



374028 6TH LINE • AMARANTH ON • L9W 0M6

December 19, 2025

Hon. Todd McCarthy
Minister of the Environment, Conservation and Parks

Hassaan Basit
Chief Conservation Officer

Sent by email to: todd.mccarthy@pc.ola.org, Hassaan.Basit@ontario.ca

Re: Amalgamation of Conservation Authorities – Bill 68

At its special meeting of Council held on December 19, 2025, the Township of Amaranth Council discussed the proposed amalgamation of the Conservation Authorities and passed the following motion.

Background

Located in the aptly named Headwaters Region of Southern Ontario, the Township of Amaranth in the County of Dufferin is currently very under the jurisdiction of three Conservation Authorities: Grand River, Nottawasaga Valley and Credit Valley. The Township of Amaranth has been under the jurisdiction of these three Conservation Authorities since they were established. Amaranth is currently well served by all three Conservation Authorities.

Under the proposal put forward by the provincial government as part of Bill 68 referenced above, the Township of Amaranth would remain split between three much larger Regional Conservation Authorities: Lake Erie, Huron-Superior and Central Lake. This proposal severely dilutes local accountability, potentially eliminating the voice of this municipality and the taxpayers who support the work of the Conservation Authorities with levies paid as part of property taxes. Meanwhile the provincial contribution to CAs continues at a level that funds less than 3% of the Conservation Authorities' respective budgets.

The Township of Amaranth values the significant watershed specific infrastructure investment as contributed by its three unique Authorities and the science-based knowledge that guides the decision making in each of the specific geographical areas of each Authority.

Conservation Authorities have been working hard to streamline permitting processes, improve delivery timelines and focus on fiscal prudence and consistency within their mandated roles. Through shared services, the improvement to modernization and

system evolution can continue with less system-wide disruption and without additional transition expense.

Resolution #: 2

Moved by: G. Little

Seconded by: V. Paan

BE IT RESOLVED THAT:

Council of the Township of Amaranth opposes the amalgamation process as defined in Bill 68.

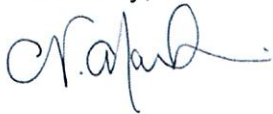
Further, the Township of Amaranth proposes a three-year hiatus of any transition changes while evaluation is completed with proper, appropriate consultation of all partners in Conservation Authorities to review any proposed boundary realignments, additional governance oversight, potential service adjustments and other Conservation Authority model proposals.

For (5): C. Gerrits, G. Little, S. Graham, B. Metzger, and V. Paan

CARRIED (5 to 0)

Please do not hesitate to contact the office if you require any further information on this matter.

Yours truly,



Nicole Martin, Dipl. M.A.
CAO/Clerk

Cc: Dufferin MP and MPP
Association of Municipalities of Ontario
Rural Ontario Municipal Association
Ontario Municipalities
Conservation Authorities in Ontario
Ministry of Natural Resources

Here's is the ABC's message for the CEC

Thanks:

"Samuel de Champlain Provincial Park will remain closed to the public, as restoration work continues through the winter months. Ontario Parks looks forward to welcoming visitors back when it is safe to do so. A phased reopening is being considered with an anticipated implementation of Spring 2026. The Canadian Ecology Centre will work with the Park towards a reopening." *(Approved in concert with the Park.) [Piles of logs became chip piles and now these piles - about 20 trucks per day - are being removed from the landscape. The problem remains there is no place to go with program participants, trails and access points remain to be mitigated.]*

Wishing you both the best.
Richard.

*RICHARD GOULD
MAYOR, CALVIN TOWNSHIP
Cell 705 623 1103*

8.14

Ministry of Natural
Resources

Ministère des Richesses
naturelles

Assistant Deputy Minister's
Office
Provincial Services Division

Bureau du sous-ministre
adjoint
Division des services
provinciaux

300 Water Street
2nd Floor, North Tower
Peterborough, ON K9J 3C7

300, rue Water, 2 Nord
Peterborough (Ontario) K9J
3C7



Date: December 19, 2025

From: Amanda Holmes, Assistant Deputy Minister, Provincial Services Division,
Ministry of Natural Resources

Subject: ***Bill 27 – Resource Management and Safety Act, 2025 - Approved
amendments to the Forest Fires Prevention Act***

Good afternoon,

I'm pleased to provide you with an update on our changes to the *Forest Fires Prevention Act*.

The *Resource Management and Safety Act, 2025* received Royal Assent on December 3, 2025. This means that the majority of the changes to the *Forest Fires Prevention Act*, including changing its name to the *Wildland Fire Management Act* will take effect on January 1, 2026. All nine of the proposed changes have been adopted into the *Wildland Fire Management Act*, which is available on [eLaws](#).

You can also find the decision notice on the Environmental Registry (notice number [019-8756](#)) which outlines how comments received during the commenting period in the summer of 2024 were considered.

The suite of changes will help strengthen collective responsibility for wildland fire management, improve awareness of wildland fire risk, expand prevention and mitigation, enhance preparedness and response, and strengthen rules and consequences for non-compliance with wildland fire laws.

Development of supporting regulations is now underway. A proposal for regulations to establish: a framework for administrative monetary penalties; the rates, terms and conditions for when the ministry summons equipment and operators to support wildland fire emergencies; and changes to the Outdoor Fires regulation (O. Reg. 207/96) was open for comment on [the registry](#) until December 15, 2025.

**Ministry of Natural
Resources**

Assistant Deputy Minister's
Office
Provincial Services Division

300 Water Street
2nd Floor, North Tower
Peterborough, ON K9J 3C7

**Ministère des Richesses
naturelles**

Bureau du sous-ministre
adjoint
Division des services
provinciaux

300, rue Water, 2 Nord
Peterborough (Ontario) K9J
3C7



Consultation on proposals for the remaining supporting regulations will occur through the Environmental Registry and Regulatory Registry and will include opportunities for public and stakeholder feedback.

We look forward to continuing to work with you to improve wildland fire management in Ontario to help keep people and communities safe.

Sincerely,

A handwritten signature in black ink, appearing to be "Amanda Holmes".

Amanda Holmes
Assistant Deputy Minister
Provincial Services Division

Enclosed: Amendments to the *Forest Fires Prevention Act*

Amendments to the *Forest Fires Prevention Act* (FFPA)

The amendments receiving Royal Assent include that the name of the FFPA has been changed to the *Wildland Fire Management Act* and the implementation of the Act will be guided by a new purpose statement. The statement provides that the purpose of the Act is “to provide guidance and direction for wildland fire management so as to protect public safety and minimize adverse environmental, economic, health and social impacts of wildland fires, and to contribute to a resilient province.”

Amendments will achieve the following outcomes:

1. Clarify authority for the Minister to enter into agreements on all aspects of wildland fire management with, amongst others, municipalities, other governments or jurisdictions, Indigenous communities, and industry.
2. Require municipalities and certain industries in the fire region to have a wildland fire management plan that meets prescribed standards as set out in regulation. This could be updating an existing plan or preparing a new plan.
3. Clarify the Minister's order power to prohibit activities in areas that have been declared a wildland fire emergency area and provide the Minister with the authority to issue a permit allowing certain activities in certain circumstances.
4. Create a new power for the issuance of a remediation order and provide for opportunity for review of the order.
5. Enable the Minister to set out, in regulation, standard rates, terms and conditions applicable when privately owned equipment and operators are used to respond to wildland fires and wildland fire emergency events.
6. Enable administrative monetary penalties to address non-compliance with the WFMA and provide for an opportunity for review of the penalty.
7. Revise the provision on cost recovery for human-caused fires to eliminate the automatic establishment of debt to the Crown, thereby enabling the exercise of discretion in determining whether the costs of suppressing or extinguishing a fire and any associated damages will be recovered.
8. Modernize and update enforcement provisions, including powers and authorities of different groups of officers under the Act, and
9. Administrative amendments, including changing the name of the Act, adding a purpose section and updating definitions.



United Counties of
Stormont, Dundas & Glengarry

RESOLUTION

MOVED BY Councillor Densham

RESOLUTION NO 2025- 159

SECONDED BY

DATE November 17, 2025

WHEREAS the Conservation Authorities Act (1946) enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses;

AND WHEREAS the municipalities within Stormont, Dundas and Glengarry (SDG) established South Nation Conservation (SNC) in 1947 and the Raisin Region Conservation Authority (RRCA) in 1963;

AND WHEREAS local municipalities currently provide between 25% and 50% of total conservation authority funding, while the Province of Ontario provides approximately 3%;

AND WHEREAS municipalities have governed their respective conservation authorities for decades, tailoring programs and services to local watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers;

AND WHEREAS conservation authorities collectively own and manage thousands of acres of land, much of which was donated by local residents and entrusted to conservation authorities as a personal legacy for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities;

AND WHEREAS Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency, a Crown corporation that would assume governance responsibilities and consolidate Ontario's 36 conservation authorities into seven regional authorities, with municipal cost apportionment yet to be defined;

AND WHEREAS the Province already possesses the authority to establish overarching legislation, regulations, and standards through the Conservation Authorities Act and the Ministry of the Environment, Conservation and Parks;

NOW THEREFORE BE IT RESOLVED THAT the Council of the United Counties of Stormont, Dundas and Glengarry calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local

representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

AND FURTHER THAT while the United Counties of SDG supports provincial goals for consistent permit approval processes, shared services, and digital modernization, imposing a new top-down agency structure without strong local accountability and governance risks creating unnecessary cost, red tape, and bureaucracy, thereby undermining efficiency and responsiveness to local community needs;


AND FURTHER THAT the United Counties of SDG supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities to determine the most effective level of strategic consolidation to achieve both provincial and local objectives.

AND FURTHER THAT a copy of this resolution be sent to the Ontario Minister of Environment, Conservation, and Parks, to the local MP and MPPs, the Association of Municipalities of Ontario, the Rural Ontario Municipal Association, and all municipalities and Conservation Authorities in Ontario.

☒ CARRIED

☐ DEFEATED

☐ DEFERRED



WARDEN

Recorded Vote:

Councillor Bergeron	_____
Councillor Broad	_____
Councillor Densham	_____
Councillor Fraser	_____
Councillor Guindon	_____
Councillor Landry	_____
Councillor MacDonald	_____
Councillor McDonald	_____
Councillor McGillis	_____
Councillor St. Pierre	_____
Councillor Williams	_____
Warden Lang	_____



8.16

THE CORPORATION OF THE TOWN OF LAURENTIAN HILLS

34465 HIGHWAY NO. 17, POINT ALEXANDER, R. R. # 1, DEEP RIVER, ONTARIO K0J 1P0

December 19, 2025

Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queens Park,
Toronto, ON M7A 1A1
doug.fordco@pc.ola.org

To Premier Doug Ford;

By their resolution attached the Council of the Town of Laurentian Hills does endorse the resolution from the Municipality of Calvin and the Town of Plympton-Wyoming regarding conservation fee freeze.

Yours truly,

A handwritten signature in blue ink, appearing to read "for Sherry Batten".

Sherry Batten
Chief Administrative Officer/Clerk

cc Conservation Ontario info@conservationontario.ca
Mr. Billy Denault, MPP Renfrew-Nipissing-Pembroke billy.denault@pc.ola.org
Municipality of Calvin administration@calvintownship.ca
Town of Plympton-Wyoming DeputyClerk@calvintownship.ca



THE CORPORATION OF THE TOWN OF
LAURENTIAN HILLS

34465 HIGHWAY NO. 17, POINT ALEXANDER, R.R. # 1, DEEP RIVER, ONTARIO K0J 1P0

Moved by:

[Signature]

[Signature]

Seconded by:

Resolution No.

225 -25

Date:

17 December 2025

Be it Hereby Resolved That:

the resolution from the Town of Plympton-Wyoming's and the Municipality of Calvin urging the Provincial Government to reconsider the conservation authority fee freeze mandate and to implement a funding framework that protects municipal taxpayers from cost recovery deficits while supporting a sustainable and balance approach to conservation authority financing be:

filed

endorsed

☒ Carried / ☐ Defeated

[Signature]

Mayor

8.17

December 16, 2025

VIA EMAIL

RE: Bill 68 and Proposed Consolidation of Conservation Authorities

At its meeting held December 10, 2025 Oxford County Council passed the following resolution:

Moved By: Brian Petrie
Seconded By: David Mayberry

Resolved that Correspondence Item 7.4 be received as information; and,

Whereas the Conservation Authorities Act (1946) enables municipalities to establish local conservation authorities, and when municipalities choose to form such authorities, they assume responsibility for governance and funding through the appointment of a Board of Directors and the provision of an annual levy to cover expenses; and,

Whereas the local municipalities of Oxford County established the Upper Thames River Conservation Authority (UTRCA) with other consenting municipalities within the watershed. (initially formed in 1947) along with Grand River Conservation Authority (1948), Catfish Creek Conservation Authority (1950) and Long Point Conservation Authority (1948); and,

Whereas local municipalities currently provide approximately 35% of total conservation authority funding, while the Province of Ontario provides approximately 2% (2026 budget); and,

Whereas municipalities have governed and invested local rate payer funds in their respective conservation authorities for decades, tailoring programs and services to local watershed needs, maintaining accountable service standards, and ensuring fair and predictable costs for ratepayers; and,

Whereas conservation authorities collectively own and manage thousands of acres of land. Many of these properties were entrusted to the UTRCA for long-term protection, stewardship, and the public good, with the expectation that such lands would be cared for by locally governed conservation authorities; and,

Whereas Bill 68 (Schedule 3) proposes the creation of the Ontario Provincial Conservation Agency, a Crown corporation that would assume governance responsibilities and consolidate Ontario's 36 conservation authorities into seven regional authorities, with municipal cost apportionment yet to be defined; and,

Whereas the Province already possesses the authority to establish overarching legislation, regulations, and standards through the Conservation Authorities Act and the Ministry of the Environment, Conservation and Parks;

Now therefore be it resolved that the Council of the County of Oxford calls on the Government of Ontario to maintain local, independent, municipally governed, watershed-based conservation authorities to ensure strong local representation in decisions related to municipal levies, community-focused service delivery, and the protection and management of conservation lands;

And further that while the County of Oxford supports provincial goals towards consistent permit approval processes, shared services, and digital modernization, it does not support it through imposing a new top-down agency structure creating unnecessary cost, red tape, and bureaucracy, undermining efficiency and responsiveness to local community needs;

And further that the County of Oxford supports efforts to balance expertise, capacity, and program delivery across the province, and requests that the Province work collaboratively with municipalities and local conservation authorities;

And further that the Province respect the roles that Municipalities and Conservation Authorities play in conservation and governance; And further that Oxford County advocate that it is not in favour of the proposed changes;

And further that a copy of this resolution be sent to:

- the Ontario Minister of Environment, Conservation, and Parks,
- local MPPs,
- Association of Municipalities of Ontario,
- Rural Ontario Municipal Association,
- area Indigenous communities,
- all Ontario municipalities,
- Conservation Authorities, and
- Conservation Ontario

DISPOSITION: Motion Carried

Should you require anything further or have questions or concerns, please do not hesitate to contact the undersigned.

Thank you,

A handwritten signature in black ink, appearing to read 'L. Mansbridge', written in a cursive style.

Lindsey A. Mansbridge
County Clerk



SMITHS FALLS

RISE AT THE FALLS

December 16, 2025

Honourable Doug Ford,
Premier of Ontario

Re: Urging Province to Re-instate the Eligibility for Curbside Blue Box Collection

Please be advised that the Council of the Corporation of the Town of Smiths Falls passed the following resolution at their December 15, 2025 Council meeting:

WHEREAS the Province of Ontario designated producers to be responsible to collect recycling in the Province; and

WHEREAS nonprofit organizations, including our local food banks, have been deemed ineligible for producer blue box collection effective January 1 2026; and

WHEREAS food insecurity is a local, provincial and federal issue; and

WHEREAS food banks need to receive grocery items that are delivered in cardboard boxes and cartons which generate copious amounts of recyclable material; and

WHEREAS food banks are volunteer and donation based with no revenue collected to pay for services such as removal of recyclable materials;

THEREFORE BE IT RESOLVED THAT the Council of Town of Smiths Falls strongly urges the Province to re-instate the eligibility for curbside blue box collection January 1 2026, for nonprofit organizations, such as food banks; and



SMITHS FALLS

RISE AT THE FALLS

THAT this motion be forwarded to Premier Doug Ford, Minister of the Environment, Conservation and Parks, to the local MP and MPP, Eastern Ontario Mayor's Caucus, AMO, and all Ontario municipalities for support.

Please do not hesitate to contact me with any questions and/or concerns.

Yours truly,

Kerry Costello
Town Clerk



RESOLUTION NO. 2025- 333

DECEMBER 10, 2025

Moved by: Brad Kneller

Seconded by: Bishop

WHEREAS staff submitted an application for Invest Ready–Certified Site Designation, which was denied due to the absence of water, wastewater, and natural gas infrastructure;
AND WHEREAS staff subsequently met with representatives of the associated grant funding program, who advised that additional funding opportunities for rural communities would be forthcoming;
AND WHEREAS the Site Readiness Program for Industrial Properties has since been launched, with eligibility requirements stipulating that any missing infrastructure must be in place and serviceable within two years of acceptance into the grant funding program;
AND WHEREAS it is not financially feasible nor in the best interest of our ratepayers to install full municipal water, wastewater, and natural gas services, as the associated capital and operating costs would impose an undue financial burden on the Municipality's ratepayers;
AND WHEREAS alternative servicing solutions commonly used in rural and northern Ontario—such as properly designed and maintained septic systems for wastewater, drilled wells for drinking water, and propane or hydro for heat—are proven, reliable, and effective forms of infrastructure that can safely and efficiently support industrial and commercial development;
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Magnetawan urges the Province of Ontario to revise its grant funding criteria to recognize and accept these alternative servicing methods as eligible infrastructure, and to ensure that rural and northern municipalities lacking municipal gas, water, and wastewater systems are not excluded from support;
AND FURTHER THAT this resolution be circulated to Premier Doug Ford; the Honourable Peter Bethlenfalvy, Minister of Finance; the Honourable Victor Fedeli, Minister of Economic Development, Job Creation and Trade; the Honourable Graydon Smith, MPP for Parry Sound–Muskoka; the Honourable Scott Aitchison, MP for Parry Sound–Muskoka; FONOM; AMO; NOMA; and all Ontario municipalities.

Carried ☒ Defeated ☐ Deferred ☐

Sam Dunnett
 Sam Dunnett, Mayor

Recorded Vote Called by: _____

Recorded Vote

Member of Council	Yea	Nay	Absent
Bishop, Bill			
Hetherington, John			
Hind, Jon			
Kneller, Brad			
Mayor: Dunnett, Sam			

**Ministry of Emergency Preparedness
and Response**

Office of the Minister

438 University Ave., 14th Floor
Toronto ON M5G 2K8**Ministère de la Protection civile
et de l'Intervention en cas d'urgence**

Bureau de la ministre

438, av. University, 14^e étage
Toronto ON M5G 2K8**DATE:** December 9, 2025**MEMORANDUM TO:** Heads of Council**SUBJECT:** Emergency Management Modernization Act Achieves Royal Assent

Dear Heads of Council:

I am pleased to let you know that on December 3rd, 2025, the Government of Ontario's *Emergency Management Modernization Act, 2025*, which amends the *Emergency Management and Civil Protection Act* (EMCPA) received Royal Assent.

The EMCPA is Ontario's framework for managing emergencies and defines the authority and responsibilities of the province, municipalities and specific individuals in emergency management.

From ice storms to flooding and wildland fire, the risks facing communities have grown in scale and impact. That's why under the leadership of Premier Ford, Ontario has urgently modernized its legislation to reflect the rapidly changing landscape of emergencies.

The amendments we have made enable a more effective, coordinated and comprehensive approach to emergency management and ensures response plans are tailored to local needs. Key changes now include:

- Clarifying the role of the Ministry of Emergency Preparedness and Response as the provincial lead and one-window contact for coordinating emergency management activities.
- Outlining Ontario Corps as a key provincial emergency resource and capability that can be deployed to supplement local resources to support municipalities, when requested. (An emergency declaration is not required to request provincial support.)
- Strengthening Ontario's commitment to facilitating coordination among municipalities by implementing the joint emergency programs and plans for two or more municipalities.

The legislation will be implemented in phases, with future regulations to support it. Future work will enhance municipal emergency management by providing flexibility for programs based on local needs and capacity. Upcoming regulations will also clarify the process for municipal emergency declarations under the Act to ensure accountability.

Ongoing dialogue and collaboration with municipalities and emergency management partners will be key as the ministry continues engagement to inform future work related to these amendments.

On a personal note, it was a pleasure to meet with many of you this summer, including at the Association of Municipalities of Ontario (AMO) conference to discuss Ontario's emergency management modernization. The feedback we received has been instrumental in shaping these legislative amendments.

Thank you for your continued partnership and dedication to protect Ontario. I hope to see you at the Rural Ontario Municipal Association Conference in January. Your commitment to emergency management makes a difference, and I look forward to moving this important work forward with you.

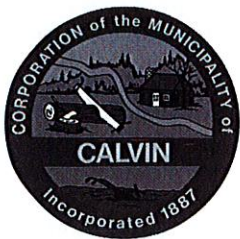
Sincerely,

A handwritten signature in black ink, appearing to read 'Jill Q', with a long horizontal flourish extending to the right.

The Honourable Jill Dunlop
Minister of Emergency Preparedness and Response

cc: Rob Flack, Minister of Municipal Affairs and Housing
Robin Jones, President, Association of Municipalities of Ontario

8.21



MUNICIPALITY OF CALVIN

1355 PEDDLERS DRIVE, MATTAWA ON, P0H 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

building@calvintownhsip.ca • www.calvintownship.ca

BUILDING REPORT

MONTH: December, 2025

1. NUMBER OF PERMITS ISSUED	0
2. TOTAL MONTHLY VALUE	\$0
3. TOTAL FEES COLLECTED	\$0
4. TOTAL BUILDING VALUE TO DATE	\$1,928,376
5. TOTAL FEES COLLECTED TO DATE	\$8,670

COMMENTS:

SHANE CONRAD
CHIEF BUILDING OFFICIAL

Building Report

December 2025

December 03: - Submitted November building report to MPAC, CMHC, StatsCan and Tarion.

- Emails and phone calls.
- Travelled to 3070 Peddlers for a site visit, then travelled to 246 Adams Rds. For a site visit.
- Submitted November building report to council.

December 04: - Drafted letter to council.

December 06: - 6 text messages from property owner asking OBC questions.

December 08: - call from contractor wanting an inspection.

December 10: - Emails and phone calls.

- Travelled to 1226 Peddlers Dr. for an inspection.
- Inspection reports
- Chapters meeting in North Bay.


December 15: - Call from contractor wanting an inspection.

December 17: - Emails and phone calls.

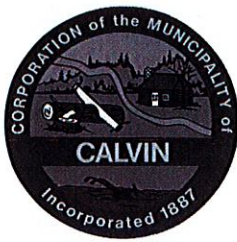
- Travelled to 1226 Peddlers Dr. for an inspection.
- Met with a property owner and went over plans for an addition to garage.
- Issued an Order to Comply and travelled to the property and posted the order.

December 24: - Emails & phone calls.

- Submitted year end mileage for payment.
- Submitted December building report to council.
- Submitted year end building report to council.

A handwritten signature in dark ink, appearing to read 'Shane Conrad CBO', with a stylized, cursive script.

Shane Conrad CBO



MUNICIPALITY OF CALVIN

1355 PEDDLERS DRIVE, MATTAWA ON, P0H 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

building@calvintownhsip.ca • www.calvintownship.ca

BUILDING REPORT

MONTH: Year End, 2025

1. NUMBER OF PERMITS ISSUED	37
2. TOTAL MONTHLY VALUE	\$N/A
3. TOTAL FEES COLLECTED	\$8,670
4. TOTAL BUILDING VALUE TO DATE	\$1,928,376
5. TOTAL FEES COLLECTED TO DATE	\$8,670

COMMENTS:

There were 37 applications submitted for building permits. There were 37 building permits issued. One permit was revoked because the property owner changed their plans and decided not to build.

The permits issued in 2025 were for the following:

Alterations and improvements: 23 (20 were issued for buildings at the Ecology Centre)

Single Family Dwellings: 3

Garages: 3

Decks/Porches: 3

Storage Sheds: 2

Demolitions: 1

Change of Use: 1

Revoked: 1

The Building Department travelled a total of 573 Km and completed 51 inspections/site visits.

The Building Department responded to 123 phone calls/text messages after hours.

SHANE CONRAD
CHIEF BUILDING OFFICIAL



REGULAR MEETING OF THE LIBRARY BOARD, Monday January 5, 2026
365 Hwy 531, Bonfield ON P0H 1E0

PRESENT: Britney Morin, Donna Clark, Storme Van Rassel, Leslie Larocque (Zoom attendee)

STAFF: Holly Brodhagen

EXCUSED ABSENCE: Gail Johnston

- 26-1 Moved by: Storme Van Rassel Seconded by: Donna Clark
THAT the Library Board meeting be opened at 6:59pm.
Carried: Britney Morin
- 26-2 Moved by: Leslie Larocque Seconded by: Storme Van Rassel
THAT the Library Board regular meeting agenda be approved as amended.
Carried: Britney Morin
- 26-3 Moved by: Donna Clark Seconded by: Leslie Larocque
THAT the minutes of the Library Board Meeting held November 3rd, 2025 be adopted
as circulated.
Carried: Britney Morin
- 26-4 Moved by: Storme Van Rassel Seconded by: Donna Clark
THAT reports circulated be approved as presented.
Carried: Britney Morin
- 26-5 Moved by: Donna Clark Seconded by: Storme Van Rassel
THAT the Library Board hereby proceeds to closed session at 7:25 p.m. for the purpose of:
personal matters about an identifiable individual
Carried: Britney Morin
- 26-6 Moved by: Leslie Larocque Seconded by: Donna Clark
THAT the Library Board resumes open session at 7:29 p.m.
Carried: Britney Morin
- 26-7 Moved by: Donna Clark Seconded by: Storme Van Rassel
Be it resolved that the Bonfield Public Library Board accepts, with regret, the resignation of
Library Assistant 1 Samantha Presse, effective December 31, 2025.
Carried: Britney Morin
- 26-8 Moved by: Leslie Larocque Seconded by: Storme Van Rassel
THE Bonfield Public Library Board agrees starting January of 2026 to increase the CEO/Head
Librarian, Holly Brodhagen's hours from 19 hrs to 24 hrs a week to allow more time to fulfill the
job description, and included in the budget process.
Carried: Britney Morin
- 26-9 Moved by: Storme Van Rassel Seconded by: Donna Clark
Be it resolved that the Bonfield Public Library Board declares the position of Library Assistant II
as a result of a recent promotion and furthermore the position of Library Assistant I vacant as a
result of a resignation.
Carried: Britney Morin

- 26-10 Moved by: Leslie Larocque Seconded by: Donna Clark
That the Bonfield Public Library Board approves the revisions, as amended to the Job Descriptions for the position of Library Assistant and Circulation Clerk as set out in the Bonfield Public Library Policy and Procedure Manual, and further establish that these job descriptions replaces the Library Assistant I and Library Assistant II job descriptions.
Furthermore each position will be for a minimum of 8hrs per week and that the 2026 pay rate for both positions is as follows.
1. Starting wage \$19.00/hr
2. After 3 months probationary period \$19.50/hr
3. After 6 months employment a wage of \$ 20.50/hr
Upon satisfactory results in the job performance and approved budget.
All wages are within the 2026 budget limit.
Carried: Britney Morin
- 26-11 Moved by: Leslie Larocque Seconded by: Storme Van Rassel
That the Bonfield Public Library Board authorize the recruitment of one (1) Library Assistant and one (1) Circulation Clerk, in accordance with the approved job descriptions, remuneration, and hours.
Carried: Britney Morin
- 26-12 Moved by: Donna Clark Seconded by: Leslie Larocque
Be it resolved that the Bonfield Public Library Board appoint Donna Clark and Storme Van Rassel along with the CEO/Librarian Holly Brodhagen to the hiring committee to review applications and interview qualified applicants for the positions of Library Assistant and Circulation Clerk, and to report their recommendation to the Board for approval.
Carried: Britney Morin
- 26-13 Moved by: Leslie Larocque Seconded by: Storme Van Rassel
That the Bonfield Public Library Board post simultaneously the Library Assistant position and the Circulation Clerk position, commencing January 6, 2026, with the closing date for applications being Saturday, January 24, 2026 at 1:00 p.m.
Carried: Britney Morin
- 26-14 Moved by: Storme Van Rassel Seconded by: Leslie Larocque
THAT the Library Board meeting be adjourned at 8:01 pm.
Carried: Britney Morin

Secretary

Chairperson

Job Posting

Position: Library Assistant

Reports to: Librarian/Chief Executive Officer

Wage/Salary: \$19.00/hr

Hours: Part-time Casual - Minimum 8 hours per week (including coverage for the Librarian and other staff as required for holidays, illness or emergencies)

Location: Bonfield Public Library

Posting Date: January 6, 2026

Closing Date: January 24, 2026

Position Summary

The Library Assistant provides front-line public service support with a primary focus on Interlibrary Loan (ILL) services, ensuring timely access to materials beyond the local collection. This role supports circulation, technology, collection maintenance, programming, and daily library operations while delivering friendly, inclusive, and professional service to the public.

Key Responsibilities

Interlibrary Loan Services (Primary Responsibility)

- Coordinate and administer the library's Interlibrary Loan program.
- Process borrowing and lending requests accurately and efficiently.
- Track, receive, distribute, and return ILL materials in a timely manner.
- Communicate with patrons regarding ILL requests, availability, and timelines.
- Maintain accurate ILL records and liaise with partner libraries and systems.

Public Service & Circulation

- Provide front-line service in person, by phone, and by email.
- Charge and discharge library materials and register new borrowers.
- Notify patrons regarding overdue items, holds, and notices.
- Introduce new users to library services and resources.
- Empty outdoor book returns and maintain service areas.

Technology & Digital Support

- Assist patrons with internet access, digital resources, and basic troubleshooting.
- Operate and maintain public computers, printers, scanners, photocopiers, and other equipment.
- Maintain library databases and assist with electronic searches.
- Perform routine system updates and inventories as required.

How to Apply

Interested applicants should submit a resume and cover letter outlining relevant experience to:

Bonfield Public Library Board

Holly Brodhagen, CEO Librarian

365 Hwy 531

Bonfield, ON, P0H 1E0

Or

Email: bonfieldceo@gmail.com

We thank all applicants for their interest; however, only those selected for an interview will be contacted.

Job Posting: Circulation Clerk

Position Title: Circulation Clerk

Reports to: Librarian/Chief Executive Officer

Wage/Salary: \$19.00/hr

Hours: Part-time Casual - Minimum 8 hours per week (including coverage for the Librarian and other staff as required for holidays, illness, emergencies)

Location: Bonfield Public Library

Posting Date: January 6, 2026

Closing Date: January 24, 2026

Position Summary

The Circulation Clerk provides essential technical and public service support within the library, with a primary focus on cataloguing and classifying library materials to ensure the collection is accurate, accessible, and well organized. The position also supports circulation services, patron assistance, technology use, and day-to-day library operations in a welcoming public environment.

Key Responsibilities

Cataloguing & Classification (Primary Responsibility)

- Catalogue and classify new library materials in accordance with established library standards and procedures.
- Ensure consistent and accurate classification of the existing collection.
- Maintain and update catalogue records as required.
- Support collection inventories and quality control activities to ensure accuracy and accessibility.

Collection Maintenance

- Weed outdated, damaged, or irrelevant materials in accordance with library guidelines.
- Accurately shelve materials and perform regular shelf-reading.
- Repair and maintain books, DVDs, and other library materials.
- Assist with creating and maintaining library displays.

Circulation & Public Service

- Charge and discharge library materials.
- Register new borrowers.
- Contact patrons regarding overdue materials, holds, and notices.
- Respond to inquiries in person, by telephone, and by email.
- Introduce new patrons to library services and resources.
- Provide basic reader's advisory and assistance with Interlibrary Loan services.

Technology & Automation Support

- Maintain library database records, including additions and deletions.
- Assist patrons with internet access and digital resources, including basic troubleshooting.
- Operate and maintain library equipment such as computers, printers, scanners, photocopiers, and related technology.
- Use word processing, spreadsheet, and other software as required.

Programming & Community Support

- Assist with planning, organizing, promoting, and delivering library programs for all age groups.
- Contribute to the promotion of library services and community engagement initiatives.

Facility & General Duties

- Open and close the library as scheduled.
- Maintain a clean, safe, and welcoming library environment.
- Perform light cleaning and general duties as required.
- Carry out other related duties assigned to support library operations.

Required Qualifications

- Strong organizational skills and attention to detail.
- Demonstrated computer literacy and comfort with office and library technologies.
- Ability to work independently and collaboratively in a public service setting.
- Good problem-solving abilities.
- Excellent interpersonal and communication skills.
- Flexibility to work varied hours and attend training as required.

Preferred / Asset Qualifications

- Previous library, cataloguing, or customer service experience.
- Familiarity with library cataloguing practices or integrated library systems.
- Bilingualism (French/English).

Conditions of Employment

- The successful candidate must obtain a CPIC Level II (Canadian Police Information Centre) check as a condition of employment (cost reimbursed).
- An annual Offence Declaration is required.

How to Apply

Interested applicants should submit a resume and cover letter outlining relevant experience to:

Bonfield Public Library Board

Holly Brodhagen, CEO Librarian

365 Hwy 531

Bonfield, ON, P0H 1E0

Or

Email: bonfieldceo@gmail.com

We thank all applicants for their interest; however, only those selected for an interview will be contacted.



townshipofmachar.ca

Res End

Dec 23, 2025

Honourable Doug Ford, Premier of Ontario
premier@ontario.ca

Re: Opposition to Proposed Consolidation of Conservation Authorities

Dear Premier Doug Ford,

We're in receipt of correspondence dated Nov 19, 2025 from the Town of Kingsville, regarding the opposition to proposed consolidation of Conservation Authorities. The Council of the Township of Machar passed the following Resolution at their Regular meeting Dec 15, 2025.

WHEREAS the Conservation Authorities Act, 1990 (the "Act"), originally enacted in 1946, was established to allow municipalities to form conservation authorities that are equipped to develop and deliver local, watershed-based conservation, restoration and natural resource management programs on behalf of the province and municipalities;

AND WHEREAS there are thirty-six (36) conservation authorities in Ontario, each of which is distinct and reflects the unique environmental, geographic and community needs of its watershed;

AND WHEREAS on October 31, 2025, the Minister of the Environment, Conservation and Parks announced the Government's intention to introduce legislation which would amend the Act to create the Ontario Provincial Conservation Agency and consolidate Ontario's 36 conservation authorities into seven (7) regional conservation authorities.

NOW THEREFORE be it resolved that the Council of the Corporation of the Township of Machar wishes to formally state that it opposes the consolidation of Ontario's conservation authorities without knowing the full financial and operational impact to municipalities and the conservation authorities.

Sincerely,


Angela Loney
Clerk Administrator

cc: Town of Kingsville atoole@kingsville.ca

73 Municipal Rd N, PO Box 70, South River, ON P0A 1X0
Phone 705-386-7741, Fax 705-386-0765

9.

ADMINISTRATIVE MATTERS

December 16, 2025

CAO Report to Council – 2026/01

Subject: Establishment of 2026 Travel and Meal Reimbursement Rates for Council and Staff

Recommendation

THAT Council for The Corporation of the Municipality of Calvin approve the 2026 travel and meal reimbursement rates for Council Members and municipal staff, effective January 1, 2026, as follows:

Mileage Allowance (Use of Personal Vehicle):

\$0.74 per kilometre for the first 5,000 business kilometres

\$0.68 per kilometre for each additional business kilometre above 5,000 kilometres

Meal Allowances:

Breakfast: \$21.80 Lunch: \$22.20 Dinner: \$45.55

Daily Meal Maximum: \$89.55

Policy Provisions:

Meal allowances are all-inclusive of taxes and gratuities.

Alcoholic beverages are not eligible for reimbursement.

Original, itemized receipts are required for all meal claims which will be re-imbursed at the actual amount to the maximum allowable.

Individual meal amounts may exceed the guideline to reflect actual meal costs in situations where some meals (e.g., lunch) are higher than the guideline, provided the total daily claim does not exceed the approved daily meal maximum of \$89.55.

Any costs exceeding the daily maximum or not compliant with this policy shall be the responsibility of the claimant.

Purpose

To obtain Council adoption of the 2026 travel and meal reimbursement rates, based on CRA policy ensuring fairness, and fiscal responsibility.

Background

Council Members and staff may be required to travel for municipal business, including meetings, training, conferences, and intergovernmental engagements. The CRA publishes annual recommended rates for mileage and meals, which are widely adopted as reasonable, non-taxable standards.

Discussion

The recommended 2026 rates for meals provide a daily maximum of \$89.55. The policy allows flexibility for individual meal costs while ensuring that the total daily claim does not exceed the maximum.

All meal claims must be supported with original, itemized receipts. Alcohol is excluded, and allowances include taxes and gratuities.

Financial Implications

The approved rates will be funded from operating budgets.

Policy Implications

Approval ensures clarity with respect to travel reimbursement rates and consistency in reimbursement practices for Council and staff. The establishment of travel and meal reimbursement rates for Council Member and staff shall accompany the Council Renumeration By-Law and be reviewed on an annual basis, prior to the last meeting of January so that new CRA rates in effect for the fiscal year are in place.

Strategic Alignment

Supports responsible financial stewardship, transparency, and equitable treatment of Council Members and staff.

Conclusion

CAO recommends that Council approve the 2026 travel and meal reimbursement rates, effective January 1, 2026, with a daily meal maximum of \$89.55 and all related policy provisions.

CAO

From: Justin Avery <Justin.Avery@dnssab.ca>
Sent: December 17, 2025 4:30 PM
To: Jason Trottier; Peter Johnston; 'clerk@southalgonquin.ca'; acraddock@westnipissing.ca; cao@temagami.ca; projects@temagami.ca; Jason McMartin; cao@mattawa.ca; CAO; admin@mattawan.ca; Shannon Saucier; Laura Boissonneault; l.marshall@chisholm.ca
Cc: Melanie Shaye
Subject: RE: DNSSAB 2026 Budget Update

Hi everyone,

Our Board approved a 2026 levy increase of 4% at today's meeting.

Please let me know if you have any questions.

Regards,



Justin Avery, CPA, CA

Director of Finance and Administration | Directeur des finances et de l'administration

District of Nipissing Social Services Administration Board (DNSSAB) |

Conseil d'administration des services sociaux du district de Nipissing (CASSDN)

Healthy, Sustainable Communities | Des communautés saines et durables

200 McIntyre Street East | 200, rue McIntyre Est, | North Bay, ON, P1B 8V6

Phone | Téléphone: (705) 474-2151 x. 63350

Fax | Télécopieur: (705) 474-7155

The information in this e-mail is intended solely for the addressee(s) named, and is confidential. Any other distribution, disclosure or copying is strictly prohibited. If you have received this communication in error, please reply by e-mail to the sender and delete or destroy all copies of this message.

Ce courriel et toutes pièce-jointes sont transmis à titre confidentiel et ne sont destinés qu'à la personne ou à l'entité à qui ils sont adressés et pourraient bénéficier du secret professionnel. Un tel privilège est réclamé de façon expresse. Si vous avez reçu ce courriel par erreur vous êtes prié de contacter l'auteur immédiatement et d'effacer la version originale ainsi que toutes pièce-jointes. Veuillez ne pas diffuser, distribuer ou copier. Merci.

From: Justin Avery

Sent: December 10, 2025 3:41 PM

To: Jason Trottier <jason.trottier@eastferris.ca>; Peter Johnston <cao.clerk@bonfieldtownship.org>; 'clerk@southalgonquin.ca' <clerk@southalgonquin.ca>; acraddock@westnipissing.ca; 'cao@temagami.ca' <cao@temagami.ca>; 'projects@temagami.ca' <projects@Temagami.ca>; 'Jason McMartin' <clerk@papineaucameron.ca>; 'cao@mattawa.ca' <cao@mattawa.ca>; Donna Maitland (cao@calvintownship.ca) <cao@calvintownship.ca>; admin@mattawan.ca; Shannon Saucier <Shannon.Saucier@northbay.ca>; Laura Boissonneault <Laura.Boissonneault@northbay.ca>; l.marshall@chisholm.ca

Cc: Melanie Shaye <Melanie.Shaye@dnssab.ca>

Subject: DNSSAB 2026 Budget Update

Hi everyone,

As you all know, the DNSSAB typically tries to provide our member municipalities timely budget updates to support in your own budget preparation. The 2026 DNSSAB Budget will be presented to DNSSAB's Finance and Administration Committee next week on December 17th. The budget includes a

recommended increase to the municipal levy of 6.23% and includes a couple options for reductions. I will update everyone if there are any changes made to the budget before formal approval. The Budget Report will be available on DNSSAB's website within a few days after the meeting. Here is a link to the [2026 Budget Issues Report](#) that was presented in September to provide some context for the increase.

Please note that each individual municipality's percentage increase in apportionment can vary depending on relative changes in taxable assessments.

Please let me know if you have any questions.

Regards,



Justin Avery, CPA, CA

Director of Finance and Administration | Directeur des finances et de l'administration

District of Nipissing Social Services Administration Board (DNSSAB) |

Conseil d'administration des services sociaux du district de Nipissing (CASSDN)

Healthy, Sustainable Communities | Des communautés saines et durables

200 McIntyre Street East | 200, rue McIntyre Est, | North Bay, ON, P1B 8V6

Phone | Téléphone: (705) 474-2151 x. 63350

Fax | Télécopieur: (705) 474-7155

The information in this e-mail is intended solely for the addressee(s) named, and is confidential. Any other distribution, disclosure or copying is strictly prohibited. If you have received this communication in error, please reply by e-mail to the sender and delete or destroy all copies of this message.

Ce courriel et toutes pièce-jointes sont transmis à titre confidentiel et ne sont destinés qu'à la personne ou à l'entité à qui ils sont adressés et pourraient bénéficier du secret professionnel. Un tel privilège est réclaté de façon expresse. Si vous avez reçu ce courriel par erreur vous êtes prié de contacter l'auteur immédiatement et d'effacer la version originale ainsi que toutes pièce-jointes. Veuillez ne pas diffuser, distribuer ou copier. Merci.



BOARD REPORT

#CORP-2025-018

☒ **FOR INFORMATION**

or

☐ **FOR APPROVAL**

Date: September 24, 2025

Purpose: 2026 Preliminary Budget Issues Report

Department Head: Justin Avery, Director of Finance & Administration

Approver: Melanie Shaye, Chief Administrative Officer

RELATIONSHIP TO STRATEGIC PLAN

Alignment with Strategic Plan 2022-2042: Healthy, Sustainable Communities

☒ **Maximize Impact** ☒ **Remove Barriers** ☒ **Seamless Access** ☒ **Learn & Grow**

The budget process allocates resources to the necessary programs to achieve the objectives of the strategic plan.

BACKGROUND

As the 2026 budgeting process is scheduled to begin in the fall, it is timely to look at certain issues, concerns, and opportunities that will likely impact budget decisions.

The following report provides the 2026 budget timetable and some highlights from the various program areas that will require consideration during the budgeting process. The aim of this report is to enhance communication and facilitate an effective budget development process. In order to develop a budget that is relevant, that will provide strong financial guidance, and that will be used to effectively manage risk, it is important to obtain a greater understanding of the elements that will influence the financial performance of the DNSSAB in 2026.

Board report #CORP-2023-018, 2024 Budget Update Report, can be referred to in order to gain an understanding of how the annual budget is compiled and how the various departments and programs are funded.

2026 BUDGET TIMELINE

Board consultation is important so the Finance & Administration Committee will be engaged in the budget process throughout the fall when necessary. The budget will be presented for Board approval in either December 2025 or January 2026, depending on when provincial funding allocations are released.

	Sept	Oct	Nov	Dec	Jan
Preliminary Budget Issues Report	*				
Staff Budget Preparation	*	*	*	*	
Finance & Administration Committee (as required)		*	*	*	
Board Budget Approval				*	*

BUDGET GOALS

Staff remain cognizant of the mounting fiscal pressures on the DNSSAB's member municipalities to maintain service levels and minimize tax increases. Staff are also aware of the financial pressures facing DNSSAB clients and other Nipissing District residents and keep these pressures in mind when preparing the annual budget.

RELATIONSHIP TO THE DNSSAB'S STRATEGIC PLAN

The 2022-2042 Strategic Plan will continue to provide over-arching guidance to budget development in 2026 consistent with what has been done with the budgets in the past. New initiatives will be assessed against the strategic plan to ensure that they align with the adopted strategic direction of the Board. Priority initiatives and projects identified in the plan that require financial resources and Board support will be brought forward for discussion during the budget process.

FINANCIAL AND RISK CONSIDERATIONS

Inflation

Inflation is expected to remain close to the 2% target in 2026, however, there is uncertainty due to unpredictable US trade policy¹.

Organizational Review

As outlined in the KPMG Organizational Review Final Report, there are some recommendations that will lead to increased costs such as enhancing human resources capacity and dedicated support for employee mental health and well-being. Costs for other recommendations regarding performance reporting and data governance and technology strategy will need to be determined with business cases and cost/benefit analysis.

Ontario Works (OW)

On May 29, 2024, the Ministry of Children, Community and Social Services (MCCSS) announced that phase 3 of the Employment Services Transformation (EST) would begin in March 2025 for the Nipissing District. Responsibility for employment services for social assistance recipients has been transferred from MCCSS to the Ministry of Labour, Immigration, Training and Skills Development (MLITSD) Service System Managers. Due to the responsibility change, there is also a corresponding reduction to DNSSAB's OW Program Delivery and Employment funding. MCCSS and MLITSD have agreed on a gradual funding transfer approach to recognize the gradual transfer of clients, therefore OW Program Delivery and Participation Benefits funding will be impacted as follows:

¹ Bank of Canada Monetary Policy Report - July 2025
<https://www.bankofcanada.ca/publications/mpr/mpr-2025-07-30/>

- 2025 - \$766,200 reduction
- 2026 - \$1,022,700 reduction
- 2027 and beyond - \$1,043,300 reduction

MCCSS provided the DNSSAB with its 2026 planning allocation on August 26, 2025, which shows no change to the previously announced funding changes noted above. The 2026 planning allocation results in a \$256,500 (\$1,022,700 - \$766,200) year over year reduction in the 100% provincial portion of the OW Program Delivery and Participation Benefits funding. There was no change to the 50/50 funding in the planning allocation letter, so at this time, there is not expected to be any changes to the municipal levy for OW.

Children's Services

A new cost-based funding approach was implemented by the Ministry of Education (EDU) in 2025. Although the new funding has led to an overall increase in child care funding which will support access to affordable and quality child care spaces in the District, there are some significant concerns with the funding approach:

- Administration funding remains flat (the DNSSAB's actually decreased slightly in 2025). Administration funding was reduced from 10% to 5% in recent years and at the time of the reduction, it was communicated that there would also be reduced and streamlined reporting requirements to align with the reduction in administrative funding. Instead, reporting requirements have significantly increased both for child care providers and DSSABs/CMSMs. When the Province freezes/reduces funding, it shifts the burden of inflation to the municipal levy.
- Canada-Wide Early Learning & Child Care (CWELCC) funding may lead to a two-tiered child care system if sufficient funding is not made available for children aged 6-12. Advocacy will be needed to ensure that adequate funding is provided for this age group. The best solution would be to not have the child care system fragmented with separate funding allocations and reporting requirements, but this would require a change to the bi-lateral agreement between the federal and provincial governments.

There is not expected to be any change to the municipal contribution for Children's Services in 2026, however, if the EDU continues to limit administrative funding, increased costs due to inflation and collective bargaining increases will eventually need to be funded through the municipal levy.

Paramedic Services

On August 26, 2025, the Ministry of Health (MOH) provided the DNSSAB with its Land Ambulance Service Grant (LASG) allocation for 2025. The 2025 allocation was as expected and in line with the 2025 budget. This has been the process for several years now where current year funding increases are announced in August. Therefore, the DNSSAB will likely not receive confirmation of land ambulance funding for 2026 until August of 2026. Given the fact that funding formula has not changed and there have not been any announced upcoming changes, it is expected that the funding formula will remain the same for 2026.

The way the LASG is calculated (in a simplified way) is that the DNSSAB essentially receives 50% of the previous year's approved budget plus a 100% portion to cover TWOMO and First Nations funding. Therefore, the 2026 50/50 provincial funding would be based on the 2025 budget as opposed to the 2026 budget. The issue with this is that the provincial funding is then a year behind on budget increases from call volume changes, service enhancements and inflationary increases. The MOH had previously addressed this timing difference by including an incremental (inflationary) increase to the previous year budget. In 2018, this incremental increase was 1.7% or \$150,658. There has not been any incremental increases since 2018.

It is currently too early in the budget process to determine an estimated levy increase; however, there is expected to be significant pressure on the Paramedic Services budget due to the service enhancements that were approved as part of the 2024 budget to increase the on-site hours at the Mattawa, Temagami, and South Algonquin bases and the continued use of reserves to cover these increased operating costs. The full costs of these service enhancements have not been fully incorporated into the budget as the Board has opted to use reserves to cover a portion of these costs for the last two years. There will also be additional pressure on the budget to create a new position to provide trauma exposed workplace supports to address moral injury and distress per the KPMG Organizational Review Final Report.

Community Paramedicine programs continue to be 100% provincially funded so there is not expected to be any impact on the municipal levy to continue operating these programs. On August 5, 2025, it was announced that the Community Paramedicine for Long-Term Care program has been made permanent, providing stability for staff and the clients that rely on the service to age safely at home.

Housing Services

There have not been any significant funding changes announced that will impact Housing Services. Here is a quick summary of some of the budget pressures Housing Services will be facing in 2026:

- There could be capital and operating costs related to a potential 24-hour housing and homelessness hub that may impact the 2026 budget depending on how the Board decides to move forward on this topic and the timing of implementation.
- Inflation leads to annual increases for many programs, including the operation of Northern Pines and the low barrier shelter.
- Provincially legislated cost indices dictate how much funding the DNSSAB is required to provide provincially reformed-social housing providers. Changes to these indices could result in additional costs.
- Service level standards:
 - Legislation outlines the DNSSAB's service level standards (SLS); the specific number of rent-geared-to-income (RGI) units the DNSSAB is required to fund.

This obligation is currently not being met by approximately 127 RGI housing units. The SLS Action Plan was presented to the Board in November 2019, which sees the DNSSAB making gradual investments over a 10-year period to address the SLS shortfall which is primarily funded through the municipal levy.

- The SLS shortfall will be reduced following the Board's continued investments. For example, additional rent supplements for Mackay Homes as well as transitional housing allowances for Northern Pines Phase 3, the Cartier Street, North Bay, affordable housing development, and other rental subsidies will contribute to reducing the shortfall further.

Similar to the administration funding issues facing Children's Services, the Ministry of Municipal Affairs and Housing (MMAH) reduced its administration funding allocations from 10% to 5% in recent years under the Homelessness Prevention Program. It was similarly communicated that the reporting requirements would be reduced and streamlined to reflect this funding change but reporting requirements have increased instead.

Approximately \$2.5 million in social housing capital deferred revenue has been identified to be related to Nipissing District Housing Corporation (NDHC). Per feedback from the auditors, a plan will be developed to flow this funding to NDHC to help fund capital repairs and reduce the need for municipal funding for the next few years.

Reserves/Municipal Levy Increase Commitments

Reserves have been used to reduce the increase to the municipal levy for the past three years (2023 through 2025). Using reserves to offset operating costs is not a recommended practice as it defers the increase to the municipal levy, leading to possible larger long-term increases to the municipal levy. It is recommended reserves be used for one-time costs, for example, to fund new affordable housing development. Reserves should only be used to cover operating costs in extraordinary circumstances (e.g. a significant change to provincial/federal funding). In the rare circumstance reserves are required to offset operating costs, there should be a Board approved plan to stop the use of reserves for this purpose. For example, by gradually decreasing the use of reserves by increasing the municipal levy over a defined period. It is recommended that the Board provide direction to staff to develop a plan to wean off the use of reserves for operating costs.

The DNSSAB's third party auditor recommends that DNSSAB should be maintaining three months of reserves. Currently DNSSAB sits with the equivalent of under two months of reserves. See Report CORP-2025-017.

The use of reserves to reduce the municipal levy in 2025 will lead to a higher municipal levy increase in 2026. With inflation expected to remain near the target rate of 2% and CUPE collective bargaining increases at 3%², before considering anything else, a levy increase in the range of 2% to 3% would be expected for 2026. The use of reserves to lower the municipal levy in the amount of \$508,800 in 2025 equaled a 2.19% reduction. Therefore, a levy increase

² Current CUPE collective agreements are in place for 2026 with 3% increases while the OPSEU (paramedics) collective agreement expires December 31, 2025.

for the 2026 budget would be expected to be in the 4% to 5% range before considering other pressures such as funding formula changes, service level standards, organizational review recommendations, and the potential development of a 24-hour housing and homelessness hub.

In 2025, the Board has already approved levy increases through board reports #HS-2025-002 and HS-2025-012 in the amount of \$235,000. \$175,000 or 0.73% of this increase is applicable for 2026 while the remaining \$60,000 is expected to impact the 2027 budget. Therefore, it is likely that the municipal levy increase will exceed 6% in 2026 and could be significantly higher depending on Board direction, especially regarding the potential 24-hour housing and homelessness hub.

Summary

Here is a high-level summary of the above departmental analysis:

- OW program delivery and employment provincial funding is being reduced to reflect the employment services transformation.
- Overall funding has been increasing, but administration funding remains frozen. No municipal levy change is expected for 2026; however, advocacy will be needed with the Province to increase administration funding as finding perpetual savings is not possible with annual uncontrollable expense increases due to inflation.
- The Paramedic Services budget is expected to see significant pressures due to the previous use of reserves to cover operating costs and to implement the organizational review recommendation to create new position to provide trauma exposed workplace supports to address moral injury and distress.
- There is not expected to be significant changes to the Housing Services budget other than annual expected increases due to legislated mandates and inflation. Possible changes to service levels can change this assumption (e.g. implementation of a 24-hour housing and homelessness hub).

Please note that this is a pre-budget analysis and does not reflect savings, investments or changes in services that may be identified through the budgeting process. It is simply meant to be an analysis on the impact of the funding changes and budget pressures compared to the previous year budget.

OPTIONS AND/OR RECOMMENDATIONS

N/A

NEXT STEPS

The purpose of this report is to highlight areas for discussion during the 2026 budget process. This report is by no means an exhaustive list of issues, opportunities, and concerns that will need to be considered and addressed in the 2026 budget. It is intended to help provide some preliminary perspective and insight into the financial landscape the DNSSAB can expect in 2026.



RESOURCES CITED

KPMG. (2025). District of Nipissing Social Services Administration Board Organizational Review, Final Report, June 2025.

AUTHOR: Justin Avery, Director of Finance & Administration

CAO

From: FCM Communiqué <communiqué@fcm.ca>
Sent: December 17, 2025 2:34 PM
To: CAO
Subject: New FCM initiative for first-term elected members

[Click here to view this email in your browser.](#)



December 17, 2025



COMMUNIQUÉ

FCM's new voices initiative

Get a chance to receive a free Annual Conference delegate pass with FCM's new voices initiative

FCM is opening the door to fresh, new perspectives for Canada's largest pan-Canadian gathering of elected officials. Through FCM's new voices initiative, eligible members can apply to receive one free delegate registration from a limited pool in order to attend the 2026 Annual Conference and Trade Show, held June 4-7, in Edmonton. This is your chance to connect, learn and make your municipality's voice heard.

Apply by February 6 for a chance to join municipal leaders from across the country and shape national conversations.

Who Can Apply?

This initiative is open to elected officials of FCM member municipalities who are in their first mandate as elected officials.

While we encourage all applicants who satisfy this criterion, FCM will give special consideration to applicants who are from small or remote municipalities and/or of equity-deserving groups.

Eligible applicants will be entered into a random draw, and **recipients will be notified prior to the official Annual Conference launch in February if they were successful.**

How to Apply?

Please visit our website to fill out the application form. The application process is designed to be straightforward and takes only a few minutes to complete.

All information provided will remain confidential and will only be used to confirm eligibility.

Don't miss this chance to receive a free delegate registration and join municipal leaders from across Canada at FCM's Annual Conference and Trade Show.

APPLY NOW



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS



24 Clarence Street
Ottawa, Ontario K1N 5P3
fcm.ca

info@fcm.ca
[Privacy Policy](#)

© 2025 Federation of Canadian Municipalities

[Unsubscribe here.](#)

24 Clarence Street | Ottawa, ON K1N 5P3 CA

The Federation of Canadian Municipalities (FCM) is Canada's national voice for local government, representing over 2,000 cities, towns, and rural communities, and advocating for their needs at the federal level to shape national policies on issues like infrastructure, housing, climate, and economic growth. It serves as a key link, empowering local leaders and securing federal investments to build stronger, more sustainable communities across Canada, working on everything from green initiatives to social well-being.

What FCM Does:

Advocates: Ensures federal policies and programs reflect the needs of local communities.

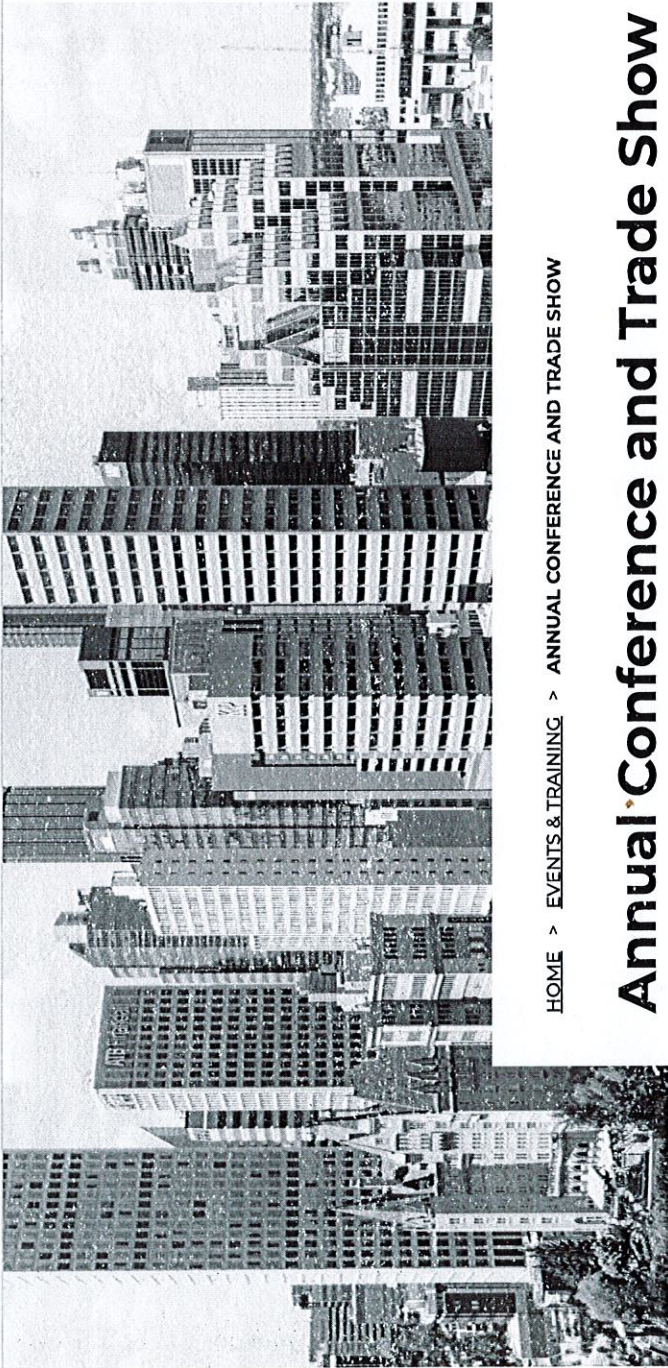
Connects: Unites municipalities of all sizes (big cities, rural, northern) and provincial associations.

Empowers: Provides tools, programs (like the Green Municipal Fund), and a platform for local leaders to tackle challenges.

Drives Change: Secures funding and support for infrastructure, housing, climate action, and ending homelessness.

Key Focus Areas: Affordable Housing & Homelessness, Infrastructure Renewal, Climate Change & Environment, Local Economic Growth, and Women in Local Government.

In essence, FCM amplifies local voices to achieve national progress, helping communities thrive by delivering concrete results and resources for critical local priorities.



[HOME](#) > [EVENTS & TRAINING](#) > ANNUAL CONFERENCE AND TRADE SHOW

Annual Conference and Trade Show

2026

[Refund Policy](#)

When: **June 4–7, 2026**

Where: **Edmonton Convention Centre, Edmonton, Alberta**

Join more than 1,500 elected officials from coast to coast to coast for FCM's 2026 Annual Conference and Trade Show, Canada's largest pan-Canadian gathering of elected officials.

Connect with us

Not a member?

Sign up for our Annual Conference mailing list to stay abreast of all the event's updates.

Our exciting program is the perfect opportunity to network with your peers, partners and federal representatives while providing you with the resources and insights to address and embrace new challenges. There, you will obtain the tools you need to be highly informed, trained, connected, and ready for municipal success.

Interested in being a Trade Show exhibitor?

Visit our Exhibitor webpage or contact us.

Have a specific speaker or a topic idea in mind? Submit a presentation request.

For any other questions, please contact us.

FCM's 2025 Annual Conference and Trade Show Refund Policy

Cancelling registration

If you could not attend the conference and need to cancel your registration, you must do so in writing by sending us an email. Cancellation requests will **NOT** be accepted by any other means. Cancellation fees will be applied to conference registration, companion tours and social events.

Refund schedule and policy

The amount of your refund will depend on when we receive your notice of cancellation. Please consult this schedule for refund amounts:

Notice of cancellation received	Refund
By April 23 (11:59 p.m. EDT)	100%
Between April 24 and May 8 (11:59 p.m. EDT)	50%
On or after May 9	No refund

Refunds will be credited to you on the original credit card used for payment. The following information will appear on the credit card statement once the refund is completed: **FCM-**

FED CND MUN.

After May 9, refunds will be considered for medical or personal emergencies only. Please send us an email to request a refund due to an emergency. For medical emergencies, you must attach a letter from your doctor. **The deadline to submit these requests is June 14, 2025.**

For those who had to cancel their attendance due to forest fires and other natural disasters, please contact FCM's registration desk.

We do not issue a refund or credit for portions of the conference which you did not attend. Delegates who do not attend meals or social events included in the registration fee will not receive a refund equivalent to the cost of the event, even if they were not in attendance for this portion of the conference.

Please read our Terms and Conditions.

Why attend?

This is one event you won't want to miss.



Network

with other local leaders who range from Canada's rural, northern and remote regions to Canada's biggest



Learn

best practices and gain new insights to meet your municipality's ongoing challenges via workshops, study tours and discussions.



Connect

with key municipal partners, experts and suppliers at our sector-leading trade show, fostering the relationships

cities, who are focused on the same municipal issues.

you need to make your communities stronger



Experience

the capital city of Ottawa and its unique municipal achievements through our popular study tours.

Influence

the national municipal agenda by electing our new Board, shaping our priorities and convening with federal leaders.

Raise

your community's profile by exchanging expertise and sharing how you delivered innovative wins in your own municipality.

We're looking forward to seeing you in person!

Don't miss this chance to network with your peers

Discuss particular challenges, lessons learned, solutions and successes with your peers.

FCM's Annual Conference and Trade Show is your chance to network with other local leaders who range from Canada's rural, northern and remote regions to our country's biggest cities—with people who are focused on the same municipal issues and who have faced similar challenges. This is FCM's conference strength.



24 Clarence Street
Ottawa, Ontario
K1N 5P3
T. 613-241-5221
Contact us

Follow us

Focus areas
Programs
Funding
Resources
Events & training
News & media
About FCM

JOIN FCM

CAREERS

CAO REPORT TO COUNCIL : CAO 2026-02

Subject: Disaster Relief Funding Update

Purpose

The purpose of this report is to provide Council with an update regarding the status of the Disaster Relief funding application (MDRA) and grant agreement with the Ministry of Municipal Affairs and Housing.

Background

On December 19, 2025, the Municipality submitted the signed Grant Agreement to the Minister of Municipal Affairs and Housing, along with the required certificate of insurance, in accordance with the terms of the Agreement.

Grant Funding Details

The approved grant funding is up to a total maximum amount of \$405,000, comprised of:

\$300,000 for eligible capital project costs; and

\$105,000 for eligible extraordinary operating costs.

Under the terms of the Agreement:

The Ministry shall pay 75% of eligible costs that are equal to 3% of the Municipality's Own Purpose Taxation Levy; and

The Ministry shall pay 95% of all other eligible costs that would otherwise be payable under the Agreement.

The maximum funding amount outlined above is in line with Administration's expectations and prior financial projections.

Next Steps

The remaining steps in the process are as follows:

The Minister of Municipal Affairs and Housing will sign the Grant Agreement; and

The Ministry will review the Municipality's final claim form, determine the eligible payment amount, and flow approved funding to the Municipality.

Administration will continue to monitor the process and report back to Council as required.

Recommendation

That Council receive Report CAO 2026-02, Disaster Relief Funding Update, for information.