



AGENDA

Regular Council Meeting

6:00 PM - Monday, June 15, 2026
Council Chambers

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1. CALL MEETING TO ORDER / ROLL CALL	
2. LAND ACKNOWLEDGEMENT	
2.1 Mayor acknowledges the traditional land and home of the Cree, Ojibwe and Oji-Cree	
<p><i>"Before continuing with the council meeting, the Town of Smooth Rock Falls believes it is important to recognize the land that our community benefits for our livelihood. The Moose River watershed, the water that flows from our region to the James Bay, is the traditional land and home of the Cree, Ojibwe and Oji-Cree.</i></p> <p><i>It is the responsibility of the community of Smooth Rock Falls to recognize Treaty 9 and to remain accountable to the land and our relationship with the Indigenous peoples that have lived and continue to live here. We recognize the need to build reciprocal relationship with the Indigenous peoples in order to continue our shared history and create a better future for the generations to come."</i></p>	
3. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF	
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4.1 Approval of Agenda	
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14.	ANNOUNCEMENTS	
15.	COUNCIL QUESTION PERIOD	
16.	CLOSED SESSION	
16.1	Move into Closed Session under the authority of Section 239(2)(b) and (d) of the Municipal Act, 2001 to discuss personal matters about an identifiable individual, including a municipal or local board employee and to discuss labour relations or employee negotiations.	
17.	MEETING RECONVENE	

17.1 Meeting Reconvene and Report from Closed

18. ADJOURNMENT

18.1 Adjournment



MINUTES

Regular Council Meeting

6:30 PM - Monday, June 1, 2026
Council Chambers

The Regular Council Meeting of the Town of Smooth Rock Falls was called to order on Monday, June 1, 2026, at 6:30 PM, in Council Chambers, with the following members present:

PRESENT: Mayor Patrick Roberts
Councillor Angèle Rochon
Councillor Daniel Alie
Councillor Denise Pelletier
Councillor Leslie Gagnon

EXCUSED:

STAFF: Municipal Clerk, Nathalie Vachon
CAO-Treasurer, Yvan Marchand
Economic Development Officer, Shannon Piper
Public Works Coordinator, Linda Ajdinovic

PUBLIC In-Person - 3
ATTENDANCE: Virtual - 2

1. CALL MEETING TO ORDER / ROLL CALL

2. LAND ACKNOWLEDGEMENT

- 2.1. Mayor acknowledges the traditional land and home of the Cree, Ojibwe and Oji-Cree

"Before continuing with the council meeting, the Town of Smooth Rock Falls believes it is important to recognize the land that our community benefits for our livelihood. The Moose River watershed, the water that flows from our region to the James Bay, is the traditional land and home of the Cree, Ojibwe and Oji-Cree."

It is the responsibility of the community of Smooth Rock Falls to recognize Treaty 9 and to remain accountable to the land and our relationship with the Indigenous peoples that have lived and continue to live here. We recognize the need to build reciprocal relationship with the Indigenous peoples in order to continue our shared history and create a better future for the generations to come."

3. DECLARATION OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

4. APPROVAL OF AGENDA

4.1. Approval of Agenda

Resolution No. 2026-192

Moved by: Leslie Gagnon

Seconded by: Daniel Alie

BE IT RESOLVED THAT the agenda for the Regular Council Meeting held June 1, 2026, be adopted as amended:

1. Addition of Item 4.2 -Correspondence from Councillor Rochon
2. Addition of Item 7.1 - Report from Councillor Gagnon regarding the Noelville Senior Housing

CARRIED

Resolution No. 2026-193

Moved by: Daniel Alie

Seconded by: Denise Pelletier

BE IT RESOLVED THAT Council acknowledges receipt of the written resignation of Councillor Rochon from the office of Councillor for the Town of Smooth Rock Falls, effective June 1, 2026, and extends its appreciation for her service and contributions to the community;

AND FURTHER THAT Council authorizes the resignation letter to be attached to and form part of the official minutes of this meeting and be made available as part of the public record.

CARRIED

At 6:34 p.m., Councillor A. Rochon presented and submitted her written resignation from Council to the Municipal Clerk. Councillor Rochon then departed the meeting.

5. ADOPTION OF MINUTES

5.1. Adoption of Minutes

Resolution No. 2026-194

Moved by: Daniel Alie

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held May 19, 2026 and the Minutes of the Special Council Meeting held May 21, 2026, be adopted as presented.

CARRIED

6. PETITIONS, DELEGATIONS AND PRESENTATIONS

None

6.1. Waterfront Property Review

Resolution No. 2026-195

Moved by: Daniel Alie

Seconded by: Denise Pelletier

BE IT RESOLVED THAT Council receive the report titled “Waterfront Property Review – Mattagami River Development Potential” for information

AND FURTHER THAT Council receive the presentation from Fotenn Planning + Design regarding the development potential of municipally owned waterfront lands

CARRIED

7. BUSINESS ARISING FROM MINUTES

7.1. Report from Councillor Gagnon regarding the Noelville Senior Housing

Resolution No. 2026-196

Moved by: Daniel Alie

Seconded by: Denise Pelletier

BE IT RESOLVED THAT the verbal report from Councillor Gagnon in relations to her visit of the Noelville Senior Housing, be accepted.

CARRIED

8. MAYOR'S REPORT

9. REPORTS FROM COMMITTEES AND MUNICIPAL OFFICERS

9.1. Other Minutes and Reports from Boards and Committees

Resolution No. 2026-197

Moved by: Leslie Gagnon

Seconded by: Daniel Alie

BE IT RESOLVED THAT the following Minutes and Reports from Boards and Committees be received and filed accordingly:

1. Minutes of the Cemetery and Community Spaces Committee Meeting held March 9, 2026.
2. MPAC 2025 Financial Statements

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3. MPAC 2025 Annual Performance Report

CARRIED

9.2. Outstanding Action Items Resulting from Council Meeting

Resolution No. 2026-198

Moved by: Denise Pelletier

Seconded by: Daniel Alie

BE IT RESOLVED THAT the Outstanding Action Items Resulting from Council Meetings Report dated May 27, 2026, be accepted as presented.

CARRIED

10. CORRESPONDENCE

10.1. Correspondence

Resolution No. 2026-199

Moved by: Daniel Alie

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT the following correspondence be received and filed accordingly:

1. Memorandum from the Ministry of Attorney General in relations to "Tailgate Event" Permits

CARRIED

11. RESOLUTIONS

11.1. Request for Support - Town of Halton Hills - Review of Provincial-Municipal Fiscal Framework

Resolution No. 2026-200

Moved by: Denise Pelletier

Seconded by: Daniel Alie

WHEREAS municipalities across Ontario continue to face increasing financial pressures relating to infrastructure, housing, emergency services, and service delivery expectations;

AND WHEREAS municipalities remain heavily reliant on property taxation despite increasing responsibilities;

AND WHEREAS the Town of Halton Hills has requested that the Province of Ontario undertake a review of the Provincial-Municipal Fiscal Framework;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Smooth Rock Falls supports the Town of Halton Hills' request for a review of the Provincial-Municipal Fiscal Framework;

AND FURTHER THAT a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Minister of Municipal Affairs and Housing, the Honourable Minister of Finance, the Honourable Minister of Infrastructure, Town of Halton Hills, AMO, FCM, and the Province of Ontario for information and consideration.

CARRIED

11.2. Support Resolution - The Corridor Voice / La Voix Du Corridor

Resolution No. 2026-201

Moved by: Leslie Gagnon

Seconded by: Daniel Alie

WHEREAS the communities situated along the Highway 11 Corridor in Northeastern Ontario have been without a dedicated regional news source for approximately seven (7) years, resulting in a significant gap in access to locally relevant, regional information;

AND WHEREAS access to reliable, factual, and community-focused journalism is essential in helping residents make informed decisions in their everyday lives regarding local governance, economic development, public safety, community events, health, education, and civic participation;

AND WHEREAS the availability of fact-based information contributes to an informed citizenry and strengthens democratic participation, transparency, and accountability at all levels of government and within communities;

AND WHEREAS community-based and community-owned media initiatives can play an important role in promoting regional unity, civic engagement, cultural connection, economic opportunity, and long-term prosperity throughout Northern Ontario and the Highway 11 Corridor;

AND WHEREAS the Corridor Voice / La Voix Du Corridor has been established with the goal of providing a bilingual, community-focused, and regionally dedicated news platform intended to serve residents, organizations, businesses, and municipalities along the Highway 11 Corridor.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Smooth Rock Falls hereby recognizes the Corridor Voice / La Voix du Corridor as an important community infrastructure project, supporting access to local and regional information, civic engagement, and regional collaboration;

AND BE IT FURTHER RESOLVED THAT Council acknowledges the importance of sustainable, independent, and fact-based local journalism in strengthening informed communities and promoting regional prosperity;

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AND BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to The Corridor Voice / La Voix Du Corridor, neighboring municipalities along the Highway 11 Corridor, and relevant regional organization for information and consideration.

CARRIED

12. BY-LAWS

- 12.1.** By-Law #2026-45; Being a By-Law to deem seven (7) abutting vacant lots on Catharine St to no longer be registered lots on a plan of subdivision

Resolution No. 2026-202

Moved by: Daniel Alie

Seconded by: Denise Pelletier

BE IT RESOLVED THAT By-Law No. 2026-45, being a by-law to deem certain lots not to be within a registered plan of subdivision pursuant to section 50(4) of the Planning Act, be read a first, second, and third time and finally passed this 1st day of June, 2026.

CARRIED

- 12.2.** By-Law No. 2026-42 - Fire Protection Services Reimbursement Agreement - Unorganized Area

Resolution No. 2026-203

Moved by: Denise Pelletier

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT By-Law No. 2026-42, being a by-law to authorize the execution of a Transfer Payment Agreement with His Majesty the King of Ontario as Represented by the Office of the Fire Marshal for the fire protection services reimbursement program, be read a first, second and third time and finally passed this 1st day of June, 2026.

CARRIED

When Item 12.3, Execution of the Public Works Collective Agreement, was brought forward for consideration, Councillor D. Alie declared a direct pecuniary interest on the basis that his brother-in-law is employed within the Public Works Department and may be affected by the terms of the agreement. Councillor Alie immediately rose from the Council table at 7:29 p.m. and took no part in the discussion or voting on the matter.

- 12.3.** By-Law No. 2026-43 - Executive of Collective Agreement

Resolution No. 2026-204

Moved by: Denise Pelletier

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT By-Law No. 2026-43, being a by-law to authorize the execution of a collective agreement between the Corporation of the Town of Smooth Rock Falls and UNIFOR Local 89-05, be read a first, second and third time and finally passed this 1st day of June 2026.

CARRIED

Following the discussion and vote on Item 12.3, Councillor D. Alie returned to the Council table and resumed his seat at 7:32 p.m.

12.4. By-Law No. 2026-44 - Assignment and Assumption Agreement - Smooth Rock Falls Senior Housing Project

Resolution No. 2026-205

Moved by: Daniel Alie

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT By-Law No. 2026-44, being a by-law to authorize the execution of an Assignment and Assumption Agreement between the Corporation of the Town of Smooth Rock Falls, the Smooth Rock Falls Attainable Housing Corporation, and Descon Construction Ltd., be read a first, second, and third time and finally passed this 1st day of June, 2026.

CARRIED

12.5. By-Law No. 2026-46 - Confirmatory

Resolution No. 2026-206

Moved by: Denise Pelletier

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT By-Law No. 2026-46, being a by-law to confirm the proceedings of Council for the meeting held June 1, 2026 be read a first, second, and third time and finally passed this 1st day of June, 2026.

CARRIED

13. OTHER BUSINESS

13.1. 2025 Consolidated Financial Statements and Appointment of Auditor for 2026

Resolution No. 2026-207

Moved by: Denise Pelletier

Seconded by: Daniel Alie

WHEREAS the Town of Smooth Rock Falls is required to prepare and present its financial statements in accordance with Canadian Public Sector Accounting Standards;

AND WHEREAS the Town engaged KPMG to conduct an audit of its financial statements for the fiscal year ending December 31, 2025;

AND WHEREAS the draft set of the Consolidated Financial Statements has been received and reviewed by Council.

NOW THEREFORE BE IT RESOLVED THAT the December 31, 2025 Final Consolidated Financial Statements for the Town of Smooth Rock Falls be adopted as prepared by KPMG.

AND FURTHER THAT KPMG be retained for the municipal financial audit for the fiscal year ending December 31, 2026.

CARRIED

13.2. Horse Manure on Municipal Streets – Policy Review and Council Direction

Resolution No. 2026-208

Moved by: Leslie Gagnon

Seconded by: Denise Pelletier

BE IT RESOLVED THAT Council receive the Staff Report titled Horse Manure on Municipal Streets - Policy Review and Council Direction,

AND THAT Council direct Administration to notify horse owners of the concerns received and encourage voluntary compliance with manure clean-up on municipal streets and public areas,

AND FURTHER THAT Council direct Administration to monitor the situation and report back should further complaints be received or should additional regulatory measures be required.

CARRIED

13.3. Mayor's Office Space Request

Resolution No. 2026-209

Moved by: Daniel Alie

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT Council direct Administration to further explore the feasibility, layout options, and estimated costs associated with creating a dedicated Mayor's office within Council Chambers and ~~report back to Council accordingly~~ bring it forward to Council during 2027 budget deliberations.

CARRIED

13.4. Residential Development Opportunities – EOI Review and Strategic Options

Resolution No. 2026-210

Moved by: Denise Pelletier

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Seconded by: Daniel Alie

BE IT RESOLVED THAT Council receives the report titled “*Residential Development Opportunities – EOI Results and Considerations*” for information;

AND FURTHER THAT Council directs Administration to proceed with re-advertising the Expression of Interest (EOI 2026-01) for the following selected properties under the same terms and conditions in order to further assess market interest and potential residential development opportunities:

- 15 Highway 11
- 23 Highway 11
- 186 Cloutierville Rd
- 7-9 Dupont St
- 71 Hollywood Ave

~~**AND FURTHER THAT** Council directs Administration to report back with recommendations regarding the potential sale of vacant lots to adjacent property owners in accordance with the Town's Sale and Other Disposition of Land By-law.~~ **AND FURTHER THAT** Council directs Administration to proceed with the sale of the vacant municipal lots through a licensed real estate brokerage in accordance with the Town's Sale and Other Disposition of Land By-law and applicable municipal policies.

- 96 Second Ave
- 87 Hollywood Ave
- 100 Hollywood Ave
- 107 Hollywood Ave
- 204 Ross Rd
- 166 Cloutierville Rd
- 71 Hollywood Ave

CARRIED

During consideration of Item 13.4, Councillor Gagnon left the Council table at 8:11 p.m. and sat in the public seating area. Following Council's vote on the matter, Councillor Gagnon declared a conflict of interest, citing that the matter involved a property adjacent to her property, and returned to the Council table at 8:18 p.m..

14. ANNOUNCEMENTS

Public Works Coordinator Linda Ajdinovic provided several updates to Council, including the upcoming Spring Cleanup, Françoise Landry Day, the temporary closure of 6th Street, the opening of the communal washroom facilities, and the anticipated opening of the splash pad within the next week to week and a half. Ms. Ajdinovic also advised that portable washrooms have been returned to various locations throughout the municipality for the summer season.

CAO-Treasurer Yvan Marchand reminded Council and the public of the upcoming Volunteer and Seniors Appreciation Event scheduled for June 12, 2026.

15. COUNCIL QUESTION PERIOD

Council recessed at 8:23 p.m. and reconvened at 8:30 p.m.

16. CLOSED SESSION

- 16.1. Move into Closed Session under the authority of Section 239(2)(d) AND (l) of the *Municipal Act, 2001* to discuss labour relations or employee negotiations AND

Resolution No. 2026-211

Moved by: Denise Pelletier

Seconded by: Daniel Alie

BE IT RESOLVED THAT Council now moves into Closed Session at 8:30 p.m. under the authority of Section 239(2)(d) and (i) of the *Municipal Act, 2001*, to discuss labour relations and employee negotiations in relation to the CAO-Treasurer's Performance Evaluation as well as a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organizations.

CARRIED

17. MEETING RECONVENE

- 17.1. Meeting Reconvene and Report from Closed

Resolution No. 2026-212

Moved by: Denise Pelletier

Seconded by: Daniel Alie

BE IT RESOLVED THAT Council now rises from Closed Session to resume open session at 8:52 p.m.;

AND FURTHER THAT Council reports that during Closed Session, Council discussed matters relating to labour relations and employee negotiations, including the annual performance evaluation of the CAO-Treasurer, and received information regarding a potential investment opportunity within the municipality. Council determined that the information relating to the potential investment remains confidential at this time and no direction was provided for its public disclosure.

CARRIED

18. ADJOURNMENT

- 18.1. Adjournment

Resolution No. 2026-213

Moved by: Daniel Alie

Seconded by: Leslie Gagnon

BE IT RESOLVED THAT the Regular Meeting of Council held June 1, 2026,
adjourn at 8:52 p.m.

CARRIED

Patrick Roberts, Mayor

Nathalie Vachon, Municipal Clerk



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260179

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: Council Remuneration - Annual Increase
Prepared by: Yvan Marchand, CAO-Treasurer

Recommendation:

BE IT RESOLVED THAT Council of the Town of Smooth Rock Falls approve a remuneration increase of ____% for the Mayor and Members of Council, effective June 1, 2026, in accordance with Salary Increase Policy POL-H09-01.

Purpose:

Seek direction from Council on the June 1, 2026 annual remuneration increase.

Summary:

As per Salary Increase Policy No.: POL-H09-01, Council remuneration is reviewed annually during the budget deliberation process and adjustments are approved by resolution and take effect on June 1st of the same year.

The last annual remuneration increase for Council was June 1, 2023 has Council decide not the increase the wages for 2024 and 2025. During the 2026 budget process, Council provided direction to proceed with an increase for 2026. The increase reflected in the 2026 budget was 2%.

The current annual salaries are as follows:

Mayor: \$15,168.92
Councillor: \$11,288.42

As background information, public works and administration employees June 1, 2026 increase is 3.5%.

In the event that the same annual increase is approved, the annual salaries would be as follows:

Mayor: \$15,699.83
Councillor: \$11,683.51

Variance from current salaries = \$926

Financial:

See summary section

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 10 Jun 2026

Nathalie Vachon, Municipal Clerk Approved - 10 Jun 2026



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260174

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: May 2026 Monthly Administrative Highlights and Community Suggestions
Prepared by: Yvan Marchand, CAO-Treasurer

Recommendation:

Council accepts the report as presented.

Purpose:

Present the monthly administrative highlights and community suggestions.

Summary:

See report attached to the agenda for the month of May 2026. The monthly administrative highlights report will be brought to every 2nd regular council meeting of the month. Should there be any questions, the questions should be directed to the CAO-Treasurer before or after the meeting to ensure proper reporting.

Attachments:

[May 2026 Monthly Administrative Highlights and Community Suggestions](#)

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 09 Jun 2026
Nathalie Vachon, Municipal Clerk Approved - 09 Jun 2026

MAY 2026 ADMINISTRATION MONTHLY HIGHLIGHTS AND COMMUNITY SUGGESTIONS REPORT

1) 2026 COMMUNITY SUGGESTIONS

- a. 0 received in April.
- b. 1 received in May.
- c. The suggestion received on May 20, 2026 is about a skate park. The details are: Good morning, my son has brought up many times that him and his friends would really enjoy a bike park (pump track) in town here. He's been to the one in Timmins and Cochrane and really enjoys them. He's mentioned that for his age their isn't much to do as they start to out grow the park. I have thought of many locations in town that the bike park could be build. Location Example - old grocery store, the old bar, the lot where the old st Gertrude school used to be. I think this would make a lot of kids happy for many age groups.
- d. 2026 total: 2 received to date and 1 closed.
 - i. January: 0
 - ii. February: 1
 - iii. March: 0
 - iv. April: 0
 - v. May: 1

Chief Administrative Officer (CAO) – Treasurer

May 2026 Monthly Report

The following tasks by positions were completed during the month:

Treasury

- Focus of the month was ongoing work for the 2025 year-end audit field work with KPMG staff including meetings to go over processes. Assistance provided by the Admin and Rec Services Coordinator where required. Field work was completed during the month of April. Draft consolidated financial statements were presented second meeting of May. A presentation was also completed by KPMG providing financial details and comparisons.
- Quarterly filling of the GST/HST return – Refund of \$31k expected. Next GST/HST return will be done in July;
- Entered 2025 year-end adjusting entries provided by KPMG and closed the year. Reviewed opening balances to ensure they matched with audited numbers.
- Prepared MAT financial overview tracking sheet. Since 2024, a total of \$15,688 was collected where 50% (\$7,844) is kept by the municipality for tourism and 50% is to be distributed to non-profit organizations. Admin staff worked on an application-based method for MAT distribution.
- Tax confirmation forms for school boards.
- Inputted 2026 budget operating costs into financial system for creation of financial reports;
- Regular financial tasks as required including month-end.

CAO

- Assisted with various economic development opportunities, including participating in meetings as required. Focus was the senior housing project (creation of the NPO, financing, HST review and registration, etc.) and truck stop project on Highway 11. Several meetings were held during the month for both projects;
- Reviewed and submitted delegation requests for AMO 2026 Conference (August). Assistance to be provided by EDO where required.
 - Ministry of Municipal Affairs and Housing
 - Funding for servicing unorganized areas
 - Ministry of Education
 - Request to lift moratorium for DSBONE
 - Ministry of Transportation
 - Connecting Link funding
 - Highway safety on Highway 11
 - Ministry of Northern Economic Development and Growth
 - Update on current and future town projects
 - Support for year-round road connecting to James Bay communities
- Public works department review and action plan for hiring. Also covered as Acting Public Coordinator covering for vacation.
- Attended the NEOMA AGM meeting in Kapuskasing, along with Mayor Roberts and Councillor Gagnon.
- Attended Smooth Rock Falls Attainable Housing Corporation Board meetings. Will be Treasurer on the Board for the first year and position will be re-evaluated at a later time once the project is complete.

- Met with Town of Cochrane and Town of Moosonee CAOs to discuss billing method for OPP board. The Weighted assessment model was agreed upon which will be presented to the board at the next meeting;
- Annual meeting with RBC to discuss services, credit facilities, and general discussion on town current and future projects.
- CAO and staff met and reviewed, and prepared for Public Works Union Collective Agreement negotiations. Mayor Roberts participated in the negotiations. The negotiations lasted less than two work days and overall went really well. The agreement will be passed in June.
- Continue working with Town of Iroquois Falls for shared CBO services. Agreement was adopted by Council during the first meeting of May. Transition plan has as started and is going well.
- Attended Council meetings (including preparation of agenda reports), staff meetings and other meetings as required.

Deputy Chief

- Completed the claim for the April 8 cottage structural fire at Sand Lake as part of the funding program through the Office of the Fire Marshal.
- Ongoing assistance regarding the claim to the MTO for March 7 Highway 11 multi-vehicles accident;
- Assisted Fire Chief with the quarterly Fire Chief Report.
- Finalized details with TransCanada Safety for the new SCBA including initial discussions with leasing company. SCBA equipment has now been received and training/fit testing will be done June 23.
- Currently reviewing I am Responding app as a possible replacement to the current Who's Responding app for dispatching. The fire department has had issues since the implementation of the current application.

Financial Highlights

Revenue Highlights

- Received second quarter payment of \$234k for OMPF.
- Holdback payment of \$65k was received from NOHFC for the industrial park project.
- The Community Emergency Preparedness Grant of \$50,000 has been received. The fire department has proceeded on ordering the equipment as per application (radios, chainsaws, water pumps, etc.).
- Ontario Community Infrastructure Fund (OCIF) 3rd payment of \$63,732 received. Most of the allocated funds for 2026 will be going towards the Sixth St. water/sewer project.
- Investment income to date earned year-to-date at \$13,200.

Expenditure Highlights

- Major capital project expenditures: Most of the expenses will occur starting June when summer projects are starting. The Sixth St project is tentatively starting in August, which will see a larger number compared to previous months.
- Significant unbudgeted expenses: None to report
- The operation budget is at 35% of the yearly total.

Clerk's Office

May 2026 Monthly Report

Legislative and Policy Work

The months of April and May were heavily focused on municipal election preparedness and governance-related initiatives. Significant time and effort were dedicated to finalizing and implementing the Town's 2026 Municipal Election framework to ensure compliance with legislative requirements and the effective administration of the upcoming election.

Key election-related initiatives completed during this period included the development and adoption of the 2026 Municipal Election Procedures Manual, the Election Signs By-law, the Advance Voting Day By-law, and the establishment of the Election Compliance Audit Committee. Additional work was undertaken to develop supporting election forms, notices, policies, public information materials, and administrative procedures to ensure the Town is well-positioned to conduct a fair, transparent, accessible, and legislatively compliant election.

A significant amount of time was also dedicated to the preparation of comprehensive Nomination Packages and Candidate Information Packages. These materials were developed to provide prospective candidates with clear guidance regarding eligibility requirements, nomination procedures, campaign finance rules, key election dates, legislative responsibilities, and other information necessary to support informed participation in the municipal election process. Considerable effort was invested in ensuring the information provided is accurate, user-friendly, and consistent with the requirements of the Municipal Elections Act, 1996.

A total of fourteen (14) by-laws were drafted, presented, and adopted by Council during the reporting period, representing a significant volume of legislative work and policy development.

In addition to election-related responsibilities, a considerable amount of time was dedicated to supporting Council's attainable housing initiative and the establishment of the Smooth Rock Falls Attainable Housing Corporation. As Secretary to the Corporation's Board of Directors, the Clerk was responsible for drafting the Corporation's foundational governance documents, including its governing by-law, terms of reference, conflict of interest policy, code of conduct, and other key organizational policies required to support the commencement of operations.

The governance framework for the Corporation remains an ongoing project, with numerous additional policies, procedures, and administrative documents still required. The Clerk will continue to lead the drafting and development of these documents for consideration and adoption by the Board in the coming months.

Overall, April and May were productive months focused on strengthening the Town's governance framework, advancing election readiness, and supporting the successful establishment of the Town's newly incorporated attainable housing organization.

Council and Committee Meetings

The Clerk's Office coordinated all Council and Committee meeting logistics, including agenda preparation, minute-taking, resolutions, follow-ups, and Council Highlights.

Meetings Prepared in March:

- **Regular Council Meeting** – April 7th & 20th, May 6th & 19th
- **Emergency Council Meeting** – April 13th
- **Special Council Meeting** – May 21st & 27th
- **Cemetery & Community Spaces Committee Meeting** – May 25, 2026
- **Attainable Housing Board Meetings:** May 7th, 13th & 26th

Other Meetings or Training Attended:

- Weekly Staff Meetings
- Meeting with residents relating to complaints: 4
- HR: 2
- Internal meetings with staff and/or council members: 8
- Attainable Housing related meetings: 7
- MMAH 2026 Clerk's Forum: April 14th
- AMO Council Onboarding Training: April 28th
- AMO Preventing Escalated Behaviours Training: May 7th
- AMO Recent Development on OMERS Governance: May 25th
- Election related meetings: 1
- Meetings with Council Members: 2
- Meetings related to cemetery: 2
- Meeting related to building department: 1
- Other: 1

Lottery Licensing

No lottery licenses were issued in April and May.

Cemetery

Two (2) columbarium niches and one (1) plot were sold during the months of April and May.

The Cemetery summer worker has been chosen and will be starting her employment on June 1st, 2026.

Freedom of Information (FOI) Requests

No FOI requests were received during this reporting period.

Complaints

During the months of April and May 2026, a total of seven (7) complaints and concerns were assigned to the Clerk's Department for review and investigation.

The complaints received primarily related to clean yards, animal control matters, and noise concerns. Each complaint was reviewed and investigated in accordance with applicable municipal by-laws, policies, and legislative requirements. Where appropriate, inspections were conducted and follow-up correspondence was issued.

Of the seven (7) complaints received, six (6) have been successfully investigated and resolved and are now considered closed. One (1) complaint remains active and requires remediation by the property owner before compliance can be achieved and the file closed.

Municipal Elections

Election preparations continued to advance significantly throughout the months of April and May as the Town transitioned from election planning to election implementation.

A number of key election-related initiatives were completed during this period, including the adoption of the 2026 Municipal Election Procedures Manual, the Election Signs By-law, the Advance Voting Day By-law, and the establishment of the Election Compliance Audit Committee. Considerable time was also dedicated to developing and finalizing election forms, notices, public information materials, voter communications, and administrative procedures required to support the conduct of the election.

The nomination period officially opened on May 1, 2026. In preparation, comprehensive Nomination Packages and Candidate Information Packages were developed and made available to prospective candidates. These packages were designed to provide clear guidance regarding nomination requirements, candidate responsibilities, campaign finance rules, key dates, and legislative obligations under the Municipal Elections Act, 1996.

Looking ahead, election efforts will focus on managing the ongoing nomination period, processing candidate nominations, maintaining compliance with legislative requirements, and continuing public education and election communications. As the election progresses, additional work will be undertaken to prepare and deliver training programs for election workers, finalize voting procedures and election-day logistics, and ensure all resources required for Advance Voting Day and Voting Day are in place.

Preparations will also begin for Council onboarding and orientation following the 2026 Municipal Election. This will include the development of orientation materials, training resources, governance information, and legislative education sessions designed to assist newly elected and returning members of Council in understanding their roles, responsibilities, and statutory obligations under municipal legislation.

Overall, election preparations remain on schedule, and the Town continues to be well-positioned to conduct a fair, transparent, accessible, and legislatively compliant 2026 Municipal and School Board Election.

Human Resources

Human Resources activities during the months of April and May included recruitment efforts for several vacant and seasonal positions. Recruitment processes were completed for the Equipment Operator, Contractual General Labourer, and Cemetery Worker positions.

The Clerk prepared and participated in the review of applications, candidate screening, interview preparation, reference checks, and selection processes. A total of approximately ten (10) hours were dedicated to conducting interviews and evaluating candidates across the various competitions.

Additional Human Resources work included the preparation of employment-related documentation, coordination of hiring activities, and support provided to departmental supervisors throughout the recruitment process.

In addition to recruitment activities, time was dedicated to the preparation and drafting of a Request for Proposals (RFP) for Janitorial Services.

Attainable Housing Corporation

A significant amount of time during the months of April and May was dedicated to supporting the establishment and governance framework of the Smooth Rock Falls Attainable Housing Corporation, a newly incorporated not-for-profit organization created by Council to advance attainable housing initiatives within the community.

While the Corporation operates as a separate legal entity from the Municipality, it was established by the Town and is responsible for managing an important strategic priority of Council. As such, considerable effort was invested in developing the foundational governance documents necessary to support the Corporation's operations and ensure accountability, transparency, and effective decision-making.

As Secretary to the Board of Directors, the Clerk was responsible for drafting a number of key governance documents, including the Corporation's governing by-law, terms of reference, code of conduct, conflict of interest policy, and other administrative policies required to support the Board's activities and legislative obligations.

The development of a strong governance framework is essential to ensuring the Corporation operates in a professional, transparent, and accountable manner while protecting the interests of both the Corporation and the community it serves.

The governance framework remains an ongoing project, with numerous additional policies, procedures, and operational documents still required. The Clerk will continue to work closely with the Board of Directors in the coming months to develop and present these documents for consideration and adoption as the Corporation continues to evolve and expand its operations.

On the Provincial Level...

Bill 9

The Province of Ontario recently passed Bill 9, the *Municipal Accountability Act, 2025*. The purpose of the legislation is to strengthen accountability and improve public confidence in municipal government across Ontario.

The legislation introduces several changes that will affect municipal councils, local boards, Integrity Commissioners, and Codes of Conduct.

What Does Bill 9 Do?

1. Creates a Standard Code of Conduct Across Ontario

Currently, each municipality develops and adopts its own Code of Conduct for members of Council.

Under Bill 9, the Province will establish a standardized Code of Conduct that will apply to all municipalities in Ontario. This is intended to create greater consistency across the province and ensure that elected officials are held to the same standards regardless of where they serve.

2. Provides Stronger Accountability Measures

The legislation gives municipalities additional tools to address serious misconduct by members of Council and certain local boards.

The intent is to ensure that inappropriate conduct can be addressed more effectively while maintaining public trust in municipal government.

3. Creates a Process for Removal from Office

One of the most significant changes is that, for the first time, municipalities will have a process that may allow a member of Council to be removed from office for very serious violations of the Code of Conduct.

The Province has indicated that this measure is intended only for the most serious situations and will not apply to minor complaints and disagreements.

Additional details regarding how this process will work are expected to be released by the Province through future legislation.

4. Standardizes the Integrity Commissioner Process

Bill 9 is intended to create a more consistent process for handling Integrity Commissioner complaints across Ontario.

This should help ensure complaints are dealt with in a fair and transparent manner regardless of the municipality involved.

5. Mandatory Training for Members of Council

The Province will also require members of Council and certain local boards to complete training related to the Code of Conduct and their responsibilities as elected officials.

Additional information regarding training requirements and timelines is expected from the Province.

What Does This Mean for Smooth Rock Falls?

At this time, there are no immediate changes required from Council.

The Province still needs to release additional regulations and implementation details before municipalities can fully understand how the new requirements will be applied.

The Municipal Clerk will continue to monitor developments and will report back to Council regarding any required updates to the Town's policies, procedures, or Code of Conduct.

In Conclusion

Bill 9 represents the most significant change to municipal accountability rules in many years. The overall goal of the legislation is to improve transparency, strengthen accountability, and increase public confidence in local government.

The Municipal Clerk will continue to monitor the implementation of Bill 9 and provide updates to Council as additional information becomes available.

Bill 97

The Province of Ontario recently passed Bill 97, the *Plan to Protect Ontario Act (Budget Measures), 2026*, which includes significant amendments to the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

MFIPPA governs how municipalities collect, use, protect, retain, and disclose information, as well as the public's right to request access to municipal records. As the legislation under which the Town administers freedom of information requests and manages privacy obligations, these changes are of particular importance to municipal operations and the Clerk's Department.

Key amendments introduced through Bill 97 include changes to the processing of access to information requests, revised timelines for responding to requests, new provisions respecting privacy and cybersecurity-related information, and additional flexibility for institutions when responding to large or complex requests.

The legislation is intended to modernize Ontario's access and privacy framework, strengthen the protection of sensitive information, and better reflect the realities of digital record management and cybersecurity risks facing public institutions.

Administration is currently reviewing the legislative changes to determine their impact on the Town's existing policies, procedures, records management practices, and privacy protocols. As additional guidance and implementation information becomes available from the Province and municipal associations, Administration will continue to monitor developments and will bring forward any required policy updates or recommendations to Council.

While no immediate action is required by Council at this time, the amendments represent one of the most significant updates to municipal access and privacy legislation in many years and will likely require municipalities to review and adapt their information management and privacy practices over the coming months.

Economic Development Officer – Monthly Report for May 2026

1) LAND INQUIRIES

January	7	July	
February	5	August	
March	5	September	
April	10	October	
May	4	November	
June		December	
		2026 total:	31

2) LAND INVENTORY

Residential	Status	Details/or Deadline
7-9 Dupont St	Sold	In the process of re-transfer
308 Main St	Sold	October 2025 extension granted to October 2026
312 Main St	Sold	March 2026 –under review
204 Ross Rd	Available	
15 Highway 11	Available	
71 Hollywood Ave	Available	
87 Hollywood Ave	Available	
100 Hollywood Ave	Available	
107 Hollywood Ave	Available	
115 Hollywood Ave	Available	
166 Cloutierville Rd	Available	
186 Cloutierville Rd	Available	
96 Second Ave	Available	
23 Highway 11	Available	
Commercial	Status	Details/or Deadline
139 Fifth Ave	Available	
137 Fifth St	Available	
149 Main St	Available	
155 Fifth St	Available	
167 Fifth St	Available	
168-170 Main St	Available	
172 Main St	Available	
182-184 Main St	Available	
Highway 11 RC Zoned	Available	

Industrial	Status	Details/or Deadline
Lot 5	Available	Services available
Lot 7	Available	Services available
Lot 8	Available	Services available
251 Highway 11 (Lavoie)	Sold	June 2027

3) COMPLAINTS:

Status	# Concerns (YTD)	2025	2024
Active	10	0	0
Active / Requires Remediations	1	1	0
Closed	31	77	61
TOTAL	42	78	61

4) BUILDING PERMIT TRACKING (PERMITS ISSUED)

January	0	July	0
February	0	August	0
March	0	September	0
April	1	October	0
May	0	November	0
June	0	December	0
		2026 total:	1

5) ECONOMIC DEVELOPMENT - ADMINISTRATION HIGHLIGHTS

Complaint Management

- Twelve (12) new resident complaints were received and assigned to the appropriate departments for follow-up and resolution.
- Acknowledgement letters were issued, and tracking records were maintained to ensure accountability and timely responses.

Building Permit Administration

- Development activity is increasing with the change in season. A pre-fabricated home permit application is currently under review, along with an additional dwelling unit construction project.
- Received CGIS Building module training
- Exported all building permit files from Cloudpermit into the Town's server. Next step will be importing the files into the CGIS Building module.

Planning

- Administered six (6) planning inquiries, responding to questions related to zoning, permitted uses, and general planning matters
- Received a planning consent application for Haggart Township, which is scheduled to be presented to the Planning Board on June 1, 2026.
- Notices prepared and issued as per the Planning Act.

Investment & Development

- **251 Highway 11:** The property owner is currently awaiting permit approval from the Ministry of Transportation (MTO). The building permit application remains under review by the applicant.

Senior Housing Project

- Attended various meetings regarding the advancement of the Senior Housing Project.

Other Activities

Other Activities

- Submitted the EASE Grant application on May 7, 2026.
- Conducted one interview for the Community Events & Recreation Intern position.
- Prepared and issued a news release regarding the Municipality's successful MHIP funding application for the Sixth Street infrastructure project.
- Assisted the CAO with preparations for the Association of Municipalities of Ontario (AMO) delegation meetings.
- Coordinated communications related to the 2026 Spring Clean-Up Program.
- Prepared and advertised the Municipal Accommodation Tax (MAT) Funding Program intake; four applications were received.

- Attended the Daycare Grand Opening with the CAO on May 12, 2026.
- Gathered data regarding Smooth Rock Falls students attending school boards outside the community.
- Provided front desk coverage during staff vacation absences.
- Prepared reports and supporting documentation for the Cemetery & Community Spaces Committee.
- Received and processed a community suggestion regarding the development of a skate park.
- Provided support and guidance for the Seniors' and Volunteer Recognition Event.
- Continued reviewing the Residential Housing Expression of Interest (EOI) process and met with legal counsel to gain a better understanding of the Town's Land Disposition By-law. A report was presented to Council on June 1, 2026.
- Finalized and distributed the June edition of the Citizen's Corner newsletter.

COMMUNICATIONS / MARKETING

Public Communications:

- Developed and published various public communication pieces, now available on the Town's municipal website and official Facebook page, to keep residents informed on current initiatives, updates, and community events.

ARENA ADVERTISEMENT

ARENA BOARD ADS	Status
Remax – Rémi Desbiens	Installed
CSCDGR	Installed
Eastview	Installed
Caisse Alliance	Installed
OPG NEW!	Installed
O'Briens Group NEW!	Installed
SRF Pharmacy NEW!	Installed
Villeneuve Construction	<i>NEW</i>
2025-2026 Arena Board Ad Campaign launched in May 2025	
ARENA WALL ADS	Status
CKGN 4x6	Installed
Service Line Warranties 4x6	Installed
C&B Roofing 4x4	Installed

Y&S NEW!	Installed
O'Briens Group NEW!	Installed
Canada Nickle Company NEW!	Installed

Public Works Monthly Highlight Report

Reporting Period: May 2025

Public Works Coordinator:

Asset Management Plan Project: Continuously supporting the consultant in progressing the AMP towards 2024-2025 compliance by:

- Actively assisting the consultant in advancing the AMP towards 2024-2025 compliance; including Lifecycle strategies of core assets, data review/syncing
- Regularly attending touchpoint meetings and participating in organized working group sessions.

Splash Pad and Pool Season Start-up

- Coordinated Splashpad start up with Public Works Employees; including water turn on, startup maintenance & cycle function, timer programming, ensuring all regulatory requirements are in compliance
- Made arrangements with Northeast Health Unit Inspector for Splash Pad opening inspection
- Pool facility startup review including opening procedure for filling, chemical inventory and research for alternate suppliers and products for pool chemicals, supply orders, chemical instrumentation troubleshooting and calibration.
- Pool summer employee onboarding, including review of certifications, and planning of required Lifesaving Society training
- Assisted Aquatics Coordinator with Canada Day event planning, including sourcing event entertainment
- Drafted communication related to splash pad and pool start up

Health and Safety Water Stream Funding Program:

- Ongoing interactions with Town Engineer and OCWA for HSWS funding application, including data gathering for the application; validating the application prior to submission
- Prepared supporting documents to be submitted with application

Capital Budget Approved Projects:

- focused on executing projects and tasks that have received approval in the capital budget:
- Pool door replacement, Council Chambers air-conditioning unit, lawn maintenance equipment, Mattagami Centre roof replacement

Summer Student:

- Review of summer employment candidate applications, selection/interview
- Arranged for necessary on-boarding, including training, scheduling
- Met with summer employees to review job descriptions and expected duties

Other Highlights:

- As CEMC for the town, participated in daily Sandy Lake Evacuation team meetings to assist with any support required while evacuees were in town.
- Building inspections and review of permitting requests from residents/contractors – communicated with CBO -RSM, provided application assistance to residents
- Participated in PEOC, MNRF and ECCC in-season Wildfire information sessions for hazard awareness and emergency planning
- Attended Emergency Preparedness Workshop in Kapuskasing; focused on improving emergency coordination for increasingly complex and severe events to identify gaps, and participated in real-world scenerios
- Review of Landfill Expansion ESR/ECA reports and documents
- Recreation rental request, and coordinated accommodation requests to align with rentals
- Communication for Annual Spring Clean-up, Road Closure, Street Sweeping, Sixth Street Closure & Splash Pad Opening, Communal Washroom Opening, Recycling Collection Interruption
- Participated in MECP briefings for In-Season Wildland Fire Information Briefing for Municipal Partners
- Participated in Beautification Committee meeting, Cemetery Committee meeting
- Performed regular administration duties including payroll timesheet approval, Public Works Scheduling, work order creation and close-out, council meeting reports, coordinating third-party assistance for repairs/maintenance
- Municipal Concern/Complaint review meeting, including review of applicable by-laws, complaint site reviews, resolutions and communication to complainants
- Ontario One Call Locate Requests
- Participated in MMAH training session
- MOL compliance

Public Works Employees:

- Roadside maintenance including road repairs, back-blading - grading
- Fifth Street temporary improvements – asphalt removal and granular application
- Catch Basin thawing
- Ditching
- Routine and unscheduled fleet maintenance
- Watermain break MTO line
- Watermain break Third Street
- Assisting OCWA with deliveries, and other tasks
- Parks review
- Municipal Facility Maintenance: Minor facility maintenance at the Mattagami Centre to address basement leaks, toilet issues, roof leaking. Community Hall on-going sewer issues
- JHSC Certification Part 1 Training in Timmins
- Municipal Courtesy Flag maintenance
- Landfill capping
- Waste collection for SRF and Fauquier
- Flooding mitigation – Junction Road and Jacksonboro
-



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260178

Meeting: Regular Council - 15 Jun 2026
To: Council
Subject: Water and Wastewater Systems Operations Report – January to March 2026
Prepared by: Linda Ajdinovic, Public Works Coordinator

Recommendation:

BE IT RESOLVED THAT Council receive the Water and Wastewater Systems Operations Report for January to March 2026 for information.

Purpose:

The purpose of this report is to provide Council and the public with a summary of the Town of Smooth Rock Falls Water and Wastewater Systems Operations Report for the period of January to March 2026.

Summary:

OCWA has provided its quarterly report outlining operational activities, compliance matters, maintenance, incidents, sampling, and monitoring results for the Town's drinking water and wastewater systems.

During this reporting period, the drinking water system remained operational and required routine sampling, operational adjustments, and maintenance. The Smooth Rock Falls Drinking Water System also received a final MECP inspection rating of 95.54%.

The wastewater system continued to operate with one clarifier in service, which created operational challenges related to settling capacity and sludge management. OCWA reported that the use of ClariPhos has assisted in improving treatment performance. It should also be noted that the wastewater facility achieved a positive operational milestone by meeting the quarterly Total Suspended Solids requirements under the Federal Fisheries Act – Wastewater Systems Effluent Regulations for the first time in four years, despite operating with only one clarifier in service.

Analysis:

The attached report provides details regarding operational highlights, maintenance activities, call-outs, regulatory inspection findings, wastewater flows, effluent monitoring, and capital maintenance progress.

Key items noted in the report include turbidity alarms at the water treatment plant, a water service issue, two wastewater spill events in January, a February Total Suspended Solids exceedance, and ongoing wastewater infrastructure concerns including Clarifier #1 and Blower #1.

Administration will continue to monitor operational matters with OCWA and bring forward any items requiring Council direction or budget approval as needed.

Financial:

There are no new financial impacts arising directly from this report.

Any costs associated with approved operating, maintenance, or capital items will continue to be managed through the approved budget.

Attachments:

[SRF Client Report 2026 01 to 03](#)

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 10 Jun 2026

Nathalie Vachon, Municipal Clerk Approved - 10 Jun 2026

OPERATIONAL OVERVIEW

JANUARY TO MARCH 2026

SYSTEM HIGHLIGHTS

Operational highlights in the DWS include:

- Quarterly (THM, HAA, Nitrite, Nitrate, Iron, Manganese, TOC, DOC) samples taken
- Distribution lead and alkalinity samples taken for the Winter season
- There was a service leak discovered on Third Avenue after a low water pressure complaint
 - The issue was related to an above ground break on the residential service
- Low tower alarms have occurred due to potential leaks within the distribution
 - Flow rates were increased to accommodate the low tower issues and restore supply
- Multiple turbidity alarms continued in the first quarter
 - The lower water temperature changes the reaction time for the process chemicals and increases the turbidity in the process water
 - Operations were required to increase the flows to maintain supply due to suspected leaks, this reduced the settling time available and increased the carryover of turbidity
 - Operations adjusted coagulant dosages and programmed additional backwashes to mitigate the issues and alarms
- There was an announced, focused inspection of the Smooth Rock Falls Drinking Water System on January 22, which received a final rating of 95.54%
 - See the *Regulatory Inspection Findings* section for additional information
- The level sensor for Clearwell #1 became erratic multiple times in January
 - This level sensor is required for calculating contact time for disinfection,
 - The sensor is also used to control the highlift pumping cycles for pushing water into the distribution system
 - A new level sensor and controller were ordered to ensure reliability and compliance
- The static mixer was removed from the raw water piping, and it was cleaned out
 - This mixer is important for the rapid mixing of Aluminum Sulfate which is required to properly treat the raw water
 - Cleaning the mixer also ensures that there will be no reduction in the production flow
 - Operations completely disassembled the mixer setup, thoroughly cleaned out the mixer and associated piping, and replaced worn gaskets
- Operations found an over-pressure alarm on the Caustic Soda dosing pump
 - Operations removed the degassing valve to relieve pressure, replaced the diaphragms and valves, however, the pressure sensor alarm would not clear
 - There were no longer any signs of issues, so the operator disabled the flow control activation from the pump and the alarm cleared out
 - The pump started working properly again afterwards
- Operations emptied and completely cleaned out the main soda tank to reduce the soda build up and prevent any potential blockages from occurring
- Operations attempted to perform leak detection on Sixth Street on March 13; however, they could only identify a leak from Hydrant 40, the remaining data for the area could not be verified due to the leaking hydrant

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT



Hydrant 40 that began leaking during leak detection



The influent piping that contains the static mixer



Before picture of the static mixer



After cleaning of the static mixer

- A low compressor pressure alarm occurred on March 22 due to a tripped breaker
 - The cause of the tripped breaker could not be identified; however, the breaker was reset and the compressor started working again
- During rounds an operator noticed a pinhole leak on the process pH sample line
 - A section of the line was removed and replaced to repair the leak
- Calibrations performed by the regional utility plant instrumentation technician (UPIT)
- On-going:
 - Compressor #2 tripped on the MCC and requires further troubleshooting
 - Lowlift #1 needs a new starter and further troubleshooting
 - Turbidity chart recorder will likely need replacement in the future

And in the wastewater plant:

- 6,759 kg of solid waste removed via sludge hauling during Q1
- Clarifier #2 sludge levels have significantly increased as a result of running on one clarifier
 - Operations have struggled to manage the sludge levels in the aeration basin because of the decreased settling time due to the plant operating with half the normal capacity
 - Fortunately, the use of ClariPhos has significantly mitigated these issues from carrying over into the final effluent

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT

- ClariPhos has been used in the process for multiple month now, and it has proven to be very effective at lowering the total suspended solid (TSS) concentrations, especially during the cold season
 - Operations began with an increased dosage and then started lower the dosage rate to find the optimal setting for maintaining compliance
 - There was an exceedance that occurred in February for TSS; however, it was directly linked to a loss of ClariPhos dosing that occurred due to the tote setup
 - See the *Incidents and Complaints* section for additional details on the exceedance
 - This is the first time in 4 years that the facility passed the quarterly TSS requirements from the Federal Fisheries Act – Wastewater Systems Effluent Regulation, which is even more significant considering there is only one clarifier in operation



ClariPhos dosing tent

New sump pump piping

E360 spill during sludge hauling

- Two spill events occurred in January
 - The first spill was due to throttling of the influent valve while running on one clarifier
 - Although operators are exercising the influent valve daily to prevent blockages, running on one clarifier has increased the likelihood of overflow and spill events due to the reduced capacity of the treatment plant
 - The second spill was due to an error made by the sludge hauler E360
 - See the *Incidents and Complaints* section for additional information
- On January 18, the operator noticed that the heat trace had failed for one of the sampling and chemical lines
 - The operator went to Timmins to source a new part and installed it to prevent compliance issues from occurring
- Power failures on January 13, 14, and 21
 - Although these caused some power outage related alarms, no major issues occurred
- The variable frequency drive (VFD) from Blower #1 was transferred over to Blower #2
 - There are now two functioning blower systems (#2 and #3), while options are being considered for how to address the failure of Blower #1

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT

- The pump that was used to drain the clarifier and pump out the basement water failed
 - That pump will be sent out for warranty service
 - Another pump was used and it was setup with temporary piping to drain the basement
 - An additional flooding event occurred when the float seized and did not start the pump
 - Operations fixed the float issue, and the basement was drained again
 - The new higher head pressure pump was received and installed
 - Operations modified the piping in the basement to accommodate the new sump pump, and everything appears to be working good now
- Blower maintenance parts and filters were ordered for an upcoming maintenance
- An overflow alarm occurred on March 20; however, the operator went onsite and did not find any signs of an overflow
- On-going:
 - Clarifier #1 has completely failed and will require significant investment to fix
 - Chart recorder for the final effluent flows needs to be replaced
 - Blower #1 has a serious mechanical failure and will need replacement
 - The remote monitoring system (Outpost) panel is starting to show signs of failure

MAJOR MAINTENANCE

OCWA received the list of approved capital expenditures for 2026 on March 19.

- Approved items are in the planning stages.

Work on capital items this quarter includes:

- Auto-Sampler Heat Trace Install
- ClariPhos Dosing Tent Setup
- Variable Frequency Drive (VFD) Transfer
- Sludge Hauling by E360

Billing for capital items this quarter includes:

- A01/AA Upset Limit
- Filter Effluent Valves & Parts
- Auto-Sampler Heat Trace

Refer to Appendix A for a complete list capital expenditures and progress

INCIDENTS AND COMPLAINTS

The non-compliances, community complaints, bypasses/spills and AWQIs are summarized below:

Smooth Rock Falls Drinking Water System

JANUARY 16 Community Complaint – 24 Third Avenue

The customer complained of a low water pressure.

An operator went on site on January 19 and noticed an opening to the crawl space under the house. The operator looked under the house and found significant ice buildup and water flowing from the above flooring. The residents service line had broken inside the house. The resident was informed of the issue and began planning for repairs. The crawl space under the house was not closed off from the outdoors and the extreme cold caused the service line to break.

Smooth Rock Falls Water Pollution Control Plant

JANUARY 1 SAC Ref No.: 1-PZ3ZHD – Spill at the Influent Bunker

The spill was caused by the wastewater plant currently running on one clarifier due to maintenance, and a partial blockage that occurred on the throttled raw inlet valve. Operations had been exercising the raw inlet valve daily to mitigate this issue; however, a blockage still occurred on January 1. Operations thought the issue was resolved after exercising the valve, but the blockage was not completely fixed. Operations have opened the valve further to help prevent an additional occurrence and they will continue to exercise the valve daily. The event continued intermittently for about 23.5 hours with an approximate volume of 95 m³.

JANUARY 7 SAC Ref No.: 1-Q01ALW – Spill in the Parking Lot (E360)

The spill occurred due to a mistake by the sludge hauling contractor (E360). E360 left a valve open on their tanker to prevent freezing during the winter, however, they forgot to close the valve prior to transferring sludge. As soon as the spill began, the transfer was stopped. The spill was confined to the parking lot. E360 immediately contacted their Vac Truck to clean up the spill. The spill ended within a minute with an approximate volume of 0.16 m³.

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT

FEBRUARY
2026

Total Suspended Solids (TSS) exceedance for February (SAC# 1-Q8JTAG)

The monthly average for total suspended solids (TSS) result were 26.3 mg/L, which exceeded the ECA's monthly average limit of 25.0 mg/L. The cold weather has made the water more dense, which affects how the sludge settles in the clarifier. The plant is running on one clarifier due to required repairs on the second unit, which has further reduced the settling due to the increased flow rate. In order to mitigate these issues operations have begun using a coagulant to help with settling, however, there was a dosing issue at the end of January which caused a high result at the start of the month. The one high result brought the average out of compliance. Operations restored the dosing and results improved for the remainder of the month.

CALL-OUT SUMMARY

SMOOTH ROCK FALLS WTP

DATE	ALARM	WORK ORDER	CALL BACK	INVOICE NUMBER
01/03/26	Low Tower Level Alarm	4966851	1	1Q
01/05/26	High Turbidity Alarm	4967338	1	1Q
01/08/26	High Turbidity Alarm	4968835	1	1Q
01/16/26	Potential Watermain/Service Break - 3rd Avenue	4970317	1	1Q
03/06/26	High Turbidity Alarm	5067110	1	N/C
03/09/26	High Turbidity Alarm	5067104	1	N/C
03/13/26	High Turbidity Alarm	5067485	1	N/C
03/23/26	Compressor - Low Air Alarm	5069103	1	1Q

SMOOTH ROCK FALLS STP

DATE	ALARM	WORK ORDER	CALL BACK	INVOICE NUMBER
01/13/26	Blower #3 Alarm - Power Flic	4970994	1	1Q
01/13/26	Blower #3 Alarm - Power Flic	4971007	1	1Q
01/21/26	Power Outage Alarm	4971390	1	1Q

Refer to Appendix B for details of call-outs

REGULATORY INSPECTION FINDINGS

There was an announced, focused MECP inspection of the Smooth Rock Falls Drinking Water System on January 22. The final report for the inspection was received on March 9. There was one non-compliance identified, which was related to a filter turbidity alarm that did not activate properly (which resulted in AWQI 170643). The final inspection rating is 95.54%. The required corrective action is in progress and will be completed by July 31, 2026.

QUALITY AND ENVIRONMENTAL MANAGEMENT SYSTEM (QEMS)

The annual compliance and summary report for the Smooth Rock Falls Drinking Water System was provided to the Ministry of Environment, Conservation and Parks (MECP).

The annual Permit to Take Water (PTTW) reporting was completed through the Water Taking Reporting System (WTRS) to meet the requirements of Ontario Regulation 387/04 – Water Taking and Transfer.

The new Municipal Drinking Water License (MDWL) and Drinking Water Works Permits (DWWP) were received from the MECP. The updated license and permit introduced some new regulatory requirements for the system, including;

- Updated 95% turbidity rule criteria from monthly to daily
- Updated minimum primary disinfection requirements

The annual performance report for the Smooth Rock Falls Water Pollution Control Plant, and its associated collection system (CLI-ECA) were provided to the Ministry of Environment, Conservation and Parks in March.

HEALTH AND SAFETY

There were no safety concerns noted at this time. The Health and Safety Meeting topics that were covered were site-specific concerns throughout the coverage area of the Smooth Rock Falls Group. During this quarter, operators received training on the Workplace Hazardous Materials Information System (WHMIS), Preventing Seasonal Slips, Trips, and Falls, Inspecting Industrial & Non-Industrial Workplaces (OHSA), Psychological Safety, Housekeeping, Working with Chemicals, and Managing Headline Stress.

STAFF TRAINING

The operators have continued to participate in regular Operations Meetings to discuss any and all operational challenges, upcoming work, sampling, staff absences, etc. During this quarter, operators received training on the Regulatory Requirements of Facility Logbooks, Reporting Spills & Discharges, and Environmental Incident Reports.

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT

DRINKING WATER TREATMENT MONITORING SUMMARY

The table below provides a summary of usage, treatment and compliance data for the water treatment plant

	JANUARY	FEBRUARY	MARCH	COMPLIANCE
Total monthly raw flow (m ³)	37,215	33,479	34,474	
Total monthly treated flow (m ³)	29,303	26,974	29,195	-
Maximum daily raw water taking (m ³ /d)	1,228	1,215	1,202	Max 5,455
Maximum rate of raw water taking (L/min)	980	1,127	1,148	Max 3,592
Maximum treated flow rate (m ³ /d)	1,018	1,175	1,106	Max 3,897
Percent of time turbidity is below 0.3 NTU				Min 95%
Filter 1:	100	100	99.9	
Filter 2:	100	100	99.9	
Free chlorine residual from analyzer (mg/L)	1.63 – 2.30	1.28 – 2.19	1.59 – 2.14	0.80 – 4.0
Distribution combined chlorine residual (mg/L)	1.23 – 2.70	1.61 – 2.12	1.59 – 2.06	0.25 – 3.0
Distribution THM Running Average (ug/L)	68.8	-	-	Max 100
Distribution HAA Running Average (ug/L)	60.5	-	-	Max 80

THM – Trihalomethanes

HAA – Haloacetic Acids

SMOOTH ROCK FALLS WASTEWATER TREATMENT PLANT MONITORING

The monthly influent sewage samples were taken as required.

WASTEWATER FLOWS

	JANUARY	FEBRUARY	MARCH	COMPLIANCE
Peak daily flow (m ³ /d)	1,256	1,246	1,200	6,000
Average daily flow (m ³ /d)	1,119	1,108	1,008	3,274
Total volume of treated effluent (m ³)	34,679	31,019	31,248	-

WASTEWATER EFFLUENT MONITORING

PARAMETER	JANUARY	FEBRUARY	MARCH	COMPLIANCE
cBOD ₅ (mg/L)	2.20	1.38	1.00	Average 25
Total Suspended Solids (mg/L)	23.6	26.3	15.6	Average 25
Total Phosphorous (mg/L)	0.309	0.396	0.257	Average 1.0
<i>E. coli</i> (cfu/100 mL)	5	42	16	Geometric mean 200
Total Chlorine (mg/L)	0.001	0.000	0.001	Average 0.02

NOTE: average means a monthly average

SLUDGE HAULED

DATE	VOLUME (m ³)	MASS (KG)
January	115.5	4,866
February	0	0
March	65	1,894
Q1 Total	180.5	6,759
Annual Total	180.5	6,759

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT

APPENDIX A: MAJOR MAINTENANCE PROGRESS (FROM CAPITAL TRACKING SPREADSHEET MAINTAINED BY VICTOR LEGAULT)

Project Number	Project Name	Client PO#	Maximo WO#	Capital Letter	Estimated Completion	Billing Date	Quotation	Billed Revenue
SMORON6602-25ZZ	Misc. Capital		4553448	Yes	Dec 31 2025	Jan 12 2026		\$1,827
SMORON6602-25AB	Filter Effluent valve materials		4336149	Yes		Jan 12 2026		\$11,496
WTP	Clarifier #2 maintenance			yes			\$10,000	
WTP	chemical pump replacement			yes			\$10,000	
smoron5867-26ZZ	chemical pump parts kits		4969428	yes			\$6,000	
WTP	Raw water intake inspection			yes			\$10,000	
WTP	lifting device inspections			yes			\$1,500	
WTP	genset maintenance			yes			\$1,500	
WTP	HVAC maintenance			yes			\$1,500	
WTP	backflow preventer inspection			yes			\$1,200	
WTP	fire extinguisher checks			yes			\$250	
WTP	DWQMS third party audit			yes			\$1,000	
smoron6602-26ZZ	Chemical feed lines tubing and PVC fittings		5017624	yes			\$2,000	
smoron6602-26ZZ	CHEM PUMP ANALYZER PARTS		4969426	yes			\$6,000	
WTP	Ecodyne Filter upgrades. (Phase 2 of 4)			yes			\$20,000	
WTP	Data Logger install			yes			\$17,500	
smoron6602-26ZZ	Treated flow meter replacement and install		5018953	yes			\$15,000	
smoron6602-26ZZ	Clear well level controller replacement		5018955	no				
WTP	Fire Hydrant repair kits and spares			yes			\$2,500	
WTP	Clarifier #1 repair			yes			\$30,000	
WTP	ORP Probes			yes			\$6,000	
WTP	Chemical pumps, analyzer parts and Maintenance			yes			\$3,000	
smoron5867-26ZZ	Confined space equipment inspection		5019650	yes			\$1,500	
smoron5867-26UL	Sludge extra haul removal		5069511	yes				
smoron5867-26UL	blower #1 repair		4973033	yes			\$7,500	
smoron5867-26ZZ	Air blower belts and filters		5017627	yes			\$3,500	

TOWN OF SMOOTH ROCK FALLS WATER AND WASTEWATER SYSTEMS OPERATIONS REPORT

APPENDIX B: CALL-OUT / CALLBACK DETAILS

Work Order Call Back Details Report

4966851: Alarm 14 - Elevated Tank Level Alarm (LoLo)

Asset:

Location: 6602-WTSR 6602, Smooth Rock Falls WTP

Page Time:	01/03/2026 10:13 PM
Arrive time:	01/03/2026 10:58 PM
Leave time:	01/03/2026 11:40 PM
Finish Time:	01/03/2026 11:40 PM
Report Date:	1/3/26
Reported By:	Mike Savage
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification:	COMPLIANCE
GL Account:	SMOROY6602-210M

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Mike Savage	00:00	04:00

Log		
Date	Created By	Description
1/3/26	Mike Savage	Alarm 14 - Elevated Tank Level Alarm (LoLo)
<ul style="list-style-type: none"> - Arrived at plant and confirmed Elevated Tank Level LoLo Alarm - Checked trends - Changed Elevated Tank Level LoLo Alarm Setpoint from 7.00 to 6.00 - Acknowledged and Cleared Alarms 		

Work Order Call Back Details Report

4967338: Alarm 11 - High Filter Turbidity

Asset:

Location: 6602-WTSR 6602, Smooth Rock Falls WTP

Page Time:	01/05/2026 05:37 AM
Arrive time:	01/05/2026 06:28 AM
Leave time:	01/05/2026 07:00 AM
Finish Time:	01/05/2026 06:49 AM
Report Date:	1/5/26
Reported By:	Mike Savage
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification	COMPLIANCE
GL Account:	SMOROY6602-210M

Actual Labor

Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Mike Savage	00:00	04:00

Log

Date	Created By	Description
1/5/26	Mike Savage	Alarm 11 - High Filter Turbidity
<ul style="list-style-type: none"> - Arrived on site and noticed High Turbidity on Filter 2 - Began Manual Backwash for 2B - Acknowledged and Cleared Alarms 		

5/1/26 08:35:35

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Work Order Call Back Details Report

4968835: 6602 - High Turbidity Alarm - Train 1a

Asset:

Location: 6602-WTSR-P-FI 6602, Smooth Rock Falls WTP, Process, Filtration

Page Time:	01/08/2026 05:35 PM
Arrive time:	01/08/2026 05:35 PM
Leave time:	01/08/2026 05:35 PM
Finish Time:	01/10/2026 12:24 PM
Report Date:	1/10/26
Reported By:	Dylan Gagnon
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification:	COMPLIANCE
GL Account:	SMOROY6602-210M

Actual Labor

Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Dylan Gagnon	00:00	04:00

Log

Date	Created By	Description
1/10/26	Dylan Gagnon	6602 - High Turbidity Alarm - Train 1a
17:35 - Train 1a high turbidity alarm after backwash 17:48 - Arrived on site 17:51 - Inspected filter top, turbidity on both trains in okay range, starting plant up by acknowledging alarms on hmi, will look at trends on wonderware 18:00 -Reviewing wonderware trends; turb spike above 4ntu on train #1 at 16:38 -train 1A backwash was 94 minutes ago (current time 18:00, bw time @ 16:26) -high turbidity right after the backwash 18:48 -Adjusted polymer train #1 on the hmi from 0.30 down to 0.15 -Adjusted polymer train #2 on the hmi from 0.34 down to 0.17 -Adjusted floc motor speed % on the controller from ~26% down to 15% 18:50 - Triggered backwash on train 1A 19:59 - Train 1a high turbidity alarm after backwash 20:12 - Triggered backwash on train 1B		

5/1/26 08:35:35

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Work Order Call Back Details Report

4970317: 6602 - Potential service breaks - 3rd Avenue

Asset:

Location: 6602-WTSR 6602, Smooth Rock Falls WTP

Page Time:	
Arrive time:	
Leave time:	
Finish Time:	01/16/2026 05:27 PM
Report Date:	1/16/26
Reported By:	Dylan Gagnon
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification:	COMMUNITY COMPLAINT
GL Account:	SMOROY6602-210M

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Dylan Gagnon	00:00	04:00

Log		
Date	Created By	Description
1/16/26	Dylan Gagnon	6602 - Potential service breaks - 3rd Avenue
16:50 resident on 3rd ave complaining of low pressure and low flow, inspected the person yard no signs of leak; opened man hole 127 on collection map and collected a sample from the leg of 3rd avenue, tried a total test and very little pink present		
Advised by public works 14:56 01.16.2026		

Work Order Call Back Details Report

4970994: 5867 Blower #3 alarm

Asset:

Location: 5867-WWSR 5867, Smooth Rock Falls WWTP & CS

Page Time:	01/13/2026 11:40 PM
Arrive time:	01/13/2026 11:50 PM
Leave time:	01/14/2026 12:05 AM
Finish Time:	01/19/2026 12:10 PM
Report Date:	1/19/26
Reported By:	Jacob Gagnon-Krpan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification	COMPLIANCE
GL Account:	SMOROY5867-210M

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Jacob Gagnon-Krpan	00:00	04:00

Log		
Date	Created By	Description
1/19/26	Jacob Gagnon-Krpan	5867 Blower #3 alarm
5867 Blower #3 alarm		
23:40 Blower #3 Alarm		
23:56 - reset blower #3 and put back online, verified evrything is running as intended		

Work Order Call Back Details Report

4971007: 5867 Blower #3 alarm

Asset:

Location: 5867-WWSR 5867, Smooth Rock Falls WWTP & CS

Page Time:	01/14/2026 05:29 AM
Arrive time:	01/14/2026 05:42 AM
Leave time:	01/14/2026 05:53 AM
Finish Time:	01/19/2026 12:23 PM
Report Date:	1/19/26
Reported By:	Jacob Gagnon-Krpan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification:	COMPLIANCE
GL Account:	SMOROY5867-210M

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Jacob Gagnon-Krpan	00:00	04:00

Log		
Date	Created By	Description
1/19/26	Jacob Gagnon-Krpan	5867 Blower #3 alarm
05:29		Blower #3 alarm
05:40		arrived at plant
05:44		- when arrived blower #3 was off, restarted blower and checked plant to make sure everything was working properly

Work Order Call Back Details Report

4971008: 5867 Blower #3 alarm

Asset:

Location: 5867-WWSR 5867, Smooth Rock Falls WWTP & CS

Page Time:	01/14/2026 06:43 AM
Arrive time:	01/14/2026 07:00 AM
Leave time:	
Finish Time:	01/19/2026 12:29 PM
Report Date:	1/19/26
Reported By:	Jacob Gagnon-Krpan
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification	COMPLIANCE
GL Account:	SMOROY5867-21OM

Log		
Date	Created By	Description
1/19/26	Jacob Gagnon-Krpan	Blower #3 alarm
06:43 - Blower #3 Alarm -07:00 Arrived at plant 07:52 - power outage while attending to blower #3, plant running on generator power, - Blower #3 VFD alarm reset, blower back online - plant running as intended		

Work Order Call Back Details Report

4971390: Power Outage @ 5867 due to Powerline being hit/displaced

Asset:

Location: 5867-WWSR-F 5867, Smooth Rock Falls WWTP & CS, Facility

Page Time:	01/21/2026 05:05 PM
Arrive time:	01/21/2026 05:15 PM
Leave time:	01/21/2026 09:00 PM
Finish Time:	01/22/2026 10:25 AM
Report Date:	1/22/26
Reported By:	Chad Petit
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	CLOSE
Classification	COMPLIANCE
GL Account:	SMOROY5867-210M

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Chad Petit	00:00	04:00

Log		
Date	Created By	Description
1/22/26	Chad Petit	Power Outage @ 5867 due to Powerline being hit/displaced
<ul style="list-style-type: none"> - Power Outage caused by Hydro/Communication line being hit on hollywood Ave affectecting Hollywood ave and Fifth St - Start of Power Outage @ 17:08 - End of Outage @ 20:50 		

Work Order Call Back Details Report

5067104: High turbidity - Smooth Rock Falls WTP - 6602

Asset:

Location: 6602-WTSR-F 6602, Smooth Rock Falls WTP, Facility

Page Time:	03/09/2026 12:15 AM
Arrive time:	03/09/2026 01:15 AM
Leave time:	03/09/2026 02:00 AM
Finish Time:	03/10/2026 12:59 PM
Report Date:	3/10/26
Reported By:	Genevieve Brouzes
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	PREDICTIVE MAINTENANCE
GL Account:	SMOROY6602-210M

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Genevieve Brouzes	00:00	04:00

Log		
Date	Created By	Description
3/10/26	Genevieve Brouzes	High turbidity - Smooth Rock Falls WTP - 6602
<p>March 9, 2026 Received call at 00:20 for high turbidity. Arrived at the plant at 01:15, looked at HMI and wonder ware to confirm that Filter B was having a turbidity issue, manually started backwash for filter B, cleared alarms on HMI. Once back wash was done left the plant at 02:00.</p>		

Work Order Call Back Details Report

5067110: High turbidity - Smooth Rock Falls WTP - 6602

Asset:

Location: 6602-WTSR-F 6602, Smooth Rock Falls WTP, Facility

Page Time:	03/06/2026 09:15 PM
Arrive time:	03/06/2026 09:30 PM
Leave time:	03/07/2026 12:00 AM
Finish Time:	03/10/2026 01:13 PM
Report Date:	3/10/26
Reported By:	Genevieve Brouzes
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	BUSCOMP
Classification:	PREDICTIVE MAINTENANCE
GL Account:	SMOROY6602-210M

Actual Labor

Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Genevieve Brouzes	00:00	04:00

Log

Date	Created By	Description
3/10/26	Genevieve Brouzes	High turbidity - Smooth Rock Falls WTP - 6602

March 6, 2026
 Received alarm at 21:15.
 Arrived at the plant at 22:10. Cleared alarms on HIM.
 After discussion with Dylan Gagnon for assistance (by phone).
 looked at wonder ware to confirm that Filter B was having a turbidity issue, took a grab sample of the influent and tested the turbidity results were 3.79 NTU.
 Adjusted backwash interval from 455 to 385.
 Manually stated backwash for Filter B. Once backwash was done left the plant at 00:00 on Mach 7, 2026.

5/1/26 08:35:35

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Work Order Call Back Details Report

5067485: 6602 - High Turbidity Alarm - Train 2a RTW exceedance

Asset:

Location: 6602-WTSR-P 6602, Smooth Rock Falls WTP, Process

Page Time:	03/12/2026 01:22 AM
Arrive time:	03/12/2026 01:38 AM
Leave time:	03/12/2026 04:40 AM
Finish Time:	03/13/2026 03:03 PM
Report Date:	3/13/26
Reported By:	Dylan Gagnon
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification:	COMPLIANCE
GL Account:	SMOROY6602-210M

Actual Labor

Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Dylan Gagnon	00:00	04:00

Log

Date	Created By	Description
3/13/26	Dylan Gagnon	6602 - High Turbidity Alarm - Train 2a RTW exceedance
<p>01:22 - High turbidity alarm - Train 2 rinse to waste exceedance</p> <p>01:38 -Arrived at plant</p> <p>-inspected plant analyzer, chemicals and filter top, all appears normal, checked HMI, RTW exceedance on train 2. Checking the backwash schedule, 226 is the actual timer, and train 2a would of back washed at 200m</p> <p>01:55 -Checking trends, determined that train 1 and train 2 began to have a slight turbidity increase just before the backwash schedule, train 1 reached the backwash schedule and rectified the small increase in turbidity, train 2 was roughly 20 minutes short of the 665m cycle</p> <p>-Acknowledged alarms on hmi, and triggered a backwash on train 2a</p> <p>02:21 -Checked process ph above settling tubes, 5.95</p> <p>-Adjusted soda ash dosage on the hmi from 45 up to 51</p> <p>-Adjusted backwash interval between higher sp from 265 down to 225</p> <p>03:30 -Started manually desludging both trains</p> <p>03:35 -placed both trains out of service during desludge</p> <p>04:06 -Stopped desludging both trains</p> <p>-placed both trains in service</p>		

5/1/26 08:35:35

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Work Order Call Back Details Report

5069103: Alarm 15 - Compressor Low air pressure Alarm

Asset:

Location: 6602-WTSR 6602, Smooth Rock Falls WTP

Page Time:	03/22/2026 11:15 PM
Arrive time:	03/22/2026 11:25 PM
Leave time:	03/22/2026 11:35 PM
Finish Time:	03/23/2026 08:17 AM
Report Date:	3/23/26
Reported By:	Chad Petit
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	COMPLIANCE
GL Account:	SMOROY6602-21OM

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Chad Petit	00:00	04:00

Log		
Date	Created By	Description
3/23/26	Chad Petit	Alarm 15 - Compressor Low air pressure Alarm

- Arrived on site
- Inspected Compressor to make sure all looked good
- Checked Breaker and it was tripped
- Placed Selector Switch and Breaker to off waited 30 sec to placed all back to on/auto
- Alarm Cleared up and all looks good



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260176

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: By-Law No. 2026-47 - Guarantee of Indebtedness - Smooth Rock Falls Attainable Housing Corporation
Prepared by: Nathalie Vachon, Municipal Clerk

Recommendation:

BE IT RESOLVED THAT By-Law No. 2026-47, being a by-law to authorize the guarantee of indebtedness of Smooth Rock Falls Attainable Housing Corporation and the execution of related documents be read a first, second and third time and finally passed this 15th day of June 2026.

Purpose:

The purpose of this report is to obtain Council approval of a by-law authorizing the Town of Smooth Rock Falls to provide a guarantee in support of financing being obtained by the Smooth Rock Falls Attainable Housing Corporation for the attainable housing project located on Catherine Street.

Summary:

The Smooth Rock Falls Attainable Housing Corporation is proceeding with the development of an attainable housing project at 336-356 Catherine Street.

The Toronto-Dominion Bank has approved financing for the project in the amount of up to \$6,907,770. As a condition of the financing, the Bank requires the Town of Smooth Rock Falls to provide a guarantee supporting the obligations of the Corporation.

The proposed by-law authorizes the Town to provide the required guarantee and authorizes the Mayor and Clerk to execute all necessary financing and related documents.

Attachments:

[By-Law No. 2026-47; NPO Guarantor](#)

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 09 Jun 2026
Nathalie Vachon, Municipal Clerk Approved - 09 Jun 2026



**THE CORPORATION OF THE TOWN OF SMOOTH ROCK
FALLS**

BY-LAW # 2026-47

**BEING A BY-LAW TO AUTHORIZE THE GUARANTEE OF INDEBTEDNESS OF
SMOOTH ROCK FALLS ATTAINABLE HOUSING CORPORATION AND THE
EXECUTION OF RELATED DOCUMENTS**

WHEREAS Smooth Rock Falls Attainable Housing Corporation (the "Corporation") is developing an attainable housing project located at 336-356 Catherine Street, Smooth Rock Falls, Ontario;

AND WHEREAS The Toronto-Dominion Bank (the "Bank") has agreed to provide financing to the Corporation in an amount of up to \$6,907,770 for the construction and long-term financing of the housing project;

AND WHEREAS, as a condition of such financing, the Bank requires The Corporation of the Town of Smooth Rock Falls (the "Town") to provide an Unlimited Guarantee of Advances in support of the obligations of the Corporation;

AND WHEREAS Council considers the development, construction, ownership and operation of attainable housing within the Town to be in the public interest and wishes to support the project;

NOW THEREFORE Council of the Corporation of the Town of Smooth Rock Falls enacts as follows:

1. THAT The Town hereby approves and authorizes the provision of an Unlimited Guarantee of Advances in favour of The Toronto-Dominion Bank in support of the obligations of Smooth Rock Falls Attainable Housing Corporation arising from the financing arrangements between the Corporation and the Bank.
2. THAT The Mayor and Treasurer are hereby authorized and directed to execute and deliver, on behalf of the Town:
 - a) the Unlimited Guarantee of Advances;
 - b) any borrowing resolution, certificate, acknowledgement, solicitor's certificate, agreement, amendment, renewal, confirmation or other ancillary documentation required by The Toronto-Dominion Bank in connection with the financing and guarantee;
 - c) any amendments, renewals, replacements, extensions, postponements or related documents required in connection with the financing arrangements contemplated herein.
3. THAT Council confirms that the guarantee is being provided in support of the development, construction, financing, ownership and operation of the attainable housing project located at 336-356 Catherine Street, Smooth Rock Falls, Ontario.
4. THAT the actions of the Mayor, Treasurer, Clerk, municipal staff and the Town's solicitors taken to date in connection with the financing and guarantee are hereby ratified, confirmed and approved.
5. THAT the Mayor, Treasurer and such other officers of the Town as may be required are authorized to execute such further documents and do such further acts as may be necessary to give effect to this By-law and the transactions contemplated herein.

6. THAT this By-law shall come into force and take effect upon its passing.

READ a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 15th day June 2026.

MAYOR

Patrick Roberts

MUNICIPAL CLERK

Nathalie Vachon



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260181

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: By-Law No. 2026-48 - License Agreement with Arctic Riders
Prepared by: Nathalie Vachon, Municipal Clerk

Recommendation:

BE IT RESOLVED THAT By-Law No. 2026-48, being a by-law to authorize the signature of a License Agreement between the Corporation of the Town of Smooth Rock Falls and the Arctic Riders Snowmobile Club, be read a first, second and third time and finally passed this 15th day of June, 2026.

Summary:

The Town has historically entered into agreements with the Arctic Riders Snowmobile Club to permit the use of certain municipal lands for the establishment, operation, maintenance and management of a snowmobile trail system.

The existing agreement authorized by By-law No. 2021-30 is approaching the end of its term.

The Arctic Riders Snowmobile Club has requested that the agreement be renewed to allow the continued operation of the trail network across municipal lands.

The proposed License Agreement grants the Club permission to utilize designated municipal lands for snowmobile trail purposes, subject to the terms and conditions outlined within the agreement for a term commencing December 1, 2026 and expiring April 30, 2029.

Attachments:

[By-Law No. 2026-48; Arctic Riders License Agreement](#)
[Arctic Riders club signed MOU](#)

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 11 Jun 2026
Nathalie Vachon, Municipal Clerk Approved - 11 Jun 2026



**THE CORPORATION OF THE TOWN OF SMOOTH ROCK
FALLS**

BY-LAW # 2026-48

**BEING A BY-LAW TO AUTHORIZE THE SIGNATURE OF A LICENSE
AGREEMENT BETWEEN THE CORPORATION OF THE TOWN OF SMOOTH
ROCK FALLS AND THE ARCTIC RIDERS SNOWMOBILE CLUB**

WHEREAS Section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides municipalities with the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

AND WHEREAS Council deems it desirable to enter into a License Agreement with the Arctic Riders Snowmobile Club respecting the use of certain municipal lands for snowmobile trail purposes;

AND WHEREAS, Council has reviewed the proposed License Agreement and considers it to be in the best interests of the Corporation;

NOW THEREFORE Council of the Corporation of the Town of Smooth Rock Falls enacts as follows:

1. THAT the Mayor and Clerk are hereby authorized and directed to execute, on behalf of The Corporation of the Town of Smooth Rock Falls, the License Agreement between the Corporation and the Arctic Riders Snowmobile Club, attached hereto as Schedule "A" and forming part of this By-law.
2. THAT By-law No. 2021-30, being a By-law authorizing a previous agreement between the Corporation and the Arctic Riders Snowmobile Club, is hereby repealed in its entirety.
3. THAT Council confirms that the guarantee is being provided in support of the development, construction, financing, ownership and operation of the attainable housing project located at 336-356 Catherine Street, Smooth Rock Falls, Ontario.
4. THAT this By-law shall come into force and take effect upon its passing.

READ a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 15th day June 2026.

MAYOR
Patrick Roberts

MUNICIPAL CLERK
Nathalie Vachon

LICENSE AGREEMENT

This License Agreement dated for reference and made as of the day of _____
(hereinafter the "Agreement").

BETWEEN:

THE CORPORATION OF THE TOWN OF SMOOTH ROCK FALLS

(The "Town")

-and-

ARCTIC RIDERS SNOWMOBILE CLUB

(The "Club")

WHEREAS:

- A. The Town is the owner of lands legally described in Schedule "A" and marked with red dots on Schedule "B" hereto (the "Lands")
- B. The Lands include a Snowmobile Trail that has an approximate width of 9 m and a distance of approximately 2.5 kilometres from Kelly Road at its intersection with Highway 11 to the Mattagami River Bridge (the "Trails" or "Snowmobile Trail").
- C. The Club is a local snowmobile club that is a not for profit corporation and is a member in good standing with the Ontario Federation of Snowmobile Clubs, also a not-for-profit corporation;
- D. The Club's operations usual to a snowmobile trail includes activities listed in Schedule "C" to this Agreement;
- E. The Town and the Club have agreed to enter into this Agreement to set out certain privileges which the Town grants to the Club with respect to the Lands and the Snowmobile Trail located thereon.

NOW THEREFORE, in consideration of the sum of Two Dollars (\$2.00) of lawful money of Canada now paid by the parties to each other and the mutual covenants and agreements herein, the receipt and sufficiency of which is hereby acknowledged, the parties hereto covenant and agree as follows:

1. PERMISSION TO USE

- (a). The Town hereby grants to the Club permission to enter, access, establish, groom, maintain, sign and use that portion of the Lands herein designated by the town (the "Trails") for the exclusive purpose of allowing legally permitted snowmobiles and their riders to use the Trails for snowmobiling on the terms, covenants and conditions contained in this Agreement. The Town and the Club acknowledge that this Agreement creates a license only and does not grant an interest in land or create an easement or other right of way.
- (b). The Trails are located on a portion of the Lands owned by the Town described on Schedule "A" and shown on the attached map being Schedule "B". A copy of each/both shall be initialed by both the Club and the Town and attached to each copy of this Agreement.
- (c). The Town reserves the right to deny or restrict access to Town lands and/or lands licensed/leased by the Town from the Ministry of Natural Resources ("Town Property") when the Town's operating and maintenance activities may be hindered by the use of the Trails and/or when the Club is in default of its responsibilities under this Agreement. The Town will not be held responsible for any trail damage, including any damage to structures and/or bridges associated with the Trails as a result of the Town's operational activities or access requirements on Town Property, including the Trails.

2. TERM

- (a). The Term of this Agreement will commence on December 1, 2026 and expire on April 30, 2029.

3. ACTIVITIES

- (a). Provided that there is sufficient snow cover to permit the Club to use the Trails in each year during the Term, the Club shall be permitted to use the Trails during the period commencing on December 1st and ending on April 30th (the "**Operating Period**"). It is understood that the Club, with the Town's prior consent on each occasion, shall have access to the Lands prior to and after the Operating Period for the purpose of opening and closing, upgrading and

maintaining the Trails when there is no snow cover (hereinafter "**Pre-Season Entry**" and "**Post-Season Entry**").

- (b). During the Operating Period, the Club shall maintain that portion of the Trails to be used by valid permitted and exempted snowmobiles as a trail in reasonably good condition for snowmobiling purposes only and undertake to post appropriate signage. It is hereby agreed that the Club shall not be responsible to perform any maintenance on the Trails outside the Operating Period.
- (c). The Club shall remove and maintain the Trails free of any litter during the Term.
- (d). The Club, during the Term, shall repair or replace property damaged by valid permitted and exempted snowmobiles and their riders on the Lands used for snowmobiling.
- (e). The Club, its Trail Patrol Members and Executive are hereby authorized to be the Town's agent(s) to cooperate with local law enforcement agencies in their efforts to supervise and enforce the uses defined in this Agreement with respect to the Trails in accordance with the *Trespass to Property Act*, R.S.O. 1990, c. T-21; the *Motorized Snow Vehicles Act* R.S.O. 1990 c. M-44; and the *Occupiers' Liability Act*, R.S.O. 1990 c. O-2, as amended.
- (f). Where the Trails use Town access roads, snowmobile traffic must travel in single file on the right side of the road only. Motor vehicle traffic has the right of way at all times.
- (g). Access gates that are on the Lands shall not be open until there is sufficient snow cover to maintain the Trails in reasonably good condition for snowmobiling purposes. Access gates will be closed to the public including permitted and exempted snowmobiles and their riders following the end of the Operating Season. The Club may open access gates outside of the Operating Season for purposes of Pre-Season Entry and Post-Season Entry.
- (h). The Town Lands shall be used by the Club only for the purposes set out in this Agreement, which use must comply at all times with all applicable Federal, Provincial and Municipal laws, statutes, by-laws and regulations.
- (i). Any operation of a hazardous nature on Town Property, including but not limited to the maintenance of the Trails by the Club, shall not be conducted without complying with the applicable rules and regulations of the Canadian

Standards Association, the Occupational Health and Safety Act, R.S.O., 1990, or similar safety codes.

- (j). The Club shall assume all costs and expenses associated with its obligations under this Agreement.

4. INSURANCE

- (a). The Club will provide liability insurance in the amount of \$5,000,000.00 (CAD Dollars) for liability arising from the grooming, operation, use and maintenance of the Trails but only with respect to the negligence of the Arctic Riders Snowmobile Club for those operations usual to a snowmobile trail.
- (b). The insurers will add the Town, and in the cases where the lands are licensed/leased by the Town from the Ministry of Natural Resources, the Ministry of Natural Resources as an additional insured but only with respect to liability arising from the operations of the named insured, the Arctic Riders Snowmobile Club. Coverage will be extended to the location listed in the Agreement through an insurance policy held by the Ontario Federation of Snowmobile Clubs (OFSC) and its member organization. The Arctic Riders Snowmobile Club will confirm OFSC membership with the Town.
- (c). The above-referenced liability policy will not provide any coverage for the willful misconduct and/or negligence on the part of the Town.
- (d). Prior to the commencement of the Term, and during each year of the Term, the Club shall provide to the Town a valid insurance certificate evidencing the insurance coverage required by this agreement in respect of the Trails. If the Club fails to provide the insurance certificate as required under this Agreement, this Agreement shall be immediately null and void. The Certificate of Insurance shall contain a provision that the insurance will not be canceled without the insurer first endeavouring to provide at least 30 days' advance written notice of cancellation to the Town. If the Club receives notice that the insurance will be cancelled, the Club shall notify the Town of the cancelation forthwith in writing.

5. INDEMNITY

- (a). The Club shall indemnify and hold harmless and shall release and discharge the Town, its successors, assigns, servants, agents and employees against

all loss, damage and expense arising out of the operations of the Arctic Riders Snowmobile Club but only with respect to those operations usual to a snowmobile trail.

- (b). The above-referenced indemnity clause does not apply for the willful misconduct and/or negligence on the part of the Town.

6. TERMINATION

- (a). Either party may terminate this agreement by providing sixty (60) days prior written notice of cancellation of this Agreement.
- (b). Notwithstanding the provision above, if the Club fails, within a reasonable time after being provided with written notice by the Town, to repair or replace property damage due to vandalism or damage caused by valid permitted and exempted snowmobiles and their riders, or caused by trail groomers, on that portion of the Lands used for the Trails, the Town may terminate this agreement immediately.
- (c). Upon termination or expiry of this Agreement, the Club shall abide by applicable guidelines from the Ontario Federation of Snowmobile Clubs with respect to trail decommissioning, as amended from time to time, and as may be permitted by the Town, in its absolute discretion.

7. GENERAL MATTERS

- (a) The OFSC District and the Club shall, at all times during the Term of this Agreement, remain a member in good standing of the OFSC. Failure to do so shall cause this Agreement to be null and void.
- (b) This Agreement is a license and the Club shall not assign this Agreement, in whole or in part, or sub-license, without the written consent of the Town, which consent may not be arbitrarily withheld.
- (c) Nothing in this Agreement constitutes the parties hereto as partners or agents for one another for any purposes, and their relationship shall be strictly a contractual relationship on the terms set out in this Agreement. Under no circumstances is this Agreement intended to constitute a landlord and tenant relationship or any other relationship of any nature other than a contractual relationship. The parties hereto are and will at all times remain independent of each other and are not and will not represent themselves to be the agent, joint venture, partner or employee of the other.

- (d) The Club shall not be permitted to register a notice of this Agreement on title to the Land.
- (e) No condoning, excusing or waiver by either party hereto of any default, breach or non-observance by the other party hereto at any time or times in respect of any covenant herein contained shall operate as a waiver of that party's rights hereunder in respect of any continuing or subsequent default, breach or non-observance, or so as to defeat or affect in any way the rights of that party in respect of any such continuing or subsequent default, breach or non-observance and no waiver shall be inferred from or implied by anything done or omitted to be done by the party having those rights unless the waiver is in writing.
- (f) The Club agrees to comply with all applicable federal, provincial (Ontario) and municipal laws. This Agreement will be construed in accordance with and governed by the laws of the Province of Ontario.
- (g) In the event that any of the provisions of this Agreement are held to be invalid or unenforceable in whole or in part, those provisions to the extent enforceable and all other provisions will nevertheless continue to be valid and enforceable as though the invalid or unenforceable parts had not been included in this Agreement and the remaining provisions had been executed by both parties subsequent to the expungement of the invalid provision.
- (h) This Agreement constitutes the entire agreement between the parties and there are no further items or provisions, either oral or written.
- (i) The parties hereto shall from time to time promptly execute and deliver or cause to be executed and delivered all such further documents and instruments and shall do or cause to be done all such further acts and things in connection with this Agreement that the Town or the Club may reasonably require as being necessary or desirable in order to effectively carry out or better evidence or perfect the full intent and meaning of this Agreement or any provision hereof.
- (j) This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors and their permitted assigns.
- (k) This Agreement may be executed and delivered by counterparts and by electronic (pdf) transmission, and if so executed and delivered, each document shall be deemed to be an original, shall have the same effect as if each party so executing and delivering this Agreement had executed the same copy of this Agreement and all of which copies when taken together shall constitute one and the same document.

8. NOTICES

- (a). Any notice required under this Agreement to be provided to the Club shall be delivered to:

Arctic Riders Snowmobile Club
280 Highway 11,
Smooth Rock Falls, ON
POL 2B0

Attention: Blair Archer
519-865-2701

- (b). Any notices required under this Agreement to be provided to the Town shall be delivered to:

The Corporation of the Town of Smooth Rock Falls
142 First Avenue
Smooth Rock Falls, ON
P0L 2B0

Attention: CAO
Yvan Marchand
705.338.2717 ext. 6
yvan.marchand@townsrf.ca

LANDOWNER/OCCUPIER

Name _____

Email _____

Address _____ Phone _____

Landowner Signature: _____ Date: _____

Landowner Signature: _____ Date: _____

LOCAL SNOWMOBILE CLUB

Name BLAIR ARCHER - Club ARCTIC RIDERS

Contact Phone 519-865-2701 Email arcticriders@outlook.com

Club Signature: B.V. Archer Date: MAY 25, 2026.

Privacy Policy: Personal information provided on this form will only be used for purposes related to this agreement

Northern Corridor Du Nord Snowmobile Assoc.
District contact - Pamela Beaufilier.
- 705-335-2110
- ncdnmanager@outlook.com.

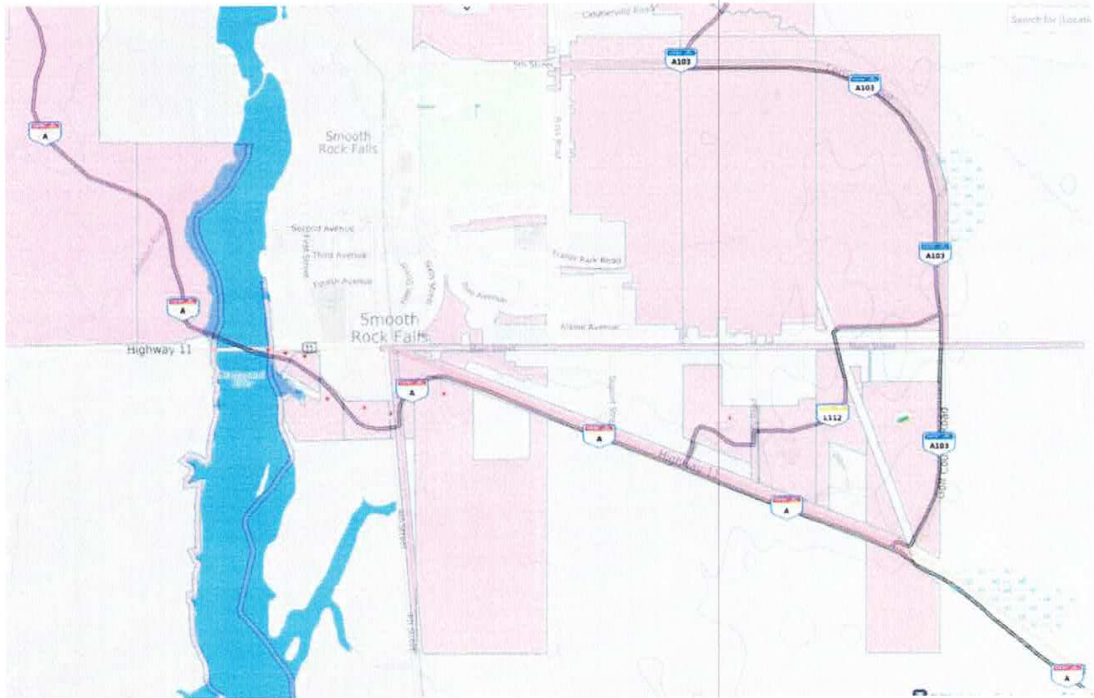
B.A.

SCHEDULE "A" – DESCRIPTION OF LANDS

1. KENDREY CON 8 PT BROKEN LOT; 24 RP 6R7760 PT PART 2 PCL; 1426
NEC
2. KENDREY CON 8 PT BROKEN LOT; 24 RP 6R8109 PARTS 1 TO 4
3. KENDREY CON 8 PT LOT 24 RP; 6R2505 PART 1 PCL 7680NEC
4. KENDREY CON 8 PT BROKEN LOT; 24 RP 6R7760 PT PART 3
5. KENDREY CON 8 PT BROKEN LOT; 24 RP 6R7760 PT PART 2 PCL; 1426
NEC
6. KENDREY CON 8 PT LOT 23 PCL; 1421NEC
7. KENDREY CON 8 PT LOT 21 PCL; 8885NEC NORTH SIDE OF HWY 11

B.A.

SCHEDULE "B" – MAP OF LANDS



B.A.

SCHEDULE "C" – INCLUDED OPERATIONS USUAL TO A SNOWMOBILE TRAIL

1. Operation of trail grooming equipment by Club/District representatives for the purpose of grooming OFSC Prescribed Snowmobile Trails
2. Liability for volunteers and Club representatives while working on OFSC trails
3. Prescribed Trail use during the snowmobile season
4. Trail maintenance during the snowmobile season



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260182

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: By-Law No. 2026-49 - Confirmatory
Prepared by: Nathalie Vachon, Municipal Clerk

Recommendation:

BE IT RESOLVED THAT By-Law No. 2026-49, being a by-law to confirm the proceedings of Council for its meeting held June 15, 2026, be read a first, second and third time and finally passed this 15th day of June, 2026.

Attachments:

[By-Law No. 2026-49; Confirmatory By-law; June 15, 2026](#)

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 11 Jun 2026
Nathalie Vachon, Municipal Clerk Approved - 11 Jun 2026



THE CORPORATION OF THE TOWN OF SMOOTH ROCK FALLS

BY-LAW # 2026-49

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF SMOOTH ROCK FALLS

WHEREAS the *Municipal Act, 2001, S.O. 2001, c.25*, Section 5(1), as amended, provides that the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS the *Municipal Act, 2001, S.O. 2001, c.25*, Section 5(3), as amended, provides that a municipal power, including a municipality's capacity rights, powers, and privileges under section 9 shall be exercised by By-Law;

AND WHEREAS the Council of the Corporation of the Town of Smooth Rock Falls deems it expedient that the proceedings of meetings of Council be confirmed and adopted by By-Law.

NOW THEREFORE Council of the Corporation Town of Smooth Rock Falls enacts as follows:

1. That the actions of the Council of the Corporation of the Town of Smooth Rock Falls at its regular Council Meeting held on June 15th, 2026, in respect to each report, motion, resolution or other actions recorded and taken by the Council at its said meeting, except where the prior approval of the Ontario Municipal Board is required, is hereby adopted, ratified and confirmed as is all such proceedings were expressly embodied in this by-law.
2. That the Mayor and appropriate department heads of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council of the Town of Smooth Rock Falls referred to in the proceedings section.
3. That the Mayor and Clerk, and their designates, are hereby authorized and directed to execute all documents necessary on behalf of the Council and to affix the corporation seal of the Corporation of the Town of Smooth Rock Falls to all such documents.
4. That the Treasurer, or their designates, is hereby directed to execute any documents necessary on behalf of the Council of the Town of Smooth Rock Falls and to affix the corporate seal of the municipality to all such documents.
5. That this By-Law shall come into effect upon final passage.
6. This By-Law may be cited as the "June 15th, 2026 Council Meeting Confirmatory By-Law".

Read a first, second and third time, signed and the Seal of the Corporation affixed thereto and finally passed this 15th day of June 2026.

MAYOR
Patrick Roberts

MUNICIPAL CLERK
Nathalie Vachon



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260173

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: Hydro One Community Partnership Grant Application – Emergency Operations Control Centre Backup Generator
Prepared by: Shannon Piper, Economic Development Officer

Recommendation:

BE IT RESOLVED THAT Council receive the report titled "Hydro One Community Partnership Grant Application – Emergency Operations Control Centre Backup Generator" for information;

AND FURTHER THAT Council authorize Administration to submit an application to the Hydro One Community Partnership Grant Program for funding in the amount of \$17,493.46 for the purchase and installation of a backup generator for the Emergency Operations Control Centre at the SRF Fire Department;

AND FURTHER THAT Council support the project and authorize Administration to execute any documents required to facilitate the grant application and, if successful, the implementation of the project.

Purpose:

The purpose of this report is to seek Council's support for an application to the Hydro One Community Partnership Grant Program for funding toward the purchase and installation of a backup generator for the Smooth Rock Falls Emergency Operations Control Centre.

Summary:

Hydro One has launched the Community Partnership Grant Program to support community resilience and safety initiatives across Ontario. The program recognizes the increasing pressures municipalities face from challenges such as extreme weather events, power outages, and growing demands on critical infrastructure.

The grant program provides funding of up to \$25,000 for projects that enhance emergency preparedness, strengthen critical infrastructure, and improve overall community well-being. Eligible projects include backup generators for community centres, fire halls, water treatment facilities, and emergency shelters.

Applications are open from June 1 to June 30, 2026.

Analysis:

Administration has identified the installation of a backup generator at the Smooth Rock Falls Emergency Operations Control Centre as a suitable project for submission under this funding opportunity.

The Fire Department serves a critical role during emergencies as it is identified as The Town's Emergency Operations Control Centre and must remain operational during power outages and severe weather events. A backup generator would help ensure uninterrupted operation of essential emergency response functions, communications systems, and facility operations during emergencies.

The proposed generator would enhance the Town's emergency preparedness and resilience while supporting the safety and well-being of residents during unforeseen events.

The total project cost is estimated at **\$17,493.46**. Administration is proposing to apply for funding at the maximum eligible contribution of **100% of project costs**, resulting in no municipal financial contribution should the application be successful.

Financial:

Item	Amount
Backup Generator Project Cost	\$17,493.46
Hydro One Grant Request	\$17,493.46
Municipal Contribution	\$0.00

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 09 Jun 2026
Nathalie Vachon, Municipal Clerk Approved - 09 Jun 2026



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260170

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: Municipal Accommodation Tax (MAT) Funding Applications
Prepared by: Shannon Piper, Economic Development Officer

Recommendation:

BE IT RESOLVED THAT Council receive the report titled Municipal Accommodation Tax (MAT) Funding Applications for information;

AND THAT Council approve the distribution of the available Municipal Accommodation Tax (MAT) funding balance of \$7,844.20 equally among the four eligible applicants;

AND FURTHER THAT the Smooth Rock Falls Arctic Riders, Smooth Rock Falls Golf Club, Smooth Rock Falls Minor Hockey Association, and Northern Spirits Adventure each receive MAT funding in the amount of \$1,961.05 to support tourism-related initiatives within the community.

Purpose:

The purpose of this report is to present the 2026 Municipal Accommodation Tax (MAT) funding applications received by the Town, provide an overview of the funding requests, and seek Council direction regarding the allocation of the available MAT funding balance.

Summary:

Administration received four applications under the Municipal Accommodation Tax (MAT) Funding Program, requesting a combined total of \$15,613.25. The MAT funding balance currently available for distribution is \$7,844.20, which is insufficient to fully fund all eligible requests.

The applications received are summarized below:

Applicant	Project Description	Amount Requested
Smooth Rock Falls Arctic Riders	Installation of a gateway sign at Kelly Park to enhance community visibility and strengthen the Town's presence as a destination for snowmobilers and visitors travelling along OFSC Trail A.	\$3,500.00
Smooth Rock Falls Golf Club	Replacement and upgrade of patio furniture to improve the	\$2,000.00

	visitor experience and overall amenities available to golfers and guests.	
Smooth Rock Falls Minor Hockey Association	Financial assistance to offset costs associated with hosting the annual 4-on-4 Hockey Tournament, which attracts participants and visitors from outside the community.	\$3,950.00
Northern Spirits Adventure	Purchase of equipment and tourism-related improvements to enhance guided outdoor experiences, including the operator's popular New Post Tours.	\$6,163.25

The total funding requested exceeds the available MAT funding allocation by \$7,769.05. Administration recognizes that each application supports tourism, visitor attraction, recreation-based travel, or the enhancement of tourism-related amenities within the community.

Given the limited funding available and the merits of each proposal, Administration is recommending that the available funding balance of \$7,844.20 be distributed equally among the four applicants. This approach provides support to a diverse range of tourism-related initiatives while ensuring that all eligible applicants receive funding.

Under this recommendation, each applicant would receive **\$1,961.05**.

Analysis:

The MAT funding program is intended to support initiatives that enhance tourism, visitor attraction, and the visitor experience within the community. Administration has reviewed the applications and determined that each proposal demonstrates a tourism-related benefit. Given the limited funds available and the variety of tourism sectors represented, Administration believes an equal distribution approach provides the most equitable allocation of the available funding while supporting multiple tourism initiatives throughout the community.

Financial:

The Municipal Accommodation Tax (MAT) funding account currently has a balance of \$7,844.20 available for distribution.

Administration received four funding applications requesting a combined total of \$15,613.25, resulting in requests exceeding available funding by \$7,769.05.

Administration is recommending that the available MAT funding be distributed equally among the four applicants. Under this approach, each applicant would receive \$1,961.05, resulting in the full allocation of the available MAT funding balance.

No additional municipal contribution beyond the available MAT funding balance is being recommended at this time.

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 09 Jun 2026

Nathalie Vachon, Municipal Clerk Approved - 09 Jun 2026



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260172

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: 312 Main Street – Compliance with Agreement of Purchase and Sale
Prepared by: Shannon Piper, Economic Development Officer

Recommendation:

BE IT RESOLVED THAT Council receive the report titled "312 Main Street – Compliance with Agreement of Purchase and Sale";

AND THAT Council acknowledge that the development timelines established within the Agreement of Purchase and Sale for 312 Main Street have expired and that the required development obligations have not been fulfilled;

AND THAT Council support the owner's request to pursue a Deeming By-law to merge 312 Main Street with the adjacent property municipally known as 308 Main Street, subject to the submission of a complete application and all required planning approvals;

AND FURTHER THAT Administration be directed to process the Deeming By-law application in accordance with the Planning Act and the Town's applicable policies and procedures;

AND FURTHER THAT, should the Deeming By-law application not proceed or be approved, Administration report back to Council with options regarding enforcement of the Agreement of Purchase and Sale.

Purpose:

The purpose of this report is to provide Council with an update regarding the status of the residential development proposed for 312 Main Street and to seek direction regarding the enforcement of the terms and conditions contained within the Agreement of Purchase and Sale (APS).

Summary:

The Town of Smooth Rock Falls entered into an Agreement of Purchase and Sale (APS) with the purchaser of 312 Main Street to facilitate the construction of a new residential dwelling.

The property transaction was finalized in March 2024 and included specific development requirements intended to ensure the timely construction of a residential home. As outlined in the APS, the purchaser was required to apply for a building permit within six (6) months of the property transfer and obtain a building permit and commence construction within one (1) year.

Since the sale was completed, Administration has conducted multiple follow-ups with the property owner to monitor project progress and determine whether the APS requirements were being met.

Analysis:

During follow-up discussions, the owner advised the Economic Development Officer (EDO) that they intended to pursue a Minor Variance application in winter 2026 and construct the dwelling concurrently with the development occurring at 308 Main Street.

As of June 9, 2026:

- No Minor Variance application has been submitted to the Town;
- No building permit application has been received; and
- The owner has requested an extension until December 2026 to construct a small dwelling, or alternatively, to deem 312 Main Street together with 308 Main Street.

Administration notes that the timelines established within the Agreement of Purchase and Sale (APS) have now expired and the required development obligations have not been fulfilled.

Council has previously directed Administration to ensure that the terms and conditions of municipal land sale agreements are consistently enforced. Maintaining compliance with these agreements is important to advancing the Town's housing development objectives, preserving the integrity of the municipal land disposition process, and ensuring fairness among all purchasers of municipally owned lands.

That said, Council has recently directed Administration to proceed with listing various municipally owned residential lots through a real estate agent in an effort to encourage residential development and reduce the Town's inventory of vacant lots. In light of this direction, Administration is of the opinion that it would be reasonable for Council to consider the owner's request to pursue a Deeming By-law to merge 312 Main Street with the adjacent property at 308 Main Street, subject to the necessary planning approvals and Council's discretion.

Financial:

The APS contains provisions intended to protect the Town's interests where development obligations are not fulfilled within the prescribed timelines.

Should Council direct Administration to proceed with the re-transfer process, legal and registration costs may be incurred to complete the transfer and associated documentation. These costs would be offset through the future sale of the property.

Upon completion of the re-transfer, Administration recommends that 312 Main Street be listed for sale through the Town's contracted real estate brokerage in accordance with Council's direction to market municipally owned vacant properties through a realtor. This approach is intended to maximize market exposure, attract prospective residential developers or homeowners, and return the property to productive use as quickly as possible.

The future sale of the property would generate revenue for the Municipality and support Council's ongoing objective of encouraging residential development within the community.

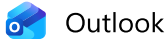
Attachments:

[June 9 2026 - Orlando](#)

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 09 Jun 2026

Nathalie Vachon, Municipal Clerk Approved - 09 Jun 2026



Re: Status Updates 308-312 Main St

From Orlando Thompson <signature416@yahoo.ca>
Date Tue 6/9/2026 2:55 PM
To Shannon Piper <Shannon.piper@townsrf.ca>

1 attachment (11 KB)
OriginalTicket.html;

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Shannon,

Thank you for taking the time to follow up regarding the commencement of construction at 308 and 312 Main Street.

Due to circumstances beyond my control, including the current economic and financial conditions, I have had to scale back the size of the proposed construction for Lot 312. As a result, I am currently in the process of obtaining new engineered drawings for that lot.

I am therefore respectfully requesting additional time to obtain and submit the engineer stamped drawings. Since the v b y proposed and will be more in line with the zoning requirements, I do not anticipate requiring a minor variance for Lot 312.

I have scheduled excavation to begin on June 22, 2026, and I have also req , which is attached for your reference.

Please let me know if there is any additional information or documentation required for the upcoming Council meeting. Should an extension not be possible for Lot 212, I would appreciate guidance on whether it would be possible to merge Lots 208 and 212 into a single property.

Thank you for your time and consideration. I look forward to hearing from you.

Regards,

Orlando Thompson

On Friday, June 5, 2026 at 09:17:37 a.m. E , Shannon Piper <shannon.piper@ > :

Good morning Orlando,

Following up on this email



Shannon Piper
Economic Development Officer
Town of | Ville de Smooth Rock Falls
.338.271 xt. 8
E: _____@townsrf.
W: www.smoothrockfalls.ca
142 First Avenue, P.O. Box 249
Smooth Rock Falls, ON P0L 2B0

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From: Shannon Piper <Shannon.piper@townsrf.ca>
Sent: Tuesday, June 2, 2026 10:53 AM
To: Orlando Thompson <signature416@yahoo.ca>
Subject: Status Updates 308-312 Main St

Good morning Orlando,

Please provide an update for the 308 Main St construction commencement date.

Additionally, what are your intentions with 312 Main St? Currently, this is being brought up to the next council meeting for a recommendation to transfer back to the municipality due to no activity as per our signed APS.

The following timelines shall be complied with as set out in the Agreement of Purchase and Sale:

1. The Proponent shall apply for a Building Permit from the Town within six (6) months of the Completion Date of the Agreement of Purchase and Sale;

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2. The Proponent shall commence construction of any building or structures required to carry out the proposed residential use within one (1) year of the Completion Date of the Agreement of Purchase and Sale; and
3. The proposed residential use shall be fully completed with an Occupancy Permit granted within two (2) years of the Completion Date of the Agreement of Purchase and Sale, unless extended in writing between the Town and the Proponent.

Should the Proponent fail to meet any of the above-noted timelines, the Surplus Land shall be re-transferred to the Town upon the repayment by the Town to the Proponent of 80% of the Purchase Price of the Surplus Land, minus any costs incurred by the Town in enforcing the terms of the Agreement of Purchase and Sale. The Town shall not reimburse the Proponent for any of their expenses incurred in satisfying the conditions of the Agreement of Purchase and Sale.

SCHEDULE(S).....attached hereto form(s) part of this Agreement.



Shannon Piper
Economic Development Officer
Town of | Ville de Smooth Rock Falls
.338.271 xt. 8
E: _____@townsrf.
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Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260175

Meeting: Regular Council - 15 Jun 2026
To: Municipal Council
Subject: Declaration of Vacancy and Appointment Process
Prepared by: Nathalie Vachon, Municipal Clerk

Recommendation:

BE IT RESOLVED THAT Council declare the office of Councillor vacant pursuant to Section 262 of the Municipal Act, 2001 as a result of the resignation of Councillor Angèle Rochon;

AND FURTHER THAT Council direct Administration to offer the vacant Council seat to the eligible unelected candidate from the 2022 Municipal Election who received the highest number of votes among the unelected candidates;5

AND FURTHER THAT should the candidate decline the appointment, be unwilling or unable to accept the office, Administration be authorized to offer the appointment to the next eligible unelected candidate in order of votes received in the 2022 Municipal Election;

AND FURTHER THAT this process continue until the vacancy is filled or all eligible unelected candidates have been offered the appointment;

AND FURTHER THAT should all eligible unelected candidates decline the appointment or be unwilling or unable to accept the office, Council direct Administration to proceed with an open call for applications from qualified electors interested in serving on Council for the remainder of the 2022-2026 term.

AND FURTHER THAT Administration report back to Council with the results of the appointment process and any additional recommendations as required.

Purpose:

The purpose of this report is to formally declare a vacancy on Council following the resignation of Councillor Angèle Rochon and to provide Council with options to fill the vacant seat.

Summary:

At the Regular Meeting of Council held on June 1, 2026, Councillor Angèle Rochon submitted her written resignation from Council.

The Municipal Act, 2001 requires Council to formally declare the seat vacant at its next meeting. Once the vacancy has been declared, Council must determine how the vacant seat will be filled.

Analysis:

Section 263(5) of the Municipal Act, 2001 requires Council to fill the vacancy by either:

1. Appointing a qualified individual to the vacant seat; or
2. Requiring a by-election to be held.

Council must make its decision within sixty (60) days after declaring the vacancy.

As the vacancy has occurred more than ninety (90) days before Voting Day for the 2026 Municipal Election, Council is required to fill the vacancy using one of the two methods prescribed by the Act.

However, the Municipal Elections Act, 1996 does not permit municipalities to hold a by-election after March 31 of a regular election year.

As this vacancy occurred on June 1, 2026, Council is required to fill the vacancy through an appointment process.

Options for Appointment

The legislation does not require Council to use a specific appointment process. Council may choose any fair and transparent method it feels is appropriate.

Administration has outlined four common approaches used by municipalities across Ontario.

Option 1 – Appoint the Unelected Candidate with the Next Highest Number of Votes

Council may appoint the candidate from the 2022 Municipal Election who received the highest number of votes among the candidates who were not elected.

Advantages

- Respects the results of the last municipal election.
- Simple and efficient process.
- No advertising or interviews required.

Disadvantages

- The election occurred nearly four years ago.
- The individual may no longer be interested or available.

Option 2 – Open Call for Applications

Council may advertise the vacancy and invite interested residents to submit an application.

Council would then review the applications and select a candidate.

Advantages

- Open to all eligible residents.
- Transparent process.

Disadvantages

- Requires additional administration time.
- May result in numerous applications to review.

Option 3 – Application and Interview Process

Council may advertise the vacancy, receive applications, and conduct interviews before selecting a candidate.

Advantages

- Allows Council to assess candidates directly.
- Provides Council with more information before making a decision.

Disadvantages

- Most time-consuming option.
- Requires interviews and additional meetings.

Option 4 – Direct Appointment

Council may appoint a qualified individual directly by resolution.

Advantages

- Fastest method available.
- Minimal administrative effort.

Disadvantages

- May be perceived as less transparent than other options.

Council's term ends following the 2026 Municipal Election in October. As a result, any individual appointed to fill the vacancy would serve for approximately four months.

Given the short time remaining in the current term, Administration believes it is important to select a process that balances transparency, efficiency, and the need to restore Council to its full complement of members.

Administration recommends that Council first offer the position to the unelected candidate who received the next highest number of votes in the 2022 Municipal Election.

This approach recognizes the results of the previous election, is straightforward to administer, and allows the vacancy to be filled quickly.

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 09 Jun 2026

Nathalie Vachon, Municipal Clerk Approved - 09 Jun 2026



Town of Smooth Rock Falls
Regular Council Meeting
Staff Report
AIR - 20260180

Meeting: Regular Council - 15 Jun 2026
To: Council
Subject: Sixth Street Watermain and Sanitary Sewer Rehabilitation Project – Tender Results and Recommendation
Prepared by: Linda Ajdinovic, Public Works Coordinator

Recommendation:

BE IT RESOLVED THAT Council receive the Staff Report regarding the Sixth Street Watermain and Sanitary Sewer Rehabilitation Project;

AND FURTHER THAT Council authorize Administration to proceed with the project based on the revised submission received from C. Villeneuve Construction Co. Ltd.;

AND FURTHER THAT Council authorize the necessary budget amendment and financing strategy to address the resulting project shortfall.

Purpose:

The purpose of this report is to provide Council with an update on the tender process for the Sixth Street Watermain and Sanitary Sewer Rehabilitation Project, including the original tender results, the subsequent review undertaken by the Town's Consulting Engineer, and the revised submission received from the sole bidder. This report further seeks Council direction to proceed with the project notwithstanding that the revised submission remains above the funding amount originally approved for the project.

Summary:

The Town is advancing the Sixth Street Watermain and Sanitary Sewer Rehabilitation Project from Fifth Street to Maple Avenue through the Municipal Housing Infrastructure Program - Health and Safety Water Stream.

The project was publicly tendered in April 2026. Upon closing, one bid was received. Following review of the tender, the Town's Consulting Engineer identified revisions intended to reduce overall construction costs. Those revisions were subsequently issued to the sole bidder by way of Addendum No. 2.

A revised submission has now been received from the contractor. While the revised submission reflects a reduction from the original tendered amount, it remains \$174,811 (plus Town HST portion) above the project estimate established for funding purposes.

Administration is nonetheless recommending that the project proceed, having regard for the importance of the infrastructure work, the benefit of advancing a priority capital project supported

through external funding, and the potential for further escalation should the works be deferred. The Town's Consulting Engineer will be in attendance at the meeting to provide technical commentary and respond to questions from Council.

Note: CAO-Treasurer to provide financials during the meeting.

Analysis:

One bid was received through the public tender process for the Sixth Street Watermain and Sanitary Sewer Rehabilitation Project. Following review of the tender submission, the Town's Consulting Engineer identified revisions intended to reduce overall construction costs while maintaining the core objectives of the project.

Those revisions were issued to the sole bidder through Addendum No. 2 and included adjustments to the scope of work, such as reducing the extent of certain service lateral works, revising material specifications, and updating related quantities and drawings. A revised submission was subsequently received from the contractor.

While the revised submission reflects a reduction from the original tendered amount, it remains above the funding amount originally approved for the project. Notwithstanding this, Administration is of the opinion that proceeding with the project remains appropriate, having regard for the importance of the infrastructure work, the benefit of advancing a priority capital project already supported through external funding, and the potential for additional cost escalation should the works be deferred.

Financial:

For the purposes of this report, Administration is relying on the original estimate prepared at the time of the Town's funding application under the Municipal Housing Infrastructure Program - Health and Safety Water Stream.

Although the revised submission remains above the funding amount originally approved for the project, Administration is reviewing available options to address the resulting shortfall and will require Council direction with respect to the appropriate budget amendment and financing approach necessary to proceed.

Reviewed and Approved by:

Yvan Marchand, CAO-Treasurer Approved - 10 Jun 2026

Nathalie Vachon, Municipal Clerk Approved - 10 Jun 2026