

CORPORATION OF THE MUNICIPALITY OF CALVIN

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March 19, 2021

NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held **electronically** at 7 p.m. on Tuesday March 23, 2021.

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

Thank you.

Best regards;

Cindy Pigeau
Clerk-Treasurer

K)	Municipality of Calvin – Administration	Participation in Expertise for Municipalities (E4M) Human Resources Policies Project
L)	East Nipissing Planning Board	Consent Application – 2021-03 – Waram/Bergeron
M)	Report from Clerk-Treasurer	2021CT17 Report to Council – Emergency Control Group Meeting Summary – March 10, 2021
N)	Municipality of Calvin	Motion of Support for Children and Childcare in Covid 19 Pandemic
O)	Municipality of Calvin – Council	Rescind Resolution No. 2018-162 – Members of the Workplace Respect Committee (WRC)
P)	Municipality of Calvin – Council	Appoint Members to the Workplace Respect Committee (WRC)
Q)	Municipality of Calvin – Council	Suspend Notice Time Provisions for Workplace Respect Committee (WRC)
N)	Municipality of Calvin – Educational	Municipal World – CyberSecurity and Local Government https://www.municipalworld.com/podcasts/cybersecurity-and-local-government-part-1-henry-awere/?utm_source=Podcast+Alerts&utm_campaign=f3fc819f20-MW_SHARES_Henry-Awere-Pt1-Mar17&utm_medium=email&utm_term=0_518d1d6fe3-f3fc819f20-67368358&ct=t(MW_SHARES_Henry-Awere-Pt1-Mar17)

7. INFORMATION LETTERS

A)	Township of Brock	Request that the Province of Ontario Reverse Decision to Close the Ontario Fire College Campus in Gravenhurst
B)	Township of Brock	Cannabis Licencing & Enforcement
C)	Municipality of the Niagara Region	Schedule 6, Bill 197, COVID-19 Economic Recovery Act, 2020
D)	Township of Howick	Resolution No. 288-20 Requesting Amendments to the Agricultural Tile Drainage Installation Act
E)	Association of Municipalities of Ontario (AMO)	AMO Policy Update-Vaccination Plan, Bill 257 Supporting Broadband & Infrastructure Expansion Act, Firefighter Training Modernization
F)	Fred Dean	User Friendly Webinars
G)	Association of Municipalities of Ontario (AMO)	AMO Policy Update – Municipal Councillor Code of Conduct Consultations
H)	Nipissing District Housing & Homelessness Partnership	Recovery for All Campaign Endorsement
I)	Town of Bracebridge	Request that the Province of Ontario Reverse Decision to Close the Ontario Fire College

J)	Township of Limerick	Request a Plan for Modernizing & Firefighting Training in Ontario
K)	Municipality of Shuniah	Support Municipality of West Grey - Re: Insurance
L)	Municipal Engineers Association	2021 Bursary Awards Program
M)	Municipality of Morris-Turnberry	Request that the Province of Ontario Reverse Decision to Close the Ontario Fire College Campus in Gravenhurst
N)	Association of Municipalities of Ontario (AMO)	AMO Policy Update – More Social Service Relief Funding to Protect the Homeless during COVID-19 & Ontario Vaccine Rollout Update
O)	Covid 19 Vaccine Distribution Task Force	Update on Vaccine Rollout
P)	The Ministry of Natural Resources & Forestry	Inspection of the 2021 Annual Work Schedule – Algonquin Park Forest
Q)	The Ministry of Natural Resources & Forestry	Review of the Draft Forest Management Plan – Algonquin Park
R)	Township of Terrace Bay	Community Safety & Well-Being Extension Request
S)	Association of Municipalities of Ontario (AMO)	AMO Policy Update- New Support for Local Fire Services & Updated COVID-19 Vaccine Tools & Resources
T)	Municipality of Tweed	Advocacy for Reform of Joint & Several Liability
U)	Township of Glengarry	Provincial Vaccine Rollout
V)	Municipality of Leamington	Request that the Province of Ontario Reverse Decision to Close the Ontario Fire College Campus in Gravenhurst
W)	Ontario Clean Air Alliance	Steven Del Duca to Become a Climate Leader
X)	Municipality of Shuniah	Municipal Insurance Rates
Y)	Municipal Finance Officers Association	Extended Deadlines for O Reg 588-17
Z)	News Release – Office of Anthony Rota	Museum Assistance Program Funding
8.	INFORMATION LETTERS AVAILABLE	Rules of Practice and Procedure of the Assessment Review Board
9.	OLD AND NEW BUSINESS	Letter of Support to Bell Application to the Universal Broadband Fund
10.	ACCOUNTS APPROVAL REPORT	
11.	CLOSED PORTION	This Closed Meeting of Council has been called by Mayor Pennell under the <i>Municipal Act, 2001</i> , ch. 25, Section 239 (2)(b)

– personal matters about an identifiable individual, including municipal or local board employees and Section 239 (2)(f) – advice that is subject to solicitor-client privilege, including communications necessary for that purpose - for the purposes of considering confidential workplace matters.

12. BUSINESS ARISING FROM CLOSED SESSION

13. NOTICE OF MOTION

14. ADJOURNMENT

MUNICIPALITY OF CALVIN

DATE March 23, 2021

Resolution No. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes the following amendments to the March 23, 2021 agenda:

- | | | |
|-----|---|--|
| A1) | Municipality of Calvin | Amendment to Agenda |
| K) | Municipality of Calvin – Administration | Participation in Expertise for Municipalities (E4M) Human Resources Project |
| O) | Municipality of Calvin – Council | Rescind Resolution No. 2018-162 – Members of the Workplace Respect Committee (WRC) |
| P) | Municipality of Calvin – Council | Appoint Members to the Workplace Respect Committee (WRC) |
| Q) | Municipality of Calvin – Council | Suspend Notice Time Provisions for Workplace Respect Committee (WRC).” |

CARRIED _____

DIVISION VOTE

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

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross Yea
Councillor Maxwell Yea
Councillor Olmstead Yea
Councillor Grant Yea
Mayor Pennell Yea
Carried

Councillor Olmstead was provided an opportunity to provide any further comment to her written statement before the next motion was considered. No further comment was provided.

2021-040 INTEGRITY COMMISSIONER REPORT – COUNCILLOR OLMSTEAD – RECOMMENDATIONS OF PENALTY BY INTEGRITY COMMISSIONER

Moved by Coun Cross and seconded by Coun Maxwell that WHEREAS a request for inquiry was made to the Integrity Commissioner alleging that Councillor Olmstead had contravened the Municipality’s Code of Conduct; WHEREAS an inquiry was conducted by the Integrity Commissioner in response to the request and a report was presented to Council on February 9, 2021; WHEREAS the Integrity Commissioner found that Councillor Olmstead did:

- Contravene Sections 8.1, 8.2 8.3 and 8.5 of the Code of Conduct when she accused the CBO of backdating a building permit, her disrespect for the authority of the CBO when no fines were laid and her effort to discredit/question the integrity of the CBO and get a different decision by bringing the matter before Council;
- Contravene the Council-Staff Relations Policy and subsequently breached the Code of Conduct in her treatment of staff.

WHEREAS Council has considered the findings and recommendations of the Integrity Commissioner;

NOW THEREFORE BE IT RESOLVED THAT:

- a) Councillor Olmstead shall formally apologize to staff and the CBO;
- b) Councillor Olmstead will be given a formal reprimand for her conduct toward staff;

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross Yea
Councillor Maxwell Nay
Councillor Olmstead Declared a Conflict
Councillor Grant Nay
Mayor Pennell Yea
Defeated

Councillor Grant was provided an opportunity to provide any further comment to his written statement before the next motion was considered. Councillor Grant read a statement he had prepared. At the end of the statement, Councillor Grant verbally provided his resignation from Council and stated that the written resignation will follow shortly.

2021-041 INTEGRITY COMMISSIONER REPORT – COUNCILLOR GRANT – RECOMMENDATIONS OF PENALTY BY INTEGRITY COMMISSIONER

This motion was not Moved or Seconded due to Councillor Grant’s resignation before discussion of the motion took place. The motion was deferred until the March 23rd, 2021 regular Council Meeting by Council voting to do so.

That WHEREAS a request for inquiry was made to the Integrity Commissioner alleging that Councillor Grant had contravened the Municipality’s Code of Conduct; WHEREAS an inquiry was conducted by the Integrity Commissioner in response to the request and a report was presented to Council on February 9, 2021; WHEREAS the Integrity Commissioner found that Councillor Grant did:

- Contravene Section 13 of the Municipality of Calvin’s Code of Conduct when he participated in the meeting arising from his wife’s complaint;
- Breach his obligations of confidentiality regarding an Integrity Commissioner Inquiry

WHEREAS Council has considered the findings and recommendations of the Integrity Commissioner;

NOW THEREFORE BE IT RESOLVED THAT:

- a) Councillor Grant's remuneration as a Member of Council be suspended for two months for the breach of his obligations to avoid conflict of interest;
- b) Councillor Grant's remuneration as a Member of Council be suspended for two months for the breach of confidentiality and breach of his signed agreement to keep the investigation information confidential.

Recorded Vote as per Electronic Meeting Best Practices

Vote to Defer to Next Regular Council Meeting – Councillor Grant Resigned before discussion took place.

Vote for Deferring Motion ONLY

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Resigned and left meeting
Mayor Pennell	Yea

DEFERRED Until March 23, 2021 Council Meeting

2021-042 BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE CANADIAN ECOLOGY CENTRE (LANDFILL)

By-law 2021-006 being a by-law to enter into an agreement between the Corporation of the Municipality of Calvin and the Canadian Ecology Centre (Landfill). This By-law received the 3rd and final reading on Tuesday, March 9th, 2021 and finally passed before an open Council on this date.

Recorded Vote as per Electronic Meeting Best Practices

Third Reading

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-043 BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE CANADIAN ECOLOGY CENTRE (FIRE)

By-law 2021-007 being a by-law to enter into an agreement between the Corporation of the Municipality of Calvin and the Canadian Ecology Centre (Fire). This By-law received the 3rd and final reading on Tuesday, March 9th, 2021 and finally passed before an open Council on this date.

Recorded Vote as per Electronic Meeting Best Practices

Third Reading

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-050 ICE BUILDING AND MAINTENANCE MANUAL

Moved by Coun Olmstead and seconded by Coun Cross that the Council of The Corporation of the Municipality of Calvin has performed a review of the "Municipality of Calvin - Ice Building and Maintenance Manual" and there are to be no changes made to the attached Municipality of Calvin – Ice Building and Maintenance Manual for this year; AND

FURTHER that the manual shall continue to be reviewed on an annual basis to incorporate any changes that may be required due to changing technology, climate, staff and/or volunteers.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-051 BEING A BY-LAW TO RENEW AN AGREEMENT BETWEEN THE NORTH BAY AND DISTRICT HUMANE SOCIETY AND THE CORPORATION OF THE MUNICIPALITY OF CALVIN

By-law 2021-008 being a by-law to renew an agreement between the North Bay and District Human Society and the Corporation of the Municipality of Calvin for the duration of January 1, 2021 to December 31, 2021. This By-law received the 1st and 2nd reading on Tuesday, March 9th, 2021 and will come before Council for 3rd and final reading on Tuesday, March 23rd, 2021.

Recorded Vote as per Electronic Meeting Best Practices

First Reading

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Nay
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

Recorded Vote as per Electronic Meeting Best Practices

Second Reading

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-052 UNIVERSAL PAID SICK DAYS

Moved by Coun Cross and seconded by Coun Olmstead that WHEREAS workers in Ontario without paid sick leave often feel forced to work when unwell so they can feed and support their families and are at risk of losing a paycheque or even their jobs if they stay home, and; WHEREAS the Canada Recovery Sickness Benefit is temporary, not accessible to all and not usable for the crucial first few days of an illness, and; WHEREAS had legislated paid sick leave been in place before the global pandemic, lives would have been saved because infection rates would have been reduced, and; WHEREAS the lack of paid sick days has especially hurt Black, Indigenous, workers of colour, women and migrant workers who are over-represented in low-paying frontline jobs with few benefits and a reduced ability to work from home, and; WHEREAS the Ontario Medical Association, 11 GTHA Mayors and Chairs representing Ontario's largest municipalities, the editorial board of the Toronto Star, the Toronto Board of Health, the Decent Work and Health Network, the Ontario Nurses Association, and several other professional associations representing thousands of healthcare workers have all called on the provincial government to legislate paid sick days; THEREFORE BE IT RESOLVED that the Municipality of Calvin endorses legislated sick leave and calls on the government of Ontario to permanently legislate universal paid sick days for all workers in Ontario during the pandemic and beyond, regardless of workplace

size, type of work or immigration status, and; BE IT FURTHER RESOLVED that this motion be forwarded to the Premier of Ontario, Minister of Labour, all Regional MPPs, and all Ontario Municipalities.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-053 SUPPORT FOR AMBER EIGHT SYSTEM

Moved by Coun Olmstead and seconded by Coun Cross that BE IT RESOLVED THAT Council of the Corporation of the Municipality of Calvin fully supports and strongly advocates the province of Ontario to implement the Amber Eight Light System on all school buses for the safety of all students utilizing school buses as a safe access to and from schools; AND BE IT FURTHER RESOLVED THAT the Corporation of the Municipality of Calvin forward this resolution to MMP Mike Harris Jr., the Minister of Transportation, the Association of Municipalities of Ontario (AMO), the Federation of Northeastern Ontario Municipalities and all municipalities in the District of Nipissing.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-054 COMMUNITY WELL BEING AND SAFETY PLAN

Moved by Coun Cross and seconded by Coun Olmstead that WHEREAS the Town of Mattawa, The Municipality of Mattawan, the Township of Papineau-Cameron and the Municipality of Calvin have joined together to create a Community Safety and Well-Being Plan which is a commitment to our residents that we are working together for the betterment of all; AND WHEREAS the Council of the Corporation of the Municipality of Calvin is committed as civic leaders to our community's safety and well-being: A Plan for Collaboration and Action; AND WHEREAS the Council of the Corporation of the Municipality of Calvin is fundamentally supportive of all initiatives that promote and focus on the safety and well-being of our residents and communities as a whole; AND WHEREAS the Community and Safety-Well Being Plan is a Plan that will be sustainable over time, will monitor its residents' pulse and will alter its trajectory to promote a healthy, safe and economically vibrant community; AND WHEREAS the Mattawa and Area Community and Safety-Well Being Advisory Committee was established in 2020 which its goals and objectives are to achieve the ideal state of a sustainable community where everyone is safe, has a sense of belonging, access to services and where individuals and families are able to meet their needs for education, health care, food, housing, income and social and cultural expression; AND WHEREAS leading by example and working together is instrumental in the success of any initiative. THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Municipality of Calvin proudly endorses the Mattawa and Area Community and Safety-Well Being Plan as a commitment of our communities working together for the Safety and Well-Being of our residents.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-055 LANDFILL WINTER HOURS EXTENDED

Moved by Coun Cross and seconded by Coun Olmstead that Council hereby authorizes that the Landfill Winter Hours for Tuesdays (1pm to 4pm) and Saturdays (10am to 3pm) will be extended until April 30, 2021.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-56 MUNICIPAL INSURANCE RENEWAL FOR 2021-2022

Moved by Coun Cross and seconded by Coun Olmstead that Council has received and reviewed the 2021 - 2022 municipal insurance renewal documents as presented by Municipal Insurance Services Ltd. (M.I.S.) dated February 25, 2021; and notes the increase of 13.0% (\$3757.00) over the previous year and hereby authorizes the Clerk-Treasurer to bind the Premium and Coverage Summary and M.I.S. to proceed to issue and invoice the applicable policy documents.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-057 SINGLE STREAM RECYCLING PROGRAM

Moved by Coun Olmstead and seconded by Coun Cross that Council hereby requests that Staff investigate, research and prepare a report regarding the implementation of a Single Stream Recycling Program for our Municipal Landfill.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-058 PURCHASE OF BREATHING APPARATUS BOTTLES

Moved by Coun Cross and seconded by Coun Olmstead that Council hereby authorizes the Fire Chief to have the Breathing Apparatus Bottles tested and refilled in advance of the approval of the 2021 Budget. The estimated cost to have this completed is \$1500.00.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Left Meeting
Councillor Olmstead	Yea
Councillor Grant	Left Meeting
Mayor Pennell	Yea

Carried

2021-059 ONLINE TRAINING FOR CALVIN VOLUNTEER FIREFIGHTERS

Moved by Coun Olmstead and seconded by Coun Cross that Council hereby authorizes the Fire Chief to have arrange online training for the Calvin volunteer fire fighters in advance of the approval of the 2021 Budget. The estimated cost to have this completed is \$1605.00.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross Yea
Councillor Maxwell Left Meeting
Councillor Olmstead Yea
Councillor Grant Left Meeting
Mayor Pennell Yea
Carried

2021-060 RENEW AGREEMENT WITH JOHN DIXON PUBLIC LIBRARY BOARD

Moved by Coun Cross and seconded by Coun Olmstead that the Corporation of the Municipality of Calvin hereby agrees to renew the Agreement with the John Dixon Public Library Board for 2021/22 which allows all residents of the municipality free use of the library facilities for the year.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross Yea
Councillor Maxwell Left Meeting
Councillor Olmstead Yea
Councillor Grant Left Meeting
Mayor Pennell Yea
Carried

2021-061 DISBURSEMENTS

Moved by Coun Olmstead and seconded by Coun Cross that the disbursements dated March 4, 2021 in the amount of \$22,940.69 and March 9, 2021 in the amount of \$35,886.05 be hereby authorized and passed for payment.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross Yea
Councillor Maxwell Left Meeting
Councillor Olmstead Yea
Councillor Grant Left Meeting
Mayor Pennell Yea
Carried

2021-062 ADJOURNMENT

Moved by Coun Cross and seconded by Coun Olmstead that this regular meeting of Council now be adjourned at 9:08 p.m.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross Yea
Councillor Maxwell Left Meeting
Councillor Olmstead Yea
Councillor Grant Left Meeting
Mayor Pennell Yea

Carried

Mayor

Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 23, 2021 NO. 2021-041

MOVED BY _____

SECONDED BY _____

“WHEREAS a request for inquiry was made to the Integrity Commissioner alleging that Councillor Grant had contravened the Municipality’s Code of Conduct;

WHEREAS an inquiry was conducted by the Integrity Commissioner in response to the request and a report was presented to Council on February 9, 2021;

WHEREAS the Integrity Commissioner found that Councillor Grant did:

- Contravene Section 13 of the Municipality of Calvin’s Code of Conduct when he participated in the meeting arising from his wife’s complaint;
- Breach his obligations of confidentiality regarding an Integrity Commissioner Inquiry

WHEREAS Council has considered the findings and recommendations of the Integrity Commissioner;

NOW THEREFORE BE IT RESOLVED THAT:

- a) Councillor Grant’s remuneration as a Member of Council be suspended for two months for the breach of his obligations to avoid conflict of interest;
- b) Councillor Grant’s remuneration as a Member of Council be suspended for two months for the breach of confidentiality and breach of his signed agreement to keep the investigation information confidential.

CARRIED ___

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 23, 2021

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby declares a Council Seat Vacant as per the Municipal Act 2001, c. 25, s 259(1)(d) due to the resignation of Councillor Dean Grant from his position as Councillor for the Corporation of the Municipality of Calvin under Section 260 (1) of the Municipal Act, 2001, S.O. 2001, c. 25.”

CARRIED _____

DIVISION VOTE

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

Cindy Pigeau

From: Dean Grant <councillordeangrant@gmail.com>
Sent: Wednesday, March 10, 2021 8:39 AM
To: Cindy Pigeau; Ian Pennell
Subject: resignation letter

It is with regret that I am writing to inform you of my decision to resign my position as Councilor with the Municipality of Calvin, effective immediately. My resignation is due to personal reasons and unforeseen circumstances. It was with great honour that I served in this elected position. During my time on Council I always acted with honesty and in the best interest of rate payers and know that I contributed in a substantial way. I have gotten a first hand look at the way this municipality functions and that knowledge will be extremely valuable in seeking future benefits for all ratepayers. I will continue to be involved and represent my community from a different position at this time.

Thank You,

Dean Grant

MUNICIPALITY OF CALVIN

2021CT16 REPORT TO COUNCIL

REPORT DATE: **March 18, 2021**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Office of Councillor Vacancy**

RECOMMENDATION:

- A. That Council declare the Office of Councillor to be vacant at the March 23, 2021 Regular Council Meeting.
- B. That Council selects one of the following methods for filling the vacant Office of Councillor:
 - i) Council appoints from unsuccessful candidates from the 2018 Municipal Election
 - ii) Council selects a person known to Council
 - iii) Council considers candidates for appointment through an application process

PURPOSE/BACKGROUND:

At the Regular Council Meeting on March 9, 2021, Councillor Dean Grant submitted his verbal resignation, followed by his written resignation on Wednesday, March 10. Pursuant to Sections 262 and 263 of the Municipal Act, Council must now declare the Office of Councillor vacant and within 60 days from the date of the declaration of vacancy (by May 21) fill the vacancy by appointment or call a by-election.

Within sixty (60) days after the office has been declared vacant, as per Section 263 (1) of the Act, Council must do one of the following:

- (a) Fill the vacancy by appointing a person who has consented to accept the office if appointed; or
- (b) Require a by-election to be held to fill the vacancy in accordance with the Municipal Elections Act, 1996 (ie. pass a by-law requiring a by-election be held).

ANALYSIS/RATIONALE FOR RECOMMENDATION:

It should be noted that the first choice given in the Act is the appointment of someone to fill the position. The Act does not prescribe how the Council should select the person to be appointed, other than that they need to be eligible and consent to the appointment.

If appointing someone to fill a vacancy, it is recommended for Council to review the duties of the position and to ensure the person being appointed is aware of the duties and responsibilities. Appendix A to this report include the role of Council as per the Municipal Act and the Municipality of Calvin's procedural by-law.

If Council chooses to appoint someone to fill the vacancy, he or she would need to be appointed by by-law.

It is not recommended to fill the vacancy by calling a by-election (which requires passing a by-law requiring that a by-election be held) for the following reasons:

- a) It take longer to fill the vacancy through a by-election. The timeframe set out in the Municipal Elections Act (MEA) is from 75 to 105 days from the date the by-law is passed until Voting day. This means that the office could remain vacant until the end of June or July, which could present many challenges.
- b) A by-election will generally cost more than a regular election in terms of man-hours and dollars. Additional election supports are not in place for a by-election, so there is more work for the Clerk’s department to do things such as creating a by-election calendar to ensure deadlines are met, arranging for voters’ list data and updates from MPAC, etc.. Additional advertising should be done to help make the electorate aware of the election. The estimated cost to run a by-election, presuming it is done using traditional in person voting and manual counting, is about \$5,000, plus the cost of staff time. If using full-time staff to assist with the election, this will mean other duties will be impacted.
- c) While this is often seen as the most democratic method, statistics have demonstrated that by-elections generally have a lower voter turn-out than regular elections and given that the turnout for Calvin’s 2018 regular election was approximately 35-45%, a by-election may not provide enough turn-out to make it worth the extra time and cost to fill the position.

The following chart also provides a brief summary of some pros and cons to the various alternatives.

Method	Pros	Cons
Candidate from 2018 Election	<ul style="list-style-type: none"> • Takes little time and cost to fill the vacancy. • Person has already demonstrated an interest and electoral support at the time of the election can be gauged from election results. 	<ul style="list-style-type: none"> • It is now over 28 months since 2018 Voting day and 30 since 2018 Nomination Day – there could be additional potential candidates now and the support of the electorate could have changed since then. • Limits choice of Council with respect to people to consider.
Council selects a person known to Council	<ul style="list-style-type: none"> • Takes little time and cost to fill the vacancy. • Reasonable assurance that person will work well with Council. 	<ul style="list-style-type: none"> • Council may not have considered all available candidates. • May not be able to gauge the support of the electorate.
Application Process	<ul style="list-style-type: none"> • Time and cost are significantly less than by-election • More transparent than direct appointment. • Demonstrates due diligence of Council in considering all available candidates. • Provides reasonable assurance that person will work well with Council. 	<ul style="list-style-type: none"> • Time and cost are greater than direct appointment, could take a few weeks, cost to advertise. • May not be able to gauge the support of the electorate. • Need to decide on details of the process to ensure fairness and transparency.

By-election (not recommended)	<ul style="list-style-type: none"> • Allows the electorate to choose directly (presuming sufficient turnout for good representation). 	<ul style="list-style-type: none"> • Takes at very least 75 days from the time a by-law is passed to fill the vacancy. • The cost ~\$5,000 + staff time. • Possibility of insufficient voter turnout to make it worthwhile.
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NEXT STEPS:

Next steps will be for Council to determine how they wish to fill the vacancy.

Council may wish to consider developing a policy on Council Vacancies for future possibilities.

Included with this report is an example application process that was used by the Municipality of Callander.

APPENDICES/SCHEDULES:

- Appendix A – Roles and Responsibilities
- Appendix B – Flow Chart for Filling Councillor Vacancy
- Appendix C – Application Process

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

PART 3

3.0 ROLES AND DUTIES

3.3 Role of Council

It is the role of Council,

- 1) to represent the public and to consider the well-being and interests of the municipality;
- 2) to develop and evaluate the policies and programs of the municipality;
- 3) subject to legislative restrictions, develop regulations to be adopted in by-laws and resolutions for the overall benefit of the community;
- 4) to determine which services the municipality provides in accordance with applicable legislation;
- 5) to maintain the financial integrity of the municipality;
- 6) to carry out the duties of council under this or any other Act; and
- 7) to ensure accountability & transparency of the municipal operations, and of activities of Senior Management (Section 225).

3.4 Duty of Councillors

It is the duty of the Councillors to attend all meetings of Council, and;

- 1) to prepare for meetings including reviewing the agenda and background information prior to the meeting;
- 2) to speak only to the subject under debate;
- 3) to vote on all motions before the Council unless prohibited from voting by law;
- 4) to observe proper procedure and decorum at all meetings;
- 5) to state questions to be asked through the Mayor;
- 6) to support the Council;
- 7) to attend Standing Committee, Advisory Committee and AD-Hoc Committee meetings to which the member has been appointed by Council;
- 8) to carry out the duties of Councillor under the Municipal Act or any other Act; and
- 9) to act in accordance with their Oath of Allegiance and Oath of Elected Office (Section 224).

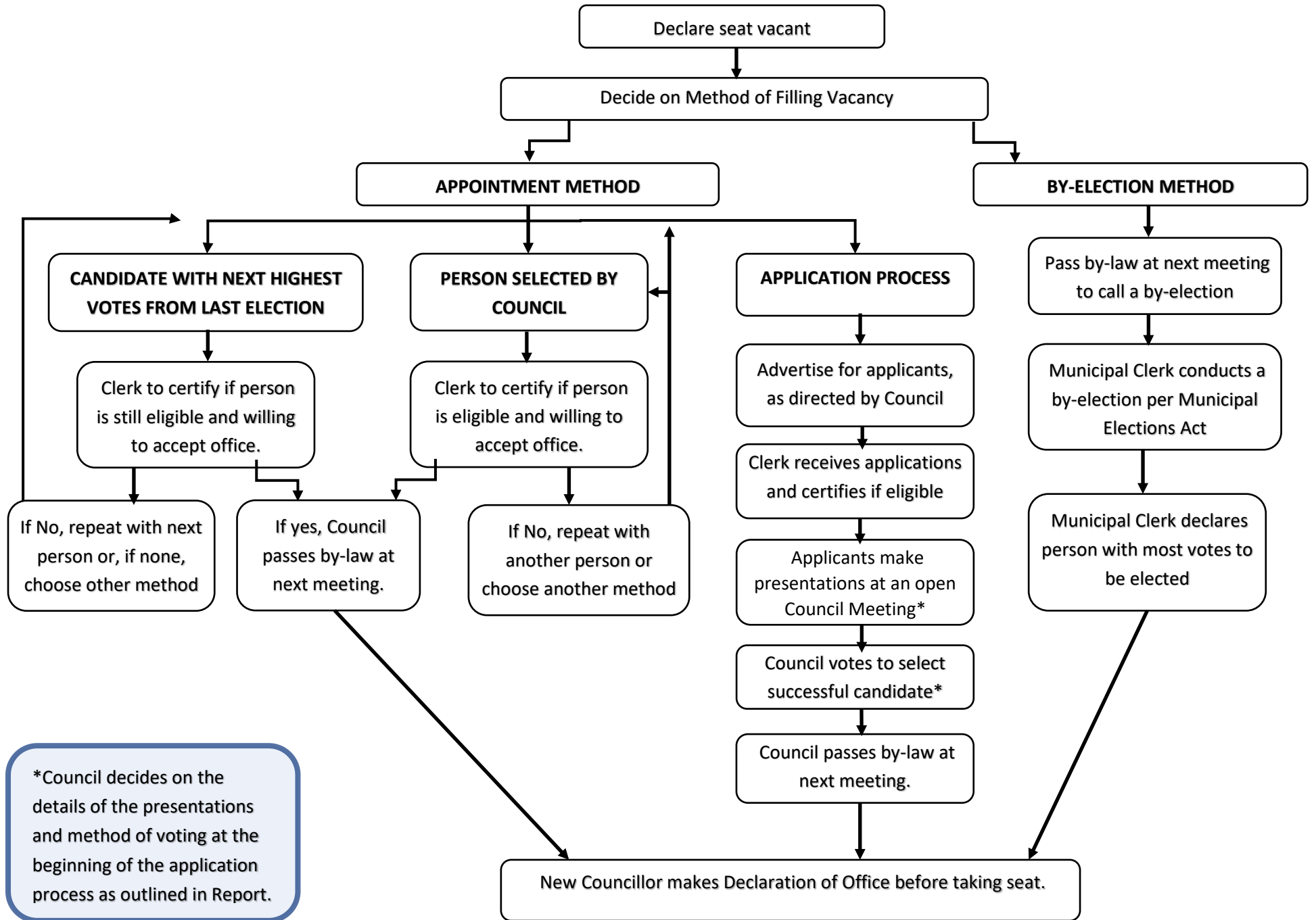
From Municipal Act, 2001, S.O. 2001, c. 25

Role of council

224 It is the role of council,

- (a) to represent the public and to consider the well-being and interests of the municipality;
- (b) to develop and evaluate the policies and programs of the municipality;
- (c) to determine which services the municipality provides;
- (d) to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- (d.1) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- (e) to maintain the financial integrity of the municipality; and
- (f) to carry out the duties of council under this or any other Act. 2001, c. 25, s. 224; 2006, c. 32, Sched. A, s. 99.

FLOW CHART FOR FILLING COUNCILLOR VACANCY



*Council decides on the details of the presentations and method of voting at the beginning of the application process as outlined in Report.

Appendix C to Report 2021CT16 – Council Vacancy
Options for Filling a Council Vacancy through an Application Process
- Municipality of Callander

The following information is based on research done on policies of other Municipalities for filling Council vacancies by appointment using an application process. Each step is outlined, including several options where applicable.

1) Motion for filling the Vacancy through the application process:

Council decides to fill the vacancy by advertising for qualified applicants and passes a motion to do so. The motion may include direction on what information Council would like to accompany the application. Attached to this policy is a sample application form that could be used. The motion may also include direction on additional matters, such as additional methods of advertising desired. Where the vacancy is for the office of Mayor, sitting members of Council may also apply.

2) Advertising the Vacancy

The Municipal Clerk advertises the vacancy:

- a. on the Municipal website and FaceBook page;
- b. in a local newspaper or newspapers;
- c. by sending notice directly to candidates who ran for the office in the last election who were not disqualified or withdrawn;
- d. posting notices on the Municipal Office bulletin board and other notice boards around town.
- e. Any other method directed by Council.

The advertisement will direct the applicant to the website or municipal office for further information including:

- a. the qualifications required to be appointed to office;
- b. The duties of the office;
- c. the deadline for the application (as determined by the Municipal Clerk);
- d. any additional information to be submitted with the application;
- e. the process to be used.

3) Filing of Applications

Applications shall be submitted to the Municipal Clerk, or designate, who will certify whether or not the person is eligible to be appointed to the office as per the requirements of the Municipal Act and the Municipal Elections Act (similar to the Nomination process for an election), and whether the person has submitted the required information by the deadline.

4) Information session for potential applicants (optional)

This information session could be conducted by staff prior to the deadline for filing applications. It would outline the duties of the position as per the Municipal Act, Municipal Councillors Guide, and Municipality of Callander Procedural By-law, Terms of Reference for Committees, etc.

5) Presentations at a Public Meeting

- a. Nominees are given a set amount of time to speak (some policies say 5 – 10 minutes, but from past experience and from speaking with other Clerks, five (5) minutes each should be sufficient).
- b. The content of the presentation is either left up to the candidate or is based on several questions predetermined by Council (all candidates answer the same questions). All or some of these questions should be provided to the applicants ahead of time.

6) Selection of Successful Applicant

Following the presentation, Council votes by public vote. There are a variety of ways to hold the vote, but it

must be done in public. **Some examples are:**

- a. Council votes on all candidates by a show of hands as the Municipal Clerk calls the candidates' names in alphabetical order. Each Member of Council only votes for one candidate (or one candidate per round if using an elimination process as outlined in (c)). If there is a tie, the successful applicant is chosen by lot (consistent with Section 62 (3) of the Municipal Elections Act).
- b. Members of Council are provided with voting cards which they write their choice of candidate clearly on and then all Members of Council will display the card at the same time in a manner that is clearly visible to the Municipal Clerk and the public. Once the card is displayed, no changes shall be permitted.
- c. For both (a) and (b), the process could include an elimination process, whereby if there is not one candidate who had more than 50% of the votes, the candidate with the lowest number of votes (and any candidate with zero (0) votes) in the first round is eliminated and there is a second round of voting. Further rounds are done in a similar manner until one candidate has more than 50% of the vote or there is a tie. In the case of a tie, the winner is decided by lot (consistent with Section 62 (3) of the Municipal Elections Act).
- d. Before voting, Members of Council use a nomination process with resolutions to form a short list. Then they use one of the above voting methods, unless there is only one candidate on the short list;
- e. Voting is done by motion only. A member of Council makes a motion for the appointment of a candidate and if seconded, is voted upon. If the motion passes, the candidate is declared the successful applicant. If it fails, another motion may be introduced for a different candidate. The process continues until a candidate is selected or there are no more candidates. (Example (e) is not recommended.)

7) Appointing the Successful Applicant

Whichever method is used, a by-law to appoint the individual is prepared for the next council meeting and the successful candidate must make the Declaration of Office to the Municipal Clerk (this could be done at the meeting where the by-law is passed).

Note regarding Closed Sessions

In accordance with the Municipal Act, any votes related to filling a vacancy on council must be done in open session. As much of the process as possible should be done in open session in the interest of transparency. Council may, however, deem it necessary to convene in closed session to discuss any PERSONAL matters relating to candidates that may affect their ability to fill the office or work well with the existing Council. A Council should be cautious in using the allowance under subsection 239(2)(b) of the Municipal Act (personal matters about an identifiable individual) to go into closed session for such discussion.

**MUNICIPALITY OF CALLANDER
COUNCIL VACANCY - APPLICATION FORM**

For appointment to Municipal Council (Mayor / Councillor)

Please complete this application form in its entirety and attach a written Expression of Interest. The Municipality reserves the right to reject applications that are not fully completed and accompanied by an Expression of Interest, and applications that provide any false or misleading information. Applicants must meet the qualifications set out in the Municipal Elections Act, 1996 (MEA) and the Municipal Act, 2001 to be elected or appointed to office. *All applications shall be considered public documents and made available for public viewing at the Municipality of Callander's Municipal Office (consistent with Section 88(5) of the MEA).*

PLEASE PRINT OR TYPE

Applicant Information:

Full Name: Mr. Mrs. Ms. _____

Street & Mailing Address: _____

Postal Code: _____

Telephone Number: _____ e-mail Address: _____

Qualification Questions: (Please check Yes or No)	Yes	No
I am at least 18 Years of Age		
I am a Canadian Citizen		
I am a resident of the Municipality of Callander or the owner or tenant of land in the Municipality of Callander or the spouse of such owner or tenant.		
I am ineligible or disqualified under the Municipal Elections Act, 1996, the Municipal Act, 2001, or any other Act to be elected to or hold the above-mentioned office. (See reverse of this form for further details.)		

By submitting this form you consent to having your name listed on a Council Agenda and to have this form available for public viewing at the Municipal Office until a by-law is passed to fill the vacancy.

Declaration:

I, _____, a candidate for the office of Mayor / Councillor, do Solemnly Declare that I am qualified pursuant to the Municipal Elections Act, 1996 and the Municipal Act, 2001 to be elected to and to hold the office; and that I consent to accept the office if appointed; and that I make this solemn Declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

Declared before me at Callander, Ontario

This _____ day of _____, 2020

(Signature of candidate)

(Signature of Clerk or Commissioner, etc.)

This form must be submitted in person, or by an agent to: The Municipality of Callander, Attn: Elaine Gunnell, Municipal Clerk, 280 Main St. N, P.O. Box 100, Callander, ON, P0H 1H0.

Date Filed (yyyy/mm/dd)	Time Filed	Applicant or Agent Initial	Clerk or Designate

Deadline for Receipt of Application is 2:00 p.m. on _____.

A person may withdraw his or her application by filing a written withdrawal in the Clerk's Office.

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 23, 2021

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council has declared a Vacancy on Council at their regular meeting of March 23, 2021 as per the Municipal Act 2001, c. 25 s. 259 (1)(d), as a result of Mr. Dean Grant resigning from his position as a member of Council, and further;

That the Municipal Act 2001, c. 25, s.263 (5) provides the rules for filling vacancies, and further;

That as per the Municipal Act 2001, c. 25, s. 263 (5)1.ii Council hereby resolves that it will fill the vacancy by passing a by-law requiring a by-election be held.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 23, 2021

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council has declared a Vacancy on Council at their regular meeting of March 23, 2021 as per the Municipal Act 2001, c. 25 s. 259 (1)(d), as a result of Mr. Dean Grant resigning as a member of Council, and further;

That the Municipal Act 2001, c. 25, s.263 (5) provides the rules for filling vacancies, and further;

That as per the Municipal Act 2001, c. 25, s. 263 (5)1.i Council hereby resolves that it will fill the vacancy by appointing a person who has consented to accept the office if appointed, and that the appointment will first be offered to the next candidate with the most votes who was unsuccessful in being elected in the 2018 Municipal Election; and, should that person not accept the appointment, then the process will move to a call for Expressions of Interest from those qualified to hold office as a member of Council in the Municipality of Calvin, followed by an interview by Council of those submissions qualified, followed by the final selection after those interviews at the sole discretion and decision of Council.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 23, 2021

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council has declared a Vacancy on Council at their regular meeting of March 23, 2021 as per the Municipal Act 2001, c. 25 s. 259 (1)(d), as a result of Mr. Dean Grant resigning from his position as a member of Council, and further;

That the Municipal Act 2001, c. 25, s.263 (5) provides the rules for filling vacancies, and further;

That as per the Municipal Act 2001, c. 25, s. 263 (5)1.i Council hereby resolves that it will fill the vacancy by appointing a person who has consented to accept the office if appointed, and that the appointment will move to a call for Expressions of Interest from those qualified to hold office as a member of Council in the Municipality of Calvin, followed by an interview by Council of those submissions qualified, followed by the final selection after those interviews at the sole discretion and decision of Council.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE March 23, 2021

NO. _____

MOVED BY _____

SECONDED BY _____

“As Councillor Dean Grant has resigned from his position as Councillor, he is no longer able to sit on as a Board Member to the North Bay-Mattawa Conservation Authority Board of Directors and the North Bay-Mattawa Source Protection Board of Directors;

THEREFORE _____ be hereby appointed as our Board Member to the North Bay-Mattawa Conservation Authority Board of Directors and to the North Bay-Mattawa Source Protection Board of Directors for the remainder of the 2018 to 2022 Term of Council.”

CARRIED _____

DIVISION VOTE

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

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2021-008

BEING A BY-LAW TO RENEW AN AGREEMENT BETWEEN THE NORTH BAY AND DISTRICT HUMANE SOCIETY AND THE CORPORATION OF THE MUNICIPALITY OF CALVIN FOR THE DURATION OF JANUARY 1, 2021 TO DECEMBER 31, 2021.

WHEREAS THE MUNICIPAL ACT S.O. 2001, c. 25 authorizes municipalities to enter into an agreement,

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to enter into a service agreement with the North Bay and District Humane Society to provide pound keeping services for the municipality.

NOW THEREFORE THE Council of the Municipality ratifies the attached agreement as follows:

- 1) That the Mayor and the Clerk-Treasurer are designated as the signing officers and are authorized to execute an agreement on behalf of the Corporation of the Municipality of Calvin.
- 2) That “The Service Contract Agreement Between the North Bay and District Humane Society and the Corporation of the Municipality of Calvin” be attached hereto and form part and parcel of this by-law as Schedule “A”

This agreement shall be enacted and in effect upon the signing thereof.

Read a first time and second time this 9th day of March 2021.

Read a third time and finally passed in open council this ____ day of _____ 2021.

MAYOR

CLERK - TREASURER

**SERVICE CONTRACT AGREEMENT BETWEEN:
THE NORTH BAY AND DISTRICT HUMANE SOCIETY
AND
THE CORPORATION OF THE MUNICIPALITY OF CALVIN**

The following outlines an agreement for the North Bay and District Humane Society to provide pound keeping services for the Corporation of the Municipality of Calvin.

1. DEFINITIONS:

For the purpose of this Agreement, the term “animal” shall refer to domestic dogs.

For the purpose of this Agreement, the North Bay and District Humane Society will be referred to as “NB&DHS”.

For the purpose of this Agreement, the Corporation of the Municipality of Calvin will be referred to as “the Municipality”.

2. THE HUMANE SOCIETY AGREES:

Shelter:

To provide an animal shelter capable of providing adequate accommodations, food and water, daily housekeeping and veterinary care (when deemed necessary) for animals impounded, and of meeting the requirements set for this type of building by the NB&DHS, and of meeting the requirements of all applicable provincial legislation.

General Service Provision:

- a) To provide pound services up to an annual limit of 15 animals. Any decision relating to animals above the annual limit will be made at the discretion of the NB&DHS.
- b) To hold for claiming by owners, any stray animal delivered to the NB&DHS shelter or any animal received or impounded by the Animal Control Officer of the Municipality, and, if not claimed by the owner, to dispose of such animal by sale or euthanasia. Owners of licensed and/or microchipped dogs will be contacted, whenever possible.
- c) To provide an animal shelter capable of providing adequate accommodations, food and water, daily housekeeping and veterinary care (when deemed necessary) for animals impounded.
- d) To meet the requirements set for this type of building by the NB&DHS and Provincial legislation.

- e) To install in the animal shelter all the equipment necessary for the proper operation of the animal shelter, and, in particular, to supply the methods and equipment necessary to humanely euthanize unwanted or unclaimed animals, if necessary. Such methods and equipment must meet the standards and comply with the applicable Provincial legislation.

Hours of Operation:

The NB&DHS shelter will be open to the public and in operation between 10:00 a.m. and 5:00 p.m. Monday to Friday (exclusive of statutory holidays), between 10:00 a.m. and 4:00 p.m. Saturdays, and between 12:00 p.m. and 4:00 p.m. Sundays. Hours of Operation may change from time to time at the discretion of the NB&DHS.

It is understood by the Municipality and NB&DHS that the preferred hours for the Municipality to bring in animals to the NB&DHS are Monday to Friday between 9:00 a.m. and 5:00 p.m. For emergency purposes, a NB&DHS emergency contact number will be provided to the Municipality for Saturdays, Sundays and statutory holidays.

It is understood by the Municipality and NB&DHS that, should the NB&DHS be unable to accept animals for any reason (e.g. facility at capacity or virus is present) or for any period of time, the Municipality will be notified immediately.

It is understood by the Municipality and the NB&DHS that all calls reporting complaints or concerns from residents of the Municipality will be forwarded to the Animal Control Officer of the Municipality or his/her authorized delegate.

It is understood by the Municipality and NB&DHS that any animal brought to the NB&DHS by any person(s) other than the Animal Control Officer of the Municipality or his/her authorized delegate, will not be accepted by the NB&DHS and that the person(s) bringing in the animal will be advised by the NB&DHS to return to and contact the Municipality. The Municipality will not be charged for animals accepted by the NB&DHS which are not brought in to the NB&DHS by the Animal Control Officer of the Municipality or his/her delegate.

Licenses:

The NB&DHS will NOT issue licenses for dogs within the Municipality jurisdiction.

Invoicing:

The NB&DHS will invoice the Municipality \$100.00 per animal. There will be no additional charges to the Municipality (e.g. for euthanization).

Indemnity:

To indemnify and save harmless the Municipality in respect to all charges, costs, expenses, suits, and damages, and claims for loss or accident or injury of any nature or kind whatsoever in connection with the carrying out of this agreement and in connection with the shelter.

Insurance:

To insure and keep insured the shelter building for fire and any other hazards and to provide, if required, the Municipality a proof of insurance.

Such liability policy shall provide for the indemnification of the Municipality and the NB&DHS against the loss arising from claims of damage, injury or otherwise in connection with the carrying out of the terms of this agreement.

The NB&DHS shall maintain the policy of insurance in force during this agreement. The limits of such policy shall not be less than One Million Dollars (\$1,000,000.00) inclusive for public liability and property damage and for liability coverage for injury to animals caused by an accident and resulting in the death or destruction while in the care, custody and control of the NB&DHS.

Such policy shall include the names of the Municipality and the NB&DHS as the insured.

The NB&DHS shall pay the premium on the policy.

3. THE CORPORATION OF THE MUNICIPALITY OF CALVIN AGREES:

- a) To appoint the NB&DHS as a Pound Keeper.
- b) To grant the NB&DHS the right to dispose of all animals impounded by the NB&DHS in accordance with the By-laws.
- c) To grant the NB&DHS the right to dispose of the carcasses of all animals lawfully impounded and lawfully euthanized or found dead in accordance with the By-laws.
- d) To grant the NB&DHS the right to collect impound fees, fines, destruction, and disposal fees levied by the NB&DHS in accordance with the scale of fees and penalties authorized by the NB&DHS.

4. DURATION OF AGREEMENT:

The term of this agreement shall be from the 1st day of January, 2021 to the 31st day of December 2021, inclusive. This agreement may be terminated by either party upon

three (3) months written notice of intention to terminate, delivered to the other party by prepaid registered mail.

This agreement is made on the _____ day of _____, 20____.

FOR THE CORPORATION OF THE MUNICIPALITY OF CALVIN:

Ian Pennell, Mayor
The Corporation of the Municipality of Calvin

Cindy Pigeau, Clerk-Treasurer
The Corporation of the Municipality of Calvin

FOR THE NORTH BAY AND DISTRICT HUMANE SOCIETY:

Mary Davis, President of the Board of Directors
North Bay and District Humane Society

Liam Cullin, Executive Director
North Bay and District Humane Society

MUNICIPALITY OF CALVIN

2021CT18 REPORT TO COUNCIL

REPORT DATE: **March 19, 2021**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Final Report – Municipal Shared Services in the Districts of Nipissing and North East Parry Sound**

BACKGROUND

In 2020 an application for grant funding (100% coverage) from the Ministry of Municipal Affairs and Housing was submitted and awarded for the Municipalities in the districts of Nipissing and North East Parry Sound to do a study on Municipal Shared Services. The following is the final report that has been completed by VS Municipal Solutions.

Another application for the same type of funding (100% coverage) has been submitted on March 15, 2021, to continue to the investigation into municipal shared services now that interest has been determined. This next stage of the study will provide cost savings and efficiencies that could be seen if entered if all or some of the participating municipalities entered into shared services agreements.

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer