

AGENDA

Corporation of the Town of Moosonee

Regular Meeting #18-2026

June 23rd, 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

- May 12th, 2026, Special Meeting #13-2026 and Regular Meeting #14-2026.
- Special Meeting #15-2026 of June 3rd, 2026, and #16-2026 Special Meeting of June 11th, 2026.

5. PRESENTATIONS AND DELEGATION

- Phase 2 Camp Updates on Location- Denise Angelakos and Team
- Dawn Linklater letter- In Person
- Revillon Freres Restoration - Cecil Chabot and Tracie Louttit

6. REPORTS AND MEMOS

- Airport Lighting Report – Trevor Zemliduk/Joel Stapley - Motion
- Briefing Notes for Winter Roads Transfer Payment Agreement- Nar Emadpoor,
Public Works Manager- Motion
- Briefing Notes for Watermain Disinfection Standard Procedure- Nar Emadpoor,
Public Works Manager- Motion

- Briefing Notes for Introduction of Metered Sewage Rate for Commercial Properties- Nar Emadpoor, Public Works Manager
- Fleet Vehicle Procurement – Nar Emadpoor, Public Works Manager – motion
- Revillon Freres Building Restoration Initiative - Terah Racine, Manager of CDWCE- Motion
- Briefing Notes for Municipal Accommodation Tax (MAT) Funding Allocation Cochrane Tourism Partnership Recommendation- Terah Racine, Manager of CDWCE- Motion

7. BUSINESS ARISING FROM MINUTES

8. PETITIONS AND CORRESPONDENCE

- CEO - Municipal leaders-TC membership

9. MOTIONS

- Third Quarter Council Meeting Dates for 2026

10. READING OF BY-LAWS

- Property Standard
- Tax Arrears Extension Agreement

11. NEW BUSINESS

12. COUNCIL ANNOUNCEMENTS AND UPDATES/DISCUSSION

13. CLOSED SESSION

- Personal matters about an identifiable individual, including municipal employees.

14. ADJOURNMENT

NOTES

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LEGEND

SEALS

FOR REVIEW ONLY

No.	DATE	DESCRIPTION
A	14/05/2026	CAMP PHASE 2 - PROPOSALS 1 AND 2

PROJECT
WAHA REDEVELOPMENT PROJECT

SHEET
WAHA - CAMP PHASE 2A

PROJECT No.	24.0363	SCALE	As indicated
DATE	14/05/2026	SHEET NUMBER	
PREPARED BY	HL	PROJECT	WAHA_CPH2_PROP_REV.A
CHECKED BY	AP		



Reasons for Location Change

1. Camp Security and Worker Safety

Relocating Camp Phase 2 within the same secured perimeter as Camp Phase 1 will significantly improve overall site safety and security:

- Workers can safely travel between dormitories and shared facilities (e.g., cafeteria) without leaving a controlled area
- Night security operations can be centralized within one defined boundary
- Improved separation between workers and the public, with clear delineation of controlled zones

This approach aligns with best practices for worker accommodation safety and site security management.

2. Proximity to Local Residents

The originally approved location for Camp Phase 2 is in close proximity to residential properties along Ferguson Crescent and Wavey Crescent South.

Given that Camp Phase 2 includes two-storey dormitory buildings, concerns were identified related to:

- Sightlines overlooking nearby residences
- Potential privacy impacts to local residents

The proposed relocation addresses these concerns:

- Increases separation distance from residential properties
- Eliminates potential privacy and overlook issues
- Ensures there is no direct impact to neighbouring homes
- The proposed relocation of Workers' Camp Phase 2 to a revised site away from Ferguson Drive eliminates the need to disturb existing separation measures between the camp and adjacent residential properties. By shifting the camp footprint to this new location, all existing fencing and vegetated buffers, including the established tree line between the originally proposed site and nearby homes, can be preserved in their current condition. This change ensures that no modifications or removals of fencing or vegetation will be required, thereby maintaining the existing visual and physical buffer for residents. As a result, the revised location will have no direct impact on neighbouring residential properties

and will enhance compatibility with the surrounding community by avoiding unnecessary site disturbance.

3. Sanitary and Water Servicing Considerations

Sanitary

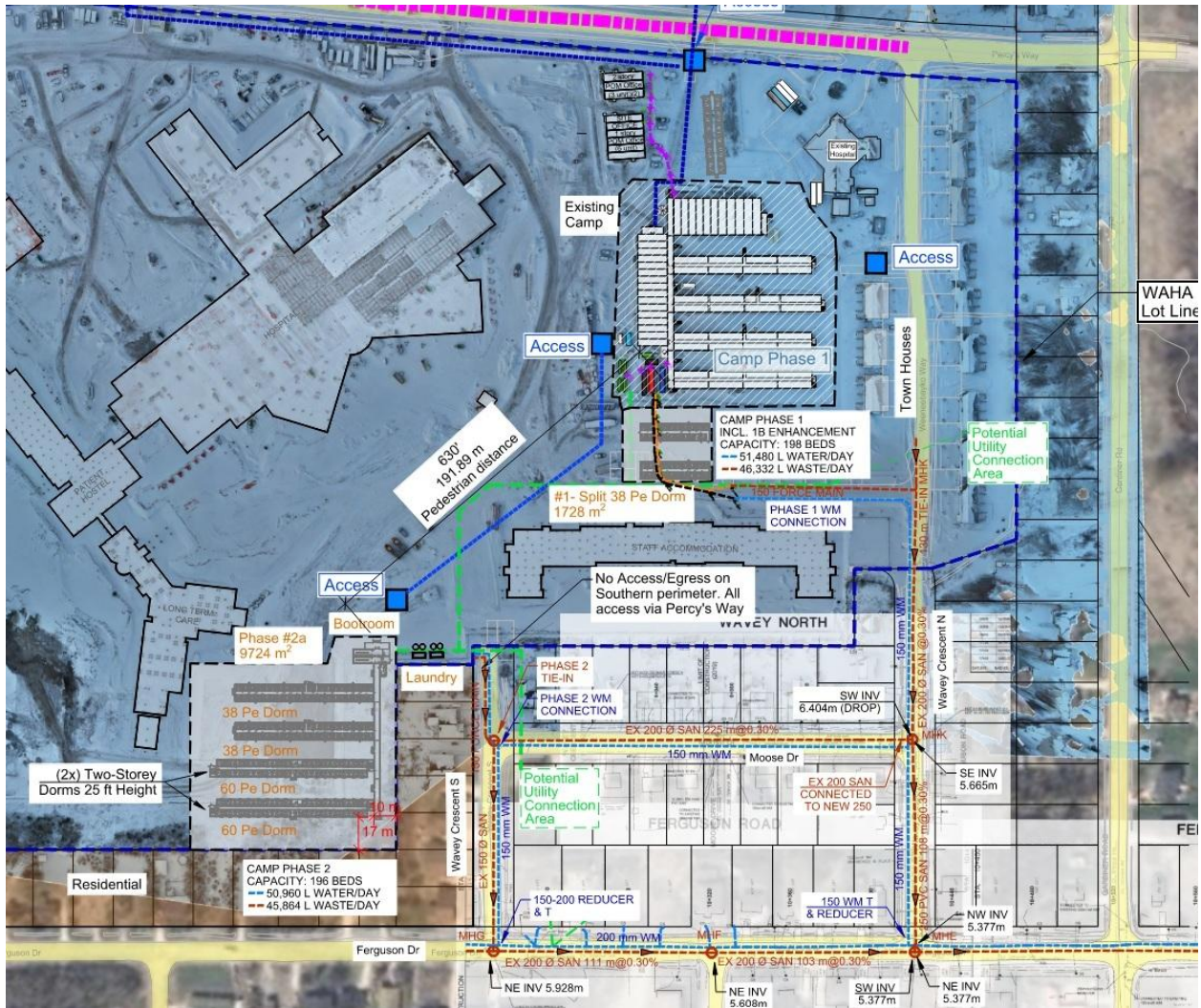
- The proposed change consolidates Phase 1 and Phase 2 sanitary connections to the same system routing at Wavey Crescent North and Moose Drive
- As previously confirmed in Pomerleau's sanitary assessment, flows ultimately combine along Ferguson Crescent before discharging to the Lees Crescent Lift Station (LS3)
- Therefore, the proposed change does not materially alter the overall sanitary loading or downstream system performance

Additionally:

- Temporary sanitary storage (bypass/containment tanks) can be more effectively managed at a single location
- In the event of a Town pump failure, consolidated storage improves response capability and operational control

Watermain

- The water servicing strategy remains unchanged
- Connection will still be made to the existing 150 mm looped watermain system along Wavey Crescent North and Moose Drive
- No increase in water demand is anticipated as a result of the relocation
- Pomerleau's plan for independent water storage during off-peak hours remains in place



Old Original Location Ferguson & Wavey Crescent South

Conclusion and Next Steps

Pomerleau is bringing this proposal forward in good faith and with respect for the Town of Moosonee Council to ensure full transparency prior to advancing any approvals.

We did not want to proceed with revisions to the Site Plan Approval or Building Permit applications without first informing and seeking alignment with the Town.

Should the Town be in agreement with the proposed location change, and subject to confirmation that it will not impact the project schedule, Pomerleau's next steps would be to:

- Submit an updated **Site Plan Approval (SPA)** reflecting the revised Camp Phase 2 location
- Submit a revised **Building Permit application** aligned with the updated site plan

Pomerleau remains committed to working collaboratively with the Town to ensure the project proceeds in a manner that supports community considerations, safety, and infrastructure requirements.

Dawn Linklater
128 Ferguson Road
Moosonee, ON
P0L 1Y0

May 13, 2026

Town of Moosonee
Council Office
5 First Street
P.O. Box 727
Moosonee, ON
P0L 1Y0

Re: Ongoing Sewer Backups Affecting Ferguson Road Area – Request for Meeting with Council

Dear Mayor and Members of Council,

I am respectfully requesting an opportunity to meet with Town Council to discuss the ongoing sewer issues affecting my property and neighbouring homes. I believe a direct discussion is necessary to ensure Council fully understands the frequency, severity, and impact of these recurring sewer backups, and to work toward a long-term solution.

I also request that Town Council review the ongoing sewer issues and investigate the recurring backups affecting my property and neighbouring homes.

This matter is not only an infrastructure and property concern, but also a serious public health and safety issue. Repeated sewer backups into residential basements expose families to sewage contamination, unsanitary living conditions, bacteria, mold, and other potential health risks. These incidents have caused ongoing stress, disruption, and uncertainty for the affected households.

This issue affecting my sewer line and property began in November 2023 and continues to the present day.

I understand that Mayor Wayne Taipale has advised that the Town intends to address problem areas between the Necessities manhole on Ferguson Road and the Wabun Road

manhole later this summer. I appreciate that the Town has acknowledged there is a known issue in this area and that work is being planned.

However, I want Council to understand that whenever these manholes become overwhelmed or clogged, three neighbouring homes are directly impacted by sewage backups into our basements. The affected properties include:

- My residence at 128 Ferguson Road
- Louise Etherington's residence
- Hank and Miranda Martin's residence

These repeated incidents continue to affect our homes, our health, and our quality of life.

Attached are photographs documenting the sewer issues affecting my property.

I will continue to follow up on this matter and advocate for a permanent solution for all affected residents in our area.

Sincerely,



Dawn Linklater



A scenic sunset over a body of water. The sun is low on the horizon, casting a warm orange and red glow across the sky and reflecting on the water. In the foreground, a dark wooden canoe is pulled up onto a rocky shore. The sky is filled with soft, wispy clouds, some of which are illuminated by the setting sun. The overall mood is peaceful and serene.

THE GATEWAY TO WHERE

THE ARCTIC BEGINS

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Hospitality Briefing Note

INTRODUCTION

From 2004 to 2026, numerous studies and plans identified opportunities to re-establish Moose Factory as a major Northern Ontario tourism destination. While these reports outlined strong concepts for infrastructure, experiences, and services, only a few initiatives have been implemented or sustained. Recent discussions reaffirm that the challenge is not a lack of ideas, but rather the need for **clear strategy, phased implementation, greater collaboration, community-led delivery**, and integration with **community-centred priorities and a holistic vision** that does not reduce culture, heritage and history to instruments of tourism development.

This briefing note seeks to provide **Hospitality Committee, Roundtable, and Advisory Circle** members with a preliminary outline and update on achievable short-term and medium-term tourism priorities that are in development or have been identified. Pilot projects for some long-term priorities have also been included.

We will need to ensure unity of these short-term priorities with the long-term priorities identified in the **360° Vision Plan for Building a Future with our Shared Past** and refine and adjust both accordingly, while reviewing past strategic plans for additional ideas to integrate.

BACKGROUNDER AND STRATEGIC PLANNING DOCUMENTS

1. Backgrounder documents:
 - a. Arthur Ray, Reflections on Heritage Planning in Moose Factory (1987)
 - b. Thomas Blampied, excerpt from thesis on ONR and local tourism (2022)
2. Foundational documents:
 - a. 2008 MRHHA founding meeting
 - b. 2014 Tri-jurisdictional MOU re MRHHA
 - c. MRHHA Letters Patent and Bylaws (update in process)
3. Past strategic plans & feasibility studies
 - a. 2004 MFTA Heritage Strategic Plan
 - b. 2014 MRHHA Tourism Strategic Plan
 - c. 2021 MRHHA update to Jurisdictions outlining More than 350 Initiative
 - d. 2022 MRHHA More than 350 Plan
 - e. 2023 Heritage Suites Hotel & Hospitality Business Assessment
4. Current plan (launched in March):
 - a. 360° Vision Plan for Building a Future with our Shared Past

Access these documents here, until Hospitality Roundtable Access Point is created.

The MRHHA participated in a high-level Mushkegowuk Marine Conservation Tourism strategy consultation over several months in 2024. We will request permission to share the resulting study.

SHORT-TERM AND MEDIUM-TERM PRIORITIES

1. Update and Expansion of Heritage Tour App

- Serves community members and visitors, education, heritage and tourism in a single platform
- Supports independent visitors and improves experience without heavy infrastructure
- Integrated with community-member centric MRHHA goals relating to heritage and education
- Essential update (removal or modification of out-of-date information) anticipated for end of May; enhancement of Moosonee tour with additional Railcar Museum content and Revillon Freres content anticipated by mid-June; further expansion ongoing.

2. Creation of Shared Community Calendar

- Creates a single shared community calendar that can be embedded in partner websites with filters so that each partner can prioritize particular events, purposes or audiences.
- Centred around traditional six Cree seasons, to promote Cree tradition.
- Facilitates collaboration and coordination between event organizers, allowing them to post draft events that other organizers can see before the events are finalized and go live.
- Serves community members and visitors simultaneously and allows visitors to feel welcomed and integrated into **authentic, community-centred events and activities**
- In development with Moose Cree FN Communications. First edition anticipated by mid-June.

3. Visitor Point of Contact (Critical Priority)

- Establish a clear, centralized visitor entry point
- Could evolve into a **visitor centre function**
- Ensures visitors arriving now are not left hanging
- Addresses a major gap identified: *"I arrive—now what?"*
- Already in place (visit@mrhha.ca email forwards to full team) but needs to be expanded (to include phone number) and marketed.

4. Visitor Feedback & Data Collection

- Essential for tourism grants & understanding visitor needs and behavior
- Should capture: Origin of visitors; Length of stay; Reason for visiting; Experience gaps, etc
- Needs to be developed based on best practices elsewhere, with digital and paper format.
- First edition anticipated by end of June.

5. Marketing of Priorities Projects 1–4

- Serves community members and visitors alike
- Improve digital visibility and centralized information access.
- Integrated with community-member needs.

- First phase anticipated for mid-June (banners, posters, train flyers, postcards).

6. High-End, Quality-Controlled Tour Packages

- Key **first-phase economic driver** that can support future tourism infrastructure development
- Attracts visitors willing to pay for guided, curated, culturally rich experiences
- Identified as high priority in Wakenagun-led, Mushkegowuk Marine Conservation 2024 tourism study in partnership with MRHHA
- A collaborative initiative with Mushkegowuk, Tourism Cochrane, DNO, and local tour operators
- Underway with first tour booked for September.

7. Business, Food & Accommodation Listings

- Create a **centralized, accessible directory**
- Helps visitors plan and extend stays
- Integrate with Visitor point of contact and work with existing websites and tour app
- Develop long-term vision and plan that integrates with a vision for an integrated regional visitor platform and with MRHHA business memberships, etc.
- First edition anticipated for end of June with Visitor Point of Contact

8. Newsletter & Podcast/Radio Show Series (with Hospitality segment)

- Integrated with MRHHA newsletter serving community members, visitors and reaching partners, supporters and funders
- Tool for: **Storytelling and brand-building**; Sharing local voices, culture, and experiences
- Newsletter already in place; podcast to be renewed; both to be expanded
- Dependent in part of securing stable funding for Culture, Arts and History Lead role

9. Community-centred Hospitality Options for Residents, Family and Friends

- Marketing immediate and forthcoming tour packages and hospitality options to community members, both long-term residents and temporary workers, as well as family and friends of long-term residents and temporary workers who may wish to visit.

10. Expansion of Accommodation Options: short-term and long-term steps

- Begin with support, consolidation and promotion of small-scale lower-capacity options
- Identify, support and advance longer-term high-capacity options, working with partners
- Tidewater Provincial Park; Heritage Suites Hotel and Cabin (Staff House and Centennial Park)

11. Regional Platform Integration (e.g., Driftscape)

- Improve **discoverability and integration** with regional tourism networks and platforms
- Coordinate with other regional partners the selection and implementation of a service such as Driftscape, building on earlier feasibility studies undertaken by MRHHA

- Anticipated for next year.

12. Pilot projects for Culture, Arts and Heritage Co-Operative Platform

- Create platform for local artists, musicians, culture and language keepers, history and heritage knowledge-keepers to advertise availability for tutoring, teaching, workshops, tours, etc. (one-time or regular) for both residents and visitors
- secure grants to subsidize youth, schools and elder participation.
- Trillium Grant applied for in fall 2025 to support this initiative; reapplication in 2026
- Pilot projects this year, if stable funding is secured for full-time Culture, Arts and History Lead

13. Pilot projects for Northern/Indigenous Hospitality and Reciprocity Hub

- Pilot a visiting “fellowship” or “internship” program, where experts and trainees are hosted locally and have opportunities to share knowledge and learn from local knowledge-keepers
- Example: a specialist engineer working on the hospital construction arrives in Moosonee for a week to undertake a specific task. Through this program he or she is invited to participate in a land-based cultural activity and to do a short presentation to students at the local high school on career opportunities in his field, etc.
- Paying and funded participants in this program will be drawn from private, public, academic, and not-for-profit sectors, at all career stages. The objective is to model hospitality and cultivate, in a spirit of reciprocity, and dialogue and exchange between local and international knowledge, expertise, best practices, etc. in service of both the region and the wider world
- See 360° Vision Plan for more details.

14. Leverage Cree-UK History Project for international tourism promotion

- This project has been in development since fall 2023 in partnership with academic and heritage organizations in Canada and the UK, including scholars focused on tourism, natural and built heritage and ethnomusicology
- Although it is primarily an academic research project, it will involve exchange of musicians and artists between Scotland and James Bay and the vision has been to leverage this to promote a renewal of transatlantic tourism, given the historic connections between Orkney, Scotland, the UK generally, and James Bay.
- Major funding was applied for last fall and we anticipate a response by summer. The funding will support part of the salary of our Culture, Arts and History Lead, and also include programming funding.



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Heritage & Hospitality Association



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Inaugural Hospitality Roundtable Meeting DRAFT Minutes

March 6, 2026 9-11AM @ Old HBC Staff House & via Zoom

Participants (in person)

Cheryl Ashamock	MRHHA Board Director (elected Member-at-large); Executive Director, Moose Cree Employment and Training Unit
Virginia Barter	More Than 350 Committee Co-Chair, MRHHA
Dawson Bridger	Manager, Special Projects, Ontario Heritage Trust
Cecil Chabot	Executive Director, MRHHA
Kim Cheechoo	MRHHA Board Director (elected Moose Cree [MCFN] Member); Manager of Moose Cree Tourism; Acting Director of Economic Development, MCFN
Jay Dodiya	General Manager, Super 8 Moose River Inn & Suites LP, Moose Cree Group of Companies
Linda Griffin	MRHHA Hospitality Advisory Circle Chair; Area General Manager, Canada, Hilton Hotels
Wayne Kelly	Director of Heritage Programs and Operations, Ontario Heritage Trust
Courtney Kovacich	Curator, Cultural Collections, Ontario Heritage Trust
Kyle Linklater-Wong	MRHHA Board Chair (elected Moosonee Member); Owner, James Bay Adventures
Stan Louttit	Culture, Arts and History Lead (formerly Entrepreneurship and Holistic Development Lead), MRHHA
Tracie Louttit	Entrepreneurship, Hospitality and Communications Lead (formerly Culture, Arts and Communications Lead), MRHHA
Todd Rueben	Owner, Rueben Property Management, Hospitality/Tours, Moosonee
Joyce Small	Executive Director, Wakenagun Community Futures Development Corporation
Carina Weapenicappo	MRHHA Board Director (elected MoCreebec Member)

Via Zoom

Renée Vezeau-Beaulieu	Executive Director, Cochrane Tourism Association; Owner and General Manager of Best Western and Outtarange Outfitters, Cochrane; Member, DNO Northern Marketing Committee; Chair of World's Best Snowmobile Destination Committee
Megan Boyd	Manager of Product Development, Investment Attraction, Destination Northern Ontario
Sara Currier	Manager of Marketing and Communications, Destination Northern Ontario

Hospitality Roundtable Meeting called to order at 9:15 am and was adjourned at 11 am so that in-person participants could join the community tour.

Synopsis

As Moose Factory resident, Moose Cree First Nation member, and MRHHA lead for Hospitality, Stan Louttit introduced himself and welcomed everyone to the Moose Cree Homeland and Moose Factory. Cecil, as Executive Director, then briefly reviewed the agenda, the vision for the Hospitality Committee, Roundtable and Advisory Circle (see also the terms of reference).

After a full round of preliminary introductions, in which participants shared their backgrounds and their connection and interest in tourism development, Cecil addressed the recently launched 360° Vision Plan. He emphasized that it is a living plan, open to new ideas and input but also grounded on past studies and strategic planning processes (see attached briefing note for a list). He then listed the key short and medium-term priorities that have been identified in previous meetings and discussions with members and partners and which are currently being worked on (see attached briefing note). He then opened the floor for what was a very rich discussion and brainstorming session.

Key input and ideas

The discussion began with a focus on the region's tourism history. MRHHA staff, board members and other local participants emphasized that Moose Factory and Moosonee once experienced a very significant annual influx of summer tourists—numbering in the tens of thousands during peak years in the 1970s through early 1990s. Although tourism was once a major economic force, there were multiple reasons for its decline. Beyond transportation and broader economic changes, participants repeatedly noted that tourism was often structured in ways that benefited only a limited number of people, with many profits flowing outward rather than being widely distributed within the community. The decline was not simply about visitor numbers dropping, but also about fundamental issues with how tourism was done, whose stories were being told, and who held power over tourism development.

A major theme throughout the discussion was the problem of outsider-focused heritage interpretations. Many observed that earlier tourism models often presented distorted, incomplete, or externally controlled narratives that centered settler or fur trade histories while often marginalizing Cree perspectives, contemporary realities, and community priorities. Participants referenced examples such as earlier heritage plaques and guided experiences that often failed to meaningfully include Cree history or framed the region primarily through outsider expectations. Some described how tourists once arrived with stereotypical assumptions about Indigenous life, expecting simplistic or romanticized versions of culture. This outsider-focused heritage approach created disconnect and, for many local people, reduced tourism to 'somebody else's history being told to visitors.' Everyone agreed that future tourism must not reproduce this pattern, and that contemporary Cree life, land-based knowledge, cultural resilience, and local voices must be central.

There was a consensus that these past issues were directly connected to broader needs for reconciliation and cultural renewal. Tourism is not only about attracting visitors—it is deeply tied to how communities understand, preserve, and share their own stories. There is both a need and an opportunity for tourism development to support truth and reconciliation by providing youth with work that reconnects them with their heritage and by allowing visitors to engage with contemporary Cree identity, rather than simply consuming historical or stereotyped imagery. The discussion repeatedly returned to the need for tourism to align with community priorities first; if tourism is built only for outsiders, without strengthening community knowledge and cultural continuity, it will ultimately fail again.

There was also a good discussion of practical barriers that currently exist. Both local and out-of-town participants noted major gaps in services and infrastructure, including accommodations, food access, transportation coordination, and visitor orientation. Visitors from outside the region—some of whom were experiencing Moose Factory or Moosonee for the first time—described how difficult it can be to understand how to get there, where to stay, what to do, and even where to eat. The complexity of train schedules, transfers, and limited local services were described as real barriers. While tourism potential is high, current visitors can easily leave with negative impressions if these foundational issues are not addressed.

At the same time, the out-of-town participants repeatedly emphasized that the region offers something extraordinary. They spoke powerfully about the beauty of the land, wildlife, tides, and cultural atmosphere, often noting that online images or outside assumptions do not capture the actual experience. Several repeat or first-time visitors specifically highlighted the remarkable strength of local hospitality, observing that when visitors encounter knowledgeable, welcoming local people—whether formal guides or everyday residents—the experience is transformed. This culture of hospitality is one of the region's greatest assets and an essential foundation for future tourism renewal.

It was agreed that tourism remains a major opportunity. Local leaders, outside visitors, heritage experts, and regional tourism professionals have all identified hospitality and tourism as a significant economic development driver, but also as something much broader: a means to support community development, youth engagement, cultural renewal, heritage conservation, and reconciliation. Several people noted that tourism can create pathways for young people to learn culture, land skills, and storytelling while simultaneously creating sustainable economic opportunities.

There was also clear recognition that there is substantial external interest. Participants noted that visitors, southern Ontario travelers, cultural tourists, schools, tourism organizations, and tour operators are actively seeking authentic northern, Indigenous, and experiential travel opportunities. Participants representing regional and external partners/funders (Tourism Cochrane, Destination Northern Ontario, Wakenagun Community Futures Development Corporation, Ontario Heritage Trust, Northern Development and Mines, and FedNor) reiterated their keen interest in assisting directly or indirectly in tourism renewal through funding, heritage mandates, marketing, or partnership development.

At the strategic level, one of the strongest recurring themes was the need for a holistic, incremental, careful, and collaborative approach. Many explicitly warned against repeating past mistakes by pursuing tourism too quickly or marketing aggressively before infrastructure, local control, and visitor readiness are in place. It was also stressed that tourism development cannot be treated in isolation from broader goals such as housing, youth engagement, heritage conservation, education, and community wellness. Rather, tourism must be integrated into a wider community development vision. This holistic approach was repeatedly framed as essential to avoiding negative visitor experiences, poor reviews, community disengagement, or another cycle of unsustainable outsider-driven tourism.

Participants emphasized that growth should be community-led and sustainable, with benefits maximized and distributed widely. Tourism should first strengthen community identity, local capacity, and local entrepreneurship, while external marketing should expand gradually as readiness improves. High-end or carefully curated tourism packages were highlighted as a key incremental strategy for generating revenue and testing infrastructure before scaling broader tourism efforts.

Throughout the conversation, people consistently returned to the idea that the region does not lack assets, ideas, or outside support. The natural environment, Cree culture, contemporary community life, heritage sites, storytelling capacity, and hospitality culture were all recognized as exceptional strengths.

The key challenge identified was implementation: creating the structures, partnerships, visitor services, and strategic sequencing necessary to move from scattered opportunities to a coordinated, sustainable tourism future.

Overall, the consensus was that tourism renewal in Moose Factory and Moosonee requires more than promotion—it requires a rethinking of purpose, process, and power. Tourism must be rooted in authentic local leadership, contemporary Cree and other local perspectives, and a holistic strategy that carefully balances economic opportunity with reconciliation, cultural renewal, infrastructure readiness, and community wellbeing. If approached thoughtfully, collaboratively, and incrementally, participants agreed that tourism can once again become a powerful force—not only for economic revitalization, but for strengthening identity, pride, and long-term regional sustainability.

Next Steps

1. Follow up with individual participants and others to confirm membership in the Committee, Roundtable and Advisory Circle and to plan next roundtable in May (Tracie).
2. Set up and share access point for all Hospitality Committee, Roundtable and Advisory Circle documentation, by early May (Cecil and Tracie).
3. Continue advancing short-term priorities already in process, as per briefing note (MRHHA and partners).
4. Review, refine, confirm and support these short-term priorities and next steps (Roundtable).
5. Ensure unity of these short-term priorities with the long-term priorities identified in the 360° Vision Plan and refine both accordingly, while reviewing past strategic plans for additional ideas to integrate (Roundtable).

Minutes drafted by Cecil Chabot



BRIEFING NOTE

Additional Funding to Supplement Airport Capital Assistance Program (ACAP)

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

SUBMITTED BY	Trevor Zemliduk – Airport Manager
DATE	Wednesday June 10 th , 2026
BACKGROUND	<p>The approved ACAP project scope did not include the design phase required for the airfield electrical component of the project. As a result, the necessary engineering and design work must now be completed before the project can proceed to implementation.</p> <p>Additional funding is required to complete the design phase and develop the specifications, drawings, and supporting documentation necessary for construction, procurement, and regulatory compliance. Completing this work will ensure the project remains aligned with the overall ACAP objectives and positions the airport to advance the airfield electrical improvements as planned.</p>
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	<p>Additional funding is required to complete work necessary to advance the ACAP airfield electrical project. The original project scope did not include several required design, survey, investigation, and implementation components that have since been identified through the preliminary engineering review and discussions with ACAP.</p> <p>The additional scope includes:</p> <ul style="list-style-type: none"> • Site inspection to collect existing electrical infrastructure information for the electrical room, runways, taxiways, and apron. • Geotechnical investigation to support the installation of approach systems and Precision Approach Path Indicators (PAPIs) on Runway 06-24. • Topographic survey to support the design and installation of approach systems, runway lighting, PAPIs, and to obtain additional survey data required for Airport Operations Manual updates. • Additional design work, omitted from the original RFP, including: <ul style="list-style-type: none"> • Runway 06-24 SSALS approach design. • Runway holding position sign design. • ARCAL unit and antenna design. • Aerodrome beacon design. • Development of a base drawing. • Development of a single-line electrical diagram.

	<ul style="list-style-type: none"> • Construction administration and contract services. • Post-construction documentation and record information package.
RELEVANT POLICY AND/OR LEGISLATION	Funding request is required to maintain progress on the Transport Canada ACAP available monies.
FINANCIAL IMPLICATIONS	The total additional funding required to complete this work is \$176,442.50. Completion of this scope is necessary to finalize the design phase, support future construction activities, maintain project continuity, and satisfy operational and regulatory requirements associated with the airfield electrical system. Airport Improvement Fund (AIF) are available.
RECOMMENDATIONS	Airport Managers recommendation is to proceed to keep the project on track with no impact to the available \$3,600,000 available through Transport Canada, the additional funding request is required to maintain progress on the Transport Canada ACAP-funded airfield electrical project and to ensure the airport can advance the next phase of work without delay.
CAO'S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee authorize the airport to undertake the work to a total cost of \$176,442.50.



BRIEFING NOTE

Winter Roads Transfer Payment Agreement

<i>A Briefing Note contains advice and/or recommendations from an employee, for council consideration.</i>	
SUBMITTED BY	Nariman Emadpoor – Public Works Manager
DATE	May 20 th , 2026
BACKGROUND	<p>The Town of Moosonee’s existing Winter Roads Transfer Payment Agreement (TPA) with the Ministry of Northern Economic Development and Growth (MNEDG) covered the 2023–26 operating seasons and expired on March 31, 2026. The agreement funded the annual construction and maintenance of two winter ramps connecting Moosonee to Moose Factory Island.</p> <p>A new TPA is required to continue receiving provincial funding for the 2026–29 winter ramp operating seasons. A supporting council resolution is required before the province will process the new agreement and issue the first payment.</p>
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	<p>The Town of Moosonee has participated in the Winter Roads Program for several years. The winter ramps provide the primary surface transportation link between Moosonee and Moose Factory Island during the winter months, supporting freight movement, community access, and emergency services.</p> <p>Under the most recent agreement (2023–2026), the Town received an average of \$29,990 per year (\$89,971.22 total) to operate both ramps each season. Funding covered initial ramp installation, major maintenance repairs, and winter sand material. Day-to-day inspection and maintenance are absorbed into the Public Works operating budget. The program is administered by MNEDG through Transfer Payment Ontario. The new agreement is anticipated to be a three-year term (2026–27, 2027–28, 2028–29), subject to Ministry approval of funding amounts.</p> <p>Key program requirements include:</p> <ul style="list-style-type: none"> • Submission of a council resolution authorizing the application and execution of the agreement • Maintenance of commercial general liability insurance of not less than \$5,000,000; • Submission of condition reports in January, February, and March of each season; • Submission of a signed Statement of Expenditures and final report by March 31 each year.
FINANCIAL IMPLICATIONS	<p>Anticipated grant: approximately \$26,945.56 per year for three years (total: ~\$80,836.67), pending Ministry confirmation for the 2026–29 term.</p> <p>Payment structure: 75% initial payment upon execution of the agreement; 25% final payment upon submission of the Statement of Expenditures.</p> <p>No municipal cost-share requirement. Day-to-day ramp inspection and maintenance costs are absorbed into the Public Works operating budget.</p>

RECOMMENDATIONS	That Council authorize the submission of an application to the Ministry of Northern Economic Development and Growth (MNEDG) Winter Roads Program for the 2026–29 operating seasons.
MOTION FOR COUNCIL CONSIDERATION	BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee authorize the submission of an application to the Ministry of Northern Economic Development and Growth (MNEDG) Winter Roads Program for the 2026-2029 operating seasons.



BRIEFING NOTE

Watermain Disinfection Standard Procedure

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

SUBMITTED BY	Nariman Emadpoor – Manager of Public Works
DATE	May 21 st , 2026
BACKGROUND	<p>The Town of Moosonee operates a municipal drinking water distribution system that requires ongoing maintenance, repair, and periodic expansion. Activities such as new watermain installations, emergency break repairs, and system extensions all involve opening or disturbing pressurized water infrastructure, creating the risk of microbial contamination entering the distribution system and reaching consumers. To date, the Town has carried out watermain disinfection work on a site-by-site basis without a codified standard governing chlorination method, sampling requirements, documentation, or the qualifications required of personnel performing this work.</p> <p>In May 2026, The Public Work manager developed a Watermain Disinfection & Testing Standards document aligned with Ontario’s 2020 Watermain Disinfection Procedure (MECP) and ANSI/AWWA Standard C651. The document is presented to Council for formal adoption as Town policy. It covers:</p> <ol style="list-style-type: none"> 1. General rules applicable to all disinfection operations 2. Procedures for new watermains, replacements, and extensions 3. Emergency watermain break and repair procedures 4. Documentation and record-keeping requirements 5. Moosonee-specific provisions, including remote logistics and laboratory coordination
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	<p>Drinking water safety in Ontario is governed by the Safe Drinking Water Act, 2002 and Ontario Regulation 170/03, which impose legal obligations on the Town as a municipal drinking water system owner. The absence of a written, enforceable disinfection standard exposes the Town to regulatory risk and results in inconsistency in how crews respond to breaks and construction events.</p> <p>A formal, Council-approved policy also demonstrates due diligence: if an adverse sample result or boil water advisory were to occur, MECP inspectors expect documented procedures to be in place.</p> <p>New Watermains (Part 1): A six-step procedure governs all new installations: installation of a CSA-certified backflow preventer; pre-disinfection flushing at a target velocity of 0.91 m/s and mechanical swabbing of the pipe (both required — the MECP 2020 and AWWA C651 permit one or the other as a minimum standard, but the Town requires both given field experience with pipes stored prior to installation carrying significant internal debris); chlorination using the Continuous Feed Method; post-disinfection flushing until free chlorine reaches at least 0.2 mg/L; microbiological sampling at minimum one sample per 300 m of new main; and placement into service by a Certified Operator only after acceptable chlorine residual is confirmed.</p>

	<p>Emergency Breaks & Repairs (Part 2): Every break defaults to Category 2 (higher risk) unless an Operator-in-Charge classifies it as Category 1. All breaks require flow maintenance, excavation dewatering, 1% hypochlorite disinfection of all repair parts, and post-repair flushing. Category 2 breaks additionally require at least one mandatory microbiological sample. In cases of sewage or chemical contamination, the MECP Spills Action Centre must be notified immediately and a site-specific sampling plan agreed upon before return to service.</p> <p>Documentation (Part 3): Every disinfection and repair event must be fully documented, and records retained per O. Reg. 128/04, Section 27, including chlorine concentrations, microbiological sample results, the certifying Operator’s name, and all notifications made to regulatory bodies.</p> <p>Moosonee-Specific Provisions (Part 4): The standard requires Public Works to maintain a standing laboratory arrangement and adequate on-hand stocks of disinfection chemicals, test kits, sample containers, and chain-of-custody documentation, given that resupply to Moosonee is not on-demand. It also provides a pathway to request site-specific deviations from the MECP’s Approvals and Licensing office where remote conditions make strict compliance impractical.</p> <p>Adoption of this standard formalizes current best practices already carried out by qualified Public Works staff. No new positions are required. Only a Certified Operator (minimum Class I) may isolate a watermain or return it to service, and all disinfection chemicals must meet NSF/ANSI/CAN 60 certification.</p>
<p>RELEVANT POLICY AND/OR LEGISLATION</p>	<ul style="list-style-type: none"> • Safe Drinking Water Act, 2002 (Ontario) • Ontario Regulation 170/03 – Drinking Water Systems • Ontario Regulation 128/04 – Licensing of Municipal Drinking Water Systems • MECP 2020 Watermain Disinfection Procedure • ANSI/AWWA Standard C651 – Disinfecting Water Mains • NSF/ANSI/CAN 60 – Drinking Water Treatment Chemicals • Town of Moosonee Purchasing Policy
<p>FINANCIAL IMPLICATIONS</p>	<ul style="list-style-type: none"> • No direct cost associated with adopting this standard. The procedures formalize work already performed by existing staff using existing equipment and materials. • Ongoing consumable costs (sodium hypochlorite, test reagents, sample containers) are already budgeted within the Public Works operating budget. • A one-time staff orientation to review the standard can be accommodated within existing training budget allocations. No capital expenditure is required.
<p>RECOMMENDATIONS</p>	<p>That Council formally adopt the Watermain Disinfection & Testing Standards document prepared by Public Works in May 2026 as the Town’s official policy governing watermain disinfection, testing, and documentation.</p> <p>Administration recommends adoption for the following reasons:</p> <ul style="list-style-type: none"> • Aligns the Town with its legal obligations under the Safe Drinking Water Act and MECP procedures. • Establishes clear, enforceable expectations for Certified Operators, providing operational clarity and regulatory defensibility. • Addresses the unique logistical challenges of Moosonee’s remote location, making compliance practicable.

	<ul style="list-style-type: none">• Carries no direct cost and formalizes work already undertaken by qualified Public Works staff.• Demonstrates due diligence and reduces the Town's liability exposure in the event of a drinking water incident.
MOTION FOR COUNCIL CONSIDERATION	<p>BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee hereby adopts the Watermain Disinfection & Testing Standards Procedure document prepared by Public Works in May 2026, based on Ontario's 2020 Watermain Disinfection Procedure (MECP) and ANSI/AWWA Standard C651, as the Town's official policy governing watermain disinfection, testing, and documentation for all new installations, replacements, extensions, and emergency repairs to the municipal drinking water distribution system; and further authorizes the Manager of Public Works to update the standard procedure from time to time to reflect changes to applicable provincial legislation or MECP guidance, with any substantive amendments reported to Council.</p>



THE CORPORATION OF THE TOWN OF MOOSONEE

Touch the Edge of the Arctic!

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PWM@moosonee.ca

WATERMAIN DISINFECTION & TESTING STANDARDS

Public Works — Municipal Drinking Water System

Based on Ontario's 2020 Watermain Disinfection Procedure (MECP) and ANSI/AWWA Standard C651

Prepared by: Nariman Emadpoor | Issued: May 2026 | Pending approval by Council

GENERAL RULES

Authorized Personnel

Only a Certified Operator (Class I minimum) may isolate a watermain from the system or place one back into service. All sampling must be performed by a Certified Operator or a Water Quality Analyst. Contractors performing work must be directly supervised by a Certified Operator.

Water Supply for All Operations

Only existing drinking water from the Town's distribution system may be used for flushing, swabbing, hydrostatic testing, and preparing disinfectant solutions.

Disinfection Chemicals

All disinfection chemicals (sodium hypochlorite, chlorine tablets, etc.) must meet NSF/ANSI/CAN 60 safety standards.

Laboratory Requirements

All microbiological compliance samples must be analyzed by a licensed and accredited laboratory. Given Moosonee's remote location, operators must coordinate with the lab in advance to confirm:

- Correct sample container type and preservatives
- Maximum holding times and temperature requirements
- Chain of custody documentation
- Shipping method (Ontario Northland rail or air charter)

⚠ Practical Note: Pre-arrange sample shipping with the lab before any major project begins. Do not collect samples without a confirmed transport plan.

Acceptable Disinfectant Concentration (ADC)

Throughout this procedure, "Acceptable Disinfectant Concentration" means a free chlorine residual of at least 0.2 mg/L in the distribution system. Where 0.2 mg/L cannot be achieved, a minimum of 0.05 mg/L free chlorine is acceptable if consistent with documented upstream benchmarks for that area of the system.

Dechlorination of Discharge

All flushed water must be dechlorinated before discharge into any surface water, ditch, or natural environment. Sodium thiosulfate is the recommended dechlorination agent. This is a mandatory condition under the Town's Municipal Drinking Water License.

PART 1 — NEW WATERMAINS, REPLACEMENTS & EXTENSIONS

Step 1: Backflow Prevention Before Filling

Before any new or replacement watermain is connected to the existing system and filled, a CSA-certified Reduced Pressure Principle (RP) backflow preventer or an air gap must be installed at the connection point to the existing system. The backflow preventer must be field-tested by an OWWA Certified Cross Connection Control Specialist before use. See Appendix A

△ Practical Note: This device prevents contaminated water from the new pipe entering the live distribution system. It must remain in place until satisfactory bacteriological sample results are received.

Step 2: Pre-Disinfection Flushing

Before applying chlorine, flush **and** swab the new watermain to remove construction debris, sediment, and soil. Flush a minimum of 2 to 3 full pipe volumes through the main at a target velocity of 0.91 m/s, then mechanically swab the pipe prior to filling.

Swabbing Procedure:

- Insert foam swab at the upstream end (open hydrant or blow-off)
- Retrieve at the downstream hydrant
- Inspect swab on exit — if heavily soiled, repeat until swab exits clean
- Minimum swab passes: one, or until clean (whichever is more)

Formula: Pipe Volume (L) = $0.785 \times D^2 \times L \times 1000$ (*D* = diameter in meters, *L* = length in meters)

Step 3: Chlorination (Disinfection)

The following table sets out the minimum requirements for each disinfection method. The Continuous Feed Method is recommended for most Moosonee projects as the most practical approach.

Method	Contact Time	Initial Chlorine	Max Allowable Drop
Continuous Feed (Recommended)	24 hours minimum	≥ 25 mg/L	40% of initial concentration (max 50 mg/L drop)
Tablet	24 hours minimum	≥ 25 mg/L	40% of initial concentration (max 50 mg/L drop)
Slug	3 hours minimum	≥ 100 mg/L	25 mg/L
Spray (Large mains only)	30 minutes minimum	≥ 200 mg/L	Measurement not required

During the contact period, measure and record chlorine concentration at the start and end of the contact time at each sampling point. If the chlorine drop exceeds the allowable limit, the entire disinfection must be repeated from the beginning.

△ Practical Note: To achieve 25 mg/L using 12% sodium hypochlorite solution, inject approximately 208 mL per 1,000 L of pipe volume.

Step 4: Post-Disinfection Flushing

After the required contact time, flush the watermain until discharged water is visibly clear and free of particulates, and the free chlorine residual at the flush point is at least 0.2 mg/L. Dechlorinate all discharge before it enters any surface drainage or watercourse.

Step 5: Microbiological Sampling

After flushing, while acceptable chlorine residual is maintained (≥ 0.2 mg/L), take microbiological samples. Samples must test for E. coli and Total Coliforms at minimum.

- Minimum one sample per 300 m of main, plus one at the far end of the new main.

- At each micro sample location, simultaneously record the free chlorine residual.
- For short connections (≤ 6 m / one pipe length), a single satisfactory sample is sufficient.
- For connections 6 m to 40 m, two satisfactory samples are required.

These samples, taken from a main not yet placed into service, are not classified as "Drinking Water" samples under the SDWA — they are not immediately reportable. However, the main cannot be placed into service until satisfactory results are received.

△ Practical Note: If chlorine residual drops below 0.05 mg/L before satisfactory results are received, bacteriological sampling must be repeated. Maintain chlorine residual in the isolated main while awaiting lab results.

Step 6: Placing into Service

A Certified Operator must operate all valves. After placing into service, flush through the connection point until acceptable chlorine residual is confirmed. From this point, any samples are considered Drinking Water samples under O. Reg. 170/03 and adverse results are immediately reportable to the MECP Spills Action Centre and the local Medical Officer of Health.

See Flow chart below appendix A

PART 2 — EMERGENCY WATERMAIN BREAKS & REPAIRS

Categorizing the Break

Every break is classified as Category 2 by default unless an Operator-in-Charge (OIC) inspects the excavation and determines Category 1 applies.

Category	Criteria	Micro Sample Required?
Category 1	No evident or suspected contamination. Flow maintained from the break until an air gap was established. Typically, circumferential breaks or small corrosion holes. OIC must remain on-site throughout.	Optional
Category 2	Contamination evident or suspected, OR flow lost before air gap established, OR repair involves more than one pipe length (>6 m) of replaced pipe.	Mandatory

Common Procedure — All Breaks (Categories 1 & 2)

Step 1: Maintain Flow — Where safe to do so, maintain flow from the break until an air gap is established between the watermain and the water/soil in the excavation. Throttling valves is acceptable.

Step 2: Dewater the Excavation — Continue dewatering throughout the repair to maintain the air gap. If the water level in the excavation rises to contact the break before an air gap is established, the break must be reclassified as Category 2.

Step 3: Disinfect All Parts — Apply a minimum 1% sodium hypochlorite solution to all interior surfaces of pipe and repair parts immediately before installation. If any disinfected surface contacts soil or excavation water before installation, clean and re-disinfect.

Step 4: Install Repair Parts — Install all components carefully to prevent any contaminant from entering the open watermain.

Step 5: Post-Repair Flushing — Flush from a downstream hydrant or blow-off, through the repair location, until the discharged water is visibly clear, free of particulates, and achieves an Acceptable Disinfectant Concentration (≥ 0.2 mg/L free chlorine). Dechlorinate all discharge. Exception: Flushing is not required if a repair sleeve was used and flow was maintained continuously throughout.

Category 1 — Additional Requirements

Bacteriological sampling is optional for Category 1. If the Town chooses to sample (recommended as best practice), samples are treated as Drinking Water samples under O. Reg. 170/03 and adverse results are immediately reportable. No notification to MECP or the Medical Officer of Health is required unless the local MOH has previously directed otherwise.

Category 2 — Additional Requirements

In addition to the common procedure above:

- Remove contaminants from the open main before repair — physically, remove debris, flush into the excavation, or perform higher velocity flushing.
- Apply additional disinfection to exposed pipe ends as needed (1% hypochlorite spray or swab).
- Take at least one mandatory microbiological sample from water that has passed through the repair location. Submit to the lab as soon as reasonably possible, accounting for Moosonee's transportation logistics.
- The watermain may be returned to normal service before receiving sample results, provided acceptable chlorine residual is confirmed.
- Notification: Not required unless contaminated water was directed to users — in that case, immediately report to the MECP Spills Action Centre and the local Medical Officer of Health.

Special Cases — Sewage or Chemical Contamination

If sewage or chemical contamination is evident or suspected:

- Call the MECP Spills Action Centre immediately.
- Develop a site-specific disinfection and sampling plan with the local MECP office and Medical Officer of Health.
- Sewage contamination: minimum two sets of microbiological samples, at least 24 hours apart, both satisfactory before return to service.
- Chemical contamination: sampling plan must be finalized and agreed to by MECP and the local MOH before return to service.
- A Boil Water Advisory may be declared while the plan is carried out.

PART 3 — DOCUMENTATION REQUIREMENTS

Every disinfection and repair event must be documented. Records are to be retained in accordance with O. Reg. 128/04, Section 27. The following must be recorded at minimum:

New Mains

- Backflow preventer type, installation date, and field test result
- Confirmation that pre-disinfection flushing/swabbing was completed
- Disinfection method used; chemical product and lot number
- Date/time disinfection started and ended; initial and final chlorine concentrations at each sampling point
- Sketch or description showing approximate microbiological sample locations
- Microbiological sample results and simultaneous chlorine residuals
- Date and time placed into service

Emergency Breaks & Repairs

- Date, time, and municipal address of repair
- Pipe size, material, and type of break (circumferential, longitudinal, blow-out, etc.)
- Category assigned (1 or 2); name of Operator-in-Charge who made the classification
- Whether flow was maintained until air gap established; whether air gap was maintained throughout
- Type of repair (clamp, cut-out, sleeve, etc.)
- Confirmation that pipe and repair parts were disinfected with 1% hypochlorite
- Post-repair flushing completed: final free chlorine residual achieved
- Microbiological sample results (if taken)
- Date and time system returned to normal service
- Whether a Water Advisory was declared (date and time)
- Any notifications made: MECP Spills Action Centre, Medical Officer of Health (date, time, person spoken to)

PART 4 — MOOSONEE-SPECIFIC PROVISIONS

Laboratory Coordination

The Town shall maintain a standing arrangement with a licensed laboratory for drinking water sample analysis. Samples should be shipped via Ontario Northland Rail or by air charter. The Operator is responsible for confirming transportation logistics before collecting any compliance sample. Chain of custody documentation must accompany every shipment.

Supply Stockpiling

Given that resupply to Moosonee is not on demand, the water works contractor shall maintain adequate on-hand stocks of:

- Sodium hypochlorite solution (suitable for potable water disinfection, NSF/ANSI/CAN 60 certified)
- Chlorine test kits (DPD colorimetric method), with unexpired reagents
- Approved sample containers (with sodium thiosulfate preservative for micro samples)
- Dechlorination agent (sodium thiosulfate granules or solution)
- Chain of custody forms and sample submission documentation

MECP Deviations

Ontario's 2020 Watermain Disinfection Procedure allows site-specific deviations to be requested from the MECP's Approvals and Licensing office on a case-by-case basis. Where Moosonee's remote location creates a documented hardship (e.g., rail delays affecting sample holding times, inability to achieve required flushing velocities), the Town should proactively discuss a standing deviation agreement with the local MECP District office.

Contact Information

Key contacts for watermain disinfection events:

Agency / Contact	Phone / Details
MECP Spills Action Centre	1-800-268-6060 (24 hours / 7 days)
Porcupine Public Health Unit (Local Medical Officer of Health)	705-267-1181
Town of Moosonee Public Works	705-336-2993
Ontario Northland Rail (freight)	Contact through Town operations

APPENDIX A

Examples of Reduced Pressure Principle Backflow Preventer Installations



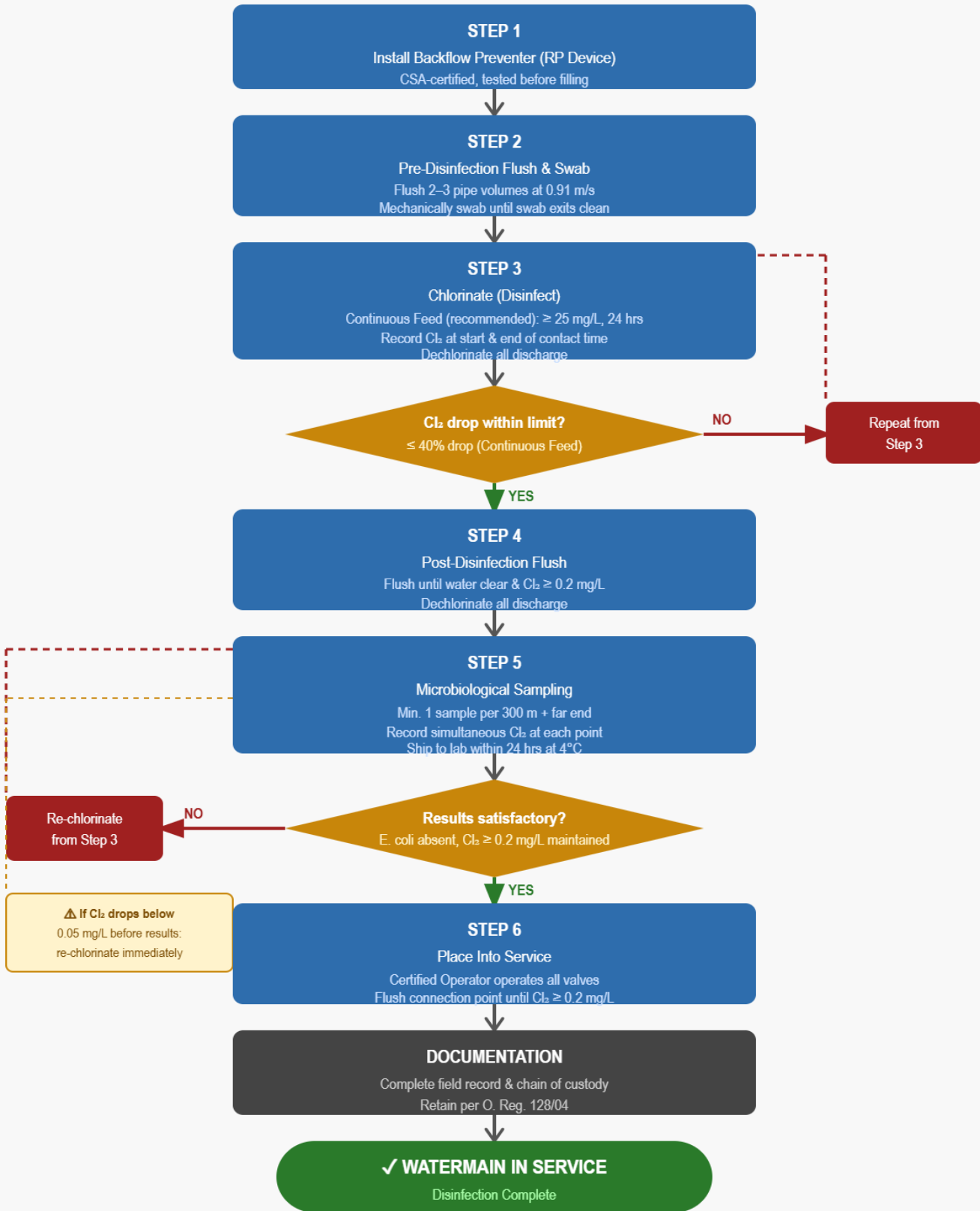
Figure A-1: Temporary connection from a hydrant with *Backflow Prevention* using a CSA-certified reduced pressure principle backflow preventer.



Figure A-2: Temporary connection from a watermain with *Backflow Prevention* using a CSA-certified reduced pressure principle backflow preventer.

WATERMAIN DISINFECTION PROCESS FLOW

■ Process Step
 ■ Decision
 ■ Pass / Complete
 ■ Fail / Repeat





BRIEFING NOTE
Proposed Amendment to By-Law No. 07-17: Introduction of Metered Sewerage Rate for Commercial Properties

A Briefing Note contains advice and/or recommendations from an employee, for council consideration.	
SUBMITTED BY	Nariman Emad poor, Public Works Manager
DATE	June 8, 2026
BACKGROUND	<p>The Town of Moosonee currently charges Commercial, Industrial, Institutional, and Non-Residential properties a flat monthly sewer rate of \$45.00 under By-Law No. 07-17. This rate does not reflect actual sewage volumes discharged, which can vary significantly among commercial users.</p> <p>All commercial properties connected to the municipal water distribution system are already equipped with water meters. The Town is therefore in a position to introduce a metered sewage consumption rate without capital investment in new metering infrastructure.</p> <p>Standard practice in Ontario municipalities is to deem sewage volume discharged equal to water consumed as recorded by each property's water meter, which is the approach adopted in the proposed amendment.</p>
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	<p>The proposed amendment to By-Law No. 07-17 introduces a metered sewage consumption rate of \$2.50 per cubic metre for Commercial, Industrial, Institutional, and Non-Residential Properties, charged in addition to the existing flat monthly rate of \$45.00.</p> <p>Key considerations for Council:</p> <p>Equity: A metered rate distributes sewage treatment costs based on actual usage rather than a fixed charge, which is more equitable for lower-volume commercial users.</p> <p>Rate Structure: The \$2.50/m³ consumption rate is below the commercial water consumption rate of \$3.35/m³, resulting in a combined consumption charge of \$5.85/m³. The flat rate of \$45.00/month is retained.</p> <p>Infrastructure: No new metering equipment is required. Sewage volume is calculated directly from existing water meter readings.</p> <p>Delinquency: The amendment applies the same interest and delinquency provisions as water charges under By-Law No. 07-17, including 1.25% monthly interest on overdue balances, disconnection after 90 days of non-payment, transfer of unpaid balances to property taxes, and a \$50.00 reconnection fee.</p> <p>Residential Impact: Residential properties are not affected. Their flat sewer rate of \$40.00 per month remains unchanged.</p>
RELEVANT POLICY AND/OR	<p>Municipal Act, 2001, s. 391 By-Law No. 07-17 (Water and Sewer Rates)</p>

LEGISLATION	Safe Drinking Water Act Sustainable Water and Sewage Systems Act
FINANCIAL IMPLICATIONS	<p>Revenue from sewage treatment will increase in proportion to actual commercial water consumption, improving cost recovery for the municipal sewage treatment system.</p> <p>No capital expenditure is required, as existing water meters are used to calculate sewage consumption charges.</p> <p>The flat monthly rate of \$45.00 for commercial properties is retained. The metered consumption rate of \$2.50 per cubic metre is charged in addition to this flat rate, based on monthly water meter readings.</p>
RECOMMENDATIONS	<p>That Council receive this briefing note for information and direct staff to bring By-Law No. 13-2026, being a by-law to amend By-Law No. 07-17, forward for three readings at the next regular Council meeting.</p> <p>The proposed amendment will:</p> <p>Introduce a fairer, consumption-based sewage rate for commercial users. Improve revenue alignment with actual sewage treatment costs. Require no additional infrastructure or administrative burden beyond existing billing processes. Apply consistent delinquency provisions across water and sewer accounts.</p>
MOTION FOR COUNCIL CONSIDERATION	<u>MOTION FOR COUNCIL'S CONSIDERATION:</u>



BRIEFING NOTE
Fleet Vehicle Procurement

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

SUBMITTED BY	Nariman Emad - Public Works Manager
DATE	June 18 th , 2026
BACKGROUND	<p>The Public Works Department currently operates with an insufficient number of pickup trucks to meet the operational requirements of the department. The existing fleet does not provide adequate coverage for field inspections, emergency response, or the day-to-day management responsibilities of the Public Works Manager.</p> <p>As a condition of the Public Works Manager's employment agreement (effective May 5, 2026), the Town is obligated to provide a dedicated work vehicle for the role. No operational vehicle has been made available since the Public Works Manager's start date.</p> <p>To address this gap, the Public Works Manager obtained four (4) formal quotes from area dealerships for the supply of an additional pickup truck. The quotes are presented below for Council's review and approval.</p>
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	<p>The following four (4) quotes were obtained. All vehicles are used, 4x4 crew cab pickup trucks:</p> <ul style="list-style-type: none"> • Quote 1: 2019 GMC Canyon Crew CAB LWB SLE – 83,232 km – \$33,095 all-in (cash deal, includes all fees). Eastview chevy, Kapuskasing. • Quote 2: 2023 RAM 1500 Tradesman Crew Cab 4x4 – 45,865 km – \$39,900 + HST (13%) = \$45,760.48 total. Val Albert Motors, Kapuskasing. • Quote 3: 2022 Toyota Tundra SR 4x4 Double Cab – 86,273 km – \$42,058 (no tax applicable). James Toyota, Timmins. • Quote 4: 2022 Toyota Tundra Limited 4x4 Crewmax – 87,337 km – \$50,058 (no tax applicable). James Toyota, Timmins. <p>All quotes are dated June 18, 2026. The RAM 1500 (Quote 2) is the newest model year with the lowest mileage at 45,865 km. The GMC Canyon (Quote 1) represents the lowest cost option. The two Toyota Tundra options represent the most reliable and low maintenance cost options, with the highest resale value.</p> <p>Currently, the Town has two 2014 Ford F150 Supercrew 5L – Sterling Grey trucks which are inoperable. As part of this process to acquire a new truck dedicated for the Public Works Manager, one or two of these trucks will be decommissioned from service as they are no longer required</p>

RELEVANT POLICY AND/OR LEGISLATION	HR Policy 1.10 – Vehicle Use Policy; Town of Moosonee Procurement Bylaw 01-2026
FINANCIAL IMPLICATIONS	<ul style="list-style-type: none"> • Quote prices range from \$33,095 (GMC Canyon, all-in) to \$50,058 (Toyota Tundra Limited, no tax). The RAM 1500 at \$39,900 carries an additional HST charge of \$5,264.48, bringing its total to \$45,760.48. • The two Toyota Tundra quotes from James Toyota are noted as no tax applicable. The GMC Canyon quote includes all fees in the all-in price of \$33,095. • Funding to be sourced from the fleet replacement reserve or applicable capital budget, subject to Treasurer’s direction.
RECOMMENDATIONS	<p>That Council approve the procurement of one (1) additional pickup truck for the Public Works Department to address the current fleet shortage and fulfill the Town’s obligation to provide the Public Works Manager with an operational work vehicle as per the employment agreement.</p> <ul style="list-style-type: none"> • Quote 1: 2019 GMC Canyon Crew CAB LWB SLE – \$33,095 all-in • Quote 2: 2023 RAM 1500 Tradesman Crew Cab 4x4 – \$45,760.48 (incl. HST) • Quote 3: 2022 Toyota Tundra SR 4x4 Double Cab – \$42,058 (no tax) • Quote 4: 2022 Toyota Tundra Limited 4x4 Crewmax – \$50,058 (no tax) <p>All quotes are dated June 18, 2026. Administration requests Council direction to proceed with procurement upon approval of this briefing note.</p>
CAO’S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	<p><u>MOTION FOR COUNCIL’S CONSIDERATION:</u></p> <p>BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee hereby approves the procurement of one (1) additional pickup truck for the Public Works Department, being a 2019 GMC Canyon Crew Cab Long Box SLE from Eastview Chevrolet, Kapuskasing, at a purchase price of \$33,900.00, plus applicable shipping costs, with funding to be provided from the Operational Reserve.</p> <p>AND FURTHER THAT the Council of the Corporation of the Town of Moosonee declares the following vehicle(s) surplus to the needs of the municipality:</p> <ul style="list-style-type: none"> • Two (2) 2014 Ford F-150 SuperCrew 5.0L pickup trucks, Sterling Grey.

	<p>AND FURTHER THAT Administration be authorized to dispose of the surplus vehicles in accordance with the Town's Procurement and Disposal of Assets Policy and any applicable legislation.</p>
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The Corporation of The Town of Moosonee

P.O. Box 727, 5 First Street

Moosonee
(705) 336-2993

ON P0L 1Y0 Canada

2019 GMC Canyon Crew CAB LWB SLE

Vehicle ID: 42081

Unit #: 20770A

Model Code: T2U43

KMs: 83232

We are pleased to provide you with the following vehicle quotation:

	Scenario 2
	Cash Deal
Sales Amount	31,995.00
Optional Equipment: Accessories	0.00
Documentation Service Fee: Admin Fee	485.00
Gasoline	135.00
License Fee	59.00
OMVIC FEE	22.00
Ride Green Secure	399.00
Vehicle Cost Total	33,095.00
Total Owning	33,095.00
Residual Value	0.00
Interest Rate	0.00
Amortization Term (In Months)	0.00
Deal Term (In Months)	0.00
Total Interest Charges	0.00
Due Upon Signing Total	33,095.00
Bi-Weekly Payment Subtotal	0.00
Bi-Weekly Payment G/HST	0.00
Bi-Weekly Payment PST	0.00
Bi-Weekly Payment Total	0.00

Any quoted price/payment is for informational purposes, is an estimate only, and does not constitute a contractual agreement. Final pricing/payments can/will change based on, but not limited to, actual selling price, accessories, current rebates, trade allowance, trade payoff(s), tax, title, license, and qualifying interest rates based on credit worthiness and lender's approved term of loan. Prices and specifications subject to change without notice. Our reference #: 90159

JAMES

JAMES TOYOTA
 1234 RIVERSIDE DR
 TIMMINS, ON, P4R 1A4

Rep: Brent Duguay
 Phone: (705) 267-7188
 Fax:

Date: 06/18/2026
 Key: 10316
 Tax: No Tax

Vehicle

2022 TOYOTA TUNDRA LIMITED



Stock N26385A
 VIN 5TFJA5DB4NX010880
 Type Used Vehicle
 Model JA5DBT
 Number
 Exterior MIDNIGHT BLACK METALLIC
 Interior BLACK, SOFTEX LEATHER SEATING SURFACES
 Engine 3.5L Twin Turbo V6 Intercooled -inc: stop and start engine system
 Transmission 10-Speed Direct Shift Automatic
 Drive Four Wheel Drive
 Body 4x4 Crewmax
 Odometer 87,337

Customer

Name	THE CORPORATION OF THE TOWN OF MOOSONEE	Source Lead	Walk-In Showroom
Address	5 FIRST STREET P.O. BOX 727	Home	(647) 886-0068
City, Province	MOOSONEE, ON	Cell	(647) 886-0068
Postal Code	P0L 1Y0	Contract Date	06/18/2026
Code	22732	Payment Date	06/18/2026
Email	pwm@moosonee.ca		

Cash

Selling Price	\$49,478.00	Payout Lien Amount	\$0.00
Administration Fee	\$499.00	Cash Down	\$0.00
License Fee	\$59.00	Total Balance Due	\$50,058.00
OMVIC Fee	\$22.00	Amount Received	\$0.00
Trade	\$0.00	Due on Delivery	\$50,058.00
Sub-Total	\$50,058.00		

Options

Base Price \$49,478.00
 A - TUNDRA LIMITED GRADE, 0218 - \$0.00
 MIDNIGHT BLACK METALLIC, M - BLACK, SOFTEX SEAT TRIM
Selling Price \$49,478.00

I / We have reviewed the above disclosure and agree to the vehicle, price and payment information as declared.

X

 THE CORPORATION OF THE TOWN OF MOOSONEE

X

 Dealer Acceptance

JAMES

JAMES TOYOTA
 1234 RIVERSIDE DR
 TIMMINS, ON, P4R 1A4

Rep: Brent Duguay
 Phone: (705) 267-7188
 Fax:

Date: 06/18/2026
 Key: 10316
 Tax: No Tax

Vehicle

2022 TOYOTA TUNDRA SR



Stock P03721
 VIN 5TFLA5DA1NX029404
 Type Used Vehicle
 Model LA5DAT
 Number
 Exterior ALPINE WHITE
 Interior BLACK, CLOTH SEAT TRIM
 Engine 3.5L TWIN TURBO V6
 INTERCOOLED
 Transmission 10-Speed Direct Shift Automatic
 Drive Four Wheel Drive
 Body 4x4 Double Cab
 Odometer 86,273

Customer

Name	THE CORPORATION OF THE TOWN OF MOOSONEE	Source Lead	Walk-In Showroom
Address	5 FIRST STREET P.O. BOX 727	Home Cell	(647) 886-0068 (647) 886-0068
City, Province	MOOSONEE, ON	Contract Date	06/18/2026
Postal Code	P0L 1Y0	Payment Date	06/18/2026
Code	22732		
Email	pwm@moosonee.ca		

Cash

Selling Price	\$41,478.00	Payout Lien Amount	\$0.00
Administration Fee	\$499.00	Cash Down	\$0.00
License Fee	\$59.00	Total Balance Due	\$42,058.00
OMVIC Fee	\$22.00	Amount Received	\$0.00
Trade	\$0.00	Due on Delivery	\$42,058.00
Sub-Total	\$42,058.00		

Options

Base Price	\$41,478.00
ENGINE: 3.5L TWIN TURBO V6 INTERCOOLED, B - TUNDRA SR5 PACKAGE, 0040 - WHITE, M - BLACK, CLOTH SEAT TRIM	\$0.00
Selling Price	\$41,478.00

I / We have reviewed the above disclosure and agree to the vehicle, price and payment information as declared.

X

 THE CORPORATION OF THE TOWN OF MOOSONEE

X

 Dealer Acceptance



866-824-9402
 392 Government Rd East • Kapuskasing, ON
 www.valalbert.ca

PURCHASER INFORMATION					
Corporation of town of Moosonee			26-036B		June 18, 2026
BUSINESS NAME		STOCK NUMBER		DEAL NUMBER	DATE
ADDRESS			CITY	PROVINCE	POSTAL CODE
HOME PHONE	CELL PHONE	WORK PHONE	pwm@moosonee.ca		Stephane Tremblay
			E-MAIL ADDRESS	SALESPERSON	

USED VEHICLE INFORMATION								
2023	RAM	1500 TRADESMAN CREW CAB 4X4 (1 1500 TRADESMAN CREW CAB 4X4			DS6L98	45,865	Silver	3C6RR7K62PG595267
YEAR	MAKE	MODEL			MODEL CODE	MILEAGE	COLOUR	VIN

TRADE-IN INFORMATION					
YEAR	MAKE	MODEL	MILEAGE	COLOUR	VIN

VEHICLE PRICING - CASH	
Sales Amount	\$39,900.00
Options & Fees	\$596.00
HST (13%)	\$5,264.48 +
Total After Tax	\$45,760.48

OPTIONS & FEES	
Administration Fee	\$499.00
CarFax Report	\$75.00
OMVIC Fee	\$22.00
Total	\$596.00

CUSTOMER APPROVAL

MANAGEMENT APPROVAL



BRIEFING NOTE

Revillon Frères Building Restoration Initiative – Authorization for the Moose River Heritage & Hospitality Association (MRHHA)

<p>Applicable polides, regulations, legislation</p>	<ul style="list-style-type: none"> • Municipal Act, 2001 • Town of Moosonee Procurement Policy • Town of Moosonee Delegation of Authority By-law • Town Financial Policies • Any future agreements affecting municipal assets remain subject to Council approval where required.
<p>Source of Funds - Financial Implications</p>	<p>There are no immediate financial implications associated with authorizing MRHHA to lead the project.</p> <p>This authorization does not approve municipal funding or commit Town staffing, operational resources or capital expenditures.</p> <p>Any future municipal financial contribution exceeding the delegated authority of the Chief Administrative Officer or Department Managers will require separate Council approval.</p>
<p>Recommendations</p>	<p>Recommended that Council approve the proposal subject to the following amendments:</p> <ul style="list-style-type: none"> • Recognize MRHHA as the lead organization responsible for project coordination, restoration planning, fundraising, partnership development, technical assessments and community engagement. • Clarify that the Town's role is limited to that of property owner, governance oversight and approval authority where required. • Remove references assigning specific Town staff to the proposed Restoration Committee and replace them with language permitting the Town to appoint representatives at its discretion. • Clarify that the Restoration Committee serves in an advisory capacity only and does not exercise decision-making authority on behalf of the Town. • Confirm that community consultation and engagement activities will be organized and led by MRHHA, with Town participation at its discretion. • Clarify that the authorization does not commit the Town to providing municipal funding, staffing resources, administrative support, operational assistance or capital works. • Require that any request for municipal financial participation in the Revillon Frères Restoration Initiative, including capital contributions, grant matching requirements, or other special project funding, be brought forward to Council for consideration and approval through a separate report. • Require that all agreements, contracts, restoration phases, alterations to the municipal asset, or decisions creating legal or financial obligations for the Town receive Council approval prior to implementation.



BRIEFING NOTE
*Revillon Frères Building Restoration Initiative –
Authorization for the Moose River Heritage &
Hospitality Association (MRHHA)*

	<ul style="list-style-type: none">• Authorize Administration to revise the proposed Authorization Letter and accompanying proposal to reflect these amendments.
Motion for Council Consideration	<p>BE IT RESOLVED</p> <p>THAT Council approve the Revillon Frères Building Restoration Initiative proposal submitted by the Moose River Heritage and Hospitality Association (MRHHA), subject to the amendments recommended by Administration;</p> <p>AND THAT Council authorize MRHHA to lead the planning, coordination, restoration planning, fundraising, partnership development, technical assessments and community engagement activities related to the Revillon Frères Building;</p> <p>AND THAT Administration be authorized to finalize the revised Authorization Letter and proposal incorporating the amendments identified in this report.</p>



BRIEFING NOTE

Municipal Accommodation Tax (MAT) Funding Allocation Cochrane Tourism Partnership Recommendation

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

Submitted	Terah Racine, Manager of Community
Date	May 28, 2026
Background	<p>Under Municipal Accommodation Tax (MAT) regulations, municipalities are required to allocate a minimum of 50% of MAT revenues to an eligible not-for-profit tourism entity for tourism promotion and development purposes.</p> <p>We have explored opportunities to ensure MAT funding is invested in initiatives that align with Moosonee’s current tourism priorities, visitor demographics, infrastructure realities, and long-term goals.</p> <p>The Cochrane District Tourism Promotion Board (Cochrane Tourism) has worked collaboratively with the Town of Moosonee on several tourism initiatives and continues to actively include Moosonee in broader Northern Ontario tourism marketing opportunities.</p>
Analysis and Discussion for Council Consideration	<p>Partnering with Cochrane Tourism for the required tourism entity allocation of MAT funding is the most strategic and aligned option currently available to the Town.</p> <p>Cochrane Tourism is leading the regional tourism initiative “Where the Gateway to the Arctic Begins” in collaboration with the Town of Moosonee. The initiative is focused on increasing awareness of Moosonee and the James Bay region through destination branding, digital marketing, storytelling, tourism packaging, and regional promotion.</p> <p>As part of this initiative, Cochrane Tourism has already:</p> <ul style="list-style-type: none"> • Planned tour bus dry runs (July 2026) related to tourism development opportunities; • Included Moosonee tourism promotion in Rendez-vous Canada tourism industry engagement; • Submitted marketing materials to Destination Northern Ontario; and • Integrated Moosonee into ongoing regional tourism marketing efforts. <p>This partnership aligns well with Moosonee’s tourism needs and target demographics, particularly:</p> <ul style="list-style-type: none"> • Outdoor adventure tourism; • Cultural and Indigenous tourism experiences; • Rail and Northern Ontario tourism; and • Sustainable visitor attraction initiatives. <p>Given current accommodation limitations within the community, including pressures related to hospital project accommodations, focusing on sustainable</p>



BRIEFING NOTE

Municipal Accommodation Tax (MAT) Funding Allocation Cochrane Tourism Partnership Recommendation

	<p>tourism growth through destination marketing and outdoor tourism experiences is more feasible than pursuing large-scale event tourism initiatives at this time.</p> <p>Cochrane Tourism also maintains relationships with regional, provincial, and international tourism organizations that would provide additional exposure opportunities and marketing reach for Moosonee that may otherwise be difficult to achieve independently.</p> <p>It is recommended that the remaining portion of MAT funding continue to be utilized locally for tourism infrastructure improvements, visitor experience enhancements, tourism readiness initiatives, and project-based tourism support opportunities within the community.</p> <p>This approach would allow the Town to maintain flexibility while ensuring tourism funding supports measurable and sustainable tourism development outcomes.</p>
<p>Applicable policies, regulations, legislation</p>	<p>Municipal Accommodation Tax (MAT) regulations require that a minimum of 50% of MAT revenues be directed to an eligible tourism entity that is a not-for-profit organization for the purpose of tourism promotion and development.</p>
<p>Source of Funds - Financial Implications</p>	<p>Funding would be allocated from Municipal Accommodation Tax revenues collected by the Town of Moosonee.</p> <p>The proposed partnership allocation would satisfy the legislated requirement for tourism entity funding under MAT regulations. Remaining MAT revenues will continue to be retained by the Town for local tourism-related initiatives and improvements.</p>
<p>Recommendations</p>	<p>That Council:</p> <ul style="list-style-type: none"> • Enter a partnership arrangement with the Cochrane District Tourism Promotion Board (Cochrane Tourism) for the allocation of the required tourism entity portion of Municipal Accommodation Tax revenues; and • That remaining Municipal Accommodation Tax revenues continue to support local tourism development initiatives, projects and tourism-related improvements within the Town of Moosonee.
<p>Motion for Council Consideration</p>	<p>BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee enter into a partnership with the Cochrane District Tourism Promotion Board for the allocation of the required tourism entity portion of Municipal Accommodation Tax revenues;</p> <p>AND FURTHER THAT the remaining Municipal Accommodation Tax revenues be used to support local tourism initiatives within the Town of Moosonee.</p>

Dear Heads of Council:

I am writing to provide an update on the regional consolidation of Ontario's conservation authorities.

As part of this process, all conservation authorities have been asked to appoint two members (General Manager/CAO and one board member) of their choosing to serve on transition committees. Transition Committees will lead planning activities guiding the transition to regional conservation authorities.

Appointed members will ensure that each authority has representation that reflects local priorities and perspectives, playing a critical role in guiding and informing the transition. They will contribute to the development of transition plans and help support operational readiness, ensuring local voices remain central throughout this work.

We deeply value the ongoing support of municipalities and the importance of local perspectives in shaping decisions that affect communities across Ontario.

We are pleased to share that the process to establish the transition committees is well underway with committees expected to be launched later this summer.

Thank you for your continued collaboration and support.

Sincerely,



Hassaan Basit
CEO
Ontario Provincial Conservation Agency

THE CORPORATION OF THE TOWN OF MOOSONEE

BY-LAW No. 05-2026

A By-law Prescribing Standards for the Maintenance and Occupancy of Property and to repeal By-law No. 28-2013

WHEREAS Section 15.1(3) of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended, authorizes the council of a municipality to pass a bylaw prescribing standards for the maintenance and occupancy of property within the municipality and for prohibiting the occupancy or use of such property that does not conform to the standards; and for requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or requiring the property to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

AND WHEREAS Section 15.6(1) of the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended requires that a By-law passed under Section 15.1(3) of the *Building Code Act, 1992, S.O. 1992, c. 23* shall provide for the establishment of a Property Standards Committee;

AND THAT Clean Yards By-law **28-2013** and any amendments thereto are hereby repealed.

NOW THEREFORE, the Council of the Corporation of the Town of Moosonee enacts as follows:

1.0 TITLE AND SCOPE

- 1.1 This By-Law may be referred to as “The Property Standards By-Law”.
- 1.2 The standards for maintenance and occupancy of **property** set forth in this By-Law are hereby prescribed and adopted as the minimum standards for all **property** within the **Town**.
- 1.3 No **person** shall occupy a **property** if there is a condition which poses or constitutes an **unsafe condition**.
- 1.4 A **property** within the **Town** that does not conform with the standards contained in this By-law shall be:
 - (a) **repaired** and maintained to conform with such

- standards; or
- (b) cleared of all **buildings, accessory buildings, structures or waste** and left in a graded and levelled condition.

2.0

APPLIED MEANING OF WORDS AND TERMS

2.1

Interchangeability: Words used in the present tense include the future, words in the masculine gender include the feminine and neuter; the singular number includes the plural, and the plural includes the singular.

3.0

DEFINITIONS

In this By-law:

“Accessory building” means a detached **building** or **structure**, not used for human habitation that is subordinate to the primary use on the same **property**.

“Basement” means that portion of a **building** between two floors, which is partly underground of the first-floor joists above the average finished grade level adjacent to the exterior walls of the **building** and includes a crawl space and cellar.

“Boat” includes any vessel which floats or is designed to float on the surface of the water and is capable of carrying people or material whether motorized or not and includes but is not limited to pleasure craft, scows, personal water craft, canoes, row boats, pontoon boats and commercial boats, when on the water or on land.

“Building” means a building as defined in the **Building Code Act**, or a **structure** used or intended to be used for supporting or sheltering any use or occupancy.

“Building Code Act” means the *Building Code Act, 1992, S.O. 1992, c. 23*, as amended and any prescribed regulations under the *Building Code Act*.

“Committee” means the **Town’s** Property Standards Committee established under this By-law.

“Compost” means a collection of humus material such as kitchen and table waste, grass clippings, plant trimmings,

weeds or other leaves.

“Council” means the Council for the **Town**. **“Dwelling”**

means a **building** or part of a **building**, occupied or capable of being occupied, in whole or in part for the purpose of human habitation.

“Dwelling unit” means a room or a suite of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions including cooking, eating, sleeping and sanitary facilities.

“Exterior property areas” means the **property** and **yard**, exclusive of a **building** and an **accessory building**.

“Fence” means a **structure**, wall or barrier, other than a **building**, erected at grade for the purpose of defining boundaries of **property**, separating open space, restricting ingress to or egress from **property**, providing security or protection to **property** or acting as a visual or acoustic screen.

“Firewood” means any lumber, timber, logs, poles, cut up trees or felled trees, any salvaged wood products included but not limited to wood skids, wood boxes, and used wood products that are not required for a **building**, **accessory building** or **structure** currently under construction on the **property** or for which there is a current or regular use.

“Ground cover” means organic or non-organic material applied to prevent the erosion of the soil, e.g., concrete, flagstone, gravel, asphalt, grass or other forms of landscaping.

“Guard” means a protective barrier installed around openings in floor area or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, or other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them.

“Habitable room” means a room or enclosed floor space used, or capable of being used for living, eating, sleeping or domestic food preparation purposes, but excludes a bathroom, water closet compartment, laundry, pantry, foyer, lobby, hall, passageway, corridor, closet, stairway, storage room, furnace room or other accessory space used for service, maintenance or access within a **building**.

“Heritage attribute” means an attribute of a **heritage property** that contributes to its cultural heritage value or interest that is defined, described or inferred:

(a) in a By-law designating a **heritage property**;

(b) in a By-law designating a heritage conservation district;

(c) in a Minister's Order made under the *Ontario Heritage Act*;

(d) in any documentation considered as part of (a), (b) and (c) above;

and includes any elements, features or components that support or protect the heritage attribute.

“Heritage property” means a Property designated under Part IV or Part V or by a Minister's Order under the *Ontario Heritage Act*.

“Landlord” includes:

a) The owner of a rental unit or any other person who permits occupancy of a **rental unit**, other than a **tenant** who occupies a **rental unit** in a residential complex and who permits another person to also occupy the unit or any part of the unit; and, b) The heirs, assigns, personal representatives and successors in title of a person referred to in clause (a).

“Naturalized Area” means an area that has been implemented or naturally occurring areas to produce ground cover which consists of one or more species of wildflowers, annuals, perennials, shrubs and grasses or a combination thereof and includes natural areas such as

wooded lots, managed commercial woodlots, forests and wetlands.

“Occupant” means any **person** or **persons** over the age of eighteen years in possession of the **property**.

“Openable area” means that part of a window or door which is available for unobstructed ventilation and which opens directly to the outdoors.

“Owner” includes,

- (a) the **person** for the time being managing or receiving the rent of the land or premises in connection with which the word is used, whether on the **person’s** own account or as agent or trustee of any other **person**, or who would receive the rent if the land and premises were let; and
- (b) a lessee or **occupant** of the **property** who, under the terms of a lease, is required to **repair** and maintain the **property** in accordance with the standards for the maintenance and occupancy of **property**.

“Person” includes a corporation and its heirs, executors, administrators, or other representatives of a person to whom the context can apply according to law.

“Property” means a **building** or **accessory building**, or part of a **building** or **accessory building**, and includes all the lands and premises within the boundary lines of the property, all mobile structures, mobile buildings, mobile homes, outbuildings, **fences**, **retaining walls**, and erections thereon, whether heretofore or hereafter erected, and also includes **vacant property**.

“Property Standards Officer” shall mean a Property Standards Officer who has been appointed by by-law to administer and enforce this By-law.

“Rental Unit” means a dwelling unit used, or intended to be used, for a **residential tenancy**.

“Repair” includes the making of additions or alterations or the taking of such action as may be required so that the **property** shall conform to the standards established in this By-law.

“Residential rental property” includes a **rental unit** and the **yards**;

“Residential Tenancy” means the lease of residential premises for residential purposes.

“Retaining wall” means a **structure** that holds back soil or loose material to prevent it from assuming the natural angle of repose at locations where an abrupt change in ground elevation occurs.

“Safe condition” means a condition that does not pose or constitute an undue or unreasonable hazard or risk of life, limb or health of any **person** on or about the **property** and includes a structurally sound condition.

“Sewage” means water-carried waste, together with such ground, surface and storm waters as may be present.

“Sewage system” means the **Town’s** system of storm sewers, sanitary sewers and combined sewers, or a private sewage disposal system.

“Structure” means anything constructed either permanent or temporary, the use of which requires location on or an attachment to something having location on the ground.

“Tenant” means a person who pays rent or is required to pay rent in return for a right to occupy a **rental unit**.

“Town” means the Corporation of the Town of Moosonee or the land within the geographic limits of the Corporation of the Town of Moosonee as the context requires.

“Unsafe condition” means any condition that poses or constitutes an undue or unreasonable hazard or risk to life,

limb or health of any **person** on or about the **property**.

“Vacant building” means any **building or accessory building** that is or appears to be vacant, partially vacant, or unoccupied, or that, by reason of its unfinished or dilapidated condition, is open to the elements and in a state that there is little to no control over unauthorized entry, but does not include:

- (a) a **dwelling unit** occupied by the **owner** on a seasonal basis but otherwise maintained throughout the year;
- (b) a **building or accessory building on property** used for farming purposes, except a **dwelling unit**.

“Vacant property” means a **property** that does not have a **building or accessory building**.

“Waste” includes any debris, rubbish, refuse, sewage, effluent, garbage, brush, ashes, litter, wrappings, salvage, vehicle parts, discarded material or things, broken or dismantled things, or materials or things exposed to the elements, deteriorating or decaying on a **property** due to exposure to the weather.

“Yard” means the land within the boundary lines of a **property** not occupied by a principal building in Residential Zones and means the Required Yard as defined in the Zoning Bylaw for all other zones.

4.0

EXTERIOR PROPERTY AREAS – GENERAL REQUIREMENTS

4.1

Exterior Property Areas shall be free from:

- (a) **waste**;
- (b) injurious insects, termites, rodents, vermin and other pests and any condition that may promote an infestation except in a **Naturalized Area**.
- (c) excessive growth of weeds and grass exceeding 12 inches in height, except in a **Naturalized Area**.
- (d) dead, decayed, or damaged trees, or other natural growth and the branches and limbs thereof which create an **unsafe condition** for abutting land owners;
- (e) wrecked, dismantled, derelict, inoperative, discarded, unused or an unlicensed vehicle or trailer, except in an

establishment licensed or authorized to conduct and operate such a business in accordance with any other by-laws, and then only in an arrangement such as to prevent an **unsafe condition** or an unsightly condition and screened from view from an adjacent **property**;

- (f) wrecked, dismantled, derelict, inoperative, discarded or unused **boat** and any component parts thereof, except in an establishment licensed or authorized to conduct and operate such a business, and then only in an arrangement such as to prevent an **unsafe condition** or an unsightly condition and screened from view from an adjacent **property**;
- (g) machinery or any parts thereof, or other objects or parts thereof, or accumulations of material or conditions that create an **unsafe condition** or an unsightly condition out of character with the surrounding environment;
- (h) dilapidated or collapsed **building** or **accessory building** and any unprotected well or other **unsafe condition** or unsightly condition out of character with the surrounding environment;
- (i) stagnant water except in a **Naturalized Area**;
- (j) accumulation of animal excrement.

4.2 Suitable **ground cover** shall be provided to prevent erosion of the soil.

4.3 Hedges, plantings, trees or other landscaping including lighting, required by the **Town** as a condition of site development or redevelopment, shall be maintained in a living condition or shall be replaced with equivalent landscaping or lighting, so as to carry out its intended function and maintain an attractive appearance.

4.4 An abandoned or unused well, septic tank or a hole on a **property** shall be filled or safely covered and protected.

5.0 DRAINAGE

5.1 All catch basins, swales and ditches shall be maintained so as to not impede the natural flow of water.

5.2 The storm water run-off from all downspouts of impervious surfaces shall be contained within the limits of the **property** from which it originates until absorbed by the soil or drained

to a storm sewer, or to a natural or artificially-created swale, ditch or watercourse.

5.3 No water shall be drained from a swimming pool, pond or other waterholding device on to abutting properties.

6.0 HEALTH

6.1 All **sewage** shall be discharged into an approved **sewage system**.

7.0 BUFFERING

7.1 **Property** which, because of its use or occupancy, or for other reasons is required to be buffered shall:

- (a) maintain an effective barrier to prevent lighting and vehicle headlights from shining directly into a **dwelling unit**;
- (b) maintain an effective barrier to prevent wind-blown **waste** from encroaching on an adjacent **property**;
- (c) maintain a visual screen, to minimize the visual impact of a nuisance to a **person** who owns or occupies an adjacent **property**.

8.0 RETAINING WALLS

8.1 A **retaining wall** shall be maintained in good **repair** and free from accident hazards.

8.2 Without restricting the generality of section 8.1 the maintenance of a **retaining wall** may include:

- (a) redesigning, **repairing** or replacing all deteriorated, damaged, misaligned or missing portions of the wall, or railings and **guards** appurtenant thereto;
- (b) installing subsoil drains where required to maintain the stability of the **retaining wall**;
- (c) grouting masonry cracks;
- (d) applying a coat of paint or equivalent preservative to all metal or wooden exposed components.
- (e) where a retaining wall in excess of 600 mm (24 inches) forms part or is adjacent to a means of egress, a guard shall be provided unless access is restricted to the retaining wall.

- 9.0** SUPPLEMENTARY STANDARDS FOR RESIDENTIAL RENTAL PROPERTIES
- 9.1 GENERAL
- 9.1.1 The following additional standards shall only apply to a residential rental property:
- a) Subject to the tenant's responsibility for ordinary cleanliness of the residential rental property, the landlord shall provide such facilities and take such action to ensure that the residential rental property is:
- I. Safe
- II. Clean
- III. In a state of good repair
- IV. Fit for habitation; and,
- V. Free from accumulations of snow and ice;
- b) The landlord shall maintain, in a state of good repair and in a clean, safe condition, any facilities supplied by the landlord and all common areas intended for the use of tenants.
- 9.1.2 All repairs and maintenance of property required by the standards prescribed in this part shall be carried out in a manner accepted as good craftsmanship in the trade concerned and with materials suitable and sufficient for the purpose.
- 9.1.3 Unless otherwise specified, the landlord, and not the tenant, shall be responsible for ensuring that all of the provisions of this part are being complied with.
- 9.2.0 RECREATIONAL FACILITIES, LAUNDRY FACILITIES ROOMS AND AREAS
- 9.2.1 A recreational facility, laundry facility, mail collection area including mailboxes, room or area and the equipment and appliances provided in connection therewith shall be:
- (a) maintained in an operable and usable condition;
- (b) maintained in a **safe condition**;
- (c) with the exception of an outdoor recreational facility, maintained in a clean condition.
- 9.3.0 HEATING, HEATING SYSTEMS, CHIMNEYS, VENTS AND FUEL BURNING APPLIANCES
- 9.3.1 Every **building** containing an occupied **dwelling unit** or

- habitable room** shall be provided with suitable heating facilities capable of maintaining an indoor ambient temperature of 21 degrees Celsius between the 15th day of September to the 1st day of June the following year. A heating system shall be maintained in good working condition so as to be capable of safely heating the **dwelling unit** or **habitable room** to the required standard.
- 9.3.2 No rental **dwelling unit** shall be equipped with portable heating equipment as a primary source of heat.
- 9.3.3 A fuel burning appliance shall:
- (a) have ample air supply to permit combustion to occur with optimum oxygen available;
 - (b) be located in such a manner as to prevent impediment to the free movement of a **person** and the overheating of adjacent materials and equipment;
 - (c) have **guards** where necessary to minimize the risk of an accident.
- 9.3.4 Where a heating system or part thereof requires solid or liquid fuel to operate, a place or receptacle for such fuel shall be provided and maintained in a **safe condition** and location so as to be free from fire or accident hazard.
- 9.3.5 A fuel burning appliance, equipment and accessories shall be properly vented to the outside air by means of a smoke pipe, vent pipe, chimney flue or other approved method and as may be required by the **Building Code Act**.
- 9.3.6 Every chimney, smoke-pipe, flue and vent shall be maintained in a good state of **repair** so as to prevent the escape of smoke, fumes or gases from entering a **building**. Maintenance may include the removal of obstructions, sealing open joints, and the **repair** of loose or broken masonry units.
- 9.3.7 Every chimney, smoke-pipe, flue and vent shall be maintained in a good state of **repair** so as to prevent the heating of adjacent combustible material or structural members to unsafe temperatures.
- 9.4.0 AIR CONDITIONING
- 9.4.1 An air conditioner shall be equipped with adequate devices for the prevention of condensation drainage on to entrance areas, sidewalks or pathways and shall be

- maintained in a safe mechanical and electrical condition.
- 9.4.2 Cooling water from water-cooled equipment shall not be discharged on a driveway, walkway or other areas used for pedestrian or vehicular traffic, or in such a manner that it may cause damage to a wall, foundation or part of a **building** or **accessory building**.
- 9.4.3 The discharge of cooling water from water-cooled equipment shall be made to a proper drainage system and shall be connected in accordance with all applicable government regulations.
- 9.5.0 INTERIOR LIGHTING
- 9.5.1 Interior lighting standards and fixtures shall comply with the requirements of section 10.
- 9.6.0 VENTILATION
- 9.6.1 Sufficient ventilation shall be provided to all areas of a **building** or an **accessory building** so as to prevent accumulations of heat, dust, vapours, odours, carbon monoxide and other gases likely to create a potential **unsafe condition** or to become a nuisance.
- 9.6.2 A kitchen, bathroom, shower room and toilet room shall be provided with adequate natural or artificial means of ventilation.
- 9.6.3 An enclosed area of a **building** or an **accessory building** including a **basement** and an attic shall be adequately ventilated.
- 9.6.4 A system of mechanical ventilation shall be maintained in good working order.
- 9.7.0 PLUMBING
- 9.7.1 A **dwelling unit** shall be provided with an adequate supply of potable running water from a source approved by the Medical Officer of Health and/or the Chief Building Official of the **Town**.
- 9.7.2 A washbasin, bathtub or shower, and one kitchen sink in a **dwelling unit** shall be equipped with an adequate supply of hot and cold running water. All hot water shall be supplied at a minimum of 43 degrees Celsius and a maximum of 49 degrees Celsius.

- 9.7.3 A fixture shall be of such materials, construction and design as will ensure that the exposed surface of all parts are hard, smooth, impervious to hot and cold water, readily accessible for cleansing and free from blemishes, cracks, stains or other defects that may harbor germs or impede thorough cleansing.
- 9.7.4 All plumbing, including drains, water supply pipes, water closets and other plumbing fixtures shall be maintained in good working order free of leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.
- 9.7.5 All plumbing fixtures in every **building** or **accessory building** shall discharge the water, liquids or sewage into drainage piping, which shall be connected to a **sewage system** approved by the authority having jurisdiction.
- 9.7.6 All toilet facilities, sanitary conveniences and washing facilities shall be maintained:
- (a) in good working order;
 - (b) in a clean and sanitary condition;
 - (c) and supplied with hot and cold running water, with cold water connection only to toilets and urinals;
 - (d) and connected to the drainage system.
- 9.8.0 KITCHEN
- 9.8.1 A **dwelling unit** shall contain a kitchen area equipped with:
- (a) one sink surrounded by a surface that is impervious to grease and water;
 - (b) a suitable storage area;
 - (c) a counter or work area, exclusive of the sink and covered with a material that is impervious to moisture and grease and is easily cleanable;
 - (d) a space provided for cooking and refrigeration appliances including suitable electrical or gas connections.
- 9.8.2 A cooking appliance and a refrigeration appliance shall be maintained in a good state of **repair** and operating condition.
- 9.9.0 BATHROOM
- 9.9.1 A **dwelling unit** shall contain a bathroom consisting of at

least one fully operational toilet, washbasin, and a bathtub or suitable shower unit.

9.9.2 A bathroom and a toilet shall be located within and accessible from within the **dwelling unit**.

9.9.3 Where a toilet or bathroom facility is shared by occupants of a residential accommodation, other than a self contained **dwelling unit**, an appropriate entrance shall be provided from a common passageway, hallway, corridor or other common space to the room or rooms containing the said facility.

9.9.4 Every wall surrounding a shower shall be of impervious material and shall be maintained in a good state of **repair**.

9.9.5 A bathroom as required by section 9.9.1 shall be located in a room used for no other purpose and provided with a door capable of being locked from the inside and opened from the outside in an emergency.

9.10.0 FLOORS

9.10.1 A floor shall be smooth, level and maintained so as to be free of all loose, warped, protruding, broken or rotted boards that may create an **unsafe condition** or surface. A defective floor shall be **repaired** or replaced.

9.10.2 Where a floor covering has become worn or torn so that it retains dirt or may create an **unsafe condition**, the floor covering shall be **repaired** or replaced.

9.10.3 A bathroom, kitchen and shower room shall have a floor covering of water-resistant material and be capable of being cleaned.

9.11.0 ELECTRICAL SERVICE

9.11.1 A **dwelling** and **dwelling unit** shall be wired for electricity and shall be connected to an approved electrical supply system.

9.11.2 The capacity of the connection to a **building** or **accessory building** and the system of circuits distributing the electrical supply of the **building** or **accessory building** shall be adequate for the use and intended use.

9.11.3 Electrical wiring, cords, circuits, fuses, circuit breakers, electrical equipment and electrical heating systems shall be maintained in good working order, free from fire and

accident hazards.

9.12.0

DISCONNECTED UTILITIES

9.12.1

An **owner** of a residential **building** or any **person** acting on behalf of such **owner** shall not disconnect or cause to be disconnected any service or utility supplying heat, electricity, gas, refrigeration or water to a **dwelling unit** and **habitable room** occupied by a tenant or lessee, except for such reasonable period of time as may be necessary for the purpose of **repairing**, replacing or otherwise altering said service or utility.

9.13.0

INTERIOR WINDOWS, DOORS, SURFACES, FLOORS AND STAIRS

9.13.1

Interior windows, doors, surfaces, floors and stairs shall be maintained:

- (a) in a clean, odour free and sanitary condition, reasonable for the normal use or occupancy of the room, passageway, enclosure or space;
- (b) in good working order and good state of **repair**, free from holes, loose, broken, warped, torn, damaged or decayed boards or materials;
- (c) free from depressions, protrusions, deterioration or other defects which could create an **unsafe condition** or which are out of character with the normal use of the area in which such defect occurs;
- (d) so as to afford the fire resistive properties and other protection for which they shall be designed; and
- (e) free of any graffiti, markings, stains or other defacement.

9.13.2

Interior windows and doors shall also comply with the requirements of section 19.

9.14.0

INTERIOR STRUCTURE – COLUMNS AND BEAMS

9.14.1

A **building** and an **accessory building** and all structural components, including but not limited to all joists, beams, studding, and roof rafters, shall be maintained with material adequate for the load to which they are subjected to.

9.15.0

WALLS-CEILINGS

- 9.15.1 Every interior surface and finish of walls and ceilings shall be maintained:
- (a) in good state of **repair**, a surface which is reasonably smooth, clean, tight and easily cleaned;
 - (b) free of holes, cracks, loose plaster or other material;
 - (c) in a **safe condition**;
 - (d) so as to possess the fire resistant properties required by the **Building Code Act** and the *Fire Protection and Prevention Act*, as amended.

9.16.0 ELEVATORS

- 9.16.1 An elevator, an elevating device, dumb-waiters, hoists, escalators, incline lifts including all parts, lighting fixtures, lamps, elevator buttons, floor indicators and ventilation fans shall be maintained in good state of **repair**, operable and in a **safe condition**.

10.0 LIGHTING STANDARDS AND FIXTURES

- 10.1 Lighting standards and fixtures shall be kept in a **safe condition**, in good working order and in good visual condition.

11.0 FENCES

- 11.1 A **fence** on a **property** separating adjoining **property** shall:
- (a) be in a structurally sound condition and plumb, unless specifically designed to be other than vertical;
 - (b) be maintained in a good state of **repair** and free of accident hazards;
 - (c) not present an unsightly appearance.

- 11.2 Without restricting the generality of section 11.1 the maintenance of a **fence** may include:

- (a) protecting by paint, treated with a preservative or other weather resistant material unless the aesthetic characteristics of the **fence** are enhanced by the lack of such treatment.

12.0 WALKWAYS, DRIVEWAYS, RAMPS, PARKING AREAS AND LANDINGS

- 12.1 A parking area, driveway, walkway and other similar public access areas of an **exterior property area** shall be kept

clean and free from **waste**, objects or conditions that may create an **unsafe condition**, health, fire, accident hazard or unsightly condition.

12.2 An **owner** shall cause any snow disposal site or snow storage site on a **property** to be:

- (a) maintained so as not to cause a hazard on the **property**; and
- (b) maintained in such a manner and location on the **property** so as to prevent a hazard, flooding, erosion and other damage to a neighbouring **property**.

13.0 BUILDINGS AND ACCESSORY BUILDINGS
STRUCTURAL ADEQUACY - CAPACITY

13.1 All **repairs** and maintenance of **property** required by the standards prescribed in this By-law shall be carried out in a manner accepted as good workmanship in the trades concerned and with materials suitable and sufficient for that purpose.

13.2 Every part of a **building** or **accessory building** shall be maintained in good **repair** and in a structurally sound condition so as:

- (a) to be capable of sustaining safely its own weight, and any additional load to which it may normally be subjected to;
- (b) to be capable of safely accommodating all normal structural movements without damage, decay or deterioration;
- (c) to prevent the entry of moisture that would contribute to damage, fungus growth, decay or deterioration;
- (d) to be capable of safely and adequately performing its function subject to all reasonable serviceability requirements.

13.3 The abating of an **unsafe condition** may include:

- (a) the provision or **repair** of stairs, balustrades, railings, **guards** and screens so as to minimize the risk of accident;
- (b) the elimination of other conditions which, in themselves are a hazard to life or which risk serious injury to **persons** normally in or about the subject **building, accessory building**, room, suite of rooms or

space;

- (c) the installation of a handrail in conjunction with every set of stairs containing three (3) or more risers and such handrail shall be adequately secured and maintained in a good state of **repair**.

14.0 HEALTH AND WASTE

- 14.1 A **building** and **accessory building** on a **property** shall be kept free of mould, **waste** and pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.
- 14.2 In a **dwelling unit**, sufficient rooms, containers and receptacles shall be maintained to safely contain all **waste**, which shall not be allowed to accumulate but shall be removed or made available for removal in accordance with any applicable by-laws.
- 14.3 An external container and receptacle shall be screened from view and shall be provided with a cover so that the material contained therein is not exposed to injurious insects, termites, rodents, vermin or other pests.
- 14.4 Every **building** and **accessory building** shall be provided with sufficient proper receptacles to contain all **waste**, which accumulates on the **property**, and such **waste** shall be placed for collection in proper receptacles in compliance with applicable laws.
- 14.5 A receptacle for **waste** shall be:
 - (a) provided with a tight fitting cover;
 - (b) maintained in good working condition and order without holes or spillage; and
 - (c) closed, or emptied, rinsed and cleaned when not in use, to prevent the escape of offensive odour or **waste**.
- 14.6 Garbage chutes, disposal and collection rooms shall be:
 - (a) washed down and disinfected as necessary so as to maintain a clean and odour free condition; and
 - (b) maintained in good working order.
- 14.7 Injurious insects, termites, vermin, rodents and other pests shall be exterminated and appropriate measures shall be taken to prevent their re-entry to a **building** or **accessory building** on a **property**.
- 14.8 In a **dwelling**, openings in the exterior walls or roof shall be

fitted and maintained to protect all habitable space from water and weather entry, and to make such space free from drafts.

- 14.9 No portion of a **dwelling** shall be used for human habitation unless:
- (a) the floors, walls and ceiling areas are watertight and free from dampness and mould at all times;
 - (b) the total window area, the total **openable area** for natural ventilation and the ceiling height are in accordance with the provisions of the **Building Code Act** or, alternatively, reventilation and/or mechanical ventilation is provided as prescribed by the **Building Code Act**;
 - (c) the required minimum window area of every **habitable room** is entirely above the grade of the ground adjoining such window area, or the top of the window well, whichever is the higher elevation.

15.0 COMPOST

15.1 **Compost** on a **property** shall be maintained in a composter or an open **compost** pile that is not larger than 2.0 square metres (21.5 square feet) in area and 1.0 metre (39 inches) in height.

15.2 A composter or an open **compost** pile shall be kept free of pests, such as rodents, vermin, termites and injurious insects and any condition that may promote an infestation.

16.0 HERITAGE PROPERTIES

- 16.1 In addition, to all other standards prescribed by this By-law, an owner of a **Heritage Property** shall:
- (a) protect, maintain and stabilize a **heritage attribute** so as to preserve the existing materials;
 - (b) in the conduct of a repair use only materials that match the form and detailing of the original elements of the **heritage attribute**; and
 - (c) be repaired using only recognized conservation methods.

17.0

FOUNDATIONS

17.1

A foundation of a **building** or an **accessory building** shall be maintained in good state of **repair** so as to prevent settlement detrimental to the appearance of the **building** or **accessory building**, or the entrance of moisture, vermin, termites, insects or rodents into the **building** or **accessory building**.

17.2

Without limiting the generality of section 17.1, the maintenance of a foundation may include:

- (a) the jacking-up, underpinning or shoring of the foundation where necessary;
- (b) the extension of footings and foundations below grade or regrading to provide adequate frost cover;
- (c) installing subsoil drains at the footing where such would be beneficial;
- (d) the grouting of masonry cracks;
- (e) waterproofing the wall and joints;
- (f) the carrying out of such other work as may be required to overcome any existing settlement detrimental to the appearance of the **building** or **accessory building**;
- (g) **repairing** or replacing decayed, damaged or weakened sills, piers, posts or other supports;
- (h) making sills, piers, posts or other supports insect-proof by the application of suitable materials; and
- (i) coating with a preservative.

18.0

EXTERIOR WALLS, COLUMNS AND BEAMS

18.1

The components of an exterior wall of a **building** or an **accessory building** shall be maintained:

- (a) in good state of **repair** and in a **safe condition**;
- (b) weather tight;
- (c) free from loose or unsecured objects or materials;
- (d) so as to prevent the entrance of insects, termites, vermin, rodents or other animals;
- (e) so as to prevent deterioration due to weather, insects, vermin, termites, rodents and other animals; and
- (f) so as to prevent deterioration detrimental to the appearance of the **building** or an **accessory building**.

- 18.2 Without restricting the generality of section 18.1, the maintenance of an exterior wall of a **building** or an **accessory building** may include:
- (a) the applying of materials to preserve all exterior wood and metal work or other materials not inherently resistant to weathering;
 - (b) the applying of materials to improve or maintain a pleasant and satisfying appearance at least commensurate with that of the neighbourhood;
 - (c) the restoring, **repairing** or replacing of:
 - i) the wall;
 - ii) the masonry units and mortar;
 - iii) the stucco, shingles or other cladding;
 - iv) the coping; and
 - v) the flashing and waterproofing of the wall and joint.
- 18.3 Exterior columns and beams and any decorative trim shall be maintained in a good state of **repair** and in a **safe condition**. Where necessary, such columns, beams and trim shall be restored, **repaired** or replaced and suitably protected or treated against weathering, so as to prevent or remedy deterioration detrimental to the appearance of the **building** or **accessory building**.
- 19.0** EXTERIOR DOORS, WINDOWS AND OTHER OPENINGS – CANOPIES-MARQUEES-AWNINGS
- 19.1 Shutters, windows, doors, hatchways and other exterior openings in a **building** or an **accessory building** shall be kept weather tight, draft free, and in good state of **repair** and working order.
- 19.2 Without restricting the generality of section 19.1, the maintenance of a shutter, window, door, hatchway and other exterior opening may include:
- (a) painting or the applying of a similarly effective preservative;
 - (b) the **repair**, replacement or renewing of damaged, decaying, missing or defective:
 - i) doors;
 - ii) door frames and casings;
 - iii) windows and window sashes;

- iv) window frames and casings;
- v) shutters;
- vi) screens;

- (c) refitting doors, windows, shutters or screens;
- (d) reglazing or fitting with an translucent substitute;
- (e) rescreening;
- (f) using other approved means of weatherproofing where the opening is used or required for ventilation or illumination and is not protected by a window, door or similar closure:
 - i) screening with wire mesh, metal grills or other equivalent durable material; or
 - ii) other protection so as to effectively prevent the entry of insects, termites, rodents, vermin or other animals.

19.3 Glazed doors, windows and other transparent surfaces shall be kept clean so as to permit unimpeded visibility and unrestricted passage of light.

19.4 A window in a **dwelling unit** that can be or is required by the standards to be openable shall be provided with screening to effectively prevent the entry of insects.

19.5 Nothing in this section shall be construed as preventing doors, windows and other openings in an unoccupied **building** or **accessory building** from being protected from damage or to prevent entry, for such time as determined by section 23.

19.6 A canopy, marquee or awning shall be properly anchored so as to be kept in a **safe condition** and shall be protected from decay and rust by a periodic application of weathercoating material.

19.7 A **building** shall have a safe, continuous and unobstructed passage from the interior to an exit or the outside of the **building** at street or grade level.

19.8 A door that facilitates access to or egress from a **dwelling unit** shall be equipped with locks, and shall be maintained in a good state of **repair** and in an operating condition.

20.0 EXTERIOR STAIRS, VERANDAS, PORCHES, DECKS, LOADING DOCKS, BALCONIES AND FIRE ESCAPES

- 20.1 An exterior stair, veranda, porch, deck, loading dock, balcony, fire escapes and every appurtenance attached thereto shall be maintained, reconstructed or **repaired** so as to be safe to use and capable of supporting the loads to which it may be subjected, as specified in the **Building Code Act**, and shall be kept in **safe condition** and good state of **repair**, free of all accident hazards and other deterioration or objects detrimental to the appearance of the **building** or **accessory building**.
- 20.2 Without restricting the generality of section 20.1, the maintenance, reconstructing or **repairing** of an exterior stair, veranda, porch, deck, loading dock, balcony and fire escape may include:
- (a) **repairing** or replacing treads, risers or floors that show excessive wear or are broken, warped, loose or otherwise defective;
 - (b) **repairing**, renewing or supporting structural members that are rotted, deteriorated or loose;
 - (c) providing, **repairing** or renewing **guard** rails, railings and balustrades; and
 - (d) painting or the applying of an equivalent preservative.
- 20.3 Exterior stairs and fire escapes shall be kept free from ice and snow.

21.0 ROOFS AND ROOF STRUCTURES

- 21.1 A roof, roof deck, roof structures including solar energy panels, wind generators and related **guards** of a **building** or **accessory building** shall be:
- (a) weather tight and free from leaks;
 - (b) free from loose or unsecured or unsafe objects and materials;
 - (c) free from accident hazards;
 - (d) free from dangerous accumulation of ice and snow;

- (e) kept in a good state of **repair** and in a **safe condition**;
- (f) free from other unsightly objects and conditions detrimental to the appearance of the **building** or **accessory building**.

21.2 An eaves trough, roof gutter and downpipe shall be kept:

- (a) in good **repair**;
- (b) in good working order;
- (c) water tight and free from leaks;
- (d) free from accident hazards;
- (e) protected by painting or the applying of other equivalent preservative.

21.3 Chimneys, smoke or vent stacks and other roof structures shall be maintained plumb and in good state of **repair** and shall be:

- (a) free from loose bricks, mortar and loose or broken capping;
- (b) free from loose or rusted stanchions, guy wires, braces and attachments;
- (c) free from any accident hazard;
- (d) free from the entrance of smoke or gases into a **building** or **accessory building**;
- (e) free from the heating of adjacent combustible materials, walls and structural members to unsafe temperatures;
- (f) weather tight and free from leaks;
- (g) free from unsightly objects and conditions detrimental to the appearance of the **building** or **accessory building**.

22.0 EXTERIOR MAINTENANCE

22.1 All exterior surfaces that have been previously painted, stained, varnished or which have received other similar protective finishes shall be maintained without visible deterioration from the original finish, or shall be suitably refinished by application of an equivalent preservative.

22.2 Appropriate measures shall be taken to remove any graffiti, markings, stains or other defacement, occurring on

the exposed finished exterior surfaces and, where necessary, to restore the exterior surface and adjacent areas to, as near as possible, to its appearance before the markings, stains or defacement occurred.

22.3 In the event of fire or other disaster, measures shall be taken as soon as possible to make the damaged **building** or **accessory building** compatible with its environment. Without restricting the generality of the foregoing, such measures include:

- (a) making the **building** or **accessory building** safe;
- (b) **repairing** of damaged surfaces exposed to view;
- (c) cleaning any damaged surfaces exposed to view;
- (d) refinishing so as to be in harmony with adjoining undamaged surfaces.

22.4 In the event the **building** or **accessory building** is beyond **repair**, the **property** shall be cleared of all remains and left in a graded level and tidy condition.

23.0 VACANT PROPERTY AND VACANT BUILDINGS – ADDITIONAL STANDARDS

23.1 **Vacant property** shall be kept clear of all **waste** and other materials and equipment not otherwise permitted by the zoning by-law.

23.2 A **vacant building** shall:

- (a) be secured against unauthorized entry;
- (b) be protected against the risk of fire, accident, or other danger.

23.3 Where a **vacant building** has been vacant for at least sixty (60) consecutive days, a **Property Standards Officer** who reasonably believes that a **vacant building** poses a risk to safety may, in writing, require the **Owner** of a **vacant building** to do any one or more of the following, within the timeframe specified by the **Property Standards Officer**:

- (a) install security measures or devices to the satisfaction of the **Property Standards Officer**, and such measures may include boarding of doors, windows, or other openings; or
- (b) do any work or **repairs** which, in the opinion of the **Property Standards Officer**, are necessary to secure a **vacant building** from unauthorized entry or protect

a **vacant building** against the risk of fire, accident, or other danger.

23.4 Where a **vacant building** is boarded or required to be boarded:

- (a) boarding materials shall be installed and maintained in good order;
- (b) boarding materials shall be installed to exclude precipitation and wind from entering the **vacant building**, and to secure the **vacant building** from unauthorized entry, and shall be installed within the reveal of the opening frame or cladding, where feasible;
- (c) unless inherently resistant to deterioration, boarding materials shall be treated with a protective coating of paint or equivalent weather resistant material;
- (d) boarding materials shall be selected, coated, coloured, and installed to match surrounding door/window frames and exterior wall finishes.

23.5 Where a **vacant building** remains vacant for more than ninety (90) consecutive days, the **Owner** shall ensure that all utilities serving the **vacant building** are properly disconnected, terminated, or capped, unless such utilities are necessary for the safety or security of the **vacant building**, or unless such utilities are otherwise required by law to remain connected.

23.6 When openings in a **vacant building** previously boarded or secured become unsecured, such openings shall be secured again, and as determined by the **Property Standards Officer** may require the use of materials and fasteners of greater strength, installed in such a manner to deter their removal or destruction.

23.7 Where a **vacant building** has remained vacant or unoccupied for a period of two (2) years and continues in a state of disrepair and deterioration, a **Property Standards Officer** may issue an order to remove all previously installed boarding from windows and doors and to **repair** the **vacant building** in compliance with the standards set out in this By-law.

24.0 ADMINISTRATION AND ENFORCEMENT

- 24.1 A **Property Standards Officer** is responsible for the administration and enforcement of this By-law.
- 24.2 A **Property Standards Officer** may, upon producing proper identification, enter upon any **property** at any reasonable time without a warrant for the purpose of inspecting the **property** to determine,
- (a) whether the **property** conforms with the standards prescribed in this by-law;
 - (b) whether an order made under this by-law and the **Building Code Act** has been complied with.
- 24.3 Despite section 24.2, a **Property Standards Officer** shall not enter or remain in any room or place actually being used as a **dwelling** unless,
- (a) the consent of the **occupant** is obtained, the **occupant** first having been informed that the right of entry may be refused and entry made only under the authority of a warrant issued under the **Building Code Act**;
 - (b) a warrant issued under the **Building Code Act** is obtained;
 - (c) the delay necessary to obtain a warrant or the consent of the **occupant** would result in an immediate danger to the health or safety of any **person**;
 - (d) the entry is necessary to terminate a danger under subsection 15.7 (3) or 15.10 (3) of the **Building Code Act**; or
 - (e) the requirements of section 24.4 are met and the entry is necessary to remove an **unsafe condition** under clause 15.9 (6) (b) of the **Building Code Act** or to **repair** or demolish under subsection 15.4(1) of the **Building Code Act**.
- 24.4 Within a reasonable time before entering the room or place for a purpose described in section 24.3 (e), the **Officer** shall serve the **occupant** with notice of his or her intention to enter it.
- 24.5 A **Property Standards Officer** for the purposes of an inspection has all the powers as provided for in section 15.8(1) of the **Building Code Act**.

- 25.0** ORDERS AND COMPLIANCE
- 25.1 An **owner** of **property** shall comply with the standards and requirements prescribed in this By-law.
- 25.2 Every **Property Standards Officer** who finds that a **property** does not conform with any of the standards of this By-law, may make an order pursuant to the provisions of Section 15.2 of the **Building Code Act**:
- (a) requiring the **property** that does not conform with the standards to be **repaired** and maintained to conform with the standards; or
- (b) requiring that the site be cleared of all **buildings** or **accessory buildings, structures**, debris or refuse and left in a graded and leveled condition.
- 25.3 Every **owner** of **property** shall comply with an order made pursuant to this By-law and the **Building Code Act** requiring compliance as confirmed or modified. If an order of a **Property Standards Officer** is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the **Committee** or a judge, the **Town** may cause the **property** to be **repaired** or demolished accordingly.
- 25.4 Where any **person** fails to comply with an order issued, the **Town** may enter and cause the required work to be done at the cost of the **person**. The cost of such work may be recovered by action or by adding the costs to the tax roll and collecting the costs in the same manner as property taxes.
- 26.0** APPEAL OF ORDER
- 26.1 An **owner** who has been served with an order made under this By-law and **Building Code Act** and who is not satisfied with the terms or conditions of the order may appeal to the **Committee** by sending a notice of appeal by registered mail to the secretary of the **Committee** within 14 days after being served with the order.
- 26.2 An order that is not appealed within the time referred to in Section 26.1 shall be deemed to be confirmed.
- 26.3 The **Committee** shall hear the appeal.

- 26.4 On an appeal, the **Committee** has all the powers and functions of the **Property Standards Officer** who made the order and the **Committee** may do any of the following things if, in the **Committee's** opinion, doing so would maintain the general intent and purpose of the by-law and of the official plan or policy statement:
- (a) Confirm, modify or rescind the order to demolish or **repair**;
 - (b) Extend the time for complying with the order.
- 26.5 The **Town** in which the **property** is situate or any **owner** or **person** affected by a decision under this section may appeal to the Superior Court of Justice by notifying the Clerk of the **Town** in writing and by applying to the court within 14 days after a copy of the decision is sent.
- 26.6 The Superior Court of Justice shall appoint, in writing, a time and place for the hearing of the appeal and may direct in the appointment the matter in which and the **persons** upon whom the appointment is to be served.
- 26.7 On the appeal, the judge has the same powers and functions as the **Committee**.
- 26.8 An order that is deemed to be confirmed under section 26.2 or that is confirmed or modified by the **Committee** under section 26.3 or a judge under section 26.7, as the case may be, shall be final and binding upon the **owner** who shall carry out the **repair** or demolition within the time and in the manner specified in the order.
- 27.0** POWER OF TOWN TO REPAIR AND DEMOLISH
- 27.1 If an order is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the **Committee** or a judge, the **Town** in accordance with section 15.4 of the **Building Code Act** may cause the **property** to be **repaired** or demolished.
- 27.2 Where an order is not complied with and the **Town** has caused the property to be **repaired** or demolished, the **Town** has priority lien status in accordance with section 1 of the *Municipal Act, 2001, as amended*, on the **property** for the amount spent on the **repair** or demolition and the amount may be added to the tax roll by the Treasurer of the **Town** and may be collected in the same manner as taxes on the **property**.

28.0

EMERGENCY ORDERS

28.1

If upon inspection of a **property** an **Property Standards Officer** is satisfied that there is non-conformity with the standards prescribed in this by-law to such extent as to pose an immediate danger to the health or safety of any **person**, the **Property Standards Officer** may make an order in accordance with section 15.7 of the **Building Code Act** containing particulars of the non-conformity and requiring remedial **repairs** or other work to be carried out immediately to terminate the danger.

29.0

CERTIFICATE OF COMPLIANCE

29.1

After inspecting a **property**, a **Property Standards Officer** who is of the opinion that the **property** is in compliance with the standards established in this By-law, may issue a certificate of compliance to the **owner**.

29.2

The prescribed fee set out in the **Town's Fees and Charges By-law** shall be payable prior to the issuance of a certificate of compliance where it is issued at the request of the **owner**.

30.0

PENALTY

30.1

Every **owner** who fails to comply with an order, as confirmed, any other order, a direction or a requirement made under this By-law is guilty of an offence under Section 36.(1) of the **Building Code Act** and is liable to a penalty or penalties as set out in Section 36 of the **Building Code Act**.

31.0

PROPERTY STANDARDS COMMITTEE

31.1

A **Committee** is hereby established in accordance with the **Building Code Act**.

31.2

The **Committee** shall be composed of such persons, not fewer than three (3), as **Council** considers advisable.

31.3 The **Committee** shall hold office for the term of **Council** or until such time as successors are appointed.

32.0 EXEMPTIONS

32.1 This By-law does not apply to lands on which construction is actively proceeding in accordance with a permit issued pursuant to the *Building Code Act*.

33.0 VALIDITY

33.1 If any section, subsection, paragraph, sentence, clause, or provision of this By-Law be declared by a Court of competent jurisdiction to be invalid, illegal or ultra vires for any reason, all other provisions of this By-Law shall remain and continue in full force and effect and shall remain valid and binding.

**READ a first and second time
this 31st day of March 2026**

Mayor – Wayne Taipale

Clerk – Bobbylyn Jardino

**READ a third time and finally passed
this 23rd day of June 2026**

Mayor – Wayne Taipale

Finance Officer/Deputy Clerk – Shalom Capili

Corporation of the Town of Moosonee

BY-LAW No. 12-2026

Being a by-law to delegate authority to the municipal Treasurer to authorize the execution of tax arrears extension agreements pursuant to Section 378 of the *Municipal Act, 2001*.

WHEREAS Section 23.1 and 23.2 of the *Municipal Act, 2001*, permits a municipality to delegate certain powers and duties to a person.

NOW, THEREFORE be it resolved that council of the Town of Moosonee enacts as follows:

1. The municipal Treasurer/designate is authorized to negotiate and execute tax extension agreements on behalf of the Town of Moosonee. The authority is subject to the following limitations:
 - a. The tax extension agreement must be requested by and entered into with any owner of the land, the spouse of any owner of the land, any mortgagee, any tenant in occupation of the land or any person the treasurer is satisfied has an interest in the land, in accordance with Section 378 of the *Municipal Act, 2001*; and
 - b. The tax extension agreement must be compliant with the requirements of Section 378 of the *Municipal Act, 2001* and in the form of Schedule A as negotiated by the Treasurer/designate;
 - c. The tax extension agreement can only be entered into after a tax arrears certificate has been registered, and before the expiry of the one-year period.
2. The following positions at the Town of Moosonee are identified as designates for the purpose of this by-law;
 - a. Finance Officer

THAT all former By-Laws pertaining to this matter are hereby repealed.

THAT This Bylaw shall come into force and take effect upon the final passing thereof.

**READ a first and second time
This 23rd day of June 2026**

Mayor – Wayne Taipale

Finance Officer/Deputy Clerk–Shalom Capili

**READ a third time and finally passed
this 23rd day of June 2026**

Mayor – Wayne Taipale

Finance Officer/Deputy Clerk–Shalom Capili

DRAFT