

# CORPORATION OF THE MUNICIPALITY OF CALVIN

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1355 Peddlers Drive, RR #2  
Mattawa, Ontario P0H 1V0

Phone: 705-744-2700  
Fax: 705-744-0309  
Email: clerk@calvintownship.ca

February 8, 2019

## NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held in the Calvin Community Centre at 7 p.m. on Tuesday February 12, 2019.

If you are unable to be in attendance it is greatly appreciated that you notify the undersigned in advance.

*Please be reminded that;*

*You may file your completed "Financial Statement – Auditor's Report Form 4" as of January 2, 2019. Final deadline for filing is March 29, 2019 @ 2 p.m.*

Thank you.

Best regards;

Lynda Kovacs  
Clerk-Treasurer

Cindy Pigeau  
Deputy Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

AGENDA  
REGULAR COUNCIL MEETING  
Tuesday February 12, 2019 at 7:00 p.m.  
Calvin Community Centre

1. CALL TO ORDER
2. WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST
3. PETITIONS AND DELEGATIONS
4. REPORTS FROM MUNICIPAL OFFICERS  
Chris Whalley; Public Works  
Jacob Grove; Recreation, Landfill, Cemetery  
Dean Maxwell; Fire
5. REPORTS FROM COMMITTEES  
None
6. ACTION LETTERS
  - A) Minutes of Council Meeting  
Adopt Minutes of Tuesday January 22/19
  - B) Integrity Commissioner  
Two Proposals – Resolution of Council Decision
  - C) By-law No. 2019-004  
To Appoint Clerk-Treasurer as of March 1, 2019
  - D) MIS Insurance  
Resolution to Approve 2019-2020 Annual Municipal Insurance
  - E) Jenny's Heroes Canada  
Resolution to Submit Grant Application by June 14, 2019  
submission deadline
  - F) MBEDC  
Resolution to Pay Year 2 of 4 Year Commitment  
Invoice – Due April 1, 2019
  - G) Shared Building Services  
Resolution to Share CBO with the Municipality of East Ferris
  - H) Cassellholme  
Clerk's Report to Council 2019CT 03 – Resolution Requested  
RE: Cassellholme Redevelopment and Letter to Minister of  
Health
  - I) Cassellholme  
Resolution – Moving Forward with Cassellholme  
Redevelopment
7. INFORMATION LETTERS
  - A) NBPS District Health Unit  
2019 Municipal Levy Information Package
  - B) Ministry of Natural Resources  
And Forestry  
Invitation to Participate – Fisheries Management Zone 11  
Draft Fisheries Management Plan
  - C) Health Unit  
Smoke Free Ontario Act 2017 – Changes Effective Oct 17/18

D) North Bay CACC Letter to Calvin Fire Chief RE: Fire Department Paging

8. INFORMATION LETTERS AVAILABLE

9. OLD AND NEW BUSINESS -

-Potential Family Day Activities (Councillor Cross)  
-Donation of Security Cameras (Councillor Cross)  
-Requirement for New Policies and By-laws re: Tree Canopy and  
Pregnancy and Parental Leave for Members of Council (by  
March 1/19 as per Bill 68) as per Municipal Act  
Sections 270 (1) s. (7) and (8)

10. ACCOUNTS APPROVAL REPORT

11. CLOSED PORTION

12. BUSINESS ARISING FROM CLOSED SESSION

13. NOTICE OF MOTION

14. ADJOURNMENT

**MUNICIPALITY OF CALVIN**  
**REPORT TO COUNCIL**  
**Recreation, Cemetery, Landfill JG2019-03**

REPORT DATE: 07/02/2019  
PREPARED BY: Jacob Grove; Landfill, Cemetery, Recreation Superintendent  
SUBJECT: Council Report

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**Recreation**

During the event February 03<sup>rd</sup> there was some issues with a toilet sticking on, fortunately staff was in attendance and was able to fix the problem immediately. There was no significant water loss. We are going to replace the problem toilet and I will include cost for replacing the rest of the toilets in the budget.

Snow is being removed from the west side of the Community Center roof.

The rink ice has continued to hold up well. With the freezing rain predicted we will continue to monitor and work on the surface as needed to keep it safe for use.

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**Landfill**

The City of North Bay has invited us to participate in their House Hold Hazardous Waste Program again. This program allows the Residents of Calvin to take their Hazardous Waste to North Bay's site. Last year our cost to participate was \$538.00. Our Landfill Site is not allowed to collect hazardous waste so I will be renewing the agreement to participate in the program.

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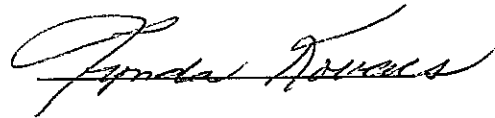
**Cemetery**

There is no report for this month.

Respectfully submitted;



Jacob Grove  
Landfill, Cemetery, Recreation Superintendent  
Municipality of Calvin  
1355 Peddlers Drive  
R.R. #2 Mattawa, ON  
POH 1V0  
Phone: 705 744-2700  
Fax: 705 744-0309  
[bylaw@calvintownship.ca](mailto:bylaw@calvintownship.ca)



Lynda Kovacs  
Clerk - Treasurer  
Municipality of Calvin

Municipality of Calvin Report to council

Report Date: Jan,2019

Originator: Dean Maxwell-Fire Chief

Responded Alarm's

Jan,12,19 / 16:37 Off road rescue Main A snowmobile trail.

Jan,17,19 / 21:22 Automatic aid Pap-Cam to 1150 Hazelwood rd.

Jan,27,19 / 12:08 Off road rescue Main A snowmobile trail.

Jan,29,19 / 14:06 Medical @ 625 Peddlers dr.

Meeting nights/Training

Jan,3,19 / Meeting night:Portable pump training @ Smith lake.

Jan,10,19 / Meeting night: Flood rink/SP 103 power pumps.

Jan,17,19 / Meeting night: Truck checks/repairs on pumper lights.

Jan,24,19 / Meeting night: Down firefighter training drill.

Jan,31,19 / Meeting night: Debrief calls/prep for funeral.

Fleet Status report

Fleet is in good condition nothing to report.

Chief's report

Jan,7,19 Inservus test bunker gear @ fire hall.

Jan,20,19 SPI flow tested all mask and B.A unit.

OFSC trail agreement for off road rescue.

Jenny's hero grant.

Hose reel plumbed in at fire hall thanks to Grants Plumbing.

Special thanks to Inservus for fitting Calvin FD with uniforms.

Pap-Cam automatic aid agreement.



CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE REGULAR MEETING TUESDAY JANUARY 22, 2019

The regular meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Pennell, Deputy Mayor Cross, Coun Maxwell, Coun Olmstead, Coun Grant, Jacob Grove, Dean Maxwell, Cindy Pigeau and Lynda Kovacs.

Regrets: None                      Guests: 3

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

PECUNIARY/CONFLICT OF INTEREST:                      None

PRESENTATIONS/DELEGATIONS:                      None

2019-014            FIRE DEPARTMENT UPGRADES TO VOICE PAGERS AND ASSOCIATED COMMUNICATION EQUIPMENT

Moved by Coun Maxwell and seconded by Coun Olmstead that Council authorizes the Fire Chief to purchase upgrades to voice pagers from alpha numerical from Northern Communications to Spectrum Group as quoted for 5 radios and included costs in the 2019 budget.

Carried

2019-015            MINUTES OF COUNCIL MEETING

Moved by Coun Cross and seconded by Coun Grant that the Minutes of the regular meeting of Council held on Tuesday January 8, 2019 be hereby adopted and signed as circulated.

Carried

2019-011            BY-LAW 2019-001

By-law No. 2019-001 being a by-law to authorize the passage of a new code of conduct respecting the behavior of Members of Council in the performance of their duties and responsibilities as elected community representatives and behavior of local board/committee members;

This By-law received 2<sup>nd</sup> and 3<sup>rd</sup> reading and finally passed before an open Council on this date.

Carried

2019-016            ANNUAL BORROWING BY-LAW

By-law No. 2019-002 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 authorize the borrowing of funds, if necessary, to meet current expenditures until taxes are collected and other revenues are received and commonly called the Annual Borrowing By-Law.

Carried

2019-017            INTERIM TAX LEVY AND PAYMENT OF TAXES

By-law No. 2019-003 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 provide for an interim tax levy and to provide for the payment of taxes and to further provide for penalty and interest in default of payment thereof for 2019.

Carried

2019-018            CANADA SUMMER JOBS 2019 PROGRAM

Moved by Coun Grant and seconded by Coun Cross that Council hereby authorizes staff to prepare a complete application to Canada Summer Jobs 2019 Program in order to hire a full-time youth (aged 15-30 years) to work in a Municipal Recreational Program for the 2019 summer months.

Not Carried

2019-019 DISBURSEMENTS

Moved by Coun Maxwell and seconded by Coun Olmstead that the disbursements dated January 17, 2019 in the amount of \$6,401.60 and January 22, 2019 in the amount of \$7,712.53 be hereby authorized and passed for payment.

Carried

2019-020 CLOSED PORTION

Moved by Coun Cross and seconded by Coun Grant that this portion of the meeting be now closed as Per Section 239(2)(d) of Municipal Act for the purpose of labour relations/employee negotiations RE: upcoming administrative changes.

Carried

At 8:50 p.m. Council moved to Closed Portion.

At 10:25 p.m. Council returned to the open meeting.

2019-021 ADOPT COUNCIL REPORTS

Moved by Coun Olmstead and seconded by Coun Maxwell that Council Reports C2019-01 which adopts Minutes of the Closed Meeting of Tuesday May 30, 2018, and C2019-02 which provides Directives to Staff Re: Temporary/Part-Time Landfill Attendant, and C2019-03 which provides Directives to Staff Re: Retirement of Clerk-Treasurer and Discussion RE: Appointment/Remuneration of Succeeding Clerk-Treasurer, and C2019-04 which provides Directives to Staff Re: Potential Short-Term Contract for Assistance with 2019 Budget and Final Taxes, and C2018-05 which adjourns the Closed Portion of the meeting.

Carried

2019-022 ADJOURNMENT

Moved by Coun Cross and seconded by Coun Grant that this regular meeting of Council now be adjourned at 10:28 p.m.

Carried

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Mayor

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Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. - 2019-004

Being a by-law to appoint a Clerk & Treasurer for the Corporation of the Municipality of Calvin.

WHEREAS the *Municipal Act S.O. 2001 c.25*, states that a municipality shall appoint a clerk, Section 228(1), and shall appoint a treasurer, Section 286(1):

AND WHEREAS the Council of the Corporation of the Municipality of Calvin (hereinafter called the Corporation) deems it expedient to enact such a by-law:

NOW THEREFORE the Council of the Corporation enacts as follows:

1. That Cindy Pigeau be and is hereby appointed Clerk & Treasurer for the Corporation.
2. That Cindy Pigeau shall perform all duties required to be performed by the Clerk & Treasurer under any statutory authority and any other duties which may, from time to time, be requested by Council.
3. That Cindy Pigeau shall hold office subject to the by-laws of the Corporation and the attached Schedule "A".
4. That any preceding by-laws appointing a Clerk & Treasurer are hereby repealed.
5. That this by-law shall come into full force on the 1st day of **March, 2019**.

Read a 1<sup>st</sup> time this \_\_\_\_ day of \_\_\_\_\_, 2019.

Read a 2<sup>nd</sup> and 3<sup>rd</sup> time and finally passed before an open Council  
this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Mayor

Seal

\_\_\_\_\_  
Clerk & Treasurer



MUNICIPALITY OF CALVIN

SCHEDULE "A"

CLERK-TREASURER

POSITION DESCRIPTION

REPORTING TO:

Council

GENERAL PURPOSE OF POSITION:

To manage the administrative and financial operations of the Municipality according to legislature and Council policies.

SUPERVISION EXERCISED:

Exercise supervision, training and leadership of all staff except for road department staff; assign duties to all staff except roads department staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

CLERK

1. Fulfill the statutory duties of the Municipal Clerk and Treasurer as defined in the Municipal Act and in other Provincial legislature.
2. Serve as Council's principal policy advisor and provide guidance on policy matters.
3. Manage and supervise operations to achieve goals within available resources; plan and organize workloads and staff assignments.
4. Represent the Municipality in relations with the public; provide the public with information and guidance regarding Municipal policies.
5. Provide leadership and direction in the development of short and long range plans; gather, interpret and prepare data for studies, reports and recommendations.
6. Assure that areas of responsibility are performed within budget; perform cost control activities; monitor revenues and expenditures to assure sound fiscal control; prepare annual budget; assure effective and efficient use of budgeted funds, personnel, materials, facilities and time.
7. Attend regular and special Council meetings; prepare and distribute agendas, background materials and reports; perform an accurate recording of the proceedings; prepare the minutes; prepare draft By-Laws and policies, consulting with Municipal solicitor where necessary.
8. Prepare a variety of studies, reports and related information for decision making purposes.
9. Serve as custodian of official Municipal records and public documents; perform certification and recording for the Municipality as required on legal documents and other records requiring such certification; seal and attest by signature to resolutions.
10. Administer the issuance of Municipal licenses and cemetery deeds in accordance with applicable legislature.
11. Administer oath of office to public officials; serve as commissioner of oaths.
12. Respond to correspondence as directed by Council.
13. Remain current in knowledge of Federal, Provincial and Municipal legislature.

14. Manage all aspects of Municipal elections and referendum in the capacity of Returning Officer.
15. Receive ongoing training; attend seminars and workshops related to Clerks' duties/responsibilities and changes to legislation.
16. Supervise all staff members except road department employees.
17. Other duties as assigned by Council.

ESSENTIAL DUTIES AND RESPONSIBILITIES

TREASURER

1. Manage Municipal funds in accordance with budget, investment policies, goals and local and Provincial legislature.
2. Supervise the receipt and disbursement of all Municipal funds.
3. Ensure that proper accounting system is maintained.
4. Monitor the Municipality's bonding and insurance programs.
5. Maintain awareness of Federal and Provincial grant programs; prepare business cases for applicable grants.
6. Prepare periodic financial, statistical or operational reports.
7. Current computer skills necessary.
8. Monitor Ontario Municipal Partnership Fund in relation to downloaded services costs.
9. Ensure OPTA, Performance Measurement procedures remain current.
10. Prepare all tax bills and ensure that Municipal taxes are collected.
11. Prepare tax adjustments as decided by settlement of Requests for Reconsideration to MPAC and Appeals through the Assessment Review board.
12. Collect tax arrears using tax registration procedures under the Municipal Act; calculate supplementary taxes; recommend tax write-offs where necessary.
13. Receive ongoing training; attend seminars and workshops related to Treasurers' duties/responsibilities and changes to legislation.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

\_\_\_\_\_  
Employer

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

Schedule "A"  
To By-Law No. 2018-017

**Position Rates 2018**

	<b>COUNCIL MEMBERS</b>			<b>Moved grid 1.8% 2018</b>	
1.	Mayor and Deputy Mayor	<i>As per By-law 2018-003</i>		<i>Review every 4 years</i>	<i>Next 2022</i>
2.	Councillor	<i>As per By-law 2018-003</i>		<i>Review every 4 years</i>	<i>Next 2022</i>
	<b>SALARIED EMPLOYEES</b>				
1.	Clerk-Treasurer	\$44,838	to	\$69,441	<i>Annually</i>
	<b>FULL-TIME EMPLOYEES</b>				
1.	Road Superintendent	\$20.42	to	\$31.64	<i>Hourly</i>
2.	Equipment Operator - Roads	\$17.58	to	\$24.45	<i>Hourly</i>
3.	Deputy Clerk-Treasurer	\$17.58	to	\$26.15	<i>Hourly</i>
4.	Administrative Assistant	\$15.72	to	\$22.75	<i>Hourly</i>
	<b>PART-TIME EMPLOYEES</b>				
1.	Fire Chief Building Inspector	\$18.07	to	\$28.61	<i>Hourly</i>
2.	Chief Building Official	\$21.50	to	\$33.36	<i>Hourly</i>
3.	Deputy Clerk-Treasurer	\$17.58	to	\$26.15	<i>Hourly</i>
4.	Municipal Enforcement Officer Animal Control Officer Landfill Superintendent Recreation Superintendent Cemetery Superintendent	\$17.58	to	\$24.45	<i>Hourly</i>
5.	Equipment Operator - Roads	\$17.58	to	\$24.45	<i>Hourly</i>
6.	Labourer/Custodian – General, all dept.	\$15.00	to	\$20.79	<i>Hourly</i>
7.	Administrative Assistant	\$15.72	to	\$22.75	<i>Hourly</i>
8.	Student (under 18) /Year Round	Min Wage			<i>Hourly</i>
9.	Student (under 18) /Seasonal	Min Wage			<i>Hourly</i>
10.	Student (over 18)	Min Wage			<i>Hourly</i>

2018 – Removed Project Manager, Combined Enforcement and Superintendent roles, Move lowest pay rate to \$15 minimum to reflect Provincial changes.

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: February 12, 2019 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Council has been informed and understands that the Ontario Fire Services Equipment Grant under Jenny’s Heroes Canada in partnership with the Ontario Association of Fire Chiefs, is a program to help small, volunteer firefighter-based departments purchase gear, equipment and/or technology up to \$25,000, to assist them in providing emergency first response in their community; and

Further that the Calvin Fire Department seeks Council approval to prepare and submit an application to this funding program by the deadline of Friday June 14, 2019, for the purchase of a Hurst Combi E-Tool.”

CARRIED \_\_\_\_\_

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
Coun Cross	_____	_____
Coun Grant	_____	_____
Coun Maxwell	_____	_____
Coun Olmstead	_____	_____
Mayor Pennell	_____	_____

## Jacob Grove (Fire)

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**From:** O AFC <info@oafc.on.ca>  
**Sent:** Wednesday, January 9, 2019 4:46 PM  
**To:** Jacob Grove (Fire)  
**Subject:** [Spam:\*\*\*\*\* SpamScore] Jenny's Heroes Canada announces 3 more grant opportunities in 2019!

Applications are now being accepted for the Jenny's  
Heroes Canada 2019 Ontario Fire Services Equipment  
Grant

[View this email in your  
browser](#)

# Jenny's Heroes CANADA

**Ontario  
Fire Services  
Equipment  
Grant**



**Apply today for the Jenny's Heroes Canada 2019  
Ontario Fire Services Equipment Grant!**

**It's back, and bigger than ever!**

The Ontario Association of Fire Chiefs (O AFC) is once again partnering with Jenny's Heroes Canada to offer support for volunteer fire departments across Ontario. Through Jenny's Heroes Canada, the Jenny Jones Foundation is offering grants of up to \$25,000 to provide safety equipment to Ontario's volunteer fire departments.

## **This year, thanks to Jenny's generosity, there isn't just one grant, but three!**

*"Wow! During the last opportunity we received more applications than anyone expected," says Jenny. "It's clear the need is great, so I remain committed to continue providing safety equipment to Ontario's volunteer firefighters. Let's keep it going!"*

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In May 2018, the Jenny Jones Foundation reached out to the O AFC with a vision to give back to those who serve in their communities, and where a financial contribution would make a significant impact. *"I have a profound respect for anyone who chooses a life of service to the community,"* says Jenny, *"even more so when the risks are great."* Jones grew up in London, Ontario and through her generosity and philanthropic endeavors, she is helping to make our communities safer for all.

The O AFC is now accepting grant submissions for the 2019 Winter Fire Service Equipment Grant. The grant closes on February 8, 2019. Those who applied for the grant in 2018, and were not successful, are encouraged to apply again. This year, the review panel has provided some information for you to consider when completing your application. Visit [www.oafc.on.ca/jennys-heroes-canada-2019-ontario-fire-services-equipment-grant](http://www.oafc.on.ca/jennys-heroes-canada-2019-ontario-fire-services-equipment-grant) to review full submission details.

The following table outlines the submission dates for 2019:

Submission Opens	Submission Closes	Recipient Announced	Disbursement
<b>Winter 2019</b> January 7, 2019	February 8, 2019	March 4, 2019	March-April 2019 <i>Up to \$25,000</i>
<b>Spring/Summer 2019</b> May 13, 2019	June 14, 2019	July 5, 2019	July-August 2019 <i>Up to \$25,000</i>
<b>Fall 2019</b> September 9, 2019	October 11, 2019	November 8, 2019	November-December 2019 <i>Up to \$25,000</i>

Jenny's Heroes Canada's goal is to help small, volunteer firefighter-based departments purchase gear, equipment and/or technology to assist them in providing emergency first response in their community. Each grant opportunity can be up to \$25,000.

For more information and to access the application form, visit our website at [www.oafc.on.ca/jennys-heroes-canada-2019-ontario-fire-services-equipment-grant](http://www.oafc.on.ca/jennys-heroes-canada-2019-ontario-fire-services-equipment-grant).

Questions regarding the Jenny's Heroes Canada Ontario Fire Services Equipment Grant can be sent to Michelle O'Hara, Business Development/Operations Manager, by email to [michelle.ohara@oafc.on.ca](mailto:michelle.ohara@oafc.on.ca) or call 905-426-9865 x222.

The O AFC is extremely grateful to Jenny's Heroes Canada for this generous opportunity and we hope we can continue work with such a dedicated and renowned philanthropist. We encourage you to visit Jenny's Heroes Canada website at [www.jennysheroescanada.com/](http://www.jennysheroescanada.com/) for more information on this program, and to view previous grant recipients.



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O AFC Website

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**Our mailing address is:**

Ontario Association of Fire Chiefs

520 Westney Rd. S., Unit 22

AJAX, ON L1S 6W6

Canada

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CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: February 12, 2019

NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Council hereby authorizes payment of the invoice for Year 2 of 4 Year commitment to the Mattawa Bonfield Economic Development Corporation (MBEDC) as received and as per their previously approved 2018-2023 finalized budget and organizational focus, for their 2019-2020 fiscal year.

CARRIED \_\_\_\_\_

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# Mattawa-Bonfield Economic Development Corporation



298 Main St. Mattawa, ON

P.O. Box 648, Mattawa, ON POH 1V0

PH: 703.744.5677

• [www.mbedc.ca](http://www.mbedc.ca)

• [www.visitmattawa.travel](http://www.visitmattawa.travel)



## INVOICE

January 22, 2019

Municipality of Calvin  
1355 Peddlers Driver, RR#2  
Mattawa, ON  
POH 1V0

Municipal partner contribution (year 2 of 4 year commitment) to MBEDC 2018-19 operating budget

\$17,774

Due in full within 30 days of April 01<sup>st</sup>, 2019.

2018-19 fiscal year forward

Municipal Contributions to MBEDC Operating Budget

In order to reach a budget of working order every fiscal year, it was determined that municipal contributions must increase to a total of \$192028. This represents a total increase of \$51421 over the previous fiscal year. Additionally, the organization will continue to depend on outside funding to support its operating costs. Both municipal contributions at the proposed rates AND outside funding will be required to support the true operating costs of this organization.

After considering, reviewing and discussing at length several contribution distribution models, the board decided the most simple and equitable contribution model would be one that is per-capita based. Source of population data will be the only reliable population data – the latest available Census data.

Municipal contributions in this new model, beginning 2018-19 fiscal year:

<u>Municipality</u>	<u>Population</u>
Bonfield	1975
Calvin	516
Mattawa	1993
Papineau	1016
Mattawan	161
	5661

<u>Municipality</u>	<u>Contribution %</u>	<u>Actual Increase</u>	<u>New Contribution</u>
Bonfield	34%	\$ 17,165	\$ 65,061
Calvin	9%	-\$ 1,708	\$ 17,774
Mattawa	36%	\$ 27,561	\$ 68,651
Papineau-Cameron	18%	\$ 6,386	\$ 34,997
Mattawan	3%	\$ 2,018	\$ 5,546
		\$ 51,421	\$ 192,028

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: April 24, 2018

NO. 2018-061

MOVED BY [Signature]

SECONDED BY [Signature]

“That Council has reviewed the finalized budget and organizational focus for 2018-2023 as developed by the Mattawa-Bonfield Economic Development Corporation (MBEDC) board of directors and fully supports the ongoing operational budget on a per capita basis, as presented, beginning the 2018-2019 MBEDC fiscal year.”

CARRIED [Signature]

DIVISION VOTE

<u>NAME OF MEMBER OF COUNCIL</u>	<u>YEA</u>	<u>NAY</u>
Coun Adams	_____	_____
Mayor Brown	_____	_____
Coun Edwards	_____	_____
Coun O'Connor	_____	_____
Coun Pennell	_____	_____

COPY





MUNICIPALITY OF CALVIN

2019CT 03 - REPORT TO COUNCIL

REPORT DATE: February 12, 2019

ORIGINATOR: Lynda Kovacs; Clerk-Treasurer/Cindy Pigeau; Deputy Clerk-Treasurer

SUBJECT: Resolution Requested RE: Cassellholme Redevelopment

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**PROPOSED RESOLUTION**

"Whereas the Municipality of Calvin reaffirms our continuing commitment to proceeding with the Cassellholme redevelopment as per Council Resolution 2018-037, dated March 13, 2018,

And Whereas at their 18 December, 2018, Board meeting, the Cassellholme Board released South Algonquin from their future major capital contributions (those beyond the scope of the Long Term Care Act) towards the Cassellholme redevelopment and, that any further changes in regard to the redirection of South Algonquin's share of the operating costs, are to be taken up by South Algonquin directly within the Ministry of Health and Long Term Care,

And Whereas it was agreed among the municipalities participating at Cassellholme Board meeting on 24 January, 2019 that this would be acceptable,

And Whereas we direct Mayor Ian Pennell of the Municipality of Calvin to write immediately to the Minister of Health and Long-Term Care, the Hon. Christine Elliott (copied to Finance Minister Vic Fedeli) asking that South Algonquin not be included in the amendments that are required to reconfigure the Board of Management for the District of Nipissing East (Schedule 4 of *Ontario Regulation 79/10*).

We Therefore ask the Minister to direct her officials to work with Cassellholme in order to obtain all of the government approvals that are necessary to proceed with the redevelopment and to do so as soon as is reasonably possible.

And Further that a copy of this Resolution be copied to MPP Vic Fedeli, Minister of Health and Long Term Care Christine Elliott and Jamie Lowery, CEO Cassellholme."

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**Cassellholme Status Update**

In January 2017 Cassellholme Board of Management (BoM) and Jamie Lowery, Cassellhome CEO, prepared a report entitled "Respecting & Responding to Seniors in the North" along with a letter to Minister of Health and Long Term Care, Dr. Eric Hoskins. All Council members have been provided with these documents, and they are posted as part of this February 12/19 Council Agenda on our municipal website accessible to the public as background information.

On January 24, 2019, Mayors, Council Members and Clerks of the BoM Municipalities were invited to meet at Cassellholme, In-Camera, for a redevelopment status update. All Members of Council were provided a copy of the **CONFIDENTIAL** document pertaining to this meeting via email on

January 25, 2019. The Casselholme BoM has sent a letter to Township of South Algonquin, dated February 6, 2019 as a result of that meeting.

A reminder that CONFIDENTIAL document details cannot be discussed in an open meeting.

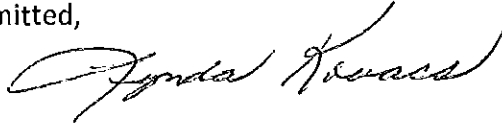
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**CONCLUSION**


Casselholme is requesting that the Municipalities write letters (<sup>to follow</sup> ~~provided in Council package~~) to the Minister of Health and Long Term Care and to confirm their commitment to proceed with Casselholme redevelopment as per the Resolution tabled at this evenings meeting.

Respectfully submitted,

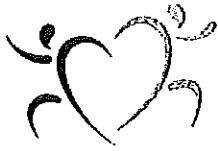
Lynda Kovacs  
Clerk-Treasurer



Cindy Pigeau  
Deputy Clerk-Treasurer







# CASSELLHOLME

## Report "Respecting & Responding to Seniors in the North"

Board of Management  
Cassellholme, East Nipissing District  
Home for the Aged

Date: January 26, 2017

Subject: Redevelopment – Cassellholme, East Nipissing District Home for the Aged

Contact: Mr. Jamie Lowery, Chief Executive Officer, Cassellholme  
705-474-4250, Ext. 233 / [loweryj@cassellholme.on.ca](mailto:loweryj@cassellholme.on.ca)

### Recommendations:

- THAT the report entitled " Respecting & Responding to Seniors in the North, " be received:
- THAT The Municipality of Calvin agrees to support the creation, through legislation, a rural District to include The Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin and
- THAT The Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin, respectively, provincially required levy be directed to Algonquin Nursing Home, now known as La Maison des Aînés de Mattawa Seniors Living
- THAT The Municipality of Calvin, agrees to support the creation of an urban District to include The City of North Bay, The Municipality of East Ferris, The Township of South Algonquin, The Township of Bonfield, and The Township of Chisholm and that their provincially legislated levy remain with Cassellholme at the rate identified in Table 1 in Appendix A
- THAT The Municipality of Calvin support the change in governance proposed that would realize more representation from member municipalities and the addition of a Cultural Representation as noted in Table 2 of Appendix B:
- THAT The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin, as a consequence of leaving the district agrees to fund their portion of the Capital Replacement costs. The amount will be set upon awarding the contract to the preferred contractor. This amount will be secured by way of a diminishing Letter of Credit until such time as the full amount is paid to Cassellholme. Should the exiting municipalities, chose to pay their capital contribution over an extended time period, the cost associated with financing their share will be added to the capital contribution. The percentage of the contribution is based on the existing Act. The estimated amount is presented in Table 3 of Appendix C:
- AND THAT Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin, continue to support the operation of Cassellholme until a Development Agreement is executed by the Province of Ontario and the Board of Management of Cassellholme.

**Overview:**

- Cassellholme was originally built in 1925 by 23 participating municipalities of Nipissing. In 1949 it became a Home for the Aged and functioned in this manner until 1962 when it was replaced by the building that currently stands on the site
- In a province wide survey conducted by the Ontario Association of Nursing Homes and Seniors Services (OANHSS), Cassellholme's municipal subsidies is one of the lowest in the Province of Ontario
- When industry model is applied to Cassellholme, it reveals the facility puts between \$18 - \$22 Million into the region each year.
- The Province of Ontario implemented a strategy in December of 2008 that would require Long Term Care Homes to re-develop and bring homes into compliance with new standards by 2025
- In September 2012 the Board received a letter from the Mattawa Bonfield Economic Development Corporation outlining the request from the Township of Papineau-Cameron, The Town of Mattawa, the Township and the Township of Mattawan to be removed from the Board of Management.
- A robust consultation process was undertaken that included presentations to each and every municipality that contributes to Cassellholme as well as to other stakeholders (i.e. Family and Resident Councils, CUPE, ONA)
- The results, after 18 months of consultation is a recommendation to revise the District model by creating a rural district that will include Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin
- Exiting municipalities will continue to pay their share of operating until a Development agreement is executed between the Board of Management and Ministry of Health and Long term Care
- The redevelopment will modernize Cassellholme and facilitate greater services for seniors, add new assisted living stock, create a specialized unit for those suffering from the effects of Dementia. The modernization will facilitate new cost savings and revenue, estimated at \$428,000.00 per year, which will more than replace the levy lost upon Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin's exit.
- In addition the exiting of Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin would also be responsible for their portion of the estimated \$58 million costs associated with re-development capital
- Cassellholme will be given the ability to borrow the funds and therefore carry the debt. This is important because the debt will NOT be considered part of the municipal debt formula.
- At the time of this report, the Board of Management has received support from the LHIN
- Provincial Approval is required for the governance change and re-development application
- The Board of Management of Cassellholme is very hopeful that municipalities will support the plan and Cassellholme can proceed with the next steps.

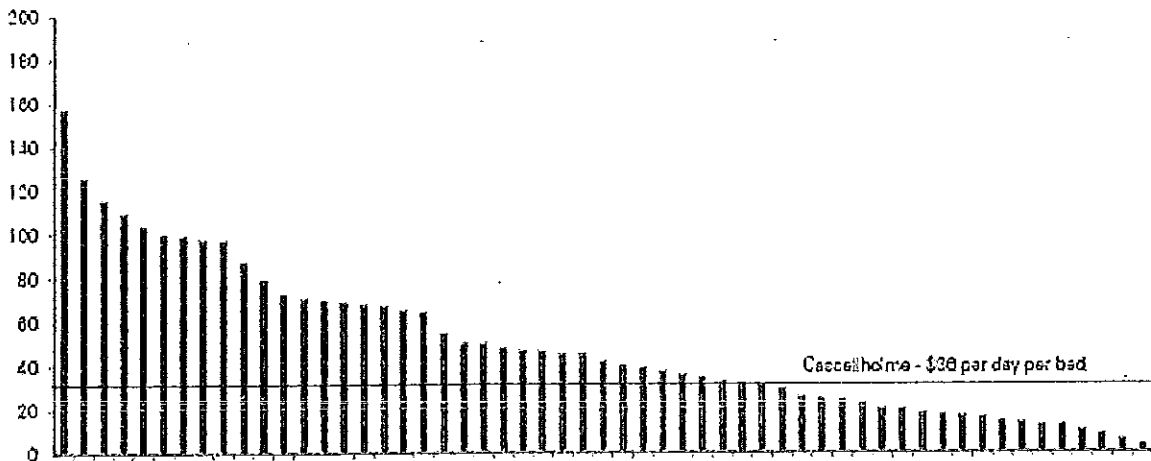
**Background:**

Cassellholme was originally built in 1925 by 23 participating municipalities of Nipissing. In 1949 it became a Home for the Aged and functioned in this manner until 1962 when it was replaced by the building that currently stands on the site. In 1963, the District of Nipissing was split, with Cassellholme being designated the Home for the East and Au Chateau in the West. Renovations to the Home took place in 1986, whereby all the beds were converted to either private or semi-private accommodations.

At the same time, the Board created non-profit seniors Apartment Corporation called Castle Arms that now owns and operates a total of 5 buildings, housing more than 250 seniors in both North Bay and Mattawa. Cassellholme also provides community support throughout the District of Nipissing.

From a Provincial standpoint Cassellholme enjoys one of the lowest municipal subsidy levels. In a province wide survey conducted by the Ontario Association of Not-for-Profit Homes and Services for Seniors (OANHSS), Cassellholme's less than \$36/resident per day while the highest level is approximate \$160/ resident per day. It should be noted that Cassellholme's levy has remained at zero percent (0%) for the past two years.

*Municipal Operating Contributions - \$ Per Bed Per Day - 2014*



Source: 2016 OANHSS Benchmarking Survey - 2014 operating contributions

Today Cassellholme hosts sum 240 residents ranging in age from 40 – 102 years of age. The home has seen a recent growth in the frequency of those residents impacted by Dementia. In fact approximately 75% of our residents suffer with some form of this disabling disease. Cassellholme has an active waiting list of 125 people. The average wait time to be admitted to Cassellholme is two years upon the date of request. The home is an integral component of the Health Care System in North Bay as well as the surrounding region.

Interestingly, industry models that provide the value/economic impact a Health Care facility drives in a community demonstrates that a multiplier, applied to labour only, of between 1.5 and 1.31 is typical. In Cassellholme's case this means that Cassellholme with some 340 jobs puts between \$18 million – \$22 million into the local economy each year. This is significant for the region and has the potential to increase should service offerings increase. It also brings tangible benefits for citizens that either use the current services or will use them in the future.

## Current Situation

The Province of Ontario implemented a strategy in December, 2008 which would require Long Term Care Homes to re-develop and bring homes into compliance with new standards. By 2009, the then Board commissioned Mitchell Architects to complete a plan that would see the home transform once approved by the member municipalities, Local Health Integration Network (LHIN) and Ministry of Health and Long Term Care (MOHLTC).

Having received support letters from every member municipality in early September 2012 the Board subsequently received a letter from the Mattawa Bonfield Economic Development Corporation outlining the request from the Township of Papineau-Cameron, the Town of Mattawa, the Township of Calvin and the Township of Mattawan to be removed from the Board of Management. This set off a chain of events that would delay the re-development for over five years. In response to their letter, the Ministry of Health notified the Board that, until a solution is reached among the member municipalities, the re-development would be on hold.

In March of 2015 the Board passed the following resolution:

*“That the Board direct the CEO to develop a local solution related to the redevelopment of Cassellholme after the Braad public consultation process is complete and analysis is undertaken of the objectives outlined in the consultation plan. The local solution must answer the question of Access, equity, Choice, Value and Quality and incorporate these values into a governance model intended to ensure financial sustainability for Cassellholme.”*

A robust consultation process was undertaken that included presentations to each and every municipality that contributes to Cassellholme. In addition to those meetings, several “Town-Hall” style meetings were hosted by the Board of Management to ensure stakeholders such as CUPE, ONA and our Family Council were kept apprised of progress and decisions. Augmenting the study were a number of critical reviews by Mitchell Architects (Site Selection and Facility Programming), KPMG (Financial), Hicks Morley (Labour Relations), Lucenti, Orlando and Ellies, Barristers & Solicitors (Corporate/Commercial Implications) and a peer review by Lough Barnes.

The outcome of the consultation process revealed a number of elements. The most important was the concept of re-branding Cassellholme into a “Care Destination” that would be geared to seniors. The concept includes 5 major components and is designed to expand service offerings and looks to support the community beyond the perimeter of the campus.

In order to modernize the current model to one that will meet the goals set out by the Board, a transformation is required and includes a fundamental shift in the manner/priority of care environment. In essence, the LTC facility becomes the method of last resort for providing care to the district’s citizens. Avenues of care or “care options” focuses not only on changes in the physical space, but also diversification of the existing campus itself, with a growth in SERVICE boundaries. For the sake of the current discussion the redevelopment is proposed to reflect the following:

- Family Health Services – (North Wing) & Support/Service Group Accommodation

Central to the model, (Post commissioning of Cassellholme) there will be a 25,000 – 30,000ft<sup>2</sup> available for re-programming in the existing north wing. It is envisioned that this opportunity may broaden Cassellholme's service offerings to the community by way of clinical space or outreach programs. One possible concept is the establishment of an Aboriginal Health Clinic. Such a clinic would focus on First Nations people from Ontario and would offer a more convenient option for LTC residents as well as those community members needing support. The model also offers a more complete care offering and benefits North Bay and district in relation to seniors care and promotes the notion of aging in place. Re-purposing the building for complimentary services, such as medical clinics and counselling, not-for-profit groups (i.e. Alzheimer Society), or Institutional (i.e. Nipissing University), could integrate Cassellholme more fully into the community and act as a hub benefitting the entire district. There are definitely social and cultural advantages to developing this asset, as well as a potential for a modest revenue stream. The real value in this proposition is the convenience, accessibility and potential impact it would have on the volume of emergency room visits to the North Bay Regional Health Centre. The space also lends itself to home support services and is estimated to enable seniors to stay in their homes longer simply due to the offering of a host of complimentary service programs. The Home's executive has begun to canvas many groups that may be an appropriate fit in order to build on the "care-destination" concept.

- Long Term Care Facility

Similar to the current Cassellholme home, the newly constructed home will be geared to residents that present higher medical needs and/or exhibit behaviour issues. One of the complimentary nuances, given the Northern demographics and trends, is the inclusion of a number of Spiritual & Cultural designations. Under consideration are First Nations and/or Francophone units. This would be a reflection of the greatest needs in the district and increase the quality of Cassellholme's end-of-life care. What is also important to note, with respect to the building, is that many of the supportive elements such as laundry, kitchen and community spaces can help with the support of other campus functions such as seniors housing, community support (meals on wheels), and an assisted living development complex explored later in this report. Potential specialized units may include:

- Designated Specialized Unit (DSU) – this would complement the LTC component in that it could address residents with special needs. The definition of the client base for the DSU has yet to be determined, however, consideration is being given to the provinces four highest needs:
  - Youth (over 18)
  - Behaviours (associated with Dementia)
  - Acquired Brain Injury (ABI) – This is third highest ranking need within the health care sector associated with Long Term Care facilities (i.e. stroke and head trauma survivors/victims respectively)
  - Addiction – This is statistically more prevalent in the Northern areas of Ontario and has a profound impact on families and the community.

The diversification associated with additional services as well as housing would help insulate Cassellholme from the economic highs and lows, since many of the offered services would draw people

from beyond traditional boundaries. For example, a DSU would take clients/residents from anywhere in Ontario, thus opening the market up from just North Bay's population.

Although there is a possibility that additional funding could accompany this type of service, another consideration may be that if such a unit existed at Cassellholme, it would reduce some of the resources necessary in the LTC component and enable more focused care and an improved living environment.

- Commercial

Offering commercial opportunities such as a convenience store, hair salon, coffee bar and senior's entertainment is yet another excellent way to help create a hub within the care-destination community. Addressing the basic needs of citizens and residents, within a health care setting, sets a positive tone for those visiting, living on the campus or those enjoying the array of day programs currently being developed. Again, this heightens the level of integration within the community and offers a potential revenue opportunity that is designed to maximize Cassellholme's base floor plan. In essence, every square inch of the development will be purposed for maximum return and overall health of the community.

- Older Adult Programming – Auditorium and Day Program

As part of the assisted living services (CSS) at Cassellholme, we hope to start the process of lifestyle engagement earlier than when a citizen begins to enter a crisis situation. It is understood in most sectors, that people will feel much more comfortable in dealing with personal life challenges if they are already engaged and surrounded with familiar relationships. A good example of this is cardiac rehabilitation programs. Survivors are often reluctant to move to new programs once they are established in a group in a clinical setting. Having these relationships often helps them through a difficult adjustment period and provides emotional/spiritual strength. The attendance in programs is increased based on the relationships formed and the rehabilitation process tends to be more effective and sustainable. Our intention is to partner with seniors' groups in addition to our strategic partners (i.e. the Nipissing First Nations, City of North Bay, Alzheimer Society, Meals on Wheels and the North Bay Regional Health Centre) to create a network of collaboration that will build on the Ministry of Health's CSS program.

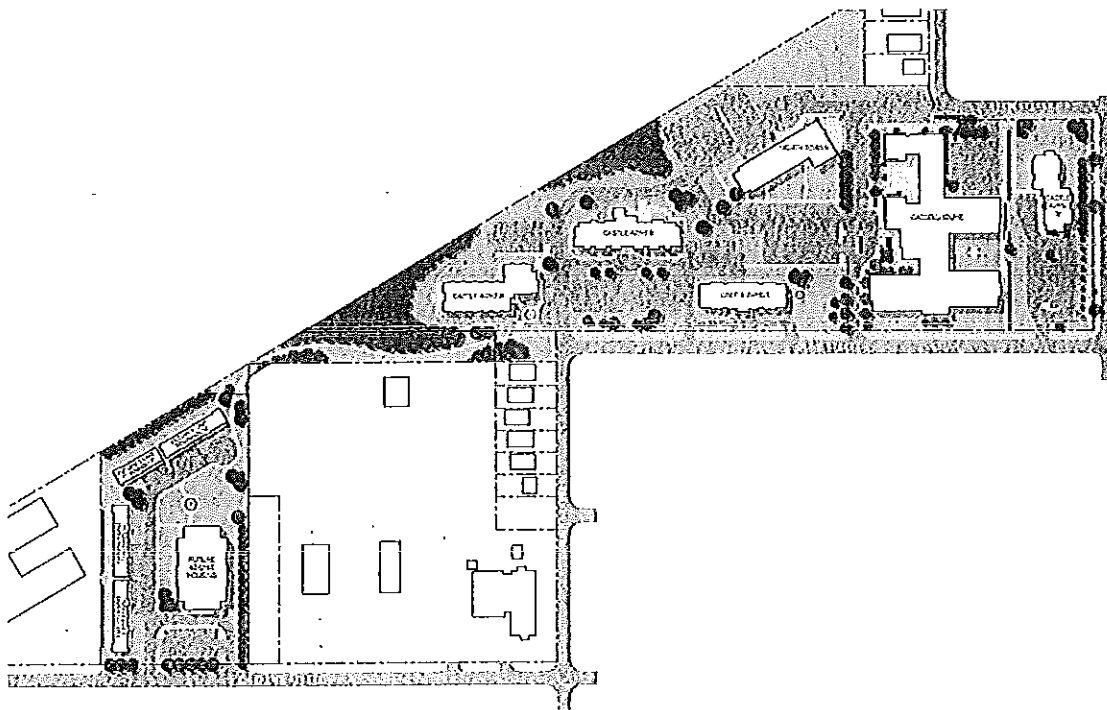
- Castle Arms Expansion into "Life Leases"

When Cassellholme/Castle Arms developed its fourth building, a number of units were not constructed. Going forward, the plan is to expand the current building in order to develop "Life-Lease" units. This will attract a broader base of clients and add yet another element to the care-destination. The idea is to create a place that supports and encourages diversity and makes the campus more attractive to those who wish to age in place. Due to the proximity of shopping, transit, entertainment, the location for this venture is attractive and viable.

- OPP Lands and the Development of Assisted Living (Single adults ages 40 -60 years)

The local housing social service provider (District of Nipissing Social Services Administration Board) has identified that the highest demand, and growing, in the North Bay district is housing, particularly for those adults aged 40 – 60 years old. Units for singles, who, for one reason or another, find themselves on the margins (ie. economic, physical or intellectual disability), are in very high demand. With the potential acquisition of the now vacant OPP property, located at the end of Chippewa Street, coupled with expertise delivering housing projects and partnering with the local housing authority, the addition of assisted living units helps to complete the care-destination campus. It is envisioned that the final development will recognize an assisted living complex which will again benefit the district and the north as a valuable piece of social/cultural infrastructure.

A building massing schematic has been included below:



It should be noted that the component under consideration for funding from the municipalities only includes the Long-Term Care facility. Other components of the “Campus” will be funded through other means such as the local Community and Social Services, grants such as FEDNOR and other partnerships beyond municipal contributions.

In order to start to implement the concept, the Ministry, as stated earlier in this report, required the member municipalities to remedy the governance issue in order to ensure a sustainable structure is in place for the redevelopment. On December 7, 2016 a proposal was made, in a public forum, to member municipalities that would see the four members (Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin) removed from the current model by creating a rural district to which they would be required to direct their future levies.

The proposed Board of Management composition truly ensures that the municipal members have

greater say with respect to the home's direction and policy. The Table below outlines the composition and term. A provincial representative has been replaced with a "Cultural" representative. The terms of the recruitment for the Director Chair will be determined once the Board is established.

Board Membership	Term and Description
	City of North Bay – 4 years
	Township of East Ferris – 4 years
	Township of South Algonquin – 4 Years
	Chisholm and Bonfield – 2 year rotation
	Cultural representative (i.e. First Nations) – 4 years
	Provincial Representation – 4 years

The governance and levy apportionment would be altered to reflect the change. Table 1 in Appendix A illustrates the recommended breakdown of levy apportionment under an urban district. It should be noted that the forgone revenue removed as a result of the municipalities departure will be replaced with new revenues based on the modernized model. It is estimated that the initial revenue may be as much as \$428,000.00. However in the interest of transparency the table below is proposed:

Assumed levy distribution	Status Quo	Hybrid District Home
North Bay	79.993%	84.110%
Calvin	1.407%	La Maison
Bonfield	2.930%	3.031%
Chisholm	1.510%	1.583%
South Algonquin	3.290%	3.459%
Mattawa	1.535%	La Maison
East Ferris	7.332%	7.702%
Mattawan	0.294%	La Maison
Papineau-Cameron	1.659%	La Maison

In addition, on exit, the Municipality of Mattawan, The Town of Mattawa, The Township of Papineau-Cameron and The Municipality of Calvin would also be responsible for their portion of the re-development capital as illustrated in Table 3 Appendix C. This will be calculated based on the current levy formula at the time of tender award. The amount will largely depend on the timing of the payment. For example, should the municipalities choose to pay their share of the capital up front. The amount would reflect the net present value and will not require a Letter of Credit to secure the payment. However, should they option to render payment over a period of time; borrowing costs as well as Letter of Credit costs will escalate their costs. The municipalities will also be responsible for their portion of the operating levy until such time as a development agreement has been executed between the MOHLTC and the Board of Management.

Each municipality's capital contribution has been calculated at the rate currently outlined in the Long



Term Care Act associated with District Homes. The difficulty in finalizing amounts is that a number of factors are unknown at this time. For example;

- The tendered value of the project
- Borrowing rate
- Manner in which the funds will flow from the Province (i.e. Net Present Value up front, on a per bed per day for a set term of 25 years)
- Timing of the Provincial flow. One of the options Cassellholme is proposing is to initiate funding at the onset of the project rather than after Commissioning.

For the sake of this report, the table below will serve as order of magnitude costs utilizing the most current information and not presuming the Province will make exceptions to this particular project. Of great importance to this proposal is the notion that Cassellholme will be given the ability to borrow the funds and therefore carry the debt. This is important because the debt will NOT be considered part of the municipal debt formula.

<b>CASSELLHOLME REBUILD ESTIMATED MUNICIPAL CAPITAL LEVY</b>				
CAPITAL PROJECT COST - 248 BEDS				\$ 57,404,391
INTEREST ON PROJECT OVER 25 YEARS AT ESTIMATED AT 4% BORROWING COST				\$ 33,496,066
TOTAL PROJECT COST INCLUDING PRINCIPAL AND INTEREST				\$ 90,900,457
PROVINCIAL FUNDING PORTION BASED ON \$23.06 PER RESIDENT PER DAY FOR 25 YEARS				\$ 52,184,780
BALANCE TO BE ALLOCATED AMONG ALL CONTRIBUTING MUNICIPALITIES				\$ 38,715,677
MUNICIPALITY	APPOR. %	MUNICIPAL* CAPITAL LEVY ALLOCATION AMOUNT \$ 38,715,677	PRESENT VALUE* OF MUNICIPAL CONTRIBUTION	VALUE OF CONTRIBUTION IF PAID OVER 25 YEARS
NORTH BAY	80.117%	\$ 31,017,839	\$ 19,655,519	\$ 31,017,839
MATTAWA	1.535%	\$ 594,288	\$ 376,601	\$ 594,288
SOUTH ALGONQUIN	3.305%	\$ 1,279,553	\$ 810,805	\$ 1,279,553
BONFIELD	2.913%	\$ 1,127,788	\$ 714,611	\$ 1,127,788
CALVIN	1.347%	\$ 521,500	\$ 330,405	\$ 521,500
CHISHOLM	1.497%	\$ 579,574	\$ 397,098	\$ 579,574
EAST FERRIS	7.382%	\$ 2,850,248	\$ 1,808,014	\$ 2,850,248
MATTAWAN	0.292%	\$ 113,050	\$ 71,670	\$ 113,050
PAPINEAU/ CAMERON	1.832%	\$ 631,840	\$ 400,364	\$ 631,840
<b>TOTAL</b>	<b>100.00%</b>	<b>\$ 38,715,677</b>	<b>\$ 24,633,086</b>	<b>\$ 38,715,677</b>

\*based on the 2017 assessment

At the time of this report, the Board of Management has received support from the LHIN (Appendix D). The Board has also engaged Ministry Project Management staff in order the approvals may be expedited.

#### Next Steps

Should the Board of Management receive positive resolutions from each and every member

municipality, Cassellholme will submit its application to re-develop. Since the LHIN's support has already been received, the next step is for the Ministry of Health and Long Term Care to process the re-development application.

Based on our consultation process and meeting with member municipalities a number of requests are being forwarded to the Ministry of Health. Some of this request is critical and without changes the recommendations within this report will NOT be possible. A letter to the Province of Ontario is included as Appendix E. It outlines the requests and includes:

- The need to create the new Districts by amending the Long Term Care Act to reflect the changes in governance
- The requirement to allow Cassellholme to carry the mortgage thereby protecting/insulating municipalities
- A request for the Province's Capital contribution up front and calculated at its net present value (this will save municipalities an extraordinary amount of money simply because the cost of financing is reduced).
- Request financial support for a Specialized Unit in order to help support seniors suffering from the impacts of Dementia.
- Approve the Development Agreement as quickly as possible

The process of review and approval is estimated to be three months.

The Board of Management of Cassellholme is very hopeful that municipalities will support the plan and Cassellholme can proceed with the next steps.

Respectfully submitted by the Cassellholme Board of Management,

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Chris Mayne, Board Chair  
Cassellholme, East Nipissing District Home for the Aged

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Mark King, Vice Chair  
Cassellholme, East Nipissing District Home for the Aged

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Jamie Lowery, Chief Executive Officer  
Cassellholme, East Nipissing District Home for the Aged

# Appendix A

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North Bay	79.993%	84.110%
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Bonfield	2.930%	3.031%
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South Algonquin	3.290%	3.459%
Mattawa	1.635%	La Maison
East Farris	7.392%	7.782%
Mattawan	0.294%	La Maison
Papineau-Cameron	1.659%	La Maison

*Table 1 – Proposed Levy Apportionment*

# Appendix B

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Board Membership	Term and Description
1	City of North Bay – 4 years
1	Township of East Ferris – 4 years
1	Township of South Algonquin – 4 Years
1	Chisholm and Bonfield – 2 year rotation
1	Cultural representative (i.e. First Nations) – 4 years
1	Provincial Representation – 4 years

*Table 2 – Proposed New Governance Model*

# Appendix C

## CASSELLHOLME REBUILD ESTIMATED MUNICIPAL CAPITAL LEVY

CAPITAL PROJECT COST - 248 BEDS	\$ 57,404,391
INTEREST ON PROJECT OVER 25 YEARS AT ESTIMATED AT 4% BORROWING COST	\$ 33,496,066
TOTAL PROJECT COST INCLUDING PRINCIPAL AND INTEREST	<u>\$ 90,900,457</u>
PROVINCIAL FUNDING PORTION BASED ON \$23.06 PER RESIDENT PER DAY FOR 25 YEARS	<u>\$ 52,184,780</u>
BALANCE TO BE ALLOCATED AMONG ALL CONTRIBUTING MUNICIPALITIES	<u>\$ 38,715,677</u>

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MATTAWAN	0.292%	\$ 113,050	\$ 71,670	\$ 113,050
PAPINEAU/ CAMERON	1.632%	\$ 631,840	\$ 400,364	\$ 631,840
<b>TOTAL</b>	<b>100.00%</b>	<b>\$ 38,715,677</b>	<b>\$ 24,533,085</b>	<b>\$ 38,715,677</b>

*Table 3 – Proposed Capital Levy Apportionment based on the 2017 assessment.*

January 23, 2019

**RE: Invitation to Participate – Fisheries Management Zone 11 Draft Fisheries Management Plan**

The Ontario Ministry of Natural Resources and Forestry with support from the Fisheries Management Zone 11 Advisory Council, are inviting the public to provide input into the Draft Fisheries Management Plan for Zone 11.

You are invited to view the draft plan on the Environmental Bill of Rights Registry at [ontario.ca/ebc](http://ontario.ca/ebc) under the number **013-4578**. Comments must be received by March 9, 2019.

To provide anglers and other interested individuals with an opportunity to further review information on the Draft Fisheries Management Zone 11 Plan, public meetings have been scheduled for the following four locations:

**1. Temiskaming Shores**

Date: February 6, 2019  
Time: 3:00 to 8:00 p.m.  
Location: Riverside Place, 55 Riverside Drive, New Liskeard, ON

**2. Temagami**

Date: February 7, 2019  
Time: 3:00 p.m. to 8:00 p.m.  
Location: Temagami Arena, 100 Spruce Drive, Temagami, ON

**3. North Bay**

Date: February 19, 2019  
Time: 3:00 p.m. to 8:00 p.m.  
Location: Elk's Lodge, 325 Elks Lane, North Bay, ON

**4. West Nipissing**

Date: February 20, 2019  
Time: 3:00 p.m. to 8:00 p.m.  
Location: West Nipissing Community Centre – Main Hall, 219 O'Hara Street, Sturgeon Falls, ON

Information on the Draft Fisheries Management Zone 11 Plan, additional information on the Ecological Framework for Fisheries Management and the Fisheries Management



January 22, 2019

Lynda Kovacs, Clerk-Treasurer  
Municipality of Calvin  
1355 Peddlers Drive, RR#2  
Mattawa, ON POH 1V0



Dear Lynda Kovacs:

**Subject: *Smoke-Free Ontario Act, 2017* – Changes effective October 17, 2018**

We are writing to inform you of important changes to the *Smoke-Free Ontario Act, 2017 (SFOA, 2017)* that came into effect October 17, 2018. The *SFOA, 2017* includes changes relevant to you as a workplace and municipality.

In addition to prohibiting smoking and holding lighted tobacco in specified places, the legislation now includes smoking or holding lighted cannabis and using an electronic cigarette (i.e., inhaling or exhaling vapour from an electronic cigarette or holding an activated electronic cigarette). **This means that smoking cannabis and using electronic cigarettes are no longer permitted wherever smoking is not permitted.**

*In addition, the following prohibited places were included:*

- Public areas within 9 metres of any restaurant or bar patio
- School property and public areas within 20 metres of the perimeter of the school grounds
- The outdoor grounds of a community recreation facility, and public areas within 20 metres of the perimeter of the grounds (e.g., municipal community centres, hockey arenas).

Under the revised *Smoke-Free Ontario Act, 2017*, no smoking in addition to no vaping signs must be posted at all entrances and exits and in washrooms. In the next several weeks, we will be preparing packages for your municipality with these signs. We are asking that you post them where appropriate as well as have them available for any workplace in your municipality to pick up.



Lynda Kovacs  
Page 2  
January 22, 2019

In addition, updated signage will be required for all municipal playgrounds, sporting areas, spectator areas and community and recreational facilities. Signage is currently being developed for municipalities within our Health Unit district. When signage becomes available, the Health Unit Tobacco Enforcement Officers will be in contact with you to coordinate orders and delivery.

We would also like to remind you that existing municipal smoke-free by-laws only restrict tobacco usage and do not cover vaping and cannabis use. We recommend that municipalities who do have by-laws, review them, and add restrictions on vaping and cannabis use to align with the regulations in the *SFOA, 2017*. Furthermore, we encourage your municipality to consider creating new by-laws for smoke-free/vape-free social housing, municipal properties, and public spaces (e.g., parks, trails and beaches). By-laws to implement or increase retail licensing fees for tobacco, electronic cigarette and cannabis products should also be considered, as well as restricting new retail licenses based on proximity to schools, playgrounds and other areas where high risk populations reside.

Please see attached fact sheets for more information about the *Smoke-Free Ontario Act, 2017*. If you have any further questions, contact one of our Tobacco Enforcement Officers:

- Paula Benoit – 705-474-1400 Ext. 5324 or [paula.benoit@healthunit.ca](mailto:paula.benoit@healthunit.ca)
- Bill Clark – 705-474-1400 Ext. 5323 or [bill.clark@healthunit.ca](mailto:bill.clark@healthunit.ca)
- John Nolan – 705-474-1400 Ext. 3227 or [john.nolan@healthunit.ca](mailto:john.nolan@healthunit.ca)

For more information about the *SFOA, 2017* and Regulations please visit: <https://www.ontario.ca/laws/statute/17s26>. We look forward to working with you, and we appreciate your continued support in helping to create more smoke-free outdoor spaces in our community.

Sincerely,



Chris Bowes  
Program Manager, Healthy Living



# Smoke-Free Ontario Act, 2017

## How the Act Affects: Community Recreational Facilities

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### The Basics

The *Smoke-Free Ontario Act, 2017* (SFOA, 2017) prohibits the smoking of tobacco, the use of electronic cigarettes (e-cigarettes) to vape any substance, and the smoking of cannabis (medical and recreational) in enclosed workplaces and enclosed public places, as well as other designated places in Ontario, to protect workers and the public from second-hand smoke and vapour.

Smoking refers to the smoking or holding of lighted tobacco or cannabis (medical or recreational).

Vaping refers to inhaling or exhaling vapour from an electronic cigarette, or holding an activated electronic cigarette, whether or not the vapour contains nicotine.

### Community Recreational Facilities

Smoking and vaping is not permitted on the outdoor grounds of community recreational facilities or in public spaces within 20 metres of the perimeter of the grounds.

A community recreational facility is an enclosed public place or an enclosed workplace where:

1. The place is owned or operated by a charity, non-profit or government.
2. The place is primarily used for the purposes of providing athletic or recreational programs or services to the local community, including children and youth, whether or not a fee is paid for the use.

For example:

- a) Sports programs;
  - b) Children's play programs; or
  - c) Fitness programs.
3. The public is normally allowed access.
  4. The place is not primarily a private dwelling.

## Owner Responsibilities

It is the responsibility of the owner, operator or the person in charge of the place to ensure that smoking and vaping laws are followed.

They are required to:

- Give notice to the public that smoking is prohibited in the smoke-free and vape-free areas.
- Post "No Smoking", and "No Vaping" signs, or a dual "No Smoking and No Vaping" sign at entrances, exits and washrooms of the smoke and vape-free area, in appropriate locations and in sufficient numbers, to ensure the public is aware that smoking and vaping is not allowed.
- Ensure that no ashtrays or similar items remain in the smoke-free and vape-free areas.
- Ensure that no one smokes or vapes in the smoke-free and vape-free areas.
- Ensure that someone who refuses to comply with Ontario's smoking and vaping laws does not remain in the smoke-free and vape-free areas.

## Enforcement

Local public health units will carry out inspections and respond to complaints of smoking and vaping on the outdoor grounds and public spaces within 20 metres of the perimeter of the grounds of community recreational centres.

## Penalties

Any individual who violates the prohibition on smoking or vaping in smoke-free and vape-free areas may be charged and if convicted, may face a maximum fine of \$1,000 (for a first offence) or \$5,000 (for any further offence).

An owner that fails to fulfill their responsibilities under the law may be charged and if convicted, may face a maximum fine:

Signage responsibilities

- For individuals: \$2,000 (for a first offence); \$5,000 (for a second offence); \$10,000 (for a third offence); \$50,000 (four or more offences).
- For corporations: \$5,000 (for a first offence); \$10,000 (for a second offence); \$25,000 (for a third offence); \$75,000 (four or more offences).

## Other responsibilities

- For individuals: \$1,000 (for a first offence); \$5,000 (two or more offences).
- For corporations: \$100,000 (for a first offence); \$300,000 (two or more offences).

This fact sheet is intended as a quick reference only and should not be considered to be legal advice. For more information, please contact your local Public Health Unit.

You may also obtain information by calling toll-free:

- **INFOline** 1-866-532-3161
- **TTY** 1-800-387-5559

Hours of operation: Monday to Friday, 8:30 a.m. - 5:00 p.m. (Eastern Standard Time)

For specific information on smoking or vaping laws applicable to community recreational centres, contact your local Public Health Unit. To find the public health unit serving your region, please visit their website at:

<http://www.health.gov.on.ca/en/common/system/services/phu/locations.aspx>.

For more information on the *Smoke-Free Ontario Act, 2017*, please visit the Ontario Ministry of Health and Long-Term Care website: [ontario.ca/smokefree](http://ontario.ca/smokefree).



# Smoke-Free Ontario Act, 2017

## How the Act Affects: Children's Playgrounds

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### The Basics

The Smoke-Free Ontario Act, 2017 prohibits the smoking of tobacco, the use of electronic cigarettes (e-cigarettes) to vape any substance, and the smoking of cannabis (medical and recreational) in enclosed workplaces and enclosed public places, as well as other designated places in Ontario, to protect workers and the public from second-hand smoke and vapour.

Smoking refers to the smoking or holding of lighted tobacco or cannabis (medical or recreational).

Vaping refers to inhaling or exhaling vapour from an electronic cigarette or holding an activated electronic cigarette, whether or not the vapour contains nicotine.

### Children's Playgrounds

Smoking and vaping is not permitted on children's playgrounds or in public spaces within 20 metres of the perimeter of a playground.

A children's playground is:

- An area open to the public at no cost or for a fee, primarily used for children's recreation and equipped with children's play equipment, such as:
  - Slides;
  - Swings;
  - Climbing apparatuses;
  - Splash pads;
  - Wading pools; and
  - Sandboxes.

These restrictions include playgrounds at hotels, motels and inns. It does not apply to playgrounds intended for residents of apartments, condominiums or campgrounds.

**Note:** Additional restrictions on smoking and vaping may exist in municipal or condominium bylaws; lease agreements, and the policies of employers and property owners.

### **Owner Responsibilities**

It is the responsibility of the owner, operator or the person in charge of the place to ensure that smoking and vaping laws are followed.

They are required to:

- Give notice to the public that smoking and vaping is prohibited in the place.
- Post “No Smoking” and “No Vaping” signs, or a dual “No Smoking and No Vaping” sign at entrances and exits to the smoke- and vape-free area, in appropriate locations and in sufficient numbers, to ensure the public is aware that smoking and vaping is not allowed.
- Ensure that no ashtrays or similar items remain in the place.
- Ensure that no one smokes or vapes in the place.
- Ensure that someone who refuses to comply with Ontario's smoking and vaping laws do not remain in the place.

### **Enforcement**

Local public health units will carry out inspections and respond to complaints regarding smoking and vaping on and around children's playgrounds.

### **Penalties**

An individual who violates the prohibition on smoking or vaping on and around children's playgrounds may be charged and if convicted, may face a maximum fine of \$1,000 (for a first offence) or \$5,000 (for any further offence).

An owner that fails to fulfill their responsibilities under the law may be charged and if convicted, may face a maximum fine:

Signage responsibilities

- For individuals: \$2,000 (for a first offence); \$5,000 (for a second offence); \$10,000 (for a third offence); \$50,000 (four or more offences).
- For corporations: \$5,000 (for a first offence); \$10,000 (for a second offence); \$25,000 (for a third offence); \$75,000 (four or more offences).

#### Other responsibilities

- For individuals: \$1,000 (for a first offence); \$5,000 (two or more offences).
- For corporations: \$100,000 (for a first offence); \$300,000 (two or more offences).

This fact sheet is intended as a quick reference only and should not be considered to be legal advice. For more information, please contact your local Public Health Unit.

You may also obtain information by calling toll-free:

- **INFOline** 1-866-532-3161
- **TTY** 1-800-387-5559

Hours of operation: Monday to Friday, 8:30 a.m. - 5:00 p.m. (Eastern Standard Time)

For specific information on smoking and vaping laws applicable to playgrounds, contact your local Public Health Unit. To find the public health unit serving your region, please visit their website at:

<http://www.health.gov.on.ca/en/common/system/services/phu/location.aspx>.

For more information on the Smoke-Free Ontario Act, 2017, please visit the Ontario Ministry of Health and Long-Term Care website: [ontario.ca/smokefree](http://ontario.ca/smokefree).



# Smoke-Free Ontario Act, 2017

## How the Act Affects: Sporting Areas

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### The Basics

The Smoke-Free Ontario Act, 2017 prohibits the smoking of tobacco, the use of electronic cigarettes (e-cigarettes) to vape any substance, and the smoking of cannabis (medical and recreational) in enclosed workplaces and enclosed public places, as well as other designated places in Ontario, to protect workers and the public from second-hand smoke and vapour.

Smoking refers to the smoking or holding of lighted tobacco or cannabis (medical or recreational).

Vaping refers to inhaling or exhaling vapour from an electronic cigarette or holding an activated electronic cigarette, whether or not the vapour contains nicotine.

### Sporting Areas

Smoking and vaping is not permitted at publicly-owned outdoor sporting areas, spectator areas next to sporting areas and public areas within 20 metres of any point of the edge of the sporting or spectator areas.

This applies to sporting areas:

- Owned by the province, a municipality, colleges or universities;
- Used primarily for sports, such as soccer, football, basketball, beach volleyball or skateboarding; and
- Open to the public whether or not a fee is charged to enter.

**Note:** This does not apply to golf courses.

### Owner Responsibilities

The Act requires owners and operators of these sporting areas to ensure that smoking and vaping laws are respected. They are required to:

- Give notice to the public that smoking and vaping is not allowed in smoke-free and vape-free areas.



- Post “No Smoking” and “No Vaping” signs, or a dual “No Smoking and No Vaping” sign at entrances and exits to the smoke-free areas, in appropriate locations and in sufficient numbers to ensure that the public is aware that smoking and vaping is not allowed.
- Ensure that people do not smoke or vape in the smoke-free and vape-free areas.
- Ensure that no ashtrays or similar equipment remain in the smoke-free and vape-free areas.
- Ensure that someone who refuses to comply with Ontario’s smoking and vaping laws does not remain in the smoke-free and vape-free area.

## **Enforcement**

Local public health units will carry out inspections and respond to complaints regarding smoking and vaping on or around sporting areas.

## **Penalties**

Anyone caught smoking or vaping on or around these sport areas may be charged with an offence, and if convicted could face a maximum fine of \$1,000 (for a first offence) or \$5,000 (for any further offence).

The owner or operator of a sporting area who fails to fulfill their responsibilities under the law may be charged with an offence, and if convicted, could face a maximum fine:

### **Signage responsibilities**

- For individuals: \$2,000 (for a first offence); \$5000 (for a second offence); \$10,000 (for a third offence); \$50,000 (four or more offences).
- For corporations: \$5,000 (for a first offence); \$10,000 (for a second offence); \$25,000 (for a third offence); \$75,000 (four or more offences).

### **Other responsibilities**

- For individuals: \$1,000 (for a first offence); \$5,000 (two or more offences).
- For corporations: \$100,000 (for a first offence); \$300,000 (two or more offences).

This fact sheet is intended as a quick reference only and should not be considered to be legal advice. For more information, please contact your local Public Health Unit.

You may also obtain information by calling toll-free:

- **INFOline** 1-866-532-3161
- **TTY** 1-800-387-5559

Hours of operation: Monday to Friday, 8:30 a.m. - 5:00 p.m. (Eastern Standard Time)

For specific information on smoking and vaping laws in and around sporting areas, contact your local Public Health Unit. To find the public health unit serving your region, please visit their website at: Smoke-Free Ontario Act, 2017 How the Act Affects: <http://www.health.gov.on.ca/en/common/system/services/phu/locations.aspx>.

For more information on the Smoke-Free Ontario Act, 2017, please visit the Ontario Ministry of Health and Long-Term Care website: [ontario.ca/smokefree](http://ontario.ca/smokefree).



**North Bay Central Ambulance  
Communication Centre**  
c/o North Bay Regional Health Centre  
50 College Drive, North Bay ON P1B 0A4  
Phone: (705) 474-7426  
Fax: (705) 494-4979

North Bay Regional  
Health Centre



Centre régional  
de santé de North Bay

February 5, 2019

Chief Dean Maxwell  
Calvin Fire Department  
The Municipality of Calvin  
1355 Peddlers Drive, R.R. #2  
MATTAWA ON P0H 1V0

Chief Maxwell,

**Re: Fire Department Paging**

As you are aware, on December 11, 2018, we were both notified by Northern Communications of their intention to eliminate their paging tower in the Mattawa area.

On January 15, 2019, Northern Communications eliminated their paging tower in the Mattawa area. As a result, fire paging is no longer available.

In accordance with Schedule B of our Fire Call Taking and Alerting Agreement:

*The Fire Department will:*

- *Install and maintain a paging system accessible to the CACC*

The text messaging software that we use (Alpha Page First Responder) is only used as a secondary method of notification and is not reliable enough to be considered a primary paging method.

The CACC cannot be held responsible for any notification delays as the result of the lack of paging capabilities available.

Please let me know if there are any updates or if I can be of any further assistance.

Regards,

Marc Picard  
Manager, North Bay CACC

Corporation of the Municipality of Calvin  
 Council/Board Report By Dept-(Unpaid)



AP5130

Page : 1

Date : Feb 08, 2019

Time : 2:42 pm

Vendor : 01000 To PT00000004  
 Batch : All  
 Department : All

Cash Requirement Date : 08-Feb-2019  
 Bank : 1 To 1  
 Class : All

Vendor Invoice #	Vendor Name Invoice Description	Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1 CC2 CC3 GL Account Name				
<b>DEPARTMENT 0101 LIABILITIES</b>					
01358	CROSS SANDY				
2018 ELECTION	2018 Election Refund	12	08-Feb-2019	08-Feb-2019	
1-2-0101-312	GENERAL LIABILITY CLEARING				100.00
05005	EDWARDS FLOWERS & GIFTS				
06643	Floral Tribute - Ken Brewitt	12	31-Jan-2019	07-Feb-2019	
1-5-0101-101	MATERIALS AND SUPPLIES - ADMIN				186.45
07050	GRAND & TOY LIMITED				
0310316	Paper & Supplies	12	17-Jan-2019	07-Feb-2019	
1-5-0101-101	MATERIALS AND SUPPLIES - ADMIN				176.46
07071	O'CONNOR GREG				
2018 REFUND	2018 Election Nomination Fee Refund	12	07-Feb-2019	07-Feb-2019	
1-2-0101-312	GENERAL LIABILITY CLEARING				100.00
11033	LONDON LIFE INSURANCE				
PP#3 PENSION	PP#3 Pension 2019	12	07-Feb-2019	07-Feb-2019	
1-2-0101-320	EMPLOYEE PENSION PAYABLE				1,182.62
13040	NORTHERN COMMUNICATIONS				
20947-0201201	Base Rate for February 2019	12	01-Feb-2019	07-Feb-2019	
1-5-0101-101	MATERIALS AND SUPPLIES - ADMIN				115.15
15035	OLMSTEAD HEATHER				
2018 REFUND	2018 Election Nomination Fee Refund	12	07-Feb-2019	07-Feb-2019	
1-2-0101-312	GENERAL LIABILITY CLEARING				100.00
16073	PROGRESSIVE COMPUTING SOLUTION				
1388	Computer Services - January 2019	12	31-Jan-2019	07-Feb-2019	
1-5-0101-115	COMPUTER EXPENSES				490.42
16080	PUROLATOR INC.				
140448309	Courier to Grant Thornton	12	01-Feb-2019	07-Feb-2019	
1-5-0101-171	POSTAGE				25.72
18011	RECEIVER GENERAL FOR CANADA				
JAN 2019 REMI	January 2019 Remittance	12	07-Feb-2019	07-Feb-2019	
1-2-0101-331	RECEIVER GENERAL DEDUCTIONS				8,677.88
19021	SPECTRUM GROUP				
11087816	February 2019 WIFI	12	01-Feb-2019	07-Feb-2019	
1-5-0101-115	COMPUTER EXPENSES				350.30
19056	SPI HEALTH AND SAFETY INC.				
0459387-00	Exit Lights for Roads Garage	10	18-Jan-2019	22-Jan-2019	
1-5-0101-174	HEALTH AND SAFETY				315.22
0459392-00	Safety Glasses	10	17-Jan-2019	22-Jan-2019	
1-5-0101-174	HEALTH AND SAFETY				48.09
<b>Department Total :</b>					<b>11,868.31</b>

<b>DEPARTMENT 0102 ACCOUNTS RECEIVABLE</b>					
9056	SPI HEALTH AND SAFETY INC.				
0394810-01	Draftine Line	10	22-Jan-2019	22-Jan-2019	
1-1-0102-280	ACCOUNTS RECEIVABLE-SUNDRY				508.50
0401901-00	CI Credit for Suction Hose	10	22-Jan-2019	22-Jan-2019	
1-1-0102-280	ACCOUNTS RECEIVABLE-SUNDRY				-1,376.34
0433040-00	Gloves	10	22-Jan-2019	22-Jan-2019	
1-1-0102-280	ACCOUNTS RECEIVABLE-SUNDRY				128.03
0437885-00	Fire Extinguishers Inspections	10	22-Jan-2019	22-Jan-2019	
1-1-0102-280	ACCOUNTS RECEIVABLE-SUNDRY				166.68
<b>Department Total :</b>					<b>-573.13</b>

<b>DEPARTMENT 0200 FIRE PROTECTION</b>					
07011	GRANT FUELS INC.				
96332	Firehall Furnace Oil	12	24-Jan-2019	07-Feb-2019	
1-5-0200-108	HEATING FUEL - FIRE				1,101.52
18095	HYDRO ONE NETWORK INC				
00116477971J	Firehall - January 2019	12	24-Jan-2019	07-Feb-2019	

Corporation of the Municipality of Calvin  
**Council/Board Report By Dept-(Unpaid)**



AP5130 Page : 2  
 Date : Feb 08, 2019 Time : 2:42 pm

Vendor : 01000 To PT00000004  
 Batch : All  
 Department : All

Cash Requirement Date : 08-Feb-2019  
 Bank : 1 To 1  
 Class : All

Vendor	Vendor Name	Invoice #	Invoice Description	Batch	Invc Date	Invc Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name			
<b>DEPARTMENT 0200 FIRE PROTECTION</b>							
1-5-0200-107				HYDRO - FIRE			160.81
09010				INSERVUS MANAGEMENT SYSTEMS			
3380				Bunker Gear Testing	12	15-Jan-2019	07-Feb-2019
1-5-0200-101				MATERIALS & SUPPLIES-FIRE			849.76
19056				SPI HEALTH AND SAFETY INC.			
10441333-00R				SCBA Flow Testing	16	24-Jan-2019	08-Feb-2019
1-5-0200-136				BREATHING AIR & OXYGEN			949.15
<b>Department Total :</b>							<b>3,061.24</b>
<hr/>							
<b>DEPARTMENT 0300 ROADS</b>							
07014				GRANT ENERGY INC			
32789				Garage Heat February 2019	12	01-Feb-2019	07-Feb-2019
1-5-0300-108				HEATING FUEL - ROADS			1,464.90
08095				HYDRO ONE NETWORK INC			
200009123728J				Hydro 70% REC & 30% Roads - Jan 2019	12	24-Jan-2019	07-Feb-2019
1-5-0300-107				HYDRO - ROADS			247.52
13016				NIPISSING ROAD ASSOCIATION			
2019 MEMBER!				2019 Membership Fees	12	07-Feb-2019	07-Feb-2019
1-5-0300-105				SEMINARS, WORKSHOPS, MEMBERSHIPS - ROADS			75.00
16070				PRAXAIR PRODUCTS INC.			
87300553				Oxygen & Acetylene Cylinders	12	24-Jan-2019	07-Feb-2019
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS			367.28
<b>Department Total :</b>							<b>2,164.70</b>
<hr/>							
<b>DEPARTMENT 0325 TRUCK EXPENDITURES</b>							
07011				GRANT FUELS INC.			
196330				Truck Clear Diesel 3705.5L @ \$1.04	12	24-Jan-2019	07-Feb-2019
1-5-0325-106				FUEL & OIL - TRUCK EXPEND.			3,066.89
<b>Department Total :</b>							<b>3,066.89</b>
<hr/>							
<b>DEPARTMENT 0326 GRADER EXPENDITURES</b>							
07011				GRANT FUELS INC.			
196331				35% Loader & 65% Grader Dyed Diesel 314.4L @ 0.88c/L	12	24-Jan-2019	07-Feb-2019
1-5-0326-106				FUEL & OIL - GRADER EXPEND.			180.24
<b>Department Total :</b>							<b>180.24</b>
<hr/>							
<b>DEPARTMENT 0327 LOADER/HOE EXPENDITURES</b>							
07011				GRANT FUELS INC.			
196331				35% Loader & 65% Grader Dyed Diesel 314.4L @ 0.88c/L	12	24-Jan-2019	07-Feb-2019
1-5-0327-106				FUEL & OIL - LOADER/HOE EXP.			97.05
<b>Department Total :</b>							<b>97.05</b>
<hr/>							
<b>DEPARTMENT 0600 SOCIAL SERVICES</b>							
13056				DIST. OF NIPISSING SOCIAL SERV			
2019-0021				February 2019 Levy	12	01-Feb-2019	07-Feb-2019
1-5-0600-110				COMMUNITY & SOCIAL SERVICES			17,848.63
<b>Department Total :</b>							<b>17,848.63</b>
<hr/>							
<b>DEPARTMENT 0700 RECREATION</b>							
07014				GRANT ENERGY INC			
2788				Heat for Hall/Office - February 2019	12	01-Feb-2019	07-Feb-2019
-5-0700-108				HEATING FUEL-HALL			422.19
8095				HYDRO ONE NETWORK INC			

Corporation of the Municipality of Calvin  
 Council/Board Report By Dept-(Unpaid)



AP5130

Page : 3

Date : Feb 08, 2019

Time : 2:42 pm

Vendor : 01000 To PT00000004  
 Batch : All  
 Department : All

Cash Requirement Date : 08-Feb-2019  
 Bank : 1 To 1  
 Class : All

Vendor	Vendor Name					Batch	Inv Date	Inv Due Date	Amount	
Invoice #	Invoice Description	GL Account	CC1	CC2	CC3	GL Account Name				
<b>DEPARTMENT 0700 RECREATION</b>										
200009123728J	Hydro 70% REC & 30% Roads - Jan 2019						12	24-Jan-2019	07-Feb-2019	
1-5-0700-107						HYDRO - RECREATION				577.55
200073072188J	Skating Rink - January 2019						12	24-Jan-2019	07-Feb-2019	
1-5-0700-153						RINK & SPORTSCENTRE				242.45
<b>Department Total :</b>									<b>1,242.19</b>	
<b>DEPARTMENT 0900 BUILDING</b>										
03180	CONRAD SHANE									
DEC & JAN EXI	Building Mileage - Dec 2018 & Jan 2019 @ .49c						12	07-Feb-2019	07-Feb-2019	
1-5-0900-102						VEHICLE EXPENSE - BUILDING				28.42
20014	TOWNSHIP OF PAPINEAU/CAMERON									
2019-02	Jan 2019 CBO Services						12	01-Feb-2019	07-Feb-2019	
1-5-0900-110						CBO/INSPECTION SERVICES - BUILDING				1,457.79
<b>Department Total :</b>									<b>1,486.21</b>	
<b>DEPARTMENT 0950 ENFORCEMENT</b>										
12026	MINISTER OF FINANCE									
1128011913441	2019 CERB Billing						12	22-Jan-2019	07-Feb-2019	
1-5-0950-143						911 MAINTENANCE				337.72
20012	TOWN OF MATTAWA									
N00892	Police Services - February 2019						12	03-Feb-2019	07-Feb-2019	
1-5-0950-141						POLICING SERVICES				8,206.00
<b>Department Total :</b>									<b>8,543.72</b>	
<b>Unpaid Total :</b>									<b>49,776.05</b>	

Total Unpaid for Approval :	49,776.05
Total Manually Paid for Approval :	0.00
Total Computer Paid for Approval :	0.00
Total EFT Paid for Approval :	0.00
<b>Grand Total ITEMS for Approval :</b>	<b>49,776.05</b>