

THE CORPORATION OF THE TOWN OF COBALT

REGULAR COUNCIL MEETING

COBALT COMMUNITY HALL

August 18, 2026 at 6:30 p.m.

AGENDA

1. **Call to Order**

2. **Disclosure of Pecuniary Interest and the General Nature Thereof**

3. **Public Meetings**

4. **Deputations/Delegation**

4.1 Danielle Girard – Kemp Elliot & Blair - presentation of the 2025 Financial Statements

4.2 Dan Cleroux – Update on Pan Silver Headframe

5. **Adoption of Meeting Agenda**

DRAFT MOTION

BE IT RESOLVED THAT Council approve the agenda of the Regular Meeting dated August 18, 2026 as presented.

Moved by:

Seconded by:

DISCUSSION

VOTE

6. **Adoption of Previous Council Minutes**

DRAFT MOTION

BE IT RESOLVED THAT Council approve the following minutes as presented:

Regular Meeting of Council – July 21, 2026

Special Meeting of Council – August 12, 2026

Moved by:

Seconded by:

DISCUSSION

VOTE

7. **Staff Reports**

DRAFT MOTION

BE IT RESOLVED THAT Council accept the staff reports as presented.

Moved by:

Seconded by:

DISCUSSION

7.1 By-Law Enforcement Report – June 2026

7.2 Staff Report 2026.08.18.01–Tender to Purchase Surplus Properties - 39 Watson Pl & 29 Hudson Bay Rd

7.3 Staff Report 2026.08.18.02 – Surplus Property – 32 Earle Crescent

7.4 Staff Report 2026.08.18.03 – Municipal Building Leases

7.5 Staff Report 2026.08.18.04 – Memorandum of Understanding – Pan Silver Headframe

7.6 Staff Report 2026.08.18.05 – By-Law 2026-26 - 2027-2029 User Fees

VOTE

August 18, 2026

8. Items for Council Consideration

8.1 Council Vacancy

DRAFT MOTION

BE IT RESOLVED THAT the following members of Council, who have signified in writing that they are legally qualified to hold office and consented to accept the office if they are appointed to fill the vacancy, be considered for appointment to fill such vacancy.

- *Pat Anderson*

Moved by:

Seconded by:

DISCUSSION:

The applicants, in alphabetical order based on their last name are:

Pat Anderson

Appointment to Council Selection Process:

Each applicant, in alphabetical order based on their last name, will be given 2 minutes to address Council and the audience to outline why they should be selected to serve on Council. Upon hearing all the submissions of the candidates, Council will proceed to vote:

- The Chair will read out each candidate's name allowing each Member of Council to cast their vote for one (1) candidate by show of hands between each candidate.
- The Clerk will tabulate and announce the results.
- If the candidate receiving the greatest number of votes does not receive more than one-half of the votes (4 out of 6 votes), the candidate who received the fewest number of votes will be excluded from further rounds of voting.
- The vote will be taken again by the Clerk, and if necessary, more than once, excluding in each successive vote, the candidate who receives the fewest number of votes until the candidate receiving the greatest number of votes has also received more than one-half of the votes of the voting members of Council.

Possible outcomes not decided by Council vote:

- a) In the event of a three-way tie, names will be placed in a container and drawn by an independent observer to select the winner.
- b) In the event of a two-way tie, a coin will be tossed to select the winner.

VOTE

DRAFT MOTION

BE IT RESOLVED THAT _____ be appointed to the Council position of Mayor for the remainder of the 2022-2026 term of Council;

AND FURTHER THAT the Declaration of Office be administered;

AND FURTHER THAT _____'s Councillor seat be declared vacant at the next regular meeting of Council;

Moved by:

Seconded by:

DISCUSSION

VOTE

8.2 2025 Financial Statements as presented by Kemp Elliot & Blair LLP, Chartered Professional Accountants

DRAFT MOTION

BE IT RESOLVED THAT Council receives the 2025 Financial Statements for the Corporation of the Town of Cobalt and the Cobalt Public Library as presented by Kemp Elliott & Blair LLP, Chartered Professional Accountants.

Moved by:

Seconded by:

DISCUSSION VOTE

8.3 Tender to Purchase Surplus Lot – 39 Watson Place (Staff Report 2026.08.18.01)

DRAFT MOTION

WHEREAS at the Regular Council Meeting on September 19, 2023, Council declared 39 Watson Place as surplus and be advertised for sale;

AND WHEREAS a tender has been received;

AND WHEREAS Council has received Staff Report 2026.08.18.01;

NOW THEREFORE BE IT RESOLVED THAT Council approve the sale of 39 Watson Place to Priya Jeyachandran for the sum of \$14,500 plus applicable legal fees and directs staff to proceed with the necessary documents.

Moved by:

Seconded by:

DISCUSSION VOTE

8.4 Tender to Purchase Surplus Lot – 29 Hudson Bay Road (Staff Report 2026.08.18.01)

DRAFT MOTION

WHEREAS at the Regular Council Meeting on October 14, 2025, Council declared 29 Hudson Bay Road as surplus and be advertised for sale;

AND WHEREAS a tender has been received;

AND WHEREAS Council has received Staff Report 2026.08.18.01;

NOW THEREFORE BE IT RESOLVED THAT Council approve the sale of 29 Hudson Bay Road to Jeremy Travis for the sum of \$10,000 plus applicable legal fees and directs staff to proceed with the necessary documents.

Moved by:

Seconded by:

DISCUSSION VOTE

8.5 Property to be Declared Surplus – 32 Earle Crescent (Staff Report 2026.08.18.02)

DRAFT MOTION

WHEREAS Council received Staff Report 2026.08.18.02 with a recommendation to declare Roll #54-08-000-001-12300-0000, known as 32 Earle Crescent as surplus to municipal needs;

AND WHEREAS 1 tender has been received;

NOW THEREFORE BE IT RESOLVED THAT Council declare Roll #54-08-000-001-12300-0000 as surplus to municipal needs;

Moved by:

Seconded by:

DISCUSSION

VOTE

8.6 Municipal Building Leases (Staff Report 2026.08.18.03)

DRAFT MOTION

WHEREAS the Municipality owns and manages various buildings leased to external parties;

AND WHEREAS establishing a standardized lease agreement ensures equity, consistency, and risk mitigation across all municipal properties;

AND WHEREAS Council received and reviewed Staff Report 2026.08.18.03, which attaches a newly developed Standard Municipal Lease Agreement template;

NOW THEREFORE BE IT RESOLVED THAT

1. The Standard Municipal Lease Agreement template attached to Staff Report 2026.08.18.03 be approved in principle;
2. Municipal Staff be authorized and directed to utilize this approve template as the baseline framework for negotiating all future tenancies and lease renewals within town-owned facilities.
3. The Mayor and Clerk be authorized to execute individual leases derived from this template.

Moved by:

Seconded by:

DISCUSSION

VOTE

8.6 Authorization of the Cobalt Historical Society as Project Manager – Pan Silver Headframe (Willet Green Memorial) Heritage Silver Trail Site #14 as requested by Cobalt Historical Society
(Staff Report 2026.08.18.04)

DRAFT MOTION

WHEREAS since the mid-1990's the Town of Cobalt, together with the Township of Coleman and the Heritage Silver Trail Committee conceived a self-guided tour of the region's mining heritage;

AND WHEREAS in 1998, the Pan Silver Headframe was relocated from Bucke Township to its current location on Silver Street and donated to the Town of Cobalt for use as a tourist attraction;

AND WHEREAS in 1999, in order to access public funding, the Cobalt Historical Society ("CHS"), a non-profit incorporation, was established to work collaboratively with, and in partnership with, the Town of Cobalt and Coleman Township, forming a three-way partnership to plan, construct, and maintain the Heritage Silver Trail ("HST");

AND WHEREAS in 2003, on the 100th anniversary of the silver discovery, the Pan Silver Headframe was renamed the Willet Green Memorial Site, #14 on the HST, and the CHS office was opened there;

AND WHEREAS since 2023, safety concerns relating to the deterioration of the wooden timbers of the Pan Silver Headframe have required the CHS to hold its meetings off-site;

AND WHEREAS on July 21, 2026, the CHS and Coleman Township made a delegation to Council proposing solutions to resolve the outstanding safety concerns at the site, as set out in the delegation materials of that date;

AND WHEREAS the Town of Cobalt wishes to confirm ownership and reporting arrangements under which the work will proceed;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Town of Cobalt:

1. Reaffirms its commitment to work collaboratively with its Heritage Silver Trail partners, the Cobalt Historical Society and the Township of Coleman, as originally established in 1999;
2. Authorizes the Cobalt Historical Society to act as project manager for the remediation and repair work at the Pan Silver Headframe (Willet Green Miller Memorial Site), such authorization to remain subject to the ownership of the site remaining vest in the Town of Cobalt;
3. Stipulates that the Cobalt Historical Society must obtain formal approval for all project expenditures that exceed the available donated funds before any related work is permitted to begin;
4. Requests that the Cobalt Historical Society report back to Council on progress, expenditures, and any material changes in scope of the project;
5. A memorandum of understanding between the Town, Cobalt Historical Society and Coleman Township setting out the term of this authorization be executed by the appropriate signing officers;
6. The Clerk and Mayor be authorized to sign the memorandum of understanding.

Moved by:

Seconded by:

**DISCUSSION
VOTE**

9. Items for Council Information

DRAFT MOTION

BE IT RESOLVED THAT Council accept the items for Council information as presented.

Moved by:

Seconded by:

DISCUSSION

9.1 Cobalt Shine Committee Minutes – June 22, 2026

9.2 Cobalt Shine Committee Minutes – July 27, 2026

9.3 Cobalt Shines Committee Letter to Council

9.4 Garry Bigelow – Letter to Council

9.5 OCWA – Q2 Operations Report

VOTE

10. By-Laws and Agreements

10.1 By-Law 2026-24 Clerk-Treasurer

DRAFT MOTION

WHEREAS at the Special Meeting of Council on August 12, 2026 Council directed Staff to prepare the necessary By-Law;

NOW THEREFORE BE IT RESOLVED THAT By-Law 2026-24 being a By-Law to appoint Jaime Allen as Clerk-Treasurer for the Corporation of the Town of Cobalt be taken as read a first, second and third time and finally passed this 18th day of August, 2026.

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

Moved by:

Seconded by:

DISCUSSION

VOTE

10.2 By-Law 2026-25 Council Meeting Live Streaming and Recording Policy

DRAFT MOTION

WHEREAS Council received Staff Report 2026.07.21.01 at the July 21, 2026 Regular Meeting of Council;

AND WHEREAS Council directed Administration to continue live streaming and recording Council Meetings and to develop and present a Meeting Live Stream and Recording Policy;

NOW THEREFORE BE IT RESOLVED THAT By-Law 2026-25 being a By-Law to adopt a Council Meeting Live Streaming and Recording Policy for the Town of Cobalt be taken as read a first, second and third time this 18th day of August, 2026.

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

Moved by:

Seconded by:

DISCUSSION

VOTE

10.3 By-Law 2026-26 to Establish User Fees for the Town of Cobalt for 2027-2029 (Staff Report 2026.08.18.05)

DRAFT MOTION

WHEREAS Council received Staff Report 2026.08.18.05;

BE IT RESOLVED THAT By-Law No. 2026-26 being a By-Law to establish user fees for the Town of Cobalt be taken as read a first, second and third time this 18th day of August, 2026;

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

Moved by:

Seconded by:

DISCUSSION

VOTE

11. Unfinished Business

12. New Business

12.1 Schedule of Accounts

DRAFT MOTION

BE IT RESOLVED THAT Council receives the following Schedules as presented:

Schedule No. 2026-08 in the amount of \$367,625.03

Moved by:

Seconded by:

DISCUSSION

VOTE

13. Mayor's Report

14. Closed Meeting

None

15. Business Arising from Closed Meeting

None

16. Confirmation By-Law

DRAFT BY-LAW

BE IT RESOLVED THAT By-Law No. 2026-27 being a By-Law to confirm the proceedings of Council of the Corporation of the Town of Cobalt be taken as read a first, second and third time this 18th day of August, 2026;

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

Moved by:

Seconded by:

VOTE

17. Adjournment

DRAFT MOTION

BE IT RESOLVED THAT the Regular Meeting of Council be adjourned at _____ p.m.

Moved by:

Seconded by:

VOTE

August 18, 2026

THE CORPORATION OF THE TOWN OF COBALT

REGULAR COUNCIL MEETING COBALT COMMUNITY HALL

July 21, 2026, at 6:30 p.m.

Minutes

Present:

Deputy Mayor: Pat Anderson

Councillors: Gary Hughes
Rene Lafleur
Jim Starchuk
Stephen Ward
Doug Wilcox

Staff: J. Allen, Interim Clerk-Treasurer
C. Beaudoin, Deputy Clerk-Treasurer

1. Call to Order

Deputy Mayor Anderson called the meeting to order at 6:30pm

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None

3. Public Meetings

None

4. Deputations/Delegation

4.1 Maggie Wilson, Cobalt Historical Society – Pan Silver Headframe
Maggie, along with Reiner Mielke and Mayor Dan Cleroux presented funding opportunities.

5. Adoption of Meeting Agenda

RESOLUTION No. 2026-120

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Hughes

BE IT RESOLVED THAT Council approve the agenda of the Regular Meeting dated July 21, 2026 as presented.

CARRIED

6. Adoption of Previous Council Minutes

RESOLUTION No. 2026-121

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Ward

BE IT RESOLVED THAT Council approve the following minutes as presented:

Special Meeting of Council – June 22, 2026
Regular Meeting of Council – June 23, 2026
Regular Meeting of Council – June 29, 2026
Special Meeting of Council – July 14, 2026

CARRIED

7. Staff Reports

RESOLUTION No. 2026-122

MOVED BY: Councillor Ward

SECONDED BY: Councillor Starchuk

BE IT RESOLVED THAT Council accept the staff reports as presented.

7.1 By-Law Enforcement Report – May 2026

7.2 Staff Report 2026.07.21.01 – Recording / Live Streaming Council Meetings (*Councillor Motion*)

7.3 Staff Report 2026.07.21.02 – Fill Vacancy on Council (Mayor)

CARRIED

8. Items for Council consideration

8.1 Letter of Resignation from Mayor Adshead

RESOLUTION No. 2026-123

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Starchuk

WHEREAS the Clerk of the Town of Cobalt did receive on Saturday, July 11, 2026 a letter of resignation from Angela Adshead;

AND WHEREAS as per the Municipal Act and the Town of Cobalt's Council Vacancy Policy, in order to begin the process of filling the vacancies, Council must declare the seat vacant;

THEREFORE BE IT RESOLVED the Council does hereby recognizes the letter of resignation submitted to the Clerk;

AND FURTHER THAT Deputy Mayor Pat Anderson to act as Mayor until the vacancy in the Office of Mayor for the Town of Cobalt is filled permanently.

CARRIED

8.2 Declare the Mayor Seat Vacant (Staff Report 2026.07.21.02)

RESOLUTION No. 2026-124

MOVED BY: Councillor Hughes

SECONDED BY: Councillor Starchuk

WHEREAS the seat of the Mayor has been declared as vacant by Council;

AND WHEREAS Section 4.2 of the Council Vacancy By-Law 2024-40 allows Council to fill the vacancy by appointing any Member of Council wishing to be considered for appointment;

THEREFORE BE IT RESOLVED the Council of the Town of Cobalt does hereby agree that the vacancy in the Office of Mayor be filled by appointing a current Member of Council.

AND FURTHER THAT all Members of Council who wish to be considered for appointment must notify the Clerk in writing along with the required forms by noon on Tuesday, August 11, 2026.

CARRIED

9. Items for Council information

RESOLUTION No. 2026-125

MOVED BY: Councillor Hughes

SECONDED BY: Councillor Lafleur

BE IT RESOLVED THAT Council accept the items for Council information as presented.

9.1 Staff Report 2026.07.21.03 – Variance Report Q2 2026

9.2 DTSSAB 2026 Q1

CARRIED

10. By-Laws and Agreements

10.1 By-Law 2026-22 To Enter into an Agreement with Pete Gilboe for By-Law Enforcement Services

RESOLUTION No. 2026-126

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Wilcox

BE IT RESOLVED THAT By-Law No. 2026-22 being a By-Law to enter into an agreement with Pete Gilboe for the provisions of By-Law Enforcement Services within the Town of Cobalt be taken as read a first, second and third time this 21st day of July, 2026;

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

CARRIED

11. Unfinished Business

None

12. New Business

12.1 Schedule of Accounts

RESOLUTION No. 2026-127

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Wilcox

BE IT RESOLVED THAT Council receives the following Schedules as presented:

Schedule No. 2026-07 in the amount of \$190,535.05

CARRIED

12.2 Pan Silver Headframe

RESOLUTION No. 2026-128

MOVED BY: Councillor Wilcox

SECONDED BY: Councillor Lafleur

BE IT RESOLVED THAT Council approve resending of the word “demo” on line 55 of the 2026 Budget – Property Standards.

CARRIED

13. Mayor’s Report

Deputy Mayor Anderson thanked Angela Adshead for her years of serviced and thanked all the people who came out to let Council know their will and those volunteers that worked so hard on the trails.

14. Closed Meeting

RESOLUTION No. 2026-129

MOVED BY: Councillor Ward

SECONDED BY: Councillor Starchuk

BE IT RESOLVED THAT Council receives the following Schedules as presented:

(2)(d) Labour relations or employee negotiations
- *Clerk Recruitment*

CARRIED

15. Business Arising from Closed Meeting

Direction was given to Staff on Closed Session matters.

16. Confirmation By-Law

RESOLUTION No. 2026-130

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Starchuk

BE IT RESOLVED THAT By-Law No. 2026-23 being a By-Law to confirm the proceedings of Council of the Corporation of the Town of Cobalt be taken as read a first, second and third time this 21st day of July, 2026;

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

CARRIED

17. Adjournment

RESOLUTION No. 2026-131

MOVED BY: Councillor Wilcox

SECONDED BY: Councillor Lafleur

BE IT RESOLVED THAT the Regular Meeting of Council be adjourned 8:05 p.m.

CARRIED

Pat Anderson, Deputy Mayor

Jaime Allen, Interim Clerk Treasurer

THE CORPORATION OF THE TOWN OF COBALT

SPECIAL MEETING COBALT COMMUNITY HALL August 12, 2026 at 2:30 p.m. MINUTES

Present:

Deputy Mayor: Pat Anderson

Councillors: Gary Hughes
Rene Lafleur
Jim Starchuk
Stephen Ward
Doug Wilcox

Staff: C. Beaudoin, Deputy Clerk-Treasurer

1. Call to Order:

Deputy Mayor Anderson called the meeting to order at 2:25 p.m.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None

3. Adoption of Meeting Agenda

RESOLUTION No. 2026-132

MOVED BY: Councillor Ward

SECONDED BY: Councillor Starchuk

BE IT RESOLVED THAT Council approve the agenda of the Special Meeting dated August 12, 2026 as presented.

CARRIED

4. Closed Meeting

RESOLUTION No. 2026-133

MOVED BY: Councillor Lafleur

SECONDED BY: Councillor Wilcox

BE IT RESOLVED THAT Council convene in Closed Session as per Section 239 of the Municipal Act, 2001 as amended, in order to address a matter pertaining to subsection:

(2)(d) Labour relations or employee negotiations

CARRIED

5. Business Arising from Closed Meeting

Direction was given to Staff on Closed Session Matters.

6. **Adjournment**

RESOLUTION No. 2026-134

MOVED BY: Councillor Wilcox

SECONDED BY: Councillor Lafleur

BE IT RESOLVED THAT the Special Meeting of Council be adjourned at 2:44 p.m.

CARRIED

Pat Anderson, Mayor

Cassandra Beaudoin, Deputy Clerk

**Instructions**

It is the responsibility of the person being nominated to file a complete and accurate nomination paper. Please print or type information (except signatures).

Nomination paper of a person to be a candidate at an election to be held in the following municipality

COBALT, ON

Nominated for the Office of

Mayor

Ward Name or Number (if any)

Nominee's name as it is to appear on the ballot paper (subject to agreement of the municipal clerk)

Last Name or Single Name

Anderson

Given Name(s)

Pat

Nominee's full qualifying address

Suite/Unit Number

Street Number

Street Name

70

Russel St.

Municipality

Cobalt

Province

ON

Postal Code

P0J 1C0

Mailing Address

☐ Same as qualifying address

Suite/Unit Number

Street Number

Street Name

Box 223

Municipality

Cobalt

Province

ON

Postal Code

P0J 1C0

Email Address

patmert@eastlink.ca

Telephone Number

705-679-8170

Telephone Number 2

Declaration of Qualification:

I, Pat Anderson, declare that I am presently legally qualified (or would be presently legally qualified if I were not a member of the Legislative Assembly of Ontario or the Senate or House of Commons of Canada) to be elected and to hold the office for which I am nominated.

Pat Anderson

Signature of Nominee

2026/07/29

Date (yyyy/mm/dd)

Date Received (yyyy/mm/dd)

2026/08/04.

Time Received

1:12 PM.

Initial of Nominee or Agent
(if filed in person)

DPA

Signature of Clerk or Designate

Certification by Clerk or Designate

I, the undersigned clerk of this municipality, do hereby certify that I have examined the nomination paper of the aforesaid nominee filed with me and am satisfied that the nominee is qualified to be nominated and that the nomination complies with the Act.

Signature

Date Certified (yyyy/mm/dd)

2026/08/04.

TOWN OF COBALT

CONSENT TO RELEASE PERSONAL INFORMATION*(Municipal Freedom of Information and Protection of Privacy Act)*

Personal information on the Nomination Paper is collected under the authority of the *Municipal Elections Act* and will be used to assist the Clerk in the administration of the 2026 Municipal Election. Questions regarding this collection should be forwarded to the Clerk, 18 Silver Street Cobalt ON P0J 1C0 (705) 679-8877

Name of Candidate: Pat Anderson

Candidate for the office of:

- ☒ Mayor
- ☐ Councillor
- ☐ Trustee English Public
- ☐ Trustee English Separate
- ☐ Trustee French Public
- ☐ Trustee French Separate

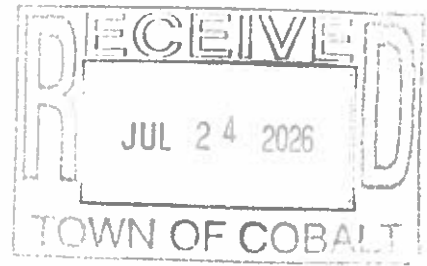
I acknowledge that the Nomination Form filed by me contains personal information and I am aware that the Clerk will disclose all or part of it to the general public.

Candidate Signature: Pat Anderson

Municipal Clerk Or Designate: [Signature]

Dated at TOWN OF COBALT, this 41 day of AUGUST, 2026.

July 23, 2026



If the majority of the other Council members are supportive, I would be pleased to accept the position of Mayor of Cobalt for the duration of this term.

Sincerely

A handwritten signature in cursive script that reads "Pat Anderson".

Pat Anderson

Cobalt Shines Committee Agenda
Monday June 22nd, 2026 @ 6:30 pm
Cobalt Business Centre, Meeting Room

Welcome

In Attendance: Mac Armstrong, Helene Culhane, Deb Ranchuk, Matthew McLaren, Robyn Gabriel, Maggie Wilson, Amanda St. Jean, Carrie Graham, Karley Sweeney

Regrets: Sarah Johnston, Anne-Marie Warden, David Pinkney

1. Acceptance of Agenda

The agenda was accepted. Moved Helene Culhane, Seconded by Deb Ranchuk

2. Acceptance of Minutes from April 27th, 2026

The minutes from April 27, 2026 were accepted. Moved by Maggie Wilson, Seconded by Marg Harrison.

3. Goals this Year

See Cobalt Shines Planning Report and Project Framework

What does success this year look like?

- The committee reviewed the Cobalt Shines Planning and Project Framework. Due to delays in light displays, and the committee's late start, expectations for this year will be adjusted. The primary goal for 2026 is to restore Cobalt Shines and establish a foundation for future growth. The group emphasized the importance of identifying the actions required this year to ensure long-term success.
- Agnico Eagle was identified as a potential sponsor, and it was noted that they originated in Cobalt and often begin sponsorships at 10,000. Other potential sponsors include Haileybury School of Mines, mining industry companies, and organizations associated with TSACC and North on Tap.
- The committee discussed challenges related to legitimacy and sponsorship acquisition without affiliation to a non-profit organization. A potential option for receiving sponsorship funds is working through the Cobalt Historical Society. The Historic Cobalt Corporation (Mining Museum) may not be in a position to provide Non-Profit Status for grant applications and The Town of Cobalt is not in a position to assist financially. Marg will explore opportunities with Algonquin Regiment, including possible display participation. Maggie and Carrie discussed the possibility of the Historical

Society acting as a nonprofit flow-through organization for Cobalt Shines, and Maggie said she would bring it up to the others involved with the Historical Society.

4. Proposal to HCC and Groundwork for Next Year

Updates?

- Limited progress has been made regarding presentation to HCC, The committee believes a potential solution has been identified for this year's organizational challenges by working with CHS.

5. Social Media

Profiles of each contributing business and organization

- Cobalt Mining Museum example

- Facebook and Instagram pages have been active for approximately one week. Carrie sent a variety of logo ideas via email. The social media content will focus on highlighting participating businesses and organizations, such as the Cobalt Mining Museum and White Mountain Publications. Members discussed posting on the HGTV hometown takeover page, prompting others to go follow Cobalt Shines.
- Robyn requested that participating businesses provide a short business description, a company logo, 2-6 photos showcasing the business, and a photo of the building exterior. Placeholder posts will be created for businesses that have not yet confirmed participation.

6. Cooperative Agreement with Town

Meet with town representation to discuss cooperation on a light-up night

- Council is aware about the Cobalt Shines event, and has expressed support. As a formality, the committee agreed that further communication with the Town of Cobalt - including council, would be beneficial.
- Amanda will draft a courtesy letter outlining the event plans, expressing appreciation for council's support, and requesting cooperation with the town's light up night.

7. Advertising for this year

Speaker advertising options (Attached to email)

CJTT advertising options (Will be provided as a handout)

- Advertising options from The Speaker newspaper and CJTT Radio were reviewed. The committee discussed selling advertising space to local businesses to offset costs associated with Cobalt Shines. Members noted that CJTT's Package Two was used successfully in previous years. Further details regarding radio and newspaper advertising will be reviewed at a later date.

Donations this year could offset advertising costs completely.

8. New Business?

Potential vendor markets were discussed, at the locations of either the Train Station, Golden Age Club, or Library. Maggie will seek an email vote from the Historical Society regarding nonprofit involvement. If approved, the committee can proceed with sponsorship discussions with Agnico Eagle. Maggie and Amanda will continue developing the event budget, and the committee discussed creating an elevator pitch for sponsor presentations. Additionally, Carrie's summer students will help in developing grant letters.

Potential activities include children's activities and swag, a matinee movie, a scavenger hunt, and sleigh or wagon rides. Long-term fundraising goals include purchasing additional lights and securing ongoing sponsorship support. Face-to-face business outreach was identified as the preferred sponsorship approach, and a tiered sponsorship system of Gold, Silver, and Cobalt will be developed. Mac will draft a sponsorship plan and letters before the next meeting.

Insurance requirements were also discussed. The Town maintains general insurance coverage, individual businesses maintain their own insurance, and event insurance requirements will be investigated by Carrie.

Adjournment: The meeting adjourned at 8:04 PM. This was moved by Mac Armstrong, and seconded by Carrie Graham.

Next Meeting:

July 27th, 2026, @ 6:30 PM, Cobalt Business Centre - Meeting Room

Cobalt Shines Committee Agenda

Monday July 27th, 2026 @ 6:30 pm

Cobalt Business Centre, Meeting Room

Welcome

1. Acceptance of Agenda

2. Acceptance of Minutes from June 22nd, 2026

3. Pan Silver Headframe

The headframe may be useful as a storage space for events, with the headframe itself a possible building to be decorated.

4. CHS as Donation Flow-Through

Given that the CHS has been busy this past few weeks, has there been an opportunity to confirm this partnership?

5. Social Media

Need to send reminder to get businesses and organizations to submit profiles for event.

Suggestion of having a dedicated email for Cobalt Shines to go on social media pages and website.

6. Letter to Council Regarding Cobalt Shines as a Light-up Night

Letter to town to go to the next available council meeting.

7. Budget

We will need to confirm a projected budget (provided), given we don't yet have donations, however we can then earmark donations towards budget lines, and allow us to anticipate advertising costs.

8. Donor Package

It is ready to go, along with our most recent iteration of a logo. Any input on donor levels and benefits would be appreciated, as we will need to make these letters and package available soon. If you are willing to assist with approaching businesses, your assistance would be appreciated.

9. Insurance Followup

Followup from Carrie

10. Vision Board Feedback

Pam is looking to setup a vision board showcasing Cobalt Shines.

11. Activities for Youth/Kids

Planet Youth Temiskaming Funding?

12. Artisan Market Suggestion Followup

Is this something the Cobalt Train Station has availability to do?

13. New Business?

Adjournment

Next Meeting:

July 27, 2026

Her Worship the Mayor and Members of Council
Town of Cobalt
18 Silver Street
Cobalt, Ontario
P0J 0A1

Re: Coordinating the Town's Community Tree Lighting with the Cobalt Shines Light-Up Night

Dear Mayor Anderson and Members of Council,

On behalf of the Cobalt Shines Committee, thank you for the support Council has already shown for the Cobalt Shines initiative which will take place on Friday, November 27. We are writing to follow up on that conversation with a specific request: that the Town schedule its annual community tree lighting to take place on the same evening as our Cobalt Shines light-up night this year.

Cobalt Shines has historically been a business-driven event with an interest in building community. While keeping the core structure of Cobalt Shines, we are hoping to transform the event into a community-driven project to restore and expand the town's holiday light displays. The goal this year will be re-establishing the event after its hiatus since 2018, and building a foundation for future growth of a light up night and large-scale light display.

Combining our light-up night with the Town's tree lighting this year would let residents celebrate both in a single evening, strengthen turnout for each, and reinforce the sense of a unified community celebration in downtown Cobalt.

We believe a joint evening also gives us a stronger story to tell local businesses, sponsors, and media, and helps make the case for continued investment in Cobalt Shines in future years. We would welcome the opportunity to work with Town staff on logistics and any other arrangements the Town typically manages for its tree lighting event. We are happy to meet with Council or staff at your convenience to discuss timing and coordination.

Thank you again for your ongoing support of Cobalt Shines. We look forward to working together to make this a memorable evening for the community.

Sincerely,

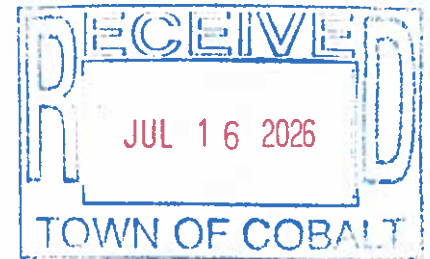
A handwritten signature in dark ink, appearing to read 'Mac Armstrong', written over a horizontal line.

Mac Armstrong, Chair, Cobalt Shines Committee

On behalf of the Cobalt Shines Committee

**Mayor and Members of Council
Town of Cobalt, Ontario**

Re: Request to Speak at the Council Meeting – Tuesday, July 21, 2026



Thank you for giving me the opportunity to speak.

I am here because I care deeply about the future of our community. My intention is not to criticize for the sake of criticizing, but to offer my experience and assistance in helping Council move forward in a positive direction.

One issue that particularly concerned me was the treatment of Councillor Wilcox during previous Council meetings. Councillor Wilcox brings a great deal of knowledge and experience to the table, and I was disappointed to see his contributions dismissed rather than encouraged. Respectful debate is an essential part of good governance, and no member of Council should feel intimidated or silenced. I believe an apology from the Mayor would go a long way toward restoring a respectful working relationship.

I have also been following the ongoing Sharpe Lake situation. It is concerning to see the growing financial burden associated with consulting fees and related costs. Having previously served on the watershed committee, I would be willing to volunteer my time and experience if Council believes I could be of assistance.

Our community has many former councillors, committee members, and long-time residents with valuable knowledge and experience. If Council were more transparent and open to public participation, I believe many of these "oldies but goodies" would step forward to offer ideas and constructive solutions. Healthy discussion and differing opinions should be viewed as strengths, not obstacles.

Finally, I do not believe limiting or cutting Council meeting videos is the solution to the concerns facing our municipality. The solution is to conduct meetings with professionalism, respect, and openness. Council should welcome constructive criticism and invite residents to be part of finding solutions. Transparency builds trust, and trust is essential if we are to move forward together.

I respectfully ask Council to work collaboratively, listen to one another, and welcome the experience that exists within this community. We all want Cobalt to succeed, and many of us are willing to help if given the opportunity.

Thank you for your time and consideration.

Gary Bigelow

Town of Cobalt Water and Wastewater Systems Quarterly Operations Report

April 1 to June 30, 2026

SUBMITTED BY

Ontario Clean Water Agency
15 Government Road East
Kirkland Lake, ON P2N 3J5

August 5, 2026, Rev. 0

Prepared by the Ontario Clean Water Agency

Table of Contents

1	Introduction	1
2	Regulatory Compliance	1
2.1	Summary of Reportable Events	1
2.2	Third Party Inspections and Findings	1
2.3	Quality and Environmental Management System (QEMS)	1
2.4	Reporting.....	1
2.5	Other Important Information	2
3	Monitoring Program.....	3
3.1	Monitoring Data.....	3
3.2	Flows	3
3.2.1	Cobalt Water Treatment Plant	3
3.2.2	Cobalt Wetlands	4
4	Asset Management	5
5	Capital & Major Maintenance Projects.....	5
6	Call-Out Summary	5
7	Complaints.....	6
8	Health and Safety.....	6
8.1	Incidents.....	6
8.2	Training	6

Appendix A: Quarterly Data Reports

Appendix B: Summary of Call-outs

1 Introduction

The Quarterly Operations Report provides an overview of regulatory compliance, quality management activities, and system performance monitoring. It lists completed capital projects, along with any after-hours call-outs. The report also summarizes complaints received and highlights Health and Safety activities carried out during the quarter.

2 Regulatory Compliance

2.1 Summary of Reportable Events

Cobalt Drinking Water System	
MECP Event No.	Details:
AWQI No. 172403	May 7, 2026 - a watermain was isolated to repair a broken service line causing a loss of pressure to 7 residences on Jamieson Lane. The local Health Unit issued a precautionary BWA for the affected area. The advisory was lifted on Monday, May 11 th after repairs were completed and acceptable lab results received.

2.2 Third Party Inspections and Findings

No external inspections or audits were conducted this quarter.

2.3 Quality and Environmental Management System (QEMS)

All QEMS requirements were maintained during the quarter. The Operational Plan was updated on May 28, 2026, with several procedures revised. Details of the revisions are documented in the revision history of each procedure. The updated Plan was submitted to the Owner on June 16, 2026.

2.4 Reporting

A summary of regulatory reports submitted by OCWA on behalf of the Town are listed in the tables below.

Water System Reports	Submission Frequency	Submitted to	Submission Date
2025 Annual/Summary Report	By February 28 th of each year	MECP and Owner	February 18, 2026

Sewage System Reports	Submission Frequency	Submitted to	Submission Date
2025 Annual Performance Reports for the Sewage Treatment & Collection Systems	By March 31 st of each year	MECP and Owner	March 20, 2026

Sewage System Reports	Submission Frequency	Submitted to	Submission Date
2025 Annual WSER Reporting for Cobalt Wetlands	45 days after the end of the year	Environment Canada	February 2, 2026

Sewage System Reports	Submission Frequency	Submitted to	Submission Date
Quarterly Effluent Discharge Data Reports	The Ontario Clean Water Agency (OCWA) has an arrangement with the MECP to submit quarterly discharge data for all OCWA operated municipal sewage treatment facilities 45 days after the end of each quarter	MECP	February 15, 2025 (Q4, 2025 Report), May 15, 2026 (Q1, 2026 Report)
Cobalt Wetlands – Monthly Reports	30 days after the end of the month being reported on	MECP	January 26, 2026 (Dec 2025 Report) February 20, 2026 (Jan 2026 Report) March 18, 2026 (Feb 2026 Report) April 24, 2026 (March Report), May 25, 2026 (May April Report), June 25, 2026 (May Report)

2.5 Other Important Information

A new Municipal Drinking Water Licence (MDWL) and Drinking Water Works Permit (DWWP) for the Cobalt Drinking Water System (DWS) were issued by the MECP on April 27, 2026. The updated approvals include several new regulatory requirements applicable to the Cobalt DWS, including:

1. **Chlorine Analyzer Set Point:** The “compliance” chlorine analyzer setting has been changed. Previously, the analyzer could be set at 0.1 mg/L below the CT trigger threshold; it must now be set at 0.1 mg/L above the CT trigger threshold. This requirement has been completed.
2. **Daily Filter Turbidity Performance (95% Rule):** Each filter’s performance is checked daily. If a filter does not meet the 95% requirement, the cause must be investigated and any necessary corrective actions taken are to be recorded in the log book and on the facility Review Sheet. This requirement comes into effect in April 2027; however, it has already been implemented.

3. **Disinfection Procedures:** The MECP's new Water Storage Facility Disinfection Procedure, Water Treatment Plant Disinfection Procedure & Wells Disinfection Procedure are to be implemented 6 months or sooner after the issue date. Procedures are pending.
4. **Harmful Algal Bloom (HAB) Plan:** A Harmful Algal Bloom Plan must be developed and implemented in accordance with the Ministry's guidance. Operators are required to receive annual training on the plan before the HAB monitoring season (June 1 to October 31). If a suspected or confirmed harmful algal bloom is identified in the source water, required sampling and notification procedures must be followed. This requirement is currently being met.
5. **Primary Disinfection:** Any changes to the CT calculation (used to ensure primary disinfection is achieved) must be reviewed by a licensed Engineer and the changes are to be submitted to the MECP via a Director Notification form no later than 30 days after the changes have been implemented. No changes to the CT calculation are anticipated at this time.
6. **System Alterations:** Any modifications to the treatment system must be reflected in the process flow diagrams and plant drawings within 12 months of implementation. No modifications have been made to the treatment system.

3 Monitoring Program

3.1 Monitoring Data

Drinking water sampling and testing required by Ontario Regulation 170/03 was completed this quarter and all results complied with regulatory requirements.

Wastewater sampling and testing required under the Directors' Direction and the Wastewater Systems Effluent Regulations were completed as required.

Refer to Appendix A for Quarterly Data Reports.

3.2 Flows

3.2.1 Cobalt Water Treatment Plant

Month (2026)	Total Raw Flow (m ³)	Total Treated Flow (m ³)	% Difference (raw – treated)	Average Daily Treated Flow (m ³)	Maximum Treated Flow (m ³)	% of the Rated Max. Capacity (3974.4m ³ /day)
January	43,269	38,592	11%	1245	1434	36%
February	37,955	33,179	13%	1185	1472	37%
March	42,032	37,082	12%	1196	1356	34%
April	43,699	37,523	14%	1251	1415	36%
May	39,600	34,889	12%	1125	1373	35%
June	38,186	33,879	11%	1119	1318	33%

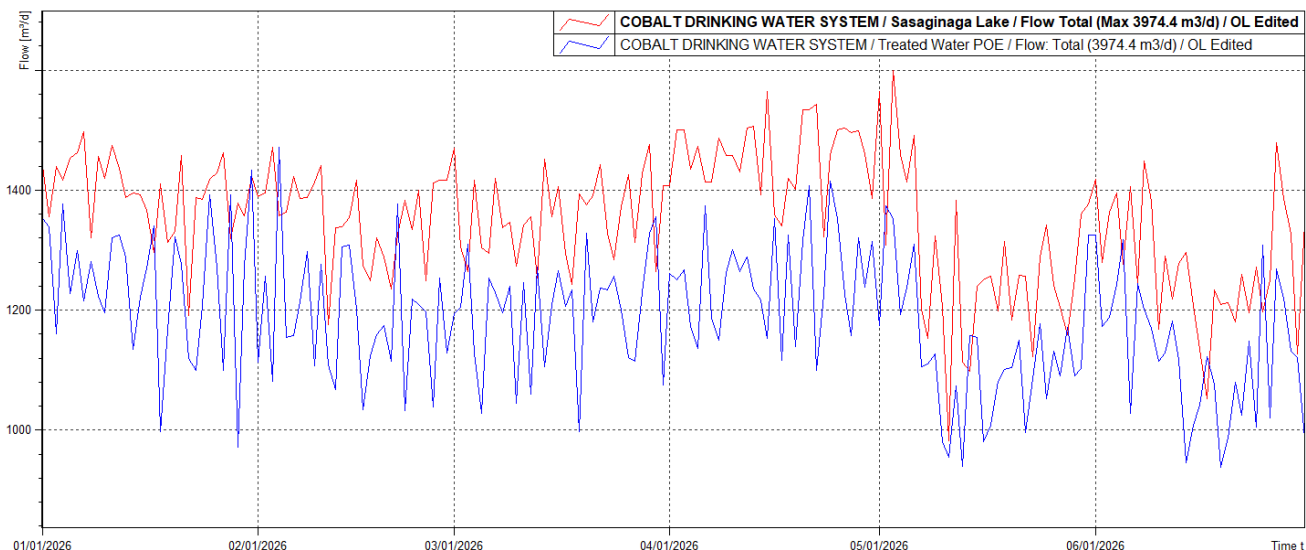


Figure 1: Cobalt WTP – Raw Water versus Treated Water Flow (January to June 2026)

3.2.2 Cobalt Wetlands

Month (2026)	Total Influent Flow (m³)	Average Daily Influent Flow (m³)	% of Average Day Rated Capacity (1063 m³/day)*	Maximum Influent Flow (m³)	% of Maximum Rated Capacity (4475 m³/day)*
January	37,699	1216	114%	1984	44%
February	34,253	1223	115%	1280	29%
March	46,281	1493	140%	3247	73%
April	126,271	4209	396%	9040*	202%
May	65,845	2124	200%	3090	69%
June	47,845	1595	150%	3557	79%

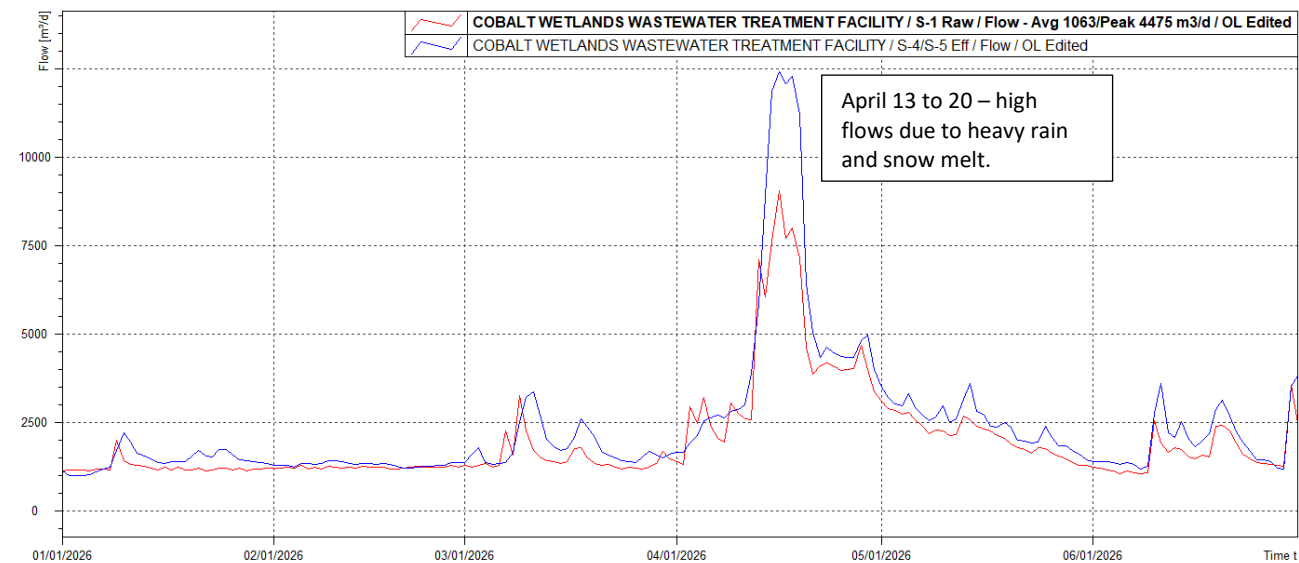


Figure 2: Cobalt Wetlands – Influent versus Effluent Flow (January to June 2026)

4 Asset Management

Preventative maintenance and equipment calibrations are scheduled, assigned and tracked using OCWA's Workplace Management System (Maximo). All monthly and quarterly work orders scheduled for this quarter were completed.

Corrective and emergency maintenance is also managed using Maximo. A summary of emergency and corrective work orders along with detailed maintenance reports can be made available upon request.

5 Capital & Major Maintenance Projects

Below is a list of capital and major maintenance work that was completed to date in 2026:

Cobalt Drinking Water System	
• Purchased SCBA for chemical handling (caustic soda)	
• Tested and certified backflow preventers	
• Repaired UV1 wiper system	
• Annual generator service completed by Val's Equipment Service	
• Purchased chemical pump repair kits	
• Managed the Boil Water Advisory (BWA) for 7 homes on Jamieson Lane (AWQI No. 172403)	
• Purchased spare UPS for PLC Rack	
• Investigated and restored telephone alarm system	
• Purchased spare PLC Cards for emergency failures	
• Replaced 2 faulty chemical feed flow switches	
• SCADA programming for flow rate matching performed by Selog	
• Purchased spare UV bulbs	
Cobalt Wetlands	
• Replaced failed portable pH meter	
• Collected additional effluent sampling due to high flows during heavy rain and Spring snow melt	
• Purchased spare UPS for compliance equipment	
• Purchased spare ultrasonic transmitter	

6 Call-Out Summary

System	Call-outs this Quarter	Total to Date in 2026
Cobalt DWS	5	7
Cobalt Wetlands	0	0
TOTAL	5	7

*Note: Not all call -outs are billed to the Owner; depends on the nature of the call.

Refer to Appendix B for a detailed after hour call back summary.

7 Complaints

No complaints reported during this quarter.

8 Health and Safety

8.1 Incidents

Number of Health and Safety Incidents reported this quarter = 0

8.2 Training

Health and Safety training sessions completed this quarter include:

- April – Working Alone Requirements
- May – Harmful Algae Bloom (HAB) Plan Awareness
- June – Summer Safety on the Job



APPENDIX A

Quarterly Data Reports

COBALT DRINKING WATER SYSTEM

Quarterly Data Report



Q2: April 1 to June 30, 2026

Cobalt Drinking Water System		April	May	June	Compliance
Flows					
Raw Flow - Maximum Daily Volume	m ³ /d	1564	1599	1479	Max. = 3974.4
Raw Flow - Maximum Flow Rate	L/min	1608	1590	1560	Max. = 2760
Treated Flow - Maximum Daily Volume	m ³ /d	1415	1373	1318	Max. = 3974.4
Treated Flow - Maximum Flow Rate	L/min	3210	3498	3390	Max. = 5400 (CT) ¹
Raw Water					
Total Coliforms - Maximum	c/100mL	64	94	804	N/A
<i>E.coli</i> - Maximum	c/100mL	< 2	10	< 2	N/A
Treated Water					
Free Chlorine Residual – Min.	mg/L	1.57	1.38	1.57	Min. = 1.00 (CT) ¹
Total Coliforms - Maximum	c/100mL	0	0	0	Max. = 0
<i>E.coli</i> - Maximum	c/100mL	0	0	0	Max. = 0
Filter 1 Turbidity - Maximum	NTU	0.65	0.75	0.66	Max. = 1
Filter 2 Turbidity - Maximum	NTU	0.92	0.47	0.34	Max. = 1
Filter 3 Turbidity - Maximum	NTU	0.92	0.97	0.90	Max. = 1
Filter 4 Turbidity - Maximum	NTU	0.36	0.46	0.80	Max. = 1
Nitrite	mg/L	< 0.01	-	-	Max. = 1
Nitrate	mg/L	0.40	-	-	Max. = 10
Distribution Water					
Free Chlorine Residual - Minimum	mg/L	1.16	1.01	1.09	Min. = 0.05
Total Coliforms - Maximum	c/100mL	0	0	0	Max. = 0
<i>E.coli</i> - Maximum	c/100mL	0	0	0	Max. = 0
Trihalomethanes (THMs)	µg/L	39.2	-	-	Max. = 100 µg/L (RAA) ²
Haloacetic Acids (HAAs)	µg/L	36	-	-	Max. = 80 µg/L (RAA) ³
Lead - Maximum	µg/L	-	-	-	Max. = 10 µg/L ⁴
Alkalinity – Maximum	mg/L	-	-	-	N/A ⁵

“<” denotes less than the laboratory’s method detection limit

COBALT DRINKING WATER SYSTEM

Quarterly Data Report



Q2: April 1 to June 30, 2026

Notes:

- 1** CT is the concentration of chlorine in the water times the time of contact that the chlorine has with the water. It is used to demonstrate the level of disinfection treatment in the water. CT calculations are performed for the Cobalt water plant if the treated water flow leaving the plant goes above 5400 L/minute and the free chlorine residual level drops below 1.00 mg/L to ensure primary disinfection is achieved. No CT calculations were necessary this quarter, as primary disinfection was consistently achieved.
- 2** Maximum Allowable Concentration (MAC) for Trihalomethanes (THMs) = 100 ug/L (Four Quarter Running Average). The running average to the end of this quarter = 54.4 ug/L
- 3** Maximum Allowable Concentration (MAC) for Haloacetic Acids (HAAs) = 80 ug/L (Four Quarter Running Average). The running average to the end of this quarter = 41.5 ug/L
- 4** Lead testing required every 3 years in March and September. Next sampling due in 2028.
- 5** Alkalinity testing required twice per year. Sampling is done in March and September of each year.

COBALT CONSTRUCTED WETLANDS

Quarterly Data Report



Q2: April 1 to June 30, 2026

4Cobalt Wetlands		April	May	June	Compliance
Flows					
Influent – Average Daily Flow	m ³ /d	4209 ¹	2124 ¹	1595 ¹	Avg. Capacity = 1060
Influent – Maximum Daily Flow	m ³ /d	9040 ¹	3090	3557	Max Capacity = 4475
Effluent – Average Daily Flow	m ³ /d	5228	2498	1925	N/A
Effluent – Maximum Daily Flow	m ³ /d	12,415	3603	3590	N/A
Influent⁵					
BOD ₅ – Average	mg/L	11	17	18	N/A
Total Suspended Solids (TSS) – Average	mg/L	101	10.5	4.0	N/A
Total Phosphorus (TP) – Average	mg/L	1.39	0.635	0.724	N/A
Total Ammonia Nitrogen (TAN) – Average	mg/L	1.29	2.74	7.23	N/A
Total Kjeldahl (TKN) – Average	mg/L	6.7	5.9	10.4	N/A
Effluent					
cBOD ₅ – Average	mg/L	1	1	0.8	Quarterly Average = 25 ²
BOD ₅ – Average	mg/L	3.0	1.1	1.6	Monthly Average = 25 ³
BOD ₅ Loadings ⁴	kg/d	15.8	2.8	3.2	N/A
TSS – Average	mg/L	< 1.2	< 2.4	5.6	Monthly Average = 25 ³
TSS Loadings ⁴	kg/d	< 6.18	< 6.0	10.8	N/A
TP – Average	mg/L	0.231	0.197	0.289	Monthly Average = 1.5 ³
TP Loadings ⁴	kg/d	1.21	0.492	0.556	N/A
TAN – Average	mg/L	2.37	1.97	1.15	N/A
TKN – Average	mg/L	4.0	4.1	3.1	N/A
Alkalinity – Average	mg/L	93.8	112	121	N/A
Dissolved Oxygen (DO) – Average	mg/L	3.7	5.0	4.1	N/A
Total Coliforms - Average	cfu/100mL	13,375	> 3500	1228	N/A
Fecal Coliforms - Average	cfu/100mL	< 1905	< 318	64	N/A
<i>E.coli</i> - Average	cfu/100mL	1975	56	< 76	N/A
Temperature – Average	°C	4.5	11	19	N/A
pH – Minimum to Maximum		6.48 to 7.52	6.20 to 6.59	6.04 to 7.10	6.0 to 9.5 (inclusive)
Sulphate	mg/L	11.6	8.4	3.3	N/A
Hydrogen Sulphide	mg/L	< 0.02	< 0.02	0.04	N/A

COBALT CONSTRUCTED WETLANDS

Quarterly Data Report



Q2: April 1 to June 30, 2026

4Cobalt Wetlands		April	May	June	Compliance
Effluent					
Sulphur	mg/L	5.2	3.2	1.4	N/A
Arsenic	mg/L	0.0117	-	-	N/A
Copper	mg/L	0.0063	-	-	N/A
Iron	mg/L	< 0.10	-	-	N/A
N/ALead	mg/L	0.0004	-	-	N/A
Nickel	mg/L	0.0029	-	-	N/A
Zinc	mg/L	0.0063	-	-	N/A

Sasaginaga Creek		Upstream Results			Downstream Results		
		April	May	June	April	May	June
BOD ₅	mg/L	0.9	0.7	0.9	1.0	0.8	1.1
TSS	mg/L	3.0	1.3	4.3	3.3	1.3	12
TP	mg/L	0.010	0.022	0.067	0.018	0.026	0.176
TAN	mg/L	< 0.01	< 0.01	< 0.01	0.12	0.25	0.52
Dissolved Oxygen (DO)	mg/L	12.8	12.1	6.3	12.8	12.0	7.1
Total Coliforms	cfu/100mL	320	29	230	760	44	640
Fecal Coliforms	cfu/100mL	< 1	< 5	70	85	< 5	0
<i>E.coli</i> – Average	cfu/100mL	< 20	0	5	120	2	40
Temperature	°C	2.4	9.6	24	2.6	9.9	23
pH		8.10	7.12	7.48	7.41	6.92	7.52
Sulphate	mg/L	3.1	3.8	5.1	4.7	4.7	4.1
Hydrogen Sulphide	mg/L	< 0.02	< 0.02	< 0.02	< 0.02	< 0.02	< 0.02
Sulphur	mg/L	1.8	1.7	1.4	2.0	1.8	< 0.8
Arsenic	mg/L	0.0640	-	-	0.0678		
Copper	mg/L	0.0030	-	-	0.0030		
Iron	mg/L	0.10	-	-	0.11		
Lead	mg/L	0.0005	-	-	0.0005		
Nickel	mg/L	0.0060	-	-	0.0050		
Zinc	mg/L	0.0100	-	-	0.0100		

COBALT CONSTRUCTED WETLANDS

Quarterly Data Report

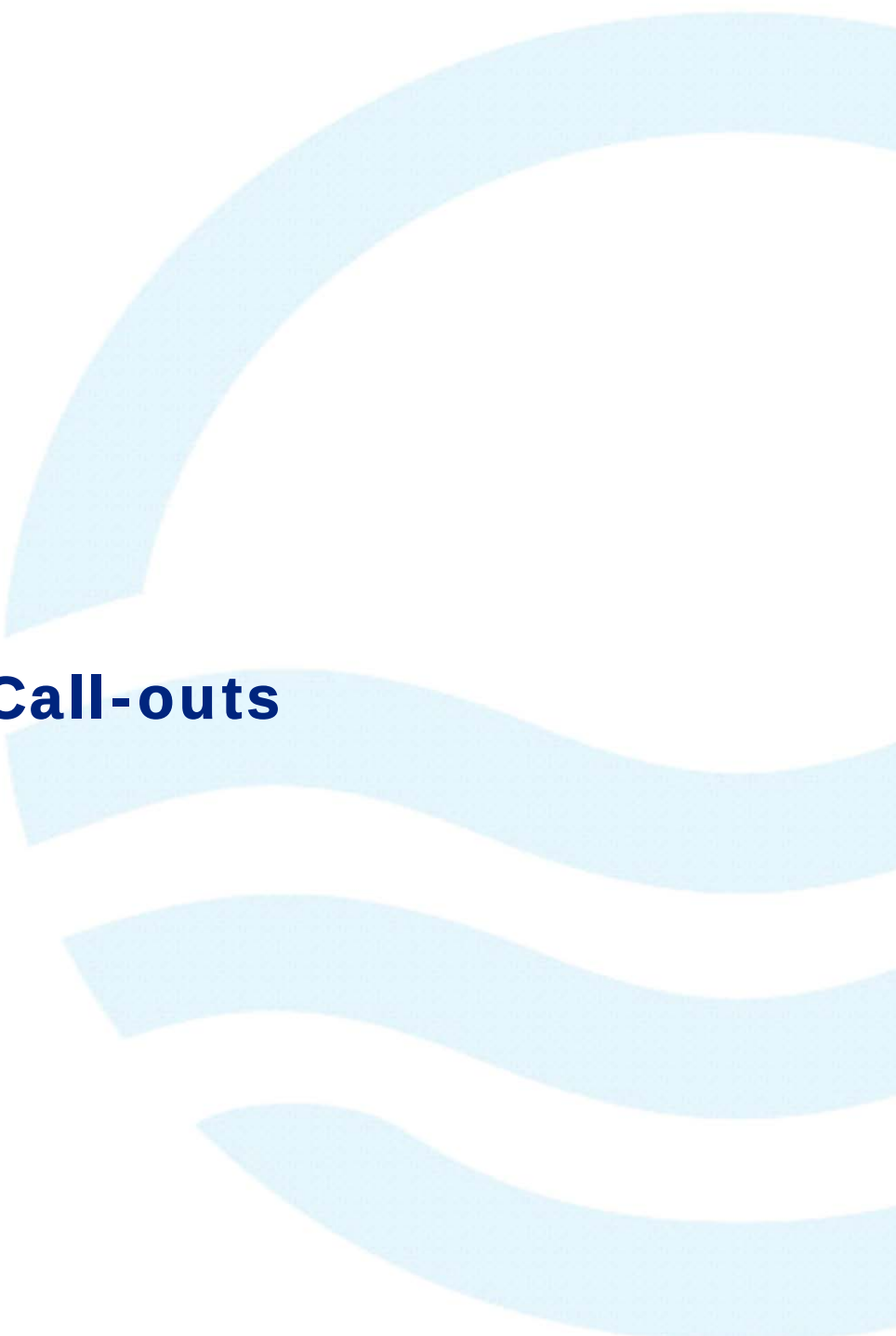


Q2: April 1 to June 30, 2026

"<" denotes less than the laboratory's method detection limit

Notes:

- 1** High flows in April, May and June exceeded the system's average rated capacity. Extremely high flows due to heavy rain and snow melt caused the system to exceed its peak design capacity from April 13th to 20th.
- 2** Effluent cBOD₅ - quarterly average limit of 25 mg/L is a Wastewater Sewage Effluent Regulation (WSER) requirement.
- 3** A memo from the Ministry's Regional Surface Water Assessment Department, dated November 4, 2019 indicated that a discharge concentration of 25 mg/L BOD₅, 25 mg/L TSS and 1.5 mg/L TP could lead to adverse impacts to the aquatic habitat downstream of the discharge point.
- 4** Effluent loadings for BOD₅, TSS and TP are required to be calculated in kilograms, but no loading limits are specified in the Director's Order (No. 1-ROGON).



APPENDIX B

Summary of Call-outs

Work Order Call Back Details Report

5190738: UV Failure at Cobalt WTP 5070

Asset:

Location: 5070-WTCO 5070, Cobalt Water Treatment Plant

Page Time:	05/10/2026 06:11 AM
Arrive time:	05/10/2026 07:06 AM
Leave time:	05/10/2026 07:15 AM
Finish Time:	05/12/2026 08:08 AM
Report Date:	5/12/26
Reported By:	Shannen Knott
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	COBALN5070-26CO

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Shannen Knott	00:00	04:00

Log		
Date	Created By	Description
5/12/26	Shannen Knott	UV Failure Alarm at Cobalt WTP 5070
Received a call at 0611 for a uv alarm not restored. Drove to site and the high lifts were running. Checked the alarm history and there were no active alarms or alarms that had been activated since Friday. Reviewed all the alarms on the auto dialer and nothing was activated. Reviewed all trends and the plant hadn't been running for a few hours prior. The high lifts had started at 0645. I checked the UV HMI's and there were no alarms and it was ready for operation. I started the low lifts up and monitored the plant for approximately 15 minutes. Plant was operating as it should. Treated chlorine and pH look good.		

Work Order Call Back Details Report

5193404: UV 1 Failure at Cobalt WTP 5070

Asset:

Location: 5070-WTCO 5070, Cobalt Water Treatment Plant

Page Time:	05/29/2026 12:02 AM
Arrive time:	05/29/2026 12:45 AM
Leave time:	05/29/2026 01:30 AM
Finish Time:	05/29/2026 02:05 PM
Report Date:	5/29/26
Reported By:	Shannen Knott
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	COBALN5070-26CO

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Shannen Knott	00:00	04:00

Log		
Date	Created By	Description
5/29/26	Shannen Knott	UV 1 Failure at Cobalt WTP 5070
Received a call at 0002 for an alarm not restored. Logged in remotely and confirmed that UV1 was tripped and locked out. Drove to site and reset the UV from the UV HMI. It was a multi ballast failure alarm that was needing to be acknowledged. Reset the UV from SCADA and it automatically was called to start. The standpipe level was down to 3.30m. When reviewing the trends it looks like the UV tripped within 20 minutes of running. I monitored the plant for approximately half an hour and no issues occurred. Both high lifts and low lifts were still running when I left.		

Work Order Call Back Details Report

5246539: UV 1 Failure at Cobalt WTP 5070

Asset: 0000293151 UV LIGHT REACTOR #1
Location: 5070-WTCO 5070, Cobalt Water Treatment Plant

Page Time:	06/13/2026 02:43 PM
Arrive time:	06/13/2026 03:10 PM
Leave time:	06/13/2026 03:45 PM
Finish Time:	06/14/2026 09:30 AM
Report Date:	6/14/26
Reported By:	Shannen Knott
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	COBALN5070-26CO

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Shannen Knott	00:00	04:00

Log		
Date	Created By	Description
6/14/26	Shannen Knott	UV 1 Failure at Cobalt WTP 5070
Received a call at 1443 for a UV alarm now restored. Logged in remotely and UV 1 was still in alarm and not restored. Received another call at 1448 for an alarm that wasn't restored as I was already heading to site. Arrived on site, went to the UV HMI and it had an alarm for ballast #2 failure. I acknowledged the alarm and reset it on the UV HMI and SCADA. The UV was immediately called to start. Stayed on site once it was running for about 20 minutes and seems to be ok. When reviewing the trends, the UV tripped after it had been running for approximately 40 minutes. Plant was operating normally when I left. Reviewed trends up until 1536		

Work Order Call Back Details Report

5246540: UV 1 Failure at Cobalt WTP 5070

Asset: 0000293151 UV LIGHT REACTOR #1
Location: 5070-WTCO 5070, Cobalt Water Treatment Plant

Page Time:	06/14/2026 12:11 AM
Arrive time:	06/14/2026 01:00 AM
Leave time:	06/14/2026 01:22 AM
Finish Time:	06/14/2026 09:32 AM
Report Date:	6/14/26
Reported By:	Shannen Knott
Supervisor:	

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	REFURBISH/REPLACE
GL Account:	COBALN5070-26CO

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Shannen Knott	00:00	04:00

Log		
Date	Created By	Description
6/14/26	Shannen Knott	UV 1 Failure at Cobalt WTP 5070

Received a call at 0011 for plant systems pump trouble not restored. Logged in remotely and UV1 was tripped and faulted. Drove to site, UV 1 was needing to be reset on the HMI. It had a multi ballast failure alarm for all ballasts. Once reset, I reset the UV on SCADA as well. The UV was called to start right away. Once it finished its warm up I monitored the plant for a few minutes. Filter 1 was called to backwash before I left therefore I monitored to make sure it was successful. The plant was operating normally when I left site. Reviewed trends up until 0116

Work Order Call Back Details Report

5249207: Cobalt WTP UV1 Ballasts Alarm

Asset:

Location: 5070-WTCO 5070, Cobalt Water Treatment Plant

Page Time:	06/28/2026 02:38 PM
Arrive time:	06/28/2026 02:50 PM
Leave time:	06/28/2026 04:00 PM
Finish Time:	06/28/2026 04:00 PM
Report Date:	6/29/26
Reported By:	Trevor Legault
Supervisor:	Bryce Logan

Site:	OCWASITE
Priority:	5
Work Type:	CALL
Status:	COMP
Classification	INSPECTION
GL Account:	COBALN5070-26CO

Actual Labor				
Task ID	Craft	Labor	Regular Hours	Premium Hours
	OPERATOR	Trevor Legault	00:00	04:00

Log		
Date	Created By	Description
6/29/26	Trevor Legault	Cobalt WTP UV1 Ballasts Alarm
Received a call in for UV 1 fail alarm. Arrived on site and plant was offline. Checked UV 1 HMI, showing failures for Ballast 1,2,3,4. Scada trends show UV 1 starting up at 13:21 making water, then by 1430 it had shutdown. Fault resetting UV1 HMI and cleared alarms on Scada, to start plant back up. Drained Compressor. Plant started and continuous monitoring. Filter turns look good. All 4 Backwash times are spaced out by at least an hour. Reviewed data logger till 0800 from June 25 to current, no data gaps.		



THE CORPORATION OF THE TOWN OF COBALT

BY-LAW NO. 2026-24

Being a By-Law to Appoint a Clerk-Treasurer

WHEREAS Municipal Act, S.O. 2001 C.25, Section 229 provides that a Municipality may appoint officers who shall be responsible for (a) exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality and (b) performing such other duties as are assigned by the municipality.

AND WHEREAS under Subsection 10 (1) (2) of the Municipal Act, S.O. 2001 C.25, as amended, a single-tier municipality may pass By-Laws respecting the governance structure of the municipality and its local boards;

AND WHEREAS the Council of The Corporation of the Town of Cobalt considers it desirable and expedient to appoint a Clerk-Treasurer and the prescribe their duties.

NOW THEREFORE the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

1. That the Mayor be authorized to sign on behalf of the Council of the Town of Cobalt the following documents:
 - a. Offer of Employment
 - b. Employment Agreement (attached as Schedule "A")
2. That Jaime Allen is hereby appointed as Clerk-Treasurer for the Corporation of the Town of Cobalt subject to conditions as set out in the Employment Agreement attached as Schedule "A" and forming part of this By-Law.
3. That Jaime Allen shall carry out the duties and responsibilities as outlined in the Job Description.
4. That remuneration, benefits and expenses be provided as described in the Employment Agreement attached as Schedule "A" and forming part of this By-Law.
5. That Jaime Allen shall assume the statutory responsibilities of Clerk and Treasurer.

6. That the Clerk of the Town of Cobalt is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and schedules as may be deemed necessary after the passage of this By-Law.

READ a first, second and third time and finally passed this 18th day of January 2026.

AND FURTHER THAT the By-Law be signed and sealed by the Mayor and Clerk.

Pat Anderson, Deputy Mayor

Cassandra Beaudoin, Deputy Clerk



**THE CORPORATION OF THE
TOWN OF COBALT**

Schedule "A" to

By-Law 2026-24

Being a By-Law to Appoint an Clerk-Treasurer



THE CORPORATION OF THE TOWN OF COBALT

EMPLOYMENT AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWN OF COBALT

(the “Employer”)

and

JAIME ALLEN

(the “Employee”)

WHEREAS:

1. The Employer desires to obtain the benefit of the services of the Employee and the Employee desires to render such services on the terms and conditions set forth.
2. The parties desire to enter into this Agreement for the purpose of setting forth the terms and conditions of the Employee’s employment with the Employer.

IN CONSIDERATION of the promises, terms, conditions, covenants, agreements and other obligations herein contained, including the facts recited in the preamble, above, and other good and valuable consideration set forth, the adequacy of which is acknowledged by the parties, the parties agree as follow:

Article 1: EMPLOYMENT

- 1.01. The Employee’s start date of employment under this agreement will be August 17, 2026.
- 1.02. The Employee’s end date of employment under this agreement will -
- 1.03. The Employee shall be employed by the Employer as **Clerk-Treasurer** and shall have such duties and responsibilities as outlined in the Employee’s job profile, a copy of which is attached as Schedule “A”. Without limiting the generality of the foregoing, the Employee acknowledges and agrees that one of the Employee’s initial tasks shall be to develop a set of specific

deliverables against which the Employee's performance can be appraised. In addition to the duties and responsibilities set out in the Employee's job profile, the Employee will perform such other duties and responsibilities as may be assigned from time to time by the Council of the Employer ("**Council**"). The Employer reserves the right to change the Employee's duties and responsibilities from time to time.

- 1.04. The Employee shall be employed at the Employer's premises at 18 Silver Street Cobalt, Ontario and at such other locations as shall be designated by the Employer from time to time.
- 1.05. The Employee will report to Council.
- 1.06. In carrying out the Employee's duties and responsibilities, the Employee shall comply with all lawful directions and instructions as may, from time to time, be given by the Employer's Council.
- 1.07. During the term of employment, the Employee shall well and faithfully serve the Employer and shall not, during the term, be employed or engaged in carrying on any other business or employment without the express written consent of the Employer except for the current consulting services the Employee is engaged in.
- 1.08. The Employee will be required to work minimum of 5 days per week and other such hours remotely as necessary to fulfill their obligations under this contract. The Employee agrees and understands that the Employee may be required to work such additional in office hours as may be required to fulfill the duties and responsibilities of the Employee's position.
- 1.09. The Employee agrees and acknowledges that their employment is subject to the terms and conditions of the Employer's human resource policies as in effect from time to time.
- 1.10. Where permissible under the *Employment Standards Act*, or any successor legislation then in force, the terms and conditions of the Employee's employment under this Agreement may be changed by the Employer in the Employer's sole discretion.

Article 2: REMUNERATION

- 2.01. In consideration of the Employee's obligations contained herein, the Employer shall pay and grant the following salary and benefits:

(1) Salary: \$100,000

(2) Benefits: \$5,285.04 (\$440.42 per month)

(3) Pension: \$10,422 – 9% up to OMERS 2026 YPME of \$74,600 and 14.6% above

(4) Vacation: 3 weeks vacation + 2 weeks in lieu of overtime

(5) Benefits of the Collective Agreement

- 2.02. The Employer shall pay the Employee in accordance with its municipal pay grid as amended from time-to-time. The Employee shall commence employment as Municipal Administrator at \$ - .
- 2.03. The Employee's salary shall be paid on a bi-weekly basis, or such other manner as the Employer may determine from time-to-time and is subject to applicable deductions and withholdings.

- 2.04. While employed by the Employer, the Employee shall not be eligible to participate in the Employer's health and wellness benefits plan or pension plan.

Article 3: TERMINATION

Ending Employment

NOTICE: THE FOLLOWING PARAGRAPHS LIMIT AND CODIFY THE EMPLOYEE'S ENTITLEMENTS ON TERMINATION

- 3.01. The Employee's employment with the Employer may cease under any of the following circumstances:
- (i) **Resignation** – The Employee may resign from the Employee's employment by providing the Employer with not less than **four (4)** weeks' written notice (the "Resignation Period"). If the Employer, in its sole discretion, does not require the Employee to report to work during the Resignation Period, the Employer will continue the Employee's compensation entitlements under this Agreement for the duration of the Resignation Period.
 - (ii) **Termination Without Cause:** The Employer may terminate the Employee's employment under this Agreement at any time in its sole discretion, without cause, by providing the Employee with each of the following:
 - a. The Employee's minimum entitlements under the *Employment Standards Act*, or any successor legislation then in force, applicable in the circumstances;
 - b. Continuing the Employee's base salary until the end of the term of contract.
 - c. commencing after any applicable statutory entitlements have been satisfied;
- 3.02. The Employee acknowledges and agrees that the entitlements set out above shall be in full satisfaction of any statutory and common law entitlements in any way related to the termination of the Employee's employment under this Agreement. The parties intend to restrict and codify the Employee's common law entitlements in accordance with the terms of this contract.
- 3.03. The Employer reserves the right to temporarily lay the Employee off from employment, in accordance with the ESA or any successor legislation then in force. A temporary layoff will not be considered termination of the Employee's employment unless it is deemed to be one under the ESA or any successor legislation then in force.

Article 4: NON-DISCLOSURE OF CONFIDENTIAL INFORMATION

4.01. As used in this section "Confidential Information" includes, but is not limited to:

- such information as Council or an officer or senior employee of the Employer may, from time to time, designate to the Employee as being included in the expression "Confidential Information";
 - any secret or trade secret or know-how of the Employer or information relating to the Employer or to any person, firm, or other entity with which the Employer does business which is not generally known to outside parties;
 - information contained in the Employer's manuals, training materials, plans, drawings, designs specifications, or other documents and records belonging to the Employer, even if such information has not been labelled as "Confidential Information";
 - privileged information including advice received from professional advisors such as legal counsel;
 - information relating to present or future plans and projects of the Employer;
 - terms of contracts between the Employer and its suppliers, employees;
- whether or not such information was acquired or developed by the Employee. Additionally, the Employee acknowledges and agrees that the foregoing list is intended to be illustrative and other "Confidential Information" may exist or arise in the future.

4.02. "Confidential Information" shall not include:

- (a) Information that the Employee can demonstrate as currently or subsequently available within the public domain, through no fault of the Employee nor his breach of this agreement;
- (b) Information that was known to the Employee prior to or at the time of receipt from the Employer;
- (c) Information that becomes known to the Employee from a source other than the Employer that is not under other obligations of confidence;
- (d) Information that must be disclosed pursuant to law, regulation, and lawful order or process, where in such event, the Employee is required to promptly notify the Employer in writing to permit it to lawfully oppose or limit such disclosure;
- (e) Information from the Employer that the Employee also subsequently receives from a third party that is without obligations of confidence, where the Employee has no reason to believe that the third party did not lawfully have possession of the information free from obligations of confidence; or
- (f) Information, products or services that are independently developed or acquired by the Employee without reference to "Confidential Information" of the Employer, as can be established through the reference of written records the Employee possesses.

4.03. The Employee understands that disclosure of confidential information would be highly detrimental to the Employer's best interests and agree:

- (a) to take precautions to protect and maintain the Employer's confidential information;
- (b) to only release confidential information to those authorized to receive it and then only on a need-to-know basis;
- (c) not to disclose, publish or disseminate to any unauthorized person at any time either during the Employee's employment or after it ends confidential information;

- (d) not to remove any confidential information from the Employer's premises without the Employer's express permission;
- (e) not to make improper use, either directly or indirectly, of "Confidential Information; and;
- (f) to safeguard against unintentionally disclosing confidential information (e.g., by not discussing confidential information in public or on a cell phone and by not working with confidential information on a laptop in public, or transmitting such information by unsecured means).

In the event that the Employee ceases to be employed with the Employer for any reason, the Employee agrees to immediately return to the Employer all materials, records, documents, or other property belonging to the Employer. The Employee agrees not to retain, reproduce or use any confidential or proprietary information or property belonging to the Employer.

Article 5: NON-SOLICITATION & CONFLICT OF INTEREST

- 5.01. The Employee agrees that throughout the Employee's employment under this Agreement, and for a period of one (1) year after this Agreement comes to an end, for any reason, the Employee shall not, directly or indirectly, solicit or otherwise induce any person whom the Employee knows or ought reasonably to know is an employee or independent contractor of the Employer, to resign, withdraw or cease providing services to the Employer. For the purposes of this paragraph, "directly or indirectly" shall include acting as a member, partner, employee or associate of any person or organization.
- 5.02. The Employee is required to avoid any conflicts of interest or perceived conflicts of interest that might force the Employee to choose between the Employee's own personal or financial interests and the interests of the Employer. A conflict of interest includes, without limitation:
 - obtaining for the Employee's benefit or an entity in which the Employee may have an interest, any proprietary or business advantage, either belonging to the Employer or for which the Employer has been negotiating;
 - having a personal or financial interest that impairs the Employee's ability to perform his duties in an objective manner;
 - using the Employee's position for personal or financial gain for himself or for a spouse, family member or personal friend; and,
 - receiving business gifts or entertainment that compromise, or appear to compromise, the Employee's ability to make objective and fair business decisions.

The Employee confirms that the Employee's employment under this Agreement does not violate any agreement or understanding to which the Employee is currently bound including any existing non-competition, non-solicitation or confidentiality agreements.

Article 6: OWNERSHIP RIGHTS

- 6.01. The Employer maintains exclusive ownership rights, including copyrights, patents, trademarks, trade names, services, marks, industrial designs, trade secrets and other intellectual property rights, in all software, hardware, technology, business plans, documentation, inventions, copyrightable materials, designs, processes, techniques, works of authorship, and related know-

how and any other material or developments that the Employee may conceive of, invent, design, create, author, write, make or reduce to practice while employed by the Employer that relate to or are connected with areas of existing or reasonably foreseeable business interests of the Employer.

- 6.02. The Employee agrees to promptly disclose to the Employer, in writing, all patent applications, inventions or improvements that relate to or are connected with areas of existing or reasonably foreseeable business interests of the Employer that the Employee makes during the Employee's employment with the Employer and within one (1) year after it ends. Any patent applications the Employee files or inventions or improvements the Employee makes within one (1) year after the Employee's employment terminates are presumed to relate to existing or reasonably foreseeable business interests of the Employer, unless the Employee can provide sufficient evidence to the contrary. All such inventions or improvements are the exclusive property of the Employer and the Employee agrees to assign all rights to them.
- 6.03. The Employee agrees to waive any moral rights the Employee may have in relation to any copyrightable material created by the Employee during the Employee's employment with the Employer and within one (1) year after the Employee's employment ends.
- 6.04. Upon request by the Employer, either during or after the Employee's employment, the Employee agrees to execute any applications, assignments, waivers and other instruments that the Employer deems necessary to obtain all applicable proprietary rights, without additional compensation.
- 6.05. The Employee's obligations with respect to inventions and improvements are binding on all of the Employee's heirs, executors, successors and assigns.

Article 7: PRIVACY

- 7.01. The Employee understands that the Employer's computer and information systems may be searched and/or monitored from time to time for various business reasons including compliance with the Employer's policies. The Employee acknowledges that the Employee has no expectation of privacy with regard to the use of email, internet, or computer systems or other devices provided to the Employee by the Employer including, but not limited to cellular telephones, tablets, laptops, hybrids, and convertibles (the "Information Systems"). The Employer has the right, but not the obligation, to inspect and to monitor the use of any Information Systems, including, without limitation, inspecting the contents of voice mail and email messages, internet usage (including social media activity) and any other data exchanged therefrom.

Article 8: ENTITLEMENT TO INJUNCTION AND DAMAGES

- 8.01. The Employee acknowledges that the Employer's operation cannot properly be protected from adverse consequences of the Employee's actions other than by the restrictions set forth in this agreement.
- 8.02. The Employee agrees that in the event of any violation of this agreement that the Employer, in addition to any other right or relief to which it may be entitled, shall be entitled to an injunction restraining further breaches of this agreement.

Article 9: INTERPRETATION

- 9.01. This agreement and the schedules attached hereto constitute the entire agreement regarding the Employee's employment by the Employer and supersedes any prior agreements, undertakings, negotiations, and discussion whether written or oral regarding such employment. No waiver of any provisions of this agreement shall be deemed to constitute a waiver of any other provisions, whether similar or not. No waiver of any provisions of this agreement shall be deemed or shall constitute a continuing waiver unless otherwise expressly provided.
- 9.02. If any term of this agreement is found to be invalid or unenforceable, in whole or in part, the validity or enforceability of any other provision will not be affected.
- 9.03. Headings are not considered to be part of this agreement, included solely for convenience, and are not intended to be full or accurate descriptions of the paragraphs herein.
- 9.04. This agreement shall be governed by and construed in accordance with the laws of the province of Ontario and the laws of Canada in force therein.
- 9.05. For the purposes of all legal proceeding this agreement shall be deemed to have been performed in the Province of Ontario and the courts of the Province of Ontario shall have the exclusive jurisdiction to entertain any action arising under this agreement. The Employee and the Employer both irrevocably attorn to the jurisdiction of the courts of the Province of Ontario.
- 9.06. The invalidity or unenforceability of any provision of this agreement or any covenant in it shall not affect the validity or enforceability of any other provision or covenant in it, and the invalid or unenforceable provision or covenant shall be deemed to be severable.
- 9.07. All amounts paid under this Agreement are subject to any applicable statutory deductions.
- 9.08. This agreement will continue to govern the employment relationship between the Employee and the Employer regardless of any changes to the Employee's employment with the Employer including, but not limited to, changes to the Employee's position, location of employment, hours of work, compensation and benefits.
- 9.09. Any modifications to this agreement must be in writing and signed by both parties.

Article 10: NOTICES

10.01. Whenever in this agreement it shall be required or permitted that notice be given or served by any party to or on any other party, notice shall be in writing and shall be delivered personally to the party to whom it is given or sent by prepaid registered mail, addressed as follows:

Corporation of the Town of Cobalt
18 Silver Street
Cobalt Ontario P0J 1C0

Jaime Allen
437 Amwell St.
Haileybury Ontario P0J 1K0

And each such notice shall be deemed given on the date of delivery in the case of delivery, or two (2) business days after mailing in the case of mail. No notice may be given by mail during a real or apprehended postal strike in Canada. The Employee and the Employer may change designated addresses by notice as provided above.

Article 11: INDEPENDENT LEGAL ADVICE

11.01 In executing this agreement, the Employee acknowledges that the Employee has had the opportunity to obtain and have been advised to obtain **independent legal advice** but notwithstanding such advice, the Employee has chosen to execute this agreement willingly and voluntarily without undue influence or coercion of any sort. The Employee further confirms that by executing this agreement that the Employee had the opportunity to read this agreement and understands all its terms and conditions, including without limitation the termination provisions in Article 3.

11.02. The Employee shall be paid, the sum of one hundred fifty dollars (\$150.00) toward legal expenses for obtaining advice with respect to this contract.

IN WITNESS WHEREOF, the parties hereto have duly executed this agreement this ____ day of _____, 2025, in the District of Temiskaming in the Province of Ontario.

SIGNED, SEALED AND DELIVERED in the presence of:

Jaime Allen

Witness

Pat Anderson, Deputy Mayor

Witness



THE CORPORATION OF THE TOWN OF COBALT

Appendix “1” to Schedule “A” to By-Law 2025-01

INITIAL TASK: complete the job profile and develop deliverables for the position of the Municipal Administrator.

Responsibilities

In addition to the general duties and responsibilities outlined below:

GENERAL DUTIES & RESPONSIBILITIES:

1. Promote the Employer’s mission and values.
2. Establish and maintain an effective working relationship with staff, administration, members of Council, and the public.
3. Undertake strategic and business planning initiatives and other studies to improve organizational efficiency and productivity as required.
4. Recruit, select and train staff.
5. Prepare annual budget; control expenditures, optimize various revenue sources and ensure cost effective operations are implemented and maximized.
6. Maintain a high profile and public relations function in the community and province.
7. Serve as an effective liaison with municipal organizations, Provincial and Local Governments.
8. Maintain a constant awareness of new trends and developments in the municipal leadership field.
9. Ensure workplace health & safety and perform two (2) recorded inspections annually.
10. Demonstrate strong self-management skills and further personal development.
11. Undertake performance management reviews for direct reports (as applicable).
12. Complete general administrative (special) projects assigned.



**THE CORPORATION OF THE
TOWN OF COBALT
BY-LAW NO. 2026-25**

Being a By-Law to Adopt a Council Meeting Live Streaming and Recording Policy

WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(1) as amended, provides that the powers of the municipal corporation are to be exercised by its Council;

AND WHEREAS the Municipal Act S.O. 2001, c 25, Section 5(3), as amended, provides that a municipal power, including a municipality's rights, powers, and privileges under Section 9, shall be exercised by By-Law;

the Council of the Town of Cobalt deems it expedient to establish policies;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

1. That the Corporation of the Town of Cobalt hereby adopts the Council Meeting Live Streaming and Recording Policy as attached as Schedule "A" and forming part of this By-Law;
2. That this By-Law shall come into full force and effect upon final passage;
3. That this By-Law be cited as "Live Streaming and Recording Policy By-Law"
4. That the Clerk of the Town of Cobalt is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and schedules as may be deemed necessary after the passage of this By-Law.

TAKEN AS READ a first, second and third time and passed this 18th day of August, 2026.

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

Pat Anderson, Deputy Mayor

Jaime Allen, Interim Clerk



**THE CORPORATION OF THE
TOWN OF COBALT**

Schedule "A" to By-Law 2026-25

**Council Meeting Live
Streaming and Recording By-Law**

PART 1 PURPOSE

- 1.1 This policy aims to improve accessibility for community participation. It is anticipated that live streaming of Council Meetings will provide more flexible and convenient access to a wider audience.
- 1.2 Live streaming Council Meetings eliminates geographic and time barriers which may prevent the public from attending meetings in person; thereby resulting in greater community confidence in the integrity and accountability of the decision-making process.
- 1.3 The Live Streaming and Recording of Meetings Policy provides policy direction and guidelines for Members of Council, Administration and the public. The policy reflects Council's commitment to transparent and accessible decision-making processes, with the continuation of live streaming and recording of Regular Council Meetings.
- 1.4 Any part of Council's Meetings that are closed to members of the public under Section 239 of the Municipal Act are regarded as confidential and will not be live streamed or recorded.

PART 2 SCOPE

- 2.1 This Policy applies to:
 - Regular Meetings of Council
 - Councillors;
 - Members of the public, both as visitors in the gallery and when invited to speak in the Meeting.

PART 3 DEFINITION

"Act" shall mean the *Municipal Act, S.O. 2001*

"Attendees" shall mean persons present in the Council Chambers to observe the meeting, and any Delegation appearing before Council.

"Chair" shall mean the person who chairs a meeting of Council predominantly, the Mayor or Deputy Mayor.

"Closed Section of a Council Meeting" shall mean a meeting of the Council which has been closed to the member of the public under Section 239 of the Municipal Act.

"Council Chambers" shall mean the Town of Cobalt's council chambers located at 18 Silver Street, Cobalt in the former Community Hall or such other location as approved by Council, including electronic meetings during a declared emergency.

"Council Meeting" shall mean any scheduled Regular Meeting of Council and any Public Hearings held in conjunction with a Council Meeting.

"Defamation" shall mean any intentional false communication which damages the reputation of another individual.

"Electronic Meeting" shall mean a meeting conducted by telephone, computer, mobile device or other digital technology.

"Live Streaming" shall mean the process of delivering multimedia content via the internet, in audio, and/or video format from a single content source to multiple listeners/viewers and "Live Stream and "Live Streamed" shall have a corresponding meaning.

"Town" shall mean the Corporation of the Town of Cobalt.

PART 4 GENERAL

- 4.1 Regular Meetings held in the Council Chambers will be live streamed on the platform chosen by the Town Clerk and advertised on the Town's website and social media platforms.
- 4.2 A Closed Session Council Meeting is regarded as confidential and will not be recorded or live streamed.
- 4.3 Live streaming of meetings is offered as a convenience to the public only in accordance with the purpose of this Policy. The official recording of all meetings shall be in the written minutes in accordance with Section 228(1) of the Act. The retention of a video recording shall in no way detract or undermine the position of adopted minutes as the official records of decision.
- 4.4 Live streaming and video recording shall be at the commencement of the meeting and conclude at the adjournment. In the event of Council going into a closed session, the adjournment will be at the end of the resolution to go into closed session.
- 4.5 The recordings will be available on the internet (Youtube) via the Town's website. The recordings of the Council Meetings produced by the Town shall not be altered or misused in any way.
- 4.6 Copies of the audio/video recordings will not be provided by the municipality. The Town will not provide transcripts of the meetings.
- 4.7 Unless otherwise indicated, copyright of the records of Council Meetings made available on the Town's website and Youtube channel, or any substantial is owned by the Town. Consent may be granted to produce, or reproduce the recordings posted on the Town's website and Youtube channel, or any substantial part of such recordings, for personal, non-commercial, educational, and news reporting purposes only, provided that the copied material is not modified or altered and ownership of the material is attributed to the Town. For certainty, no person may use the recordings for political party advertising, election campaigns, or any other political activity. Unless expressly authorized herein, no part of the recorded materials posted on the municipality's website/Youtube channel may be reproduced except in accordance with the provisions of the Copyright Act, as may be amended or replaced from time to time, or with the express written permission of Council.

PART 5 TECHNICAL DIFFICULTIES

- 5.1 The inability to record any meeting due to technical difficulties with recording equipment will not prohibit the meeting from commencing or continuing. The Town shall not be liable for failing to publish or produce any audio/video recordings of any meetings where recording the meeting was not viable due to technical difficulties. Due to the nature of technical equipment, it is not guaranteed that recordings will be continuous or fault free.
- 5.2 Technical difficulties in live streaming or recording shall not be a sufficient reason to adjourn or postpone the meeting.

PART 6 PUBLIC NOTIFICATION

- 6.1 By attending a Council meeting, attendees are consenting to their image, voice, comments, and presentations being recorded. Notices will be posted in the Council Chambers advising attendees that live streaming will be taking place. Notice will also be published on the Town's website. Notice specific to participating attendees will be provided prior to the meeting. The contents of these notices is contained in Appendix 1, 2 and 3 to this policy.
- 6.2 It is not the intention to capture members of the gallery and media during live streaming and recording; however, this may occur due to camera angles and seating arrangements.

PART 7 DISCLAIMER

- 7.1 The Town will make every effort to ensure that live streaming is available. The Town takes no responsibility for and cannot be held liable for technical issues beyond its control. Technical issues may include, but are not limited to, the availability of the internet connection, device failure or malfunction, unavailable social media platforms or power outages.
- 7.2 Special and Emergency Meetings will not be recorded.
- 7.3 Opinions expressed and statements during a Meeting are those of the individual making them, and not those of the Council or Town. Unless set out in a resolution of Council, Council does not endorse or support the views, opinions, standards, or information that may be expressed by individuals at a meeting and which may be contained in the live stream or recording of the meeting.
- 7.4 Accordingly, if considered prudent or advisable, the Chair and/or Administration have the discretion authority at any time to direct the termination or interruption of the live streaming of the Meeting if inappropriate material is or may be presented at the meeting or continuing the recording would prejudice the proceedings of the meeting. This may include:
- Public disturbance or other suspension of the meeting;
 - Exclusion of the public and press;
 - Any other reason(s) as agreed by majority of Council.
- 7.5 Material considered to be inappropriate may include, but is not limited to, material that may:
- Be false or misleading communication which damages the reputation of another individual or organization;
 - Infringe copyright;
 - Breach the privacy of an individual or unauthorized disclosure of the personal information of an individual;
 - Be offensive;
 - Constitute discrimination or defamation;
 - Constitute hatred of a person or group and is likely to offend, insult, humiliate or intimidate;
 - Disclose confidential or privileged information;
- 7.6 Video files from live streaming are part of the public realm and as such, may be subject to alteration by a member of the public with no municipal control over such alterations. The Town assumes no liability associated with any alterations that may be made by a member of the public on the internet. The original live stream recording will be available on the internet via the Town's website.



**THE CORPORATION OF THE TOWN OF COBALT
APPENDIX "1" OF SCHEDULE "A" TO
LIVE STREAMING AND RECORDING BY-LAW NO. 2026-25**

Public Notice to be provided to each participating attendee prior to the meeting regarding Live Streaming's and Recording of Meetings.

Today's Meeting is being Live Streamed.

To those present in Council in Council Chambers today, by attending this meeting you are consenting to your image, voice and comments being recorded.

Anyone invited to speak will be recorded and their voice, image and comments will form part of the Live Stream.

The Chair and/or Administration have the discretion and authority at any time to direct the termination or interruption of Live Streaming if inappropriate material is or may be presented at this Meeting.

Thank you.



**THE CORPORATION OF THE TOWN OF COBALT
APPENDIX "2" OF SCHEDULE "A" TO
LIVE STREAMING AND RECORDING BY-LAW NO. 2026-25**

Public Notice to be displayed as signage at the entrance of the Meeting.

Today's Meeting is being Live Streamed in accordance with the Town's Live Streaming and Recording Policy. A copy of this policy can be viewed on the Town's website at www.cobalt.ca.

By attending this meeting you are consenting to your image, voice and comments being recorded and available for public viewing on the Town's website.

The Chair and/or Administration have the discretion and authority at any time to direct the termination or interruption of Live Streaming if inappropriate material is or may be presented at the Meeting. While the Town will make every effort to ensure that live streaming is available, it takes no responsibility for, and cannot be held liable for technical issues beyond its control. Technical issues may include, but are not limited to, the availability of internet connection, device failure or malfunction, unavailability of social media platforms, or power outages.

Thank you.



**THE CORPORATION OF THE TOWN OF COBALT
APPENDIX "3" OF SCHEDULE "A" TO
LIVE STREAMING AND RECORDING BY-LAW NO. 2026-25**

Public Notice to be included on the Town's website.

All Regular Meetings of Council are being lived streamed on the Town of Cobalt's social media platform in accordance with the Town's Live Streaming of Meetings Policy.

While meetings are open to the public, the Town recognizes that not everyone can attend in person. Live streaming gives all community members the opportunity to watch and listen to meetings, either in real time or at their convenience, giving greater access to decision-making and debate.

By attending a Regular Meeting of Council, attendees are consenting to their image, voice and comments being recorded and available for public viewing on the Town's website.

The Chair and/or Administration have the discretion and authority at any time to direct the termination or interruption of live streaming if inappropriate material is or may be presented at the Meeting.

While the Town will make every effort to ensure that live streaming is available, it takes no responsibility for, and cannot be held liable for technical issues beyond its control. Technical difficulties may include, but are not limited to, the availability of internet connection, device malfunction, unavailability of social media platforms, or power outages.

Thank you.



**THE CORPORATION OF THE
TOWN OF COBALT**

BY-LAW NO. 2026-26

Being a By-Law to Establish User Fees for the Town of Cobalt Facilities and Services

WHEREAS the Municipal Act S.O. 2001, c.25, Section 391, allows Municipalities to set user fees by By-Law to recover costs for providing certain services or facilities;

AND WHEREAS the municipality deems it expedient to pass a By-Law to adopt rates for users of its facilities or services:

NOW THEREFORE the Town of Cobalt enacts as follows;

- 1) That the user fee schedules A, B, C, D, E, F, G attached hereto are declared to be and form part of this By-Law.
- 2) That these schedules of fees be used for the rates charged to users. Applicable taxes will be added to all taxable services.
- 3) That the Municipal Administrator is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and schedules as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the By-Law.
- 4) That this By-Law shall come into force and effect as of January 1, 2027 and remain in force and effect until repealed.
- 5) That By-Law 2023-33, as amended, is repealed as of January 1, 2027.

READ a FIRST, SECOND AND THIRD TIME and FINALLY PASSED on the 18th day of August, 2026.

Pat Anderson, Deputy Mayor

Jaime Allen, Clerk



**THE CORPORATION OF THE
TOWN OF COBALT**

Schedules to By-Law 2026-26

To Establish User Fees for 2027-2029



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “A” TO BY-LAW 2026-26
USER FEES: ENVIRONMENTAL SERVICES

WATER SERVICES – ANNUAL RATES	2027	2028	2029
Residential Water Operating Rate	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Multi-Residential Water Operating Rate <i>per unit</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Commercial Water Operating Rate #1	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Commercial Water Operating Rate #2	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Institutional Operating Rate	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Water Capital Rate <i>per account</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Connection / Disconnection Fee <i>per request</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review

SEWER SERVICES – ANNUAL RATES	2027	2028	2029
Residential Sewer Operating Rate	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Multi-Residential Sewer Operating Rate <i>per unit</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Sewer Capital Rate <i>per account</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review

WASTE MANAGEMENT FEES	2027	2028	2029
Waste Management Collection <i>per unit</i>	\$ 350.00	Subject to Annual Review	Subject to Annual Review
Garbage Bin (65 Gallon) - Replacement Cart	\$ 90.00	\$ 95.00	\$ 100.00
Recycling Bin (95 Gallon) – Replacement Cart	As per Circular Materials	As per Circular Materials	As per Circular Materials



**THE CORPORATION OF THE TOWN OF COBALT
APPENDIX "A" TO SCHEDULE "A" TO
USER FEE BY-LAW NO. 2026-26**

Commercial Operating Rate #1
- Library, Museums
- Medical Office, Private Offices,
- Retail Stores
- Post Office
- Garages/Service Centers
- Home Businesses
Commercial Operating Rate #2
- Hotel/Tavern
- Industrial
- Restaurants
- Sports Complex
- Theatre
- Barber Shop / Hair Salon
- Group Home
Institutional Rate
- Schools



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “B” TO BY-LAW 2026-26

USER FEES: PROTECTION TO PERSONS & PROPERTY

SPECIAL CHARGES – ANNUAL RATES		2027	2028	2029
OPP	<i>per unit</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
OPP – Vacant Lot	<i>per unit</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review
Street Lights	<i>per unit</i>	Subject to Annual Review	Subject to Annual Review	Subject to Annual Review

FIRE REPORT FEES		2027	2028	2029
File Search		\$ 85.00	\$ 90.00	\$ 95.00
- Fire Regulation Compliance - Residential		\$ 85.00	\$ 90.00	\$ 95.00
- Fire Regulation Compliance - Multi-Residential	<i>per unit</i>	\$ 85.00	\$ 90.00	\$ 95.00
- Fire Regulation Compliance - Commercial		\$ 165.00	\$ 170.00	\$ 175.00

FIRE SERVICE FEES		2024	2025	2026
False Alarms		\$ 750.00	\$ 800.00	\$ 850.00
- Response to over 3 in one calendar year				
Fire Permit January 1 - May 15		\$ 25.00	\$ 25.00	\$ 25.00
Fire Permit May 16 - December 31		\$ 35.00	\$ 35.00	\$ 35.00
Motor Vehicle Fires - Non-Resident		<i>Current MTO Rates</i>		
Motor Vehicle Collisions – Non-Resident		<i>Current MTO Rates</i>		
Standby Requests / Additional Expenses – to retain a private contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation		<i>Current MTO Rates / Actual Costs</i>		
Response to fires on or beside rail lines caused by debris left from maintenance of rail line.		<i>Current MTO Rates</i>		
Recover Costs of Extinguishing Open-Air Fire		<i>Actual Costs</i>		
Replacement of Equipment and Resources Used		<i>Actual Costs</i>		



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “C” TO BY-LAW 2026-26

USER FEES: ADMINISTRATION

Fees are per roll & per year unless otherwise noted

CLERK'S SERVICES	2027	2028	2029
Commissioner of Oaths	\$ 20.00	\$ 23.00	\$ 25.00
Commissioner of Oaths – Non Resident	\$ 45.00	\$ 48.00	\$ 50.00
Proof of Residency Letter	\$ 18.00	\$ 20.00	\$ 22.00
Lottery Licensing	<i>As per OLG Regulations</i>		

ADMINISTRATION	2027	2028	2029
NSF Cheque Service Charge	\$ 55.00	\$ 57.00	\$ 60.00
Administrative Fee (for Cost Recovery Invoices)	15%	15%	15%
Property Information Certificate	\$ 135.00	\$ 140.00	\$ 145.00
Property Information Certificate – Rush <i>(less than 5 business days)</i>	\$ 185.00	\$ 190.00	\$ 1195.00
Property Information Certificate – Updated Copy	\$ 35.00	\$ 40.00	\$ 45.00
Duplicate Copy of Property Tax Billing	\$ 12.00	\$ 12.00	\$ 12.00
Statement of Account	\$ 12.00	\$ 12.00	\$ 12.00
Past Due Notice	\$ 4.00	\$ 5.00	\$ 5.00
Refund of Payment / Misapplied Payment Correction	\$ 35.00	\$ 35.00	\$ 35.00
Unpaid charges added to the Tax Roll for Collection	\$ 40.00	\$ 42.00	\$ 45.00
By-Law Officer Site Visit / Hand Delivery of Notice	\$ 40.00	\$ 42.00	\$ 45.00
Registered Letter	\$ 30.00	\$ 28.00	\$ 35.00

Interest on Overdue Accounts	2027	2028	2029
Property Tax <i>as per Municipal Act, 2001 s.345(2)(3)</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month
Utility Billing <i>as per Municipal By-Law</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month
Accounts Receivable <i>as per Municipal By-Law</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month

TAX REGISTRATION RATES	2027	2028	2029
First Warning Letter	\$ 30.00	\$ 32.00	\$ 34.00
Second Warning Letter	\$ 45.00	\$ 48.00	\$ 50.00
File Preparation	\$ 103.00	\$ 105.00	\$ 108.00
Registered Letter	\$ 30.00	\$ 28.00	\$ 35.00
File Action	<i>Cost + 15%</i>		
Hand Delivery of Notices	\$ 40.00	\$ 42.00	\$ 45.00
Processing of Property Tax Extension Agreement	\$ 305.00	\$ 310.00	\$ 315.00
Cancellation of Tax Arrears Certificate	\$ 103.00	\$ 105.00	\$ 108.00
Property Tax Sale Tender Packages - Printed Copy	\$ 35.00	\$ 35.00	\$ 35.00
Tender Opening and Examination	\$ 480.00	\$ 485.00	\$ 490.00
Payment into Court	10% of purchase price / minimum of \$500.00		

Municipal Freedom of Information Request <i>As per Ministry of Government & Consumer Services</i>	2027	2028	2029
Application Fee <i>per request</i>	\$ 5.00	\$ 5.00	\$ 5.00
Photocopies per page (black and white)	\$ 0.20	\$ 0.20	\$ 0.20
Search Time for each 15 minutes	\$ 7.50	\$ 7.50	\$ 7.50
Records Preparation Fee for each 15 minutes	\$ 7.50	\$ 7.50	\$ 7.50

PUBLIC WORKS SERVICE FEES	2024	2025	2026
Service Call After Hours (min 4 hours) <i>per hour</i>	\$ 105.00	\$ 110.00	\$ 115.00
Use of Municipal Fleet	<i>MTO Rates</i>		
Labour Rate	<i>Actual Cost</i>		



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE "D" TO BY-LAW 2026-26

USER FEES: PLANNING

	2027	2028	2029
Application Deposit <i>held until after appeal period expires</i>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Pre-Consultation	\$ 325.00	\$ 325.00	\$ 325.00
Official Plan Amendment Application	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
Concurrent Official Plan and Zoning By-Law Amendment	\$ 4,550.00	\$ 4,550.00	\$ 4,550.00
Zoning By-Law Amendment Application	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Temporary Use By-Law	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Removal of Holding Provision	\$ 975.00	\$ 975.00	\$ 975.00
Consent Application	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Consent Stamp Review	\$ 325.00	\$ 325.00	\$ 325.00
Certificate of Cancellation	\$ 325.00	\$ 325.00	\$ 325.00
Validation Certificate	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Draft Plan of Subdivision/Plan of Condominium Application	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
Draft Plan Approval Extension	\$ 390.00	\$ 390.00	\$ 390.00
Draft Plan Approval Reinstatement	\$ 390.00	\$ 390.00	\$ 390.00
Part Lot Control Exemption	\$ 975.00	\$ 975.00	\$ 975.00
Site Plan Control	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
Site Plan Agreement Amendment	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Telecommunication Tower Land Use Authority Review	\$ 650.00	\$ 650.00	\$ 650.00
Peer Review	Cost Recovery		
3 rd Party Ontario Land Tribunal Hearing	Cost Recovery		
Legal Fees	Cost Recovery		
Minor Variance Application	\$ 750.00	\$ 1,040.00	\$ 1,040.00
Deeming Application	\$ 750.00	\$ 750.00	\$ 750.00
Encroachment Agreement Application	\$ 50.00	\$ 50.00	\$ 50.00
Encroachment Agreement Annual Fee	\$ 75.00	\$ 75.00	\$ 75.00
Official Plan – printed copy <i>(View for free at www.cobalt.ca)</i>	\$ 125.00	\$ 125.00	\$ 125.00
Zoning By-Law – printed copy <i>(View for free at www.cobalt.ca)</i>	\$ 100.00	\$ 100.00	\$ 100.00
Removal of Heritage Designation Application	\$ 750.00	\$ 750.00	\$ 750.00



**THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE "E" TO BY-LAW 2026-26**

USER FEES: FACILITIES

2027-2029



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE "F" TO BY-LAW 2026-26

USER FEES: SILVERLAND CEMETERY

2027-2029 Rates

Resident Rates: Cobalt or Coleman Resident or if last address prior to Long Term Care or Hospital was Cobalt or Coleman

PURCHASE OF PLOT	Plot Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Grave – Adult	\$ 800.00	\$ 320.00	\$ 1,120.00	\$ 145.60	\$ 1,265.60
Grave – Child (17 years and younger)	\$ 600.00	\$ 240.00	\$ 840.00	\$ 109.20	\$ 949.20
Cremation Lot	\$ 400.00	\$ 160.00	\$ 560.00	\$ 72.80	\$ 632.80

PURCHASE OF NICHE	Niche Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Level A (Top – highest level)	\$2,500.00	\$ 375.00	\$ 2,875.00	\$ 325.00	\$3,200.00
Level B	\$2,250.00	\$ 337.50	\$ 2,587.50	\$ 292.50	\$3,442.50
Level C	\$2,000.00	\$ 300.00	\$ 2,800.00	\$ 260.00	\$2,880.00
Level D (Bottom – lowest level)	\$1,800.00	\$ 270.00	\$ 2,070.00	\$ 234.00	\$2,304.00

INTERMENT / DISINTERMENT	Internment Fees	Applicable Taxes	Total
Adult	\$ 800.00	\$ 104.00	\$ 904.00
Child (17 years and younger)	\$ 400.00	\$ 52.00	\$ 452.00
Cremation	\$ 400.00	\$ 52.00	\$ 452.00
Columbarium	\$ 400.00	\$ 52.00	\$ 452.00
Disinterment – Full Casket	\$ 2,500.00	\$ 325.00	\$ 2,825.00
Disinterment – Cremation	\$ 1,250.00	\$ 162.50	\$ 1,412.50
Disinterment - Columbarium	\$ 400.00	\$ 52.00	\$ 452.00

MARKER <i>Provincial Legislation Fee</i>	Marker Fee	Applicable Taxes	Total
Flat Marker <i>(smaller than 173in²)</i>	\$ 0.00	-	\$ 0.00
Flat Marker <i>(173in² or larger)</i>	\$ 50.00	\$ 6.50	\$ 56.50
Upright Marker <i>(4ft or less in height and 4ft in length, including the base)</i>	\$ 100.00	\$ 13.00	\$ 113.00
Upright Marker <i>(more than 4ft in height and 4ft in length, including the base)</i>	\$ 200.00	\$ 26.00	\$ 226.00
Staking	\$ 38.00	\$ 4.94	\$ 42.94

ADMINISTRATION FEES	FEE	Applicable Taxes	Total
Replace Internment Rights Certificate	\$ 85.00	\$ 10.92	\$ 94.92



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE "F" TO BY-LAW 2026-26

USER FEES: SILVERLAND CEMETERY

2027-2029 Rates

Non - Resident Rates

PURCHASE OF PLOT	Plot Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Grave – Adult	\$1,200.00	\$ 480.00	\$ 1,680.00	\$ 218.40	\$ 1,898.40
Grave – Child (17 years and younger)	\$ 900.00	\$ 360.00	\$ 1,260.00	\$ 163.80	\$ 1,423.80
Cremation Lot	\$ 600.00	\$ 240.00	\$ 840.00	\$ 109.20	\$ 949.20

PURCHASE OF NICHE	Niche Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Level A (Top – highest level)	\$ 3,500.00	\$ 525.00	\$ 4,025.00	\$ 523.25	\$4,548.25
Level B	\$3,250.00	\$ 487.50	\$ 3,737.50	\$ 485.88	\$4,223.38
Level C	\$3,000.00	\$ 450.00	\$ 3,450.00	\$ 448.50	\$3,898.50
Level D (Bottom – lowest level)	\$2,750.00	\$ 412.50	\$ 3,162.50	\$ 411.13	\$3,573.63

INTERMENT / DISINTERMENT	Internment Fees	Applicable Taxes	Total
Adult	\$ 1,120.00	\$ 145.60	\$ 1,265.60
Child (17 years and younger)	\$ 560.00	\$ 72.80	\$ 632.80
Cremation	\$ 560.00	\$ 72.80	\$ 632.80
Columbarium	\$ 560.00	\$ 72.80	\$ 632.80
Disinterment – Full Casket	\$ 3,500.00	\$ 455.00	\$ 3,955.00
Disinterment – Cremation	\$ 1,350.00	\$ 500.00	\$ 1,750.00
Disinterment – Columbarium	\$ 560.00	\$ 72.80	\$ 632.80

MARKER – <i>Provincial Legislation Fee</i>	Marker Fee	Applicable Taxes	Total
Flat Marker <i>(smaller than 173in²)</i>	\$ 0.00	-	\$ 0.00
Flat Marker <i>(173in² or larger)</i>	\$ 50.00	\$ 6.50	\$ 56.50
Upright Marker <i>(4ft or less in height and 4ft in length, including the base)</i>	\$ 100.00	\$ 13.00	\$ 113.00
Upright Marker <i>(more than 4ft in height and 4ft in length, including the base)</i>	\$ 200.00	\$ 26.00	\$ 226.00
Staking	\$ 38.00	\$ 4.94	\$ 42.94

ADMINISTRATION FEES	FEE	Applicable Taxes	Total
Replace Internment Rights Certificate	\$ 100.00	\$ 13.00	\$ 113.00



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “G” TO BY-LAW 2026-26

USER FEES: ANIMAL CONTROL SERVICES

IMPOUNDMENT OR DETAINED	2027	2028	2029
Impoundment Fee	\$ 30.00	\$ 664.62	\$ 664.62
Daily Boarding Fee	\$ 15.00	\$ 664.62	\$ 664.62
Quarantined Animal Daily Boarding Fee	\$ 30.00	\$ 517.20	\$ 517.20
Humane Services/Adoption Fee	\$ 50.00	\$ 969.73	\$ 969.73
Euthanized Services Fee	\$ 70.00	\$2,770.67	\$2,770.67
Disposal of Non-Impounded Animal Fee up to 40lbs	\$ 30.00	\$ 127.44	\$ 127.44
Disposal of Non-Impounded Animal Fee above 40lbs to a maximum of 110lbs	\$ 75.00	\$ 55.00	\$ 55.00
Disposal of Non-Impounded Animal Fee above 110lbs	\$ 100.00	\$ 51.30	\$ 51.30

TAGS AND LICENSES	2027	2028	2029
Register a Service Animal	\$ 0.00		
Register an Animal before February 1 st			
Register a spayed or neutered animal	\$ 12.00	\$ 14.00	\$ 16.00
Register an unfixed animal	\$ 24.00	\$ 28.00	\$ 32.00
Register an Animal February 1 st to December 31 st			
Register a spayed or neutered animal	\$ 24.00	\$ 28.00	\$ 32.00
Register an unfixed animal	\$ 34.00	\$ 38.00	\$ 42.00
Senior Citizen Registration Fee	50% discount		
Purchase a Replacement Tag	\$ 10.00	\$ 10.00	\$ 10.00
Register an Animal that was impounded	Double the prescribed fee		

KENNEL FEES	2027	2028	2029
Kennel License Fee	\$ 200.00	\$ 200.00	\$ 200.00
Kennel Inspection Fee	\$ 50.00	\$ 50.00	\$ 50.00



**THE CORPORATION OF THE
TOWN OF COBALT**

Office Consolidated

BY-LAW NO. 2023-33

**BEING A BY-LAW TO ESTABLISH USER FEES FOR THE TOWN OF COBALT
FACILITIES AND SERVICES FOR 2024-2026**

By-Laws amending original Municipal By-Law No. 2023-33:

By-Law No. 2024-11	April 2, 2024	Rates update for Water Services, Waste Management & OPP
By-Law No. 2024-17	April 30, 2024	Rates Updates for Admin Fee & Planning
By-Law No. 2024-36	September 17, 2024	Creation of Removal of Heritage Designation Rate (Planning)
By-Law No. 2024-45	December 10, 2024	Creation of Columbarium Fees for Silverland Cemetery
By-Law No. 2025-03	January 14, 2025	Rates update for Planning
By-Law No. 2025-17	May 27, 2025	Rates update for Water, Waste Management, OPP & Fire
By-Law No. 2025-22	July 22, 2025	Water Rate for Coleman Twp & New Schedule for Animal Control Services
By-Law No. 2025-39	December 9, 2025	Animal Control Services rates for 2026
By-Law No. 2026-15	March 31, 2026	Rates update for Water Services & OPP

List of Schedules to By-Law No. 2023-33:

Schedule "A": Environmental Services
Schedule "B": Protection to Persons and Property
Schedule "C": Administration
Schedule "D": Planning
Schedule "E": Facilities
Schedule "F": Silverland Cemetery
Schedule "G": Animal Control Services

Note:

This office consolidation has been prepared to assist the reader in understanding the amendments to
By-Law No. 2023-33



**THE CORPORATION OF THE
TOWN OF COBALT**

BY-LAW NO. 2023-33

Being a By-Law to Establish User Fees for the Town of Cobalt Facilities and Services

WHEREAS the Municipal Act S.O. 2001, c.25, Section 391, allows Municipalities to set user fees by By-Law to recover costs for providing certain services or facilities;

AND WHEREAS the municipality deems it expedient to pass a By-Law to adopt rates for users of its facilities or services:

NOW THEREFORE the Town of Cobalt enacts as follows;

- 1) That the user fee schedules A, B, C, D, E, F, G attached hereto are declared to be and form part of this By-Law.
- 2) That these schedules of fees be used for the rates charged to users. Applicable taxes will be added to all taxable services.
- 3) That the Municipal Administrator is hereby authorized to make any minor modifications or corrections of an administrative, numerical, grammatical, semantically or descriptive nature or kind to the By-Law and schedules as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the By-Law.
- 4) That this By-Law shall come into force and effect as of January 1, 2024 and remain in force and effect until repealed.
- 5) That By-Law 2020-50, as amended, is hereby repealed.

READ a FIRST, SECOND AND THIRD TIME and FINALLY PASSED on the 21st day of November, 2023.

Mayor

Clerk



**THE CORPORATION OF THE
TOWN OF COBALT**

Schedules to By-Law 2023 - 33

To Establish User Fees for 2024-2026



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE “A” TO BY-LAW 2023-33

USER FEES: ENVIRONMENTAL SERVICES

WATER SERVICES – ANNUAL RATES	2024	2025	2026
Residential Water Operating Rate	\$ 604.20	\$ 664.62	\$ 790.00
Multi-Residential Water Operating Rate <i>per unit</i>	\$ 604.20	\$ 664.62	\$ 790.00
Commercial Water Operating Rate #1	\$ 483.36	\$ 517.20	\$ 615.00
Commercial Water Operating Rate #2	\$ 906.29	\$ 969.73	\$1,150.00
Institutional Operating Rate	\$2,589.41	\$2,770.67	\$3,300.00
Water Capital Rate <i>per account</i>	\$ 127.44	\$ 127.44	\$ 160.00
Connection / Disconnection Fee <i>per request</i>	\$ 55.00	\$ 55.00	\$ 55.00
Delivery Charge – Township of Coleman <i>monthly rate</i>	\$ 49.05	\$ 49.05	\$ 49.05

SEWER SERVICES – ANNUAL RATES	2024	2025	2026
Residential Sewer Operating Rate	\$ 231.00	\$ 231.00	\$ 260.00
Multi-Residential Sewer Operating Rate <i>per unit</i>	\$ 231.00	\$ 231.00	\$ 260.00
Sewer Capital Rate <i>per account</i>	\$ 63.00	\$ 63.00	\$ 65.00

WASTE MANAGEMENT FEES	2024	2025	2026
Waste Management Collection <i>per unit</i>	\$ 295.00	\$ 295.00	\$ 295.00
Garbage Bin (65 Gallon) - Replacement Cart	\$ 75.00	\$ 80.00	\$ 85.00
Recycling Bin (95 Gallon) – Replacement Cart	\$ 85.00	As per Circular Materials	As per Circular Materials



**THE CORPORATION OF THE TOWN OF COBALT
APPENDIX "A" TO SCHEDULE "A" TO
USER FEE BY-LAW NO. 2023-33**

Commercial Operating Rate #1
- Library, Museums
- Medical Office, Private Offices,
- Retail Stores
- Post Office
- Garages/Service Centers
- Home Businesses
Commercial Operating Rate #2
- Hotel/Tavern
- Industrial
- Restaurants
- Sports Complex
- Theatre
- Barber Shop / Hair Salon
- Group Home
Institutional Rate
- Schools



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “B” TO BY-LAW 2023-33

USER FEES: PROTECTION TO PERSONS & PROPERTY

SPECIAL CHARGES – ANNUAL RATES		2024	2025	2026
OPP	<i>per unit</i>	\$ 625.00	\$ 685.00	\$ 725.00
OPP – Vacant Lot	<i>per unit</i>	\$ 50.00	\$ 50.00	\$ 50.00
Street Lights	<i>per unit</i>	\$ 20.00	\$ 20.00	\$ 20.00

FIRE REPORT FEES		2024	2025	2026
File Search		\$ 75.00	\$ 78.00	\$ 80.00
- Fire Regulation Compliance - Residential		\$ 75.00	\$ 78.00	\$ 80.00
- Fire Regulation Compliance - Multi-Residential	<i>per unit</i>	\$ 75.00	\$ 78.00	\$ 80.00
- Fire Regulation Compliance - Commercial		\$ 150.00	\$ 155.00	\$ 160.00

FIRE SERVICE FEES		2024	2025	2026
False Alarms		\$ 500.00	\$ 500.00	\$ 500.00
- Response to over 3 in one calendar year				
Fire Permit January 1 - May 15		\$ 20.00	\$ 20.00	\$ 20.00
Fire Permit May 16 - December 31		\$ 30.00	\$ 30.00	\$ 30.00
Motor Vehicle Fires - Non-Resident		<i>Current MTO Rates</i>		
Motor Vehicle Collisions – Non-Resident		<i>Current MTO Rates</i>		
Standby Requests / Additional Expenses – to retain a private contractor, rent special equipment, preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation		<i>Current MTO Rates / Actual Costs</i>		
Response to fires on or beside rail lines caused by debris left from maintenance of rail line.		<i>Current MTO Rates</i>		
Recover Costs of Extinguishing Open-Air Fire		<i>Actual Costs</i>		
Replacement of Equipment and Resources Used		<i>Actual Costs</i>		



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “C” TO BY-LAW 2023-33

USER FEES: ADMINISTRATION

Fees are per roll & per year unless otherwise noted

CLERK'S SERVICES	2024	2025	2026
Commissioner of Oaths	\$ 10.00	\$ 13.00	\$ 15.00
Commissioner of Oaths – Non Resident	\$ 35.00	\$ 38.00	\$ 40.00
Proof of Residency Letter	\$ 10.00	\$ 13.00	\$ 15.00
Lottery Licensing	<i>As per OLG Regulations</i>		

ADMINISTRATION	2024	2025	2026
NSF Cheque Service Charge	\$ 50.00	\$ 51.00	\$ 52.00
Administrative Fee (for Cost Recovery Invoices)	15%	15%	15%
Property Information Certificate	\$ 110.00	\$ 120.00	\$ 130.00
Property Information Certificate – Rush <i>(less than 5 business days)</i>	\$ 150.00	\$ 160.00	\$ 170.00
Duplicate Copy of Property Tax Billing	\$ 10.00	\$ 10.00	\$ 10.00
Statement of Account	\$ 10.00	\$ 10.00	\$ 10.00
Past Due Notice	\$ 2.00	\$ 3.00	\$ 4.00
Refund of Payment / Misapplied Payment Correction	\$ 30.00	\$ 33.00	\$ 35.00
Unpaid charges added to the Tax Roll for Collection	\$ 30.00	\$ 33.00	\$ 35.00
By-Law Officer Site Visit / Hand Delivery of Notice	\$ 30.00	\$ 33.00	\$ 35.00
Registered Letter	\$ 25.00	\$ 28.00	\$ 30.00

PUBLIC WORKS SERVICE FEES	2024	2025	2026
Service Call After Hours (min 4 hours) <i>per hour</i>	\$ 105.00	\$ 110.00	\$ 115.00
Use of Municipal Fleet	<i>MTO Rates</i>		
Labour Rate	<i>Actual Cost</i>		

Interest on Overdue Accounts	2024	2025	2026
Property Tax <i>as per Municipal Act, 2001 s.345(2)(3)</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month
Utility Billing <i>as per Municipal By-Law</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month
Accounts Receivable <i>as per Municipal By-Law</i>	1 ¼ % / month	1 ¼ % / month	1 ¼ % / month

TAX REGISTRATION RATES	2024	2025	2026
First Warning Letter	\$ 25.00	\$ 28.00	\$ 30.00
Second Warning Letter	\$ 40.00	\$ 43.00	\$ 45.00
File Preparation	\$ 80.00	\$ 90.00	\$ 100.00
Registered Letter	\$ 25.00	\$ 28.00	\$ 30.00
File Action	<i>Cost + 10%</i>		
Hand Delivery of Notices	\$ 30.00	\$ 33.00	\$ 35.00
Processing of Property Tax Extension Agreement	\$ 250.00	\$ 275.00	\$ 300.00
Cancellation of Tax Arrears Certificate	\$ 80.00	\$ 90.00	\$ 100.00
Property Tax Sale Tender Packages - Printed Copy	\$ 25.00	\$ 28.00	\$ 30.00
Tender Opening and Examination	\$ 425.00	\$ 450.00	\$ 475.00
Payment into Court	10% of purchase price / minimum of \$500.00		

Municipal Freedom of Information Request <i>As per Ministry of Government & Consumer Services</i>	2024	2025	2026
Application Fee <i>per request</i>	\$ 5.00	\$ 5.00	\$ 5.00
Photocopies per page (black and white)	\$ 0.20	\$ 0.20	\$ 0.20
Search Time for each 15 minutes	\$ 7.50	\$ 7.50	\$ 7.50
Records Preparation Fee for each 15 minutes	\$ 7.50	\$ 7.50	\$ 7.50



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE "D" TO BY-LAW 2023-33

USER FEES: PLANNING

	2024	2025	2026
Application Deposit <i>held until after appeal period expires</i>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Pre-Consultation	\$ 325.00	\$ 325.00	\$ 325.00
Official Plan Amendment Application	\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
Concurrent Official Plan and Zoning By-Law Amendment	\$ 4,550.00	\$ 4,550.00	\$ 4,550.00
Zoning By-Law Amendment Application	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Temporary Use By-Law	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Removal of Holding Provision	\$ 975.00	\$ 975.00	\$ 975.00
Consent Application	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
Consent Stamp Review	\$ 325.00	\$ 325.00	\$ 325.00
Certificate of Cancellation	\$ 325.00	\$ 325.00	\$ 325.00
Validation Certificate	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Draft Plan of Subdivision/Plan of Condominium Application	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
Draft Plan Approval Extension	\$ 390.00	\$ 390.00	\$ 390.00
Draft Plan Approval Reinstatement	\$ 390.00	\$ 390.00	\$ 390.00
Part Lot Control Exemption	\$ 975.00	\$ 975.00	\$ 975.00
Site Plan Control	\$ 2,600.00	\$ 2,600.00	\$ 2,600.00
Site Plan Agreement Amendment	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Telecommunication Tower Land Use Authority Review	\$ 650.00	\$ 650.00	\$ 650.00
Peer Review	<i>Cost Recovery</i>		
3 rd Party Ontario Land Tribunal Hearing	<i>Cost Recovery</i>		
Legal Fees	<i>Cost Recovery</i>		
Minor Variance Application	\$ 750.00	\$ 1,040.00	\$ 1,040.00
Deeming Application	\$ 750.00	\$ 750.00	\$ 750.00
Encroachment Agreement Application	\$ 50.00	\$ 50.00	\$ 50.00
Encroachment Agreement Annual Fee	\$ 50.00	\$ 50.00	\$ 50.00
Official Plan – printed copy <i>(View for free at www.cobalt.ca)</i>	\$ 125.00	\$ 125.00	\$ 125.00
Zoning By-Law – printed copy <i>(View for free at www.cobalt.ca)</i>	\$ 100.00	\$ 100.00	\$ 100.00
Removal of Heritage Designation Application	\$ 750.00	\$ 750.00	\$ 750.00



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE “E” TO BY-LAW 2023-33

USER FEES: FACILITIES

2024-2026

COMMUNITY HALL RATES	Fee	Applicable Taxes	Subtotal	Deposit	Total
Hall Rental	\$ 350.00	\$ 45.50	\$ 395.50	\$ 250.00	\$ 645.50
Service Clubs/Charitable Function Rentals (50% discount as per policy)	\$ 175.00	\$ 22.75	\$ 197.75	\$ 250.00	\$ 447.75
Rentals under 4 hours	\$ 120.00	\$ 15.60	\$ 135.60	<i>No deposit</i>	\$ 135.60
Business Centre – Municipal Public Meetings	FREE				FREE
Damage Deposit for Hall <i>No HST</i>	\$ 250.00				\$ 250.00



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE "F" TO BY-LAW 2023-33

USER FEES: SILVERLAND CEMETERY

2024-2026 Rates

Resident Rates: Cobalt or Coleman Resident or if last address prior to Long Term Care or Hospital was Cobalt or Coleman

PURCHASE OF PLOT	Plot Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Grave – Adult	\$ 750.00	\$ 300.00	\$ 1,050.00	\$ 97.50	\$ 1,147.50
Grave – Child (17 years and younger)	\$ 600.00	\$ 240.00	\$ 840.00	\$ 78.00	\$ 918.00
Cremation Lot	\$ 375.00	\$ 175.00	\$ 550.00	\$ 48.75	\$ 598.75

PURCHASE OF NICHE	Niche Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Level A (Top – highest level)	\$2,500.00	\$ 375.00	\$ 2,875.00	\$ 325.00	\$3,200.00
Level B	\$2,250.00	\$ 337.50	\$ 2,587.50	\$ 292.50	\$3,442.50
Level C	\$2,000.00	\$ 300.00	\$ 2,800.00	\$ 260.00	\$2,880.00
Level D (Bottom – lowest level)	\$1,800.00	\$ 270.00	\$ 2,070.00	\$ 234.00	\$2,304.00

INTERMENT / DISINTERMENT	Internment Fees	Applicable Taxes	Total
Adult	\$ 750.00	\$ 97.50	\$ 847.50
Child (17 years and younger)	\$ 375.00	\$ 48.75	\$ 423.75
Cremation	\$ 375.00	\$ 48.75	\$ 423.75
Columbarium	\$ 375.00	\$ 48.75	\$ 423.75
Disinterment – Full Casket	\$ 2,250.00	\$ 292.50	\$ 2,542.50
Disinterment – Cremation	\$ 1,125.00	\$ 146.25	\$ 1,271.25
Disinterment - Columbarium	\$ 375.00	\$ 48.75	\$ 423.75

MARKER <i>Provincial Legislation Fee</i>	Marker Fee	Applicable Taxes	Total
Flat Marker <i>(smaller than 173in²)</i>	\$ 0.00		\$ 0.00
Flat Marker <i>(173in² or larger)</i>	\$ 50.00	\$ 6.50	\$ 56.50
Upright Marker <i>(4ft or less in height and 4ft in length, including the base)</i>	\$ 100.00	\$ 13.00	\$ 113.00
Upright Marker <i>(more than 4ft in height and 4ft in length, including the base)</i>	\$ 200.00	\$ 26.00	\$ 226.00
Staking	\$ 38.00	\$ 4.94	\$ 42.94

ADMINISTRATION FEES	FEE	Applicable Taxes	Total
Replace Internment Rights Certificate	\$ 85.00	\$ 10.92	\$ 94.92



THE CORPORATION OF THE TOWN OF COBALT

SCHEDULE "F" TO BY-LAW 2023-33

USER FEES: SILVERLAND CEMETERY

2024-2026 Rates

Non - Resident Rates

PURCHASE OF PLOT	Plot Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Grave – Adult	\$ 900.00	\$ 360.00	\$ 1,260.00	\$ 117.00	\$ 1,377.00
Grave – Child (17 years and younger)	\$ 720.00	\$ 288.00	\$ 1,008.00	\$ 93.60	\$ 1,101.60
Cremation Lot	\$ 450.00	\$ 180.00	\$ 630.00	\$ 58.50	\$ 688.50

PURCHASE OF NICHE	Niche Fee	Care & Maintenance <i>(Provincial Legislation)</i>	Subtotal	Applicable Taxes	Total
Level A (Top – highest level)	\$ 2,875.00	\$ 431.25	\$ 3,306.25	\$ 373.75	\$3,680.00
Level B	\$2,587.50	\$ 388.13	\$ 2,975.63	\$ 336.38	\$3,312.01
Level C	\$2,300.00	\$ 345.00	\$ 2,645.00	\$ 299.00	\$2,944.00
Level D (Bottom – lowest level)	\$2,070.00	\$ 310.50	\$ 2,380.50	\$ 269.10	\$2,649.60

INTERMENT / DISINTERMENT	Internment Fees	Applicable Taxes	Total
Adult	\$ 900.00	\$ 117.00	\$ 1,017.00
Child (17 years and younger)	\$ 450.00	\$ 58.50	\$ 508.50
Cremation	\$ 450.00	\$ 58.50	\$ 508.50
Columbarium	\$ 450.00	\$ 58.50	\$ 508.50
Disinterment – Full Casket	\$ 2,700.00	\$ 351.00	\$ 3,051.00
Disinterment – Cremation	\$ 1,350.00	\$ 175.50	\$ 1,525.50
Disinterment – Columbarium	\$ 450.00	\$ 58.50	\$ 508.50

MARKER – <i>Provincial Legislation Fee</i>	Marker Fee	Applicable Taxes	Total
Flat Marker <i>(smaller than 173in²)</i>	\$ 0.00		\$ 0.00
Flat Marker <i>(173in² or larger)</i>	\$ 50.00	\$ 6.50	\$ 56.50
Upright Marker <i>(4ft or less in height and 4ft in length, including the base)</i>	\$ 100.00	\$ 13.00	\$ 113.00
Upright Marker <i>(more than 4ft in height and 4ft in length, including the base)</i>	\$ 200.00	\$ 26.00	\$ 226.00
Staking	\$ 38.00	\$ 4.94	\$ 42.94

ADMINISTRATION FEES	FEE	Applicable Taxes	Total
Replace Internment Rights Certificate	\$ 100.00	\$ 13.00	\$ 113.00



THE CORPORATION OF THE TOWN OF COBALT
SCHEDULE “G” TO BY-LAW 2023-33

USER FEES: ANIMAL CONTROL SERVICES

IMPOUNDMENT OR DETAINED	2024	2025	2026
Impoundment Fee	\$ 30.00	\$ 664.62	\$ 664.62
Daily Boarding Fee	\$ 15.00	\$ 664.62	\$ 664.62
Quarantined Animal Daily Boarding Fee	\$ 30.00	\$ 517.20	\$ 517.20
Humane Services/Adoption Fee	\$ 50.00	\$ 969.73	\$ 969.73
Euthanized Services Fee	\$ 70.00	\$2,770.67	\$2,770.67
Disposal of Non-Impounded Animal Fee up to 40lbs	\$ 30.00	\$ 127.44	\$ 127.44
Disposal of Non-Impounded Animal Fee above 40lbs to a maximum of 110lbs	\$ 75.00	\$ 55.00	\$ 55.00
Disposal of Non-Impounded Animal Fee above 110lbs	\$ 100.00	\$ 51.30	\$ 51.30

TAGS AND LICENSES	2024	2025	2026
Register a Service Animal	\$ 0.00		
Register an Animal before February 1 st			
Register a spayed or neutered animal	\$ 10.00	\$ 10.00	\$ 10.00
Register an unfixed animal	\$ 20.00	\$ 20.00	\$ 20.00
Register an Animal February 1 st to December 31 st			
Register a spayed or neutered animal	\$ 20.00	\$ 20.00	\$ 20.00
Register an unfixed animal	\$ 30.00	\$ 30.00	\$ 30.00
Senior Citizen Registration Fee	50% discount		
Purchase a Replacement Tag	\$ 5.00	\$ 5.00	\$ 5.00
Register an Animal that was impounded	Double the prescribed fee		

KENNEL FEES	2024	2025	2026
Kennel License Fee	\$ 200.00	\$ 200.00	\$ 200.00
Kennel Inspection Fee	\$ 50.00	\$ 50.00	\$ 50.00



THE CORPORATION OF THE TOWN OF COBALT

BY-LAW NO. 2026-27

Being a By-Law to Confirm the Proceedings of Council of the Corporation of the Town of Cobalt

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council;

AND WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Cobalt at this Session be confirmed and adopted by By-Law.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Town of Cobalt hereby enacts as follows:

1. **THAT** the actions of the Council of The Corporation of the Town of Cobalt in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Town of Cobalt, documents and transactions entered into during the August 18, 2026 Council meeting, are hereby adopted and confirmed, as if the same were expressly embodied in this By-Law.
2. **THAT** the Mayor and proper officials of The Corporation of the Town of Cobalt are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Town of Cobalt during the said meetings referred to in paragraph 1 of this By-Law.
3. **THAT** the Mayor and the Chief Administrative Officer or Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-Law and to affix the Corporate Seal of The Corporation of the Town of Cobalt to all documents referred to in said paragraph 1.

TAKEN AS READ a first, second and third time and passed this 18th day of August, 2026.

AND FURTHER THAT the said By-Law be signed and sealed by the Mayor and Clerk.

Pat Anderson, Deputy Mayor

Jaime Allen, Clerk