

**Municipality of Calvin**  
**Township Regular Meeting**  
**Agenda**

December 20, 2022, at  
7:00 P.M.  
Open to Public

1. **Call to Order**
2. **Written Disclosure of Pecuniary Interest/Conflict of Interest -NIL**
3. **Petitions and Delegations**
  - a. Mr. Lonny Rose
4. **Legislative Matters**
  - a. **Consent Agenda:** (includes items of correspondence not requiring administrative reports/action, committee reports not requiring any action by Council - matters that are for information purposes only).
    - 1.) Mattawa Hospital Tree of Lights Campaign
    - 2.) Ministry of Northern Development
  - b. **Reports from Municipal Officers/Staff:**
    - 1.) 2022 Auditor Services
    - 2.) Financial Update from Treasurer
    - 3.) 2022 Post-Election Accessibility Report from the Elections Clerk
  - c. **Reports from Committees:** Council to provide Integrity Commissioner Update
  - d. **Action Letters:** Cassellholme Board of Directors
5. **AdministrativeMatters:**  
(Action Letters, Information Letters, Old and New Business, Accounts Approval Reports)
  - a) Councillor Training-Town of Mattawa February 4 2023.
  - b) Holiday Hours –Office and Landfill and Newsletter
  - c) Future Regular office hours and Council Meeting Dates for consideration
  - d) Overtime Pay and Vacation Time for Staff
  - e) Lonny Rose Delegation/Resolution Request
6. **Confirmatory By-law No. 2022-076**
7. **Adjournment**



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-362

**Moved By:** Councillor Grant

**Seconded By:** Councillor Moreton

**NOW THEREFORE BE IT RESOLVED THAT:**

“BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin hereby receive the Consent Agenda Items of December 20, 2022 as circulated, less any items requested for separate review and discussion.”

**Result:** Carried

**Recorded Vote:** Choose an item.

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-363

**Moved By:** Councillor Grant

**Seconded By:** Councillor Adams

**Motion to appoint BDO as Auditor for the 2022 fiscal year:**

WHEREAS Council has received a staff report from the Clerk Treasurer recommending that the request for 2022 Auditor services as received from BDO be accepted by Council and BDO to be appointed for the 2022 fiscal year; Additionally that the CAO prepare a report to add context as to why we only have one option at this time for an Auditor. This report should include what the additional services that were requested from previous Auditor Grant Thornton and include those communications. Cost of previous 3 years of financial audits. What date was the request for fee quotation sent to the auditors mentioned and when was the application deadline? Any other relevant information that would clarify why Council has only received interest from one firm.

AND WHEREAS early in 2023 a Request to be prepared and circulated to obtain these services for a five year contract.

**NOW THEREFORE BE IT RESOLVED THAT:**

“The Corporation of the Municipality of Calvin Township will appoint BDO as Auditor for 2022 year end Dec 31 2022 as recommended in order to ensure financial reporting deadlines as set by the province and stated in the Municipal Act, Section 291 (1), it is deemed appropriate to obtain the services of a qualified auditor for the Municipality before the end of this calendar year.”

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-364

**Moved By:** Councillor Latimer

**Seconded By:** Councillor Moreton

**NOW THEREFORE BE IT RESOLVED THAT:**

“The Council for the Corporation of Calvin Township has received an un-reconciled budget to actual report for review from the Treasurer and has been advised the General Ledger is currently being reviewed in detail. Once a more thorough review of the accounts is complete and updated budget variance report will be provided to Council.”

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-365

**Moved By:** Councillor Adams

**Seconded By:** Councillor Moreton

Motion: That Council review the 2022 Post-Election Accessibility Report from the Elections Clerk.

**THEREFORE BE IT RESOLVED** that Council the Municipality of Calvin Council acknowledge receipt of the 2022 Post Election Accessibility Report as submitted by the Elections Clerk.

## Result Carried

### Recorded Vote:

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>





# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-366

**Moved By:** Councillor Adams

**Seconded By:** Councillor Moreton

Motion: Interim Integrity Commissioner

**NOW THEREFORE BE IT RESOLVED THAT:**

“Council is in agreement to contact the individuals of nearby municipalities for contract information and pricing estimates to provide Integrity Commissioner Services for the Municipality”.

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-367

**Moved By:** Councillor Grant

**Seconded By:** Councillor Moreton

**WHEREAS** the Township of Papineau-Cameron has notified the Municipality of Calvin that the Township of Papineau-Cameron has an interested member of Council to represent Area 2 on the Cassellholme Board of Management for the 2022-2026 term, if the Council of Calvin is unable to select a Municipality of Calvin Council member representative.

**THAT** the Council of the Municipality of Calvin is in agreement to appoint Mayor Robert Corriveau from the Township of Papineau-Cameron to represent Area 2 on the Cassellholme Board of Management for the 2022-2026 term.

### Result Carried

### Recorded Vote:

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-368

**Moved By:** Councillor Moreton

**Seconded By:** Councillor Adams

**NOW THEREFORE BE IT RESOLVED THAT:**

“Council has received an invitation from the Town of Mattawa advising of an upcoming Council Training session they will be hosting on Saturday February 4, 2023, inviting Calvin Township council and staff to attend for those that would be interested and for the clerk to confirm by email to Town of Mattawa Clerk who will be in attendance”

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>





# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-369

**Moved By:** Councillor Moreton

**Seconded By:** Councillor Latimer

**NOW THEREFORE BE IT RESOLVED THAT:**

“The Municipality of Calvin Council approve the dates for the closure of the Municipal Office between Christmas and New Year’s as outlined below and for the landfill to be closed on Dec 24, 2022”

It is proposed that the Municipal Office will be closed between the dates of Dec 25th 2022 and January 1<sup>st</sup> 2023, Staff would take three (3) days with pay for the week.

The following provides the office and landfill closure dates:

\*Closed effective 4:00 pm Friday December 23, 2022 and re-open on Tuesday January 3, 2023

It is further recommended that the Holiday News Letter to the municipal residents be mailed informing of the office and landfill holiday closure and additionally posted on the municipal website.

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-370

**Moved By:** Councillor Moreton

**Seconded By:** Councillor Latimer

Future regular office hours for consideration

**NOW THEREFORE BE IT RESOLVED THAT:**

“The Municipality of Calvin Council to review current office hours in the New Year for future consideration of extending operating hours to be open to the public in addition to establishing Council Meeting Dates. Council to bring forth suggestions for next regular council meeting.”

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-371

**Moved By:** Councillor Adams

**Seconded By:** Councillor Moreton

**Motion to approve the pay out of overtime and to carry unused vacation time to the next year**

WHEREAS Council is aware of the Municipality staffing shortage during 2022 calendar year;

AND WHEREAS due the staffing levels overtime was incurred and vacation time was unable to be use;

**THEREFORE BE IT RESOLVED** that Council hereby authorizes the banked overtime to be paid out and the unused vacation time from 2022 to be carried over to 2023 for the Municipal Administrator.

**Result \*\*\*\*\*DEFERRED\*\*\*\*\***

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-372

**Moved By:** Councillor Moreton

**Seconded By:** Councillor Latimer

WHEREAS Council has received request to put a road on the unopened road allowance of Lot 25 & Lot 26 Con 9 to the preferred proposed 4 laying of HWY 17;

**THEREFORE BE IT RESOLVED** that Council hereby authorizes the Municipal Administrator to have a report brought to Council from staff with staff recommendations regarding the unopened road allowance of Lot 25 & Lot 26 Con 9.

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-373

**Moved By:** Councillor Moreton

**Seconded By:** Councillor Grant

**NOW THEREFORE BE IT RESOLVED THAT:**

“By-Law No. 2022-076 being a By-Law to confirm the proceedings of the Regular Meeting of Council held, December 20, 2022 be read and adopted.”

### Result Carried

#### Recorded Vote:

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>



# THE CORPORATION OF THE MUNICIPALITY OF CALVIN

## ***BYLAW NUMBER 2022-076***

### **BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL**

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#### **Legal Authority**

##### **Scope of Powers**

Section 8(1) of the *Municipal Act*, 2001, S.O. 2001, c.25, ("*Municipal Act*") as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues.

##### **Powers of a Natural Person**

Section 9 of the *Municipal Act* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act.

##### **Powers Exercised by Council**

Section 5 (1) of the *Municipal Act* provides that the powers of a municipality shall be exercised by its Council

##### **Powers Exercised by By-law**

Section 5(3) of the *Municipal Act* provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by bylaw unless the municipality is specifically authorized to do otherwise.

#### **Preamble**

Council for the Corporation of the Municipality of Calvin ("Council") acknowledges that many of the decisions it makes during a meeting of Council, regular, special, or otherwise, are done by resolution. Section 5 (3) requires that Council exercise their powers by Bylaw.

Council further acknowledges that the passing of resolutions are more expedient than adopting Bylaws for each decision.

#### **Decision**

Council of the Corporation of the Municipality of Calvin decides it in the best interest of the Corporation to confirm its decisions by way of Confirmatory Bylaw.





# Corporation of the Municipality of Calvin Council Resolution

**Date:** December 20, 2022

**Resolution Number:** 2022-374

**Moved By:** Councillor Latimer

**Seconded By:** Councillor Moreton

**NOW THEREFORE BE IT RESOLVED THAT:**

“That Council for the Corporation of the Municipality of Calvin adjourns this meeting on Dec 20, 2022 at 8:42 pm.”

**Result Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input checked="" type="checkbox"/>	<input type="checkbox"/>