

AGENDA

Corporation of the Town of Moosonee

Regular Meeting #11-2026

April 28th, 2026

6:00 p.m. Town Council Chambers

This territory is the customary and traditional lands of the Omushkegowuk People since time immemorial. We acknowledge this sacred land on which the Town of Moosonee operates, within the lands protected by the James Bay Treaty – Treaty no.9. We are grateful to have the opportunity to make decisions at this table that will impact our community. *Meegwetch*

1. CALL TO ORDER

2. REVIEW OF AGENDA

3. DISCLOSURE OF PECUNIARY INTEREST

4. ADOPTION OF MINUTES

→ April 14th, 2026, Regular Meeting #09-2026

5. PRESENTATIONS AND DELEGATION

→ Update on Fuel Costs- Richard Thomas

→ WAHA Phase 2 Worker Camp Updates- Denise Angelakos and Team

6. REPORTS AND MEMOS

→ Verbal Report- Update on the River ice break-up- Stephen Crown, CEMC

→ Briefing Note on Water and Septage Disposal Fees- Victoria Hillier-Hutchison,
CAO- Motion

→ Use of Corporate Resources During Municipal Election Campaign Periods
Policy- Boblin Jardino, Clerk- Motion

→ Verbal Report- Victoria Hillier-Hutchison, CAO

7. 6TBUSINESS ARISING FROM MINUTES

8. PETITIONS AND CORRESPONDENCE

→ Town of Smooth Rock Falls Letter

9. MOTIONS

10. READING OF BY-LAWS

11. NEW BUSINESS

12. COUNCIL ANNOUNCEMENTS AND UPDATES/DISCUSSION

→ AMO Delegations

→ CAO Employment- TABLED TO APRIL 28, 2026

13. CLOSED SESSION

14. ADJOURNMENT

The Corporation of the Town of Moosonee

Regular Meeting 09-2026

April 14th, 2026
Time: 6:00 pm
Town Council Chambers

Councillors Present: Wayne Taipale - Mayor
Susan Hunter – Councillor
Savion Nakogee – Councillor
Diane Ryder- Councillor
Carman Tozer – Councillor

Staff Present: Victoria Hillier- Hutchison- CAO
Boblin Jardino- Clerk
Stephen Crown- Manager of Protective Services

Public Present: Shawn Klingenberg
Todd Reuben
Sara Gereneser

1. CALL TO ORDER

Resolution No. 2026- 091

Moved by: Susan Hunter

Seconded by: Carman Tozer

BE IT RESOLVED that this Regular Meeting come to order at 6:02 p.m.

(Carried)

2. REVIEW OF AGENDA

Resolution No. 2026-092

Moved by: Savion Nakogee

Seconded by: Susan Hunter

BE IT RESOLVED THAT the agenda be accepted as amended.

(Carried)

3. DISCLOSURE OF PECUNIARY INTERESTS

4. ADOPTION OF MINUTES

Resolution No. 2026-093

Moved by: Savion Nakogee

Seconded by: Diane Ryder

BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee adopt the minutes of the Regular Meeting #08-2026 of April 14th, 2026, presented.

(Carried)

5. PRESENTATIONS AND DELEGATIONS

6. REPORTS AND MEMOS

→ 2026 Purchase of New Pick-up Town Truck

Resolution No. 2026-094

**Moved by: Susah Hunter
Seconded by: Savion Nakogee**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee purchase a 2026 GMC 2500HD for the building department from Timmins Garage for the purchase price of \$86,579 plus shipping.

(Defeated)

→ Moosonee Youth Soccer Program-Governance, Liability and Transition Plan

Resolution No. 2026-095

**Moved by: Susan Hunter
Seconded by: Savion Nakogee**

BE IT RESOLVED THAT The Corporation of the Town of Moosonee acknowledge and support the Moosonee Youth Soccer Program briefing note and the transition approach outlined therein, including the final 8-week transitional season, temporary Soccer Coordinator position, associated Recreation Operating Budget Funding, and direction to staff to establish a formal governance and indemnification framework for 2026 Season.

(Carried)

→ Project First Nation

Resolution No. 2026-096

**Moved by: Carman Tozer
Seconded by: Susan Hunter**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee approve the request from Project First Nations for the use of the Moosonee Community Centre turf from May 1 to May 4, 2026, in accordance with the Municipal Donation/Grant Policy.

AND THAT the Council approve Option 1, as outlined in the April 10, 2026, briefing note.

(Carried)

7. **BUSINESS ARISING FROM MINUTES**

8. **PETITIONS AND CORRESPONDENCE**

9. **MOTIONS**

10. **READING PF BY-LAWS**

Resolution No. 2026-097

**Moved by: Savion Nakogee
Seconded by: Carman Tozer**

→ Advance Poll

BE IT RESOLVED THAT The Corporation of the Town of Moosonee approves By-Law #07-2026 being a By-Law to provide for advance votes to be held prior to voting day being read a first and second time; be deemed to be read a third time and finally passed.

(Carried)

11. NEW BUSINESS

12. COUNCIL ANNOUNCEMENTS AND UPDATES/DISCUSSION

→ CAO Employment

13. CLOSED SESSION

Resolution No. 2026- 098

**Moved by: Susan Hunter
Seconded by: Carman Tozer**

BE IT RESOLVED that this meeting move in camera at 7:26 p.m. for the purpose of discussing.

→ Personal matters about an identifiable individual, including municipal employees

(Carried)

Resolution No. 2026- 099

**Moved by: Diane Ryder
Seconded by: Carman Tozer**

BE IT RESOLVED that this meeting move out camera at 8:03 p.m.

(Carried)

Resolution No. 2026- 100

**Moved by: Susan Hunter
Seconded by: Savion Nakogee**

BE IT RESOLVED the Council of the Corporation of the Town of Moosonee adopt the minutes of the Closed Session #05-2026 of March 24th, 2026, as presented.

(Carried)

14. ADJOURNMENT

Resolution 2026-101

**Moved by: Susan Hunter
Seconded by: Carman Tozer**

BE IT RESOLVED THAT this meeting be adjourned at 8:05 p.m.

(Carried)

MAYOR – Wayne Taipale

CLERK – Bobbylyn Jardino

Workers Camp Phase 2 Impact on Local Sanitary & Watermain

- Purpose of our Delegation

- Demonstrate we've reviewed the downstream impacts of Camp Phase 2 discharge sanitary flows on the Town of Moosonee's municipal infrastructure.
- Demonstrate we've reviewed the watermain consumption associated with the proposed connection at Moose Drive and Wavey Crescent.
- State that we are confident that we will not be straining systems - but understanding the community's infrastructure and past issues - we will demonstrate that we have mitigation in place (storage tanks and metering)
- Intent is that we now can proceed with Permit Application - for Construction beginning June 2026



• Lift Station Impact

Assume lift station pump is Xylem (Flygt) (Model NP-3102) or similar

Capacity 8.4

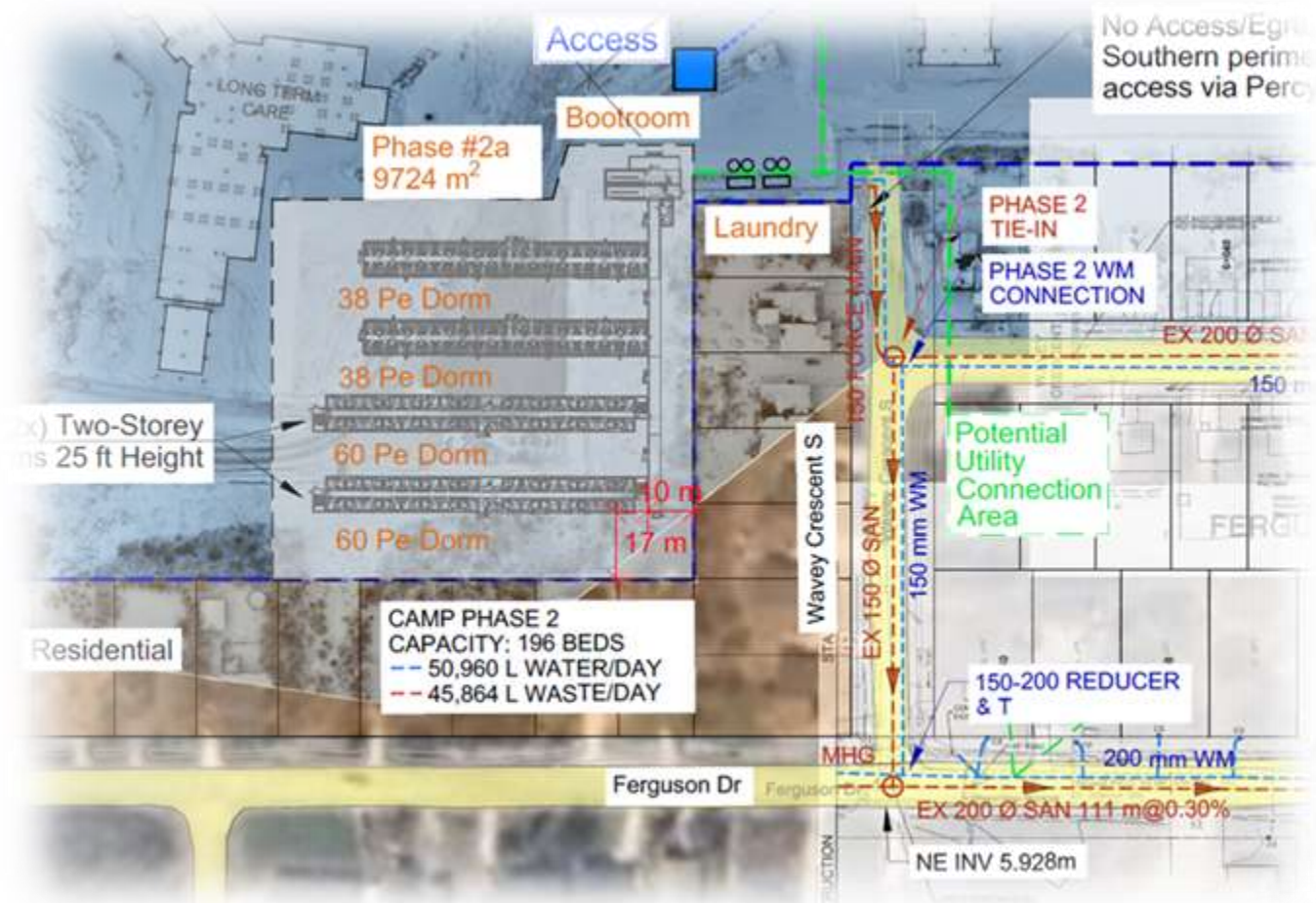
- Camp Phase 2 sanitary discharge: 45,864 L/day (45 m³/day) ≈ 0.53 L/s

- Assumed lift station operating condition: LS3 pump operating at 73% capacity (per Lagoon System Report)

- Pump output at 73% capacity: 8.4 L/s × 73% = 6.13 L/s ≈ 529,800 L/day

- Comparison: Camp Phase 2 discharge = 0.53 L/s
Pump output (73%) = 6.13 L/s

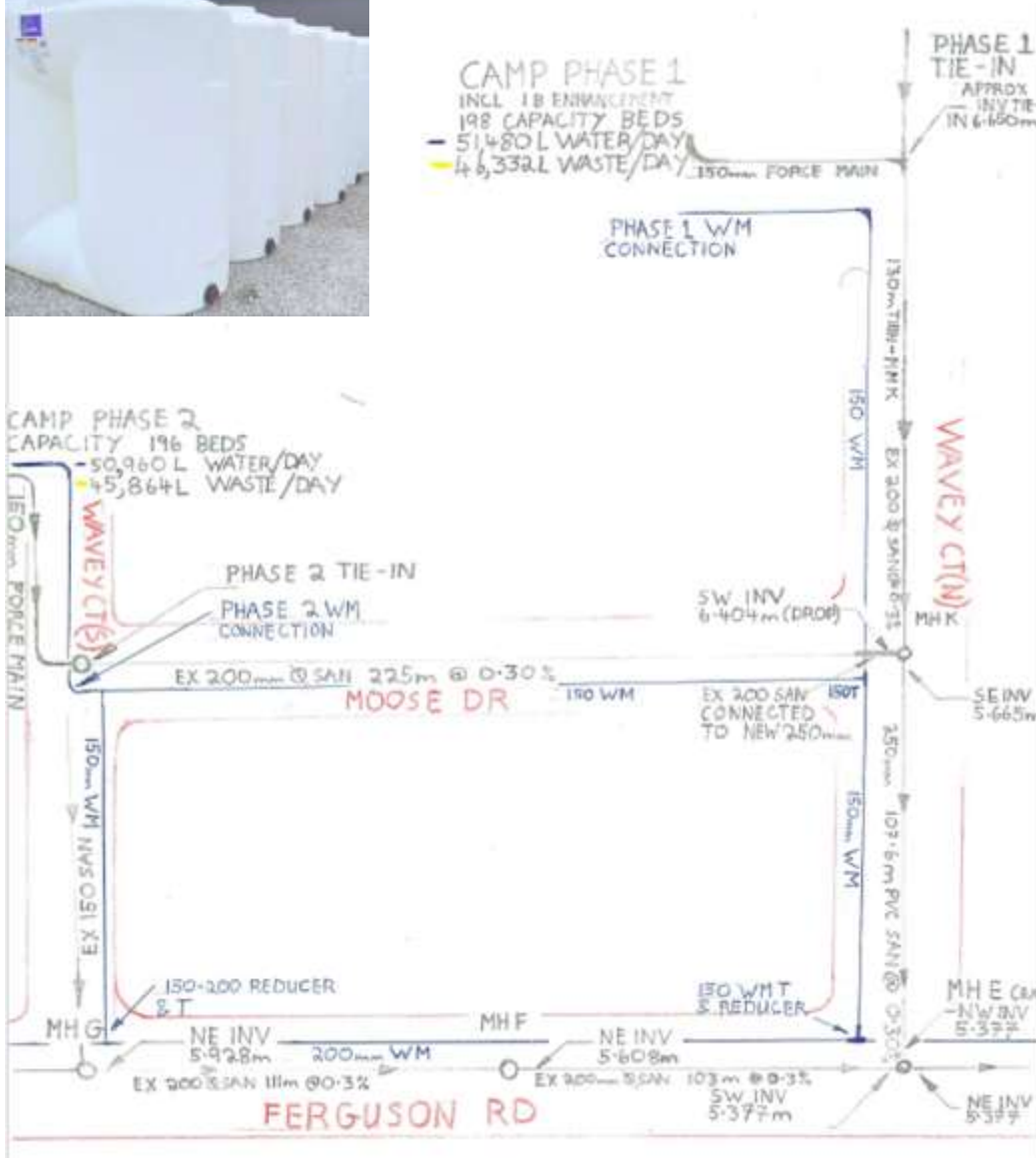
- Conclusion: Camp Phase 2 adds a very small incremental flow relative to lift station pump capacity, with no material impact on pump performance under normal operation.



Lagoon Impact Assessment

- Assessment based on data from the Town of Moosonee Lagoon System Annual Report
- Average daily lagoon flow (annual): $\sim 1,070 \text{ m}^3/\text{day}$
- Peak average daily flow (June): $\sim 1,577 \text{ m}^3/\text{day}$
- Total annual lagoon volume: $\sim 390,569 \text{ m}^3$
- Camp Phase 2 sanitary discharge: $\sim 45 \text{ m}^3/\text{day}$ (45,864 L/day)
- Represents approximately 4.2% increase to the Town's average daily lagoon flow
- Increases average daily flow from $1,070 \text{ m}^3/\text{day}$ to $\sim 1,115 \text{ m}^3/\text{day}$
- Annual Camp Phase 2 contribution: $\sim 16,425 \text{ m}^3/\text{year}$
- Compared to lagoon annual total, Camp Phase 2 represents a small proportion of overall volume

Watermain Fire Suppression Constraint & Mitigation



- Identified Constraint**
 - Existing municipal watermain at Wavey Crescent and Moose Drive is an end-of-line system
 - EXP advised limited residual pressure at fire hydrants
 - Hydrant flow alone may not meet fire suppression requirements
- Proposed Mitigation**
 - Provide an on-site fire water storage tank
 - Install a dedicated fire pump to supply sprinkler and hose stream demand
 - Use municipal watermain for make-up only, not primary fire flow fill storage tanks during off peak times.
- Preliminary Fire Protection Sizing**
 - Total fire flow demand: ~1,525 L/min (25.4 L/s)
 - Required fire storage volume: ~100-120 m³
 - Minimum pump discharge pressure: ~550-600 kPa



Mitigations for Camp Phase 2

- **Seasonal Sensitivity & Mitigation Approach**
- The Town lagoon is most constrained during spring and early summer due to higher water levels and reduced treatment capacity
- These known seasonal challenges are acknowledged and respected
- The intent of this submission is to quantify the incremental impact of Camp Phase 2 and avoid adding stress during sensitive periods
- **Proposed Mitigation Measures**
- **Flow Monitoring & Transparency**
- Install a dedicated sanitary flow meter at Camp Phase 2
- Track daily and monthly discharge volumes
- Share data with the Town to support monitoring and operational planning
- **Temporary Bypass & On-Site Storage**
- Provide a temporary holding tank and bypass system at the camp
- Allows sanitary flows to be temporarily withheld during:
 - Lagoon capacity constraints
 - Maintenance activities
 - Lift station outages or reduced capacity

Overall Conclusion & Commitment

- Engineering assessments confirm Workers Camp Phase 2 can be serviced by existing Town sanitary and watermain infrastructure without adverse impact, subject to standard municipal confirmation
- Sanitary impact is minimal:
 - Camp Phase 2 flows represent ~1.5% of available sewer capacity
 - Lift station and lagoon impacts are small and manageable
- Lagoon seasonal sensitivity acknowledged (March-June peak conditions)
- Mitigation measures include flow monitoring, temporary bypass, and on-site storage to avoid added stress during constrained periods
- Domestic water demand is minor relative to the 150 mm watermain capacity
- Fire flow limitations due to end-of-line pressure are mitigated through on-site fire water storage and dedicated pumping (water tank storage done during off peak hours)
- Commitment to coordination: Pomerleau and its camp subcontractors will work collaboratively with the Town of Moosonee to align discharge timing, monitoring, and contingency measures—particularly during the critical May and June period

Camp Phase 2

Assessment of Sanitary & Watermain Consumption

Workers Camp Phase 2 – Hospital Site Moosonee, Ontario

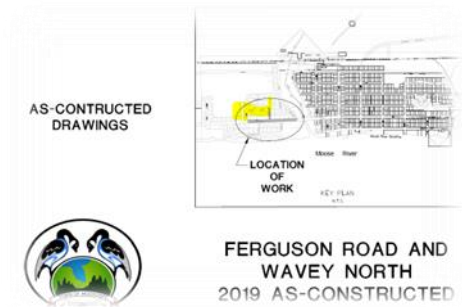


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8. Mitigation Measures and Contingency Planning
9. **Overall Engineering Conclusion – Sanitary and Watermain Connections**

1. Introduction and Background

This report presents a supplementary assessment of sanitary and watermain consumption for **Workers Camp Phase 2**, located at the WAHA Hospital Site in Moosonee, Ontario.

Reference is made to the Town of Moosonee **EXP 2019 Sanitary and Watermain Upgrades**, as shown on the reference mapping provided previously.

This document is intended to supplement the previously submitted **Functional Servicing Report (FSR)** prepared by Horizon North, addressing additional information requested by the Town of Moosonee and its consulting engineer, EXP.

2. Purpose of This Supplementary Assessment

During an initial coordination discussion between **Pomerleau** and **EXP** on **March 30**, it was identified that the FSR submitted for Camp Phase 2 required additional clarification to better demonstrate how the proposed sanitary discharge volumes would affect the Town of Moosonee's downstream sanitary infrastructure.

Specifically, the following items were requested:

- Additional engineering assessment of sanitary discharge impacts using standard hydraulic equations
- Confirmation of self-cleansing performance in the downstream municipal sanitary sewer
- Confirmation of available capacity in the downstream sanitary main
- Calculation of potable water consumption requirements for connection at **Wavey Crescent and Moose Drive**

It was agreed that Pomerleau would complete a supplementary assessment using:

- **Manning's equation** to assess self-cleansing velocity of the receiving sanitary sewer
 - **Full-flow capacity calculations** to compare Camp Phase 2 discharge flows to available sewer capacity
-

3. Existing Municipal Infrastructure Context

Workers Camp Phase 2 proposes to discharge sanitary flows into the existing **200 mm diameter municipal sanitary sewer** located at the intersection of **Wavey Crescent and Moose Drive**. Potable water servicing is proposed via connection to the existing **150 mm diameter municipal watermain** at the same location.

The purpose of this report is to share information with the Town of Moosonee and provide a clear technical understanding of the impact that Camp Phase 2 will have on local municipal infrastructure.

4. Sanitary Servicing Assessment

4.1 Manning's Velocity – Self-Cleansing Assessment

Location: Wavey Crescent & Moose Drive, Moosonee, Ontario

Pipe Parameters

- Pipe diameter: 200 mm (0.20 m)
- Slope: 0.3% (0.003)
- Length: 225 m
- Pipe material: PVC
- Manning's roughness coefficient (n): 0.011
- Minimum self-cleansing velocity: 0.6 m/s

Formula

$$V = \frac{1}{n} R^{2/3} S^{1/2}$$

Result

- Calculated velocity: **1.12 m/s**

Assessment Using Manning's equation, the calculated full-flow velocity of the existing municipal sewer is approximately **1.12 m/s**, which exceeds the commonly accepted Ontario minimum self-cleansing velocity criterion of **0.6 m/s**. Although full-flow conditions represent a conservative assumption, the results indicate that the sanitary sewer will maintain self-cleansing performance under typical partial-flow operation along the full 225 m length.

4.2 Full Flow Capacity Assessment

Camp Phase 2 Discharge into 200 mm Municipal Sanitary Sewer

Given

- Daily Camp Phase 2 discharge: **45,864 L/day**
- Pipe diameter: 0.20 m

Cross-Sectional Area

$$A = \frac{\pi D^2}{4} = 0.0314 \text{ m}^2$$

Full-Flow Velocity (from Manning's Analysis)

- $V = 1.12 \text{ m/s}$

Full-Flow Capacity

$$Q = V \times A = 0.0352 \text{ m}^3/\text{s} = 35.2 \text{ L/s}$$

Equivalent Daily Capacity

- $35.2 \text{ L/s} \times 86,400 \text{ s/day} \approx \mathbf{3.04 \text{ ML/day}}$

Actual Camp Phase 2 Discharge

$$45,864 \text{ L/day} = 0.00053 \text{ m}^3/\text{s}$$

Capacity Utilization

$$\frac{0.00053}{0.0352} \times 100 \approx 1.5\%$$

Assessment The anticipated sanitary discharge from Camp Phase 2 represents approximately **1.5%** of the full-flow capacity of the existing municipal sanitary sewer, confirming significant surplus capacity.

4.3 Hydraulic Adequacy Conclusion – Sanitary Discharge

Based on the completed hydraulic review, the 200 mm diameter PVC sanitary sewer installed at a 0.3% slope is considered hydraulically adequate for the proposed Camp Phase 2 sanitary flows. The calculated full-flow velocity exceeds minimum self-cleansing requirements, and the projected discharge represents a small fraction of available capacity. The sanitary sewer is therefore expected to operate under stable, gravity flow conditions without risk of sedimentation, surcharge, or downstream hydraulic constraint.

5. Watermain Consumption Assessment

5.1 Water Demand Calculations

A water demand assessment was completed for Camp Phase 2, consisting of a temporary workforce population of **196 persons**, connecting to the existing **150 mm municipal watermain**.

- Average per-capita consumption: **260 L/person/day**
- Average daily demand: **50.96 m³/day**
- Average flow: **0.59 L/s**

Applying conservative Ontario municipal peaking factors:

- Maximum day factor: 3.0
- Peak hour factor: 4.0

Resulting **peak hour domestic demand**:

- **2.36 L/s**

5.2 Capacity Interpretation

Domestic Demand Only

- Peak hour demand: 2.36 L/s
- This demand is negligible relative to a 150 mm watermain's capacity

Including Fire Flow

- Assumed fire flow: ~30 L/s
- Total combined demand: ~32 L/s

Typical 150 mm watermain capacity:

- ~35 L/s at 2 m/s
- ~53 L/s at 3 m/s (short-term fire flow)

Interpretation The proposed connection appears hydraulically feasible; however, adequacy depends on:

- Available system pressure
 - Upstream supply and system configuration
 - Municipal confirmation or hydraulic modeling
-

5.3 Watermain Consumption Conclusion

The proposed Camp Phase 2 domestic water demand is small relative to the available capacity of the existing 150 mm municipal watermain. Even when combined with conservative fire flow requirements, the overall demand remains within the expected conveyance range of the main, subject to confirmation of available pressure and fire flow capability by the Town of Moosonee.

6. Fire Suppression, Pressure, and Storage Assessment

EXP advised that the municipal watermain at Wavey Crescent and Moose Drive may have limited residual pressure due to its end-of-line configuration and may not meet fire suppression requirements via hydrant flow alone.

Accordingly, the development will require:

- An on-site fire water storage tank
- A dedicated fire pump supplying sprinkler and hose stream demand
- Municipal water used for make-up only

Preliminary fire protection sizing indicates:

- Total fire flow demand: **1,525 L/min (25.4 L/s)**
 - Required effective fire storage volume: **100–120 m³**
 - Minimum pump discharge pressure: **550–600 kPa**
-

7. Downstream Infrastructure Review

7.1 Municipal Lift Station Impact

Assuming a lift station configuration consistent with recent Town RFPs (Flygt NP-3102 pumps):



- Camp Phase 2 discharge: **45.9 m³/day (1.91 m³/hr)**
- Incremental increase to pump loading: approximately **0.7%**

This increase is considered negligible and will not adversely impact lift station performance.

7.2 Lagoon Capacity Impact

Based on the Town of Moosonee Lagoon System Annual Report:

- Average daily lagoon inflow: **1,070 m³/day**
- Camp Phase 2 contribution: **45 m³/day**

This represents an approximate **4.2% increase**, increasing average daily flow to approximately **1,115 m³/day**. The annual Camp Phase 2 contribution is approximately **16,425 m³**, which remains modest relative to lagoon capacity.

Month	Flow m ³	Avg. Flow m ³ /d	Max Flow m ³ /d
1	26,306	849	1,057
2	32,957	1,177	1,394
3	42,574	1,373	2,037
4	47,766	1,592	3,232
5	48,475	1,564	2,050
6	47,306	1,577	2,723
7	30,245	976	1,310
8	26,167	844	1,120
9	22,317	744	915
10	24,794	800	1,080
11	21,351	712	973
12	20,311	655	812
Total	390,569		
Average		1,070	
Maximum			3,232

8. Mitigation Measures and Contingency Planning

To ensure no additional stress on municipal infrastructure during peak operating periods, the following measures are proposed:

- Installation of a **3-inch electromagnetic sanitary flow meter**



- Ongoing monitoring and reporting of sanitary discharge volumes
- Provision for:

- Temporary sanitary bypass and holding capacity
- Controlled discharge during lagoon or lift station maintenance
- Sanitary waste hauling, if required



9. Overall Engineering Conclusion – Sanitary and Watermain Connections

Based on the completed engineering assessment, **Workers Camp Phase 2 can be serviced by the existing Town of Moosonee sanitary sewer and watermain infrastructure without adverse impact**, subject to standard municipal confirmation. The sanitary sewer connection demonstrates adequate self-cleansing velocity and substantial surplus capacity, with Camp Phase 2 flows representing approximately **1.5% of available sewer capacity**. Downstream lift station and lagoon impacts are minimal and manageable with proposed monitoring and mitigation measures.

Domestic water demand is minor relative to the capacity of the existing 150 mm watermain. While end-of-line pressure limitations may restrict direct fire flow capability, this constraint is adequately addressed through provision of on-site fire water storage and pumping. With these measures in place, the Camp Phase 2 servicing strategy is considered **hydraulically adequate, technically sound, and suitable for municipal review and approval**.



BRIEFING NOTE

New Septage Disposal Fees

A Briefing Note contains advice and/or recommendations from an employee, for council consideration.

Submitted	Victoria Hutchison, CAO												
Date	April 23, 2026												
Background	<p>In the past all homes and businesses have been required to connect to Town sewer and water and there has not been a need for separate additional water charges or septage disposal fees. Due to the WAHA redevelopment project there has been a demand for septage disposal and water fill-ups due to the use of portable toilets on the sites.</p> <p>There has been an informal agreement for the company to dump the sewage into a manhole, however that solution was meant to be temporary in nature. We have since had some issues with the prior agreement and have worked with the company to find a solution which serves the Town and protects our assets and working conditions.</p>												
Analysis and Discussion for Council Consideration	<p>Based on research we are suggesting that the Town Council approve an amendment to the fees and services by-law to include septage disposal fees and water fill-up fees as these services are provided by the Town and users are required to pay for their use. We would also recommend back dating the effective date to reflect the services that have already been provided with the knowledge that the company impacted was aware that the previous solution was temporary and that the fees would be applied.</p> <p>The suggested fees are as follows and would be added to schedule G :</p> <p>Rates for Septage Disposal Disposal of Septage must be arranged prior to dumping and must be approved by the Manager of Public Works or designate. For sewage tanks less than 3500 gallons, flat rate fees are as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 0 20px;">2025</td> <td style="padding: 0 20px;">2026</td> <td style="padding: 0 20px;">2027</td> </tr> <tr> <td style="padding: 0 20px;">\$ 175.00</td> <td style="padding: 0 20px;">\$178.50</td> <td style="padding: 0 20px;">\$182.10</td> </tr> </table> <p>Pickup Water Fees (per cubic metre)</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 0 20px;">2025</td> <td style="padding: 0 20px;">2026</td> <td style="padding: 0 20px;">2027</td> </tr> <tr> <td style="padding: 0 20px;">\$20.00</td> <td style="padding: 0 20px;">\$21.00</td> <td style="padding: 0 20px;">\$22.05</td> </tr> </table>	2025	2026	2027	\$ 175.00	\$178.50	\$182.10	2025	2026	2027	\$20.00	\$21.00	\$22.05
2025	2026	2027											
\$ 175.00	\$178.50	\$182.10											
2025	2026	2027											
\$20.00	\$21.00	\$22.05											
Applicable policies, regulations, legislation	Fees and Services By-Law												
Source of Funds - Financial Implications	This would be a revenue generation item for the Town and there are no associated costs other than the services being provided.												

Recommendations	I recommend implementing the fees and charges as described or similar and amending the fees and services bylaw to include them and backdating the change to January 1, 2025. Our staff would work with the impacted company to estimate usage and issue an invoice for 2025 and 2026.
CAO's comments / Motion for Council Consideration	BE IT RESOLVED that the corporation of the Town of Moosonee acknowledges the briefing note for new septage disposal fees and directs staff to make the applicable changes to the fees and services by-law for council review and approval.



BRIEFING NOTE
Use of Corporate Resources During Municipal Election Campaign
Periods Policy – 2026

A Briefing Note contains advice and/or recommendations from an employee, for council consideration.

SUBMITTED BY	Boblin Jardino- Clerk
DATE	April 28, 2026
BACKGROUND	<p>The Use of Corporate Resources During Municipal Election Campaign Periods Policy – 2026 has been prepared to establish clear rules regarding the use of municipal corporate resources during municipal election campaign periods.</p> <p>This policy ensures that municipal resources such as facilities, equipment, staff time, technology systems, and other assets are not used for election campaign purposes. The policy applies to Members of Council, Certified Candidates, Third Party Advertisers, and municipal staff.</p> <p>The intent of the policy is to promote fairness, transparency, and accountability during the municipal election process while protecting the interests of all candidates and the Corporation of the Town of Moosonee.</p>
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	<p>The proposed policy outlines restrictions and guidance on the use of municipal corporate resources during election campaigns. Key provisions include:</p> <ul style="list-style-type: none">• Municipal facilities, equipment, supplies, and staff resources shall not be used for election campaign purposes.• Municipal technology systems such as computers, email accounts, cell phones, and websites shall not be used for campaign-related activities.• Campaign materials and signs are not permitted on municipal property or within municipal facilities unless permitted under applicable legislation.• Municipal logos, branding, and corporate marks shall not be used in campaign materials.• Municipal contact lists or information obtained through official municipal duties shall not be used for election purposes. <p>The policy also recognizes the unique characteristics of the Town of Moosonee and allows candidates to access municipal services or facilities available to the general public, provided they follow the same procedures and pay the same fees.</p> <p>Adopting this policy will provide clear guidance to Council members, staff, and candidates and will support fair and transparent municipal election practices.</p>

RELEVANT POLICY AND/OR LEGISLATION	Municipal Election Act, 1996
FINANCIAL IMPLICATIONS	There are no direct financial implications associated with adopting this policy.
RECOMMENDATIONS	That Council adopt the Use of Corporate Resources During Municipal Election Campaign Periods Policy – 2026.
CAO'S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	BE IT RESOLVED that the Corporation of the Town of Moosonee approves the Use of Corporate Resources During Municipal Election Campaign Periods Policy as presented/amended effective immediately.

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THE CORPORATION OF THE TOWN OF MOOSONEE

USE OF CORPORATE RESOURCES DURING MUNICIPAL ELECTION CAMPAIGN PERIODS POLICY

Touch the Edge of the Arctic!

POLICY STATEMENT:

The purpose of the Use of Corporate Resources during Municipal Election Campaign Periods Policy is to meet the Town's responsibilities under the Municipal Elections Act, 1996, as amended, by establishing rules and procedures with respect to the use of municipal resources during the election campaign period. This policy is established to protect the interests of Certified Candidates in the Municipal Election, Members of Council, Third Party Advertisers, as well as the Town.

This policy also recognizes some unique characteristics of the Town of Moosonee, especially as it relates to the availability of certain services and spaces available for rent in the Town which may be significantly different than those available in other areas of the Province.

APPLICATION:

This Policy is applicable to Members of Council, to all Certified Municipal Election Candidates, Third Party Advertisers in the Municipal Election Campaign and to Town Employees.

GENERAL:

Given the services available in the broader business community in the Town of Moosonee, it may not always be possible to strictly ban the use of Municipal Corporate Resources by Certified Candidates and Third Party Advertisers involved in the Municipal Election.

Any time requests are made for use of Municipal Corporate Resources, these requests will be treated in the same fashion as requests made by the General Public and will be subject to the same schedule of fees and charges as exist when providing services to the General Public.

Excluded from this policy is the costs incurred by the Town in the administration and activities required to host a Municipal Election.

APPLICATION AND PROCEDURES:

- (a) Except as noted above, Corporate Municipal Resources, Assets, and Funding shall not be used for any election related purpose;
 - (b) Staff shall not canvass or actively work in support of a Certified Candidate or Third Party Advertiser during hours which they are receiving compensation from the Town. For clarification this would include normal business hours unless they are on an approved leave in accordance with the Human Resources policies of the Town;
 - (c) Except as noted above, no Member of Council, Certified Candidate, or Third Party Advertiser shall use the facilities, equipment supplies, services staff or other resources of the municipality for any election
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- campaign or campaign related activities. Other resources of the municipality include Town Letterhead, Town Business cards, Township email accounts, and other similar items;
- (d) The municipal technology systems, including Town computers, laptops, emails, cell phones, etc., shall not be used for any election campaign or campaign related activities. The Town's voice mail system shall not be used to record campaign messages;
 - (e) Websites or domain names that are funded, owned, and/or operated by the Town shall not be used for any election campaign or campaign related activities. Excluded from this provision is non-partisan election material that is required for the proper administration of the Municipal Election as provided by the Municipal Elections Act, 1996, and other related Town policies. Also excluded is general contact information for those who are Certified Candidates in the Municipal Election;
 - (f) Items that shall not be allowed to be displayed in, or on, Town property or facilities include any campaign related signs, and displaying any election related material, whether this material supports or opposes the candidacy of a person for elected office. Campaign signs may be permitted as provided by the election policies of the Town and by appropriate Provincial legislation;
 - (g) No Member of Council or Certified Candidate shall be permitted to submit any written materials to an agenda or make statements at a Council meeting or Town sponsored event which may be construed as supporting the personal or political agenda of a Certified Candidate during the Election Period;
 - (h) Any material printed, distributed or paid for by the Town shall not include any election campaign or campaign related activities other than non-partisan election material that is required for the proper administration of the Municipal Election under the Municipal Election Act, 1996;
 - (i) The Town's logo, crest, brand, and other Town corporate marks shall not be used in any campaign related activities or materials or included on campaign related websites, social media or electronic publications;
 - (j) Any contact lists, including distribution lists or ratepayer information, acquired or developed using municipal resources or through the role of a Member of Council shall not be used for election purposes;
 - (k) Photographs or videos produced for and owned by the Town may not be used for campaign related activities.

LIMITATIONS:

- (a) Nothing in this Policy shall preclude a Member of Council from performing their role as a Member of Council nor inhibit them from representing the interest of the constituents who elected them;
- (b) Nothing in this Policy shall preclude a Staff member from exercising their civic duty to participate in the municipal election process as a private citizen;
- (c) Nothing in this Policy shall prevent Staff from conducting an election in accordance with the Municipal Elections Act, 1996, or providing non-partisan election information material on behalf of the Town so as to inform the public about the election and the election process

POLICY REVIEW:

This policy shall be reviewed prior to the Nomination Period of future Municipal Elections.



**SMOOTH
ROCK
FALLS**



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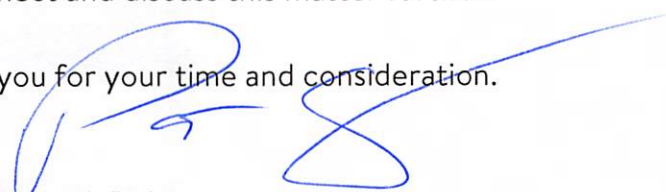
Dear Mayor Wayne Taipale and Council,

The Town of Smooth Rock Falls is reaching out to connect and inquire whether the Town of Moosonee and neighbouring northern First Nation communities are currently reviewing options for the development of a year-round road that would connect northern communities through Highway 634 (Fraserdale) into Smooth Rock Falls.

As a neighbouring municipality, Smooth Rock Falls is interested in learning more about any discussions or initiatives related to this potential corridor. We would also like to express our willingness to explore how our community may be able to support efforts that would strengthen transportation connections and help meet the needs and priorities of northern and First Nation communities.

We value the opportunity to build positive relationships and collaborate with our neighbouring communities. Should this be of interest, we would welcome the opportunity to connect and discuss this matter further.

Thank you for your time and consideration.


Mayor Patrick Roberts
CC: Council of the Town of Smooth Rock Falls
CC: CAO-Treasurer, Yvan Marchand
CC: EDO, Shannon Piper