Stacey Forfar

From: Stacey Forfar
Sent: December 18, 2025 3:51 PM
To: Quinto M. Annibale
Cc: Renee Ainsworth
Subject: RE: Loopstra Nixon LLP - 33222-0002 - Statement 185609
Attachments: Bill 185609.PDF

Without prejudice

Good afternoon Quinto,

At their Closed Session on December 17, 2025, Springwater Council approved the following Resolution:

C524-2025
Moved by: Fisher
Seconded by: Cabral

That staff be directed to correspond with Loopstra Nixon LLP to seek a possible resolution of the November statement of account, including a request for further detailed itemized statement, to be brought forward to Council in a subsequent closed session.

And Further That staff be directed to ensure the statement of account continues to remain confidential, to be further directed by Council once staff report back to Council.

Carried

As such, we are looking for particulars regarding Invoice, No. 185609 (attached).

We note the following reference on your invoice 185609 dated November 30, 2025: “The above account represents a summary of the professional services rendered to you, and this firm reserves the right to provide further particulars of our professional services rendered in the event the same is required or requested.” We are requesting further detailed information.

To facilitate a comprehensive review, we require the following additional details:

a. Detailed Time Entries: The invoice provides some descriptions such as "multiple correspondence and telephone calls with C. Lee and Q. Annibale" and "Review file, call and emails with litigation team, and review and revise Notice of Application.” We require more specific descriptions for each time entry. This should include the precise nature of the task performed, the specific subject matter addressed, and, where applicable, the outcome or purpose of the activity. Please also clarify the full names and roles/seniority of the professionals identified by initials.

Confidential

b. Breakdown of Hourly Rates: The invoice lists the timekeeper's name and total hours. We require the cost per docket entry as well as a detailed breakdown of the rate charged by each lawyer/timekeeper and the total.

c. Retainer Agreement: Please provide a copy of the retainer agreement that you believe governed the services for this matter.

We kindly request that these particulars be provided within 30 days to allow for a thorough review. Thank you for your time and attention to this.

Stacey

Stacey Forfar RPP, MBA
Chief Administrative Officer
Township of Springwater
2231 Nursery Road
Minesing, ON L9X 1A8
P. 705-728-4784 Ext. 2009

Respecting Your Right to Disconnect: My working hours may not reflect yours. Please do not feel obligated to answer outside your normal work hours.

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From: Stacey Forfar
Sent: December 16, 2025 2:58 PM
To: 'qannibale@loonix.com' <qannibale@loonix.com>
Cc: Renee Ainsworth <Renee.Ainsworth@springwater.ca>; 'ar@loonix.com' <ar@loonix.com>; 'rgreen@LN.Law' <rgreen@LN.Law>
Subject: FW: Loopstra Nixon LLP - 33222-0002 - Statement 185609

Good afternoon Quinto,

We are reviewing the invoice that your firm provided to the Township of Springwater (attached, email below). Please provide a copy of all draft and filed court materials referenced in the invoice.

Thank you,
Stacey

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Stacey Forfar RPP, MBA
Chief Administrative Officer
Township of Springwater
2231 Nursery Road
Minesing, ON L9X 1A8
P. 705-728-4784 Ext. 2009

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From: Accounts Receivable <AR@loonix.com>
Sent: December 3, 2025 3:26 AM
To: Shelley Westlake-Brown <shelley.westlake-brown@springwater.ca>
Cc: Roberta Green <rgreen@LN.Law>
Subject: Loopstra Nixon LLP - 33222-0002 - Statement 185609

EXTERNAL EMAIL. Please check sender.

Attached please find your statement for services through November 26, 2025.

Payment remittance options can be found on the last page of the statement.

Thank you,

Accounts Receivable
Loopstra Nixon LLP
135 Queens Plate Drive, Suite 600
Toronto, Ontario M9W 6V7

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