 3, known as 362 Lakeshore Drive to allow for the construction of an accessory structure larger than the main dwelling, with a second storey, exceeding the maximum size and height of an accessory structure, and maximum lot coverage of accessory structures. 46 - 47  
[Z25-6 - BY-LAW - 362 Lakeshore Drive](#)

*THAT a By-law to amend By-Law No. 2038-00 site specific as it applies to Plan M136, Part Lot 5, Reference Plan 56R755, Parts 1, 2 & 3, known as 362 Lakeshore Drive be read a First and Second time this 16th day of June, 2026.*

*THAT a By-law to amend By-Law No. 2038-00 site specific as it applies to Plan M136, Part Lot 5, Reference Plan 56R755, Parts 1, 2 & 3, known as 362 Lakeshore Drive be read a Third and Final time and numbered \_\_\_\_\_;*

*AND THAT the said by-law be engrossed in the By-law Book.*

- b) A By-law to appoint a Compliance Audit Committee for the 2026-2030 Term of Council 48 - 50  
[A By-law to establish Compliance Audit Committee](#)

*THAT a By-law to appoint a Compliance Audit Committee for the 2026-2030 Term of Council be read and First and Second time this 16th day of June 2026;*

*THAT a By-law to appoint a Compliance Audit Committee for the 2026-2030 Term of Council be read a Third and Final time and numbered \_\_\_\_\_;*

*AND THAT the said By-law be engrossed in the By-law Book.*

- c) By-law CUPE Local 87 - 09 Volunteer Fire Fighter Agreement 51 - 76  
[CUPE By-law VFF 2026](#)

*THAT a by-law to ratify the agreement between the Municipality of*

*Shuniah and the Canadian Union of Public Employees Local 87 - 09 Volunteer Fire Fighters be read a First and Second time this 16th day of June 2026.*

*THAT a by-law to ratify the agreement between the Municipality of Shuniah and the Canadian Union of Public Employees Local 87 - 09 Volunteer Fire Fighters be read a Third and Final time and numbered \_\_\_\_\_.*

*AND THAT the said by-law be engrossed in the By-law Book.*

9) REPORTS OF MAYOR AND MEMBERS OF COUNCIL

- a) Councillor Chomut - Community Impact - Child Care Resources 77 - 78  
[Chomut Report - ChildCare](#)

*THAT Council directs Administration to bring back a report with information on potential solutions, possible funding opportunities, any advocacy opportunities, and/or insights from relevant stakeholders (TBDSSAB, Little Lions, School Board, etc). including potential engagement with provincial ministries at the AMO Conference.*

10) GENERAL CORRESPONDENCE

- a) South Stormont - Resolution re: Food Insecurity Crisis 79 - 80  
[South Stormont - Resolution re Food Insecurity Crisis](#)
- b) Northern Policy Institute - Email re: Serving More People Than You Can Tax 81 - 82  
[NPI - Email re Serving More People Than You Can Tax](#)
- c) South Bruce - Resolution re: Affirming Outdoor Education as Essential 83 - 84  
[South Bruce - Resolution re Affirming Outdoor Education as Essential](#)
- d) Red Lake - Resolution re: Community Safety & Policing - Prov Financial Assistance Req 85 - 86  
[Red Lake - Resolution re Community Safety & Policing - Prov Financial Assistance Req](#)
- e) Calvin - Resolution re: Request for Provincial Review of CVA 87 - 92  
[Calvin - Resolution re Request for Provincial Review of CVA](#)
- f) Baldwin - Resolution re: Review OPP Municipal Policing Billing Model 93 - 94  
[Baldwin - Resolution re Review OPP Municipal Policing Billing Model](#)
- g) UCLG - Resolution re: Support Municipal Engineers Association 95 - 96  
[UCLG - Resolution re: Support Municipal Engineers Association](#)
- h) TBDHU BOH Meeting Minutes - April 15, 2026 97 - 104  
[TBDHU BOH Meeting Minutes - April 15, 2026](#)
- i) M.P. Patty Hajdu - Agricultural Youth Council Applications 105 - 107  
[20260616 M.P. Patty Hajdu - Agricultural Youth Council Applications](#)

- j) TBDSSAB - Regular Minutes April 30 2026 108 - 114  
[TBDSSAB Regular Minutes April 30 2026](#)

*THAT Council hereby receives the following correspondence:*

- a. South Stormont - Resolution re: Food Insecurity Crisis*
- b. Northern Policy Institute - Email re: Serving More People Than You Can Tax*
- c. South Bruce - Resolution re: Affirming Outdoor Education as Essential*
- d. Red Lake - Resolution re: Community Safety & Policing - Prov Financial Assistance Req*
- e. Calvin - Resolution re: Request for Provincial Review of CVA*
- f. Baldwin - Resolution re: Review OPP Municipal Policing Billing Model*
- g. UCLG - Resolution re: Support Municipal Engineers Association*
- h. TBDHU BOH - Meeting Minutes - April 15, 2026*
- i. M.P. Patty Hajdu - Agricultural Youth Council Applications*
- j. TBDSSAB - Regular Minutes April 30 2026*

*and the same be filed in the Clerk's Office.*

- k) Township of Armour - Resolution re: Hwy 11 & 17 - Rest Stops and Service Areas 115 - 116  
[Parry Sound - Resolution re Hwy 11 & 17 - Rest Stops and Service Areas](#)

*THAT Council for the Municipality of Shuniah receives and supports the Parry Sound request for more rest stops and service areas along highways 11 & 17;*

*AND THAT Council directs the Clerk to forward a copy of this resolution to FONOM, NOMA, AMO, TBDML, local MPPs and MPs, the Premier of Ontario, the Leader of the Official Opposition (Ontario), and all Ontario municipalities.*

- l) Township of Machar - Resolution re: Oppose Proposed Changes to FIPPA; 117 - 118  
[Machar - Resolution re Opposition to change to FIPPA](#)

*THAT Council for the Municipality of Shuniah receives and supports the Resolution from the Township of Machar opposing the proposed changes to FIPPA;*

*AND THAT Council directs the Clerk to forward a copy of this resolution to FONOM, NOMA, AMO, TBDML, local MPPs and MPs, the Premier of Ontario, the Ontario Leader of the Official Opposition, and all Ontario municipalities.*

- 11) UNFINISHED BUSINESS

[List of Unfinished Business \(CAO\)](#)

12) NEW BUSINESS

a) AMO Board Nomination

121 - 131

[AMO Board Nomination](#)

[AMO Board Elections Guide 2026](#)

*THAT Council for the Municipality of Shuniah nominates Wendy Landry, Mayor, for the position of Northwest Caucus seat on the AMO Board of Directors for the 2026-2028 term.*

b) Mayor Landry verbal report regarding small donation to NOW

*THAT Council directs*

13) CLOSED SESSION -

\*No closed session

14) CONFIRMATORY BY-LAW

15) ADJOURNMENT



**MINUTES OF THE PUBLIC MEETING OF COUNCIL  
HELD ON Tuesday, May 26, 2026 AT 4:00 PM IN  
COUNCIL CHAMBERS,  
420 LESLIE AVENUE, THUNDER BAY, ONTARIO**

**THOSE PRESENT:** Mayor Wendy Landry  
Councillor Don Smith  
Councillor Ron Giardetti

**COUNCIL ABSENT:** Councillor Donna Blunt  
Councillor Meghan Chomut

**ALSO PRESENT:** Mark Figliomeni, CAO  
Kerry Bellamy, Clerk

Council Chambers open to the Public, Zoom ID # 857 9971 9370

**1. CALL TO ORDER**

Moment of Silence

**Res No. 209-26**

Moved by Councillor Don Smith, seconded by Councillor Ron Giardetti

*THAT This Public Meeting of Council is hereby called to order at 4:07 p.m.*

CARRIED.

a) **Declaration**

Council of The Municipality of Shuniah hereby acknowledges that we are in the Robinson-Superior Treaty Territory and that the land on which we gather is the traditional territory of the Anishnaabeg and we recognize the contribution of the Metis people.

**2. DISCLOSURE OF PECUNIARY INTEREST**

**3. APPROVAL OF AGENDA**

**Res No. 210-26**

Moved by Councillor Ron Giardetti, seconded by Councillor Don Smith

*THAT the agenda be accepted as presented.*

CARRIED.

**4. MAYOR**

- a) This meeting is held by Council under Section 34 of the Planning Act to consider a proposed amendment to By-law 2038-00 the zoning by-law for the Municipality of Shuniah.

Where a public meeting is set out in legislation such as this one is; Council has a legal responsibility to deliver fair and unbiased consideration to all matters that are brought to its attention. Council

members cannot enter into discussion and/or debate as long as the formal public meeting is in session. A report may be made to Council giving a planning evaluation and, in some instances, recommendations concerning the issues that have been raised.

**5. ZONING AMENDMENT APPLICATION**

- a) Application Z25-6 - Wenco Properties - Documents
- b) Application Z25-6 - Wenco Properties - Comments
- c) Application Z25-6 - Wenco Properties

Clerk

The notice of this public meeting was posted at the Municipal Office, mailed out to Ministries, Agencies and abutting property owners on April 20, 2026. Confirmation from the Manager of Operations was received that notice of this public meeting was posted at the location that is subject to this application.

The purpose of this zoning amendment is to amend By-law 2038-00 to allow for the construction of a large workspace/garage/storage accessory building with a second floor, which would exceed the total maximum size for an accessory building, the maximum accessory lot coverage, maximum height and will be larger than the main dwelling. The proposed amendment is site specific and applies only to the lands subject to this application.

Comments received to date:

- Shuniah Fire Chief has no objections
- Shuniah Chief Building Official has no comment
- MTO has no comment
- CPCK Rail Line has no objection
- LRCA has no objection
- Resident of 217 Hampton has concerns regarding height, lot coverage and drainage
- Resident of 219 Hampton has concerns regarding height, noise and wildlife.

Mayor

Any person may express his or her views on the proposed amendment being heard this evening, and a record will be kept of all comments. When addressing the Chair, please state your name and the location of your property. Written comments may be submitted to the Clerk.

Does anyone wish to speak in favor or in opposition of this Proposed Zoning Amendment?

Dan Katajamaki of 219 Hampton Drive, attended on Zoom to provide comments in opposition to the application, expressed concerns with height of garage visible over trees, noise of stock cars, negative impacts to wildlife and property value.

Discussion was had for clarity regarding the location of the garage in relation to the properties on Hampton Drive and the amount of trees and commercial or residential use.

**6. CONFIRMATORY BY-LAW**

Confirmation By-law

**Res No. 211-26**

Moved by Councillor Don Smith, seconded by Councillor Ron Giardetti

*THAT a By-law to confirm the proceedings of Council be read a First, Second and Third time on this 26th day of May 2026 and Numbered 3492-26;*

*AND THAT the said By-law be engrossed in the By-law Book.*

CARRIED.

**7. ADJOURNMENT**

**Res No. 212-26**

Moved by Councillor Ron Giardetti, seconded by Councillor Don Smith

*THAT at the hour of 4:26 p.m. having arrived this Public Meeting of Council is hereby adjourns.*

CARRIED.

CONFIRMED AND ADOPTED THIS 16th DAY OF JUNE, 2026

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



**Minutes of the Regular Meeting of Council  
Held on Tuesday, May 26, 2026 at 5:00 PM in  
Council Chambers,  
420 Leslie Avenue, Thunder Bay, Ontario**

**THOSE PRESENT:** Mayor Wendy Landry  
Councillor Don Smith  
Councillor Donna Blunt  
Councillor Ron Giardetti

**COUNCIL ABSENT:** Councillor Meghan Chomut

**ALSO PRESENT:** Paul Greenwood, CAO  
Craig Baumann, Manager of Operations  
Blair Arthur, Fire Chief  
Susan Moore, Treasurer/Deputy Clerk  
Kerry Bellamy, Clerk  
Hannah Terejko, Community Services & Events Coordinator

Council Chambers open to the Public, Zoom ID # 857 9971 9370

**1) CALL TO ORDER**

**Moment of Silence**

**Res No.213-26**

Moved by Councillor Don Smith, seconded by Councillor Ron Giardetti

*THAT this Regular Meeting of Council is hereby called to order at 5:00 p.m.*

CARRIED.

**Declaration**

Council of The Municipality of Shuniah hereby acknowledges that we are in the Robinson-Superior Treaty Territory and that the land on which we gather is the traditional territory of the Anishnaabeg and we recognize the contribution of the Metis people.

**2) DISCLOSURE OF PECUNIARY INTEREST**

No member declared a pecuniary interest on any matter on this agenda.

**3) APPROVAL OF AGENDA**

**Res No.214-26**

Moved by Councillor Ron Giardetti, seconded by Councillor Don Smith

*THAT the agenda be accepted as presented.*

CARRIED.

4) **PETITIONS AND DELEGATIONS –PRESENTATION**

5) **MINUTES OF PREVIOUS MEETING**

- a) Minutes of the previous Regular Meeting of Council held May 12, 2026

**Res No.215-26**

Moved by Councillor Don Smith, seconded by Councillor Donna Blunt

*THAT the Minutes of the Regular Meeting of Council held May 12, 2026 be adopted as circulated and that same be filed in the Clerk's Office.*

CARRIED.

- b) Minutes of the previous Closed Meeting of Council held May 12, 2026

**Res No.216-26**

Moved by Councillor Ron Giardetti, seconded by Councillor Don Smith

*THAT the Minutes of the Closed Meeting of Council held May 12, 2026 be adopted as circulated and that same be filed in the Clerk's Office.*

CARRIED.

- c) Matters Arising from Previous Minutes

6) **REPORTS & MINUTES FROM OTHER BOARDS & COMMITTEES**

- d) Tender Opening Minutes

**Res No.217-26**

Moved by Councillor Don Smith, seconded by Councillor Donna Blunt

*THAT Council hereby receives the tender committee minutes from May 15, 2026 for Granular 'M' Gravel and the same be filed in the Clerk's Office.*

CARRIED.

7) **MOTIONS AND NOTICE OF MOTIONS**

- 7)1) By-law Enforcement

- 7)2) Building and Planning

- 7)3) Public Works

- i) Tender for Granular 'M' Gravel Supply and Delivery

**Res No.218-26**

Moved by Councillor Ron Giardetti, seconded by Councillor Don Smith

*THAT Council hereby receives the memo from the Manager of Operations regarding R2026-03 for Granular 'M' Gravel Supply and Delivery;*

*AND THAT the Manager of Operations recommends the Tender be awarded to Bruno's Contracting in the amount of \$35,775.00 excluding HST;*

*AND THAT the same be files at the Clerk's Office.*

CARRIED.

7)4) Fire Department

7)5) Administration

7)6) Finance Department

**8) BY-LAWS**

**9) REPORTS OF MAYOR AND MEMBERS OF COUNCIL**

**10) GENERAL CORRESPONDENCE**

- e) McNabb Braeside - Resolution re Ontario Heritage Organization Development Grant (HDOGA) Advocacy
- f) The County - Resolution re: Bill 97 FIPPA & MFIPPA
- g) Richmond Hill - Resolution re: Integrated Model for Adults with Disabilities
- h) Springwater - Resolution re: Bill 100 Better Regional Governance Act 2026

**Res No.219-26**

Moved by Councillor Don Smith, seconded by Councillor Ron Giardetti

*THAT Council hereby receives the following correspondence:*

- a. McNabb Braeside - Resolution re Ontario Heritage Organization Development Grant (HDOGA) Advocacy*
- b. The County - Resolution re: Bill 97 FIPPA & MFIPPA*
- c. Richmond Hill - Resolution re: Integrated Model for Adults with Disabilities*
- d. Springwater - Resolution re: Bill 100 Better Regional Governance Act 2026*

*and the same be filed in the Clerk's Office.*

CARRIED.

**11) UNFINISHED BUSINESS**

**12) NEW BUSINESS**

**13) CLOSED SESSION -**

\*No closed session

**14) CONFIRMATORY BY-LAW**

Confirmation By-law

**Res No.220-26**

Moved by Councillor Donna Blunt, seconded by Councillor Don Smith

*THAT a By-law to confirm the proceedings of Council be read a First, Second and Third time on this 26th day of May 2026 and Numbered 3493-26*

*AND THAT the said By-law be engrossed in the By-law Book.*

CARRIED.

**15) ADJOURNMENT**

**Res No.221-26**

Moved by Councillor Don Smith, seconded by Councillor Ron Giardetti

*THAT the hour of 5:05 p.m. having arrived this regular Meeting of Council hereby adjourns.*

CARRIED.

CONFIRMED AND ADOPTED THIS 16th DAY OF JUNE, 2026

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

Municipality of Shuniah - Minutes of Tender Opening  
 For Municipality of Shuniah for  
 Detailed Visual Bridge Inspections  
 Opened Thursday May 28,2026 at 2:15pm  
 At the Municipal Office, 420 Leslie Avenue

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Present: Mark Figliomeni, CAO  
 Susan Moore, Treasurer/Deputy Clerk  
 Marta Bachynski, Accounts Payable Clerk

The Chair opened the meeting and announced the following tenders for **Detailed Visual Bridge Inspections PROJECT # R2026-05** as submitted to the Manager of Operations

Resolution No.404/26
<b>Moved by:</b> Mark Figliomeni <b>Seconded by:</b> Marta Bachynski
THAT the Committee does now come to order at 2:15pm on May 28,2026 and is declared open to the public.
CARRIED

Resolution No.405/26																					
<b>Moved by:</b> Marta Bachynski <b>Seconded by:</b> Mark Figliomeni																					
THAT the following proposals are submitted to the Manager of Operations for PROJECT # R2026-05 FOR <b>Detailed Visual Bridge Inspections</b> are hereby received:																					
AND FURTHER THAT the following results be forwarded to the Administration for review and disposition:																					
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>NAME</u></th> <th style="text-align: left;"><u>BID AMOUNT</u></th> <th style="text-align: left;"><u>HST</u></th> </tr> </thead> <tbody> <tr> <td>Tulloch</td> <td>\$7240.00</td> <td>excluded</td> </tr> <tr> <td>WSP</td> <td>\$6900.00</td> <td>excluded</td> </tr> <tr> <td>JML</td> <td>\$9200.00</td> <td>excluded</td> </tr> <tr> <td>R&amp;R Engineering</td> <td>\$3900.00</td> <td>excluded</td> </tr> <tr> <td>KGS Group</td> <td>\$13,200.00</td> <td>excluded</td> </tr> <tr> <td>Burnside</td> <td>\$6,000.00</td> <td>excluded</td> </tr> </tbody> </table>	<u>NAME</u>	<u>BID AMOUNT</u>	<u>HST</u>	Tulloch	\$7240.00	excluded	WSP	\$6900.00	excluded	JML	\$9200.00	excluded	R&R Engineering	\$3900.00	excluded	KGS Group	\$13,200.00	excluded	Burnside	\$6,000.00	excluded
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KGS Group	\$13,200.00	excluded																			
Burnside	\$6,000.00	excluded																			
CARRIED																					

Resolution No.406/26

**Moved by:** Mark Figliomeni  
**Seconded by:** Marta Bachynski

THAT the Tender Opening Committee does hereby adjourn at the hour of 2:19pm.

CARRIED

Received by Council under Resolution No. \_\_\_\_\_

Municipality of Shuniah - Minutes of Tender Opening  
 For Municipality of Shuniah for  
 Roadside Grass Cutting  
 Opened Thursday May 28,2026 at 2:13pm  
 At the Municipal Office, 420 Leslie Avenue

Present: Mark Figliomeni, CAO  
 Susan Moore, Treasurer/Deputy Clerk  
 Marta Bachynski, Accounts Payable Clerk

The Chair opened the meeting and announced the following tenders for **Roadside Grass Cutting PROJECT # R2026-04** as submitted to the Manager of Operations

Resolution No.401/26
<b>Moved by:</b> Marta Bachynski <b>Seconded by:</b> Mark Figliomeni
THAT the Committee does now come to order at 2:13pm on May 28,2026 and is declared open to the public.
CARRIED

Resolution No.402/26									
<b>Moved by:</b> Mark Figliomeni <b>Seconded by:</b> Marta Bachynski									
THAT the following proposals are submitted to the Manager of Operations for <b>PROJECT # R2026-04 FOR Roadside Grass Cutting</b> are hereby received:									
AND FURTHER THAT the following results be forwarded to the Administration for review and disposition:									
<table border="0"> <thead> <tr> <th style="text-align: left;"><u>NAME</u></th> <th style="text-align: left;"><u>BID AMOUNT</u></th> <th style="text-align: left;"><u>HST</u></th> </tr> </thead> <tbody> <tr> <td>NWO Wells</td> <td>\$13,000.00</td> <td>excluded</td> </tr> <tr> <td>Allen Contracting</td> <td>\$31,250.00</td> <td>excluded</td> </tr> </tbody> </table>	<u>NAME</u>	<u>BID AMOUNT</u>	<u>HST</u>	NWO Wells	\$13,000.00	excluded	Allen Contracting	\$31,250.00	excluded
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NWO Wells	\$13,000.00	excluded							
Allen Contracting	\$31,250.00	excluded							
CARRIED									

Resolution No.403/26

**Moved by:** Marta Bachynski  
**Seconded by:** Mark Figliomeni

THAT the Tender Opening Committee does hereby adjourn at the hour of 2:14pm.

CARRIED

Received by Council under Resolution No. \_\_\_\_\_



## ADMINISTRATIVE REPORT Planning- Zoning Amendment

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REPORT: KB-2026-10

TO: Mayor and Council

FROM: Kerry Bellamy, Clerk

Meeting Date: June 9, 2026

Legal Description: Plan M136, Part Lot 5, Reference Plan 56R755, Parts 1, 2 & 3  
Roll No.: 2-10000

### **SUBJECT: Zoning for Large Garage – 362 Lakeshore Drive**

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#### **RECOMMENDATION:**

THAT Council receives the report from the Clerk regarding a Zoning Amendment request from Wendy MacLeod of Wenco Properties under Application Z25-6;

AND THAT Council hereby directs the Clerk to bring forward a by-law for the Zoning By-law Amendment to allow the construction of a large accessory structure.

#### **SITE DESCRIPTION:**

The subject property described as Plan M136, Part Lot 5, Reference Plan 56R755, Parts 1, 2 & 3, known as 362 Lakeshore Drive, is approximately 1.3 hectares in size, being approximately 35 metres wide and 460 metres in length. The property is bisected by the Hydro corridor approximated 310 metres from Lakeshore Drive. There is a dwelling, and garage currently under constructed on the property, both of which are indicated on the applicants site plan.

The property is designated as Residential and Protected Area in the Official Plan and is zoned Community Residential under section 9 of Zoning By-law 2038-00, the Zoning By-law.

#### **DEVELOPMENT PROPOSAL:**

Wendy MacLeod of Wenco Properties is requesting a zoning amendment to allow for the construction of a large workspace/garage/storage accessory building with a second floor, which would exceed the maximum height, total maximum size for an accessory buildings, the maximum accessory lot coverage and which will be larger than the main

RE: Z25-6 – 362 Lakeshore Dr.  
Report: KB-2026-10  
Page 1 of 5

dwelling at 362 Lakeshore Drive. The garage will be located behind the dwelling, 5 metres from the Hydro right of way, 10 metres from the property line adjacent to the properties on Hampton Drive and 5 metres from property line on the other side.

The owners are requesting the large garage for storage of recreational and personal vehicles and providing a vehicle workspace for personal use. The applicant has spoken to the Lakehead Region Conservation Authority, they have confirmed that the garage will not be located within the protected area on the property.

**BACKGROUND:**

Zoning By-law 2038-00 limits the size of accessory structures to 140 square metres in area, 6 metres in height and

Pursuant to the Planning Act and through site specific by-laws, Council has allowed amendments to the Zoning By-law throughout the Municipality. These decisions were primarily based on the unique situation each request has presented.

Instances of topographical challenges along with the preservation of site lines for the abutting neighbours have been the most significant considerations that Council has taken into consideration. As is the intention of this prohibition within the zoning by-law. It was thought that site specific by-laws would be reviewed on a site by site basis and in certain situations where accessory buildings in the front yard could be accommodated in consideration of the view of the neighbours.

**OFFICIAL PLAN EXCERPT:**

No Official Plan amendment is triggered as the uses are permitted. The Official Plan has been read in its entirety, but only the most relevant sections excerpts are included below:

3.2 Accessory Uses in All Land Use Designations

In all land use designations, accessory uses that are compatible with, incidental to, and secondary in nature to main uses may be permitted provided that adverse effects upon abutting or nearby main uses is minimized, and that the main use of the property continues to be dominant and to be provided with space for traffic parking and mobility, amenity area and landscaping and necessary servicing. Septic and well function and capacity per the policies (see section 3.13) of this official plan must be demonstrated.

3.20 Compatible Development

In order to proceed, all new development requiring a Planning Act approval shall be compatible with existing uses in the vicinity by avoiding adverse effects or minimizing adverse effects to acceptable or negligible levels, and where applicable, in accordance with Provincial guidelines.

Where a development initiative has the potential to be incompatible with or cause

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adverse effects to other land uses/users in the vicinity, appropriate technical studies evaluating compatibility; and mitigation using avoidance, buffering, separation distances or other measures, shall be part of the planning justification in a complete application (see OP section 4).

Potential Adverse Effects - Common potential adverse effects of a proposed development relate to, but are not limited to:

- pattern, scale, massing, design of development, servicing levels of existing and future development;
- visual impacts relating to outdoor storage;
- shadowing and/or lighting and/or visual impacts on surrounding land uses including privacy of adjacent residential uses
- hydrological and hydrogeological functions; and
- surrounding natural heritage features and cultural heritage resources.

### **ZONING BY-LAW 2038-00 EXCERPTS:**

Section 4.6.2 Accessory uses, buildings or structures to a permitted residential use shall be permitted, provided:

- a) the height of any residential accessory building shall not exceed 6 metres measured to the highest point of the roof, and shall not include a second storey; and
- d) except as otherwise specifically provided, no accessory building shall have a floor area larger than that of the main building on the lot. No accessory building shall exceed a maximum size of 140 sq. metres.

Section 9 Community Residential, homes and garages for residential use are a permitted use in this zone. Section 9.3 Maximum lot coverage of accessory structures is 140 square metres.

### **PUBLIC CONSULTATION:**

The Planning Act requires that a, b and c are met as proper consultation...

A notice was circulated by regular mail on April 20, 2026, to ministries, agencies and to the abutting neighbours within 120 metres of the applicant's property and a Notice of Public Meeting for Zoning Amendment sign was posted at the property on April 21, 2026, and a Public meeting was held on May 26, 2026 which satisfies the requirements of the Planning Act.

Comments received regarding the proposal, were attached to the public meeting agenda, they included comments from the Ministry of Transportation, Canadian Pacific Kansas City Railway, Lakehead Region Conservation Authority, Shuniah Fire Chief and Shuniah Chief Building Official, all of which had no objections or concerns. Two adjacent residents provided comments with concerns regarding the height of the structure, lot coverage, future drainage, noise concerns of stock car repairs and negative impacts to wildlife and property value. At the Public Meeting held on May 26, 2026, one of the adjacent residents attended virtually to raise their concerns as submitted.

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The property is to be used primarily as a residence; the garage will be used as an accessory to the residence for storage and hobbies. Lot coverage allowed 35%, construction will be less than 7% coverage. The height of the proposed garage will be 9 metres, which is 1 metre less than the allowable height for a dwelling. It is a compatible use in this zone to store recreational vehicles which requires additional height to do so. The residences hobby is to race and repair stock cars, while it is a noisy hobby, the municipality has Noise By-law 2739-14. The applicant is working with the Lakehead Region Conservation area for the construction of the structures on the property, however there will be impacts to wildlife in the area as the lot was mostly undeveloped prior to now, however, it is a residential area.

**ATTACHMENTS:**

- Application with Site Plan
- Arial view photo of the property
- Images from 219 Hampton Dr.
- Draft By-law

**Arial view photo of the property:**



RE: Z25-6 – 362 Lakeshore Dr.  
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## Municipality of Shuniah

### Application to Amend the Zoning By-Law

*Under Section 34 and 36 of the Planning Act*

**Note to applicants:**

This application form is to be used by persons or public bodies wishing to amend the Zoning By-Law for a specific property in Municipality of Shuniah. In this form, the term "subject property" or "the property" means the land that is subject of the proposed amendment.

A site visit is required. Submission of this application constitutes tacit consent for authorized Municipality of Shuniah staff to inspect the subject lands or premises.

A pre-consultation meeting with the Municipality prior to submitting the application is required. The purpose of a pre-consultation meeting is to identify any other information and materials (e.g., specific studies, plans or reports) which are necessary to provide a complete review of the application. This information must be included with the application.

**Completeness of the Application:**

The information that must be provided by the applicant is indicated in the application form, in accordance with Ontario Regulation 545/06 under the Planning Act. The mandatory information must be provided with the fee (LRCA + Shuniah). If the mandatory information and fees are not provided, the application will be returned, or refused for further consideration until the information and fee have been provided.

The application form also sets out other information that will assist the Municipality and others in their planning evaluation of the Zoning By-Law amendment application.

To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making decisions. As a result, the application may be refused.

Once the application is determined complete, revisions and/or changes to the application, including dimensions, will not be allowed. Please ensure the accuracy of your application. Errors or omissions may require a further

application and additional expense. Confirmation of the current land use and zoning on your property may be obtained from the Planning Department. The amendment and supporting documents will be made available to the public on the Shuniah website, [www.shuniah.org](http://www.shuniah.org), for further information please contact our office.

**Submission of the Application:**

The complete submission will include:

- ONE paper and ONE electronic PDF version of the full package including Survey Plan of the property
- The applicable fee(s) (LRCA + Shuniah) in accordance with the most recent Municipal Fees and Tariffs By-law.

**Disclosure of information:**

All information submitted in support of this application will be considered public information, including any reports, studies, drawings or other documentation submitted by applicant(s), agent(s), consultant(s) or solicitor(s). The Municipality of Shuniah is permitted to make the application and any associated supporting information available to the general public, including posting electronic versions of the application form and associated studies and reports online. The Municipality of Shuniah is also permitted to provide copies of the application and any supporting information to any member of the public or other third party which requests the information.

Version 2022

**OFFICE USE ONLY:**

Application No. \_\_\_\_\_ Receipt No. \_\_\_\_\_

Date of Pre-consultation Meeting: \_\_\_\_\_

Date Complete Application Received: \_\_\_\_\_ Date Notice Given: \_\_\_\_\_

Fee Enclosed (amount): \$ \_\_\_\_\_ (LRCA) \$ \_\_\_\_\_ (Shuntah)

**PART 1 GENERAL PROPERTY DESCRIPTION**

**1. Registered Owner(s):**  
 Owner's Name (indicate home owner along with property owner if different, such is the case with Associations): WENCO PROPERTIES (WENDY M<sup>AD</sup> LEAD)  
 Owner's Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Cell: \_\_\_\_\_ Email Address: \_\_\_\_\_

**2. Applicant/Agent Information:** (If different from Registered Owner, An Owner's authorization is required, Schedule A)  
 Applicant's Name: \_\_\_\_\_  
 Solicitor/Authorized Agent/Firm: \_\_\_\_\_  
 Applicant's Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov.: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Cell: \_\_\_\_\_ Email Address: \_\_\_\_\_

Send Correspondence To? Owner [ ] Applicant [ ] Agent/Solicitor [ ]

**3. Location of subject land:**  
 Property Address: 362 LAKESHORE DRIVE  
 Property Roll Number - 58-28-010-00-2-1000-0002 (obtained from tax bill or assessment notice)  
 Association Name: PLAN M-136 PL LOT 5 55R755 PARTS 1, 2 & 3

Concession No.	Section No.
Registered Plan No. <u>M-136</u>	Lot(s) No. <u>PT. LOT 5</u>
Mining Location	Reference Plan No. <u>56R75</u> Pts. <u>1, 2 &amp; 3</u>
Geographic Township:	<input checked="" type="checkbox"/> MacGregor <input type="checkbox"/> McTavish

**4. Lot dimensions (in metric units):**

Frontage: <u>53.34</u>	Depth: <u>461.77</u>	Area: <u>2.46 Hca.</u>
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**5. Encumbrances:**

**5.1** Please indicate the nature of any restrictive covenants or easements affecting the subject lands and describe each easement or covenant and its effect.  
HYDRO ONE ROW

**5.2** If known, the name of person(s) to whom the land or interest in land is to be conveyed, leased or mortgaged.  
 \_\_\_\_\_  
 \_\_\_\_\_

Municipality of Shuniah – Application for Zoning By-Law Amendment

Version 2022

5.3 How long have the subject lands been in the owner's possessions? 3 YEARS

6. Existing use of property:

Zoning: <u>RC-COMMUNITY RESIDENTIAL</u>	Official Plan Designation: <u>RESIDENTIAL &amp; PROTECTED AREA</u>
---	--

6.1 How long has this existing use continued? UNKNOWN

6.2 Is the property located in a high-density area? If so, what is the Green Star status (none, partial or full)?  
NO

7. Description of all existing use buildings or structures:

*(e.g., Recreational, permanent dwelling, commercial shop)*  
NEW HOME BEING CONSTRUCTED - NOW UNDER CONSTRUCTION AS WELL AS A GARAGE THAT COMPLIES WITH THE BY-LAW. THIS APPLICATION IS TO ALLOW FOR A SECOND GARAGE.

8. List of all existing buildings and structures (provide all measurements in METRIC units):

Type of buildings or structures	All yard setbacks (m)				Building dimensions	Ground floor area	Height	When built
	Front	Rear	Side	Side				
1. HOUSE	44.5	134.7	3.7	3.1	20.1 x 10.7	416.6	8.5	2026
2. NEW GARAGE	180	275	3.1	1.5	9.2 x 15.2	139.84	5.8	2026 PROPOSED
3.								
4.								
5.								

9. Describe the drainage of the site and any on-site or nearby water sources (e.g., creeks, ponds, ditches):

UNNAMED CREEK FLOWS THROUGH THE PROPERTY RUNS SEASONALLY

10. Former Use of Property Table (check as applicable):

Does the Owner own Adjoining Property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Is there any reason to believe that the subject property or adjacent property may be environmentally contaminated?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Has an industrial or commercial use, or an orchard, been on or adjacent to the property?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Has lot grading been changed by adding or removing earth or other material?	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Has a gas station been located on the subject property or adjacent land at any time?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Has there been petroleum or other fuel stored on the subject property or adjacent land?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown
Has the Ministry of the Environment, Conservation and Parks, or any other agency formally or informally advised the owners that the property is or may be contaminated?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown

Municipality of Shuniah – Application for Zoning By-Law Amendment

10.1 What information did you use to determine the answers to the above questions on former uses?

PERSONAL KNOWLEDGE

10.2 If you answered YES to any of Section 10 Former Use of Property Table, a previous use inventory showing all former uses of the subject property, or if appropriate, the land adjacent to the subject property is needed. Is the previous use inventory attached?  Yes  No  
If the inventory is not attached, please explain.

N/A

10.3 If you answered Yes to any of the questions related to Section 10, Former Use of Property Table, was an Environmental Site Assessment (ESA) conducted under the Environmental Assessment Act or has a Record of Site Condition (RSC) been filed?  Yes  No  Unknown  
If no, why not? Explain on a separate page, if necessary.

N/A

11. Uses adjacent to the subject property:

North CN RAIL

South VACANT LAND @ LAKESHORE DR.

East RESIDENTIAL

West RESIDENTIAL

PART 2 ZONING BY-LAW AMENDMENT

12. Indigenous land claims:

12.1 Does the proposed zoning by-law Amendment apply to lands subject to any indigenous land claims or provincial/indigenous co-management agreement?  Yes  No  
If known, provide any information you may have below or as an attachment to the application.

12.2 Have you consulted with Indigenous Peoples on this request for a zoning by-law Amendment?  Yes  No

If yes, provide any information you have on the consultation process and the outcome of the consultation. Attach a separate page, if necessary

Municipality of Shuniah – Application for Zoning By-Law Amendment

13. Consultation Strategy:  
Please describe in detail your proposed strategy for consulting with the public with respect to this requested amendment. Please explain below or attach on a separate page.

TALK TO NEIGHBOURS  
POST SIGNAGE  
COUNCIL PUBLIC MEETING

14. What is the proposed zoning by-law amendment?

SECTION 4.6.2a) - INCREASE HEIGHT FROM 6m TO 9m. # ALLOW FOR 2ND FLOOR  
SECTION 4.6.2d) - TO ALLOW A FLOOR AREA GREATER THAN THE MAIN BUILDING  
SECTION 4.6.2d) - INCREASE SIZE FROM 140m<sup>2</sup> TO 465m<sup>2</sup>  
SECTION 9.3 - INCREASE MAXIMUM LOT COVERAGE FOR ACCESSORY BUILDINGS

15. Describe the purpose of the proposed amendment: From 140m<sup>2</sup> TO 605m<sup>2</sup>  
Explain on a separate page, if necessary

THE LARGER GARAGE IS INTENDED FOR THE STORAGE OF  
A MOTOR HOME AND A RACE TRAILER AND A WORK  
AREA FOR STOCK CARS. ALL FOR PERSONAL USE.

16. Do the existing parts of the Zoning By-Law that would be affected by the requested Zoning By-Law Amendment conform with the Municipality of Shuniah Official Plan?  Yes  No

If yes, explain how.

SEE PLANNING JUSTIFICATION REPORT.  
(PJR)

17. Does the proposed Zoning By-Law amendment conform with the Municipality of Shuniah Official Plan? If yes, explain how. (Read and cut and paste all relevant policies sections. Use a separate page as needed).

SEE PJR

18. Describe how the proposal will fit in with the existing land uses in the area.

SEE PJR

19. Describe in detail how the proposed amendment conforms with the intent of the Zoning By-Law.

SEE PJR

Municipality of Shuniah – Application for Zoning By-Law Amendment

20. Other planning applications

20.1 Has the subject land ever been or is it currently the subject of any other planning application, including applications before the Ontario Land Tribunal (OLT), for approval of either: NO

- Zoning By-law Amendment     Consent     Minor Variance     Site Plan Approval  
 Official Plan Amendment     Plan of subdivision or condominium     Minister's zoning order

If yes, and if known, specify: the file number; the approval Authority; the land it affects; its purpose; its status, and its effect on the proposed amendment:

N/A

21. If the subject property is within an area where zoning with conditions may apply, how the application conforms to the official plan policies relating to zoning with conditions:

N/A

22. Description of proposed buildings or structures  
 (e.g., Recreational, permanent dwelling, commercial shop)

ONE RESIDENTIAL DWELLING UNDER CONSTRUCTION  
 TWO ACCESSORY BUILDINGS FOR STORAGE,  
 WORKSHOP & PERSONAL USE ASSOCIATED WITH  
 THE DWELLING.

23. List of proposed buildings or structures on the property

Type of buildings or structures	All yard setbacks (m)				Building dimensions	Ground floor area	Height	When built
	Front	Rear	Side	Side				
1. HOUSE	44.5	134.7	3.7	3.1	20.1 x 20.7	416.6	8.5	2026
2. GARAGE #1	180	275	3.1	1.5	9.2 x 15.2	139.84	5.8	PROPOSED
3. GARAGE #2	300	150	3.1	1.5	30 x 20	369	9.0	PROPOSED
4.								
5.								

24. Describe the general topography and any special characteristics that may affect development (ravines, rocks, marshlands)

THERE IS A CREEK/DITCH THAT RUNS THROUGH THE PROPERTY - DOES NOT EFFECT DEVELOPMENT

**PART 3 SERVICING**

**25. Description of Street/Road:**

<input checked="" type="checkbox"/> Opened	<input checked="" type="checkbox"/> Paved	<input type="checkbox"/> Gravelled	<input checked="" type="checkbox"/> Public	<input type="checkbox"/> Private
Width of Street or Road <u>UNKNOWN</u>				
Is the road maintained by the Municipality?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unknown
Has the road been dedicated/transferred to the Municipality?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Unknown
Is the Road privately owned and/or privately maintained?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Unknown

**26. Road access and/or frontage:**

Name of Road: LAKE SHORE DRIVE  
 Type of Road (i.e. Provincial Highway, Regional Road, Local Public Road, Private Road, Other)  
LOCAL PUBLIC ROAD  
 If Other, specify details, including water and right of ways, if access to the subject land will be by water only, the parking and docking facilities used of to be used, and the approximate distance of these facilities from the subject land and the nearest public road.

**27. Describe what type of sewage disposal system is or will be provided to the subject land; and if it meets Provincial standards:**

PRIVATE SEPTIC SYSTEM APPROVED BY TBDHU.  
NO PLUMBING IN GARAGE

If the proposed amendment would permit development on a privately owned and operated individual or communal septic system and more than 4,500 litres of effluent would be procure per day and/or results in the development of more than 5 lots/units, a *sewing options report* and a *hydrogeological report* is required.

**28. Describe how water will be provided to the subject property:**

PRIVATE WELL  
NO PLUMBING IN GARAGE

If the proposed amendment would provide water through a privately owned and operated individual or communal well, the development of more than 5 lots/units may need a hydrological report. If lake or other water body water is proposed to be used, a permit To Take Water may be required (taking more than 50,000 litres of water per day requires a permit from the Ministry of Environment and Climate Change).

**29. Describe how storm drainage will be managed (i.e. ditches, swales, others):**

EXISTING ON SITE DRAINAGE

Municipality of Shuniah – Application for Zoning By-Law Amendment

**PART 4 PROVINCIAL POLICY**

**30. Provincial Policy Statement (PPS):**

30.1 Is the proposed amendment consistent with the PPS under subsection 3(1) of the *Planning Act*?  
 Yes  No

30.2 Explain how the requested amendment is consistent or not consistent with the PPS. Attach a separate page, if necessary. Submit a copy of a planning report, if applicable. (Read and cut and paste the relevant sections).

SEE PJR

31. Is the subject land within an area of land designated under any provincial plan or plans?  Yes  No  
 If yes, does the proposed amendment conform to or does not conflict with the provincial plan or plans:

CURRENTLY, THIS DOES NOT APPLY.

**32. Significant Features:**

32.1 Has a site assessment been carried out by a qualified person to determine if natural heritage features exist on or within 120 metres of the subject property?  Yes  No

32.2 Have any studies been completed to assess the impacts of the proposed development on any existing natural heritage features and adjacent lands?  Yes  No

32.3 Are any of the following uses or features on the subject lands of the proposed amendment or within 500 metres of the subject property of the proposed amendment, unless otherwise specified.

**Significant Features checklist (Please check all appropriate boxes, if any apply.)**

Use or Feature	On the Subject Property	Within 500m of Subject Land (Indicate approx. distance)	Potential Information needed
Class 1 Industry*			If sensitive land uses proposed within 70m from the boundary lines, a noise/odour/particulate study may be needed
Class 2 Industry**			If sensitive land uses proposed within 300m from the boundary lines, a noise/odour/particulate study may be needed
Class 3 Industry***			If sensitive land uses proposed within 1000m from the boundary lines, a noise/odour/particulate study may be needed
A landfill site (closed or active)			If sensitive land use is proposed, and if within 500 m of the perimeter of the fill area, address possible leachate and groundwater impacts, noise, methane gas control, odour, vermin and other impacts may be needed.
A sewage treatment plant or waste stabilization pond			Assess the need for feasibility study for residential and other sensitive land uses.

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Provincial Highway			Consult Ministry of Transportation If access to provincial highway is proposed. If located in proximity to provincial highway, a traffic impact and a stormwater management report may be needed.
An active railway line and major highways		X	Evaluate impacts of noise within 100m
Electricity generating station, hydro transformer, railway yard, etc.			If sensitive land use is proposed, and if within 1000m, a noise study may be needed to determine possible noise impacts and appropriate mitigation measures.
High voltage electric transmission line	X		Consult the appropriate electric power service.
Transportation, infrastructure and utility corridors			Will there be a negative impact on a planned corridor?
Cultural heritage and archaeology			Adverse impact on significant built heritage resources and significant cultural heritage to be mitigated. Development is only allowed on lands containing archaeological resources or areas of archaeological potential if significant archaeological resources have been conserved.
An agricultural operation, including livestock facility or stockyard			Development to comply with Minimum Distance Separation Formulae (MDS)
An active mine site or an aggregate site operation site within 1000m of the subject land			Will development hinder or be incompatible with continued operation or extraction?
Mineral aggregate resources areas			Will development hinder access to the resource or the establishment of new resources operations?
A non-operating mine site within 1000m of the subject property			Demonstrate that the mine has been rehabilitated OR all potential impacts have been investigated and mitigated.
A rehabilitated mine site, abandoned mine site or mine hazard			If proposal is on, adjacent to, or within 1000m, consult with the Ministry of Northern Development, Natural Resources & Forestry
A significant coastal wetland A significant habitat of endangered species and threatened species A provincially significant wetland within 120 metres of the subject property species			Development and site alteration are not permitted in the features. Are any significant coastal wetlands or unvegetated wetlands present on the subject property or within 120 m? Are any known significant habitats present on the subject property or within 50 m? Has there been preliminary site assessment to identify whether potentially significant habitats are present?
A significant wildlife habitat A significant Areas of Natural and Scientific Interest (ANSI)			Development not permitted, unless demonstrate no negative impacts. Indicate if there are any significant wildlife habitat, and Areas of Natural and Scientific Interest (ANSIs) on the subject lands or within 50 m.
Fish habitat			Development and site alteration are not permitted in fish habitat except in accordance with provincial and federal requirements. Is any fish habitat on the subject property or within 30 m? Is any lake trout lake on the subject lands or within 300 m? If yes to any of the above, an environmental impact study may be required.
Adjacent lands to natural heritage features and areas			Not permitted unless demonstrated that ecological function of the adjacent lands has been evaluated, and it has been demonstrated that there will be no negative impacts.
Floodplain <i>REGULATED AREA</i>	X		Identify if located in floodplain and address accordingly, as per policies and Lakehead Region Conservation Authority.
A contaminated site			Assess an inventory or previous uses in areas of possible soil contaminations.
Hazardous sites****			Demonstrate that hazards can be address.
Erosion hazards			Determine feasibility within the 1:100 year erosion limits of river valleys and streams.
Sensitive surface water features and sensitive groundwater features			Restricted in or near sensitive surface water features and sensitive groundwater features. Demonstrate suitable mitigation measures and/or alternative development approaches to protect, improve or restore sensitive surface water features, sensitive groundwater features and their hydrologic functions.
A municipal or federal airport			Evaluate impacts of noise.
Crown land (identified by the Ministry of Natural Resources & Forestry as being of special interests, such as a lake access point)			Consult Municipality for assistance in dealing with planning issues relating to proposals requiring the acquisition or use of Crown lands. Contact the Ministry of Natural Resources and Forestry (MNR) District Office regarding the actual acquisition or use of Crown land.

\*Class 1 Industry: Small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.  
 \*\*Class 2 Industry: Medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.  
 \*\*\*Class 3 Industry: Processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.  
 \*\*\*\*Hazardous sites: property or lands that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils or unstable bedrock.

Municipality of Shuniah – Application for Zoning By-Law Amendment

33. Archaeological features:

33.1 Does the subject property contain any know archaeological resources or area of archaeological potential?  
If yes, is the proposal consistent with the official plan Cultural Heritage Resources and Archaeology Policies?  
 Yes  No If yes, please explain. Attach a separate page, if necessary. Submit a copy of the technical report(s), if applicable.

34. Is there any other information that you think may be useful to the Municipality in reviewing this request for amendment? If so, explain below or attach a separate page with this information. If applicable, include the original or certified copy of the supporting information and material.

ND

35. SITE PLAN REQUIREMENTS

- North arrow, scale and legend;
- Boundaries of the subject property to the application including lot area and dimensions;
- Locations and dimensions of all existing buildings (show locations of buildings/structures on adjoining properties);
- The setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area (show locations of buildings/structures on adjoining properties);
- Location of well and neighbouring wells (Indicate if the wells are dug or drilled, and indicate distance form property lines);
- location of subsurface sewage disposal system, including septic tank, weeping beds and any other components (show neighbouring properties systems if known);
- Location of all natural and artificial features (e.g., easements, railways, pipelines, high voltage transmission lines, highways, watercourses, drainage ditches, banks, slopes (contour lines), wetlands, wooded areas, wells, and septic fields) that are located on the subject land and on land that is adjacent to it and in the applicant's opinion, may affect the application See also Official Plan Schedule B1 Constraints Map. (NOTE: the LRCA Regulates 30m around all wetlands);
- The nature of the existing use of the adjacent properties (e.g., residential, agriculture, automotive);
- The proposed development, including the area and dimensions the size and location of buildings, parking areas (including the dimensions of all parking spaces and aisles), landscaping, amenity areas, etc.;
- The location, width and name of any roads within or abutting the subject property, indicating whether it is an unopened road allowances, a public travelled road, a private road or right of way;
- If access to the subject land will be by water only, the location of the parking and docking facilities to be used;
- The location and nature of any easement affecting the subject property; and,
- Any additional supporting information the applicant may wish to submit.

PLEASE ENSURE ALL PERTINENT INFORMATION IS CONTAINED ON A SINGLE SKETCH ONLY. THE MAXIMUM SIZE FOR THE

Municipality of Shuniah – Application for Zoning By-Law Amendment

**AFFIDAVIT OR SWORN DECLARATION**

I/We SCOTT MACLEOD of the City/District/Regional Municipality of \_\_\_\_\_  
\_\_\_\_\_ the City/District/Regional Municipality of \_\_\_\_\_ solemnly  
declare that all the statements contained in this application are true, and I/We make this solemn declaration  
conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by  
virtue of the Canada Evidence Act.

SWORN/AFFIRMED/DECLARED before me at the SCOTT MACLEOD STATE FLORIDA  
In the Province )

Of ~~Ontario~~ this 31 day of MARCH 2024  
FLORIDA

  
SIGNATURE

A Commissioner for taking Affidavits. Debbie McElyea  
Ontario signature  
Model - 69446-2016 Known Personally



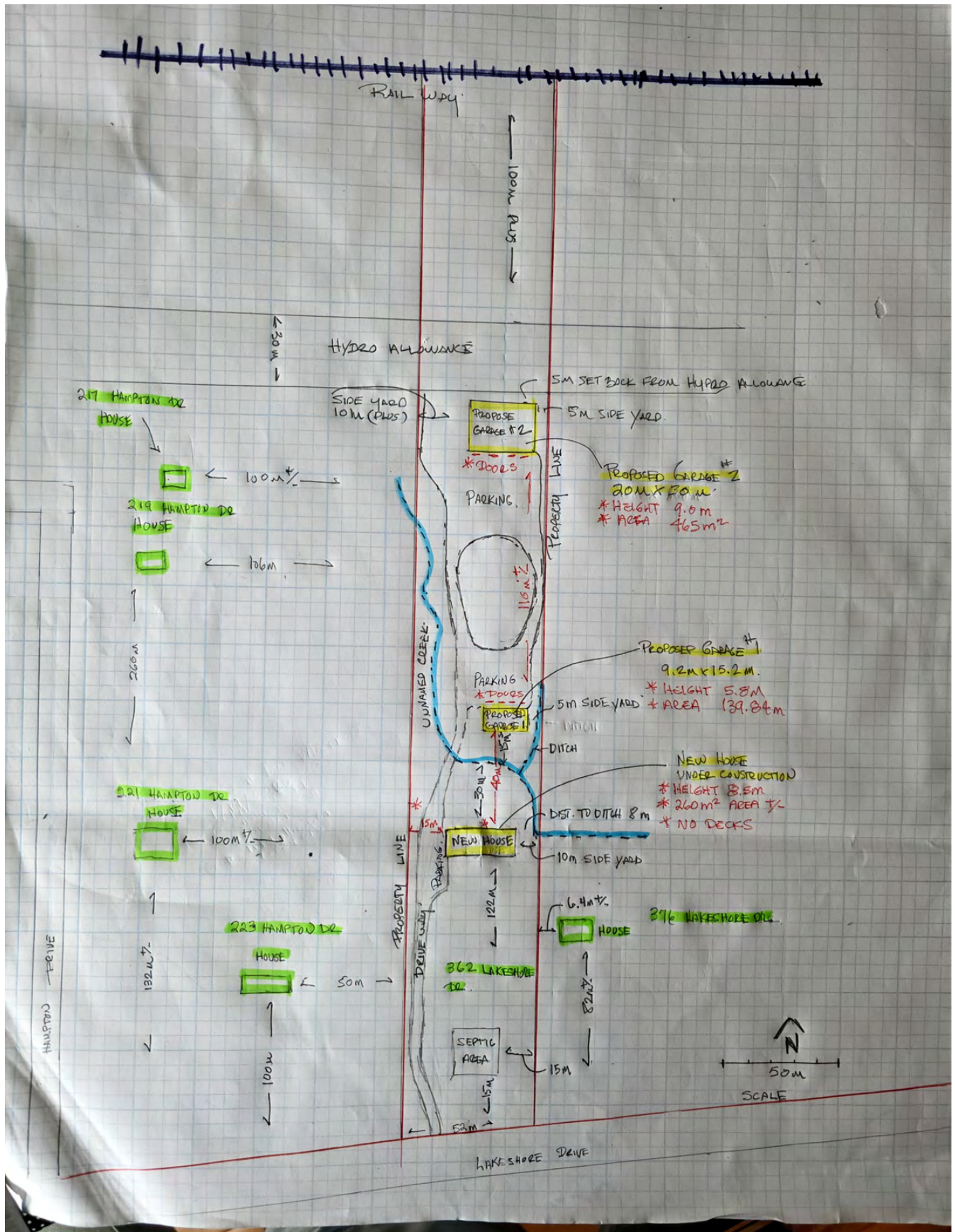
**CONSENT OF THE OWNER:**

**AUTHORIZATION OF OWNER TO THE USE  
AND DISCLOSURE OF PERSONAL INFORMATION**

Complete the consent of the owner concerning personal information set out below.  
SCOTT MACLEOD / OR BEHALF OF WENGO REUBENES  
I, \_\_\_\_\_, am the owner of the land that is subject of this application for a consent and for the  
purposes of the Freedom of Information and Protection of Privacy Act I authorize and consent to the use by or the disclosure  
to any person or public body of any personal information that is collected under the authority of the Planning Act for the  
purposes of processing this application.

MARCH 31 / 2024   
Date Signature of Owner

**Note:** The information in this application and all other information, studies, reports and comments received relative to the  
processing of this application is collected for the purpose of creating a record that is available to the general public.



Images of Applicants property from 219 Hampton Drive.



**THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH**



**BYLAW NO. \_\_\_\_\_ LAW NO. \_\_\_\_**

Being a Bylaw to amend Bylaw No 2038/00 sitesite specific applies to Plans M136, Part Lot 5, 55R755 M13 Parts 1, 2 and 3. Parts 1, 2 and 3.

**Recitals**

- a) Council of the Municipality of Shuniah has received a request to amend the zoning bylaws to permit construction of a garage, larger than the main dwelling with a second storey, with a maximum height of 10 metres and an increased maximum size of 465 square metres and increased maximum size of 465 square coverage of 605 square metres
- b) A Public Meeting to consider this amendment was held in accordance with the regulations and provisions of the Planning Act
- c) Council for the Corporation of the Municipality of Shuniah, recognizing the needs of its citizens and the requirements for continued growth, deems it advisable and expedient to amend Bylaw No. 2038/00, the Zoning Bylaw of the Municipality of Shuniah, in the manner as herein set forth.

THEREFORE, THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH ENACTS AS FOLLOWS

1.1. That Bylaw No. 2038/00 is hereby amended as follows:

- a) For the lands described as 362 parcels in Drive 362, a portion of the lands described as Plan M136 Part Lot 5, 55R755 Parts 1, 2 and 3, the following shall apply:

"Notwithstanding Section 4.6.2 b) of the Zoning Bylaw No. 2038/00 that the construction of one garage a maximum of three metres in height and with a second storey is hereby permitted as outlined in Schedule 'A' attached hereto."

"Notwithstanding Section 4.6.2 d) of the Zoning Bylaw No. 2038/00 that the construction of one garage with a floor area greater than the main building and a maximum size of 456 square metres is hereby permitted; as outlined in Schedule "A" attached hereto."

"Notwithstanding Section 9.3 of the Zoning Bylaw No. 2038/00 that the a maximum lot coverage of accessory structures of 605 square metres is hereby permitted; as outlined in Schedule "A" attached hereto."

22 Schedule "A" of Bylaw No. 2038/00, List of Amendments is herein amended by the addition of the following new text at the end of the current text:

"Bylaw No. \_\_\_\_\_ hereby amends Bylaw No. 2038/00 sections 4.6.2 a), 4.6.2 d) and 9.3 to allow for a large accessory structure; site specific applies to Plans M136 Part Lot 5, 55R755 Parts 1, 2 and 3, now being the Municipality of Shuniah"

- 33 Where there is a conflict between the provisions of the ~~Where the provisions of Sections 10 and 11~~ and other Sections or provisions of ~~Bylaw 2038 Section 10 and 11~~ provisions of this Bylaw by the provision law shall prevail.~~law shall prevail.~~
- 44 This Bylaw ~~This Bylaw~~ in accordance with the Municipality of Shuniah's Official Plan~~law is in accordance~~
- 55 This Bylaw ~~This Bylaw~~ shall come into force and take effect upon the final passing hereof~~law shall come into force~~ subject to the provisions of the Planning Act, or, where applicable, ~~subject to the provisions of the~~ approval of the ~~Appeal Panel of the Appeal Tribunal or the Planning Appeals Tribunal~~ pursuant to ~~the~~ said Act.~~said Act.~~

READ A FIRST AND SECOND TIME THIS ~~BYLAW~~ ~~ON~~ ~~THE~~ ~~DATE~~ ~~OF~~ ~~2022~~ TIME TH

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MayorMayor

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ClerkClerk

READ A THIRD TIME AND FINALLY PASSED THIS ~~BYLAW~~ ~~ON~~ ~~THE~~ ~~DATE~~ ~~OF~~ ~~2022~~ FINALLY PAS

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MayorMayor

\_\_\_\_\_  
ClerkClerk



# Municipality of Shuniah

Chief Building  
Official:

Gregg Gigliotti, CBO

Construction Value of Building Permits Issued in: **May-26**

Permit No.	Submission Date	Date Issued	Cost of Construction	Area of Construction		Construction Type	Construction Address	Legal Description	Permit Fee	Occupancy Permit Fee
<b>2026 Total</b>			<b>\$521,495.84</b>						<b>\$3,241.80</b>	
7977-26	May 19-26	May 25-26	113,832.00	134	sq m	New Construction- Tractor Storage	4011 Hwy 11-17	Sec 7 Con 5	534.80	
7978-26	May 15-26	May 25-26	29,880.90	35	sq m	New Construction - Bunkhouse	2225 Amethyst Ave	Plan 765 Lots 27 and 28 PT	140.00	
7979-26	May 19-26	May 25-26	80,631.00	95	sq m	New Construction - Tractor Storage	4011 Hwy 11-17	Sec 7 Con 5	379.20	
7976-26	May 4-26	May 31-26	45,532.80	54	sq m	New Construction - Garage	105 Amethyst Harbour Road	ML AB PT SCOTTS	214.00	
		Monthly Total	\$269,876.70					Monthly Total	\$1,268.00	\$0.00
		YTD Total	\$791,372.54					YTD Total	\$4,509.80	\$0.00
		Total 2026 Permits	11							

420 Leslie Ave  
Thunder Bay ON P7B 1X8  
Phone 683-4545 Fax 683-6982  
email – pw@shuniah.org

**Municipality of Shuniah**

# Memo

To: Mayor and Council  
From: Craig Baumann, Manager of Operations  
cc: Mark Figliomeni, CAO  
Susan Moore, Treasurer  
Date: Tuesday, June 02, 2026  
Re: **Tender Submission Results**

---

Please find the attached summary of results from the tender committee opening held on Thursday May 28, 2026, for the projects referenced below.

## **R2026-04 Roadside Grass Cutting**

- |                      |                   |
|----------------------|-------------------|
| 1. NWO Well Services | \$13,000.00 + HST |
| 2. Allen Contracting | \$31,250.00 + HST |

## **R2026-05 Detailed Visual Bridge Inspections**

- |                         |                   |
|-------------------------|-------------------|
| 1. Tulloch Engineering  | \$7,240.00 + HST  |
| 2. WSP Engineering      | \$6,900.00 + HST  |
| 3. JML Engineering      | \$9,200.00 + HST  |
| 4. R&R Engineering      | \$3,900.00 + HST  |
| 5. KGS Group            | \$13,200.00 + HST |
| 6. Burnside Engineering | \$6,000.00 + HST  |

Based on the above referenced summaries and Administration's review of the submissions received, we are currently recommending that Council award:

1. R2026-04 to NOW Well Services Limited in the amount of \$13,000.00 excluding HST.
2. R2026-05 to R&R Engineering in the amount of \$ 3,900.00 excluding HST.

Respectfully submitted for your information and discussion.

---



## **ADMINISTRATION REPORT**

**REPORT:** KB-2026-11

**TO:** **Mayor and Council**  
**CC:** Mark Figliomeni, CAO  
Susan Moore, Treasurer

**FROM:** **Kerry Bellamy, Clerk**

Meeting Date: June 16, 2026

**SUBJECT: 2026 Municipal Election – Compliance Audit Committee**

---

### **RECOMMENDATION:**

That Council receives the report regarding the Lakehead Rural Municipal Coalition (LRMC) member municipalities participation in sharing staff for the purposes of a Compliance Audit Committee, as set out in this report and as a member of the LRMC that Shuniah participates in sharing staff for the purposes of a Compliance Audit Committee;

And that council directs the Clerk to bring forward a By-law to appoint the committee members.

### **BACKGROUND:**

The Municipal Elections Act, 1996 (S.O. 1996, c. 32, as amended) requires every municipality to appoint a Compliance Audit Committee. This committee is tasked to review and make decisions on any complaints that it receives alleging that candidates have not abided by the financial rules associated with their campaigns.

The following persons are *not* eligible to sit on a compliance audit committee:

- Employees or officers of the municipality/local board;
- Members of the Council or local board; or
- Any candidates or registered third parties in the election.

The term of office for the Committee members matches that of the term of Council. This keeps the same Committee in case there are any by-elections or questions to the electorate that occur between full municipal elections.

The Committee must be appointed by September 30th for the 2026 municipal election.

RE: Compliance Audit Committee

Report: KB-2026-11

Page 1 of 3

## **DISCUSSION:**

Although there is a disqualification for municipal staff to be involved in the compliance audit committee for their own municipality, there is no prohibition that they cannot participate on a compliance audit committee for another municipality. It is proposed, as done for the 2018 and 2022 elections, that we share staff appointees to each others' committees. In the (rare) event that the committee must be convened to deal with an audit or to make a decision relating to a complaint, it is proposed that the members would convene (during regular office hours) and each of the members' home municipalities would cover their salaries during the time period necessary. Each municipality participating by allowing its staff to assist a neighbouring community runs the "risk" that it will need to pay for that staff person's time while he/she is attending to the duties of a compliance audit for another municipality.

Given the role of the committee, typical appointees are accountants, lawyers and/or retired municipal staff members. Members of the community at large who hold these roles typically agree to participate with the understanding that they will be paid their "normal" hourly rates for any of the work required. This can be expensive. That having been said, for small, rural municipalities, compliance audit requests are few and far between.

## **INPUT FROM OTHER SOURCES:**

The following other Municipalities were consulted during the preparation of this report:

- O'Connor Township
- Conmee Township
- Township of Gillies
- Municipality of Neebing
- Municipality of Oliver Paipoonge

The following departments were consulted during the preparation of this report:

- CAO
- Treasurer

## **POLICIES/LEGISLATION:**

- *Municipal Elections Act, 1996, S.O. 1996, c. 32, Sched.*

## **CORPORATE STRATEGIC GOALS:**

This report aligns with Council's Strategic Goals to ensure fiscal sustainability and transparent governance by working with neighbouring municipalities to increase efficiencies, share best practices and increase capacity to achieve shared goals.

RE: Compliance Audit Committee

Report: KB-2026-11

Page 2 of 3

**FINANCIAL IMPLICATIONS:**

The financial implications are expected to be minimal.

**Attachment:**

- Draft By-law to appoint a Compliance Audit Committee for the 2026 - 2030 Term of Council.

~~THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH~~



~~BY-LAW NO. \_\_\_\_\_ NO. \_\_\_\_\_~~

~~Being a by-law to appoint a Compliance Audit Committee for the 2026-2030 Term of Council~~  
Being a by-law to appoint a Compliance Audit Committee for the 2030 Term of Council

Recitals

- a) Section 88.07(1) of the *Municipal Elections Act, 1996* provides that a Municipality shall appoint a Compliance Audit Committee to deal with matters regarding election campaign finances.

THEREFORE, THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH RESOLVES AS FOLLOWS:

- 1.1 A Committee, to be known as the Compliance Audit Committee, is established to deal with the matters provided for in Section 88.07 of the *Municipal Elections Act, 1996*.
- 2.2 The Compliance Audit Committee shall consist of the following individuals:  
Erika Kromm  
Mark Figliomeni  
Laura Bruni
- 3.3 The Committee shall deal with the Terms of Reference attached to the By-law the Terms of Reference Schedule "A" the E
- 4.4 Should any of the members of the Compliance Audit Committee referred to in Section 2 resign or otherwise be unable to perform their duties, the Municipality or Township will search for a replacement member and will appoint the new member by amending this By-law by Members shall, wherever possible, be chosen from the staff of the other member Municipalities of the Lakehead Rural Municipal Coalition.
- 5.5 The business of the Compliance Audit Committee shall be conducted in accordance with the Terms of Reference set out in Schedule "A".
- 6.6 This By-law shall come into force and take effect on November 15, 2026 and shall expire and no longer be of any force and effect on November 14, 2030.

READ A FIRST AND SECOND TIME THIS 22<sup>ND</sup> DAY OF SEPTEMBER, 2022

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

READ A THIRD TIME AND FINALLY PASSED THIS 22<sup>ND</sup> DAY OF SEPTEMBER, 2022

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Terms of Reference**

**Terms of Reference**

**1. Name**

The name of the Committee is the "Sheriah Election Compliance Audit Committee".

**2. Duration**

The term of office is from November 15, 2025 to November 15, 2026. The Committee will deal with compliance audit applications from the 2026 election compliance by applications from during Council's term.

The Committee will meet as needed with meetings to be scheduled when a compliance audit application is received.

**3. Mandate**

The powers and functions of the Committee are set out in sections 37-39 of the *Municipal Elections Act, 1996*. The functions include: compliance audit

- a. considering a compliance audit application received from an elector and decide whether it should be granted or rejected;
- b. appointing an auditor, if the application is granted;
- c. receiving the auditor's report;
- d. considering the auditor's report and decide whether legal proceedings should be commenced;
- e. determining whether to recover the costs of conducting the compliance audit from the applicant if the auditor's report indicates there were no apparent grounds for the application.

**4. Membership**

The Committee will be composed of three (3) members. Municipal staff from the Council will be current Councillors (and candidates) and their immediate families are all not eligible to serve on this Committee.

Any members appointed must agree in writing that they will not be a candidate in any election during the term of Council. Failure to adhere to this requirement will result in the individual being removed from the committee.

Persons ideally suited to volunteer for this committee have:

- a. demonstrated knowledge and understanding of municipal election campaign financing rules;
- b. proven analytical and decision-making skills;
- c. experience working on a committee, task force or similar setting;
- d. availability and willingness to attend meetings;
- e. excellent oral and written communication skills.

**5. Chair**

The Committee members will select a Chair from amongst themselves at its first meeting.

**6. Staffing and Funding6. Staffing and Funding**

Administrative practices and procedures for the Committee are established by the Clerk, Administrative who shall carry out any other duties to implement the Committee's decisions. The Clerk who shall ca shall serve as Secretary to the Committee.shall serve as Secretary to the Committee.

**7. Meetings7. Meetings**

Meetings of the Committee will be conducted in accordance with the meeting provisions Meetings of of the ~~Municipal Act, 2001~~~~Municipal Act, 2001~~ Municipal Act, 2001. Every effort will be made to , as interpre schedule meetings during business hours.schedule meetings during business hours.

**8. Remuneration8. Remuneration**

Members of the Committee who are employed by other member municipalities of the Members of Lakehead Rural Municipal Coalition shall be paid their salaries from the Municipalities that Lakehead R employ them. Members of the Committee, if any, who are not employed by other members employ them. municipalities of the Lakehead Rural Municipal Coalition shall be paid \$75 per meeting municipalitie attended. Mileage and other out-of-pocket expenses are reimbursed to committee pocket exp members by The Corporation of the Municipality of Sturgeon Springs. The Corporation of the Municipality of

**THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH**



**BYLAW NO. \_\_\_\_\_ LAW NO. \_\_\_\_**

Being a Bylaw to amend Bylaw No 2038/00 sitesite specific applies to Plans M136, Part Lot 5, 55R755 M13 Parts 1, 2 and 3. Parts 1, 2 and 3.

**Recitals**

- a) Council of the Municipality of Shuniah has received a request to amend the zoning bylaws to permit construction of a garage, larger than the main dwelling with a second storey, with a maximum height of 10 metres and an increased maximum size of 465 square metres and increased maximum lot coverage of 605 square metres.
- b) A Public Meeting to consider this amendment was held in accordance with the regulations and provisions of the Planning Act.
- c) Council for the Corporation of the Municipality of Shuniah, recognizing the needs of its citizens and the requirements for continued growth, deems it advisable and expedient to amend Bylaw No. 2038/00, the Zoning Bylaw of the Municipality of Shuniah, in the manner as herein set forth.

THEREFORE, THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH ENACTS AS FOLLOWS

1.1. That Bylaw No. 2038/00 is hereby amended as follows:

- a) For the lands described as 362 parcels, Drive 362, MacGregor MacGregor Municipality of Shuniah, the following shall apply:

"Notwithstanding Section 4.6.2 b) of the Zoning Bylaw that the construction of one garage a maximum of three metres in height and with a second storey is hereby permitted as outlined in Schedule 'A' attached hereto."

"Notwithstanding Section 4.6.2 d) of the Zoning Bylaw that the construction of one garage with a floor area greater than the main building and a maximum size of 456 square metres is hereby permitted; as outlined in Schedule "A" attached hereto."

"Notwithstanding Section 9.3 of the Zoning Bylaw that a maximum lot coverage of accessory structures of 605 square metres is hereby permitted; as outlined in Schedule "A" attached hereto."

22 Schedule "A" List of Amendments is herein amended by the addition of the following new text at the end of the current text:

"Bylaw No. \_\_\_\_\_ hereby amends sections 4.6.2 a), 4.6.2 d) and 9.3 of the Zoning Bylaw to allow for a large accessory structure; site specific applies to Plans M136, Part Lot 5, 55R755 Parts 1, 2 and 3, now being the Municipality of Shuniah"

- 33 Where there is a conflict between the provisions of the ~~Where mentioned Sections~~ and other Sections or provisions of ~~Bylaw 2038 Section 1066~~ provisions of this Bylaw by the provision law shall prevail.~~law shall prevail.~~
- 44 This Bylaw ~~is~~ in accordance with the Municipality of Shuniah's Official Plan~~law is in accordance~~
- 55 This Bylaw ~~shall~~ come into force and take effect upon the final passing hereof~~law shall come into force~~ subject to the provisions of the Planning Act, or, where applicable, ~~subject to the provisions of~~ approval of the ~~Appeal Panel of the Appeal Tribunal or Planning Appeals Tribunal~~ pursuant to said Act.~~said Act.~~

READ A FIRST AND SECOND TIME THIS ~~BYLAW~~ ~~ON~~ ~~THE~~ ~~15~~ ~~TH~~ ~~DAY~~ ~~OF~~ ~~JUNE~~ ~~2022~~ ~~AND~~ ~~ON~~ ~~THE~~ ~~16~~ ~~TH~~ ~~DAY~~ ~~OF~~ ~~JUNE~~ ~~2022~~ ~~AND~~ ~~ON~~ ~~THE~~ ~~17~~ ~~TH~~ ~~DAY~~ ~~OF~~ ~~JUNE~~ ~~2022~~

\_\_\_\_\_  
MayorMayor

\_\_\_\_\_  
ClerkClerk

READ A THIRD TIME AND FINALLY PASSED THIS ~~BYLAW~~ ~~ON~~ ~~THE~~ ~~17~~ ~~TH~~ ~~DAY~~ ~~OF~~ ~~JUNE~~ ~~2022~~ ~~AND~~ ~~ON~~ ~~THE~~ ~~18~~ ~~TH~~ ~~DAY~~ ~~OF~~ ~~JUNE~~ ~~2022~~ ~~AND~~ ~~ON~~ ~~THE~~ ~~19~~ ~~TH~~ ~~DAY~~ ~~OF~~ ~~JUNE~~ ~~2022~~

\_\_\_\_\_  
MayorMayor

\_\_\_\_\_  
ClerkClerk

~~THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH~~



~~BY-LAW NO. \_\_\_\_\_ NO. \_\_\_\_\_~~

~~Being a by-law to appoint a Compliance Audit Committee for the 2026-2030 Term of Council~~  
Being a by-law to appoint a Compliance Audit Committee for the 2030 Term of Council

Recitals

- a) Section 88.07(1)88.07(1) *Municipal Elections Act, 1996* provides that a Municipality shall appoint a Compliance Audit Committee to deal with matters regarding election campaign finances.

~~THEREFORE, THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH RESOLVES AS FOLLOWS:~~

- 1.1 A Committee, to be known as the Compliance Audit Committee, is established to deal with the matters provided for in Section 88.07 of the *Municipal Elections Act, 1996*.
- 2.2 The Compliance Audit Committee shall consist of the following individuals:  
Erika Kromm  
Mark Figliomeni  
Laura Bruni
- 3.3 The Committee shall deal with the Terms of Reference attached to the By-law the Terms of Reference Schedule "A" the E
- 4.4 Should any of the members of the Compliance Audit Committee referred to in Section 2 resign or otherwise be unable to perform their duties, the Municipality or Township will search for a replacement member and will appoint the new member by amending this By-law by Members shall, wherever possible, be chosen from the staff of the other member Municipalities of the Lakehead Rural Municipal Coalition.
- 5.5 The business of the Compliance Audit Committee shall be conducted in accordance with the Terms of Reference set out in Schedule "A".
- 6.6 This By-law shall come into force and take effect on November 15, 2026 and shall expire and no longer be of any force and effect on November 14, 2030.

READ A FIRST AND SECOND TIME THIS 22<sup>ND</sup> DAY OF SEPTEMBER, 2022

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

READ A THIRD TIME AND FINALLY PASSED THIS 22<sup>ND</sup> DAY OF SEPTEMBER, 2022

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Terms of Reference**

**Terms of Reference**

**1. Name**

The name of the Committee is the "Sheriah Election Compliance Audit Committee".

**2. Duration**

The term of office is from November 15, 2025 to November 15, 2029. The Committee will deal with compliance audit applications from the 2026 election compliance by applications from during Council's term.

The Committee will meet as needed with meetings to be scheduled when a compliance audit application is received.

**3. Mandate**

The powers and functions of the Committee are set out in sections 37-39 of the *Municipal Elections Act, 1996*. The functions relating to the compliance audit application process as outlined in the Act. These functions include:

- a. considering a compliance audit application received from an elector and decide whether it should be granted or rejected;
- b. appointing an auditor, if the application is granted;
- c. receiving the auditor's report;
- d. considering the auditor's report and decide whether legal proceedings should be commenced; and
- e. determining whether to recover the costs of conducting the compliance audit from the applicant if the auditor's report indicates there were no apparent grounds for the application. and if there were no reasonable grounds for the application.

**4. Membership**

The Committee will be composed of three (3) members. Municipal staff from the Council will be current Councillors (and candidates) and their immediate families are all not eligible to serve on this Committee.

Any members appointed must agree in writing that they will not be a candidate in any election during the term of Council. Failure to adhere to this requirement will result in the individual being removed from the committee.

Persons ideally suited to volunteer for this committee have:

- a. demonstrated knowledge and understanding of municipal election campaign financing rules;
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**5. Chair**

The Committee members will select a Chair from amongst themselves at its first meeting.

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**THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH**

**BY-LAW NO \_\_\_\_\_**

Being a by-law to authorize the Municipality to enter an agreement with the Canadian Union of Public Employees Local 87 - 09 Volunteer Fire Fighters.

THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF SHUNIAH ENACTS AS FOLLOWS:

1. That the Chief Administrative Officer and the Treasurer are hereby authorized to execute a Collective Agreement between The Corporation of the Municipality of Shuniah and Canadian Union of Public Employees Local 87 – 09 Volunteer Fire Fighters and that the agreement be marked as Schedule “A” to this by-law.
2. That Schedule “A” be an integral part of this by-law.
3. That the By-law shall come into force and take effect upon the final passing thereof.

READ A FIRST AND SECOND TIME THIS                      DAY OF                      , 2026

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

READ A THIRD AND FINAL TIME THIS                      DAY OF                      , 2026

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

'Schedule A'

# **A G R E E M E N T**

Between:

**THE MUNICIPALITY OF SHUNIAH**

And

**CANADIAN UNION OF PUBLIC EMPLOYEES  
and its LOCAL 87  
VOLUNTEER FIRE FIGHTERS**

**Term of Agreement: January 1, 2026 to December 31, 2028**

KD/COPE491

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## **ARTICLE 1 - GENERAL PURPOSE**

1.01 Whereas it is the desire of both parties to this agreement:

- (a) To maintain the existing harmonious relations between the Employer and the Union;
- (b) To recognize the mutual value of joint discussions and negotiations in all matters pertaining to working conditions, hours of work and scale of wages, etc.;
- (c) To encourage efficiency in operation;
- (d) To promote the morale, well-being and security of all employees in the bargaining unit of the Union and the Employer;
- (e) To recognize the respective rights and responsibilities of the parties hereto one to the other.

1.02 Definitions:

- a. When used in the agreement "CAO" shall mean the Municipalities Chief Administrative Officer.
- b. When used in the agreement "Employer" shall mean the Municipality of Shuniah
- c. When used in the agreement "Union" shall mean The Canadian Union of Public Employees.
- d. When used in the agreement "volunteer or employee" shall refer to any volunteer fire fighter or fire prevention officer, employed with the employer.
- e. Whenever the singular or masculine is used in this agreement, it shall be considered as if the plural or feminine has been used where the context of the party or parties hereto require.

## **ARTICLE 2 - RECOGNITION**

2.01 The Employer recognizes CUPE and its Local 87 as the sole and exclusive bargaining agent for all volunteer firefighters as defined in the Fire Protection and Prevention Act 1997, employed by the Municipality of Shuniah save and except the Fire Chief and Deputy Fire Chief.

2.02 There shall be no revision, amendment or alteration of the bargaining unit as defined herein, or of any of the terms and provisions of this Agreement, except by mutual agreement in writing of the parties.

- 2.03 Probationary volunteers will be subject to all the terms and conditions outlined in the Agreement except where expressly excluded.
- 2.04 All correspondence between the parties, arising out of this Agreement or incidental thereto shall pass to and from the Fire Chief, CAO, or his/her designate and the Union Steward and the CUPE National Representative.

### **ARTICLE 3 - MANAGEMENT RIGHTS**

- 3.01 The Union recognizes and acknowledges that the management of the operation and direction of the working force are fixed exclusively in the Municipality and, without restricting the generality of the foregoing, the Union acknowledges that it is the exclusive function of the Municipality to:
- a) Maintain order, discipline and efficiency;
  - b) Hire, assign, promote, demote, classify, transfer, to suspend, and rehire employees and to discipline or
  - c) Make, enforce and alter from time-to-time rules and regulations to be observed by the volunteers;
  - d) Determine the nature and kind of business conducted by the Municipality, the kinds and locations of stations, equipment and materials to be used, the control of materials and parts, the methods and techniques of work, the content of all jobs, the qualifications for all jobs, the schedules of work, the number of volunteers to be employed, the extension, limitation, curtailment or cessation of operations or any part thereof, and to determine and exercise all other functions and prerogatives which shall remain solely with the Municipality except as specifically limited by the express provisions of this Agreement;

### **ARTICLE 4 - NO DISCRIMINATION**

- 4.01 The Municipality and the Union agrees that there will be no intimidation, discrimination, interference, restraint or coercion exercised or practiced by either of them or by any of their representatives or members because of race, creed, colour, age, sex, sexual orientation, marital status, nationality, ancestry, place of residence, or place or origin or such person or employee or because of an employee's membership or non-membership in the union or association or because of his activity or non-activity in the Union.

## **ARTICLE 5 - UNION SECURITY**

### **5.01 All Employees to be Members**

All employees of the Employer shall become and remain members in good standing of the Union according to the Constitution and By-laws of the Union.

### **5.02 Deduction of Dues**

The Employer agrees to deduct from the wages and salaries of the employees covered by this agreement, the dues payable to the Canadian Union of Public Employees, Local No. 87, which shall be turned over by the end of the following month in which the dues were collected, in one sum to the Treasurer of said Union, accompanied with a list of names of the employees and the amount of earnings deducted for each employee.

The deduction and payment of any other assessment as would relate to this Article will be made only upon written approval of the employee.

The Union shall save the Employer harmless with respect to all dues or the equivalent thereof deducted and remitted under this Agreement, and with respect to any liability the Employer might incur as a result of such deductions.

### **5.03 Contact Information**

The employer will provide to the Union a list of all the employees in the bargaining unit. The list will include each person's name, job title/classification, home mailing address, home telephone numbers (and other available personal telephone numbers, such as cellular numbers), and personal email.

The employee contact list will be provided in an electronic spreadsheet to the CUPE National Representative on a quarterly basis.

It shall be the responsibility of the volunteer to keep the Employer informed of their current address, phone number and email address (if one exists) at all times.

## **ARTICLE 6 - RESOLUTIONS AND REPORTS OF THE MUNICIPALITY**

### **6.01 Employer Shall Notify Union**

The Employer agrees that, where practicable, any reports or recommendations about to be made to the volunteers dealing with matters of policy and working conditions, which affect volunteers within the bargaining unit, shall be communicated to the volunteers in time to afford them a reasonable opportunity to respond.

6.02 New Employees

The Employer agrees to acquaint the employee with the fact that a Union Agreement is in effect.

**ARTICLE 7 – LABOUR MANAGEMENT/ NEGOTIATIONS/UNION REPRESENTATION**

7.01 Bargaining Committee

A Bargaining Committee shall be appointed and consist of not more than three members of the Employer, and not more than three members of the union, including the CUPE National Representative, or unless otherwise agreed to. The parties will advise the other in writing of the names of those elected or appointed to the Bargaining Committee.

It is the function of the Bargaining Committee to negotiate the provision of the collective agreement on behalf of the employees.

Members of the Bargaining Committee will be paid their regular rate of pay for time spent when at the table.

7.02 CUPE National Representative

The members of the Union shall have the right, at any time, to have the assistance of the CUPE National Representative when dealing or negotiating with the Employer.

7.03 Labour Management Committee

There shall be a Labour Management committee comprised of two (2) representatives from the Union and two (2) representatives from the employer. The committee's purpose is to provide and promote effective and meaningful communication of information and ideas and to make joint recommendations on matters of concern. Matters that are properly the subject of a grievance will not be discussed at the committee.

The Committee will meet quarterly at the municipal office provided there are items to be discussed. The duty of the Chairperson will rotate between the parties. Each party will provide the other the agenda item(s) (1) week prior to the meeting. Meetings will be scheduled, and employees shall be paid for their regular hourly rate while in attendance.

7.04 Recognition of Stewards

The Corporation acknowledges the right of the Union to elect or appoint 3 Stewards, two (2) Stewards in Suppression and (1) Prevention. The Steward may assist any employee the Steward represents, in the preparation and presentation of a grievance in accordance with the grievance procedure.

The Union recognizes that a Steward will not leave her/his work during working hours to perform her/his duties under this Agreement without obtaining the permission of her/his supervisor or designate. Permission to leave work shall not be unreasonably denied.

7.05 Grievance Committee

Meetings of the Local Union can take place in fire stations with the advanced approval of the Employer.

In the event the employer is investigating a member, 48 hours' notice will be given to the member and the Union in writing, identifying allegations, allowing the member preparation time to respond to the allegations.

All employees shall have the right to a Union Representative during meetings where the Employer intends to file documentation in the employee's file.

**ARTICLE 8 - NO STRIKES OR LOCKOUTS**

8.01 The Union agrees that there shall be no strikes and the Employer agrees that there will be no lockouts during the term of this agreement. The meaning of strike and lockout shall be as defined in the Labour Relations Act as amended from time to time.

**ARTICLE 9 - GRIEVANCE PROCEDURE**

9.01 Definition of Grievance

A grievance under this agreement shall be defined as any difference or dispute between the Employer and any employee or group of employees or the Union as to the interpretation, application, administration or alleged violation of the provisions of the Agreement.

9.02 Settling of Grievance

It is the mutual desire of the parties hereto that complaints of volunteers shall be adjusted as quickly as possible. If a volunteer has a complaint, such complaint shall be discussed with the Deputy Chief or designate within fifteen (15) working days after the circumstances giving rise to the complaint have originated or occurred. If the Deputy Chief is unable to adjust a complaint to their mutual satisfaction within seven (7) working days in writing, the volunteer may proceed with the grievance procedure within seven (7) working days following the decision of the Deputy Chief.

The grievance of a volunteer properly arising under this Agreement should be adjusted and settled as follows:

### **Step 1**

The Union must submit a written grievance, signed and dated by the volunteer, to the Fire Chief or designate. The nature of the grievance, the remedy sought, and the section or sections of the Agreement, which are alleged, to have been violated must be set out in the grievance. Within seven (7) working days of the receipt of the grievance by the Fire Chief, a meeting with the Grievor and the Union shall be held to discuss the grievance. The Deputy Chief or designate will deliver their decision in writing within seven (7) working days after the meeting at which the grievance was discussed. Failing settlement, the next step of the grievance procedure may be taken.

### **Step 2**

Within seven (7) working days following the decision under Step No. 1, the Union must submit the grievance to the CAO or designate. Within seven (7) working days of the receipt of the grievance by the Employer, a meeting shall be held to discuss the grievance with Grievor and the Union. The grievor must be present at this meeting. A decision in writing shall be delivered by the party receiving the grievance within seven (7) working days after the meeting at which the grievance was discussed.

### **Step 3**

Failing settlement, of the grievance following Step 2, the Union may, within thirty (30) working days, submit notice in writing to the Municipality of their intention to refer the dispute to arbitration.

#### 9.03 Policy Grievance

A grievance arising directly between the Employer and the Union concerning the interpretation, application or alleged violation of the Agreement must be heard at Step No. 2 within ten (10) working days of the event giving rise to the grievance.

#### 9.04 Group Grievance

Where two (2) or more volunteers have identical grievances and each volunteer would be entitled to grieve separately, the Union shall submit the grievance at Step No. 2 within ten (10) working days of the event giving rise to the grievances. A list of all volunteers participating in the grievance shall be provided by the date of the meeting between the parties at Step 2. The nature of the grievance, the remedy sought, and the section or sections of the Agreement which are alleged to have been violated must be set out in the grievance. The grievances shall be processed as one grievance subject to all applicable provisions under the grievance procedure.

9.05 Discharge Grievance

A grievance involving the discharge of a volunteer who has successfully completed their probationary period must be reduced to writing and originated under Step No. 2 within ten (10) working days of the volunteer being notified of their discharge. The nature of the grievance, the remedy sought, and the section or sections of the Agreement which are alleged to have been violated must be set out in the grievance which shall be signed by the volunteer.

Notwithstanding anything in this Agreement, a probationary volunteer may be disciplined or discharged at the sole discretion of and for any reason satisfactory to the Employer and such action by the Employer is not subject to the grievance and arbitration procedures and does not constitute a difference between the parties.

9.06 All agreements reached under the grievance procedure between the representatives of the Employer and the representative of the Union shall be final and binding upon the Employer and the Union and the volunteer or volunteers involved.

9.07 The volunteer grievor may have the assistance of a steward or outside representative from the Union at any step of the grievance procedure, if requested.

9.08 In the event of disciplinary action, the volunteer shall be given forty-eight (48) hours' notice of the meeting where such disciplinary action shall be delivered. The Volunteer may have a union steward present, if requested by the volunteer.

9.09 Any letter of discipline, suspension or other sanction shall not remain on file beyond twenty-four (24) months when there is a clear disciplinary record from the date of the last occurrence.

9.10 Satisfactory Settlements

Grievances settled satisfactorily within the time allowed shall date from the time the grievance was first filed.

9.11 Facilities for Grievances

The Employer shall supply the necessary facilities for the grievance meeting.

9.12 Management Grievance

It is understood that the Employer may bring forward at a meeting with the Union, a complaint with respect to what it deems is a violation of the agreement. After discussion, the Union will have seven (7) working days to respond to the complaint. If the Employer feels the response is unsatisfactory it can refer the matter to Arbitration within thirty (30) working days of the date it receives the Unions response.

## **ARTICLE 10 - ARBITRATION**

### 10.01 Submitting to Arbitration

If the Employer or the Union requests that a grievance be submitted to arbitration, as hereinbefore provided, it shall make such request in writing addressed to the other party to this Agreement. It is understood between the parties that a single arbitration process shall be used. When the parties are selecting arbitrators, each shall respond to each other in writing within thirty (30) calendar days.

### 10.02 Use of a Single Arbitrator

The arbitration procedure incorporated in this agreement shall be based on the use of a single arbitrator.

### 10.03 Selecting an Arbitrator

The grieving party shall submit a list of five arbitrators for consideration. If none of the five is chosen, then the other party shall, within five (5) working days of the date the first list was received, submit a list of five different names for consideration. If none is selected within five (5) working days, either party may ask the Minister of Labour to make an appointment.

### 10.04 Expenses of Arbitration

Except where otherwise provided for in this agreement, each of the parties will bear its own expense with respect to any arbitration proceedings. The parties will bear jointly the expenses of the arbitrator on an equal basis.

### 10.05 Authority of Arbitrator

The arbitrator shall not be authorized, nor shall the arbitrator assume authority, to alter, modify or amend any part of this agreement, nor to make any decision inconsistent with the provisions thereof, or to deal with any matter not covered by this agreement.

### 10.06 Time Limits

The time limits set out in both the grievance and arbitration procedures herein are excluding Saturdays, Sundays and paid holidays. Such time limits are mandatory and the failure to comply strictly with such time limits except by the written Agreement of the parties shall result in:

- i) If the grievance has not been processed by the Employer within the prescribed time limit, the grievance may be advanced to the next step by the Union within the time limit as prescribed.
- ii) If the grievance has not been processed by the Union in accordance with

all the time limits prescribed, the grievance shall be deemed to have been settled and/or abandoned.

- iii) Time limits may be extended only by written, mutual agreement of the parties.

#### 10.07 Witnesses

At any stage of the grievance or arbitration procedure, the parties may have the assistance of the employee(s) concerned as witnesses and any other witnesses, and all reasonable arrangements will be made to permit the conferring parties or the arbitrator(s) to have access to any part of the Employer's premises to view any working conditions which may be relevant to the settlement of the grievance.

#### 10.08 Mediation

By mutual consent the parties may agree to use the services of a mediator any time during the grievance procedure. If the use of a mediator is agreed to the parties shall extend timelines to allow for the mediation process. The parties agree to share the costs of the mediation.

### **ARTICLE 11-PROBATION AND PERMANENT STATUS**

#### 11.01

- a) All new fire fighters will be on probation for one (1) year and must complete the minimum training mandated by the Employer during this period
- b) The discharge of a probationary volunteer will be subject to the provisions of Article 9.05 of this Collective Agreement.

#### 11.02 Loss of Permanent Status and Employment Rights

A volunteer shall lose permanent status and shall be deemed to be terminated if they;

- 1) they are discharged for just cause and are not reinstated.
- 2) they resign in writing and do not withdraw within two (2) days.
- 3) they fail to return to work within seven (7) calendar days following a layoff and after being notified by registered mail to do so, unless through sickness. It shall be the responsibility of the employee to keep the Employer informed of their current address.
- 4) They are laid off for a period longer than one (1) year.

## **ARTICLE 12 - LAYOFF AND RECALL**

- 12.01 For the purpose of lay off and recall to employment, seniority shall be defined as continuous service with the Employer inclusive of vacations, but exclusive of periods of lay off, and any periods of leaves of absence.
- 12.02 When the Employer decides that a lay off is necessary in any classification or a recall to a position in any classification is available, the following factors shall be considered:
- a) Skill, ability, experience, qualifications, education/professional development, suitability, competence, efficiency, call response history, physical capabilities, time of day availability and distance from the Station;
  - b) Seniority within the classification. When, in the sole judgment of the Employer, the factors in (a) are relatively equal, seniority shall govern. It is understood and agreed that the Employer shall be the sole judge of the overall requirements of the Fire Service and the sole judge of assessing volunteers as per (a) above.
- 12.03 The Employer agrees that it will notify the Union of a pending lay off at the same time that it notifies the volunteer(s) of the pending layoff.
- 12.04 No new volunteer will be hired into a classification where volunteers are on layoff with recall rights under the provisions of the Collective Agreement until such volunteer has been offered a recall in accordance with Article 11.02.

## **ARTICLE 13 - JOB POSTING**

- 13.01 A determination of the existence of a vacancy shall be in the sole discretion of the Employer.
- 13.02 When the Employer determines that a vacancy exists in the classification of Captain a notice shall be posted in the workplace for fourteen (14) calendar days.
- 13.03 In assessing the applicants, the Employer shall consider the following factors:
- a) Skill, ability, experience, overall work performance, qualifications, education/professional development, suitability, competence, efficiency, leadership skills, and physical capabilities;
  - b) Seniority (if applicable) with the Employer. When, in the sole judgment of the Employer, the factors in (a) are relatively equal, seniority (if any) shall govern. It is understood and agreed that the Employer shall be the sole judge of assessing the applicants as per (a) above.

- 13.04 A volunteer who is awarded a position pursuant to this provision shall be subject to a trial period of six (6) consecutive months. At any time during the trial period, the volunteer may be transferred back to their former position at the Employer's request or at the request of the volunteer, and such transfer is not subject to the grievance or arbitration provisions and does not constitute a difference between the parties. Any individual affected by that occurrence will likewise be returned to their former positions.
- 13.05 The name of the successful applicant as a result of the Employer's decision under Article 13 shall be posted following notification to the successful candidate.
- 13.06 If the employer creates permanent full-time and/or part-time positions, those positions will be posted in accordance with Article 13 for fourteen (14) calendar days internally prior to being advertised externally.

#### **ARTICLE 14 - LEAVES OF ABSENCE**

- 14.01 The Employer may grant a leave of absence to any volunteer fire fighter. A volunteer wishing to take a leave shall make a written request to the Fire Chief.
- 14.02 Upon returning from a leave of absence of six (6) months or more, the volunteer must comply with the Employer's Safe Return to Work policy on reintegration and complete core training catch up.
- 14.03 If a volunteer is absent from work due to an illness or injury, prior to the volunteer's return to work, a physician must confirm in writing to the Employer's satisfaction that the volunteer firefighter is completely fit in all respects to return to active duty. The Employer will provide the physician with documentation outlining the duties of the position.

#### **ARTICLE 15 - CLASSIFICATIONS AND RESPONSE REQUIREMENTS**

- 15.01 Upon the request of a volunteer fire fighter, the Fire Chief will provide a letter to the individual's regular employer confirming that the volunteer fire fighter is a member of the Shuniah fire department.

#### **ARTICLE 16 - HEALTH AND WELFARE**

- 16.01 Insurance Plan
- a. The Employer will also pay one hundred percent (100%) of the premiums for insurance coverage through VFIS Accident and Sickness Program. The Employer will provide twenty-four (24) hour coverage for Volunteer Firefighter(s).

- b. The Employer will pay one hundred percent (100%) of the premiums for insurance coverage to provide twenty-four (24) hour coverage for each volunteer, and such coverage will include as a minimum Accidental Death and Dismemberment Insurance with a principal amount equaling \$150,000 for on-duty coverage and off-duty coverage for all volunteer firefighters.

16.02 Workplace Safety and Insurance Board Coverage

The Employer agrees to set the amount of Workplace Safety and Insurance Board (WSIB) coverage at the maximum allowable rate as set by WSIB.

16.03 Change of Carrier

It is understood that the employer may anytime substitute another carrier for any plan provided the benefits are equivalent.

16.04 Immunization

Volunteer Firefighters required to obtain immunizations which are not covered by OHIP will be reimbursed by the Employer.

**ARTICLE 17 - PERSONAL PROTECTIVE EQUIPMENT AND APPAREL FOR VOLUNTEER FIRE FIGHTERS**

17.01 The Employer agrees to provide volunteers with the necessary Personal Protective Equipment that meets or exceeds the requirements of the applicable standard and regulation.

17.02 The Municipality agrees they will supply Suppression that have completed the probationary period with the following:

- a. One (1) All Season Jacket;
- b. Station attire selected by the Chief's consisting of:
  - i. Two (2) pairs of pants after 3 years upon request.
  - ii. Two (2) shirts after 3 years upon request.

17.03 All items listed in Article 17.01 and any other Employer issued equipment is the property of the Employer and shall be returned upon retirement, resignation or termination.

17.04 The Municipality agrees they will supply Fire Prevention that have completed the probationary period with the following:

- a. 2 Pair of Fatigue Pants – after 3 years, upon request
- b. 2 Shirts – after 3 years, upon request
- c. 1 Sweater

- d. All Season Jacket
- e. 1 Pair of Gloves
- f. 1 Winter Hat
- g. 1 Baseball Cap
- h. Photo I.D. Wallet/Badge Type
- i. Name badge for uniform
- j. 1 Tie
- k. 1 Belt

17.05 The Municipality will repair or replace worn, damaged, or ill-fitting apparel at its discretion which shall not be unreasonably exercised.

17.06 The Employer will pay a \$250 boot allowance to all volunteers every 2 years. Payment eligibility will be calculated from the date of the last purchase by the volunteer.

#### **ARTICLE 18 – HEALTH AND SAFETY**

18.01

- a. The Employer and CUPE agree to recognize the Joint Health and Safety Committee and the right of this committee to represent the Volunteer Firefighters in all matters dealing with Health and Safety subject to the *Occupational Health and Safety Act 1990 R.S.O. of Ontario and the Regulations* thereto.
- b. Two (2) representatives from the bargaining unit shall participate on the Committee and the co-chair from the volunteer group shall be selected in accordance with the Employer's terms of reference.
- c. Volunteers will be paid their regular rate of pay for attending a scheduled Occupational Health and Safety meeting.

#### **ARTICLE 19 – TRAINING AND CERTIFICATION**

19.01 1) The Employer agrees to pay the tuition costs for courses authorized by the Fire Chief or his designate that are outside of the municipal boundary. When a volunteer is authorized to use his own vehicle to travel to and from such course(s), the Employer will pay the applicable rate per kilometer as established by Municipalities policy.

- 2) The Employer will assist any volunteer firefighter in obtaining and maintaining a DZ license by making available vehicles where necessary for training and licensing.

19.02 The Union and Employer are agreed that maintenance training is essential, and it is expected that a voluntary fire fighter will make all reasonable efforts to attend such

training on a regular basis. The Fire Chief or his designate will monitor such attendance on a quarterly basis. If the Fire Chief determines that a fire fighter is not regularly attending training, he will meet with the individual to discuss his attendance issues and determine what course of action is required.

- 19.03 If the fire fighter, after meeting with the Fire Chief does not demonstrate better attendance further action will be taken up to and including termination. The Union agrees that an individual terminated for failure to maintain a proper level of training will not be able to grieve his termination.
- 19.04 All volunteers are required to maintain certification in those areas determined by the Employer as necessary to provide the level of professional service of the department.
- 19.05 The Employer also agrees to pay for the initial and ongoing medical notes to meet MTO requirements.

## **ARTICLE 20 – MISCELLANEOUS**

- 20.01 Volunteer fire fighters will receive \$30.00 monthly for use of their personal cell phones.
- 20.02 Suppression and Prevention will assist each other as needed at the discretion of the Chief.
- 20.03 The Parties agree to adhere to established SOPs and SOGs on file.
- 20.04 Mileage

When asked to use their own personal vehicle to deliver or acquire supplies or materials for use at the station a volunteer may submit a claim for mileage reimbursement at the rate per kilometer as established by the Revenue Canada. A volunteer being asked to do a truck check other than at the fire hall closest to his/her home will be paid milage at the Revenue Canada rate. Milage will be paid from the volunteers nearest fire hall to and from the fire hall where the check is being made

- 20.05 Emergency Call Response
  - 1. Upon the request of a volunteer firefighter, the Fire Chief, will provide a letter to the individual's regular employer confirming the volunteer fire fighter is a member of the Shuniah Fire Department.
  - 2. Where a member of the bargaining unit is also employed by the Employer in a capacity not within the bargaining unit, that volunteer firefighter may request permission from their supervisor to respond to fire calls during working hours. The Chief Administrative Officer shall maintain, and provide to each

Department Head, a list of all volunteer firefighters that hold concurrent employment with the Corporation.

20.06 Bulletin Boards

The Employer shall designate Bulletin Board space in each volunteer station for the posting of Union notices. Such notices shall be signed by a member of the Union. Information that could be considered political in any way, or pertains to a matter that the Employer considers inappropriate, can be removed by the Employer.

20.07 Officers shall be paid their regular hourly rate to attend scheduled meetings with the Chief.

**ARTICLE 21 - SENIORITY**

21.01 For the purpose of this agreement, seniority shall be determined by a volunteers date of hire into this bargaining unit, effective the day they pass their probationary period.

21.02 In the event there are employees with the same seniority date and the employer needs to determine who is more senior for that circumstance, the names shall be drawn from a hat with a representative of the Union present.

21.03 The Employer will maintain a seniority list showing the date upon which each fire fighter's service commenced. An up to date seniority list will be posted in January and June of each year.

21.04 Seniority List

The Employer shall prepare and maintain a seniority list covering all employees (by hire date and then alpha order by last name), within the bargaining unit and will post a current copy on the bulletin boards on or before January 31st and July 31st of each year. The list shall include date of hire, and job classification. A copy of the list will be forwarded to the Union.

**ARTICLE 22 WAGES**

22.01 The Employer shall annually provide each volunteer with a T4 showing the previous year's annual earning, less any exemptions permitted by the Income Tax Act. Volunteers will be paid their normal hourly rate for time spent taking in-house training. The Fire Chief will provide the number of hours to be paid for each course being offered.

All certification training will be paid upon successful completion. The Fire Chief will provide the total number of hours for this training prior to the commencement of the

training.

A Volunteer Firefighter will respond to an alarm when he or she is available to respond. Each fire fighter shall determine in their discretion when he or she is available to respond to an alarm.

When a volunteer firefighter assists the Fire Chief or Designate with an investigation or is summoned to appear at an inquest they shall be paid at their straight time hourly rate of pay for all time spent.

The Employer and CUPE agree that the Volunteer Fire Fighters and Volunteer Fire Prevention Officers shall be incorporated in the wage grid in the Collective Agreement.

- 22.02 The wage rates set out in Schedule "A" for Volunteers in the bargaining unit are attached hereto and forms part of this Agreement.
- 22.03 The Employer shall pay vacation pay pursuant to the Employment Standards Act.
- 22.04 Volunteer firefighters may be requested by the Fire Chief or Designate to deliver in-house training. If this occurs the volunteers will be paid one (1) hour at their regular hourly rate for the purpose of preparation in advance of delivering the training. The Volunteer may request additional planning time which may be granted at the discretion of the Fire Chief or designate.
- 22.05 Designated Captains, and Training Officer shall receive a quarterly stipend of five hundred dollars (\$500). A Captain or a Training Officer can hold both positions but are only entitled to one stipend.

## **ARTICLE 23 - DURATION OF AGREEMENT**

23.01 This Agreement shall remain in effect from January 1, 2026, to the 31st of December 2028. Notice to bargain shall be sent to the other party within ninety (90) days of the termination date of this Collective Agreement noted herein.

### 23.02 Retroactivity




All changes in the new agreement shall be adjusted retroactively to April 1, 2026 unless otherwise agreed to.

IN WITNESS WHEREOF, the parties have executed this Agreement this \_\_\_\_ day  
of \_\_\_\_\_, 2026.

Dated at Thunder Bay, Ontario, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Signed on behalf of  
MUNICIPALITY OF SHUNIAH

Signed on behalf of  
CANADIAN UNION OF PUBLIC  
EMPLOYEES LOCAL NO. 87

_____	
_____	
_____	

**SCHEDULE "A"**

<b>CLASSIFICATION</b>	<b>Effective April 1, 2026</b>	<b>Jan. 1, 2027 3% Increase</b>	<b>Jan. 1, 2028 3% Increase</b>
<b>Certified Captain Training Officer</b>	\$30.00	\$30.90	\$31.83
<b>Certified Prevention Officer</b>	\$30.00	\$30.90	\$31.83
<b>Certified Firefighter</b>	\$30.00	\$30.90	\$31.83
<b>Non-Certified Firefighter</b>	\$18.00	\$18.54	\$19.10

**SCHEDULE "B"**  
**HOURS OF EMPLOYMENT AND RESPONSIBILITIES**

**1. Emergency Response Calls**

- a. When a Volunteer Firefighter responds to an emergency event, payment shall begin at a time the firefighter responds to the page. If a volunteer is contacted by some other means and responds, then payment shall begin at the time they are contacted. If a call is cancelled within ten (10) minutes of the page, no pay will be issued. However, if the firefighter has already left home or arrived at the station they will be paid for one (1) hour at straight time hourly rates.
- b. Any additional calls within the one (1) hour time frame is not eligible for the minimum one(1) hour payment, unless the volunteer has been released from the first call.
- c. Payment for emergency response shall conclude at:
  - i. The time that the volunteer firefighter left the scene and ceased involvement in the call; or
  - ii. If required to return to the station to assist with the clean-up and return to service of the apparatus and equipment, then until the time that volunteer is released from duty by the ranking officer in charge of the incident.
- d. In the event a training night is disrupted by an emergency response, volunteers shall not receive simultaneous payment for training and the response. Firefighters that leave the training event to attend to the emergency call and are released by the officer in charge, shall be paid from the time that they leave the station until they return to station.
- e. Volunteer Firefighters shall be paid at the rate of time and a half (1.5X) when they respond to a call on the following holidays.

New Year's  
Family Day  
Good Friday  
Victoria Day  
Labour Day  
Canada Day  
Thanksgiving  
Christmas Day

Boxing Day

Such premium payment shall begin once the page is sent on the defined public holiday (between the hours of 00:00 - 23:59) and will remain in effect until the call is ended in accordance with Schedule "B".

**2. Training - Weekly Events**

- a. Volunteers shall each be paid to attend scheduled weekly training events at their straight time hourly rate.

**3. Training - Other**

For training events that are authorized by the Fire Chief and take place at some time other than the scheduled weekly training event, the Employer shall pay volunteers for all such hours at the employees straight time hourly rate, to a maximum of eight (8) hours of pay for attendance at a single event in a day.

**4. Fire Prevention**

Volunteers that are assigned to participate in fire inspections, education, or other prevention duties shall be paid their straight time hourly rate for all such hours.

**5. Witness Duty**

A volunteer subpoenaed to act as a witness in a criminal or civil court proceeding in connection to their volunteer firefighter service with the Employer, and whose wages are not continued by their regular Employer shall be compensated at their regular rate, set out in Appendix "A" for each hour of required attendance, less any payment received for witness duty.



# MEMO

**To:** Mayor and Council  
**From:** Councilor Chomut  
**cc:** Kerry Bellamy, Clerk  
Mark Figliomeni, CAO

**Subject: Community Impact – Child Care Resources**

---

**Motion:**

Administration report back to Council with information on potential solutions, possible funding opportunities, any advocacy opportunities, and/or insights from relevant stakeholders (TBDSSAB, Little Lions, School Board, etc). including potential engagement with provincial ministries at the AMO Conference.

**Background:**

In 2013, McKenzie School had 58 students and was being considered for closure. Through strong community support and advocacy, the school remained open and, in 2022, grades 7 and 8 were reintroduced.

The presence of a local school is a critical component of a healthy and sustainable rural community. Schools attract and retain young families, support residential growth, reduce transportation burdens on families, and acts as a cornerstone to the community.

The loss of a local school would make Shuniah a less attractive place for families to live, potentially impacting population growth, housing development, and long-term economic sustainability.

June 11, 2026

Like other regions are experiencing, there are significant challenges regarding childcare capacity. June 2026 families who use the childcare facility (Little Lions Day Care) located at the school were notified that effective immediately, they would not have before-or-after school care as well as care over the summer months. Limited and unreliable childcare availability also influences decisions about where families choose to live, potentially affecting the Municipality's ability to attract and retain residents. The Lakehead Board is reacting to this change with a plan to offer before-and-after school services for next school year, but there may be limitations on age eligibility.

As Shuniah continues to grow, access to childcare and school-age programming will remain an important factor in supporting families and sustaining community development.

Ashley Sloan <ashley@southstormont.ca>  
South Stormont Resolution - Food Insecurity Crisis

Good day,

Please find below Resolution No. 115/2026, as passed by Council of the Township of South Stormont on May 27, 2026.

Resolution No.: 115/2026

Moved By: Deputy Mayor Andrew Guindon

Seconded by: Councillor Jennifer MacIsaac

Whereas food insecurity is defined as the inadequate or insecure access to food due to financial constraints, a marker of pervasive material deprivation (poverty), and posing a serious public health problem because of its association with higher rates of numerous diseases and chronic health conditions and a higher risk of early death;

And whereas chronic stressors like disability, precarious work, and/or the cost-of-living crisis, and acute shocks like COVID-19, illness or eviction, make it more difficult to afford life's basic needs and live free from poverty;

And whereas current social assistance rates are woefully inadequate, making it impossible to afford a healthy diet; and

And whereas the Eastern Ontario Health Unit estimates that 1 in 4 households are food insecure;

And whereas over 36% of food bank visitors were children;

And whereas food banks are not funded by the Government of Canada and Government of Ontario;

And whereas Ontario non-profits, including food banks, are collectively experiencing stagnant and declining resources amidst climbing demand, and increased reserve use.

Now therefore be it resolved;

1. That Council declare food insecurity an emergency (crisis) in South Stormont; and
2. That Council request the Provincial Government immediately raise social assistance rates to meet life's basic needs; and
3. That Council request the Provincial and Federal Governments act to address the causes of food insecurity by establishing a Guaranteed Liveable Basic Income; and
4. That Council request that the Provincial and Federal Governments include the reduction of food insecurity as a component of all appropriate government policies; and

5. That Council develop a working relationship with Food Banks United and other local food programs to:
- Communicate local needs and resources.
  - Advocate on behalf of people experiencing food insecurity at the local government level.
  - Strategize solutions to immediate food insecurity needs.

Result: CARRIED

Kind regards,



*Ashley Sloan, AMP*  
Manager of Information and Customer Services  
Deputy Clerk  
Marriage Officiant



Email: [ashley@southstormont.ca](mailto:ashley@southstormont.ca)  
Phone: 613-534-8889 ext. 204  
2 Mille Roches Road, P0 Box 84, Long Sault, ON  
K0C 1P0  
<https://www.southstormont.ca>

From: Northern Policy Institute <[communications@northernpolicy.ca](mailto:communications@northernpolicy.ca)>  
Sent: June 2, 2026 6:59 AM  
To: Jason Veltri <[admin@noma.on.ca](mailto:admin@noma.on.ca)>  
Subject: NPI Press Release: Serving More People Than You Can Tax: The Fiscal Impact of Municipal “Fringe Populations” in Northern Ontario



Giwednong Aakomenjgewin Teg  
b ΔC2-4σ-4 Π-97Λδ ΔC9-ΔbΓ  
Institu dPolitik di Nor  
Aen vawnd nor Lee lway La koonpayeen

This information is for immediate release

### **Serving More People Than You Can Tax: The Fiscal Impact of Municipal “Fringe Populations” in Northern Ontario**

**June 02, 2026** – Municipal leaders in Northern Ontario have long raised concerns that some municipalities are financially burdened by the costs of serving residents of nearby unorganized areas. Living outside the municipal boundary, these “fringe populations” are unreachable by traditional property taxes. Northern Policy Institute’s latest publication finds that there is evidence to support this claim.

Through comparing spending by municipalities across Northern Ontario – and controlling for other factors that may influence spending – the report finds that municipalities with large fringe populations spend more per resident, on average, on various services. Specifically, municipalities with large fringe populations tend to spend more on protection services (such as police and fire), recreation and cultural services (such as libraries and parks) and social and family services (such as assistance for seniors). These results are a strong indication that in many communities in Northern Ontario, residents of unorganized areas benefit from the services of neighbouring municipalities without an offsetting contribution to tax revenues.

This arrangement where municipalities serve more people than they can tax can create financial challenges for municipalities. In some cases, municipalities may cut services or raise taxes on residents to offset the cost of serving non-residents. People living in unorganized areas can be disadvantaged too if they rely on services provided by a nearby municipality where they have no right to input into decision-making.

Addressing these issues will require cooperation to find mutually beneficial solutions. “Municipalities, residents of unorganized areas, and the province should work together to ensure people across Northern Ontario have access to adequate services, pay their fair share for these services, and have a voice in decision-making” said author William Dunstan. Potential options for reform include

municipal annexation of certain unorganized areas, or adopting a system of regional government in Northern Ontario modelled on British Columbia's regional districts.

Want to learn more? Read the report here:

<https://www.northernpolicy.ca/municipal-finance>

### **Media Interviews:**

NPI Vice President, Research William Dunstan is available for comment.

To arrange an interview, please contact:

### **William Dunstan**

1-705-572-8956, ext 401

[wdunstan@northernpolicy.ca](mailto:wdunstan@northernpolicy.ca)

#### **About the Author:**

*William Dunstan is Vice President, Research at Northern Policy Institute. He first came to Northern Ontario through NPI's Experience North program in 2021, and he has spent time living in Hearst, Timmins, and Kirkland Lake. William has a Bachelor of Public Affairs and Policy Management from Carleton University and a Master of Public Policy from the University of Calgary.*

#### **About Northern Policy Institute:**

*Northern Policy Institute is Northern Ontario's independent, evidence-driven think tank. We conduct research, analyze data, and disseminate ideas. Our mission is to grow Northern Ontario by supporting evidence-based decision-making through education and direct community engagement.*

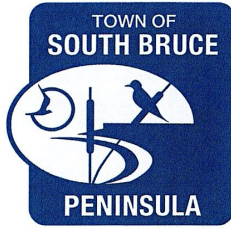
*We believe in partnership, reconciliation, collaboration, communication, and cooperation. Our team seeks to do inclusive research that involves broad engagement and delivers recommendations for specific, measurable action. Our success depends on our partnerships with other entities present in or passionate about Northern Ontario.*

*Our permanent locations are in Thunder Bay and Timmins. During the summer months, we have satellite offices in other regions of Northern Ontario staffed by teams of Experience North placements. These placements are for university and college students working in your community on issues important to you and your neighbours.*

---

Northern Policy Institute, Timmins, Thunder Bay, Ontario





## Excerpt from Council Meeting Minutes – June 2, 2026

### 19. Notice of Motion – Deputy Mayor Hull – Affirming Outdoor Education as an Essential Part of Public Education in Ontario

Deputy Mayor Hull explained the importance of outdoor education and how this motion is in response to the closure of the Toronto District School Board outdoor education centre. He explained that he is asking for the Parks, Recreation and Culture Department to be mindful of outdoor nature-related opportunities for citizens; he is not asking for a formal report.

Discussion included staff evaluation and making a change to the motion to recognize the work staff currently undertake regarding outdoor opportunities.

#### R-151-2026

It was **Moved** by C. Hull, **Seconded** by J. Kirkland and **Carried**

**Whereas** outdoor and experiential education provides students with critical opportunities to improve mental health, physical well-being, environmental literacy, teamwork, leadership, resilience, and academic engagement;

**And whereas** access to nature and outdoor learning opportunities should not depend on a family's income, geography, or ability to afford private camps, cottages, or outdoor recreation;

**And whereas** many students, especially those living in urban communities, rely on publicly funded school programs as their primary opportunity to experience forests, trails, waterways, dark skies, overnight camping, and land-based learning;

**And whereas** closures of Outdoor Education Centres risk creating long-term negative consequences for student wellness, environmental stewardship, and equitable access to experiential learning opportunities;

**And whereas** knowledgeable and experienced outdoor education staff are essential to delivering safe, inclusive, and curriculum-based learning experiences;

**And whereas** municipalities that benefit from tourism connected to parks, trails, and natural spaces depend on environmentally responsible stewardship by visitors.

**Therefore be it resolved that** the Town of South Bruce Peninsula requests the Province of Ontario to:

1. Recognize outdoor education as an essential educational service and commit to equitable access for all Ontario students, and
2. Halt the closure of outdoor education centres and restore stable funding for programming across Ontario;

**And that** the Town's Parks, Recreation and Culture Department continues to evaluate how it can increase nature-related educational opportunities for citizens of all ages and abilities;

**And further that** this motion be forwarded to the Bluewater District School Board Trustees, MPP Paul Vickers, the Ontario Minister of Education MPP Paul Calandra, AMO, ROMA, The Council of Outdoor Educators of Ontario, and all other municipalities across Ontario.



# The Corporation of the Municipality of Red Lake

## COUNCIL RESOLUTION

MOVED BY: Councillor Geary

NO 64-26

SECONDED BY: Councillor Krystoff

DATE: May 19<sup>th</sup>, 2026

WHEREAS Ontario municipalities are required to maintain a police service or detachment board; and

WHEREAS policing is a provincially legislated responsibility, yet municipalities are bearing the brunt of rising costs to implement provincial mandates; and

WHEREAS the Association of Municipalities of Ontario (AMO) has asserted that the fiscal framework that enables municipalities to provide critical policing and public safety services is broken, and AMO requests an urgent update to the provincial-municipal fiscal relationship; and

WHEREAS double-digit increases in municipal annual Ontario Provincial Police (OPP) budgets are unsustainable, especially as Ontario municipal police services tackle provincial responsibilities, including mental health, addictions, and homelessness, which place police resources under enormous financial strain; and

WHEREAS municipalities across Ontario are experiencing increased police operating and capital costs directly attributable to new compliance and operational standards required under the Community Safety and Policing Act, 2019 (the Act); and; and

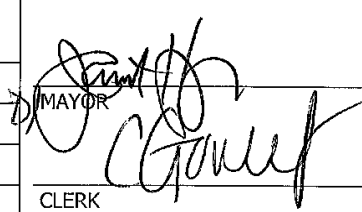
WHEREAS the costs of other measures, such as providing provincial court security, are rising and are not part of providing core, adequate, and effective municipal policing; and

WHEREAS these developments especially negatively impact rural municipalities;

NOW THEREFORE BE IT RESOLVED THAT the Council of The Corporation of the Municipality of Red Lake hereby requests that the Province provide financial assistance to municipalities to offset all additional costs directly and demonstrably incurred as a result of compliance with the Act, not general increases to police budgets; and

FURTHER THAT Council urges the Province of Ontario to expeditiously review and reform its current police grant programs to ensure a more equitable distribution of funding to municipalities, so that communities with changing populations and expanding service demands receive fair and sustainable provincial support; and

THAT this resolution be forwarded to the Premier of Ontario, the Solicitor-General of Ontario, the Minister of Municipal Affairs and Housing (MMAH), the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), Police Governance Ontario (PGO), and all Ontario municipalities for their endorsement.

				CARRIED <input checked="" type="checkbox"/>	DEFEATED <input type="checkbox"/>
Declaration of Interest (*)	NAME OF COUNCIL MEMBER	YEAS	NAYS		
	<b>BADIUK, Warren</b>			 MAYOR CLERK	
	<b>GEARY, Debra</b>				
	<b>HAGER, Janet</b>				
	<b>KRISTOFF, Jamie</b>				
	<b>MOTA, Fred</b>				
* General Nature Thereof: <input checked="" type="checkbox"/>					

Distribution:

File - distribution - Executive Assistant



# Corporation of the Municipality of Calvin Council Resolution

Date: May 27, 2026

## Request for Provincial Review of CVA-Based Apportionment for Shared Municipal and Provincially Mandated Services

Resolution Number: 2026-173

Moved By: Mayor Gould

Seconded By: Councillor Manson

WHEREAS many provincially mandated services, shared municipal services, and board-imposed levies are apportioned among municipalities using Current Value Assessment (CVA) or weighted assessment formulas; and

WHEREAS CVA-based apportionment formulas are intended to reflect municipal assessment capacity, but often do not adequately account for population, service access, geographic isolation, infrastructure constraints, or the differing realities of small and rural municipalities; and

WHEREAS municipalities with significant industrial assessment, utility corridors, resource infrastructure, protected lands, seasonal properties, or large geographic areas may experience disproportionately high per-resident levy impacts despite limited local services and lower resident incomes; and

WHEREAS some municipalities contribute substantially toward regional services such as long-term care, policing, conservation authorities, social services, and other provincially mandated boards and agencies, while residents may have limited local access to those services due to geography, travel distance, or service availability; and

WHEREAS increasing levy pressures are creating significant financial strain for small and rural municipalities and their residents;

NOW THEREFOR BE IT RESOLVED THAT The Council of the Municipality of Calvin requests that the Province of Ontario, including the Minister of Municipal Affairs and Housing and the Minister of Finance, undertake a review of policies, legislation, and regulations governing the use of Current Value Assessment (CVA) and weighted assessment as the basis for apportioning provincially-mandated levies and shared municipal service costs;

AND THAT the Province consider developing fairer and more balanced apportionment models which may include:

- hybrid formulas incorporating both CVA and population;
- consideration of service access and service availability;
- household count or permanent population metrics;
- ability-to-pay considerations for small and rural municipalities;
- rurality and geographic isolation factors; and
- measures to limit disproportionate per-resident levy impacts on smaller municipalities; and

AND THAT the Province work with the Association of Municipalities of Ontario (AMO), Rural Ontario Municipal Association (ROMA), rural municipalities, municipal service boards, and regional service providers to develop best practices and model apportionment frameworks for shared municipal services and provincially mandated boards;

AND THAT this resolution with the mayor's report attached, be circulated to:

- the Premier of Ontario;
- the Minister of Municipal Affairs and Housing;
- the Minister of Finance;
- The Minister of Rural Affairs
- the Association of Municipalities of Ontario (AMO);
- the Rural Ontario Municipal Association
- local Member of Provincial Parliament;
- all Ontario municipalities;
- and relevant municipal service boards and associations for consideration and support.

**Result: Carried**

CERTIFIED to be a true copy of  
Resolution No. 2026-173 passed by the Council of  
The Corporation of the Municipality of Calvin  
on the 26<sup>th</sup> day of May, 2026.



Trish Araujo  
Deputy Clerk

The Corporation of the Municipality of Calvin  
DISTRICT OF CALVIN  
MAY 26 2026

Report to Council by: Mayor Richard Gould Date: May 26, 2026

Subject: Request for Provincial Review of, and Change to CVA-Based Apportionment

The purpose of this report is to provide background information and supporting rationale for the attached resolution requesting that the Province of Ontario review the use of Current Value Assessment (CVA) and weighted assessment formulas as the basis for apportioning costs for provincially-mandated services, regional boards, and shared municipal services.

The report focuses on the growing financial impacts that CVA-based apportionment can have on small and rural municipalities, particularly where assessment values do not accurately reflect resident income levels, service access, or local municipal capacity.

Many shared municipal services and provincially-mandated boards in Ontario allocate costs among participating municipalities using Current Value Assessment (CVA) or weighted assessment formulas.

Examples include: Long-Term Care facilities; District Social Services Administration Boards (DSSAB); policing costs; conservation authorities; health and social service boards; and School boards and other regional service arrangements.

Under these formulas, municipalities with higher assessment values contribute a larger percentage of overall costs.

The intent of the current CVA-based apportionment is only a reflection of the municipalities "ability to pay." However, in many rural municipalities, assessment values do not accurately represent:

- or the actual level of services available within the municipality
- resident income levels;
- local economic strength;
- access to services;
- population density;
- transportation challenges.

As a result, some rural municipalities experience disproportionately high levy impacts on a per-household or per-resident basis.

#### Rural and Northern Municipal Realities

Small rural municipalities often differ significantly from urban centres in both geography and service availability.

In many cases:

- residents must travel substantial distances to access healthcare and government services;
- municipalities may lack public transit;
- municipalities may not have local hospitals, long-term care homes, or other major services;
- populations may be older and more geographically dispersed;
- infrastructure costs may be high due to large geographic areas and low population density.

At the same time, rural municipalities may contain:

- pipelines;
- hydro corridors;
- industrial infrastructure;

- protected lands;
- provincial parks;
- seasonal properties;
- or large acreages.

These features can substantially increase municipal assessment values while providing little indication of the financial capacity of local residents. This creates a disconnect between the assessed property value; and actual household ability to absorb increasing levy costs.

The Municipality of Calvin is a small rural municipality with approximately 230 households.

A significant portion of municipal assessment is influenced by industrial infrastructure, including a major pipeline corridor. The municipality also contains multiple provincial parks and large acreages, much of which limits future residential or commercial development opportunities.

Many residents live on inherited rural properties and have fixed or modest incomes. While assessment values may appear significant on paper, they do not necessarily reflect disposable household income or enhanced municipal service levels.

The Township has no hospital, no long-term care facility, no public transit, and limited local health and social service infrastructure.

Despite these limitations, the Township contributes toward many regional services through CVA-based apportionment formulas.

#### Cassellholme Capital Cost Example

The attached Appendix "A" illustrates the distribution of Cassellholme redevelopment capital costs among participating municipalities using:

- the current CVA formula;
- a household-based formula; and
- a hybrid formula combining CVA and household count.

The analysis demonstrates substantial differences in per-household impacts between municipalities.

Under the current CVA model:

- Calvin households contribute approximately \$393.89 per household;
- South Algonquin contributes approximately \$377.48 per household;
- Mattawan contributes approximately \$283.74 per household.

By comparison:

- Mattawa contributes approximately \$94.50 per household;
- Chisholm contributes approximately \$193.18 per household;
- North Bay contributes approximately \$203.56 per household.

Under a purely household-based model, the contribution would be approximately \$209.09 per household across all municipalities.

The analysis suggests that CVA-based formulas can create substantial disparities in per-household costs between municipalities, particularly in smaller rural communities where industrial or resource-based assessment inflates municipal valuation figures.

### Hybrid and Alternative Models

The report recommends that the province review whether the current reliance on CVA alone remains the most equitable method of apportionment in all circumstances.

Alternative approaches could include:

- hybrid formulas combining CVA and household count;
- formulas incorporating permanent population;
- service availability considerations;
- rurality and geographic isolation factors;
- ability-to-pay considerations;
- or mechanisms to limit disproportionate impacts on smaller municipalities.

The attached example demonstrates that even a partial hybrid approach can reduce extreme disparities while still recognizing assessment capacity.

### Broader Provincial Relevance

This issue extends beyond the Municipality of Calvin.

Many rural Ontario municipalities face similar circumstances where; industrial assessment; utility corridors, hydro infrastructure, pipelines, resource lands, or protected lands, increase municipal assessment values without proportionally increasing local service access or household financial capacity.

As provincial and regional levy pressures continue to rise, concerns regarding the fairness and sustainability of existing apportionment models are likely to become increasingly significant for rural municipalities across Ontario.

### Conclusion

The current use of CVA and weighted assessment formulas was developed to reflect municipal assessment capacity. However, the growing divergence between assessment values and the realities facing many rural municipalities suggests that a provincial review is warranted.

The Municipality of Calvin is requesting that the Province of Ontario review the use of CVA-based apportionment for provincially-mandated and shared municipal services and consider more balanced approaches that better reflect:

- household impacts;
- rural realities;
- service access;
- and municipal capacity.
- The attached resolution seeks to initiate that broader provincial discussion.
- Recommendation:

That Council adopt the attached resolution requesting a provincial review of Current Value Assessment (CVA)-based apportionment formulas for shared municipal and provincially-mandated services.

Appendix A:

Distribution of Capital cost for Cassellholme construction:

This chart shows the distribution of costs based on current CVA, Per Household, and a Hybrid of 75% per household and 25% CVA.

Municipality	Households	Current CVA			Per Household			Hybrid 75/25		
		Current CVA Pct	Current CVA Annual	Per household	Household based PCT	Household Based Annual	by household only	Hybrid PCT	Hybrid Annual	hybrid by household
North Bay	23470	79.187%	\$4,777,615.40	\$203.56	81.34%	4,907,375.69	209.09	80.8000%	4,874,935.62	207.71
East Ferris	1890	7.742%	\$467,100.64	\$247.14	6.55%	395,182.79	209.09	6.8480%	413,162.25	218.60
South Algonquin	530	3.316%	\$200,065.32	\$377.48	1.84%	110,818.45	209.09	2.2066%	133,130.17	251.19
Bonfield	890	3.237%	\$195,298.99	\$219.44	3.08%	186,091.37	209.09	3.1225%	188,393.27	211.68
Papineau-Cameron	405	1.726%	\$104,135.33	\$257.12	1.40%	84,682.03	209.09	1.4842%	89,545.35	221.10
Chisholm	510	1.633%	\$98,524.33	\$193.18	1.77%	106,636.63	209.09	1.7338%	104,608.55	205.11
Calvin	227	1.482%	\$89,414.00	\$393.89	0.79%	47,463.75	209.09	0.9605%	57,951.31	255.29
Mattawa	860	1.347%	\$81,269.00	\$94.50	2.98%	179,818.62	209.09	2.5721%	155,181.22	180.44
Mattawan	70	0.329%	\$19,861.73	\$283.74	0.24%	\$14,636.40	209.09	0.2642%	15,942.73	227.75
<b>TOTAL</b>	<b>28852</b>		<b>\$6,033,284.73</b>		<b>99.99%</b>	<b>\$6,032,705.73</b>	<b>209.09</b>	<b>1.00</b>	<b>6,032,850.48</b>	
<b>Totals</b>	<b>65693</b>		<b>\$6,033,284</b>			<b>\$6,033,333</b>			<b>\$6,033,333</b>	

Total Capital rebuild cost is an estimate of \$121,000,000 plus \$110,000,000 interest, minus the \$50,000,000 arranged by the province to be divided in each of the first years of the loan. This is a Total of \$181,000,000. Divided over the next 30 years this equals \$6,033,333 per year.



The Corporation of the  
**TOWNSHIP OF BALDWIN**

9.1  
(7)

11 Spooner Street  
MCKERROW, ONTARIO POP 1M0  
TEL: (705) 869-0225 FAX: (705) 869-5049  
CLERK: Holly Zahorodny – admin@baldwin.ca

**MOVED BY:**

- Jason Cote
- Marc Lepine
- Ray Maltais
- Bert McDowell

**SECONDED BY:**

- Jason Cote
- Marc Lepine
- Ray Maltais
- Bert McDowell

**RESOLUTION # 26-061**

**Date: April 13, 2026**

**WHEREAS** the Ontario Provincial Police (OPP) provide policing services to both organized municipalities and unorganized territories across the Province of Ontario;

**AND WHEREAS** organized municipalities receiving OPP policing services are billed under the OPP Municipal Policing Billing Model, which includes a base service cost and additional costs related to calls for service;

**AND WHEREAS** unorganized townships and territories contribute to policing costs through provincial taxation mechanisms and pay only a base rate while receiving OPP policing services;

**AND WHEREAS** residents of unorganized territories receive comparable OPP policing services to those provided in organized municipalities;

**AND WHEREAS** recent increases in OPP policing costs have placed a growing and disproportionate financial burden on organized municipalities and their taxpayers;

**AND WHEREAS** municipalities have limited revenue tools and must rely primarily on property taxation to fund essential services such as policing;

**AND WHEREAS** the current funding structure creates an inequitable situation in which organized municipalities are required to subsidize a larger share of policing costs while similar services are provided in unorganized territories at a significantly lower contribution level;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Township of Baldwin calls upon the Province of Ontario to conduct an immediate review of the OPP Municipal Policing Billing Model and the policing funding structure for unorganized territories



The Corporation of the  
**TOWNSHIP OF BALDWIN**

11 Spooner Street  
MCKERROW, ONTARIO POP 1M0  
TEL: (705) 869-0225 FAX: (705) 869-5049  
CLERK: Holly Zahorodny – admin@baldwin.ca

**AND FURTHER THAT** the Province be requested to implement a fair and equitable funding model that ensures all communities receiving OPP policing services contribute appropriately to the cost of those services;

**AND FURTHER THAT** the Province be requested to consult with municipalities, particularly those in Northern Ontario, regarding the financial impacts of OPP policing costs and the current inequities in the system;


**AND FURTHER THAT** a copy of this resolution be forwarded to the Honourable Minister of the Solicitor General, the local Member of Provincial Parliament, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Northwestern Ontario Municipal Association (NOMA), and neighbouring municipalities for their support.

CERTIFIED TRUE COPY

  
\_\_\_\_\_  
CAO/Clerk – Administrator/Treasurer  
Holly Zahorodny

I DECLARE THIS RESOLUTION

- Carried  
 Defeated  
 Deferred

  
\_\_\_\_\_  
Mayor

RECORDED VOTE		
	For	Against
V. Gorham	—	—
J. Cote	—	—
M. Lepine	—	—
R. Maltais	—	—
B. McDowell	—	—

**The Council of the United Counties of Leeds and Grenville**

**Resolution No. CC-098-2026**

**Date:** May 21, 2026

Moved by Arle Hoogenboom

Seconded by Michael Cameron

**WHEREAS** municipalities are responsible for the planning, construction, operation, rehabilitation, and replacement of critical public infrastructure; and

**WHEREAS** municipal engineers play a key role in supporting safe, reliable, and cost-effective infrastructure systems for residents and businesses; and

**WHEREAS** the Municipal Engineers Association has raised concerns and recommendations regarding the Province's proposed harmonization of municipal road construction standards, which have implications for municipal operations, long-term asset management, and financial sustainability; and

**WHEREAS** the United Counties of Leeds and Grenville supports advocacy that promotes effective infrastructure planning, responsible funding frameworks, and realistic implementation requirements for municipalities;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the United Counties of Leeds and Grenville supports the Municipal Engineers Association's position regarding the Province's proposed harmonization of municipal road construction standards, particularly the concerns about the exemption approval process, mandatory annual reporting, lack of clarity around governance/co-stewardship, and the need for meaningful municipal consultation before implementation proceeds; and

**BE IT FURTHER RESOLVED THAT** Council urges the Province of Ontario to engage with municipalities and the Municipal Engineers Association to implement practical solutions that reflect municipal capacity, infrastructure needs, and local government realities; and

**BE IT FURTHER RESOLVED THAT** a copy of this resolution be circulated to the Minister of Transportation, the Minister of Municipal Affairs and Housing, the Minister of

**Item# 9.4**

Infrastructure, the local Member of Provincial Parliament (MPP), the Municipal Engineers Association (MEA), the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and Ontario municipalities.

Carried  Defeated  Deferred

  
Corinna Smith-Gatcke, Warden



**THUNDER BAY DISTRICT HEALTH UNIT  
BOARD OF HEALTH MEETING  
MINUTES**

**MINUTES OF THE MEETING:** April 15, 2026

**TIME OF MEETING:** 1:00 PM

**PLACE OF MEETING:** First Floor Boardroom / MS Teams

**CHAIR:** Mr. James McPherson

**BOARD MEMBERS PRESENT:**

- Mr. Grant Arnold
- Ms. Lucy Belanger
- Ms. Cindy Brand
- Ms. Kasey Etreni
- Mr. Paul Malashewski
- Mr. James McPherson
- Ms. Cynthia Olsen
- Ms. Donna Peacock
- Mr. Don Smith
- Dr. Mark Thibert
- Ms. Kristine Thompson
- Mr. Todd Wheeler

**ABSENT:**

- Mr. Jim Moffat

**ADMINISTRATION PRESENT:**

- Dr. Janet DeMille, Medical Officer of Health and Chief Executive Officer
- Mr. Dan Hrychuk, Director – Corporate Services
- Ms. Shannon Robinson, Director – Health Promotion
- Ms. Dana Wilson, Associate Director – Communications and Strategic Initiatives
- Ms. Tammy Lee Royer, Administrative Assistant – Health Protection

**RECORDER:**

- Ms. Lila McNeice, Executive Assistant, Secretary to the Board of Health

**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

The Chair called the meeting to order at 1:05 PM.

**2. ATTENDANCE AND ANNOUNCEMENTS**

Mr. Jim Moffat was noted as absent.

**3. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**4. AGENDA APPROVAL**

The agenda of the April 15, 2026 meeting was presented for approval.

**Resolution No. 41-2026**

**Moved By:** P. Malashewski

**Seconded By:** C. Brand

THAT the Agenda for the Regular Board of Health Meeting to be held on April 15, 2026, be approved.

**CARRIED**

**5. INFORMATION SESSION**

**5.1 Indigenous Data Governance**

D. Wilson, Associate Director – Communications and Strategic Initiatives, introduced Alina Cameron (Epidemiologist) and Eryn Pleson (Program Evaluator) who provided a presentation on Indigenous Data Governance and responded to questions and comments from the Board.

**6. MINUTES OF THE PREVIOUS MEETINGS**

The minutes of the March 18, 2026 Board of Health Regular and Closed session meetings were presented for approval.

**6.1 Thunder Bay District Board of Health**

**Resolution No. 42-2026**

**Moved By:** C. Brand

**Seconded By:** P. Malashewski

THAT the minutes of the Thunder Bay District Board of Health (Regular and Closed Session) meetings held on March 18, 2026, be approved.

**CARRIED**

**7. MATTERS ARISING FROM THE MINUTES**

There were no matters arising from the previous meeting minutes.

## **8. BOARD OF HEALTH (CLOSED SESSION) MEETING**

### **Resolution No. 43a-2026**

**Moved By:** P. Malashewski

**Seconded By:** C. Brand

THAT the Board of Health move into closed session to receive information relative to:

- Information explicitly supplied in confidence to the Board by the province.
- Information related to negotiations carried on behalf of the Board.

### **CARRIED**

At 1:24 PM, the Board of Health moved into Closed Session, and the following individuals left the meeting:

- Ms. Shannon Robinson, Director – Health Promotion
- Ms. Dana Wilson, Associate Director – Communications and Strategic Initiatives
- Ms. Tammy Lee Royer, Administrative Assistant – Health Protection
- Ms. Lila McNeice, Executive Assistant and Secretary to the Board of Health

At 1:37 PM, the above noted individuals returned to the meeting.

### **8.1 Closed Session Report**

The Chair reported that during the Closed Session, the Board of Health discussed matters relative to the Closed Session reports.

### **8.2 Resolutions from Closed Session**

#### **Resolution No. 43c-2026**

**Moved By:** L. Belanger

**Seconded By:** P. Malashewski

THAT with respect to Report No. 18–2026 (Finance) we recommend that effective January 1, 2026, the New Schedules to the Public Health Funding and Accountability Agreement with the Ministry of Health be

approved, accepting additional base funding for 2026 funding year to support the provision of mandatory and related public health programs and services in the District of Thunder Bay;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the submission and implementation process, as required.

**CARRIED**

**Resolution No. 43d-2026**

**Moved By:** P. Malashewski

**Seconded By:** D. Smith

THAT with respect to Report No. 19-2026 (Finance) we recommend that effective January 1, 2025 the updated Schedules to the Public Health Funding and Accountability Agreement with the Ministry of Health be approved, accepting up to an additional one-time funding for the 2025-26 funding year to support the provision of public health programs and services in the District of Thunder Bay;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the submission and implementation process, as required.

**CARRIED**

**9. DECISIONS OF THE BOARD**

**9.1 Report on Process for Appointment of Medical Officer of Health/CEO**

Dr. J. DeMille, Medical Officer of Health and CEO, presented a memorandum relative to the above noted and containing a resolution to schedule Special Meetings of the Board.

**Resolution No. 44-2026**

**Moved By:** L. Belanger

**Seconded By:** C. Brand

THAT we propose Special Meetings of the Board be held as follows to approve the appointment of a new MOH/CEO:

- Wednesday, April 22, 2026 at 11:00 AM
- Monday, April 27, 2026 at 11:00 AM
- Thursday, April 30, 2026 at 3:00 PM

- Wednesday, May 6, 2026 at 11:00 AM
- Tuesday, May 12, 2026 at 11:00 AM

**CARRIED**

**9.2 2025 Financial Statements**

D. Hrychuk, Director of Corporate Services, presented Report No. 12–2026 (Finance) relative to presenting the Board of Health with the audited 2025 Financial Statements, for approval.

**Resolution No. 45-2026**

**Moved By:** L. Belanger

**Seconded By:** D. Smith

THAT with respect to Report Number 12–2026 (Finance), we recommend the Financial Statements of the Thunder Bay District Health Unit for the year ending December 31, 2025, be approved as recommended by the Executive Committee.

**CARRIED**

**9.3 Shared Library Services Partnership Funding**

Dr. J. DeMille, Medical Officer of Health and CEO, presented Report No. 16–2026 (Foundational Standards) relative to recommendations for approval of funding for the Hub Library for the period of April 1, 2026 to March 31, 2027.

**Resolution No. 46-2026**

**Moved By:** D. Smith

**Seconded By:** K. Etreni

THAT with respect to Report No. 16-2026 (Foundational Standards), we recommend approval of \$107,935 in 100% funding from the Ontario Agency for Health Protection and Promotion (Public Health Ontario) for the Shared Library Services Partnership (Hub Library) at the Thunder Bay District Health Unit for the period of April 1, 2026 to March 31, 2027;

AND THAT the Director of Corporate Services and Manager of Finance be authorized to complete any administrative requirements of the funding process, as required.

**CARRIED**

#### **9.4 aPHa 2026 Annual General Meeting and Conference**

Dr. J. DeMille, Medical Officer of Health and CEO, presented a memorandum relative to the above noted, and containing a resolution for approval.

##### **Resolution No. 47-2026**

**Moved By:** D. Smith

**Seconded By:** K. Etreni

THAT the following members of the Board be authorized to attend the aPHa 2026 Annual Conference to be held in Toronto, Ontario, on June 8th to 10th, 2026:

1. Jamie McPherson
2. Cynthia Olsen
3. Don Smith

AND THAT all expenses be paid in accordance to Policy No. BH-02-04 - Board Members' Remuneration and Expense Policy.

**CARRIED**

#### **9.5 Policy & Procedure Review**

Dr. J. DeMille, Medical Officer of Health and CEO, presented a memorandum dated April 15, 2026 containing a resolution relative to review of a Board of Health policy and procedure. The Board provided comments and agreed to amend the Procedure by adding a new Item 2.3, which will state: "A review will be conducted within the first six months in accordance with the employment contract."

##### **Resolution No. 48-2026**

**Moved By:** C. Brand

**Seconded By:** D. Smith

THAT following Board of Health policy and procedure be approved:

- BH-02-16 Performance Evaluation of the Medical Officer of Health and Chief Executive Officer

AND THAT Administration be authorized to finalize and publish the Board of Health policy and procedure.

**CARRIED**

**10. COMMUNICATIONS FOR INFORMATION**

**10.1 Strategic Plan 2024-2027 Progress Report Year Two**

D. Wilson, Associate Director of Communications and Strategic Initiatives, presented Report No. 17-2026 (MOH/CEO) relative to providing the Board of Health with a two-year update on strategic plan implementation, for information.

**10.2 2025 Board of Health Meeting Expenses**

Dr. J. DeMille, Medical Officer of Health and CEO, presented Report Number 13-2026 dated April 15, 2026, relative to providing the Board of Health with information on its expenses incurred in 2025, for information.

**10.3 2025 Legal Expenditures**

D. Hrychuk, Director of Corporate Services, presented Report Number 14-2026 (Finance) relative to providing the Board of Health with the review of legal fees incurred in 2025, for information.

**10.4 Procurement Practices Report**

D. Hrychuk, Director of Corporate Services, presented Report Number 15-2026 (Finance) relative to providing the Board of Health with an update on the procurement policy and practices of the Thunder Bay District Health Unit, for information.

**10.5 Presentations to Municipalities Policy**

Dr. J. DeMille, Medical Officer of Health and CEO, presented a memorandum dated April 15, 2026, regarding follow-up on the Board's discussion on the development of a Presentations to Municipalities Policy. The Board provided feedback and suggestions and determined that it should be a Board of Health policy. The item will be revised based on the discussion and brought back to the Board for further consideration.

**10.6 Medical Officer of Health/CEO Update**

Dr. J. DeMille, Medical Officer of Health and CEO, provided a verbal update to the Board of Health.

**11. NEXT MEETING**

The next regularly scheduled meeting will be held on May 20, 2026.

**12. ADJOURNMENT**

**Resolution No. 49-2026**

**Moved By:** D. Smith

**Seconded By:** C. Brand

THAT the Board of Health meeting held on April 15, 2026, be adjourned at 2:28 PM.

**CARRIED**

## Kerry Bellamy

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**From:** Hajdu, Patty - M.P. <Patty.Hajdu@parl.gc.ca>  
**Sent:** May 28, 2026 10:18 AM  
**Cc:** Chin, Cilvius (Hajdu, Patty - MP); Saldanha, Michelle (Hajdu, Patty - MP)  
**Subject:** Applications are now open for the Canadian Agricultural Youth Council | Nous acceptons désormais les candidatures pour le Conseil canadien de la jeunesse agricole

### [Le français suit]

Greetings,

As your Member of Parliament for Thunder Bay–Superior North, I am pleased to share an important opportunity for young Canadians interested in agriculture and agri-food innovation.

The Honourable Heath MacDonald, Minister of Agriculture and Agri-Food, has announced the launch of the application period for the fourth cohort of the Canadian Agricultural Youth Council, administered by Agriculture and Agri-Food Canada. This Council provides a forum for young leaders to bring forward fresh ideas and innovative perspectives to help shape the future of Canada’s agriculture and agri-food sector. It has a strong track record of informing federal thinking on key issues such as sustainability, innovation, food security, and global trade resilience.

The new cohort will begin its two-year term in the fall of 2026, with a maximum membership of up to 25 young leaders from across the country.

### **About the Canadian Agricultural Youth Council**

The Council brings together young Canadians who are engaged in agriculture and agri-food systems—including farming, food production, agri-tech, sustainability, food security initiatives, and community-based food projects. Members contribute ideas and advice on how to strengthen and modernize Canada’s food systems while ensuring diverse regional and sectoral perspectives are represented.

### **Who Can Apply**

Young people aged 18 to 30 who work, study, or contribute to Canada’s agriculture and agri-food value chain are encouraged to apply. This includes individuals involved in production, innovation, research, sustainability, and community food initiatives.

### **Application Process and Key Dates**

The application process includes a series of written questions on candidates’ experience in the sector, as well as short written and recorded audio responses outlining their motivations and ideas for transforming Canada’s agriculture and agri-food system.

**Application Deadline:** July 1, 2026 at 11:59 p.m. (Pacific Time)

Interested applicants can find more information and apply here:

<https://agriculture.canada.ca/en/department/initiatives/youth/canadian-agricultural-youth-council>

This is an excellent opportunity for young leaders to directly contribute to national discussions on the future of agriculture and food systems in Canada. I encourage eligible youth in our communities to consider applying and sharing this opportunity within their networks.

If you would like more information or assistance, please do not hesitate to contact our office. We would be pleased to support you.

Sincerely,

Constituency Office for  
The Honourable Patty Hajdu  
Member of Parliament  
Thunder Bay–Superior North

--

Bonjour,

En tant que députée de Thunder Bay—Supérieur-Nord, je suis heureuse de vous faire part d'une occasion importante pour les jeunes Canadiens qui s'intéressent à l'agriculture et à l'agroalimentaire.

L'honorable Heath MacDonald, ministre de l'Agriculture et de l'Agroalimentaire, a annoncé le lancement de la période de mise en candidature pour la quatrième cohorte du Conseil canadien de la jeunesse agricole, administré par Agriculture et Agroalimentaire Canada. Ce Conseil se veut un forum permettant aux jeunes leaders de proposer des idées nouvelles et des points de vue novateurs qui contribueront à façonner l'avenir du secteur canadien de l'agriculture et de l'agroalimentaire. Il est reconnu pour orienter la pensée fédérale sur des enjeux clés comme la durabilité, l'innovation, la sécurité alimentaire et la résilience du commerce mondial.

La nouvelle cohorte amorcera son mandat de deux ans à l'automne 2026 et sera composée d'un maximum de 25 jeunes leaders de partout au pays.

### **À propos du Conseil canadien de la jeunesse agricole**

Le Conseil réunit des jeunes Canadiens qui s'intéressent aux systèmes agricoles et agroalimentaires (notamment l'agriculture, la production alimentaire, les technologies agricoles, la durabilité, les initiatives de sécurité alimentaire et les projets alimentaires communautaires). Les membres donnent des idées et des conseils sur la façon de renforcer et de moderniser les systèmes alimentaires du Canada, tout en veillant à ce que des points de vue régionaux et sectoriels diversifiés soient présentés.

### **Qui peut soumettre sa candidature?**

Les jeunes âgés de 18 à 30 ans qui contribuent, par leur travail ou leurs études, à la chaîne de valeur agricole et agroalimentaire du Canada, sont encouragés à poser leur candidature. Cela comprend les personnes qui œuvrent dans les domaines de la production, de l'innovation, de la recherche, de la durabilité et des initiatives alimentaires communautaires.

### **Processus de mise en candidature et dates clés**

Le processus de mise en candidature comprend une série de questions écrites sur l'expérience du candidat ou de la candidate dans le secteur, de même que de courtes réponses écrites et enregistrées décrivant leurs motivations et leurs idées pour transformer le système agricole et agroalimentaire du Canada.

**Date limite pour soumettre sa candidature :** 1er juillet 2026 à 11 h 59 (heure du Pacifique)

Les personnes intéressées trouveront de plus amples renseignements et pourront soumettre leur candidature ici : <https://agriculture.canada.ca/fr/ministere/initiatives/jeunes/conseil-canadien-jeunesse-agricole>

C'est une excellente occasion pour les jeunes leaders de contribuer directement aux discussions nationales sur l'avenir des systèmes agricoles et agroalimentaires du Canada. J'invite les jeunes admissibles de notre circonscription à saisir cette occasion et à la faire connaître dans l'ensemble de leur réseau.

N'hésitez pas à communiquer avec mon bureau si vous souhaitez obtenir des précisions ou de l'aide. Nous serons heureux de répondre à vos questions.

Salutations,

Bureau de circonscription de  
l'honorable Patty Hajdu  
Députée  
Thunder Bay—Supérieur-Nord



A handwritten signature in black ink that reads "Patty Hajdu".

**Member of Parliament / Députée**

Thunder Bay-Superior North / Thunder Bay-Supérieur Nord



Phone: (807) 766-2090

Fax: (807) 766-2094



**MINUTES OF BOARD (REGULAR SESSION) MEETING NO. 07/2026  
OF**

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

**DATE OF MEETING:** April 30, 2026

**TIME OF MEETING:** 10:28 am

**LOCATION OF MEETING:** Microsoft Teams &  
3rd Floor Boardroom  
TBDSSAB Headquarters  
231 May Street South  
Thunder Bay, ON

**CHAIR:** Jim Vezina

**PRESENT:**

Albert Aiello  
Gordon Cuthbertson  
Chris Eby  
Kasey Etreni  
Brian Hamilton  
Greg Johnsen  
Kathleen Lynch  
Elaine Mannisto  
Jim Moffat  
Dominic Pasqualino  
Don Smith  
Jim Vezina

**OFFICIALS:**

Ken Ranta, Chief Executive Officer  
Richard Jagielowicz, Director, Corporate Services Division  
Crystal Simeoni, Director, Integrated Social Services Division  
Shari Mackenzie, Manager, Human Resources  
Jeevan Chahal, Manager, Finance  
Aaron Park, Manager, Housing & Homelessness Programs  
Tomi Akinyede, Supervisor, Research & Social Policy  
Carole Lem, Communications & Engagement Officer  
Bindiya Patel, Communications Assistant  
Glenda Flank, Recording Secretary

**GUESTS:**

Judy Kleinhuis, Principal, Doane Grant Thornton LLP

**REGRETS:**

Anne-Marie Bourgeault

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Note: For the purposes of the Minutes references to TBDSSAB or the Board refers to The District of Thunder Bay Social Services Administration Board of Directors as relevant to specific agenda items; references to TBDHC or the Board refers to the Directors of Thunder Bay District Housing Corporation as relevant to specific agenda items. References to CEO refer jointly to the Chief Executive Officer of TBDSSAB and Senior Administrator of TBDHC.

**BOARD MEETING**

**DISCLOSURES OF INTEREST**

None

NEW BUSINESS

None

CONFIRMATION OF BOARD MEETING AGENDA

Resolution No. 26/22

Moved by: Jim Moffat  
Seconded by: Kasey Etreni

THAT with respect to the Board Regular and Closed Session meetings of The District of Thunder Bay Social Services Administration Board for April 30, 2026, we approve the agendas as presented;

AND THAT we approve any additional information and new business.

CARRIED

CLOSED SESSION MEETING

Administration recommended that the Board adjourn to a closed meeting relative to receipt of information with respect to security of the property of the Board.

Resolution No. 26/23

Moved by: Don Smith  
Seconded by: Kathleen Lynch

THAT the Board adjourns to Closed Session relative to receipt of information with respect to security of the property of the Board regarding the confidential attachment to the 2025 Fourth Quarter Financial Report and Program Levy Surplus Disposition.

CARRIED

At 10:54 am the meeting reconvened in Regular Session.

MINUTES OF PREVIOUS MEETINGS

Board Meetings

Minutes of TBDSSAB Meeting No. 05/2026 (Regular Session) presented in Regular Session and Meeting No. 06/2026 (Closed Session) presented in Closed Session, held on March 19, 2026 were provided for confirmation.

Resolution No. 26/24

Moved by: Don Smith  
Seconded by: Greg Johnsen

THAT the Minutes of Meeting No. 05/2026 (Regular Session) and Meeting No. 06/2026 (Closed Session) of The District of Thunder Bay Social Services Administration Board, held on March 19, 2026, respectively, be confirmed.

CARRIED

REPORTS OF ADMINISTRATION

2025 Fourth Quarter Financial Report and  
Program Levy Surplus Disposition

Report No. 2026-13 (Corporate Services Division) was presented to the Board providing the 2025 Fourth Quarter Financial Report and Administration's recommendation regarding the program levy surplus disposition.

Ken Ranta, CEO provided a brief introduction to the report.

Richard Jagielowicz, Director, Corporate Services Division provided an overview of the report including the option recommended by Administration and responded to questions.

At 10:59 am Chris Eby, Board Member, joined the meeting.

A discussion was held regarding the options for the disposition of the levy surplus.

Ken Ranta, CEO provided clarification and responded to questions.

At 11:11 am Brian Hamilton, Board Member, joined the meeting.

Resolution No. 26/24B

Moved by: Gordon Cuthbertson  
Seconded by: Greg Johnsen

Add Option 4 Return the surplus to municipalities with the exception of TWOMO. TWOMO money goes to levy stabilization reserve fund.

LOST

Resolution No. 26/24C

Moved by: Greg Johnsen  
Seconded by: Gordon Cuthbertson

Deferral of the report (2026-13) to provide more information on the defeated Option 4, etc. with potential dates.

LOST

Ken Ranta, CEO provided a brief overview of Option 2 being recommended by Administration.

A straw poll was held regarding having Option 1 presented as the recommendation for voting. The straw poll did not have consensus of the Board.

Resolution No. 26/24A

Moved by: Kathleen Lynch  
Seconded by: Albert Aiello

THAT with respect to Report No. 2026-13 (Corporate Services Division) we, The District of Thunder Bay Social Services Administration Board, approve Option 2 – transfer 50% of the surplus (\$1,340,350) to the Levy Stabilization Reserve Fund, returning 50% of the surplus to municipalities using the 2025 weighted assessment.

CARRIED

At 12:04 pm Aaron Park, Manager, Housing & Homelessness Programs and Tomi Akinyede, Supervisor, Research & Social Policy joined the meeting.

2025 Investment Portfolio Performance

Report No. 2026-14 (Corporate Services Division) was presented to the Board providing information relative to the performance of the Board's investment portfolio for the 2025 year.

Richard Jagielowicz, Director Corporate Services Division, provided a brief overview of the highlights in the report.

10 Year Housing and Homelessness Plan

Report No. 2026-15 (Integrated Social Services Divisions) was presented to the Board providing the Board with the final 10 Year Housing and Homelessness Plan.

Crystal Simeoni, Director, Integrated Social Services Division provided an overview of the report and plan and responded to questions.

Resolution No. 26/25

Moved by: Albert Aiello  
Seconded by: Brian Hamilton

THAT with respect to Report No. 2026-15 (Integrated Social Services Division) we, The District of Thunder Bay Social Services Administration Board, approve the Under One Roof - Chapter 2: 10-Year Housing and Homelessness Plan 2026-2036 as presented;

AND THAT the Board authorizes Administration to submit the Under One Roof - Chapter 2: 10-Year Housing and Homelessness Plan to the Ministry of Municipal Affairs and Housing as required;

AND THAT an annual update be presented to the Board concerning the progress on the achievement of recommendations contained in the Under One Roof - Chapter 2: 10-Year Housing and Homelessness Plan.

CARRIED

At 12:15 pm Aaron Park, Manager, Housing & Homelessness Programs and Tomi Akinyede, Supervisor, Research & Social Policy left the meeting.

Northern Ontario Service Deliverers'  
Association 2026 Annual General Meeting  
Attendance

Memorandum from Ken Ranta, CEO, (Chief Executive Officer Division) dated April 2, 2026 was presented to the Board providing information regarding attendance at the 2026 NOSDA AGM.

Ken Ranta, CEO provided an overview of the process and responded to questions.

Resolution No. 26/26

Moved by: Dominic Pasqualino  
Seconded by: Don Smith

THAT with respect to the Northern Ontario Service Deliverers Association (NOSDA) 2026 Annual General Meeting, the following Members of the Board are appointed to serve as Members of NOSDA and to attend as voting delegates:

1. Jim Vezina
2. Kathleen Lynch

AND THAT if either of the above Board members are unable to attend, the following Members will be contacted to attend as voting delegates in their place:

1. Jim Moffat
2. Anne-Marie Bourgeault

CARRIED

TBDSSAB 2025 Annual Report

Memorandum from Ken Ranta, CEO, (Chief Executive Officer Division) dated March 30, 2026 was presented to the Board providing the 2025 Annual Report.

Ken Ranta, CEO provided a brief overview of the 2025 Annual Report, noted a correction to be made to the final report and responded to questions.

Resolution No. 26/27

Moved by: Gordon Cuthbertson  
Seconded by: Dominic Pasqualino

THAT with respect to the memorandum dated March 30, 2026 from Ken Ranta, Chief Executive Office, we, The District of Thunder Bay Social Services Administration Board (TBDSSAB) approve the 2025 Annual Report as amended;

AND THAT the 2025 Annual Report be posted to the TBDSSAB website and a notification be sent to partners and stakeholders.

CARRIED

CORRESPONDENCE

2026 Rural Ontario Municipal Association  
Conference

Letter from the Lorne Coe Parliamentary Assistant, MCCSS, dated March 18, 2026 relative to the delegation meeting at ROMA was presented to the Board.

Ken Ranta, CEO provided a brief overview and responded to questions.

Jim Vezina, Chair provided further information.

2026 Ontario Child Care and Early Years  
Funding

Memorandum from Holly Moran, Assistant Deputy Minister, Early Years and Child Care Division, MOE, dated March 19, 2026 providing information regarding the 2026 Space Targets and ELCC Infrastructure Fund was presented to the Board.

Building Canada Homes and Improving  
Transportation Infrastructure Act

Letter from the Honourable Robert Flack, Minister, MMAH, dated April 1, 2026 relative to providing information regarding the proposed Building Homes and Improving Transportation Infrastructure Act, 2026 was presented to the Board

BY-LAWS

NEXT MEETING

The next meeting of The District of Thunder Bay Social Services Administration Board was confirmed to be held on Thursday, May 21, 2026 at 10:00 a.m., in the 3<sup>rd</sup> Floor Boardroom, TBDSSAB Headquarters, 231 May Street South, Thunder Bay, Ontario and via Microsoft Teams.

ADJOURNMENT

Resolution No. 26/28

Moved by: Kathleen Lynch  
Seconded by: Jim Moffat

THAT the Board (Regular Session) Meeting No. 07/2026 of The District of Thunder Bay Social Services Administration Board, held on April 30, 2026, be adjourned at 12:24 p.m.

CARRIED

Chair



Chief Executive Officer





DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
POA 1C0

(705) 382-3332

(705) 382-2954

Fax: (705) 382-2068

Email: admin@armourtownship.ca

Website: www.armourtownship.ca

Date: May 26, 2026

Motion # 2026-158

WHEREAS Highways 11 and 17 are critical transportation corridors connecting Northern Ontario communities and supporting national trade, tourism, emergency response, and economic development; and

WHEREAS Northern Ontario residents, travellers, commercial drivers, and emergency services rely on safe and accessible year-round highway infrastructure; and

WHEREAS many stretches of Highways 11 and 17 lack sufficient rest areas, washroom facilities, truck parking, warming centres, fuel access, and safe pull-off locations, particularly in remote areas of Northern Ontario; and

WHEREAS inadequate rest stop infrastructure contributes to driver fatigue, safety concerns, limited accessibility, and challenges for tourism and commercial transportation;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Armour calls upon the Government of Ontario and the Government of Canada to prioritize the development of new and upgraded highway rest stops and traveller infrastructure along Highways 11 and 17 across Northern Ontario; and

BE IT FURTHER RESOLVED THAT such infrastructure include year-round washrooms, safe parking areas, commercial truck parking, warming shelters, electric vehicle charging stations, fuel access, tourism information, and improved emergency communication services where feasible; and

BE IT FURTHER RESOLVED THAT the Province of Ontario work collaboratively with Northern municipalities, FONOM, NOMA, Indigenous communities, and industry stakeholders to identify priority locations for investment; and

BE IT FURTHER RESOLVED THAT this resolution be circulated to FONOM, NOMA, AMO, local MPPs and MPs, the Premier of Ontario, and Ontario municipalities.

Moved by: Blakelock, Rod [checked]
Brandt, Jerry [ ]
Haggart-Davis, Dorothy [ ]
Ward, Rod [ ]
Whitwell, Wendy [ ]

Seconded by: Blakelock, Rod [ ]
Brandt, Jerry [checked]
Haggart-Davis, Dorothy [ ]
Ward, Rod [ ]
Whitwell, Wendy [ ]

Carried / Defeated [handwritten mark]

Declaration of Pecuniary Interest by: \_\_\_\_\_

Recorded vote requested by: \_\_\_\_\_



**DISTRICT OF PARRY SOUND**

56 ONTARIO STREET  
PO BOX 533  
BURK'S FALLS, ON  
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(705) 382-3332

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Email: [admin@armourtownship.ca](mailto:admin@armourtownship.ca)

Website: [www.armourtownship.ca](http://www.armourtownship.ca)

**Date: May 26, 2026**

Recorded Vote:

Blakelock, Rod

Brandt, Jerry

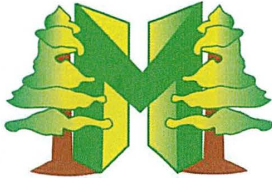
Haggart-Davis, Dorothy

Ward, Rod

Whitwell, Wendy

For

Opposed



**TOWNSHIP OF MACHAR**

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Res End

Jun 2, 2026

Honourable Doug Ford, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto ON  
M7A 1A1

Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

Dear Premier Doug Ford:

Re: Opposing proposed changes to the Freedom of Information and Protection of Privacy Act (FIPPA)

Please be advised that during the regular Council meeting of Jun 1, 2026, Township of Machar Council passed the following motion,

86-26 McLaren, Ivens

Whereas the government of Ontario is proposing changes to the Freedom of Information and Protection of Privacy Act (FIPPA) that would exclude records of the premier, cabinet ministers and their staff from public access requests;

AND Whereas these changes would apply retroactively and may limit access to records related to matters of public interest;

AND Whereas the Information and Privacy Commissioner for Ontario has warned that these changes would reduce transparency and accountability, Freedom of Information laws are an essential to the public trust and democratic accountability;

Therefore Be It Resolved That the Township of Machar oppose the proposed changes to FIPPA;

1. Call on the Province to ensure records related to government business remain accessible to the public;
2. Urge the Province to consult with the Information and Privacy Commissioner of Ontario and the public before proceeding;
3. Direct that this motion be circulated to the Premier Doug Ford, appropriate minister, all MPP's and Ontario municipalities. CARRIED.

If you have any questions, please do not hesitate to contact the undersigned.

Yours truly,

Clerk Administrator

#73 Municipal Rd. N., P.O. Box 70, South River, On. P0A 1X0  
Phone 705-386-7741, Fax. 705-386-0765

TOWNSHIP OF MACHAR

Resolution Number: 86-26

<b>Moved by:</b>	Ron McLaren <input checked="" type="checkbox"/>	Blair Flowers <input type="checkbox"/>	Pearl Ivens <input type="checkbox"/>	Neil Scarlett <input type="checkbox"/>
<b>Seconded by:</b>	Ron McLaren <input type="checkbox"/>	Blair Flowers <input type="checkbox"/>	Pearl Ivens <input checked="" type="checkbox"/>	Neil Scarlett <input type="checkbox"/>

Jun 1, 2026

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3. Direct that this motion be circulated to the Premier Doug Ford, appropriate minister, all MPP's and Ontario municipalities.

Carried by: Lynda Culbert

## List of Unfinished Business

**Updated – June 11th, 2026**

Office of the Chief Administrative Officer

Items	Comments	Lead +(Assist)
Relocation of Shuniah Helipad	On going discussions with proposed new location at the Flying J. Working on logistics, financials and all details as a priority. <b>Timeline – November 2026.</b>	CAO (Manager of Operations / Fire Chief)
Shuniah History Book	Administration has posted notices in the Shuniah News and has started reviewing other Municipality's and their experiences with producing a history book for the community, we continue to accept submissions. <b>Timeline – In Progress/ TBD.</b>	CSEC (CAO)
Rail-to-Trail	Reviewing processes for potential trail development, reviewing properties, logistics etc. Engagement in discussions and introductions with stakeholders have occurred to provide background. A plan for Council discussions, review and direction to be scheduled. <b>Timeline – December 2026.</b>	CAO (CSEC)
Social Media Policy	Working on policy development based on Code of Conduct / Social Media. In review process currently. Social Media Policy- <b>Timeline July 2026.</b> Code of Conduct – <b>Timeline – December 2026.</b>	CAO
Strategic Plan	Current Strategic Plan (2016-2020). Working on initial process of new Strategic Plan development – <b>Timeline – Start - December 2026.</b>	CAO (CSEC)

<p>Fire Department Automatic Aid Agreement Pass Lake</p>	<p>Meetings &amp; discussions continue. <b>Timeline July 2026</b></p>	<p>CAO/Fire Chief (Deputy Fire Chief/Treasurer)</p>
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## **ADMINISTRATION REPORT**

**TO:** Council  
**CC:** Kerry Bellamy, Clerk  
Susan Moore, Treasurer

**FROM:** Wendy Landry, Mayor

Meeting Date: June 16, 2026

**SUBJECT: AMO Board Nomination for Northern Caucus Seat**

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### **RECOMMENDATION:**

THAT Council nominates Wendy Landry, Mayor for the position of Northern Caucus Seat on the AMO Board of Directors for the 2026-2028 term.

### **BACKGROUND:**

The AMO Board of Directors is responsible for setting annual strategic objectives, setting the annual budget, establishing corporate policies/procedures, and reviewing, discussing, and approving AMO's policy and program initiatives. Board members have a legal responsibility to manage the business and affairs of the corporation and must act in the best interests of the association. The Board is supported by an Executive Director and a team of almost 50 full-time staff members, who provide updates and recommendations to the Board.

#### Board of Directors Meetings

The Board meets six times a year, typically on the third or fourth Thursday and Friday of the months of September, November, January, March, and June and on the Saturday and Sunday preceding the AMO Annual Conference in August. Meetings are typically held at the AMO Office in Toronto with the option to fully participate virtually. The June meeting is held in-person in the home municipality of either the President or Secretary-Treasurer.

#### Caucus Meetings

The Board of Directors is organized into seven caucuses. Prior to Board meetings, members of each Caucus typically meet to discuss the Board agenda and common concerns across the province. These meetings are arranged and scheduled by the Caucus.

RE: AMO Board Nomination

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#### Executive Committee Meetings

The Executive Committee is comprised of the President, Secretary-Treasurer, Past President, Past Secretary-Treasurer, and the Chair of each Caucus (elected from among its members). The Executive Committee meets ten times a year, on the Thursday preceding Board meetings or on the third or fourth Thursday of each month when there is no Board meeting.

The members of the Executive Committee also participate in AMO-Province of Ontario Memorandum of Understanding (MOU) meetings. There are approximately ten meetings.

#### **FINANCIAL:**

Expenses to participate on the AMO Board of Directors are not typically covered by AMO. Each Board members' home municipality should be prepared to cover the costs of travel, per diems and any accommodation needed, that are not covered by NOMA.

#### **ATTACHMENT:**

2026 AMO Board of Directors Election Guide

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## General Information

The Association of Municipalities of Ontario (AMO) helps Ontario's 444 municipalities work together to achieve shared goals and meet common challenges. AMO engages in a variety of activities to support its mandate: develop policy positions and reports on issues of general interest to municipal governments; conduct ongoing liaison and advocacy with the provincial government (both elected officials and public administrators); inform and educate governments, the media, and the public on municipal issues; market innovative and beneficial services to the municipal sectors; and maintain a resource centre on issues of municipal interest.

Every two years, members elect individuals to the AMO Board of Directors. AMO is a not-for-profit corporation, governed by a 47-member Board of Directors.

This guide contains information for individuals interested in serving on the AMO Board of Directors, including who is eligible, nominations information, and campaigning and election processes.

If you have any questions regarding the information in this guide, please contact Adam Garcia, Manager, Executive Office: [agarcia@amo.on.ca](mailto:agarcia@amo.on.ca) or [amoelections@amo.on.ca](mailto:amoelections@amo.on.ca).

## **Offices Open for Election**

You must indicate on your nomination form the office to which you are being nominated. The offices open for nomination are:

- President: One (1) municipal elected official
- Secretary-Treasurer: One (1) municipal employee
- County Caucus: Three (3) municipal elected officials and one (1) municipal employee
- Large Urban Caucus: Five (5) municipal elected officials and one (1) municipal employee
- Northern Caucus: Two (2) municipal elected officials from Northeastern Ontario and two (2) municipal elected officials from Northwestern Ontario
- Regional and Single Tier Caucus: Six (6) municipal elected officials
- Rural Caucus: Four (4) municipal elected officials and one (1) municipal employee
- Small Urban Caucus: Four (4) municipal elected officials and one (1) municipal employee

In addition to the above, the AMO Board of Directors includes:

- Immediate AMO Past President
- Immediate AMO Past Secretary-Treasurer
- The President or Chair of: Association francophone des municipalités de l'Ontario, Eastern Ontario Wardens Caucus, Western Ontario Wardens Caucus, Ontario Big City Mayors, Northwestern Ontario Municipal Association, Federation of Northeastern Ontario Municipalities, Mayors and Regional Chairs of Ontario, Rural Ontario Municipal Association, Ontario Small Urban Municipalities
- Four members appointed by the City of Toronto who form the Toronto Caucus

## **Eligibility**

To run for a position on the AMO Board of Directors, you must be an elected official or an employee of a member municipality in good standing.

From AMO By-law No. 1, Directors shall also:

- Be an individual of eighteen (18) or more years of age;
- Not have the status of bankrupt;
- Not have been found under the *Substitute Decisions Act, 1992* or under the *Mental Health Act, 1990* to be incapable of managing property; and
- Not have been found to be incapable by any court in Canada or elsewhere.

In addition to the above, no member municipality may be represented on the Board by more

than one Director elected to the Board, except where the Director is appointed to the AMO Board due to another position (i.e. President or Chair of: AFMO, EOWC, FONOM, MARCO, NOMA, OBCM, OSUM, ROMA, WOWC). As such, only one individual may be nominated by a member municipality.

## **Role Description**

The Board of Directors is responsible for setting annual strategic objectives, setting the annual budget, establishing corporate policies/procedures, and reviewing, discussing, and approving AMO’s policy and program initiatives. Board members have a legal responsibility to manage the business and affairs of the corporation and must act in the best interests of the association. The Board is supported by an Executive Director and a team of almost 50 full-time staff members, who provide updates and recommendations to the Board.

All Board members are expected to sign and adhere to the AMO Board of Directors Code of Conduct. It is attached to this guide in Appendix A.

## **Time Commitment**

The times below are general guidelines. See below for further information.

Board of Directors meetings	Five (5) hours per Board meeting; three (3) hours per Committee of the Whole meeting
AMO Annual Conference	Three (3) days each August (in addition to preceding Board meeting)
Caucus meetings	One (1) hour meeting week of Board meeting
Executive Committee meetings	Three (3) hours per meeting

## **Board of Directors Meetings**

The Board meets six times a year, typically on the third or fourth Thursday and Friday of the months of September, November, January, March, and June and on the Saturday and Sunday preceding the AMO Annual Conference in August. Meetings are typically held at the AMO Office in Toronto with the option to fully participate virtually. The June meeting is held in-person in the home municipality of either the President or Secretary-Treasurer.

## **Caucus Meetings**

The Board of Directors is organized into seven caucuses. Prior to Board meetings, members of each Caucus typically meet to discuss the Board agenda and common concerns across the province. These meetings are arranged and scheduled by the Caucus.

## **Executive Committee Meetings**

The Executive Committee is comprised of the President, Secretary-Treasurer, Past President, Past Secretary-Treasurer, and the Chair of each Caucus (elected from among its members). The Executive Committee meets ten times a year, on the Thursday preceding Board meetings or on the third or fourth Thursday of each month when there is no Board meeting.

The members of the Executive Committee also participate in AMO-Province of Ontario Memorandum of Understanding (MOU) meetings. There are approximately ten meetings

throughout the year, scheduled with the Ministry of Municipal Affairs and Housing.

### **Other Meetings**

Board members may also be invited to participate in other AMO Committees or Task Forces. Time commitments vary.

### **Expenses**

Expenses to participate on the AMO Board of Directors are not typically covered by AMO. Each Board members' home municipality should be prepared to cover the costs of travel and any needed accommodations.

AMO will reimburse travel expenses in excess of \$300.00 per meeting for AMO Board of Directors, AMO Executive Committee meetings, and MOU meetings. Travel expenses refer to reasonable transportation expenses and do not apply to AMO Board of Directors/Executive Committee meetings held prior to or following the AMO Annual Conference. Board members are expected to make the most efficient and cost-effective travel arrangements.

### **Nominations**

To file your nomination you must submit:

- A completed Nomination Form
- A resolution that indicates your municipal Council's acknowledgment or support of your nomination

You may also submit a headshot and short biography/statement that will be posted with the List of Certified Candidates on AMO's website and official Conference app (released in August).

*Your nomination can be certified without submitting the bio/headshot. A placeholder image will be used in the List of Certified Candidates with your name and municipal position.*

When reviewing nominations, the Chief Returning Officer will ensure the following:

- The candidate's name on the nomination form matches the name on the resolution
- A candidate for County or Regional and Single Tier Caucus is nominated by their upper tier municipality
- Resolutions are signed, dated, and on municipal letterhead
- Candidates for a municipal employee position are permanent employees of the corporation

### **Council Resolution**

The Council resolution must clearly state the individual being nominated and the position they are being nominated for. For Caucus Director positions, the Council resolution must also specify the Caucus the individual is being nominated to.

An example of a Council resolution is as follows:

*Be it resolved that the Council for <insert Municipality's legal name> nominates <individual's name & title> for the position of <President / Secretary-Treasurer / Director on Caucus> on the AMO Board of Directors for the 2026-2028 term.*

Additional wording can be included in the motion if required by the nominating Council (e.g.,

authorization to reimburse expenses, if elected).

### **Deadline to File your Nomination**

The nomination period begins on Tuesday, April 21, 2026 and ends on Monday, June 22, 2026 at 12:00 p.m. (ET). Late submissions will not be accepted.

All nomination documents must be submitted completely and accurately by the submission deadline. There is no opportunity to correct errors or submit missing documents after the deadline. We encourage candidates to submit their documents well in advance of the deadline so that they may correct any errors identified by the Chief Returning Officer (CRO) before the deadline.

### **How to File your Nomination**

You must file your nomination electronically by sending your nomination documents to [amoelections@amo.on.ca](mailto:amoelections@amo.on.ca). You will receive a confirmation of your submission.

### **Acclamations**

If there is only one certified candidate running for an office on Monday, June 22, 2026 at 12:00 p.m. (ET), that candidate will be declared elected by acclamation. Similarly, in a Caucus where multiple vacant offices are to be elected, if the number of certified candidates is the same as or less than the number of offices, those candidates will be declared elected by acclamation.

### **List of Certified Candidates**

The CRO reviews each nomination package for accuracy and completeness. Candidates are certified when they are deemed eligible, and their name will be added to the List of Certified Candidates on AMO's website. A report containing the complete list of certified candidates will be circulated to all members, no later than Friday, July 17, 2026.

### **Withdrawal of Nomination**

Candidates may withdraw their nomination by notifying [amoelections@amo.on.ca](mailto:amoelections@amo.on.ca) and the CRO ([genevieve.sharback@brampton.ca](mailto:genevieve.sharback@brampton.ca)), no later than Friday, August 7, 2026, at 12:00 p.m. (ET).

## **Election Processes**

### **Election Oversight**

AMO Board elections are coordinated by AMO staff and overseen by the City of Brampton Clerk's Office. The City of Brampton Clerk is the appointed Chief Returning Officer (CRO).

AMO staff are responsible for advertising the elections and providing information to certified candidates during the period between the closing of nominations and the closing of voting polls.

The CRO and their team is responsible for certifying candidate nominations, reviewing materials provided to candidates regarding campaigning, preparing ballots, administering voting, and tabulating and announcing results.

### **Candidates' Meeting**

The CRO and AMO staff will hold a virtual Candidates' Meeting on Tuesday, June 23, 2026, 2:00 - 3:00 p.m. Candidates will receive an invitation with virtual meeting details shortly following the close of nominations. The CRO will review election and campaign processes at this

meeting.

### **Voting Eligibility**

Voting delegates are elected officials from AMO member municipalities in good standing with the Association who are registered 2026 AMO Annual Conference delegates. All voting delegates may vote for President and Secretary-Treasurer, and in the Caucus for which the delegate has registered. Caucus affiliation can be found on delegate badges.

### **Campaigning**

It is the responsibility of the candidate to provide voting delegates with campaign material and contact information.

Detailed campaigning and election process information is provided to all certified candidates by email after the close of nominations.

- Candidates may request a list of the names and contact information of conference delegates eligible to vote for their respective office for a small fee. AMO does not provide these lists to any candidate until after nominations have closed and the nominations report is published.
- Candidates are provided an opportunity to address voting delegates with brief remarks on the main plenary stage (President and Secretary-Treasurer candidates) or at Caucus lunches (Caucus Director candidates).

### **Distribution of Election Material during the Conference**

The Rogers Centre and Westin Hotel do not allow material or signs to be posted on walls or fixtures. The designated area for posting campaign material is on the Campaign Boards located in the Registration Area of the Parliament Foyer, Rogers Centre (outside of the Plenary Hall). Campaign material may also be distributed by hand to delegates or by any candidate or candidate's election team.

To reduce waste and the burden on venue staff, candidates may not leave campaign material on any chairs or tables in either the Plenary Hall or workshop rooms. Material found on these tables is removed by the facilities.

## **Appendix A**

### **AMO Board of Directors Code of Conduct**

#### **1. Purpose**

The purpose of this Code of Conduct is to:

- Establish guidelines for the ethical and interpersonal standards of conduct for the Association's Directors
- Assist the Directors in circumstances pertaining to role clarity and behaviour
- Establish a consistent practice for communicating decisions of the Board.

The Executive Committee members are members of the Board of Directors and this Code of Conduct applies similarly.

#### **2. Primary Focus**

The members of the AMO Board shall be motivated by a desire to act in the best interests of the Association as a corporation, which includes their fiduciary responsibilities.

In addition, AMO Directors recognize that their policy and advocacy role is to represent the interests of the AMO membership as whole and not individuals, groups or individual municipalities, including their own.

Board members are accountable for exercising the powers and discharging their duties (as described in AMO's By-law) honestly, in good faith and in the best interests of the Association. This accountability supersedes the personal interest of any Board member.

Members of the Board shall not exercise their Board authority except when acting at a meeting with the full Board or as delegated by the Board.

#### **3. Fair Treatment**

Each Director has a responsibility to ensure that all persons are:

- Treated fairly regardless of age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status (including single status), gender identity, gender expression, sex (including pregnancy and breastfeeding), and sexual orientation;
- Dealt with in good faith;
- Given adequate opportunity to state their case.

The meeting Chair should not tolerate disruptive behaviour, discourtesy, or rudeness by one party to another, including toward staff and delegations.

Dissenting opinions and perspectives of members shall be expressed in a manner that respects the rights of fellow Board members. Members may request divergent views be noted in the recorded minutes.

Any member guilty of such conduct shall be spoken to by the Chair. The Chair may ask the member to cease discussion on the topic in question. If the behaviour persists, the Chair has

the authority to ask the member to leave the meeting.

#### **4. Relationship between Directors and Staff**

Each member shall ensure that his/her behaviour towards Directors and staff prior to, during or following meetings adheres to the following:

- Is professional and fair, without harassment or bullying;
- Contributes to the preservation of orderly conduct;
- Avoids derogatory comments or questions and comments designed to embarrass;
- Is respectful of the decisions/rulings of the Board as a whole.

#### **5. Attendance at Meetings**

Directors shall attend meetings on a punctual and regular basis.

A Director is elected to represent its Caucus and as such, attendance at Board and Executive meetings is important. While the By-law does not have a disqualification provision, it is the expectation that if a member is absent from two (2) consecutive meetings that a reason should be provided to the President/Board.

If a Board member cannot advise of an absence before a meeting, the individual should do so as soon as possible after a meeting.

If any member municipality requests the attendance record of any member of the Board, then the President, Secretary-Treasurer and Board members should be notified, and the record provided.

The Secretary-Treasurer shall make available summary attendance records of all Board members no later than the end of June each year.

Similarly, attendance at Memorandum of Understanding meetings is important and if a member of the AMO Executive is absent from two (2) consecutive meetings that a reason should be provided to the President/Executive Committee.

Any Director who must leave a meeting before its scheduled conclusion shall notify the Chair at the start of the meeting. If the absence of the Director(s) in question eliminates a quorum, the Chair shall make an effort to ensure that any business requiring a motion is completed prior to the Director(s) early departure from the meeting.

#### **6. Communicating Decisions**

Once a matter is decided by motion, the Board is committed to that decision. Board members shall respect all decisions of the Board.

Board members shall speak with a united voice. When the Board establishes a position on a particular issue, that position will be conveyed by all Board members in their capacity as AMO representatives when called upon with any provincial or federal ministries or member municipalities.

The Board may introduce a motion on sensitive positions taken by the Board such that it will not

**AMO Board of Directors  
Election Guide**

**Revised: April 21, 2026**

be discussed or disclosed to the media or any third party until the President, Executive Director, or designate advises. Such positions will first be communicated outside of the Board by the President (or designate).

Official information related to decisions and resolutions made by the Board will be communicated to the media by the President, Executive Director or designate.

Any matter discussed during an 'in-camera' session will be kept confidential.

**7. Conflict of Interest**

Directors shall promptly bring to the attention of the President any pecuniary interest, conflict, or perception of conflict of interest by professional or other affiliation.

Board members will abide by the requirements of declaration of pecuniary interest or other warrant as outlined in any agreement that AMO Board may authorize (e.g., federal gas tax agreement). In such cases, each Board member will be notified and must sign an acknowledgement of the provision and its potential impact on the member.

If there is a pecuniary interest, the Board member

- Must disclose the general nature of the pecuniary interest prior to any discussion of the matter, and
- Abstain from voting on any question relating to the matter, and
- Abstain from discussion of the matter, and
- Leave the room where the meeting is being held until discussion and voting on the matter are concluded.

**8. Adherence to the Code, Act and Board Procedures**

Each member shall:

- Sign and adhere to all aspects of the Code of Conduct Policy
- Adhere to the requirements of AMO's By-law, which sets out "disqualification of Board Members".

**9. Orientation**

Each newly appointed Board of Director shall receive an orientation, which will include a review of the Association's By-law and Code of Conduct.

**10. Date of Approval**

This Code of Conduct was approved by the AMO Board of Directors on June 22, 2007, and revised by the AMO Board of Directors June 24, 2022.