



Corporation of the Municipality of Calvin
Council Meeting
Agenda
Tuesday, March 28, 2023, at 7:00 p.m.
Council Chambers

1. CALL TO ORDER

2. BY-LAW TO APPOINT CLERK PRO-TEMPORE

3. WRITTEN DISCLOSURE OF PECUNIARY INTEREST/ CONFLICT OF INTEREST

4. APPROVAL OF PREVIOUS MEETING MINUTES DATED MARCH 14, 2023

5. FILLING OF A VACANT COUNCIL SEAT

5.1 Process and Election

5.1.1 Overview of Process

5.1.2 **Resolution** for consideration of Candidates

5.1.3 Candidates' Address to Council and Questions from Council

5.1.4 Vote

5.1.5 **Resolution** to Appoint Councillor

5.1.6 By-law to enact the Appointment of Councillor (deferred to next meeting)

6. ACTION LETTERS

6.1 CONSENT APPLICATION East Nipissing Planning Board 2023-01 Jason Lambert and Parshin Missaghi

7. BY-LAWS

7.1 Repeal of By-law 2020-108 a Policy for the Covid 19 Municipal Operations and Services Re-opening Plan

7.2 Renewal of Dog Pound Agreement - Township of Bonfield

7.3 Renewal of Fire Services to Residents of the Townships of Lauder and Boulter

7.4 Renewal of Fire Services to the Canadian Ecology Centre

8. CLOSED SESSION

8.1 Resolution to move into Closed Session,

8.1.1 Pursuant to section 239(2)(b) to deal with a personal matter about an identifiable individual, including municipal employees,

8.1.2 Pursuant to section 239(2)(d) labour relations or employee negotiations.

8.1.3 Resolution to move out of Closed Session (Resolution)

9. BUSINESS ARISING FROM CLOSED SESSION

10. CONFIRMATORY BYLAW

11. ADJOURNMENT



Corporation of the Municipality of Calvin

Date: March 28, 2023

By-Law Number 2023-_____

Moved By:

Seconded By:

NOW THEREFORE BE IT RESOLVED THAT:

“That By-Law #2023-_____ being a By-Law to appoint an Interim Deputy Clerk;

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

1. That Donna Maitland is hereby appointed as the Interim Municipal Clerk for the Corporation of the Municipality of Calvin;
2. That the powers and duties of the Municipal Clerk shall be those powers and duties of the Clerk as set for in the *Municipal Act* and every other Act;
3. This by-law takes effect on this day, the final day of its final passing.”

Mayor Richard Gould

Result Recorded Vote:

**4. APPROVAL OF PREVIOUS MEETING MINUTES DATED MARCH 14,
2023**



Corporation of the Municipality of Calvin Council Resolution

March 28, 2023

Resolution Number: 2023-_____

Moved By:

Seconded By:

NOW THEREFORE BE IT RESOLVED THAT:

The minutes of the previous meeting dated March 14, 2023 be approved as circulated.

Result :

Recorded Vote:

Member of Council	In Favour	Opposed
Mayor Gould	<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

Regular Meeting of Council

Minutes

March 14, 2023

Council Chambers

Present in person: Mayor Richard Gould, Councillor William Moreton, Clerk Tempore D. Maitland.

Present electronically (via Teams): Councillor Dean Grant, Treasurer Leeanne Crozier

Regrets: Councillor Robert K. Latimer

1. Call To Order

The meeting was called to order at 7:05 p.m. by Mayor Gould. Quorum was achieved.

2. Approval of the Agenda

Motion by: Councillor Moreton

Seconded by: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated. **Resolution Number: 2023-049** **Carried**

3. Declarations of Disqualifying Interest

Councillor Grant declared a conflict of interest "out of an abundance of caution" with agenda item 7ii, repeal of by-law 2020-108 Policy for the Covid-19 Municipal Operations and Services Re-Opening Plan.

Considering the potential impact the declaration could have on quorum during a discussion of the Repeal of By-Law 2020-108 Policy for the Covid-19 Municipal Operations and Services Re-Opening Plan, this item will be deferred to the next regular meeting of Council.

4. Approval of Previous Meeting Minutes Dated March 2, 2023

Motion by: Councillor Moreton

Seconded by: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated. **Resolution Number: 2023:050** **Carried**

5. Council Direction from the Previous Meeting Minutes

5i. Water Testing- Staff Certification

2 staff Brandon Mayew and Albert Belanger are registered to participate in Water Testing Staff Certification in Parry Sound during the month of April, 2023.

5ii. Hiring Committee results

Councillor Grant reported the Committee reviewed a number of application for the CAO/Clerk position and held interviews with candidates whose qualifications and experience most closely met the Municipality's needs. It is necessary to meet in closed session with Council to discuss the result of those interviews.

Motion by: Councillor Grant

Seconded by: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Municipality of Council move to meet in Closed Session on Friday, March 17, 2023, at 2:00 p.m., pursuant to Section 239 (2) (d) of the



Corporation of the Municipality of Calvin

Municipal Act, for the purpose of labour relations or employee negotiations, in order to discuss the appointment of a CAO/Clerk and upcoming administrative changes. **Resolution Number: 2023-051** **Carried**

6. **Delegations** – none this meeting

7. **Legislative Matters**

7i. Consent Agenda (items circulated with the Agenda)

- Ontario Small Urban Municipalities Conference
- Ontario Small Urban Municipalities call for nominations Executive Committee
- Leith Deacon, invitation to participate in a research study
- North Bay Mattawa Conservation Authority 2022-member attendance record
- Resolution City of Belleville letter to the Premier re Homelessness
- AMO & LAS call for proposals and sponsors Municipality Energy Symposium
- MOE RE: modernization of environmental assessment process
- Municipality of Trent Lakes Re: Oath of Office
- MNRF RE: Amendments to Ontario Regulation 161/17 under the Public Lands Act

Moved by: Councillor Moreton

Seconded by: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin hereby receive the Consent Agenda Items included in the March 2, 2023, meeting package as circulated, less any items requested for separate review and discussion.

Resolution Number: 2023-052 **Carried**

7ii. BY-LAWS

- **ENDING THE STATE OF EMERGENCY**

Motion by: Councillor Moreton

Seconded by: Councillor Grant

THAT the Corporation of the Municipality of Calvin hereby declares the State of Emergency enacted as a result of Covid 19 ended.

Resolution Number 2023-053 **Carried**

- **REPEAL BY-LAW 2020-018 POLICY FOR THE COVID 19 MUNICIPAL OPERATIONS AND SERVICES RE-OPENING PLAN** - Deferred to the March 28, 2023 Regular Meeting of Council

8. **ADMINISTRATIVE MATTERS**

8i. Fire Department Report – no report

8ii. Public Works Department Report – no report



Corporation of the Municipality of Calvin

8iii. TREASURER REPORT – LEEANNE CROZIER

The Treasurer 's Report as circulated with the Agenda was presented, discussed and accepted.

8iv. EXTERNAL COMMITTEE REPORTS

i. Mattawa North Bay Conservation Authority – Counsellor Moreton

The report as circulated with the Agenda was presented, discussed and accepted.

ii. Hopital de Mattawa Hospital – Mayor Gould

The report as circulated with the Agenda was presented, discussed and accepted.

8v. CORPORATION OF TP. OF MOONBEAM RESOLUTION RE: END OF THE MORATORIUM ON MOST PUPIL ACCOMMODATION REVIEWS

Motion by: Councillor Moreton

Seconded by: Councillor Grant

WHEREAS an announcement in the media was made that the English Public School Boards Association, the largest school association in the Province, is asking for the end of the moratorium on most pupil accommodation reviews;

AND WHEREAS this announcement potentially threatens the future closure of schools in many single school municipalities;

AND WHEREAS access to education and the presence of a school in a community is an essential service and has a direct link to the quality of life in a community;

AND WHEREAS schools play a key role in improving services and quality of life in a community and are viewed as activity centres where children have access to education, health services, recreation and culture;

AND WHEREAS schools are an important factor in the retention and attraction of residents in a community and is essential in order to resolve labour shortages and allow economic development and growth in small rural municipalities;

AND WHEREAS demographics in many areas are currently shifting and changing quickly as we work on meeting the needs of many Ontario residents during a housing crisis;

NOW THEREFORE BE IT RESOLVED that Council is requesting the provincial government through the Minister of Education to extend the moratorium on most pupil accommodation reviews in order to allow municipalities, townships, neighbourhoods and subdivisions the opportunity to prosper, develop and grow without being hindered by school closures due to low enrollments that could quickly change.

FURTHER BE IT RESOLVED that this resolution be forwarded to Premier Doug Ford, MPP Victor Fedeli and all Ontario Municipalities.

Resolution Number: 2023: 054

Result: Carried



Corporation of the Municipality of Calvin

8vi. BLUE SKY NET MUNICIPAL GIS ROAD COUNTER REFURBISHMENT INITIATIVE

Motion by: Councillor Grant

Seconded by: Councillor Morton

WHEREAS Blue-Sky Net is reviewing the road traffic counter system element of the GIS Municipal Partners' Program, and considering the purchase of new updated software to facilitate new reporting capabilities for road assessment, a dedicated laptop that municipalities within The Program will have access to when loaning out road counters, allowing for ease of transfer of data for the purpose of generating reports, and maintenance of all 8 road tracker units,

NOW THEREFORE BE IS RESOLVED THAT Blue Sky Net be advised of the Municipality's appreciation of the effort and opportunity to continue to participate in the program, that it supports these upgrades within it and agrees to share in the cost of acquiring the necessary assets to complete the project, estimated to be \$200 per municipality.

Resolution Number: 2023-055 Carried

8vii. INSURANCE POLICY RENEWAL

Moved by: Councillor Grant

Seconded by: Councillor Moreton

WHEREAS the Corporation of The Municipality of Calvin has received and reviewed the 2023-24 Municipal Insurance Policy Renewal package submitted by MIS Municipal Insurance Services/Knox Hutchison Insurance, at a quoted cost of \$39,335,

BE IT THEREFORE RESOLVED THAT the Municipality of Calvin accept the Policy as submitted, with a change to the number of Council Members stated throughout the policy document as 6 to 5,

AND THAT the Treasurer be instructed to pay the invoice due to the provider.

Resolution Number: 2023-056 Carried

8viii. MUNICIPALITY OF CHATHAM KENT RESOLUTION RE: REDUCING MUNICIPAL INSURANCE COSTS

Motion by: Councillor Moreton

Seconded by: Councillor Grant

WHEAREAS The Corporation for the Corporation of the Municipality of Calvin's insurance costs for the current year have increased by 6% over last year;

AND WHEREAS insurance costs for many municipalities across the province have experienced similar and greater increases;



Corporation of the Municipality of Calvin

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the Municipality of Calvin send a letter to the Municipality of Chatham-Kent indicating their support of their efforts to engage with other municipalities, the Association of the Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

Resolution Number: 2023-057

Carried

8ix. Correspondence Mattawa Hospital, Return of Service Agreement

As circulated with the Agenda was received as information.

8x. Intelivote Systems Inc Confirmation of the Destruction of Ballot Information, 2022 Municipal Elections

Correspondence as circulated with the Agenda was received as information.

8xi. 2023 FONOM CONFERENCE

Motion by: Councillor Moreton

Seconded by: Councillor Grant

WHEREAS The Federation of Northern Ontario Municipalities (FONOM), the unified voice of Northeastern Ontario, representing and advocating on behalf of 110 cities, towns and municipalities is hosting its 2023 conference in Parry Sound May 8, 9, 10, 2023,

AND WHEREAS it is beneficial for the Corporation of the Municipality of Calvin to participate in the learning and sharing opportunities offered at the conference,

BE IT THEREFORE RESOLVED that up to 3 Members of Council and 2 Senior Members of Staff attend the Conference as representatives of the Corporation of the Municipality of Calvin.

AND THAT interested Members of Council and Staff notify the Clerk, no later than April 6, 2023 of their intention to participate at the 2023 FONOM Conference. **Resolution Number: 2023-58**

Carried

9. CONFIRMATORY BY-LAW

BY-LAW NUMBER 2023-011

Moved by: Councillor Grant

Seconded by: Councillor Moreton

BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

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



Corporation of the Municipality of Calvin

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 is 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.

Direction

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

1. The Confirmatory Period of this By-Law shall be for the Regular Meeting of Council, March 14, 2023
2. All By-Laws passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.
3. All resolutions passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.
4. All other proceedings, decisions, and directives of the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.
5. This Bylaw takes effect on the day of its final passing

6. **AND THAT** said by-law be signed by the Mayor and Clerk and sealed with the Seal of the Corporation.



Corporation of the Municipality of Calvin

Read and adopted by **Resolution 2023 – 059** this 14th Day of March 2023.

Carried

11. **AJOURNMENT**

Motion by: Councillor Moreton

Seconded by: Councillor Grant

THAT we do now adjourn the meeting at 7:53 p.m.

Resolution Number: 2023-060 Carried

5. FILLING OF A VACANT COUNCIL SEAT

CANDIDATES

Cross, Sandy

Manson, John

Maxwell, Dan

Rodgers, Jeremy

Shippam, Christine

1355 Peddler's Drive
Mattawa, ON
P0H 1V0



January 30, 2023

To Whom it May Concern,

I am writing to inform you that there has been a Council Vacancy Declared.

On January 27, 2023 Calvin Council declared a Council seat vacant due to the passing of Councillor Debbie Adams. Council then decided in Resolution 2023-009 to fill the vacancy by an open call for individuals for consideration by Council through a public process.

Application forms are available at the Calvin Municipal Office, 1355 Peddler's Drive, Mattawa, ON P0H 1V0 and electronically on this website. Applications must be in writing and be accompanied by an expression of interest.

Applicants must be at least 18 years of age, a Canadian citizen, a resident of the Municipality of Calvin or the owner or tenant of land in the Municipality of Calvin or the spouse of such an owner or tenant.

Applications must be submitted in person or in writing to the municipal clerk or designate at 1355 Peddler's Dr. Mattawa, ON P0H1V0 by Friday March 17th, 2023 at 2:00 p.m.

It is the candidate's responsibility to meet any deadline, complete the application or otherwise comply with any requirements of this procedure as found in Calvin By-Law 2021-010.

Applications may be withdrawn by the applicant at anytime prior to Monday March 27th, 2023 at 2:00 p.m.

An open meeting of Council will be held on Tuesday March 28th, 2023 at 7:00p.m.. Applicants **MUST BE IN ATTENDANCE** at the start of the Council meeting or will be disqualified. Applicants will be allowed up to ten minutes to address Council. Council may ask the same three questions of each applicant. Council wil then vote to appoint a candidate and enact a By-Law to confirm the appointment of the candidate.

Sandra Carmichael

Corporate Services Co-ordinator

**MUNICIPALITY OF CALVIN
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 Calvin's Municipal Office (consistent with Section 88(5) of the MEA).*

PLEASE PRINT OR TYPE

Applicant Information:

Full Name: Mr. Mrs. Ms. Sandy Cross

Street & Mailing Address: 308 Peddler Drive

Mattawa Postal Code: P0H 1V0

Telephone Number: 705-744-7269 e-mail Address: scayer07@gmail.com

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 Calvin or the owner or tenant of land in the Municipality of Calvin or the spouse of such owner or tenant.	✓	

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, Sandy Cross, a candidate for the office of

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 Calvin (Mattawa), Ontario

This 017 day of March, 2023

[Signature]
(Signature of Clerk or Designate)

[Signature]
(Signature of candidate)

Date Filed: <u>Mar 17</u>	Time Filed: <u>12:35</u>	Applicant or Agent Initial <u>[Signature]</u>	Clerk or Designate Initial <u>[Signature]</u>
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Deadline for Receipt of Application is 2:00 p.m. on Friday March 17th, 2023.

A person may withdraw his or her application by filing a written withdrawal
to the Clerk's Office by Monday March 27th, 2023 at 2:00 p.m.

To Mayor Gould and council members,

I am submitting this as my letter of interest for the open seat on council. I have experience to be on this council as I was on council for the past 5 years. I have extensive knowledge on procedures, policies and bylaws. I have experience with the North Bay Conservation board and have good relations with other local municipality council and board members. I have put in a lot of time volunteering and fundraising for Calvin.

I will like to attend the March 28 meeting to talk more on working with this council for the betterment of Calvin and its residents

Thank You

Sandy Cross

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PLEASE PRINT OR TYPE

Applicant Information:

Full Name: Mr. Mrs. Ms. John Manson

Street & Mailing Address: 2436 Peddlers Drive, Mattawa, ON
Postal Code: P0H 1V0

Telephone Number: 705 303 2363 e-mail Address: johnMansoncfp@gmail.com

Qualification Questions: (Please check Yes or No)	Yes	No
I am at least 18 Years of Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I am a Canadian Citizen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
I am a resident of the Municipality of Calvin or the owner or tenant of land in the Municipality of Calvin or the spouse of such owner or tenant.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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, John Manson, a candidate for the office of 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 Calvin (Mattawa), Ontario

This 8th day of March, 2023

Sandra Carmichael
(Signature of Clerk or Designate)

John Manson
(Signature of candidate)

Date Filed: <u>Mar 8, 23</u>	Time Filed: <u>10:15 AM</u>	Applicant or Agent Initial <u>JM</u>	Clerk or Designate Initial <u>SC</u>
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Deadline for Receipt of Application is 2:00 p.m. on Friday March 17th, 2023.

A person may withdraw his or her application by filing a written withdrawal

Expression of Interest:

March 6, 2023
2436 Peddlers Dr, Calvin, ON P0H 1V0
(705) 303-2363

I am writing to express my interest in the vacant Council position within Calvin Township.

I am a caring and compassionate person, and I believe those qualities are valuable when representing the residents of our community. I feel strongly that the role of Council is to balance the needs of the individuals in our town with those of the community as a whole.

I have spent my life in Northern Ontario, living in North Bay until moving to Calvin in 2020. This is a small but mighty community, and I believe I can be an asset in helping to direct its needs and resources. I have been working as a small business owner for the last 25 years and working in that family business has given me perspectives and experiences that I believe will be useful to Calvin.

Please consider my application,

A handwritten signature in dark ink, appearing to read 'John Manson', with a long horizontal line extending to the right from the end of the signature.

John Manson

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COUNCIL VACANCY - APPLICATION FORM**

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PLEASE PRINT OR TYPE

Applicant Information:

Full Name: Mr. Mrs. Ms. DAN MAXWELL

Street & Mailing Address: 60 TWILIGHT CAMP RD.

MATTAWA ON. Postal Code: P0H 1V0

Telephone Number: 705 498 1849 e-mail Address: danmaxwell@gmail.com

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 Calvin or the owner or tenant of land in the Municipality of Calvin or the spouse of such owner or tenant.	✓	

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, DAN MAXWELL, a candidate for the office of 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 Calvin (Mattawa), Ontario

This 13 day of February, 2023
Sandra Carmichael
(Signature of Clerk or Designate)

[Signature]
(Signature of candidate)

Date Filed: <u>Feb. 13/23</u>	Time Filed: <u>11:29</u>	Applicant or Agent Initial <u>[Signature]</u>	Clerk or Designate Initial <u>[Signature]</u>
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Deadline for Receipt of Application is 2:00 p.m. on Friday March 17th, 2023.

A person may withdraw his or her application by filing a written withdrawal to the Clerk's Office by Monday March 27th 2023 at 2:00 p.m.

Dan Maxwell
60 Twilight Camp Rd
Mattawa, ON P0H 1V0
705-498-1849

Municipality of Calvin
1355 Peddlers Dr
Mattawa, ON P0H 1V0

Feb. 13, 2023

Greetings Mayor Gould, and Councillors Latimer, Moreton, and Grant.

I would like to confirm my interest in applying for the recently posted councillor position.

Firstly my condolences on the loss of Councillor Adams. We all were quite impressed with Debbie's work ethic and are saddened that we will not see the fruits of her contribution to our community .

I was a Councillor previously with Mayor Ian Pennell and also back about 25 years ago when Dave Carmichael was mayor.

I have a very good understanding of how municipal politics works and the amount of work that it involves.

I am passionate about my community and would love the opportunity to help move our Township forward.

I believe that I am a level headed thinker and able to make decisions that are in the best interest of our community.

In the early days of our last term I pushed for many projects to be completed.

We got a well drilled for running water to end the constant water shortages at hall events.

We improved services by installing air-conditioning in the hall.

We created a public swim area on the Amable du Fond River by making a small park to be enjoyed for many generations to come.

Calvin is my home. Having the "welcome home" on the new Calvin signs was something I worked hard to bring to fruition.

I see so much potential, working together with our staff I believe we could bring back the pride so many of us had with regards to the level of services we all enjoyed.

I believe continuing to maintain our roads while improving the overall infrastructure would be one of my priorities.

I would love to see our landfill be taken to the next level in recycling.

I think we could work hard to petition the upper levels of government to get funding to improve our recreation facilities.

I am very impressed with the current council and would love to be part of the team.

I know there is much house keeping to be done before we can start rebuilding. Should you consider me, I'm ready to roll up my sleeves and get to work.

Sincerely,



Dan Maxwell

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

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PLEASE PRINT OR TYPE

Applicant Information:

Full Name: Mr. Mrs. Ms. Jeremy Rodgers _____

Street & Mailing Address: 1598 Peddlers Drive _____

Postal Code: P0H 1V0 _____

Telephone Number: 705-358-1891 _____ e-mail Address: jeremyrogers@live.ca _____

Qualification Questions: (Please check Yes or No)	Yes	No
I am at least 18 Years of Age	Y	
I am a Canadian Citizen	Y	
I am a resident of the Municipality of Calvin or the owner or tenant of land in the Municipality of Calvin or the spouse of such owner or tenant.	Y	


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.

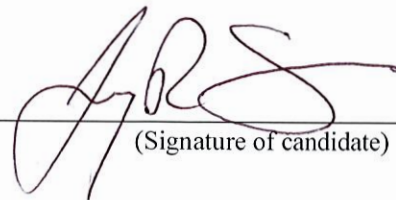
Declaration:



I, Jeremy Rodgers _____, a candidate for the office of 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 Calvin (Mattawa), Ontario

This 07 day of February, 2023


(Signature of Clerk or Designate)


(Signature of candidate)

Date Filed: Feb. 27/23	Time Filed: 3:10 p.m.	Applicant or Agent Initial 	Clerk or Designate Initial 
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Deadline for Receipt of Application is 2:00 p.m. on Friday March 17th, 2023.

A person may withdraw his or her application by filing a written withdrawal

Letter For Council Vacancy.

Jeremy Rodgers <jeremyrodgers@live.ca>

Fri 3/24/2023 10:04 AM

To: Sandra Carmichael <administration@calvintownship.ca>

Sorry for the confusion,

I missed the part of having to write a letter along with filing out the application.

Please accept this as my letter of interest. I ran in the most recent election and am still interested in making change in Calvin.

Thank you,

Jeremy

Jeremy Rodgers
Unifor
President
Cell:705.358.1891



**** This email and (including any attachments) transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender immediately. If you are not the named addressee you should not disseminate, distribute or copy this e-mail or attachment. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited. Thank you.

MUNICIPALITY OF CALVIN 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 Calvin's Municipal Office (consistent with Section 88(5) of the MEA).*

PLEASE PRINT OR TYPE

Applicant Information:

Full Name: Mr. Mrs. Ms. Christine Marie Shippam

Street & Mailing Address: 43 Booth Rd RR2
Mattawa, ON P0H 1V0 Postal Code: _____

Telephone Number: 705-744-3900 e-mail Address: chris.shippam@gmail.com

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 Calvin or the owner or tenant of land in the Municipality of Calvin or the spouse of such owner or tenant.	✓	

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, Christine M. Shippam, a candidate for the office of 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 Calvin (Mattawa), Ontario

This 14 day of Mar, 2023

D. Maxwell

(Signature of Clerk or Designate)

Christine Shippam

(Signature of candidate)

Date Filed: <u>Mar. 14</u>	Time Filed: <u>7:30 AM</u>	Applicant or Agent Initial <u>BY email</u>	Clerk or Designate Initial
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Deadline for Receipt of Application is 2:00 p.m. on Friday March 17th, 2023.

A person may withdraw his or her application by filing a written withdrawal to the Clerk's Office by Monday March 27th, 2023 at 2:00 p.m.

Calvin Clerk

From: Calvin Clerk
Sent: Tuesday, March 14, 2023 8:57 AM
To: 'Christine Shippam'
Subject: RE: Council Vacancy App Form Shippam

Thank you Christine.

We look forward to seeing you on March 28th. More information about the agenda for that night will be forthcoming.

Regards,

Donna Maitland

Interim Clerk

Clerk's Office; Corporation of the Municipality of Calvin
1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0
Ph: 705-744-2700 Ext. 201 | Fax: 705-744-0309
clerk@calvintownship.ca

From: Christine Shippam [mailto:chris.shippam@gmail.com]
Sent: Tuesday, March 14, 2023 7:30 AM
To: Calvin Clerk <clerk@calvintownship.ca>
Subject: Council Vacancy App Form Shippam

Good Morning

Please accept this email and the attached Council Vacancy Application Form as my expression of interest for the position of the Calvin Council Seat.

Thank you

--

Christine
705-744-3900



Council Vacancy Policy

PURPOSE:

To establish an open, accountable and transparent process for filling a vacancy on municipal Council in accordance to the *Municipal Act, 2001* and the *Municipal Elections Act, 1996*.

SCOPE:

This Policy and Procedure applies to all Council office declared vacant on municipal Council during the term of Council.

DEFINITIONS:

Appointment means the appointment of a qualified individual, by majority vote of Council, to fill a vacancy on Council for the remainder of the current term of Council.

By-Election means an election to fill a vacancy on municipal Council, conducted in accordance with the provisions of Section 65 of the *Municipal Elections Act, 1996*, as amended.

Council means the Corporation of the Municipality of Calvin Council.

Lot means a method of determination by placing the names of the nominees on equal sized pieces of paper and placed in a container with one name being drawn by the Municipal Clerk.

Nominee means individuals wishing to fill a vacancy on Council who meet the eligibility requirements and who have submitted the required documentation as outlined in this policy.

Regular Election Year means the year established for a regular municipal election in accordance with the *Municipal Elections Act, 1996*, as amended.

Vacancy means when a seat on Council has become vacant in a manner described by the Act.

GENERAL:

1. Council is required to declare a seat vacant in accordance with Section 262(1) of the *Municipal Act*.
2. Council shall determine whether to fill the vacancy, within 60 days after the day a declaration of vacancy is made, in accordance with Section 263 of the *Municipal Act, 2001*. By either:
 - a) Appointing a person who has consented to accept the office if appointed; or
 - b) Passing a By-law requiring a By-election to be held to fill the vacancy.

The Exceptions to S. 263 are:

- a) Section 65(2) of the *Municipal Elections Act* states that no By-election shall be held to fill an office if the vacancy occurs after March 31 in the year of a regular election; and
 - b) Section 263(5)(b) if a vacancy occurs within 90 days before Voting Day of a regular election, the municipality is not required to fill the vacancy.
3. The Procedure for filling a vacancy by appointment is contained in Appendix "A" and the vote to appoint an individual to the vacancy shall occur during an open meeting of municipal Council;
 4. Any individual filling a vacancy must meet the eligibility requirements of office as outlined in the *Municipal Act* and the *Municipal Elections Act* as an eligible elector.
 5. Any employee of the Corporation of the Municipality of Calvin wishing to fill a vacancy on Council shall provide advance written notice of their intention to take unpaid leave. If the employee is appointed to office, they will be deemed to have resigned their position with the Municipality before making the declaration of office.

POLICY:

A. Filling a Vacancy by appointment

Office of the Mayor

If a vacancy in the Office of the Mayor is to be filled by appointment, Council may choose to fill the vacancy by appointing:

- a) A current member of Council in accordance with the Act; or
- b) The candidate who ran for the position that is vacant from the previous election who received the next greatest amount of votes but was not elected; or
- c) An open call for individuals for consideration by Council through a public appointment process (see Schedule "A").

Office of Councillor

If a vacancy in the Office of Councillor is to be filled by appointment, Council may choose to fill the vacancy by either:

- a) The Candidate who ran for the position that is vacant from the previous election who received the next greatest amount of votes but was not elected; or
- b) An open call for individuals for consideration by Council through a public appointment process (see Schedule "A").

Filling a vacancy by by-election

If a vacancy for either Office of Mayor or Councillor is to be filled by by-election, Council shall pass a By-law to fill the vacancy by By-election within 60 days of declaring the seat vacant.

Once the By-law has passed, a By-election shall be held in accordance with the *Municipal Elections Act* and the Municipal Clerk shall conduct the By-election in accordance with the *Municipal Elections Act* and all applicable policies and procedures.

RESPONSIBILITIES:

The Corporation of the Municipality of Calvin municipal Council is responsible for the adoption and application of this Policy.

The Municipal Clerk or designate shall be responsible for conducting any By-election in accordance with the *Municipal Election Act* and all applicable policies and procedures.

SCHEDULE "A" **PROCEDURE**

There will be two procedures for the Corporation of the Municipality of Calvin Municipal Council to follow in the event they wish to fill the vacancy by appointment:

1. Procedure for Filling Council Vacancy: Appointment from Previous Election Candidates
2. Procedure for Filling Council Vacancy: Appointment by Nomination at Large

Procedure for Filling Council Vacancy: Appointment from Previous Election Candidates

The Municipal Clerk, or designate, shall be responsible for interpreting and where appropriate, facilitating the appointment application process.

The Municipal Clerk has the authority to make minor technical amendments to this procedure as may be required from time to time.

- I. Council shall declare the seat of the member of Council to be vacant in accordance with the *Municipal Act*.
- II. The Clerk shall provide Council with a staff report including:
 - a) The details regarding the results of the most recent election for the now vacant seat.
 - b) Information regarding whether the candidate who received the next greatest amount of votes for the Council seat in question would be agreeable and able to fill the vacancy.
 - c) If the proposed candidate is able and agreeable to filling the vacancy, Council will pass a resolution appointing that candidate to fill the vacancy for the remainder of the term of the present Council.
 - d) The Chair shall then administer the Declaration of Office to the successful candidate.
- III. The vote to appoint a member to the position of Councillor from previous election candidates shall be held within 60 days from the declaration of the vacancy and shall occur at a Council meeting.

Procedure for Filling Council Vacancy: Appointment by Nomination at Large

The Municipal Clerk, or designate, shall be responsible for interpreting and where appropriate, facilitating the appointment application process.

The Municipal Clerk has the authority to make minor technical amendments to this procedure as may be required from time to time.

Notice

- I. Council shall declare the seat of the Councillor/Mayor to be vacant in accordance with the *Municipal Act*. Council will then have 60 days to appoint a new member.
- II. The Municipal Clerk shall post a Council Vacancy Notice which shall indicate Council's intention to appoint an individual to fill a vacancy, the requirements to be considered for an appointment and the application process. The Municipal Clerk advertises the vacancy:
 - On the Municipal website and Facebook page
 - In the monthly newsletter
 - By sending notice directly to candidates who ran for the office in the last election who were not disqualified or withdrawn
 - Posting notice on the Municipal Office bulletin board
 - Any other method direct by Council

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

- The qualifications required to be appointed to office
- The duties of Office
- The deadline for the application (as determined by the Municipal Clerk)
- Any additional information to be submitted with the application
- The process to be used.

Application

- I. Any sitting members of Council and/or qualified Citizens of the Corporation of the Municipality of Calvin (as per the *Ontario Elections Act*) wishing to be considered for appointment to the vacancy shall advise the Municipal Clerk in writing.
- II. Applications for the vacant seat may be filed with the Municipal Clerk commencing the next business day following Council's decision to adopt an appointment process. Candidates shall submit the Council Vacancy Application Form to the Clerk in person by the deadline to be established by the Clerk.
- III. The application and all requirements shall be made available through the Municipality's Website.
- IV. All applications shall be considered public documents and will be made available for public viewing at the Corporation of Municipality of Calvin Municipal Office and will be included in the Council Agenda package.
- V. It is the candidate's sole responsibility to meet any deadline, complete the application or otherwise comply with any requirements of this procedure.
- VI. A candidate who wishes to withdraw their application may do so in person and in writing to the Municipal Clerk. The deadline for any withdrawal shall be any time up to 2:00 p.m. on the business day prior to the date of the advertised Council meeting for the purpose of filling the vacancy.

Council Meeting

- I. The vote to fill the vacant Council seat shall occur at an open municipal Council meeting.
- II. If no prospective candidate has filed prior to the deadline, Council may choose to fill the vacancy by appointing the Candidate who ran for the position that is vacant from the previous election that received the next greatest amount of votes but was not elected.
- III. At the advertised Council meeting, the following shall take place:
 - i. Any Candidate who is not present at the start of the Council meeting will be disqualified from the selection process.
 - ii. The Chair shall make a short statement of the purpose of the meeting and the general order of proceedings to be followed.
 - iii. Any member of Council seeking appointment shall declare a conflict of interest.
 - iv. The Municipal Clerk will provide to the Chair a list of the names of those individuals who have indicated, in writing, their interest in being appointed to the vacancy.
 - v. If there is only one person placing their name forward to fill the vacancy, the Municipal Clerk shall declare them the successful candidate.
 - vi. If there is more than one person placing their name forward, the Chair will call for a resolution from Council that states the following:

BE IT RESOLVED THAT the following candidates, who have signified in writing their interest in being appointed to the #position#, be considered for appointment to fill such vacancy:

#List of Candidates#

- vii. Each of the candidates shall be afforded the opportunity to address Council for a period of not more than 10 minutes. The Municipal Clerk shall determine, by lot, the order of speaking.
- viii. Members of Council not seeking appointment shall be permitted three previously determined questions for each candidate. Each candidate will be asked the same three questions.
- ix. When all submissions have been heard, Council will proceed to vote as follows:
 - a) Municipal Council will vote in Open Session by a show of hands as the Municipal Clerk calls the candidates' names in alphabetical order.
 - b) Council members may vote for one (1) candidate only per round of voting.
 - c) The Municipal Clerk will record the votes and announce how each Member of Council has voted and record the results at the end of each round of voting.
 - d) If the candidate receiving the greatest number of votes cast is not more than 50% + 1 of the total vote, the candidate or candidates who received the fewest number of votes shall be excluded from consideration. The vote will be taken again by the Municipal Clerk and, if necessary, more than once, excluding in each successive vote the candidate or candidates who received the fewest number of votes. This process

shall be repeated until the candidate receiving the greatest number of votes has also received 50% + 1 of the votes of the voting members of Council.

- e) In the event of a tied vote, the Clerk shall break the tie by selecting, by lot, one such candidate to fill the Council vacancy. If there is only one candidate who indicated an interest in being considered to fill the vacancy or upon the conclusion of the voting and drawing of lots, the Clerk will declare them the successful candidate.
- f) Council shall pass a motion appointing the successful candidate as follows:

THAT _____(candidate) be appointed as _____(Office) for the Corporation of the Municipality of Calvin for the remainder of the (Term of Office) _____ Term of Council.

- g) The appointment of the Candidate will be made by by-law. A by-law confirming the appointment will be enacted by Council.
- h) The Clerk will administer the Declaration of Office required by subsection 232(1) of the *Municipal Act 2001*, before or at the meeting where the by-law is enacted by Council, or as directed by Council.

- IV. Where a situation occurs that is not otherwise accounted for in these proceedings, the Clerk shall recommend an alternate process to Council, which Council may adopt with a simple majority of vote.

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 CALVIN
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 Calvin'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 Calvin or the owner or tenant of land in the Municipality of Calvin 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 Calvin (Mattawa), Ontario

This _____ day of _____, 2021

(Signature of candidate)

(Signature of Clerk or Commissioner, etc.)

This form must be submitted in person, or by an agent to: The Corporation of the Municipality of Calvin, Attn: Cindy Pigeau, Municipal Clerk, 1355 Peddlers Dr, Mattawa, ON, P0H 1V0.

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.

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2021-010

BEING A BY-LAW TO ADOPT A POLICY FOR THE PROCESS OF FILLING A VACANT SEAT ON COUNCIL.

WHEREAS Sections 8, 9 and 10 of the Municipal Act, 2001 authorize the Municipality of Calvin to pass by-laws necessary or desirable for municipal purposes, and in particular, paragraphs 1 and 2 of subsection 10(2) authorize by-laws respecting governance structure of the municipality and its local boards; and the accountability and transparency of the municipality and its operations and of its local boards and their operations.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF CALVIN HEREBY ENACTS AS FOLLOWS:

1. That the Municipality of Calvin Municipal Council Vacancy Policy for the process of filling a seat that has become vacant on Council, be hereto attached as Schedule "A".

And

2. That this by-law shall come into full force and effect immediately upon final passing of same.

Read a first time and second time ,this 13th day of April 2021.

Read a third time and finally passed in open council this 13th day of April 2021.



MAYOR



CLERK-TREASURER



Corporation of the Municipality of Calvin

Council Resolution

March 28, 2023

Resolution Number: 2023-_____

Moved By:

Seconded By:

NOW THEREFORE BE IT RESOLVED THAT:

The following candidates, who have signified in writing their interest in being appointed to the (1) Councillor position, be considered for appointment to fill such a vacancy:

- Cross, Sandy
- Manson, John
- Maxwell, Dan
- Rodgers, Jeremy
- Shippam, Christine

Result :

Recorded Vote:

Member of Council	In Favour	Opposed
Mayor Gould	<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

March 28, 2023

Recorded Vote Councillor Selection

Councillor Voting	Candidate Cross	Candidate Manson	Candidate Maxwell	Candidate Rodgers	Candidate Shippam
Mayor Gould					
Councillor Grant					
Councillor Latimer					
Councillor Moreton					



Corporation of the Municipality of Calvin Council Resolution

March 28, 2023

Resolution Number: 2023-_____

Moved By:

Seconded By:

NOW THEREFORE BE IT RESOLVED THAT:

_____ (Candidate) be appointed as Councillor for the Corporation of the Municipality of Calvin for the remainder of the 4 year term of Council.

The Clerk will administer the Declaration of Office required by subsection 232(1) of the Municipal Act 2021, before or at the April 11th, 2023 Regular Meeting of Council where the by-law is enacted by Council, or as directed by Council.

Result :

Recorded Vote:

Member of Council	In Favour	Opposed
Mayor Gould	<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"/>

6. ACTION LETTERS



Corporation of the Municipality of Calvin Council Resolution

March 28, 2023

Resolution Number: 2023-_____

Moved By:

Seconded By:

NOW THEREFORE BE IT RESOLVED THAT:

With respect to Application for Consent No: 2023-01, Applicant Jason Lambert Meindersma and Parshn Missaghi,

The Clerk be directed, on behalf of Council, to submit the following comments to the East Ferris Planning Board:

Result :

Recorded Vote:

Member of Council	In Favour	Opposed
Mayor Gould	<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"/>

Public Notice of Application for Consent

Clause 53(5) (a) of the Planning Act

The East Nipissing Planning Board has received the following consent application:

Application No: 2023-01

Applicant: Jason Lambert Meindersma & Parshin Missaghi

Agent:

Subject Lands: 0 Suzanne Road, Part of Lot 11 Concession 6, Municipality of Calvin

Purpose: To create: one residential lot of approximately 5 acres

See Sketch Attached

Other Applications

Inquires and written submission about the application can be made to JoAnne Montreuil, Secretary of the East Nipissing Planning Board, PO Box 31, Mattawa ON P0H 1V0 Telephone (705) 825-2523 or, by email: admin@enpb.ca

The meeting to hear this application will be on **April 12, 2023 at 7 pm, at the Municipality of Mattawan Hall located at 947 Hwy 533, Mattawa ON.**

Need to Make Submissions:

If a person or public body that files an appeal of the decision to the East Nipissing Planning Board, in respect of the proposed consent does not make written submissions to the Board, before the Board give or refuses to give a provisional consent, the Local Planning Appeal Tribunal may dismiss the appeal.

Requesting Notice of Decision:

Any person or public body may appeal a decision of the East Nipissing Planning Board, not later than 20 days after the notice of decision is given. If you wish to be notified of the decision of the Board, in respect to the propose consent, you must make written request to the Board at the address shown below.

Getting Additional Information:

Additional information about the application is available by contacting the numbers listed above.

APPLICATION FOR CONSENT

The Planning Act, Section 53(2), Ontario Regulation 197/96 as amended

1.0 APPLICANT INFORMATION		
Complete the information below. All communication will be directed to the Primary Contact with a copy to the Owner.		
1.1 Name of Owner(s). An owner's authorization is required in Section 8, <i>if the applicant is not the owner.</i>		
Name of Owner Jason Lambert Meindersma, Parshin Missaghi	Home Telephone No. N/A 905 741 0839	Business Telephone No. N/A
Address 338 Station Street Smithville Ontario	Postal Code L0R 2A0	Fax No. N/A
Email Parshin.missaghi@gmail.com		Cell No. 647-921-1778, 905-741-0839
1.2 Agent/Solicitor/Applicant: Name of the person who is to be contacted about the application. If different than the owner. (This may be a person or firm acting on behalf of the owner. See Section 8)		
Name of Contact Person/Agent N/A	Home Telephone No.	Business Telephone No.
Address	Postal Code	Fax No.
Email:		Cell No.
1.3 Indicate to whom correspondence is to be sent (check one please)		
<input checked="" type="radio"/> Owner <input type="radio"/> Authorized Agent <input type="radio"/> Solicitor		

2.0 LOCATION OF THE SUBJECT LAND (COMPLETE APPLICABLE BOXES IN 2.1)			
2.1 Municipal Address (mailing address) Lot 11 Concession 6 Calvin Ontario			Postal Code POHI IV0
Concession Number(s) 6	Lot Number(s) 11	Registered Plan No. 36R-14856	Lot(s)/Block(s) Part of Lot 11
Reference Plan No.	Part Number(s) 1, 2, 3, 4 and TBD	Parcel Number(s) PCL-11839	Former Township: N/A
Assessment Roll No. 482 200 000 1236 00			

3.0 PURPOSE OF APPLICATION	
3.1	Type and Purpose of the proposed transaction (check appropriate space): <input checked="" type="checkbox"/> Creation of a new lot <input type="checkbox"/> Addition to a lot <input type="checkbox"/> Right-of-way <input type="checkbox"/> Easement <input type="checkbox"/> Other purpose (please specify)
3.2	Name of person(s), if known, to whom land or interest in land is to be transferred, leased or changed: N/A
3.3	If a lot addition, identify/describe the lands to which the parcel will be added (Also illustrate on the required sketch): N/A

4.0 DESCRIPTION OF SUBJECT LAND AND SERVICING INFORMATION	
4.1 Lands to be Severed	
Frontage(m): 190 metres. Depth (m): 120 metres APPROX 5 ACRES. Area (hec/acre): 5 ACRE	Existing Use: RU Proposed Use: RU Existing Buildings/Structures: NA. Proposed Buildings/Structures: Vacant Land
4.2 Lands to be Retained	
Frontage(m): 600 metres. Depth (m): 400 metres. Area (hec/acre): APPROX 56 ACRES.	Existing Use: RU Proposed Use: RU Existing Buildings/Structures: NA. Proposed Buildings/Structures: Vacant Land.

4.3	Are there any easements or restrictive covenants affecting the subject lands? If yes, please describe the easement or covenant and its effect.	Yes <input type="radio"/>	No <input checked="" type="radio"/>
4.4 Type of Access (Check appropriate box and state road name):			
Severed	Retained		
<input type="checkbox"/>	<input type="checkbox"/>	Provincial Highway (#):	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Municipal Road, Maintained Year Round: Suzanne's Road & Donald's Road	
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road, Seasonally Maintained:	
<input type="checkbox"/>	<input type="checkbox"/>	County/District Road (#):	
<input type="checkbox"/>	<input type="checkbox"/>	Private Road:	
<input type="checkbox"/>	<input type="checkbox"/>	Right-of-way:	
<input type="checkbox"/>	<input type="checkbox"/>	Water Access:	
4.5	If located on a Municipal Road or Provincial Highway, is there an existing Municipal Road or Provincial Highway approved entrance to the proposed severed lot?	Yes <input type="radio"/>	No <input checked="" type="radio"/>
	If no, please indicate on sketch, location of proposed entrance for Public Works Manager's inspection purposes.		
4.6	If located on water: N/A		
	a) What is the name of the water body?		
	b) Describe the location of parking and docking facilities to be used and the distance from the subject lands. Indicate whether parking is public or private		
4.7 Water Supply for Retained land shall be provided by:			
<input type="checkbox"/>	Municipal piped water	<input checked="" type="checkbox"/>	Privately owned & operated individual wells for each lot
<input type="checkbox"/>	Privately Owned and Operated Communal Well	<input type="checkbox"/>	Other (specify, e.g., lake, bottled):
4.8 Water Supply for Severed Parcel(s) shall be provided by:			
<input type="checkbox"/>	Municipal piped water	<input checked="" type="checkbox"/>	Privately owned & operated individual wells for each lot
<input type="checkbox"/>	Privately Owned and Operated Communal Well	<input type="checkbox"/>	Other (specify, e.g., lake, bottled):
4.9 Sewage Disposal for Retained land shall be provided by:			
<input type="checkbox"/>	Municipal sanitary sewers	<input checked="" type="checkbox"/>	Privately owned individual septic system for each lot
<input type="checkbox"/>	Privately owned communal collection	<input type="checkbox"/>	Other (specify):
	If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent produced per day as a result of the development being completed, a servicing options report and a hydrogeological report is required.		
	Title and date of servicing options report and/or hydrogeological report:		

4.10 Sewage Disposal for Severed Parcel(s) shall be provided by:			
<input type="checkbox"/>	Municipal sanitary sewers	<input checked="" type="checkbox"/>	Privately owned individual septic system for each lot
<input type="checkbox"/>	Privately owned communal collection	<input type="checkbox"/>	Other (specify):
<p>If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent produced per day as a result of the development being completed, a servicing options report and a hydrogeological report is required.</p> <p>Title and date of servicing options report and/or hydrogeological report:</p>			
4.11 Storm Drainage (Indicate the proposed storm drainage system) N/A			
<input type="checkbox"/>	Storm Sewers	<input checked="" type="checkbox"/>	Ditches
<input type="checkbox"/>	Swales	<input type="checkbox"/>	Other (please state)
4.12 Other Services (Check if the service is available) N/A			
<input checked="" type="checkbox"/>	Electricity	<input checked="" type="checkbox"/>	School Bussing
<input type="checkbox"/>	Garbage Collection		

5.0 LAND USE AND HISTORY OF THE SUBJECT LAND	
5.1	<p>Has the subject land ever been the subject of an application for approval of a plan of subdivision or a consent under the Planning Act? Yes <input type="radio"/> No <input checked="" type="radio"/> Unknown <input type="radio"/></p> <p>If Yes and if known, provide below, the application file number and the decision made on the application.</p>
5.2	<p>Has any land been severed from the parcel originally acquired by the current owner of the subject land? Yes <input checked="" type="radio"/> No <input type="radio"/> Unknown <input type="radio"/></p> <p>If yes and if known, indicate previous severances on the required sketch and supply the following information for each lot severed.</p> <p>Date of transfer:</p> <p>Name of Transferee:</p> <p>Land use of parcel:</p>
5.3	<p>Has any land been severed from the parcel by the prior owner(s)? Yes <input type="radio"/> No <input checked="" type="radio"/> Unknown <input type="radio"/></p> <p>If yes and if known, please provide below any names & if possible, current addresses of prior owners of which you may be aware:</p>
5.4	<p>Did the current owner acquire the subject land as a result of a consent (i.e. was a lot severed and transferred to the current owner)? Yes <input type="radio"/> No <input checked="" type="radio"/></p> <p>If yes, prior owner should be noted in 5.3 above.</p>
5.5	Current Zoning (Specify zone symbol): Rural
5.6	Current Official Plan Land Use Designation: Rural

5.7 Is the subject land currently the subject of a proposed official plan or official plan amendment that has been submitted for approval? Yes No If yes, specify the file number and status of the application:

5.8 If the subject lands are the subject of any other application under the *Planning Act*, please fill out required fields on page 1.

5.9 Has the property ever been subject to an application under the *Planning Act*? Yes No
If the answer was yes, please indicate the file number and status of the application:

Has any land been severed from the parcel originally acquired by the owner of the subject land? Yes No

If the answer was 'yes', please indicate the date of the transfer, the name of the transferee and the uses of the severed land:

Residential / Rural

February 27, 2023, Jason Meindersma & Parshin Missaghi

5.10 Is the application consistent with policy statements issued under subsection 3(1) of the *Planning Act*?
Yes No If yes, please explain how the application is consistent with the Provincial Policy Statement, reference section numbers:

5.11 Land Use Features

ARE THERE ANY OF THE FOLLOWING USES OR FEATURES ON THE SUBJECT LANDS AND/OR WITHIN 500 METRES OF THE SUBJECT LANDS	ON THE SUBJECT LANDS	WITHIN 500 METRES OF SUBJECT LANDS
An agricultural operation (any livestock facility, occupied or vacant, including manure storage). If yes, please submit a Minimum Distance Separation (MDS) calculation with application (<i>contact Secretary Treasurer for More Information</i>)	N/A <input type="checkbox"/>	N/A <input type="checkbox"/>
A landfill site (active or non-operating)	<input type="checkbox"/>	<input type="checkbox"/>
A sewage treatment plant or waste stabilization pond	<input type="checkbox"/>	<input type="checkbox"/>
A Municipal or Federal Airport (including an aerodrome)	<input type="checkbox"/>	<input type="checkbox"/>
A municipal wellhead within 1000 m	<input type="checkbox"/>	<input type="checkbox"/>
An operating mine site within 1000 m (specify mine site)	<input type="checkbox"/>	<input type="checkbox"/>
A rehabilitated or abandoned mine site or mine hazards	<input type="checkbox"/>	<input type="checkbox"/>
An operating pit within 150 m or quarry within 500 m.	<input type="checkbox"/>	<input type="checkbox"/>
Any industrial use	<input type="checkbox"/>	<input type="checkbox"/>
Provincial Park or Crown Lands	<input type="checkbox"/>	<input type="checkbox"/>
An active or abandoned rail line and/or trail	<input type="checkbox"/>	<input type="checkbox"/>
A natural gas or petroleum pipeline	<input type="checkbox"/>	<input type="checkbox"/>
A floodplain	<input type="checkbox"/>	<input type="checkbox"/>
Significant wildlife habitat and/or significant habitat of Species at Risk (including but not limited to endangered and threatened species)	<input type="checkbox"/>	<input type="checkbox"/>
Fish habitat	N/A <input type="checkbox"/>	N/A <input type="checkbox"/>

A contaminated site	N/A <input type="checkbox"/>	N/A <input type="checkbox"/>
Utility Corridor, electricity generating station, transformer (high voltage electric transmission line)	N/A <input type="checkbox"/>	N/A <input type="checkbox"/>
An active railway line, railway yard or Provincial Highway	N/A <input type="checkbox"/>	N/A <input type="checkbox"/>

5.12 Is there a Provincially Significant Wetland (Class 1, 2 or 3) on or within 120 metres of the subject lands?

Yes No

5.13 Do the subject lands contain any known cultural heritage, archaeological resources and/or areas of archaeological potential?

Yes No Unknown

5.14 If yes to 5.13, does the application propose to develop lands within the subject lands that contain known cultural heritage, archaeological resources and/or areas of archaeological potential?

Yes No Unknown

Note: If yes to 5.13 or 5.14, please contact the Ministry of Tourism and Culture to determine the need for any additional information or reports.

5.15 a) Has there been an Industrial Use, Commercial Use or an Orchard, on the subject lands or adjacent lands?

Yes No Unknown

b) If yes, specify the use(s):

c) Has the grading of the subject lands been changed by adding/removing earth or other material(s)?

Yes No Unknown

d) Has a gas station been located on the subject lands or adjacent lands at any time?

Yes No Unknown

e) Has there been petroleum or other fuel stored on the subject land or adjacent lands?

Yes No Unknown

f) Is there any reason to believe the subject lands may have been contaminated by former uses on the site or adjacent lands?

Yes No Unknown

g) If yes to any of 5.15 a) to f), has an Environmental Site Assessment (ESA) been conducted under the Environmental Assessment Act or has a Record of Site Condition (RSC) been filed?

Yes No Unknown

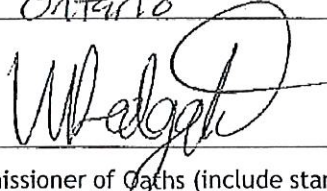
6.0 OTHER INFORMATION

6.1 Is there any other information that you think may be useful to the East Nipissing Planning Board or other agencies in reviewing this application? If so, explain below or attach a separate sheet if necessary.

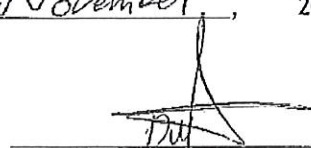
7.0 AFFIDAVIT OR SWORN DECLARATION

Declaration for the prescribed information: I (we) Jason Lambert Meindersma & Parshin Missaghi of the
City _____ of Hamilton in the _____ Province _____ of
Ontario make oath and say (or solemnly declare) that the information contained in this
application is true and that the information contained in the documents that accompany this application is true.
Furthermore, I (We) agree to allow the Municipality, its employees and agents to enter upon the subject land for
the purpose of conducting a site inspection that may be necessary to process the application.

Sworn (or Declared) before me at the _____ City _____ of
Hamilton in _____ the Province of Ontario of
Ontario, this 29 day of November, 2022



Commissioner of Oaths (include stamp below)



Signature of Applicant/Solicitor or Authorized Agent

8.0 AUTHORIZATION (if applicable)

If the applicant is not the owner of the land that is the subject of this application, the written
authorization of the owner that the applicant is authorized to make the application must be included
with this form or the authorization set out below must be completed. I _____,
am the owner of the land that is the subject of this application for consent and I authorize
_____ to make this application on my behalf.

Signature of Owner _____ Date _____

10.0 AGREEMENT TO INDEMNIFY

AGREEMENT TO INDEMNIFY

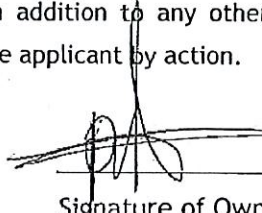
The applicant hereby agrees to indemnify and save harmless the East Nipissing Planning Board from all costs
and expenses that the Board may incur in connection with the processing of the applicant's application
for approval under the Planning Act. Without limiting the foregoing, such costs and expenses will include
all legal, engineering, planning, advertising and consulting fees and charges incurred or payable by the
Board to process the application together with all costs and expenses arising from or incurred in connection
with the Board being required, or...

William Edward Redgate, a Lawyer and Notary,
Gerry G. Gatto Professional Corporation
Barristers and Solicitors
71 Wilson Street, Ancaster, Ontario L9G 2E3
905-304-5535 wredgate@gattolaw.ca
My Commission is of an unlimited duration

requested by the applicant, to appear at the hearing of any appeal to the Local Planning Appeal Tribunal from any decision of the Board, as the case may be, approving the applicant's application.

The applicant acknowledges and agrees that if any amount owing to the Board in respect of the application is not paid when due, the Board will not be required to process or to continue processing the application, or to appear before the L.P.A.T. in support of a decision approving the application until the amount has been paid in full. The applicant further acknowledges and agrees that any amount owing by the applicant to the Municipality is, when due, a debt of the applicant and the Board may, in addition to any other remedies available to it at law, recover the amount owing together with interest from the applicant by action.

November 29, 2022
Date


Signature of Owner

Parshin Missaghi
Owner's Name: Printed

11.0 COLLECTION OF INFORMATION

Personal information collected on this form is collected under the authority of the Planning Act, R.S.O. 1990, as amended and will be used to assist in making a decision on this matter. All names, Addresses, opinions and comments will be made available for public disclosure.

Questions Regarding this collection should be forwarded to:

Secretary of the East Nipissing Planning Board _____, Ontario _____,

Phone: _____.

- 11.1 All information requested in this form is mandatory and is either prescribed under Ontario Regulation 197/96 as amended or is required by the Committee of Adjustment.
- 11.2 If an application is deemed to be incomplete, it will be returned, and the time period referred to in subsection 53 (14) of the *Planning Act* for an appeal to the Ontario Municipal Board for failure to make a decision does not begin.
- 11.3 Please indicate on the enclosed key map, the location of the subject property.
- 11.4 In order to enable the required personnel to inspect the property, please provide on Page 10, clear & concise directions to the subject land. If property is not located on a highway or municipal road, please provide a sketch below or on the reverse. Please note it is very important that the directions are adequate. If the inspectors are unable to locate the subject lands because of poor directions, your application may be delayed.
- 11.5 It is required that two (2) copies of the application along with the prescribed fee be filed with the Secretary Treasurer of the _____ of _____ accompanied by the prescribed fee in cash or by cheque payable to the _____ of _____.

KEY MAP

Below is a key map of the geographic Township of _____. Please indicate on this map, where the subject land is located.

Directions to the Site

In order to assess your application, the site must be inspected by the Secretary Treasurer, Building Inspector, and the Public Works Manager; and a representative of the Conservation Authority. Please provide clear, concise directions below. If the subject property is not located on a highway or a main municipal road, please include a simple sketch below to assist the inspector(s) in addition to the Key Map below.

