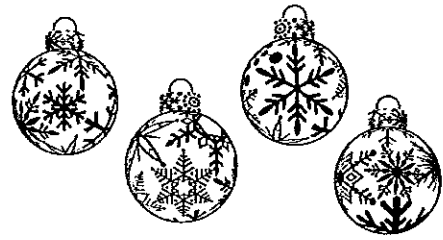




**CORPORATION OF  
THE MUNICIPALITY OF  
CALVIN**  
*Community Flyer  
December 2017 Issue*



***Have a safe and happy holiday season!  
From Your Mayor, Council and Municipal Staff***

Council Meeting Date is Tuesday, December 12, 2017 at 7pm.  
The second meeting has been cancelled for this month.

JOB POSTING—ADMINISTRATIVE ASSISTANT .....	pg.2
WINTER WEATHER SAFETY TIPS FOR YOUR DOG .....	pg. 3-4
COUNCIL MEETING MINUTES .....	pg. 5-9

**Reminders**

- **NEW ELECTION INFORMATION HAS BEEN ADDED TO OUR WEBSITE**
- **2018 is a MUNICIPAL ELECTION YEAR.** Please look for further information as it becomes available, in our community flyer and on our website—[www.calvintownship.ca](http://www.calvintownship.ca).

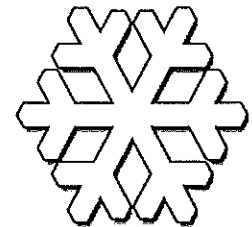


**Holiday Landfill Hours :**

December 23rd & 30th, 10am to 3pm  
December 26th - CLOSED

**Holiday Municipal Office Hours -**

The Calvin Municipal Office will be closed for the  
Holiday Season from Dec. 25 to Jan. 1, 2018  
- INCLUSIVE. Regular office hours will resume on  
Tuesday, January 2<sup>nd</sup>, 2018 at 8:30 a.m.



**CALVIN LANDFILL 111 Adams Road**

**CALVIN RECYCLES—Keep up the good work!**

**You are making a difference!**

**Apr. 1 to Sept 30**      **Oct. 1 to Mar 31**

Tues. 1pm—6pm      Tues. 1pm-4pm  
Sat. 10am—3pm      Sat. 10am-3pm

**MUNICIPAL OFFICE HOURS**

**Monday to Friday, 8:30am to 4pm**

**1355 Peddlers Drive**

**Phone 705-744-2700**

**Email: [clerk@calvintownship.ca](mailto:clerk@calvintownship.ca) or  
[administration@calvintownship.ca](mailto:administration@calvintownship.ca)**

*Local Publication issued December 14/17: Lynda Kovacs, Clerk / Treasurer*

## Corporation of the Municipality of Calvin

### ADMINISTRATIVE ASSISTANT

The Municipality of Calvin is currently seeking an experienced, innovative and competent individual to join our small staff and fill this important permanent position as Administrative Assistant. Start date of Monday April 2, 2018.

#### General Duties:

Under the direction of the Clerk/Treasurer, the Administrative Assistant is responsible for providing support in the performance of the statutory duties of both the Clerk/Treasurer and Deputy Clerk/Treasurer as per the Municipal Act, 2001. Duties include, but are not limited to, administrative coordination, accounts payable/receivable, bi-weekly EFT payroll, bank reconciliation, monthly remittances, preparation of tax billing, front desk/phone reception, general correspondence, municipal elections, year-end reporting and providing assistance and back up support to staff as assigned.

#### Minimum Requirements:

- Completion of a post-secondary diploma or degree in Public Administration, Finance or Business Administration
  - Minimum of three (3) years progressively responsible and diversified administrative experience, including project coordination/management skills and good understanding of financial principles
  - Advanced computer proficiency in MS Office (Aptean/Vadim iCity experience considered a strong asset)
  - Excellent oral/written communication skills and interpersonal skills with a strong sense of customer service
  - Knowledge and understanding of the Municipal Act, Municipal Elections Act, Municipal Freedom of Information and Protection of Privacy Act as well as similar related legislation
  - Superior planning, organizational and time management skills to handle heavy workload and to meet rigid deadlines
  - Ability to maintain a high degree of confidentiality and professionalism with the ability to exercise discretion and tact
  - Availability to work evenings as required for attendance to Council and/or Committee meetings
  - A background Police Check, current within 60 days is a requirement of employment
- And;
- AMCT, CMO, MAP or other similar designations considered definite assets

This is a full-time position (37.5 hours per week). The Municipality offers a comprehensive benefit package (once six (6) month probationary period is completed). The current (2017) hourly range for this position is \$15.44 To \$22.35 based on qualifications and experience.

A detailed job description can be obtained by visiting our website at [www.calvintownship.ca](http://www.calvintownship.ca).

Qualified applicants are invited to submit a current resume clearly marked:

**"Administrative Assistant"**

By January 18<sup>th</sup>, 2018 at 2:00 p.m.

By mail to:

Lynda Kovacs, Clerk/Treasurer

Corporation of the Municipality of Calvin

1355 Peddlers Dr., RR #2, Mattawa, ON P0H 1V0

Or by Email: [clerk@calvintownship.ca](mailto:clerk@calvintownship.ca)

The Municipality of Calvin is an equitable employer and welcomes submissions from all qualified applicants. Personal information submitted will be used only for the purposes of determining suitability for this competition in accordance with the Municipal Freedom of Information and Protection of Privacy Act. We appreciate the interest of all applicants; however, only those candidates chosen for an interview will be contacted.

## General Pet Care

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### Cold Weather Safety Tips



Exposure to winter's dry, cold air and chilly rain, sleet and snow can cause chapped paws and itchy, flaking skin, but these aren't the only discomforts pets can suffer. Winter walks can become downright dangerous if chemicals from ice-melting agents are licked off of bare paws. To help prevent cold weather dangers from affecting your pet's health, please heed the following advice from our experts:

- Repeatedly coming out of the cold into the dry heat of your home can cause itchy, flaking skin. **Keep your home humidified and towel dry your pet as soon as he comes inside**, paying special attention to his feet and in-between the toes. Remove any snow balls from between his foot pads.
- **Never shave your dog down to the skin in winter**, as a longer coat will provide more warmth. If your dog is long-haired, simply trim him to minimize the clinging ice balls, salt crystals and de-icing chemicals that can dry his skin, and don't neglect the hair between his toes. If your dog is short-haired, consider getting him a coat or sweater with a high collar or turtleneck with

coverage from the base of the tail to the belly. For many dogs, this is regulation winter wear.

- Bring a towel on long walks to clean off stinging, irritated paws. After each walk, **wash and dry your pet's feet and stomach** to remove ice, salt and chemicals—and check for cracks in paw pads or redness between the toes.
- **Bathe your pets as little as possible during cold spells.** Washing too often can remove essential oils and increase the chance of developing dry, flaky skin. If your pooch must be bathed, ask your vet to recommend a moisturizing shampoo and/or rinse.
- Massaging **petroleum jelly** or other paw protectants into paw pads before going outside can help protect from salt and chemical agents. **Booties** provide even more coverage and can also prevent sand and salt from getting lodged between bare toes and causing irritation. Use pet-friendly ice melts whenever possible.
- Like coolant, antifreeze is a lethal poison for dogs and cats. Be sure to thoroughly clean up any spills from your vehicle, and consider using products that contain propylene glycol rather than ethylene glycol.
- Pets burn extra energy by trying to stay warm in wintertime. **Feeding your pet a little bit more during the cold weather months** can provide much-needed calories, and making sure she has plenty of water to drink will help keep her well-hydrated and her skin less dry.
- Make sure your companion animal has a warm place to sleep, off the floor and away from all drafts. A cozy dog or cat bed with a warm blanket or pillow is perfect.
- **Remember, if it's too cold for you, it's probably too cold for your pet, so keep your animals inside.** If left outdoors, pets can freeze, become disoriented, lost, stolen, injured or killed. In addition, don't leave pets alone in a car during cold weather, as cars can act as refrigerators that hold in the cold and cause animals to freeze to death.

CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE REGULAR MEETING TUESDAY NOVEMBER 14, 2017

The regular meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Brown, Deputy Mayor Pennell, Coun Adams, Coun O'Connor, Chris Whalley, Dean Maxwell, Jacob Grove, Cindy Pigeau and Lynda Kovacs.

Regrets: 0

Guests: 10

The meeting was called to order at 7:00 p.m. by Mayor Brown

PECUNIARY/CONFLICT OF INTEREST: None

PRESENTATIONS/DELEGATIONS:

Gary Thibert – Mattawa & Community Development Corporation's Presentation Re: Community Group Involvement for an Age Friendly Region

2017-178 MINUTES OF COUNCIL MEETING

Moved by Coun O'Connor and seconded by Coun Pennell that the Minutes of the regular meeting of Council held on Tuesday October 31, 2017 be hereby adopted and signed as circulated.  
Carried

2017-179 LETTER OF SUPPORT SENIOR'S COMMUNITY GRANT PROGRAM

Moved by Coun Pennell and seconded by Coun O'Connor that WHEREAS the Council of the Municipality of Calvin has heard the delegation made by Doug Patterson (Councillor Municipality of Mattawan) and Gary Thibert (Councillor Town of Mattawa) concerning the continued Age Friendly development of our local region and the available funding through the Senior's Community Grant Program, which would allow for further quality research and reporting; and FURTHER that Council hereby agree to sign a Letter of Support to assist with moving this project application forward.  
Carried

2017-180 BY-LAW NO. 2017-015 RECEIVES 3<sup>RD</sup> AND FINAL READING

By-law No. 2017-015 received 1<sup>st</sup> and 2<sup>nd</sup> readings on Tuesday October 31, 2017 and was read a 3<sup>rd</sup> and final time and finally passed in an open Council on Tuesday November 14, 2017. This being a by-law to establish guidelines for property owners requesting year round road services on existing gravel seasonal roads, unassumed road allowances or private roads.  
Carried

2017-181 EAST NIP PLANNING BOARD APPLICATION FOR CONSENT NO. 2017-10 (GUIGNION)

Moved by Coun O'Connor and seconded by Coun Adams that WHEREAS an application for Consent No. 2017-10 in the name of R. & P. Guignon has been filed with the East Nipissing Planning Board on lands known as Concession 2 Lots 4 & 5, Municipality of Calvin, to create one (1) new residential/farm lot of approximately 25 acres, which is located on a year round maintained municipal road, and;  
WHEREAS the North Bay Mattawa Conservation Authority has provided Minimum Distance Separation (MDS) from nearby livestock facilities, and;  
WHEREAS entrance to the proposed residential lot from the easterly and westerly directions has been pre-approved for clearance by the Public Works Superintendent;

NOW THEREFORE the Council of the Municipality of Calvin RESOLVES that:

1. It is recommended that the East Nipissing Planning Board give provisional consent to this application, and;
2. A copy of the completed survey for the new residential lot shall be provided to the municipality, in both hard copy and digital format, and;
3. That the 5% Cash in lieu shall apply to the newly created lot and is payable in full to the municipality as a requirement of consent.

Carried

2017-182 DECEMBER COUNCIL MEETING CANCELLED & MUNICIPAL HOLIDAY OFFICE CLOSURE

Moved by Coun Adams and seconded by Coun Pennell that Council hereby authorizes that over the 2017 Holiday Season, the regular Council meeting scheduled for Tuesday December 26, 2017 be hereby cancelled; and; Further, that the municipal office shall be closed Monday December 25, 2017 thru Monday January 1, 2018 and will reopen on Tuesday January 2, 2018 at 8:30 a.m.  
Carried

2017-183 SUPPORT TOWNSHIP OF NORTH FRONTENAC

Moved by Coun O'Connor and seconded by Coun Adams that

WHEREAS the Council of the Corporation of the Municipality of Calvin hereby supports the Township of North Frontenac Municipal Council Resolution #470-17 dated October 13, 2017 which reads;

Moved by Councillor Inglis, Seconded by Councillor Hermer #470-17

BE IT RESOLVED THAT Council is concerned with the negative impacts of Bill 148, including potential increase of costs on Volunteer Fire Departments; AND THAT Council instructs the Clerk to circulate a copy of this Resolution to all other municipalities in Ontario requesting their support; AMO and Randy Hillier MPP.  
Carried

2017-184 SUPPORT TOWNSHIP OF DRUMMOND/NORTH ELMSEY

Moved by Coun Adams and seconded by Coun Pennell that

WHEREAS the Council of the Corporation of the Municipality of Calvin hereby supports the Township of Drummond/North Elmsley Municipal Council Resolution #2017-125 dated October 24, 2017 which reads;

MOVED BY: Steve Fournier RESOLUTION NO: 2017-125

DATE: October 24, 2017

SECONDED BY: George Sachs

WHEREAS changes proposed to on-call provisions in the Employment Standards Act by Bill 148 will result in exorbitant tax increases to maintain fire prevention services and on-call system for snow plowing and road maintenance in a rural municipality; and

WHEREAS many Ontario municipalities will be unable to afford these services if this change is enacted; and

WHEREAS the Association of Municipalities of Ontario has submitted a position paper to the Ontario government specifically requesting the exemption of all municipal employees who are required to be on call to provide statutorily mandated public safety services;

NOW THEREFORE BE IT RESOLVED THAT The Township of Drummond/North Elmsley requests that all municipal employees be specifically exempted from the on-call changes proposed by Bill 148; and

FURTHERMORE THAT the Township of Drummond/North Elmsley request that the Government of Ontario conduct a full economic impact study of Bill 148 to study the effect of the Bill on businesses and municipalities across Ontario; and

FURTHERMORE THAT this resolution be circulated to Premier Kathleen

Wynne, Minister of Labour, Kevin Daniel Flynn, the Association of Municipalities of Ontario and all Ontario municipalities.

Carried

2017-185 EXPRESSIONS OF INTEREST RECEIVED FOR VANCANCY ON COUNCIL

Moved by Coun Pennell and seconded by Coun Adams that Expressions of Interest have been received by the deadline of November 13/17 @ 3 p.m. from those interested and qualified to fill the current Vacancy on Council as follows in the order received:

- |                    |                      |
|--------------------|----------------------|
| 1. Daniel Maxwell  | 5. Gary Maxwell      |
| 2. Jeffery Latimer | 6. Danielle Albright |
| 3. Sandy Cross     | 7. Bart Castelyn     |
| 4. Anne Willis     | 8. Paul Robicheau    |

And that once verified, all those qualified will be interviewed by Council on the evening of Tuesday November 21/17 beginning at 6:00 p.m. and that the Clerk-Treasurer will prepare the interview schedule and notify all parties by phone and/or email of their scheduled time of interview.

Carried

2017-186 CLOSED PORTION

Moved by Coun O'Connor and seconded by Coun Adams that this portion of the meeting now be closed for the purpose of labour relations or employee negotiations pursuant to the Municipal Act, Section 239(2)(d) Re: - Succession Planning Building/Landfill/Recreation and Administration departments.

Carried

*Council moved to Closed Portion at 7:47 p.m.*

*Council returned to Open Meeting at 8:50 p.m.*

2017-187 DISBURSEMENTS

Moved by Coun Adams and seconded by Coun Pennell that the disbursements dated November 9, 2017 in the amount of \$19,553.59 and November 14, 2017 in the amount of \$6,297.93 be hereby authorized and passed for payment.

Carried

2017-188 ADOPT COUNCIL REPORTS

Moved by Coun Pennell and seconded by Coun O'Connor that Council Reports

- C2017-18 which adopts Minutes of the Closed Portion of the meeting of Tuesday September 26, 2017, and
- C2017-19 which provides Directives to Staff Re: Succession Planning All Departments, Lane Duck 2018 Planning and Retirement Ken Brewitt, and
- C2017-20 which adjourns the Closed Portion of the meeting

be hereby approved and adopted as presented.  
Carried

2017-189 ADJOURNMENT

Moved by Coun O'Connor and seconded by Coun Adams that this regular meeting of Council now be adjourned at 8:59 p.m.  
Carried

CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE SPECIAL MEETING TUESDAY NOVEMBER 21, 2017

This special meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Brown, Deputy Mayor Pennell, Coun Adams, Coun O'Connor, Cindy Pigeau and Lynda Kovacs.

Regrets: 0

Guests: 0

The meeting was called to order at 8:12 p.m. by Mayor Brown

PECUNIARY/CONFLICT OF INTEREST: None

PRESENTATIONS/DELEGATIONS: None

*This special meeting of Council was called by the Mayor to immediately follow the interviews of those who had submitted Expressions of Interest in the current Vacancy on Council left by Anna Edwards, as she no longer qualified to hold a seat as a Member of Council (non-residency). The interviews of the following qualified persons took place beginning this date at 6:00 p.m. in the Calvin Community Centre and were completed at 8:12 p.m.*

- |                    |                      |                   |
|--------------------|----------------------|-------------------|
| 1) Jeffery Latimer | 2) Danielle Albright | 3) Paul Robicheau |
| 4) Anne Willis     | 5) Bart Castelyn     | 6) Gary Maxwell   |
| 7) Sandy Cross     |                      |                   |

2017-190 MOVE TO CLOSED PORTION

Moved by Coun O'Connor and seconded by Coun Adams that this portion of the meeting be now closed for the purpose of personal matters about an identifiable individual, including municipal or board employees pursuant to the Municipal Act, Section 239 (2) (b) re: Review of Interviewees for Vacancy on Council and to Provide Directives to Clerk-Treasurer.  
Carried

*Council moved to Closed Portion at 8:14 p.m.  
Council returned to Open Meeting at 8:31 p.m.*

2017-191 ADOPT COUNCIL REPORTS  
Moved by Coun Pennell and seconded by Coun O'Connor that Council Reports

- C2017-21 which adopts Minutes of the Closed Portion of the meeting of Tuesday November 14, 2017, and
- C2017-21 which provides Directives to Staff Re: To Contact the Person Selected as 1<sup>st</sup> Choice to Fill the Current Vacancy on Council and Determine Consent to Accept the Offer of Appointment and also to Prepare Appointment By-law for Regular Meeting of Nov. 28/17, and
- C2017-22 which adjourns the Closed Portion of the meeting be hereby approved and adopted as presented.

Carried

2017-192 ADJOURNMENT

Moved by Coun O'Connor and seconded by Coun Adams that this regular meeting of Council now be adjourned at 8:35 p.m.  
Carried



**CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE REGULAR MEETING TUESDAY NOVEMBER 28, 2017**

The regular meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Brown, Deputy Mayor Pennell, Coun Adams, Coun O'Connor, Jacob Grove, Cindy Pigeau and Lynda Kovacs.

Regrets: 0

Guests: 3

The meeting was called to order at 7:00 p.m. by Mayor Brown

PECUNIARY/CONFLICT OF INTEREST: None

PRESENTATIONS/DELEGATIONS: None

**2017-190 MINUTES OF COUNCIL MEETING**

Moved by Coun Pennell and seconded by Coun O'Connor that the Minutes of the regular meeting of Council held on Tuesday November 14, 2017 be hereby adopted and signed as circulated.

Carried

**2017-191 MINUTES OF SPECIAL MEETING**

Moved by Coun O'Connor and seconded by Coun Pennell the minutes of the special meeting of Council held on Tuesday November 23, 2017 be hereby adopted and signed as circulated.

Carried

**2017-192 BY-LAW NO. 2017-017 APPOINT SANDY CROSS TO FILL COUNCIL VACANCY**

By-law No. 2017-017 received 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings and was finally passed before an open Council. This being a by-law to confirm the appointment of a person to fill a vacancy on Council.

Carried

*At this time Sandy Cross took her Declaration of Office before an open Council, Sworn Before a Commissioner for Oaths (Clerk-Treasurer) and then took her appointed seat at the Council table as Councillor Cross for the remainder of this Term of Council.*

**2017-193 REAPPOINT MUNICIPAL AUDITOR**

Moved by Coun Adams and seconded by Coun Cross that Grant Thornton be reappointed as Municipal Auditor for the Municipality of Calvin for a further four (4) year term to include the 2018, 2019, 2020 and 2021 fiscal years, as per the proposal

received and dated November 20, 2017, and;  
That consideration would then be given to reappoint the existing auditor for a further term, and;  
That the Municipality retains the right to terminate the engagement should there be cause for dissatisfaction with the services provided.

Carried

**2017-194 PROVISIONS SHOULD COUNCIL BE IN A 'LAME DUCK' SITUATION AS OF JULY 27/18**

Moved by Coun Pennell and seconded by Coun O'Connor that Council receive the Report to Council #2017CT-04, Restricted Acts of Council (Lame Duck Periods) for information purposes; and

Further, that the Clerk-Treasurer be hereby directed to prepare the necessary by-law prior to Nomination Day (July 27, 2018), delegating authority to the Clerk-Treasurer from July 27, 2018 to and including December 11, 2018 to:

a) Be the authority to hire or remove any officer from/to employment with the Municipality of Calvin,

and  
Further, that the by-law shall come into force only in the event when determined by the Clerk with certainty that less than 75% of the current members of Council will be returning to sit on the new Council after Nomination Day of the 2018 Municipal Elections.

Carried

**2017-195 DISBURSEMENTS**

Moved by Coun Cross and seconded by Coun Adams that the disbursements dated November 21, 2017 in the amount of \$75,000 and November 23, 2017 in the amount of \$10,566.39 and November 28, 2017 in the amount of \$8,008.26 be hereby authorized and passed for payment.

Carried

**2017-196 ADJOURNMENT**

Moved by Coun Adams and seconded by Coun Cross that this regular meeting of Council now be adjourned at 8:05 p.m.

Carried

# NOTICE

## FROM CALVIN ROADS DEPT.

The Municipality of Calvin By-Law #2004-13 (see reverse) states:

“No person shall deposit or cause to be deposited any snow or ice upon any portion of any road or bridge located within the territorial limits of the Municipality of Calvin.”

Notice that pushing snow onto the travelled surface creates a hazard and reduces visibility. Should an accident or injury occur because of it, you could be held liable in a lawsuit.

After the last snow storm, it was noticed by the road crews that snow was being deposited onto the road in various areas of the municipality. This not only created hazards for other drivers, but slowed down the response time for equipment operators.

Consider this a notice to all residents who continue to deposit snow on area roads that By-Law #2004-13 will be enforced and that fines of up to \$300 will be laid.

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2004-013

AMENDMENT TO BY-LAW NO. 410

BEING A BY-LAW TO PROHIBIT THE DEPOSITING OF SNOW ON ANY HIGHWAY OR BRIDGE UNDER THE JURISDICTION OF THE MUNICIPALITY OF CALVIN.

WHEREAS section 11 subsection (1) of the Municipal Act 2001, c.25 provides that a single-tier municipality may pass by-laws respecting matters within the sphere of jurisdiction of highways, including parking and traffic on highways;

AND WHEREAS section 27 subsection (1) of the Municipal Act 2001, c.25 provides that a municipality may pass by-laws in respect of highways only if it has jurisdiction over the highway;

AND WHEREAS section 425 subsection (1) of the Municipal Act 2001, c.25 provides that by-laws may be passed by all municipalities and by police services boards for providing that any person who contravenes any by-law of the municipality or of the board, as the case may be, passed under this Act, is guilty of an offence;

AND WHEREAS section 181 of the Highway Traffic Act R.S.O 1990, c. H.8 provides that no person shall deposit snow or ice on a roadway without permission in writing to do so from the Ministry or the road authority responsible for the maintenance of the road;

NOW THEREFORE the Council of the Corporation of the Municipality of Calvin enacts as follows:

1. No person shall deposit or cause to be deposited any snow or ice upon any portion of any road or bridge located within the territorial limits of the Municipality of Calvin.
2. No person shall move snow within the road allowance from one side of the cleared portion of the road allowance intended for vehicular and pedestrian traffic, to the other side of the road allowance.
3. No person shall relocate snow within the road allowance in such a manner as to encroach on the cleared portion of the road allowance intended for vehicular or pedestrian traffic, or that would result in the obstruction of the normal visibility of the safe movement of vehicular and pedestrian traffic on the road allowance.
4. This by-law shall apply to the whole Municipality of Calvin in its entirety.
5. Any person convicted of a breach of this by-law shall forfeit and pay at the discretion of the convicting judge a penalty not exceeding three hundred dollars (\$300.00) on each conviction and penalty, and costs shall be recoverable under the provision of the Fines and Forfeitures Act R.S.O. 1990, c. F.13.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 14th DAY OF June 2004.