

**THE CORPORATION OF THE MUNICIPALITY OF EAST FERRIS**  
**REGULAR COUNCIL MEETING MINUTES**

**September 9, 2025**

**PRESENT:** Rick Champagne, Mayor                      Steven Trahan, Councillor  
Lauren Rooyakkers, Deputy Mayor                  Nick Brazeau, Councillor  
Terry Kelly, Councillor

STAFF                      Jason Trottier, CAO/Treasurer                      Kim Rose, Clerk  
PRESENT:

## 1. Call to Order

Mayor Champagne called the meeting to order at 5:00 p.m.

## 2. Adoption of Agenda

**2025-197**

**Moved by Councillor Kelly**

### Seconded by Deputy Mayor Rooyakkers

THAT the draft agenda presented to Council and dated the 9th day of September, 2025 be adopted as prepared.

## Carried Mayor Champagne

**3. Accepting the Minutes of the Previous Meeting(s):**

a. Approval of Council Minutes: Regular Meeting of August 12th, 2025

**2025-198**

**Moved by Councillor Brazeau**

**Seconded by Deputy Mayor Rooyakkers**

THAT the Minutes of the Regular Council Meeting of August 12th, 2025 be adopted as circulated.

## Carried Mayor Champagne

#### 4. Business Arising from the Minutes

None for this session.

**5. Declarations of Conflict of Interest- Pecuniary Interest Thereof**

a. Deputy Mayor Rooyackers - By-law No. 2025-42: 1st, 2nd and 3rd Reading

Property is near Deputy Mayor's property and may affect property value. Deputy Mayor Rooyackers has previously declared a conflict on tis item.

## 6. Announcements and Updates from Council Members

Mayor Champagne advised that certain members of Council attended AMO, and that the delegation with the Ministry of Transportation went well. Mayor Champagne also noted that he attended a session regarding municipal liability when employing contractors.

Councillor Trahan noted that the City of North Bay is hosting an Open House on Wednesday, September 10th at the Portage in regards to the Trout Lake Water Study.

**7. Delegations to Council:**

a. Sandra & Stephen Leroux

Sandra and Stephen Leroux appeared as a delegation to Council regarding their property on Doucette Lane. They requested an extension to the By-Law Officer's directive to address property clean-up, including trailers and boats. The delegation also stated their disagreement with a neighbour's claim concerning the location of the driveway and advised that two of the trailers on site are not theirs.

Council approved an extension for compliance of the By-Law Officer's original directive to September 30th, 2025. Should the property not be brought into compliance by that date, the Municipality will proceed with the clean-up, with costs assigned to the property owner.

b. Luke Clouthier

Luke Clouthier appeared as a delegation to Council, requesting an exception to the Municipal Fence By-law. Mr. Clouthier would like to erect an 8-10ft fence for both privacy and to protect against light pollution.

Council noted that this by-law does not allow for individual exceptions. Council provided alternatives for Mr. Clouthier to consider.

**8. Committee Reports:**

a. Public Works and Infrastructure Committee

None for this session.

b. Emergency Management Program Committee

None for this session.

c. Fire and Emergency Services Committee

None for this session.

d. Planning Advisory Committee

None for this session.

e. Committee of Adjustment

None for this session.

f. Recreation, Parks and Culture Committee

1. Resolution Deferred from August 12th, 2025 Meeting of Council

**2025-199**

**Moved by** Councillor Kelly

**Seconded by** Councillor Brazeau

THAT Council supports an amendment of the Recreation, Parks and Culture Committee recommendation of July 15th, 2025;

AND THAT the Municipality approves an event budget of \$5,000.00 for Municipal-led events for the 2025 year, above and beyond the current budget;

AND THAT Council considers additional funds in future budgets for municipal recreational activities.

**Carried Mayor Champagne**

- g. Striking Committee  
None for this session.

**9. Board Reports:**

- a. Library Board  
None for this session.
- b. OPP Detachment Board  
None for this session.
- c. Cassellholme, DNSSAB, Health Unit and NBMCA
  - 1. Cassellholme  
Minutes of June 26th, 2025.

**10. Departmental Reports & Resolutions:**

- a. Report No: PLAN-2025-05 re: Lake Access Location Overview  
This item was deferred to a future meeting of Council.
- b. Report No. R-2025-12 re: Cenotaph Parking Improvements

**2025-200**  
**Moved by** Councillor Kelly  
**Seconded by** Councillor Brazeau

THAT Council for the Municipality of East Ferris accepts the recommendation of the Director of Public Works in Report No.R-2025-12 and authorizes staff to proceed with paving of the cenotaph parking lot based on the two (2) row configuration layout at an estimated cost of \$64,000.

**Carried Mayor Champagne**

- c. Report No: CAO-2025-01 re: MPAC Services - Capital Replacement Planning Report for Facilities

**2025-201**  
**Moved by** Councillor Trahan  
**Seconded by** Deputy Mayor Rooyakkers

THAT Council for the Municipality of East Ferris accepts the recommendation of the CAO as outlined in Report No.CAO-2025-01;

AND THAT Council for the Municipality of East Ferris authorizes staff to engage the services of Municipal Property Assessment Corporation (MPAC) to conduct a review of municipal facilities and provide a Capital Replacement Planning Report for a fee of \$15,000 + HST.

**Carried Mayor Champagne**

**11. Notice of Motions**

None for this session.

**12. By-laws:**

- a. By-law No. 2025-42: 1st, 2nd and 3rd Reading  
Deputy Mayor Rooyakkers declared a conflict on this item. (Property is near Deputy Mayor's property and may affect property value. Deputy Mayor

Rooyakkers has previously declared a conflict on tis item. )

**2025-202**

**Moved by** Councillor Trahan

**Seconded by** Councillor Kelly

WHEREAS Council for the Municipality of East Ferris deems it expedient to pass three readings of the following by-law at this session;

BE IT HEREBY RESOLVED THAT a By-law to close and convey a part of the road allowance between 50 and 52 Kyle Road, described as part of the road allowance between Lots 9 and 10 Concession 3, parts 1 and 2 plan 36R15399 Township of East Ferris, District of Nipissing BE READ a first, second and third time, passed and numbered 2025-42;

AND THAT said by-law be signed by the Mayor and Clerk and sealed with the Seal of the Corporation.

**Carried Mayor Champagne**

**13. Correspondence and Information Items:**

- a. Ministry of Transportation  
re: Acknowledgement of Delegation
- b. AMO Communications  
re: Watchfile of August 14th, 21st, 28th and September 4th, 2025
- c. Ombudsman Ontario  
re: 2024-2025 Ombudsman Report
- d. David King  
re: Integrity Commissioner Resignation

**2025-203**

**Moved by** Councillor Trahan

**Seconded by** Councillor Kelly

WHEREAS East Ferris Integrity Commissioner, David King, resigned from his position effective December 31st, 2025;

AND WHEREAS Section 223.3 of the Ontario Municipal Act authorizes the appointment of an Integrity Commissioner;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Municipality of East Ferris directs staff to prepare and release a Request for Proposal for the purpose of retaining an Integrity Commissioner, effective January 1st, 2026.

**Carried Mayor Champagne**

- e. Township of Armour  
re: Standardized Governance Models for Family Health Teams
- f. Town of Goderich  
re: Standing Senate Committee on Agriculture and Forestry
- g. Municipality of West Nipissing  
re: Moratorium on Aerial Spraying of Glyphosate in the Nipissing Forest

**2025-204**

**Moved by** Councillor Brazeau

**Seconded by** Deputy Mayor Rooyakkers

THAT the Council of the Municipality of East Ferris formally supports the request of the Town of West Nipissing to the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, to reconsider the planned use of glyphosate-based herbicides in the Nipissing Forest and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed;

AND THAT this resolution be forwarded to: the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, the Honourable Sylvia Jones, Minister of Health, MPP Vic Fedeli, and the Ontario Good Roads Association.

**Carried Mayor Champagne**

- h. City of Brantford  
re: Provincial Scrap Metal and Bail System Reform
- i. Ashley Patey  
re: Every Child Matters Flag Raising Request

**2025-205**

**Moved by** Councillor Trahan

**Seconded by** Councillor Kelly

WHEREAS a Flag Raising Request Form was submitted by Ashley Patey and received by the Clerk on August 22nd, 2025;

AND WHEREAS the request is for the Municipality to raise the Every Child Matters Flag on September 30th, 2025;

BE IT HEREBY RESOLVED that Council approve this request and raise the Every Child Matters Flag from September 29th to October 1st, 2025.

**Carried Mayor Champagne**

**14. Action Items:**

- a. Approval of Correspondence and Information Circulated with the Agenda

**2025-206**

**Moved by** Councillor Brazeau

**Seconded by** Deputy Mayor Rooyakkers

THAT Council approve the Correspondence and Information as circulated with the agenda of September 9th, 2025.

**Carried Mayor Champagne**

**15. Approval of Accounts Payable**

**2025-207**

**Moved by** Councillor Trahan

**Seconded by** Councillor Kelly

THAT Council approve the general accounts for the Municipality of East Ferris as indicated in the cheque register(s) dated September 9th, 2025 in the amount of \$1,067,422.92.

**Carried Mayor Champagne**

## 16. Other Business

- a. City of North Bay re: Cassellholme/Castle Arms

**2025-208**

**Moved by** Councillor Kelly

**Seconded by** Councillor Trahan

WHEREAS on March 7, 1986, the Board of Management for Cassellholme – East Nipissing Home for the Aged (Cassellholme), a District Home, gave direction to create a separate legal entity in the form of a new public non-profit housing corporation. This new entity (Castle Arms) would be operated and governed by the same appointees as Cassellholme Board;

AND WHEREAS the assets of Castle Arms have been built through contributions from taxpayers at a federal, provincial and municipal levels;

AND WHEREAS at a Castle Arms meeting held on October 28, 2021, the Chief Executive Officer advised the Castle Arms Board that due to upcoming changes to the Ontario Not-for-Profit Corporations Act (ONCA), the Cassellholme and Castle Arms Boards could no longer have identical membership;

AND WHEREAS although the Castle Arms Board was advised that it had until October 2024 to implement the upcoming changes to the ONCA, at the subsequent meeting on November 25, 2021 – when 8 of the 9 municipalities had no representation due to a wave of resignations and a lack of public consultation – the Castle Arms Board directed the CEO to alter the composition of the Castle Arms Board;

AND WHEREAS in January 2025, Cassellholme obtained a solicitor-client privileged legal opinion stating in part that “neither ONCA nor the Fixing Long Term Care Act contain any provisions that would require Boards of Management to have a different composition than Boards of Non-Profit Housing Corporations”;

AND WHEREAS the November 25, 2021 change to the composition of the Castle Arms Board was made in reliance on advice regarding the requirements of the ONCA;

AND WHEREAS the advice the former Castle Arms Board received appears to have been incorrect;

AND WHEREAS no changes to the former composition of the Castle Arms Board would have been made if not for the Board’s reliance on the incorrect advice;

AND WHEREAS the current Castle Arms Board has an obligation to the taxpayers of the nine (9) member municipalities to restore governance of the Castle Arms Board to representatives from its member municipalities;

THEREFORE BE IT HEREBY RESOLVED that the first option is to use a third-party mediator at the cost of the member municipalities to work in the best interest of the tenants of Castle Arms and that the results be shared at a public meeting;

AND FURTHER BE IT RESOLVED that failure to find a resolution that the Council of the Municipality of East Ferris calls upon other member municipalities to join in pursuing all available legal and administrative remedies to restore democratic and public oversight of Castle Arms Non-Profit Housing Corporation which includes returning Castle Arms governance to its member municipalities;

AND FURTHER BE IT RESOLVED that a committee, composed of the Mayors of the member municipalities or their designates, along with Cassellholme Board representatives, be established to pursue these options;

AND FURTHER that a copy of this resolution be shared with the eight (8) other member municipalities, the Cassellholme Board of Directors, and Nipissing MPP Vic Fedeli.

**Carried Mayor Champagne**

**17. In Camera (if required)**

None for this session.

**18. Confirmatory By-law**

a. By-law No. 2025-43: 1st, 2nd and 3rd Reading

**2025-209**

**Moved by** Councillor Trahan

**Seconded by** Deputy Mayor Rooyakkers

WHEREAS Council for the Municipality of East Ferris deems it expedient to pass three readings of the following by-law at this session;

BE IT HEREBY RESOLVED THAT a By-law to confirm the proceedings of Council from August 13th, 2025 to September 9th, 2025, BE READ a first, second and third time, passed and numbered 2025-43;

AND THAT said by-law be signed by the Mayor and Clerk and sealed with the Seal of the Corporation.

**Carried Mayor Champagne**

**19. Adjournment**

**2025-210**

**Moved by** Councillor Trahan

**Seconded by** Councillor Brazeau

THAT we do now adjourn at 6:53 p.m. and meet again on September 23rd, 2025.

**Carried Mayor Champagne**

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Mayor  
Rick Champagne

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Clerk  
Kim Rose