AGENDA

Corporation of the Town of Moosonee

Regular Meeting #26-2026
November 17th, 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**

   → Regular Meeting #25-2026 of November 3rd, 2026
5. **PRESENTATIONS AND DELEGATION**
6. **REPORTS AND MEMOS**

   → Briefing Note - Changing Water Meter, Joel Stapley – Treasurer

   → Briefing Note - Grader Repairs, Todd Francis – CAO

   → Briefing Note - Free Residential Dumping Days at the Municipal Landfill, Todd Francis – Interim Public Works Manager

   → Briefing Note- Work Plan Update, Todd Francis – CAO
7. **BUSINESS ARISING FROM MINUTES**
8. **PETITIONS AND CORRESPONDENCE**
9. **MOTION**

   → ROMA Annual Conference January 24th – 26th, 2026

   → Appointing Deputy Mayor

   → Pledge of Confidentiality

10. READING OF BY-LAWS

→ Water and Sewer Rates

→ Free Residential Dumping Days

11.NEW BUSINESS

12. COUNCIL ANNOUNCEMENTS AND UPDATES/DISCUSSION

→ ROMA Delegations
→ Municipal Appointees for the Board of Health for the Northeastern Health Unit
→ AMO Board of Director Vacancies

13.CLOSED SESSION

→ Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality

→ Information supplied in confidence to the municipality by another level of government.

→ Personal matters about an identifiable individual, including municipal employees

14. ADJOURNMENT

The Corporation of the Town of Moosonee

Regular Meeting 25-2026 **November 3rd, 2026**
Time: 6:00 pm
Town Council Chambers

Councillors Present:	*Wayne Taipale – Mayor* *Diane Ryder – Councillor* *Savion Nakogee – Councillor* *Carman Tozer – Councillor* *Susan Hunter – Councillor*
Staff Present:	*Todd Francis – CAO* *Boblin Jardino – Municipal Clerk* *Joel Stapley – Treasurer (Teams Meeting)*
Public Present:	*Todd Reuben*

DRAFT

1. CALL TO ORDER

Resolution No. 2026- 232 ***Moved by: Savion Nakogee***
Seconded by: Carman Tozer

BE IT RESOLVED *that this Regular Meeting come to order at 6:00 p.m.*

(Carried)

2. REVIEW OF AGENDA

Resolution No. 2026-233 ***Moved by: Susan Hunter***
Seconded by: Savion Nakogee

BE IT RESOLVED THAT *the agenda be accepted as presented.*

(Carried)

3. DISCLOSURE OF PECUNIARY INTERESTS

4. ADOPTION OF MINUTES

Resolution No. 2026-234 ***Moved by: Savion Nakogee***
Seconded by: Diane Ryder

BE IT RESOLVED THAT *the Council of the Corporation of the Town of Moosonee adopt the minutes of the Regular Meeting #24-2026 of October 6th,2026, as presented.*

(Carried)

5. PRESENTATIONS AND SPECIAL RECOGNITIONS

Resolution No. 2026-235 ***Moved by: Susan Hunter***
Seconded by: Diane Ryder

BE IT RESOLVED THAT *the Proclamations of Gratitude presented under*

Presentations and Special Recognitions, honoring Mayor Wayne Taipale for twenty-five (25) years of distinguished service and Deputy Mayor Carman Tozer for fourteen (14) years of distinguished service, be received and approved;

***AND FURTHER THAT** the official Proclamations be spread upon the minutes of this meeting as a permanent record of the Town's profound gratitude and appreciation.*

(Carried)

6. REPORTS AND MEMOS

7. BUSINESS ARISING FROM MINUTES

8. PETITIONS AND CORRESPONDENCE

9. MOTIONS

10. READING BY-LAWS

→ WAHA MOU

Resolution No. 2026-236 ***Moved by: Susan Hunter***
Seconded by: Diane Ryder

***BE IT RESOLVED THAT** the Council of the Corporation of the Town of Moosonee approves By-law #17-2026, being a By-law to Authorize the Entering into a Memorandum of Understanding between the Town of Moosonee and Weeneebayko Area Health Authority(WAHA) respecting the WAHA Construction Project, being read a first and second time; be deemed to be read a third time and finally passed.*

(Carried)

→ WAHA DOCK SUBLEASE

Resolution No. 2026-237 ***Moved by: Diane Ryder***
Seconded by: Susan Hunter

***BE IT RESOLVED THAT** the Council of the Corporation of the Town of Moosonee approves By-law #18-2026, being a By-law to Authorize entering to a Sublease Agreement for Municipal Lands(Moosonee Airport- Marine Dock Facility) between the Town of Moosonee and Weeneebayko Area Health Authority(WAHA) respecting the WAHA Construction Project, being read a first and second time; be deemed to be read a third time and finally passed.*

(Carried)

11. NEW BUSINESS

DRAFT

12. COUNCIL ANNOUNCEMENTS AND UPDATES/DISCUSSION

13. CLOSED SESSION

Resolution No. 2026- 238 ***Moved by: Susan Hunter***
Seconded by: Savion Nakogee

BE IT RESOLVED *that this meeting move in camera at 6:17 p.m. for the purpose of discussing.*

→ *Personal matters about an identifiable individual, including municipal employees*

(Carried)

Resolution No. 2026- 239 ***Moved by: Susan Hunter***
Seconded by: Savion Nakogee

BE IT RESOLVED *that this meeting move out camera at 6:40 p.m.*

(Carried)

Resolution No. 2026- 240 ***Moved by: Diane Ryder***
Seconded by: Carman Tozer

BE IT RESOLVED *the Council of the Corporation of the Town of Moosonee adopt the minutes of the Closed Session #12 -2026 of October 6th, 2026, as presented.*

(Carried)

Resolution No. 2026- 241 ***Moved by: Susan Hunter***
Seconded by: Carman Tozer

BE IT RESOLVED THAT *the Council of the Corporation of the Town of Moosonee recognize the vehicle benefit that formed part of the CAO recruitment package but has not been provided;*

AND THAT *Council assign a value of $750 per month to that benefit and apply such value against the CAO housing contribution;*

AND THAT *the CAO housing contribution be adjusted to $250 per month;*

DRAFT

AND THAT *no separate vehicle allowance payment be paid while this arrangement remains in effect;*

AND THAT *Council recognize this request as a realignment of existing compensation components and not a request for additional compensation*

(Carried)

14. ADJOURNMENT

Resolution 2026-242 ***Moved by: Susan Hunter***
Seconded by: Carman Tozer

BE IT RESOLVED THAT *this meeting be adjourned at 6:43 p.m.*

(Carried)

MAYOR – Wayne Taipale

MUNICIPAL CLERK – Bobylyn Jardino

DRAFT

BRIEFING NOTE
Water Meter Replacement Program

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

SUBMITTED BY	Joel Stapley – Treasurer
DATE	November 17, 2026
BACKGROUND	The Town of Moosonee provides water and wastewater services that are funded in part through user fees based on water consumption. Accurate billing depends on properly functioning water meters installed at serviced properties. Over time, a number of water meters have become damaged, inactive, inaccessible, or otherwise unable to provide accurate consumption readings. Town staff estimate that approximately 100 properties are currently not being billed based on actual water use due to meter issues. To address this issue, the Town intends to undertake a water meter replacement and compliance program to ensure all serviced properties have working meters and are billed fairly and accurately.
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	The absence of functioning water meters creates inequities within the water billing system. Property owners with functioning meters are billed based on actual consumption, while properties with inactive or non-functioning meters may not be contributing their fair share toward water and wastewater service costs. To support the Town's efforts to replace and maintain water meters, staff recommend adding a new fee to the Fees and Services By-law. The fee would apply to properties where a water meter is inactive, damaged, or where access for replacement, inspection, repair, or installation is not provided within a reasonable period of notice from the Town. The proposed fee is intended to encourage compliance with meter replacement requirements and ensure the Town can recover a portion of the costs associated with providing water services where accurate consumption data cannot be obtained.
RELEVANT POLICY AND/OR LEGISLATION	• By-Law 14-26 – Water and Sewer Rates By-Law
FINANCIAL IMPLICATIONS	Accurate water metering is essential for ensuring users are billed fairly and that the Town recovers costs associated with delivering water and wastewater services. The implementation of a compliance fee will support the Town's efforts to improve billing accuracy and reduce revenue losses associated with inactive or non-functioning water meters.

ALIGN WITH COUNCIL STRATEGIC PLAN PRIORITIES	- • Promoting efficient and sustainable service delivery. • Ensuring infrastructure is properly maintained and managed. • Supporting financial sustainability through fair and equitable user-pay systems.
RECOMMENDATIONS	That Council approve an amendment to By-Law 14-26, Water and Sewer Rates By-Law, to establish a Non-Compliance / Inactive Water Meter Fee of $250.00 per month for properties with inactive, damaged, inaccessible, or non-compliant water meters.
CAO'S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	**That Council approve an amendment to By-Law 14-26, Water and Sewer Rates By-Law, establishing a Non-Compliance / Inactive Water Meter Fee of $250.00 per month, effective immediately or on a date determined by Council.**

BRIEFING NOTE
Grader Repairs (Unit TA1)

A Briefing Note contains advice and/or recommendations from an employee, for council consideration.	
SUBMITTED BY	Todd Francis – Interim Public Works Manager
DATE	November 17th, 2026
BACKGROUND	The Town of Moosonee Motor Grader TA1 (Caterpillar 140H) is a critical asset used for road maintenance and winter operations. A recent inspection by Toromont Cat identified deficiencies, including safety-related items that must be addressed before the unit can be returned to service. The grader currently has approximately 17,838 operating hours and has not historically benefited from a structured preventative maintenance program. Maintenance has generally been reactive, with repairs completed when failures occurred. The proposed repairs are intended to address immediate deficiencies and extend the useful life of the equipment.
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	The recommended repairs will return the grader to safe and reliable operation and extend the service life of this critical asset. Additional preventative maintenance and repairs will likely be required in future years to maximize its remaining useful life. The cost of the required repairs is $62,409.70 including HST. Replacement of the grader with a comparable unit is estimated between $700,000 and $800,000 and is not financially feasible currently. While the grader is being repaired, Public Works can temporarily utilize the Airport Grader; however, access to that equipment is limited and cannot support long-term operational needs. Timely approval of these repairs is imperative. Long-term replacement planning will be addressed through the 2027 Budget and the Towns 5-10 Year Financial Plan, which will include the replacement date for this unit.
RELEVANT POLICY AND/OR LEGISLATION	Purchasing Policy. This is a sole-source procurement from Toromont Cat, the authorized Caterpillar dealer that completed the inspection and provided the repair quotation.
FINANCIAL IMPLICATIONS	The repair cost of $62,409.70 including HST will be funded partially from the Operating Budget, with $ 54,000 coming from 1-4-3043-2010, while the remaining $ 8,409.70 will be funded from reserves.

ALIGN WITH COUNCIL STRATEGIC PLAN PRIORITIES	Supports Council's priorities for road maintenance, winter operations, safety, and asset management.
RECOMMENDATIONS	That Council approve the sole-source repair of Motor Grader TA1 by Toromont Cat in the amount of $62,409.70 including HST with funding coming from the Operating Budget, with $ 54,000 coming from 1-4-3043-2010, while the remaining $ 8,409.70 will be funded from reserves.
CAO'S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	The CAO recommends that Council approve the repair of Motor Grader TA1 at a cost of $62,409.70 including HST.

BRIEFING NOTE
Free Residential Dumping Days at the Municipal Landfill

A Briefing Note contains advice and/or recommendations from an employee, for council consideration.	
SUBMITTED BY	Todd Francis – Interim Public Works Manager
DATE	November 17th, 2026
BACKGROUND	Schedule G of By-Law No. 28-2025 currently permits free residential dumping on the last Saturday of each month in addition to the spring and fall clean-up periods. Administration is recommending an amendment to remove the monthly free dumping days and retain only the spring and fall clean-up periods.
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	The proposed amendment will reduce free residential dumping days from fourteen per year to four per year: Last Saturday of May, First Saturday of June, Last Saturday of September, and First Saturday of October. This change will reduce operational costs while continuing to provide seasonal disposal opportunities for residents. All current restrictions and tipping fees remain unchanged.
RELEVANT POLICY AND/OR LEGISLATION	Town of Moosonee By-Law No. 28-2025, Schedule G - Municipal Garbage Pick-Up Charges and Landfill Tipping Fees. Draft By-Law No. 18-2026 amending Schedule G.
FINANCIAL IMPLICATIONS	The amendment is expected to reduce staffing and operating costs associated with weekend landfill openings and assist in preserving landfill capacity.
ALIGN WITH COUNCIL STRATEGIC PLAN PRIORITIES	Responsible Asset Management, Fiscal Responsibility, and Sustainable Landfill Operations.
RECOMMENDATIONS	That Council approve the amendment to Schedule G of By-Law No. 28-2025 and adopt By-Law No. 18-2026, reducing free residential dumping days to the spring and fall clean-up periods.

CAO'S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	BE IT RESOLVED THAT the Council of the Corporation of the Town of Moosonee approve the amendment to Schedule G of By-Law No. 28-2025 and adopt By-Law No. 18-2026, establishing free residential dumping days on the last Saturday of May, first Saturday of June, last Saturday of September and first Saturday of October.

BRIEFING NOTE
CAO Work Plan
To Do List

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

SUBMITTED BY	Todd Francis - CAO
DATE	November 17th, 2026.
BACKGROUND	The CAO Work Plan identifies immediate operational priorities, strategic projects, corporate management initiatives, recruitment efforts, and major partnership files requiring administration attention. Due to ongoing staffing transitions, several Public Works responsibilities have been reassigned to the CAO for oversight and coordination. **Key Work Plan Deliverables and Timelines** • Immediate to Q4 2026: Water treatment agreement, legal matters briefing, airport leases, H-Block housing leases, recruitment initiatives, departmental reporting framework, and operational water/sewer risk management. • **Q1 2027**: Council Strategic Plan, Town Satisfaction Survey review, Economic Development Plan next steps, organizational review, MCFN governance committee framework. • **Q2 2027**: Official Community Plan approval process, housing and land development partnership advancement, staffing housing relocation planning. • **2027 Ongoing**: Landfill partnership development, WAHA servicing obligations, records retention project, airport lighting funding strategy, policy implementation and corporate improvement initiatives.
ANALYSIS & DISCUSSION FOR COUNCIL CONSIDERATION	Administration is focused on five key areas: (1) water and wastewater sustainability and risk management, (2) WAHA-related agreements and infrastructure obligations, (3) housing and land development opportunities, (4) recruitment and organizational capacity, and (5) long-term strategic planning and governance initiatives.

	Several operational risks require continued monitoring, while several strategic initiatives are targeted for Council consideration through 2027.
RELEVANT POLICY AND/OR LEGISLATION	Municipal Act, 2001; Town policies and procurement requirements; applicable environmental approvals; airport lease requirements; contractual obligations related to WAHA, housing, and infrastructure servicing.
FINANCIAL IMPLICATIONS	Several initiatives may result in future capital or operating budget impacts, including water and wastewater infrastructure, staffing housing, landfill development, airport improvements, and housing partnerships. Individual funding strategies and Council approvals will be brought forward as required.
ALIGN WITH COUNCIL STRATEGIC PLAN PRIORITIES	Supports infrastructure reliability, housing development, economic growth, Indigenous partnerships, organizational effectiveness, community sustainability, and long-term financial planning.
RECOMMENDATION	That Council receive this briefing note for information and acknowledge the CAO Work Plan priorities, timelines, and major corporate initiatives currently underway.
CAO'S COMMENTS AND/OR MOTION FOR COUNCIL CONSIDERATION	Administration will continue to report progress through regular Council updates, departmental reporting, and project-specific briefing notes requiring policy direction, budget approval, or strategic decisions.

TOWN OF MOOSONEE

CAO Prioritized
Work Plan
To Do List

Updated November 12, 2026
Chief Administrative Officer
Interim Public Works Manager

Former duties assigned to Nar (Former Public Works Manager) have been reassigned to the CAO.

Priority key:
P1 = immediate/high risk or time-sensitive |
P2 = near-term decision/follow-up |
P3 = strategic/planned |
Ongoing = recurring management oversight

1. P1 – Immediate CAO Priorities

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P1	Water treatment sustainability	Review service-delivery options and maintain monthly Council oversight of long-term sustainability.	CAO	Immediate / ongoing
P1	Lagoon power / Hydro One	Ensure coordination continues with Hydro One until the electrical issue is resolved. RESOLVED	CAO	Immediate
P1	Lagoon pump floats and Pump 1 rail	Confirm defective float replacement and repair arrangements for Pump 1 rail.	EXP/ Public Works	Immediate

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P1	South lagoon cell valve	Confirm buried valve boxes are cleaned before switching to the south cell.	Public Works	Immediate
P1	Main lift station Pump 1	Confirm sensor cable and two O-rings are ordered so the 2021 pump can return to service/spare status.	Public Works	Immediate
P1	Sewage bypass readiness	Verify two 3-inch trash pumps and adequate fuel are available at the Main station.	EXP/Public Works	Immediate
P1	Chemical dosing equipment / post-caustic Pump 1	Confirm gauges, PRVs and chemical pump spares are ordered and arrange repair of pump with FAN error.	Veolia/Public Works	Immediate
P1	WAHA agreements and implementation	Obtain/review final signed MOU Construction and WAHA Dock Sublease; Resolved Waste Haulage Agreement Pending	CAO	Immediate
P1	Legal matters update	Prepare comprehensive in-camera briefing for Council on outstanding legal matters.	CAO / legal counsel	By Nov. 2026
P1	Airport lease agreements	Follow up on final airport lease versions and ensure the standard template addresses annual inflationary provisions and head-lease/sublease requirements before rollout.	Wasco – Airport Management	Before month-end if possible
P1	Land Development & Housing Partnership	Develop a partnership proposal covering potential land, housing opportunity, servicing implications, partnership structure, funding opportunities and required Council direction.	CAO	Spring/Sumer 2027
P1	Fuel Management System – Public Works	Advance and resolve the Public Works fuel management system file; Ordered.	Public Works	Near term
P1	Moosonee–MCFN Committee Structure	Develop a proposed joint committee/governance structure between the Town of Moosonee and Moose Cree First Nation, including purpose, membership, meeting/reporting framework and approvals required.	CAO	1st Quarter 2027

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P1	Water Treatment Agreement	Advance the water treatment agreement; review scope, responsibilities, commercial/legal terms and any Council approval requirements. Current Agreement is with Veolia.	CAO	Immediate
P1	Sky Modular Staffing Housing Units / Relocation	Advance the staff housing (# - 1-bedroom units) relocation file, including location, servicing, site/planning requirements, responsibilities, costs, schedule and required Town approvals.	CAO	Spring/Summer 2027

2. P2 – Active Project, Planning & Council Follow-up

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P2	School Board lease	Complete lease discussions, determine Town direction and bring required decision forward. Draft copies are currently being developed for 5-year agreement with CPI built in.	CAO	Q4 2026
P2	Council Strategic Plan	Determine planning approach and move toward January 2027 target.	CAO / Boblin	4th quarter 2026-1st quarter 2027
P2	Official Community Plan	Support Council review and approval.	MHBC/Boblin / CAO oversight	2nd Quarter 2027
P2	Landfill partnership	Confirm consultant, agreements and project roadmap, including governance/funding questions.	MCFN	4th quarter 2027
P2	Temporary Worker Camp	Confirm whether proposed expansion exceeds 142-bed approval; review water/sewer implications; monitor Site Plan Agreement and obtain EXP review if expansion proceeds.	EXP	Before expansion decision
P2	Crown Land Disposition	Follow up on proposal and identify Town decisions required.	Joel/CAO	4th quarter 2026

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P2	WAHA Dock Project	Dock Sublease has been finalized and signed off.	Pomerleau	4th quarter 2026
P2	158 Ferguson Street OLT hearing	Begin records review and coordination with planning and legal counsel for March 2027 hearing.	CAO / Planning / legal	Immediate – Hearing 1 st quarter 20027
P2	Town Satisfaction Survey	Survey active. Summary expected in 1st quarter 2027	Terah / CAO oversight	Q4 2026
P2	Economic Development Plan	Review consultant materials and establish next steps. Look for additional funding to expand on Draft Plan.	CAO oversight	Q1 2027 target
P2	Community Centre Vending Machine Issue	Resolve the outstanding vending machine matter and determine required Town action.	CAO / Community Centre	4th quarter 2026
P2	Environmental Management Policy	Follow up with Boblin on the Environmental Management Policy; review the draft/status and determine next approval or implementation steps.	Boblin / CAO oversight	Work Plan 2027
P2	H-Block Housing Lease Agreements	Advance and finalize the H-Block housing lease agreements.	Joel / CAO oversight	Immediate

3. P2/P3 – Corporate Management & Systems

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P2	Departmental work plans and reporting	Departmental work plans and reporting metrics; implement monthly SMT dashboard reporting.	CAO / SMT	4th quarter 2026
P2	Organizational review	Prepare Council report and identify direction recommendation.	CAO	1st quarter 2027
P3	Record Retention Project	Finalize/develop project charter and ensure planning reports, agreements and supporting documents are organized in Town records.	Boblyn / CAO oversight	2027

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P3	Land acquisition process	Continue process and identify decisions/approvals as they arise.	Joel/CAO	4th quarter 2026
P3	Cemetery compliance	Obtain compliance guidance/contacts and develop path forward for compliance and capacity.	Boblin	2027
P3	Airport lighting project	Continue search for funding opportunities.	WSP - Consultant	2027
P1	Recruitment – Public Works Manager	Advance recruitment for the Public Works Manager position; track posting/recruitment activity, candidate review and next hiring steps.	CAO	Immediate / active
P1	Recruitment – General Mechanic	Advance recruitment for the General Mechanic position; track posting/recruitment activity, candidate review and next hiring steps.	CAO / Public Works	Immediate / active
P1	Recruitment – Heavy Duty Mechanic	Advance recruitment for the Heavy-Duty Mechanic position; track posting/recruitment activity, candidate review and next hiring steps.	CAO / Public Works	Immediate / active
P1	Post Water Treatment Plant Operator	Post job to establish local interest. Search is for uncertified Operator.	CAO	4th quarter 2026

4. Water & Sewer – Management Follow-up List

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P1	Fire Hall lift station rail	Inspect Pump 1 low-stage rail and determine repair versus upgrade.	CAO	Immediate
P2	Raw water Cla-Val valves	Assess Valve 1 reliability and determine whether 2017 valves should be rebuilt.	CAO	Near term

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
P2	WTP laboratory testing	Correct TOC reagent inventory and incorporate recommended post-PAC pH grab test.	Veolia	Near term
P2	SCADA backup	Source backup SCADA computer and establish reliable backup of SCADA data.	Veolia	Near term
P2	Backwash blower maintenance	Obtain three B60 spare belts and ISO VG 220 oil; complete identified oil change.	Public Works / Operators	Near term
ON GOING	Lift station isolation valves	Create work order to exercise discharge isolation valves every six months.	Public Works / Operators	Every 6 months
ON GOING	Outstanding WTP maintenance tracker	Close completed items and identify remaining purchasing/contractor requirements.	Veolia/Steve	Ongoing

5. CAO Watch List / Weekly Review

Priority	Action / Deliverable	Next Step / Direction	Lead / Support	Timing
ON GOING	WAHA servicing and infrastructure obligations	Track agreements, infrastructure commitments and related project decisions.	CAO	Weekly
ON GOING	Water treatment risk	Review operational risks, unresolved maintenance and long-term service delivery.	CAO	Weekly
ON GOING	Landfill approvals, governance and funding	Track partner/consultant work and decisions required.	CAO	Weekly
ON GOING	Legal matters	Maintain current list of litigation/legal files and upcoming Council decisions.	CAO	Weekly
ON GOING	Council decision pipeline	Keep School Board lease, strategic planning, OCP, satisfaction survey and other decision items ready for Council reporting.	CAO / SMT	Weekly

Corporation of the Town of Moosonee

BY-LAW NO. 14-26

Being a By-law to amend By-Law No. 14-26, being a By-law to set rates to users of municipal water distribution system and sewage treatment system services in the Town of Moosonee, to introduce a Non-Compliance / Inactive Water Meter Fee.

WHEREAS Section 391 of the *Municipal Act, 2001*, as amended, authorizes a municipality to pass by-laws imposing fees or charges for services or activities provided or done by the municipality;

AND WHEREAS the Council of the Corporation of the Town of Moosonee deems it necessary to introduce a monthly fee where actual water meter usage cannot be obtained for a property;

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

THAT By-Law No. 14-26 is hereby amended by adding the following fee to Schedule "A":

Non-Compliance / Inactive Water Meter Fee – $250.00 per month.

THAT the fee shall apply to any property for which the Town is unable to obtain an actual water meter reading for the applicable billing period, including situations involving a malfunctioning water meter or where the property owner refuses or fails to provide access to the property for the purpose of assessing, repairing or addressing the water meter issue.

THAT all other rates, charges, provisions and schedules of By-Law No. 14-26 shall remain unchanged and in full force and effect.

THAT this By-law shall come into force and take effect on the date it receives third and final reading.

READ a first and second time
This 25th day of August 2026

_____
Mayor – Marie Burke-Lecours

DRAFT

Clerk – Bobylyn Jardino

READ a third time and finally passed this 25th day of August 2026

Mayor – Marie Burke-Lecours

Clerk – Bobylyn Jardino

DRAFT

Schedule A – COMBINED RATES – WATER METERS
Flat Rate plus Water Consumption Rates
Flat Rate Sewer Collection/Treatment Rates & Charges

RATES & CHARGES

GENERAL CHARGES WATER	RATES & CHARGES
Late Penalty for overdue water accounts	1.25% charge applied to the outstanding account on the 1st day of the next month.
Notice of Disconnection Charge (applied to consumers with delinquent accounts or considered non-compliant)	$50.00 applied to the outstanding account
Re-connection Charge (applied when it has been necessary to disconnect a water service as result of non-payment, and reconnection is then requested)	$50.00 applied to the account
FLAT RATES WATER CHARGED TO ALL CLASSES (per month or part thereof), PLUS WATER CONSUMPTION RATES AS NOTED BELOW	
CLASS: Residential Properties Each dwelling or Apartment unit.	¾ inch line = $ 61.80 per month 1 inch line = $ 97.85 per month 1½ inch line = $128.75 per month
CLASSES: Commercial / Industrial / Institutional / Non-Residential Properties	¾ inch line = $ 61.80 per month 1 inch line = $ 97.85 per month 1½ inch line = $128.75 per month 2 inch line = $242.05 per month 3 inch line = $355.35 per month 4 inch line = $468.65 per month
PLUS WATER CONSUMPTION RATES	**PER CUBIC METRE**
Residential Properties	$0.88 per m^3
Commercial / Industrial / Institutional / Non-Residential Properties	$3.45 per m^3
ADDITIONAL WATER BILLING CHARGE	**RATES**
Non-Compliance / Inactive Water Meter Fee (Applicable where the Town is unable to obtain an actual water meter reading for the applicable billing period, including due to a malfunctioning meter or the property owner's refusal or failure to provide access for assessment or repair).	$250.00 per month
FLAT RATES SEWER COLLECTION/TREATMENT CHARGED TO ALL CLASSES	
CLASS: Residential Properties Each dwelling or Apartment Unit	$41.20 per month Subject to late charges and delinquency as with water charges
CLASSES: Commercial / Industrial / Institutional / Non-Residential Properties	$46.35 per month Subject to late charges and delinquency as with water charges

DRAFT

Procedure for disconnection of water service for Delinquent Accounts or non-compliance with Water Meter Installation:

Access to the municipal water distribution system shall be discontinued when accounts are more than ninety (90) days overdue, or in the event that an owner refuses to comply with the installation of a water meter, through which they must receive municipal water, in accordance with the following:

a) The Corporation will mail a letter to the owner at the water account address of record, providing ten (10) days notice of the Corporation's intent to disconnect the water service due to account delinquency or non-compliance; OR

b) The Corporation's representative will attempt to personally contact the owner or the owner's representative, by telephone (phone number on record) or by email (email address as provided by the owner), confirming the Corporation's intent to disconnect the water service due to account delinquency or non-compliance.

Note: Owners are responsible for ensuring a current telephone number and/or email address are on record with the municipality. This information can be provided to municipal staff at the time your water bill is paid, or by calling the Town Office, or emailing the information to info@moosonee.ca.

DRAFT

Corporation of the Town of Moosonee

BY-LAW No. 20-2026

Being a By-Law to amend By-Law #28-2025, being a By-Law to impose fees for certain services rendered by the Municipality, with respect to free residential dumping days at the Municipal Landfill

---

WHEREAS under Section 391 of the *Municipal Act, 2001, as amended*, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS Council adopted By-Law #28-2025 on the 18th day of November 2025, Schedule "G" of which governs municipal garbage pick-up charges and landfill tipping fees, including the days on which the municipal landfill is open to residents at no charge;

AND WHEREAS Council deems it desirable to reduce and consolidate the free residential dumping days provided for in Schedule "G" into the spring and fall clean-up periods;

NOW THEREFORE the Council of The Corporation of the Town of Moosonee **ENACTS** as follows:

1. **THAT** Schedule "G" to By-Law #28-2025 is hereby amended by deleting in its entirety the section entitled "LAST SATURDAY OF THE MONTH - DOMESTIC/RESIDENTIAL GARBAGE ONLY";

2. **THAT** Schedule "G" to By-Law #28-2025 is hereby further amended by deleting in its entirety the section entitled "SPRING/FALL CLEAN-UP FOR DOMESTIC/RESIDENTIAL GARBAGE ONLY" and replacing it with the section attached hereto as Schedule "A" to this By-Law;

3. **THAT** the municipal landfill shall otherwise remain open on its regular operating days of Mondays, Wednesdays and Fridays, excluding holidays, and all tipping fees, restrictions and other provisions of Schedule "G" to By-Law #28-2025 shall remain in full force and effect;

4. **THAT** Council may, by resolution, add, cancel or reschedule a free residential dumping day where operational or site conditions require it;

5. **THAT** all other provisions of By-Law #28-2025 not amended by this By-Law remain in full force and effect;

DRAFT

6. **THAT** this By-Law shall come into effect immediately upon third and final reading.

READ a first and second time
this 17th day of November 2026

_____

Mayor – Marie Burke- Lecours

_____

Clerk – Bobylyn Jardino

READ a third time and finally passed
this 17th day of November 2026

_____

Mayor – Marie Burke- Lecours

_____

Clerk – Bobylyn Jardino

DRAFT

Schedule "A"
to By-Law #20-2026

FREE RESIDENTIAL DUMPING DAYS - DOMESTIC/RESIDENTIAL GARBAGE ONLY

The municipal landfill site shall be open to **Moosonee residents only**, at no charge, for the disposal of **domestic/residential garbage and yard waste** on the following days:

- **Spring Clean-Up:** Last Saturday of May and the first Saturday of June.
- **Fall Clean-Up:** Last Saturday of September and the first Saturday of October.

Restrictions:

- This service is exclusively for residential users. Non-residential/Commercial waste is not permitted on free residential dumping days.
- Yard waste and domestic garbage must be separated and deposited in designated areas at the landfill.

Prohibited Materials:

- Domestic garbage does not include building materials, tires, scrap cars/metal, white goods, or furniture. These items are subject to tipping fees and must be paid for in advance of dumping at the Municipal Office during business hours.

Hours of Operation:

- 8:00 am – 10:00 am
- 10:20 am – 12:00 pm
- 1:00 pm – 3:00 pm
- 3:20 pm – 4:00 pm

ALTERNATIVE - QUARTERLY SCHEDULE (Option 2)

Should Council adopt Option 2, the list of days above is to be replaced with the following, and the balance of this Schedule remains as written:

- **Spring Clean-Up:** Last Saturday of May and the first Saturday of June.
- **Summer:** Last Saturday of July.
- **Fall Clean-Up:** Last Saturday of September and the first Saturday of October.
- **Winter:** Last Saturday of February.

DRAFT

Northeastern
PUBLIC HEALTH
SANTÉ PUBLIQUE
du Nord-Est

November 2, 2026

Dear Mayor and Council

Re: Municipal Appointees for the Board of Health for the Northeastern Health Unit

On behalf of Northeastern Public Health, we are writing to encourage municipalities to start discussion of appointments to the Board of Health for the Northeastern Health Unit.

Appointment
All municipalities in the Northeastern Public Health region have representation on the Board of health through a municipal appointee. Regulation 559 of the *Health Protection and Promotion Act* directs how municipal appointments are distributed (how many representatives for each municipality or cluster of municipalities) but provides no direction on how municipalities make that choice. Where one Board member is appointed to represent a cluster of municipalities, it is up to that group of municipalities to determine their representative. To support these municipalities , we have included a Guidance document - shared municipal seats on the Board of Health with considerations that municipalities can apply. We are asking for a copy of the municipal resolution from each municipality, including each municipality in a shared grouping indicating that they support that particular appointment.

169 Pine Street South
Postal Bag 2012
Timmins, ON P4N 8B7

neph.ca
Information@neph.ca
1-877-442-1212

169, rue Pine Sud
Sac postale 2012
Timmins (Ontario) P4N 8B7

For the Board of Health for the Northeastern Health Unit (operating as Northeastern Public Health), the municipal appointments are as follows (effective 2025-01-01):

Municipality	Municipal Appointees (13)
City of Timmins	3
Temiskaming Shores	2
Kapuskasing	1
Kirkland Lake	1
Cochrane, Smooth Rock Falls	1
Rural North Hearst, Mattice Val Cote, Moonbeam, Val Rita Harty, Opasatika, Fauquier-Strickland, Hornepayne	1
Rural Central – North Iroquois Falls, Black River Matheson	1
Rural Central – South Larder Lake, McGarry, Gauthier, Matachewan, Charlton & Dack, Englehart, Chamberlain, Evanturel, James	1
Rural South Armstrong, Brethour, Casey, Cobalt, Coleman, Harley, Harris, Hilliard, Hudson, Kerns, Latchford, Temagami, Thornloe	1
Rural Far North Moosonee (James Bay and Hudson Bay region)	1

To provide quality governance, exercise due diligence on behalf of the Members, and to meet *Health Protection and Promotion Act* requirements, municipalities should consider the skill sets, interests, knowledge, and competencies of appointees. In addition, to reflect the uniqueness of our district, individual characteristics of appointees should also be considered. Having a Board with Indigenous, Francophone, rural and urban diversity strengthens the Board's ability to reflect and understand the needs of the communities the public health unit serves. While most members of Boards of Health are elected officials, municipalities can choose to appoint a community member who is recognized by council as having skills and expertise for effective governance as well as an interest in improving the health and wellbeing of communities across our entire region.

Term
As per the *Health Protection and Promotion Act*, the term of office of a municipal appointee of a board of health continues during the pleasure of the council that appointed the individual but, unless ended sooner, ends with the ending of the term of office of the council. R.S.O. 1990, c. H.7, s. 49 (7).

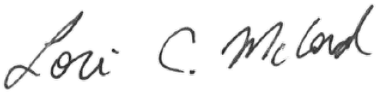
First Meeting

The first meeting for the Board of Health for the Northeastern Health Unit is projected to occur on January 28, 2027 Appointees will receive the meeting package in advance of the meeting.

By December 18, 2026 please provide to Lori McCord Lori.McCord@neph.ca your municipal appointee's

- Name
- Council Position (if applicable)
- Phone number
- Email address
- Municipal resolution

Yours in health protection and promotion.



Lori McCord
Executive Assistant to the Acting MOH/CEO and Secretary to the Board of Health

Guidance Document – Shared municipal seats on the Board of Health - Northeastern Public Health / Santé publique du NordEst[1]

Purpose:

To provide background information to inform potential options to municipalities who share municipal positions on the Board of Health - Northeastern Public Health / Santé publique du Nord-Est.

Background:

Municipal Appointees to Boards of Health

Regulation 559 of the *Health Protection and Promotion Act (1990)* directs how municipal appointments are distributed but provides no direction on how the municipality makes that choice where one member is appointed by a grouping of municipalities. To support municipalities with this, this guidance document contains considerations and examples of current practices that municipalities can apply.

Due to the considerable number of obligatory municipalities (38 in total) not all municipalities have direct representation every term, as is the case in all Northern health unit Boards of Health (see below).

Municipalities with shared seats will need to work together and adopt/enhance a system within each municipal cluster that will allow for all interested municipalities, during different terms, opportunities to sit on the Board of Health.

Boards of Health in Northern Ontario

	Number of Municipal Appointees[1] (Max of 13 as per HPPA)	**Number of Municipalities with <u>direct</u> representation on the Board[2]**	**Number of known Obligatory Municipalities for the District**
Northeastern Public Health	**13**	**10**	**38**
Algoma Health Unit	8	6	21
Northwestern Health Unit	8	7	19

Thunder Bay District Health Unit	12	10	15

[1] As prescribed in R.R.O. 1990, Reg. 559: DESIGNATION OF MUNICIPAL MEMBERS OF BOARDS OF HEALTH.

[2] In areas with many member municipalities, Board members must represent multiple communities to fit into the HPPA municipal appointee number requirements, not just the community where they were elected.

	Number of Municipal Appointees[1] (Max of 13 as per HPPA)	**Number of Municipalities with <u>direct</u> representation on the Board[2]**	**Number of known Obligatory Municipalities for the District**
Sudbury and District Health Unit	11	5	18
North Bay Parry Sound District Health Unit	10	6	31

Roles and Responsibilities:

Boards of Health provide important governance contributions to help achieve public health's mandate to promote and protect community health and advance health equity in the new area.

Although municipalities are responsible for funding local public health (with the support of provincial grants), the Board of Health is not a direct committee of the municipality like other local boards.

It is also important to note that while the Board of Health works closely with the Medical Officer of Health / Chief Executive Officer (MOH/CEO), it is the MOH/CEO's responsibility to lead the public health unit in ensuring the OPHS and accountabilities are met as well as achieving board-approved directions. Therefore, the responsibility for the day-to-day management and operations of the health unit lies with the MOH/CEO.

The *Health Protection and Promotion Act* outlines the number of municipal appointees on each Board of Health and directs how municipal appointments are distributed. Municipalities are responsible to appoint their respective members (usually by resolution) to Boards of Health. The Health Unit does not appoint municipal members for the Board of Health. When municipalities share seats (which occurs in other Boards as well, like DSSAB as well as all other Northern Ontario Boards of Health), it is up to municipalities to work together to jointly appoint a member.

Considerations

By carefully considering these factors, municipalities with shared seats can create a collaborative, effective, and equitable process when selecting municipal representation for the new Board of Health that contributes to strengthening public health in each community.

1. All member municipalities receive updates/communication on Board of Health activities.
    a. Currently, all municipalities have access to Board of Health information:
        - Meetings are open to the public.
        - Minutes and resolutions are shared with every member municipality, not just those who have direct membership.

    b. There are opportunities within the governance function to ensure strengthened communication with each municipality regardless of direct representation on the Board of Health. Within the policies for the new Board of Health there are opportunities to ensure strong connections with each member municipality, including:
        - Clear expectations outlined for Board members regarding communication with any council they may be representing at a shared seat.
        - Enhanced promotion of Board of Health meeting dates and times for any municipal member to attend across the region.
        - Regular MOH/CEO updates with all municipal partners throughout the year.

2. Many municipalities who share seats have created process that work best for their cluster, which may look different from other municipal clusters.

    a. Municipalities with a shared seat have worked with their partner municipalities to jointly appoint a municipality to represent.
    b. With some clusters, the same municipality has always represented the group, based on the desires, functions, and capacities/demands within that cluster. Likewise, there are some municipalities that have expressed no capacity to be able to participate in the Board of Health. This is a joint decision that occurs between the municipalities. There may be clusters that may want to continue this way on the new Board of Health.

3. To provide quality governance, exercise due diligence on behalf of the Members, and to meet HPPA requirements, all municipalities should consider the following characteristics when appointing their Board of Health representative:

    a. Skill sets
    b. Interests
    c. Knowledge
    d. Competencies

e. In addition, to reflect the uniqueness of our district, individual characteristics of appointees should also be considered. Having a Board with Indigenous, Francophone, rural and urban diversity strengthens the Board's ability to reflect and understand the needs of the communities the public health unit serves.
f. Applying only a "fairness" lens may create missed opportunities to have a diverse Board of Health.

Summary of Options

An environmental scan was conducted to see how municipalities with shared seats on Boards jointly selected their appointees. We reached out to other Northern Health Units and other types of district-wide boards to examine current processes. Below is a summary of current practices. There are strengths and challenges for each option, and different groupings may choose different processes:

1. Municipalities communicate amongst themselves to choose a single representative. Each term, the municipality is jointly appointed, based on desire / capacity, and is not equally distributed amongst the cluster.

2. The position cycles through the clustered municipalities in a predictable, outlined schedule, ensuring each municipality has a turn each new election year.

3. Population-based – the position cycles equally, but each municipality in cluster is weighted based on their population (for example, a municipality with double the population may have two turns within the rotation schedule). Another option that has been utilized is the municipality with the largest population base is the representative.

4. Municipalities can create Memorandums of Understanding between their partner municipalities that further refine this process and outline the agreed upon schedule / appointment process.

5. If municipalities within a shared seat cannot decide, voting could occur.

6. Meeting together to determine if there is interest from all municipalities to sit on the Board of Health. There may be some municipalities who may not have the capacity or member interest to do so. Currently, both the Porcupine and Timiskaming have member municipalities that have not had direct membership on the Board of Health by choice.

7. Appointment is split – one municipality will have a representative for two years in a term, and the other will take the remaining two years.

Outlook

Fw: For Council Agendas: AMO Board of Directors Vacancies

From Todd Francis <cao@moosonee.ca>
Date Tue 2026-11-10 11:52 AM
To Boblin Jardino <clerk@moosonee.ca>

Fyi

From: Lindsay Jones <communicate@amo.on.ca>
Sent: Tuesday, November 10, 2026 11:28 AM
To: Todd Francis <cao@moosonee.ca>
Subject: For Council Agendas: AMO Board of Directors Vacancies



Hello Victoria,

Now that the 2026 municipal elections are behind us and new Councils are being established, we want to bring an important opportunity for municipal representation and leadership to your attention.

AMO is seeking applications from Council members to fill **10 vacancies on its Board of Directors** across five caucuses:

- **Large Urban Caucus:** 1 position
- **Northern Caucus:** 2 positions from Northeastern Ontario
- **Regional and Single Tier Caucus:** 2 positions
- **Rural Caucus:** 3 positions
- **Small Urban Caucus:** 2 positions

Serving on the AMO Board provides an opportunity to help shape AMO's strategic direction, advocacy priorities and governance on behalf of Ontario's 444 municipalities.

Board members participate in six Board meeting cycles annually, caucus meetings in advance of Board meetings, the annual AMO Conference and, where applicable, additional committees or task forces.

How to Apply

Applicants must submit:

- A completed application form.
- A cover letter outlining their interest, skills and relevant experience.
- A résumé or curriculum vitae.

A Council resolution is not required at the initial application stage. Successful candidates will subsequently be asked to provide a Council resolution supporting their appointment.

The Application Guide, which includes a template Council resolution, and Application Form are available through AMO's website here.

Application Deadline: Friday, December 11, 2026, at 12:00 p.m. ET

Applications must be submitted by email to amoelections@amo.on.ca. Late submissions will not be considered.

Please Bring This Opportunity Forward to Council

We encourage CAOs and Clerks to bring these vacancies forward to an upcoming Council agenda and share the information with interested members of Council.

Strong municipal representation on the AMO Board is essential to ensuring the diverse perspectives and priorities of Ontario's municipalities inform provincial advocacy, policy and decision-making.

With the application deadline approaching, early consideration will help ensure interested candidates have sufficient time to prepare and submit their applications.

Thank you for helping strengthen municipal leadership and representation across Ontario.



Lindsay Jones
Executive Director
AMO

---

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

To unsubscribe, please| Opt Out

155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA