



THE MUNICIPALITY OF CALVIN

1355 Peddler's Drive
R.R. # 2
Mattawa, ON
P0H 1V0

Corporation of the Municipality of Calvin
Agenda Regular Meeting of Council
December 12, 2023
6:00 p.m.
Council Chambers

-
1. Motion to Call to order
 2. Motion to suspend the procedural by-law
 3. Declarations of disqualifying pecuniary interest/ conflict of interest
 4. Motion to Approve Agenda
 5. Motion to Approval of the previous meeting minutes
Regular Meeting November 14, 2023 and Special Meeting November 14, 2023
 6. Delegations
 7. **Business Arising from Previous Council Meetings**
 - 7.1 2022 BDO Audit and Presentation
 - 7.2 By-Law 2023-047 Amendment to By-Law 2019-014 PSA Agreement
 - 7.3 Latimer Lane Rezoning/Tulloch Planning
 - 7.4 By-Law 2023-048 Repeal By-Law 2023-024 Appointing Interim Fire Chief
 - 7.5 By-Law 2023-049 Appointing Deputy Fire Chief
 - 7.6 Acquisition of 142 Talon Lake Road-CAO to Report
 - 7.7 Donations to Mattawa Food Bank Christmas Hampers
 8. **Consent Agenda Items for Information Purposes**
 9. **Consent Agenda Items for Action:**
 - 9.1 Support to Bonfield and for Bill C10 Volunteer Fire Fighter and Search and Rescue Tax Credit
 - 9.2 Support to Prince Edward County and for Living Wage through the Ontario Living Wage Network
 - 9.3 Governance Structure review of Boards of Management for Territorial District Homes
 - 9.4 Support to Township of Perry RE: Amendments to Legislation Act, 2006 Publication and Notice Requirements
 10. **Administrative Matters:**
 - 10.1.1 Tulloch Planning Agreement
 - 10.1.2 NBMCA (North Bay Mattawa Conservation Authority) Draft 2024 Budget
 - 10.1.3 Land Severance Letter
 - 10.1.4 Amendment to Delegation Request Form
 - 10.1.5 Draft Building Services Agreement
 - 10.1.6 DNSSAB Oct 25 2023 Agenda Package
 - 10.1.7 2024 Joint Community Emergency Management Coordinator Calvin Township
 - 10.1.8 2024 Calendar Regular Meeting Schedule
 - 10.1.9 CAO Report - NO
 - 10.1.10 Treasurer-NO
 - 10.1.11 Chief Building Official Report- Yes
 - 10.1.12 **Committees of Council -Information**
 - 10.1.12.1 Collective Bargaining Update UNIFOR-C.Latimer
 - 10.1.12.2 North Bay Mattawa Conservation Authority-C.Moreton
 - 10.1.12.3 East Nipissing Planning Board-Mayor Gould
 - 10.1.12.4 Police Services Board-C.Moreton
 - 10.1.12.5 Physician Recruitment- Mayor Gould
 - 10.1.12.6 Talon Lake Docks Committee-C.Latimer
 - 10.1.12.7 Eastern Group Discussion for Nipissing Housing Needs Study-C. Manson



THE MUNICIPALITY OF CALVIN

1355 Peddler's Drive

R.R. # 2

Mattawa, ON

P0H 1V0

10.1.13 Round Table

11. Closed Meeting-NO

12. Confirmatory By-Law

13. Adjournment.



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-315

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

“The December 12, 2023 Regular Meeting of Council be called to order at _____ p.m. and noted that quorum has been achieved.”

Results:

Recorded Vote:

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



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-316

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

The procedural by-law be suspended for the duration of this meeting.

Results:

Recorded Vote:

Member of Council

Mayor Gould

Councillor Moreton

Councillor Latimer

Councillor Grant

Councillor Manson

In Favour

Opposed



Corporation of the Municipality of Calvin

Council Resolution

Date: December 12, 2023

3. Declarations of Disqualifying, Pecuniary, Conflict of Interest

Member of Council	Yes, Reason	No	Not Applicable as Not in Attendance
Mayor Gould	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Manson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Corporation of the Municipality of Calvin Council Resolution

Date: December 6, 2023

Resolution Number: 2023-317

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

“The Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated”

Results:

Results:

Recorded Vote:

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



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-318

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

“The Council for the Corporation of the Municipality of Calvin approves the Regular Open Meeting Minutes of November 14, 2023 and Special Meeting Minutes of November 14, 2023 to be hereby adopted and signed as circulated.”

Results:

Recorded Vote:

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



THE MUNICIPALITY OF CALVIN

Regular Meeting of Council Minutes November 14, 2023 6:00 p.m.

Attendance: Deputy Mayor Moreton, Councillor Grant, Latimer and Manson. CAO Donna Maitland, Deputy Clerk Teresa Scroope, Roads Superintendent Branden Mayhew, Fire Chief Mariel Labreche and Trish Araujo Administrative Assistant.

Deputy Mayor Moreton: Warm welcoming message to Trish Araujo as the new Administrative Assistant to the office of Calvin Township.

1) Call to Order

Resolution Number: 2023-286
Moved By: Councillor Manson
Seconded By: Councillor Grant

“The September 12, 2023 Regular Meeting of Council be called to order at 6:02 p.m. and noted that quorum has been achieved.”

Results: Carried

2) Suspend Procedural By-Law

Resolution Number: 2023-287
Moved By: Councillor Grant
Seconded By: Councillor Latimer

The procedural by-law be suspended for the duration of this meeting.

Results: Carried

3) Written Disclosure of Pecuniary Interest/Conflict of Interest- Nil

4) Approval of Agenda

Resolution: 2023-288
Moved By: Councillor Manson
Seconded by Councillor Grant

“The Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated”

Results: Carried

5) Approval of Minutes

Resolution: 2023-289
Moved By: Councillor Latimer
Seconded By: Councillor

The Council for the Corporation of the Municipality of Calvin approves the Regular Open Meeting Minutes of September 26 2023 and Special Meeting Minutes of October 30 2023 to be hereby adopted and signed as circulated.

Results: Carried

6) Delegations: Nil

7.1) Road Agreement: Latimer Lane-Tamara Silverthorne

Resolution: 2023-290

Moved By: Councillor Latimer

Seconded by Councillor Grant

Resolution: 2023-230 August 22 2023 Deferred RE: Latimer Lane, Tamara Silverthorne

Road Agreement Consideration

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin is agreeance that this matter be deferred until such time as the rezoning to Limited Services Road process for this property is complete and a draft road maintenance agreement for Council's consideration be prepared by the Municipality's solicitor.

DIRECTIONS FROM COUNCIL: Send more information definitions to council regarding definitions on the above agreement, zoning by-law direction we are going.

Results: Carried

7.2) PSA Agreement & OPP Annual Billing

Resolution: 2023-291

Moved By: Councillor Manson

Seconded by Councillor Latimer

The Council for the Corporation of the Municipality of Calvin to revisit resolution 2023-249 Deferred on Sept 12 2023 Regular Council Meeting regarding the Police Services Agreement (PSA) are will follow suit of the other partners to enter into a 2-year Agreement.

In addition are in receipt of the Ontario Provincial Police 2024 Annual Billing Statement Estimated Costs for the period of January 01 2024 to December 31 2024 for the area Mattawa Group of Four which includes the Municipality of Calvin.

Results: Carried

7.3) By-Law 2023-041 Appoint Fire Chief

Resolution: 2023-292

Moved By: Councillor Manson

Seconded by Councillor Latimer

The Corporation of the Municipality of Calvin Township hereby formally appoints Mariel Labreche as the Fire Chief for the Calvin Fire Department effective the hiring date of Sept 13 2023 by By-Law 2023-041.

Result Carried

7.4) By-Law 2023-042 Appoint Deputy Clerk Records Management Coordinator

Resolution: 2023-293

Moved By: Councillor Manson

Seconded by Councillor Grant

The Corporation of the Municipality of Calvin Township hereby formally appoints Teresa Scroope as Deputy Clerk/Records Management Coordinator effective the hiring date of August 25 2023 by By-Law 2023-042.

Results: Carried

8) Consent Agenda Items for Information Purposes

Resolution: 2023-294

Moved By: Councillor Manson

Seconded by Councillor Grant

“The Council for the Corporation of the Municipality of Calvin hereby receive the Consent Agenda items as circulated, less any items requested for separate review and discussion.”

Results: Carried

9.1) Support for Municipality of Wawa Resolution re: Chronic Pain

Resolution: 2023-295

Moved By: Councillor Manson

Seconded by Councillor Latimer

“The Council for the Corporation of the Municipality of Calvin is in receipt of the resolution from the Corporation of the Municipality of Wawa and supporting letter from the City of Quinte West addressed to the Honorable Doug Ford noting that the Ontario College of Physicians and Surgeons has made a decision that will lead more people who suffer from chronic pain to turn to opioids to alleviate their pain and: Whereas the College is targeting community pain clinics requiring the use of ultrasound technology in the administration of nerve block injections by licensed physicians. This requirement will increase the time to it takes to administer the nerve block and, therefore, reduce the number of patients a physician can see in a day and: Whereas the Ontario Health Insurance Plan is proposing to reduce coverage for several vital healthcare services, including a drastic reduction in the number and frequency of nerve block injections a patient can receive and: Whereas these changes have been proposed without any consultation with pain management medical professionals or with their patients and; Whereas this cut will force chronic pain clinics to shut down, putting a greater strain on family physicians and emergency rooms and; Whereas with the reduction in the number of nerve blocks being administered, many patients, looking for pain relief will to overcrowded emergency rooms, opioid prescriptions from doctors or opioid street drugs;

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Corporation of the Municipality of Calvin is requesting that the Government of Ontario maintain OHIP coverage for chronic pain treatments and continue to provide much needed care for the people of Ontario.

AND FURTHERMORE, THAT a copy of the resolution be forwarded to all Municipalities of Ontario, Local MPPs, Premier Doug Ford, the Minister of Health, Associate Minister of Mental Health and Addictions and the Association of Municipalities of Ontario.

Results: Carried

9.2) Mattawa Food Bank Christmas Meal Hamper Donation

Resolution: 2023-296

Moved By: Councillor Grant

Seconded by Councillor Manson

That the municipality promote citizens drop off, up to 4 p.m. Dec 8th, 2023, at the municipal office, during regular business hours, donations of non- perishable goods or at the Fire Dept Breakfast with Santa event on Dec 9th between _8am___ and _Noon___ which will in turn be donated to the Mattawa Food Bank Christmas Meal hampers.

DIRECTIONS FROM COUNCIL: Will review the success of the food donations and consider a financial donation to the Mattawa Area Food Bank on the Dec 12 2023 Meeting.

Result Carried

9.3) Ministry of Finance Invitation to Participate in the 2024 Ontario Budget-Dean Grant

Resolution: 2023-297

Moved By: Councillor Manson
Seconded by Councillor Latimer

The Council for the Corporation of the Municipality of Calvin Mayor Gould was formally invited to attend and participate in a discussion in advance of the 2024 Ontario Budget. Acting Deputy Mayor Dean Grant will report on this matter in his absence and move to accept Councillor Grants Report.

Result Carried

10.1.1) By-Law 2023-043 to Repeal By-Law 2022-060 Appointing Treasurer Leanne Crozier

Resolution: 2023-298
Moved By: Councillor Manson
Seconded by Councillor Grant Grant

WHEREAS Leanne Crozier has been terminated

Now Therefore Be IT Resolved That:

A By-Law to rescind and repeal the section of By-Law 2022-060 appointing Leanne Crozier as Treasurer to be read and passed and numbered as By-Law 2023-043.

AND THAT:

Said By-Law be signed by the Deputy Mayor and CAO/Clerk Treasurer and sealed with the Seal of Corporation.

Result Carried

10.1.2) By-Law 2023-044 Hiring Policy and to Repeal By-Law 2022-007 HR Policy

Resolution: 2023-299
Moved By: Councillor Manson
Seconded by Councillor Latimer

Whereas by virtue of Resolution 2022-024 By-Law 2022-007 Being a By-Law to Codify Human Resources Recruitment and Management Policies hereby be rescinded and repealed by By-Law 2023-044 Hiring Policy to be read, numbered, passed and enacted on this day November 14 2023.

AND THAT:

Said By-Law be signed by the Deputy Mayor and CAO, sealed with the Seal of the Corporation of the Municipality of Calvin Township.

Result Carried

10.1.3) Proposed Amendments on By-Law "Draft" to By-Law 2023-Code of Conduct

Resolution: 2023-300
Moved By: Councillor
Seconded by Councillor

Council for the Corporation of the Municipality of Calvin has received the Integrity Commissioners recommended changes to By-Law 2023-009 Code of Conduct and defers them to the Code of Conduct Committee to complete their review of the By-Law for Councils Consideration.

Result Carried

10.1.4) By-Law 2023-045 Shared Building Services Agreement

Resolution: 2023-301

Moved By: Councillor Manson

Seconded by Councillor Latimer

“The Council for the Corporation of the Municipality of Calvin hereby approve of the **By-Law 2023-045 Building Inspector Officer Agreement to Enforce the Building Code Act** as provided by and between The Corporation of the Township of Papineau-Cameron, The Corporation of the Municipality of Mattawan and The corporation of the Municipality of East Ferris which shall be in effect for **Four (Years) from October 24, 2023 to October 25, 2027** and direct staff to proceed.”

Result Carried

10.1.5) CAO Report

Resolution: 2023-302

Moved By: Councillor Manson

Seconded by Councillor Grant

Council for the Corporation of the Municipality of Calvin Township will receive this report from the CAO/Clerk Treasurer.

Result Carried

10.1.6) Chief Building Official

Resolution: 2023-303

Moved By: Councillor Manson

Seconded by Councillor Grant

Council for the Corporation of the Municipality of Calvin Township received a report from the Chief Building Official for the Month of October.

DIRECTION FROM COUNCIL: Wants a more detailed report to the figures and CBO Agreement.

Result Carried

10.1.7) Public Works Report

Resolution: 2023-304

Moved By: Councillor Latimer

Seconded by Councillor Manson

Council for the Corporation of the Municipality of Calvin Township will receive a report from Public Works Department and Interim Roads Superintendent.

Result Carried

10.1.8) Fire Chief Report

Resolution: 2023-305

Moved By: Councillor Manson
Seconded by Councillor Latimer

Council for the Corporation of the Municipality of Calvin Township has received a report from the Fire Chief.

Results: Carried

10.1.9.) Committees of Council Information

- 10.1.9.1) Collective Bargaining Update UNIFOR-Verbal Report from C. Latimer
- 10.1.9.2) North Bay Mattawa Conservation Authority-Verbal Report C. Moreton
- 10.1.9.3) East Nipissing Planning Board-Verbal Report C. Grant
- 10.1.9.4) Police Services Board-Verbal Report C. Moreton
- 10.1.9.5) Physician Recruitment- M.Gould-Absent Medical Leave
- 10.1.9.6) Talon Lake Docks Committee- Verbal Report C. Latimer

Note: Requested Council Members to send me a copy of their reports for minutes purposes.

10.1.10) Round Table

CAO & Council collectively notes things are getting done, looking forward to the future. Staff meetings important and will be scheduled monthly.

Attendance for Nov 28 2023 regular scheduled meeting indicates Quorum will not be achieved: M.Gould is absent on sick leave. Deputy Mayor Moreton will be absent on sick leave. Councillor Latimer will be absent due to family medical reasons. Councillor Grant & Manson will be able to attend. Leaving only 2. Therefore, November 28 2023 meeting will be cancelled. Next regular council meeting will be Dec 12 2023 @ 6:00.

See Resolution: 2023-305 (a)

10.1.7) November 28, 2023 Regular Meeting Cancelled

Resolution: 2023-305 (a)
Moved By: Councillor Manson
Seconded by Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT:

Due to the lack of quorum the November 28 2023 regular council meeting is cancelled.

Result Carried

11) Closed Meeting-NIL

12) Confirmatory By-Law 2023-046

Resolution: 2023-306
Moved By: Councillor Manson
Seconded by Councillor Grant

By-Law 2023-046 BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL.

Result Carried

13) Confirmatory By-Law 2023-046

Resolution: 2023-307
Moved By: Councillor Manson
Seconded by Councillor Grant

"Council for the Corporation of the Municipality of Calvin now be adjourned @ -7:26-----pm."

Result Carried

Deputy Clerk

From: Councillor Dean Grant
Sent: Tuesday, November 28, 2023 12:43 PM
To: Deputy Clerk
Subject: Re: Committees of Council Reports for Nov 14th Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

My report for 10.1.9.3 should be the following;

It is business as usual at the board. I have no new updates to report in regards to the East Nipissing Planning Board.

Thanks, Dean

From: Deputy Clerk <DeputyClerk@calvintownship.ca>
Sent: November 28, 2023 10:28 AM
To: Mayor Richard Gould <mayor.gould@calvintownship.ca>; Councillor Dean Grant <Councillor.Grant@calvintownship.ca>; Councillor Robert Latimer <Councillor.Latimer@calvintownship.ca>; Councillor John Manson <Councillor.Manson@calvintownship.ca>; Councillor Bill Moreton <Councillor.Moreton@calvintownship.ca>
Subject: Committees of Council Reports for Nov 14th Meeting

Good Morning Mayor and Council

Can you please provide me with a **written copy** of your verbal reports r during the November 14, 2023 Meeting for Minutes purposes.
Disregard if you were absent and or nothing to report.

- 10.1.9.1) Collective Bargaining Update UNIFOR-Verbal Report from C. Latimer
- 10.1.9.2) North Bay Mattawa Conservation Authority-Verbal Report C. Moreton
- 10.1.9.3) East Nipissing Planning Board-Verbal Report C. Grant
- 10.1.9.4) Police Services Board-Verbal Report C. Moreton
- 10.1.9.5) Physician Recruitment- Mayor Gould-Absent Medical Leave
- 10.1.9.6) Talon Lake Docks Committee- Verbal Report C. Latimer

In addition:

In preparation for Dec 12th Meeting I will need your reports in advance to include in the Agenda Package to me by or B4 Dec 6th.

If you will have nothing to report please let me know by that date as well.

Councillor Manson please include your report RE: Nipissing Housing Needs.

Deputy Clerk

From: Councillor Bill Moreton
Sent: Tuesday, November 28, 2023 11:52 AM
To: Deputy Clerk
Subject: Re: Committees of Council Reports for Nov 14th Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Nothing to report really. They (NBMACA) are working on the 2024 budget

Bill

Sent from my iPhone

On Nov 28, 2023, at 10:28 AM, Deputy Clerk <DeputyClerk@calvintownship.ca> wrote:

Good Morning Mayor and Council

Can you please provide me with a **written copy** of your verbal reports r during the November 14, 2023 Meeting for Minutes purposes. Disregard if you were absent and or nothing to report.

- 10.1.9.1) Collective Bargaining Update UNIFOR-Verbal Report from C. Latimer
- 10.1.9.2) North Bay Mattawa Conservation Authority-Verbal Report C. Moreton
- 10.1.9.3) East Nipissing Planning Board-Verbal Report C. Grant
- 10.1.9.4) Police Services Board-Verbal Report C. Moreton
- 10.1.9.5) Physician Recruitment- Mayor Gould-Absent Medical Leave
- 10.1.9.6) Talon Lake Docks Committee- Verbal Report C. Latimer

In addition:

In preparation for Dec 12th Meeting I will need your reports in advance to include in the Agenda Package to me by or B4 Dec 6th. If you will have nothing to report please let me know by that date as well. Councillor Manson please include your report RE: Nipissing Housing Needs.

Deputy Clerk

From: Councillor Robert Latimer
Sent: Thursday, November 30, 2023 12:37 PM
To: Deputy Clerk
Subject: Re: Committees of Council Reports for Nov 14th Meeting

10.1.9.1) -Verbal Report from C. Latimer

- Earlier this year our municipal employees voted in favour of organizing and becoming members of Unifor one of Canada's largest labour unions and its Local 103.
- On October 30th, the municipal bargaining committee comprised of Donna Maitland, Dean Grant, Robert Latimer, and contracted Labour Relations consultant Philip Koning met with the Local 103 bargaining team for our first meeting to begin negotiating a first collective agreement.
- The union presented their initial proposals and we adjourned for the day to review.
- The schedule was to review and return to the bargaining table the following morning but after discussing for the remainder of the 30th we realized that we would need more time.
- The two parties met early on the 31st and agreed to reconvene at the earliest possible to be determined date. The municipal team met for the remainder of the 31st to discuss the counter proposals.

10.1.9.6) - Verbal Report C. Latimer.

- No new developments since the September council meeting.

In addition:

In preparation for Dec 12th Meeting I will need your reports in advance to include in the Agenda Package to me by or B4 Dec 6th.

Collective Bargaining Update UNIFOR

The municipal bargaining team (minus Dean Grant due to illness) met on Friday November 24th to review our counter proposals before the next scheduled meeting with Unifor on December 21st.

Talon Lake Docks Committee

Nothing to report

From: Deputy Clerk <DeputyClerk@calvintownship.ca>

Date: Tuesday, November 28, 2023 at 10:28 AM

To: Mayor Richard Gould <mayor.gould@calvintownship.ca>, Councillor Dean Grant <Councillor.Grant@calvintownship.ca>, Councillor Robert Latimer <Councillor.Latimer@calvintownship.ca>, Councillor John Manson <Councillor.Manson@calvintownship.ca>, Councillor Bill Moreton <Councillor.Moreton@calvintownship.ca>

Subject: Committees of Council Reports for Nov 14th Meeting

Good Morning Mayor and Council

Can you please provide me with a **written copy** of your verbal reports r during the November 14, 2023 Meeting for Minutes purposes.

Disregard if you were absent and or nothing to report.

Councillor Manson please include your report RE: Nipissing Housing Needs.

Any questions please respond to my email.

Thank you

Teresa Scroope

Deputy Clerk Records Management Coordinator

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

deputyclerk@calvintownship.ca



THE MUNICIPALITY OF CALVIN

1355 Peddler's Drive
R.R. # 2
Mattawa, ON
P0H 1V0

**Special Meeting of Council
Nov 14, 2023
5:00 pm
Council Chambers
Meeting Minutes**

Present: Deputy Mayor Moreton, Councillor Grant, Councillor Latimer, Councillor Manson, CAO Donna Maitland, Deputy Clerk Teresa Scroope, Roads Superintendent Brandon Mayhew

Regrets: Mayor Gould (medical leave)

Presenter: Jordon Gonda

1. Call to order

Deputy Mayor Moreton called the meeting to order at 5:00 p.m.

Resolution # 2023-285A

2. Suspend Procedural By-Law

Motion by: Councillor Manson
Seconded by: Councillor Grant

Resolution # 2023-285B

NOW THEREFORE BE IT RESOLVED THAT:

The procedural by-law be suspended for the duration of this meeting.

Carried

3. Approval of Agenda

Motion by: Councillor Manson
Seconded by: Councillor Grant

Resolution # 2023-285C

The Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated.

Carried

4. Approval of Asset Management Plan

Motion by: Councillor Manson
Seconded by: Councillor Latimer

Resolution # 2023-285D

As per Infrastructure for Jobs and Prosperity Act, 2015, ONTARIO REGULATION 588/17, ASSET MANAGEMENT PLANNING FOR MUNICIPAL INFRASTRUCTURE, every municipality shall prepare an asset management plan in respect of its core municipal infrastructure assets on or before July 1, 2022, and in respect of all of its other municipal infrastructure assets on or before July 1, 2024. O. Reg. 193/21, s. 1. And Subject to subsection (2), on or before July 1, 2025, every asset management plan prepared under section 5 must include additional information related to proposed levels of service.

As whereas,

The Corporation for the Municipality of Calvin under the leadership of previous Council did not meet Ontario Regulation 588/17's July 1, 2022 obligations, an extension to December 31, 2023 to complete the Asset Management Plan through a grant provided by FCM in 2019 and awarded to PSD Citywide was sought by the current CAO and was subsequently approved by FCM;

And whereas



THE MUNICIPALITY OF CALVIN

1355 Peddler's Drive
R.R. # 2
Mattawa, ON
P0H 1V0

PSD Citywide under the direction of the CAO has completed and presented to Council on this day, the Asset Management Plan, Core Municipal Infrastructure report;

Be it therefore resolved that

The Council for the Municipality of Calvin accept the draft Asset Management Plan as presented by PSD Citywide

And further that

In order to meet all of its Asset Management Plan obligations under Ontario Regulation 588/17 to July 1, 2025, the CAO negotiate an extension of services agreement with PSD Citywide effective January 1, 2024 for Council approval.

Carried

5. **Confirmatory By-Law 2023-042A**

Motion by: Councillor Manson
Seconded by: Councillor Grant

Resolution #2023-285E

That Council for the Municipality of Calvin adjourn this Special Meeting of Council at 5:10 p.m.

Carried

6. **Adjournment**

Motion by: Councillor Manson
Seconded by: Councillor Grant

Resolution #2023-285F

Council for the Corporation of the Municipality of Calvin now be adjourned @ 5:56-pm.

Carried

Expense Claim - MAMP Funding

Lead Applicant:	The Corporation of the Municipality of Calvin
Project Number:	17330
Project Title:	Asset Management Plan and Data Enhancements in Calvin
Date of Final Report:	July 4, 2022
The following expenditures have been incurred from the period between 1 June 2021 and 1 June 2022 (Original Period of Funding from Grant Agreement) for the completion of the activities identified.	

Expenses Incurred Within the Original Period of Funding

Expenditures Incurred by Activity Completed	Total Budgeted Expenditures	Total Actual Eligible Expenditures	Total Actual Ineligible Expenditures	Total Actual Expenditures
(as per Part 2 of Schedule A, per activity, \$)		Net of Tax Rebates, per activity (\$)	Net of Tax Rebates, per activity (\$)	Net of Tax Rebates, per activity (\$)
<i>Activity 1</i> 1. Develop O.Reg 588/17 Compliant Asset Management Plan (addressing core assets: roads, bridges, water and wastewater)	\$32,500.00	\$24,480.00	\$0.00	\$24,480.00
<i>Activity 2</i> 2. Develop Levels of Service Framework and Lifecycle/Risk Profile (addressing core assets: roads, bridges, water and wastewater)	\$26,800.00	\$26,800.00	\$0.00	\$26,800.00
<i>Activity 3</i> 3. Conduct Asset Management Training	\$4,800.00	\$0.00	\$0.00	\$0.00
Total Expenditure (\$)	\$64,100.00	\$51,280.00	\$0.00	\$51,280.00

Cumulative expenditures

The following expenditures will have been incurred from the period between 2 June 2022 (Original Project End Date) and 31 December 2023 (New Projected End Date) for the completion of the activities identified.

Remaining Expenses to be Incurred

Expenditures Incurred by Activity Completed	Total Budgeted Expenditures	Total Actual Eligible Expenditures	Total Actual Ineligible Expenditures	Total Actual Expenditures
(as per Part 2 of Schedule A, per activity, \$)		Net of Tax Rebates, per activity (\$)	Net of Tax Rebates, per activity (\$)	Net of Tax Rebates, per activity (\$)
<i>Activity 1</i> 1. Develop O.Reg 588/17 Compliant Asset Management Plan (addressing core assets: roads, bridges, water and wastewater)	\$32,500.00	\$8,020.00		\$8,020.00
<i>Activity 2</i> 2. Develop Levels of Service Framework and Lifecycle/Risk Profile (addressing core assets: roads, bridges, water and wastewater)	\$26,800.00			\$0.00
<i>Activity 3</i> 3. Conduct Asset Management Training	\$4,800.00	\$4,800.00		\$4,800.00
Total Expenditure (\$)	\$64,100.00	\$12,820.00	\$0.00	\$12,820.00

Extension Request
MAMP 17330 – The Corporation of the Municipality of Calvin

MAMP Project Number: 17330
Project Title: Asset Management Plan and Data Enhancements in Calvin
Current Project Start Date: 1 June 2021
Current Project End Date: 1 June 2022
Current Final Report Due Date: 4 July 2022

(Refer to the Grant Agreement)

Indicate Requested Extension Type:

- Period of Funding
OR
 Final Report Due Date

New Project End Date *(Day Month Year)*: **31/12/2023**

New Final Report Date: 31/01/2024

(30 days after Project End Date)

Project Progress to Date:

Provide a description of the progress that has been made in completing the deliverables for each activity (Refer to Grant Agreement – Schedule A Part 2).

Activity	Deliverable	Progress to Date
1. Develop O.Reg 588/17 Compliant Asset Management Plan (addressing core assets: roads, bridges, water and wastewater)	A set of documents outlining: <ul style="list-style-type: none"> • A copy of the Asset Management Plan; and • A copy of the presentation to council. 	90% Only Council Presentation remains
2. Develop Levels of Service Framework and Lifecycle/Risk Profile (addressing core assets: roads, bridges, water and wastewater)	A set of documents outlining: <ul style="list-style-type: none"> • Levels of Service Framework; and • Screenshots of profiles - information relating to the classifications, estimated useful life, amortization method, attributes, and replacement cost. 	100% Complete
3. Conduct Asset Management Training	A set of documents outlining: <ul style="list-style-type: none"> • Copy of training materials • Training attendance records 	0%; Not completed

Rationale for the Extension:

Provide a detailed rationale for the Period of Funding OR final report due date extension request.



Corporation of the Municipality of Calvin
Council Resolution

Date: December 12, 2023

Item 6:

Delegations?



Corporation of the Municipality of Calvin

PRESENTATION

BDO

2022 Financial

Audit



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-319

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Municipality of Calvin has received the 2022 Financial Audit as presented by BDO.

Results:

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



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-320

Moved By: Councillor

Seconded By: Councillor

By-Law 2023-047 Amendment to By-Law 2019-014

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

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to enter into an agreement with the O.P.P for the renewal of 9-1-1 Primary Public Safety Answering Point (P-PSAP, previously CERB) Services.

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Corporation of the Municipality of Calvin ratifies the attached agreement as follows extending the current Agreement to bring the expiry date to Dec 31, 2025 or whenever the Community Safety and Policing Act comes in force:

1. Mayor and CAO are designated as the signing officers and are authorized to execute an agreement on behalf of the Corporation of the Municipality of Calvin.
2. That the "Agreement between the Corporation of the Municipality of Calvin and the O.P.P" be hereto attached and form part and parcel of this By-Law as Schedule "A".

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

READ A FIRST TIME BEFORE AN OPEN COUNCIL THIS **12TH DAY OF DECEMBER 2023.**

READ A SECOND TIME BEFORE AN OPEN COUNCIL THIS **12TH DAY OF DECEMBER 2023.**

READ A THIRD TIME BEFORE AN OPEN COUNCIL THIS **12TH DAY OF DECEMBER 2023.**

X _____

MAYOR

X _____

CAO

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2023-047

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT WITH THE SOLICITOR GENERAL FOR THE PROVISION OF POLICE SERVICES IN THE CORPORATION OF THE MUNICIPALITY OF CALVIN

WHEREAS *Section 10 of the Act* provides that municipalities may enter into an agreement with the Solicitor General for the provision of police services for the municipality by the Ontario Provincial Police;

AND WHEREAS a draft proposal has been prepared setting out the mutual rights and obligations of the Solicitor General and the Mattawa Group of Four, consisting of the Town of Mattawa, Municipality of Calvin, Township of Papineau-Cameron and the Municipality of Mattawan;

AND WHEREAS it is deemed useful and expedient for the Municipality of Calvin to enter into such an agreement.

NOW THEREFORE BE IT ENACTED by the Council of the Corporation of the Municipality of Calvin as follows:

1. That the Mayor and CAO are hereby authorized to execute an agreement with the Solicitor General for the provision of police services by the Ontario Provincial Police for a four-year period (from December 31, 2023 to December 31, 2025).
2. That this agreement shall be attached as Schedule "A" and form part of this by-law.
3. That this By-law shall come in to force and take effect on the date of its passing.

READ A FIRST TIME BEFORE AN OPEN COUNCIL THIS 12th DAY OF December, 2023.

READ A SECOND TIME BEFORE AN OPEN COUNCIL THIS 12th DAY OF December 2023.

MAYOR

CAO

READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 12th DAY OF December, 2023.

MAYOR

CAO

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. ^{CP}2019-014

COPY

BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE O.P.P.

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

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to enter into an agreement with the O.P.P for the renewal of 9-1-1 Primary Public Safety Answering Point (P-PSAP, previously CERB) Services.

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

- 1) Deputy Mayor and the Clerk-Treasurer are designated as the signing officers and are authorized to execute an agreement on behalf of the Corporation of the Municipality of Calvin.
- 2) That the "Agreement between the Corporation of the Municipality of Calvin and the O.P.P" be hereto attached and form part and parcel of this by-law as Schedule "A"

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

READ A FIRST TIME BEFORE AN OPEN COUNCIL THIS 11th DAY OF JUNE, 2019.

READ A SECOND TIME BEFORE AN OPEN COUNCIL THIS 11th DAY OF JUNE, 2019.

READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 11 DAY OF June, 2019.

Deputy Sandy Wood
MAYOR

[Signature]
CLERK - TREASURER

Deputy Clerk

From: Deputy Clerk
Sent: Thursday, November 16, 2023 2:39 PM
To: 'simon.Looker@opp.ca'
Subject: Calvin Township PSA Agreement
Attachments: Resolution 2023-291 PSA Agreement & OPP Annual Billing.pdf

Good Afternoon

Please find the attached Resolution passed by Council Nov 14 2023 Regular Meeting. An amendment to our By-Law Police Services Agreement will go to our Dec 12 2023 Regular Council Meeting and I can then send you the Signed By-Law once passed.

Teresa Scroope
Deputy Clerk Records Management Coordinator
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
deputyclerk@calvintownship.ca

Simon out of office till
Nov. 17th.

Deputy Clerk

Subject: Police services group agreement council resolution - not a meeting. A request to submit info please

Start: Tue 11/14/2023 12:00 PM
End: Tue 11/14/2023 12:30 PM

Recurrence: (none)

Meeting Status: Accepted

Organizer: CAO
Required Attendees: Deputy Clerk

Please on Wed post- council meeting send a copy of the carried to Simon (email address below). File Drive/CAO/Agreements/2023/OPP



Thank you,

From: Looker, Simon (OPP) <Simon.Looker@opp.ca>
Sent: October 19, 2023 2:16 PM
To: CAO <CAO@calvintownship.ca>; Paul Laperriere <cao@mattawa.ca>; Joanne Montreuil <admin@mattawan.ca>; Jason McMartin <clerk@papineaucameron.ca>
Subject: PSA S.10 Police services group agreement Expiry.

Good Afternoon,

I am writing today to follow up on the group's S.10 Police Service Act group agreement for policing services that expires on Dec 31, 2023. I have attached a draft 2 year Amending agreement to bring the expiry date to Dec 31 2025 or whenever the CSPA comes in to force.

If all member municipalities are on the same page for a 2 year amending agreement I will send out a copy of the final agreement once I have a by-law from each municipality. The agreement will then need to be signed and sealed by each municipality.

I have repeated some information I previously communicated regarding options in relation to the expiry of the contract below for reference.

It is anticipated that the Community Safety and Policing Act will come into full force in the near future and will nullify the agreements in place, however this will likely be after Dec 31 of this year.

Accordingly, we can proceed with:

1) An extension of current s. 10 agreement - for either 1 year (expiry December 31, 2024) or 2 years (expiry December 31, 2025) - by way of an Amending Agreement to the current contract.

2) Full renewal of s. 10 agreement (with a term of 3, 4, 5, or 6 years)

**Please note we cannot proceed with this option until the 2024 billing estimate is available Oct. 1, 2023*

3) Current contract expires on December 31, 2023 and reversion to a PSA s. 5.1 non-contract arrangement on January 1, 2024.

Please do not hesitate to contact me directly if you have questions or require additional clarification.

Thanks,
Simon



Corporation of the Municipality of Calvin Council Resolution

Date: November 14, 2023

Resolution Number: 2023-291

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Corporation of the Municipality of Calvin to revisit resolution 2023-249 Deferred on Sept 12 2023 Regular Council Meeting regarding the Police Services Agreement (PSA) are will follow suit of the other partners to enter into a 2-year Agreement.

In addition are in receipt of the Ontario Provincial Police 2024 Annual Billing Statement Estimated Costs for the period of January 01 2024 to December 31 2024 for the area Mattawa Group of Four which includes the Municipality of Calvin.

Results: Carried

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Deputy Mayor Moreton	<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 Manson	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Schedule "A"

COPY



**AGREEMENT FOR
THE PROVISION OF
9-1-1 PRIMARY PSAP SERVICES**

By-law 2019-014

AGREEMENT FOR THE PROVISION OF 9-1-1 PRIMARY PSAP SERVICES

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the
MINISTER OF COMMUNITY SAFETY AND CORRECTIONAL SERVICES
on behalf of the
ONTARIO PROVINCIAL POLICE
("O.P.P.")

OF THE FIRST PART

AND:

THE CORPORATION OF THE TOWNSHIP OF CALVIN
(the "Municipality")

OF THE SECOND PART

RECITALS:

- (a) **WHEREAS** Bell Canada has entered into an agreement with the Municipality to provide the Municipality with a 9-1-1 Public Emergency Reporting Service - Ontario;
- (b) **AND WHEREAS** it is the obligation of the Municipality under its agreement with Bell Canada to ensure that a Primary Public Safety Answering Point (PSAP) serves the Municipality;
- (c) **AND WHEREAS** the Municipality is permitted under its agreement with Bell Canada to contract with a third party for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (d) **AND WHEREAS** the Municipality wishes to contract with the O.P.P. for the management and operation of the Primary Public Safety Answering Point (PSAP);
- (e) **AND WHEREAS** the Municipality confirms its adherence to this Agreement by executing it, as provided for herein, and providing the O.P.P. with a certified copy of the resolution or by-law authorizing it entering into this Agreement;

NOW THEREFORE, in consideration of the promises and covenants herein, the Parties agree as follows:

- 1.0 The Parties warrant that the recitals are true.

2.0 DEFINITIONS AND INTERPRETATION

2.1 In this Agreement:

- "9-1-1 call" means a phone call received at the Primary PSAP, which requires an emergency response, typically the transfer of the call to a Secondary PSAP.
- "9-1-1 PERS" means the Public Emergency Reporting Service - Ontario, which is a telecommunications service provided by Bell Canada pursuant to Bell Canada General Tariff Item 1400 to Municipalities for the delivery of 9-1-1 calls to the Primary and Secondary PSAP and pursuant to the agreement between Bell Canada and the Municipality.
- "Agreement" means this agreement and Schedule "A", which is attached to, and forms part of this Agreement.
- "ALI" means an Automatic Location Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, address and location data with respect to a telephone line from which the 9-1-1 Call originates.
- "ANI" means an Automatic Number Identification, which consists of a database feature that displays, to the Primary and Secondary PSAP, the telephone number of the primary exchange service that originates the 9-1-1 call.
- "Call Control" means a feature that allows the 9-1-1 call taker at the Primary PSAP to maintain control of the line upon which the 9-1-1 call was made regardless of calling party action.
- "Director" means the Director of Provincial Communications Operations, Communications and Technology Services Bureau.
- "ESZ" means an Emergency Services Zone, which is a geographic area served by a Secondary PSAP in the Municipality.
- "Mayor" or "Reeve" means Mayor or Reeve for the Municipality.
- "Party" means the O.P.P. or the Municipality, and "Parties" shall mean both of them.
- "Primary PSAP" means the Primary Public Safety Answering Point serving the Municipality, and located at the O.P.P. Provincial Communications Centre (PCC), which is the first point of reception by the O.P.P. of 9-1-1 calls.
- "Secondary PSAP" means the communication center of a fire, police or ambulance agency, within an ESZ, to which 9-1-1 calls are transferred from the Primary PSAP, and for which the Secondary PSAP is then responsible for taking appropriate action.
- "Selective Routing and Transfer" means a feature that automatically routes a 9-1-1 call to the appropriate Primary or Secondary PSAP based upon the ANI of the telephone line from which the 9-1-1 call originates.

- 2.2 **Severability** - If any term of this Agreement shall be held to be illegal, invalid, unenforceable, null, void or inoperative by a court of competent jurisdiction, the remaining terms shall remain in full force and effect.
- 2.3 **Section Headings** - The section headings contained herein are for purposes of convenience only, and shall not be deemed to constitute a part of this Agreement, or affect the meaning or interpretation of this Agreement in any way.
- 2.4 **Entire Agreement** - This Agreement constitutes the entire agreement of the Parties, with respect to the provision and operation of services as defined hereunder and supersedes any previous agreement whether written or verbal. In the event of a conflict or inconsistency between this Agreement and a tender document such as request for proposals issued by the Municipality for the provision of services as described hereunder or the proposal that the O.P.P. submitted in response to the tender document, this Agreement shall prevail to the extent of the conflict or inconsistency.
- 2.5 **Amendments** - Any amendments to this Agreement shall be in writing and shall not take effect until approved in writing by both Parties.

3.0 **NOTICES**

- 3.1 **Notice** - Any notice required pursuant to this Agreement shall be in writing and delivered personally, sent by facsimile transmissions ("FAX") or by registered mail to the following addresses:

To the Municipality

The Mayor
The Corporation of the Township of Calvin
1355 Peddlers Drive, R.R. #2
Mattawa ON P0H 1V0
FAX: (705) 744-0309

To the O.P.P.

Attention: Director - Provincial Communications Operations
Communications and Technology Services Bureau
OPP General Headquarters
777 Memorial Avenue
Orillia ON L3V 7V3

Or to such other addresses either of the Parties may indicate in writing to the other. Any notice given in accordance with this Agreement shall be deemed to have been received upon delivery, if delivered personally, at the time of transmission if sent by FAX, or five (5) days after posting, if sent by registered mail.

- 3.2 **Notices in Writing** - All notices required under this Agreement shall be in writing.

- 5.5 **Record Retention** - Retain digital voice records of all 9-1-1 calls received at the Primary PSAP in accordance with O.P.P. policy, and hard copy records of all Bell PERS E911 ANI/ALI printer data for one hundred eighty (180) days from the date such records are created. The O.P.P. is prepared to provide, to authorized personnel, certified copies of audio recordings and/or copies of PERS printer data, as it directly pertains to the Primary PSAP for the purposes of civil litigation and/or criminal proceedings provided the request is received no later than five (5) days prior to the end of the retention period of the recordings or records. The O.P.P. shall retain the original recordings or records until the conclusion of any civil or criminal proceedings to which such records relate.
- 5.6 **Backup Primary PSAP** - Provide an operational backup Primary PSAP to which 9-1-1 calls shall be transferred at the discretion of the O.P.P. or Bell Canada in the event that the Primary PSAP is unable to receive the 9-1-1 calls.
- 5.7 **Non-English Callers** - Make reasonable efforts to respond to 9-1-1 calls from non-English callers, subject to the O.P.P.'s ability to access the services of a third party provider. The O.P.P. does not warrant that it shall be able to provide services to non-English callers, or that it shall be able to access such services from a third party provider.
- 5.8 **Reports** - Provide reports monthly, or as determined by the O.P.P. in consultation with the Municipality, which show the overall efficiency of the Primary PSAP in answering 9-1-1 calls, including the volume of 9-1-1 calls.

6.0 **RESPONSIBILITIES OF THE MUNICIPALITY**

The Municipality shall:

- 6.1 **Payment** - Be responsible for the amount of payment in the manner, and within the timelines set out in Article 4.0 herein.
- 6.2 **Secondary PSAP** - Designate Secondary PSAP that are not O.P.P. Detachments for each and every ESZ in the Municipality which the Primary PSAP shall answer and transfer a 9-1-1 call, and co-ordinate the participation of all such Secondary PSAP in the manner required by this Agreement.
- 6.3 **Warranty** - Warrant and represent that each Secondary PSAP operates twenty-four (24) hours a day, seven (7) days a week, and shall answer and respond to all 9-1-1 calls directed to it from the Primary PSAP.
- 6.4 **9-1-1 PERS** - Notify the O.P.P. in writing immediately upon becoming aware of any changes to 9-1-1 PERS that shall affect, or are likely to affect the services the O.P.P. provides under this Agreement, or of any changes to, or the termination or expiry of any Agreement between the Municipality and Bell Canada related to 9-1-1 PERS.

7.0 INSURANCE AND LIMITATION OF LIABILITY

7.1 **Insurance** - The Municipality and the O.P.P. shall, during the term of this Agreement, maintain sufficient insurance to cover their respective obligations under this Agreement and shall provide evidence of the same to each other. If the Parties are self-insured, each Party shall provide to the other, evidence that is satisfactory to that Party that the Municipality and/or the O.P.P., as the case may be, is and shall be, at all relevant times, in a position to face successfully any monetary obligations stemming from liability under the Agreement.

7.2 **Limitation of Liability** - Notwithstanding any other provision in this Agreement, the O.P.P. shall not be responsible or liable for any injury, death or property damage to the Municipality, its employees, subcontractors or agents, or for any claim by any third party against the Municipality, its employees, subcontractors or agents arising from:

(a) **External Information** - The accuracy or completeness, or lack thereof, of any information the O.P.P. receives from the Municipality, Bell Canada or any other third party, which the O.P.P. relies on in providing services under this Agreement;

(b) **Equipment and Services** - Equipment or services provided by any other party (including the failure of any other party to provide equipment or services) which the O.P.P. uses and relies on to provide services under this Agreement including but not limited to:

(i) Equipment or services required to transfer services provided under this Agreement from any other party to the O.P.P.,

(ii) Services provided to non-English speakers who place 9-1-1 calls,

(iii) Services provided by Bell Canada to the Municipality under 9-1-1 PERS; and,

(iv) Services provided by Secondary PSAPs, which are not part of the O.P.P.

(c) **Call Volumes** - The inability of the O.P.P. to respond to 9-1-1 calls due to call volume that exceeds the capacity of the Primary PSAP, including the equipment and personnel who work at the Primary PSAP.

7.3 **Survival** - Section 7.2 shall survive the termination or expiry of this Agreement.

8.0 COMPLIANCE WITH LAWS AND CONFIDENTIALITY

- 8.1 **Compliance with Laws** - Both Parties agree to comply with all applicable laws in effect in the Province of Ontario in performing their respective obligations and duties under this Agreement.
- 8.2 **Confidential Information** - Both Parties agree that except where required by law, or for the purpose of performing duties or obligations under this Agreement, neither Party shall directly or indirectly disclose, destroy, exploit or use, either during or after the term of this Agreement, any confidential information belonging to the other Party, unless the other Party has provided its written consent. Both Parties further agree that when this Agreement terminates or expires, they shall return all confidential information belonging to the other Party.

9.0 DISPUTE RESOLUTION

- 9.1 **Dispute Resolution** - Subject to Article 10.0 herein, if any dispute arises between the O.P.P. and the Municipality as to their respective rights and obligations under this Agreement, the Parties may use the following dispute resolution mechanism to resolve such disputes:
- (a) The Unit Commander of the Primary PSAP and the Municipality Representative named in Section 3.1 herein shall attempt to settle the dispute within fifteen (15) business days of the dispute arising;
 - (b) If the Unit Commander of the Primary PSAP and the Municipality Representative are unable to settle the dispute within fifteen (15) business days of the dispute arising, they shall refer the dispute to the Director. The Director and the Municipality Representative shall attempt to resolve the dispute within fifteen (15) business days;
 - (c) If the Parties are still unable to resolve the dispute, the Commissioner or the Deputy Commissioner of the O.P.P. and the Municipality Representative agree to attempt to resolve the dispute within fifteen (15) business days; and,
 - (d) If the Parties are still unable to resolve the dispute, each may, with the agreement of the other Party, refer the dispute to arbitration in accordance with the Arbitration Act, 1991, as amended.

10.0 TERM, TERMINATION AND RENEWAL

- 10.1 **Term** - Subject to this Agreement being terminated in accordance with this Article, this Agreement shall be effective from June 26, 2019 until June 25, 2024.
- 10.2 **Renewal** - This Agreement may be extended for an additional five (5) year term, if both Parties agree and serve notice to each other, at least six (6) months prior to the expiry of the Agreement. The same terms and conditions will apply to any extension, subject to section 10.1 herein.
- 10.3 **Termination** - Either Party to this Agreement may terminate this Agreement without cause and without incurring any liability upon providing ninety (90) days written notice of termination to the other Party, in which case this Agreement shall terminate ninety (90) days following the delivery of such notice. Should a notice to terminate be given, the Municipality shall continue to be obligated to pay for the cost of the services described in this Agreement up to and including the date of such termination and the O.P.P. shall continue to be responsible to provide the services described in this Agreement up to and including the date of such termination.
- 10.4 **Immediate Termination** - Either Party may terminate this Agreement immediately without incurring any liability if Bell Canada withdraws offering 9-1-1 PERS to the Municipality or if the Agreement between Bell Canada and the Municipality for the provision of 9-1-1 PERS is terminated or is expired and not renewed.

11.0 GENERAL

- 11.1 **No Waiver** - The failure of a Party to this Agreement to enforce at any time any of the provisions of this Agreement or any of its rights in respect thereto or to insist upon strict adherence to any term of this Agreement shall not be considered to be a waiver of such provision, right or term or in any way to affect the validity of this Agreement.
- 11.2 **Waiver in Writing** - Any waiver by any Party hereto of the performance of any of the provisions of this Agreement shall be effective only if in writing and signed by a duly authorized representative of such Party.
- 11.3 **No Prejudice** - The exercise by any Party to this Agreement of any right provided by this Agreement shall not preclude or prejudice such Party from exercising any other right it may have under this Agreement, irrespective of any previous action or proceeding taken by it hereunder.
- 11.4 **Restructuring** - The Municipality shall notify, and consult with the O.P.P. before the Municipality's boundaries are altered, the Municipality is amalgamated with another municipality, the Municipality is dissolved or the legal status of the Municipality is subject to other substantive changes.
- 11.5 **Relations** - The Agreement shall not create nor shall it be interpreted as creating any association, partnership, employment relationship or any agency relationship between the Parties.
- 11.6 **Media** - Both Parties agree that they shall not at any time, directly or indirectly, communicate with the media in relation to this Agreement unless they first notify the other Party in writing.
- 11.7 **Promotion** - Neither Party shall publicize or issue any publications related to this Agreement unless they first notify the other Party in writing.
- 11.8 **Assignment** - Neither Party shall assign this Agreement or any portion thereof without the prior written consent of the other, which consent may not be arbitrarily withheld.
- 11.9 **Force Majeure** - Neither Party shall be liable for damages caused by delay or failure to perform its obligations under this Agreement where such delay or failure is caused by an event beyond its reasonable control. The Parties agree that an event shall not be considered beyond one's reasonable control if a reasonable business person applying due diligence in the same or similar circumstances under the same or similar obligations as those contained in the Agreement would have put in place contingency plans to either materially mitigate or negate the effects of such event. If a Party seeks to excuse itself from its obligations under this Agreement due to a force majeure event, that Party shall immediately notify the other Party of the delay or non-performance, the reason for such delay or non-performance and the anticipated period of delay or non-performance.

IN WITNESS WHEREOF, the Municipality has affixed its Corporate Seal attested by the signature of its duly authorized signing officers, and the Provincial Commander of the O.P.P. has personally signed this Agreement to be effective as of the date set out herein.

Corporation of the Township of Calvin

Sandy Ross
Deputy Mayor

Date: 11 day of June, 2019

[Signature]
Clerk

Date: 11 day of June, 2019

Ontario Provincial Police (O.P.P.)

Provincial Commander

Date: ____ day of _____, 20__



OPP PROVISION

Of

9-1-1

**PRIMARY PUBLIC SAFETY
ANSWERING POINT (P-PSAP)
SERVICES**

2018 Version

2019-014

OPP 9-1-1 P-PSAP Services

The Ontario Provincial Police (OPP) has over ninety years of experience in providing services to municipalities throughout the Province of Ontario. Many of the services, including policing, communications and 9-1-1 Primary Public Safety Answering Point (P-PSAP), are provided under contract.

Trained personnel have expertise in both call taking and dispatch functions and are available to provide 9-1-1 P-PSAP services 24 hours per day, seven days per week.

Presently, the OPP has over 90 contracts for 9-1-1 P-PSAP Services with municipalities and Local Services Boards across Ontario.

If a Municipality chooses to accept an OPP contract for the provision of 9-1-1 P-PSAP services, the resources of the Provincial Communications Centre will focus on meeting the needs of the Municipality, as set out in the contract.

Advantages to the Municipality include:

- assurance of the adequacy of the service;
- utilization of effective, state of the art technology;
- service provided at a defined cost.

The following information contained in this document describes P-PSAP services as provided by the OPP.

Technical and Operational Information

Provincial Communications Centres Providing Call Answering

A Provincial Communications Centre is the incoming communications centre and acts as the primary interface between the public and the OPP for both routine and emergency calls, including 9-1-1. The OPP currently operate five (5) Provincial Communications Centres in Ontario. All OPP Provincial Communications Centres operate in compliance with the provisions of Ontario Regulation 3/99 governing the adequacy and effectiveness of police services (Adequacy Standards). The OPP currently provides 9-1-1 P-PSAP services to numerous municipalities throughout the province.

The OPP will provide year-round 9-1-1 P-PSAP services to the Municipality, 24 hours per day through one of two Provincial Communications Centres. The North Bay Provincial Communications Centre is designated as the primary call answering centre, with another OPP Provincial Communications Centre serving as the backup location. This will be required as part of the Bell conversion (cutover) plan. Staff and system requirements necessary for the provision of this service to the municipality will be available upon acceptance of the OPP as the provider of P-PSAP services. 9-1-1 calls will be answered and directed to the various public safety agencies within the municipality's 9-1-1 Public Emergency Reporting Service (PERS) service. In order to accommodate 9-1-1 P-PSAP responsibilities for the municipality, Bell PERS will be required to install circuits to direct the calls appropriately to the OPP. This work will be done without any cost to the municipality as part of a cutover plan.

Staffing of Provincial Communications Centres

The OPP staffs all of its Provincial Communications Centres, including the North Bay location, with OPP personnel, both civilian and uniform. The OPP also manages all of the personnel and equipment in these facilities required to receive and process all emergency calls directed to the P-PSAP. A Provincial Communications Centre is normally staffed based on historical workloads and software that identifies the number of required personnel to adequately meet the OPP Grade-of-Service target. During normal operations the call-taker and dispatcher functions are separated, although all operators are trained to perform either role. On-duty civilian Communication Teams Leaders and OPP uniform supervisors provide full time supervision and support at all times.

The OPP is thoroughly familiar with the operation of the 9-1-1 PERS system, as it is a part of normal day-to-day operations. Our personnel have considerable experience in dealing with emergent situations and serving the public directly. This experience and fundamental orientation will be of benefit to the citizens of the Municipality.

Training

The provision of communications is a mission critical service for the OPP and as such, considerable resources and training are dedicated to these functions. A quality assurance program has been implemented to ensure employees are adequately trained and standard operating procedures are adhered to. All applicants for OPP communications operator positions are subjected to a rigorous screening process involving interviews, testing (CRITICAL), grammar and computer skills; and security checks. Once hired, they receive extensive training in a classroom environment, followed by practical training in the Provincial Communications Centre, and are matched with a peer monitor during their initial transition. The operation of 9-1-1 PERS is performed utilizing the Bell Canada Standards Manual. The OPP is a Primary and Secondary Public Safety Answering Point provider for numerous 9-1-1 services and operates in this environment continually.

Standards

The Provincial Communications Centres are guided by OPP Standard Operating Procedures that incorporates the Bell Canada Standards Manual. These procedures are applied consistently to all OPP 9-1-1 customers. The OPP currently has a service level objective of answering 95% of all 9-1-1 calls within 2 rings. This performance level is normally exceeded. Performance of all call answering activity is measured and reviewed daily. The 9-1-1 P-PSAP calls are the highest rated priority in the system and are always answered first.

Note: The standard ringing cycle is 6 seconds and is fixed by the telephone company. Accordingly, the maximum time for 2 ringing cycles is 12 seconds from start to finish.

Each Provincial Communications Centre is equipped with digital reader boards that display the number of calls waiting in the queues and the time for the longest outstanding call. The reader boards are programmed to sound an audible alarm at preset limits showing the number of calls waiting and the time for the longest outstanding call. Immediately upon an alarm sounding, prompt action is taken to address the situation to relieve pressure. Team leaders continually monitor call activity and assign duties as required by the situation. Use of this equipment facilitates efficiencies in call answering.

Redundancy and Back-up Sites

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location (another OPP Provincial Communications Centre) are equipped with the same types of equipment and provide equivalent operation and service.

Back Up Site: The operation of the Provincial Communications Centres is mission critical to the OPP. The OPP has developed plans to deal with various system failures or disasters. There are several options to deal with emergent situations up to and including transferring all operations to the back-up location. This includes 9-1-1 PERS service (P-PSAP and Secondary PSAP (S-PSAP)) and regular OPP direct dial services via 888-310-1122/33. It should also be noted the telephone company services (regular Central Office and 9-1-1 PERS) for both the North Bay Provincial Communications Centre and the back-up location are provided via a fiber ring that provided redundant access from the local Bell Central Office. Both locations are also served by different Bell digital multiplex system (DMS) switching systems.

Multi-Language/Hearing-Voice Impaired Calls

All 9-1-1 calls are initially answered in English. However, there are personnel on staff within each Provincial Communications Centre who are conversant in the French language. The OPP will respond, as provided by the French Language Services Act, to both verbal inquiries and written correspondence received in French. The OPP is a subscriber to Language Line Services (formally AT&T Language Services) and regularly use this service to access translation services. Each Provincial Communications Centre is equipped with two (2) TDD/TTY devices, which are connected to the telephone systems and 9-1-1 calls can be transferred as required. These devices are also utilized by the OPP to provide similar service through the direct dial 1-888-310-1133 number.

Multi-Channel Digital Logging Equipment

Both the P-PSAP (the North Bay Provincial Communications Centre) and the back-up location are equipped with multi-channel digital logging equipment. Multi channel digital recorders also provide continuous long-term storage on a 24-hour per day basis. The logger recordings are retained in a secure environment at the Provincial Communications Centres. The OPP utilizes the Digital Voice Disc (DVD) recorder system, which allows instantaneous access to all communications, including 9-1-1 calls within the Provincial Communications Centre. This includes, but is not limited to, queries about conversations over the radio system, tape requests, concerns from officers and dispatchers/call takers, and allows for the auditing of calls for quality control purposes. Records are retained for a five (5) year period. Recordings of 9-1-1 related calls are the property of the OPP and no ownership can be accorded to the Municipality. These records contain other proprietary information.

Automatic Number Identification/Automatic Location Identification (ANI/ALI)

All Bell 9-1-1 PERS ANI/ALI data and associated information received with each individual 9-1-1 call is recorded. The OPP is responsible for its own operations and can accommodate the reception of ANI/ALI data. The ANI/ALI data may be downstreamed to Secondary PSAP agencies.

The OPP is prepared to provide to authorized individuals, copies of audio recordings, as it directly pertains to the Municipality's P-PSAP operation for purposes of civil litigation and/or criminal proceedings. Requests for such information must be received in writing at least 5 days prior to the end of the five (5) year retention period for audio recordings. The OPP will retain the originals until such proceedings are complete.

Online Conferencing

The Bell PERS system has a maximum conference capability of three (3) parties. In operation, the P-PSAP will conference the originating 9-1-1 caller to the requested service (police/fire/ambulance). It is then the responsibility of the Secondary PSAP that receives the 9-1-1 call from the P-PSAP, to manage the situation and conference others as required. The OPP can add a fourth party (i.e. Language Line Services) via the Meridian conference feature.

Reports

The OPP will provide reports, the frequency of which shall be monthly or as determined in consultation with the Municipality, which will show the overall efficiency of the P-PSAP operation in answering 9-1-1 calls and the volume of calls handled for the Municipality.

The OPP notifies Bell of any identified addressing errors related to the ANI/ALI addressing database. As a standard practice, the OPP reports any noted failures of the 9-1-1 PERS system to Bell Canada.

Costs

The OPP determines the costs for this service based on the population of the community. The annual rate per capita is \$0.561.

Additional Charges:

The annual rate shall be reviewed at the end of every calendar year and it may be revised by the OPP based on changes to the residential population or to the per capita cost charged by the OPP. In the event that the residential population of the Municipality increases or decreases by more than 10% during either the previous year, or cumulatively since the date the Agreement began, the annual rate shall be adjusted accordingly for the following year, and the Municipality shall be obliged to pay the OPP the revised annual rate. The OPP shall determine the annual revisions to the residential population using population figures found in the latest version of the Ontario Municipal Directory, or if not found there, then in other recognized sources.

Allowances for Business Interruptions:

Due to the equipment redundancy and back-up provisions, the OPP do not expect any disruption to P-PSAP service. To date there has been no service interruptions to P-PSAP services that are attributable to the OPP. The OPP have committed significant resources to the telecommunications infrastructure to prevent disruptions and consequently are not offering any monetary allowances.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Looker', written in a cursive style.

Simon Looker
Municipal Policing Specialist
Municipal Policing Bureau

Encl: Agreement for the Provision of 9-1-1 P-PSAP Services
P-PSAP Information Package

2019-014

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence:

612-20

May 1, 2019

Cindy Pigeau, Clerk/Treasurer
The Corporation of the Township of Calvin
1355 Peddlers Drive, R.R. #2, Mattawa ON P0H 1V0

Dear Cindy Pigeau:

Re: Renewal of 9-1-1 Primary Public Safety Answering Point (P-PSAP, previously CERB) Services Agreement between the Ontario Provincial Police (OPP) and The Corporation of the Township of Calvin.

As you aware, the current agreement for the Provision of 9-1-1 CERB Services between the OPP and The Corporation of the Township of Calvin will expire on June 25, 2019.

Municipal Policing Bureau has prepared a 9-1-1 P-PSAP services renewal information package for your review. Included in the package is a draft version of your renewed agreement and an information document outlining the OPP provision of 9-1-1 P-PSAP services. Please note in the following changes from the previous agreement; we have changed wording from CERB to P-PSAP to align with industry standards, updated section 5.5 to outline that all digital voice records will be maintained in accordance with OPP Policy (changing from 5 years to 7 years during the agreement term), and to section 4.0 for clarity, and to align all of our clients to annual billing.

The population of the communities determines costs for this service. Subject to section 4.1(c), upon renewal, your annual costs for the provision of this service for a further 5 year term will be \$289.48, based upon a population of 516 residents. If this population figure is inaccurate, please advise Municipal Policing Bureau what the accurate population is for your community, and the cost will be amended accordingly.

Should your community choose to renew; the OPP will require a certified true copy of a Bylaw authorizing the new agreement.

Please return the signed agreement and Bylaw to:

Ontario Provincial Police
Municipal Policing Bureau
Attn: Simon Looker
777 Memorial Avenue
Orillia, ON L3V 7V3

If you have any questions or concerns about this process or the renewal, please do not hesitate to call me at (705) 329-6225 or e-mail ppsap@opp.ca.

2019-014

CORPORATION OF THE MUNICIPALITY OF CALVIN

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

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

June 12, 2019.

COPY

Ontario Provincial Police
Municipal Policing Bureau
ATTN: Simon Looker
777 Memorial Ave.
Orillia, ON.
L3V 7V3

Dear Mr. Looker;

Re: Renewal of 9-1-1 P-PSAP Services Agreement between the OPP and the Corp. of the Municipality of Calvin

Please be advised that the Council of the Corporation of the Municipality of Calvin passed the enclosed By-Law No. 2019-014 at their regular meeting of Council held on Tuesday June 11, 2019.

Council voted unanimously in favour of extending the current Agreement for a further five (5) year term under the revised terms and conditions stated in this Agreement and will now expire on June 25, 2024.

Sincerely;



Cindy Pigeau
Clerk - Treasurer
Municipality of Calvin

Enclosure

2019-014



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-321

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

The Corporation of the Municipality of Calvin is in receipt of the Land Use Planning Report RE: 222 Latimer Lane File # 231099 from TULLOCH Engineering and Draft Notice of Public Meeting of the Proposed Zoning By-Law Amendment. Further, that Council directs TULLOCH Engineering to proceed through the steps to re-zone the subject property with the civic address 222 Latimer Lane from Rural (R) to Limited Service Rural (LSR).

The By-Law to enter into an Agreement with TULLOCH Engineering to be presented for adoption at a future Regular Council Meeting in the New Year of 2024.

Results:

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
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 Manson	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input type="checkbox"/>	<input type="checkbox"/>

Municipality of Calvin
 1355 Peddlers Drive, R.R. #2
 Mattawa, ON P0H 1V0

Dear Mayor Gould and Members of Council:

REPORT LETTER – Latimer Lane

Latimer Lane is approximately 1300m long and directly east of Mount Pleasant Road. The first 500m portion is currently maintained up to civic address 102. Council requested a preliminary review of the remaining 800m currently unmaintained between civic address 102 and the dead-end further east.

Background:

A field inspection was conducted on October 5th, 2023, to better evaluate the existing condition, geometric dimensions, and current drainage of the unmaintained 800m of Latimer Lane to provide a preliminary cost estimate to improve that unmaintained portion of the road to meet municipal standards. It is further understood that the intent is not to provide road maintenance services for this road, but to establish a budgetary cost.

Standard:

Based on the site visit, the average travelled road width was established to be 3.35m, although narrower in some area. In order to bring this road to standard, it would have to be widened, a culvert would have to be replaced and one culvert would need to be extended including ditching work where the widening occurs. The following standard, based on MTO guidelines is recommended for this road being very low traffic.

GEOMETRIC DESIGN STANDARDS FOR SECONDARY HIGHWAYS (6% SUPERELEVATION)

Design Speed	Design Year Traffic Volume		Max Grade	Width (metres)			Minimum Curves			Minimum Stopping Sight Distance
							Horiz.	Vertical		
km/h	AADT	DHV	%	Lane	Shoulder	Rounding	Radius (m)	K-Crest	K-Sag	m
50	400-1000	60-150	-	-	-	0.50	90	8	15	65
	<400	<60	12	2.75	1.00 (C)					

The above table provides the geometric design standards for the lowest class or road in Ontario. This standard is recommended with the assumption that the posted speed for this road would be posted at 40km/hr, that is a 10km/hr below the design speed. The AADT will remain below 400. Furthermore, the proposed shoulder may be dropped to 0.5m based on the assumption that truck traffic will remain very low and that the Municipality does not anticipate to pave this road within the next 20 years. Therefore, the minimal road standard for Latimer Lane would be 2x(2.75m+0.50m+0.50m) or 7.5m wide (24.5ft). The limitation of this geometry would limit future expansion, in any events that future expansion be considered the above-mentioned geometry may have to be increased.

Additional Implication:

It was noted during the site inspection that the unmaintained portion of Latimer Road is located adjacent to a Municipal Drain. Although future ditching work will remain within the road allowance, some of the culvert work collects runoff from the tributary area. It may be necessary to obtain permits and/or permission to perform culvert work and associated ditching work within that section of road.

The physical position of the existing centerline of Latimer Lane is not consistently centered to the road allowance. Being a low traffic road, the proposed widening assumes it will be done proportionally on both sides. A detailed field survey would be required to complete a detailed design confirming the road centerline for construction purposes.

There are two a small crest on the road. The existing vertical alignment seems to be acceptable and was not verified. A detailed survey would provide the necessary information to review the vertical alignment and provide a design in compliance with approved standards. Associated construction costs are covered within the contingency item.

Prior to construction, a geotechnical evaluation should be conducted to better evaluate the soil condition within the proposed excavation area. In the event that the existing shoulder be non-frost susceptible material meeting granular 'B' characteristics, it might be possible to reduce the excavation quantities.

Utility upgrades and associated costs are not included in this estimate.

Conclusion:

I trust the above provides a good general overview of the preliminary costs estimates to upgrade Latimer Lane to meet the geometric standard for a low volume road. The estimate cost is based on assumptions provided within this letter. Should Council have more specific question or would like to discuss this matter in further details, I would be available to attend a special meeting at their convenience.

Yours truly,

A handwritten signature in black ink that reads "Antoine Boucher". The signature is written in a cursive, flowing style.

Antoine Boucher, P. Eng.
Acting Municipal Engineer

Land Use Planning Report
Amendment to Zoning By-law No. 2022-019, as amended
Rural (R) to Limited Service Rural (LSR)
222 Latimer Lane

File: 231099 – Township of Calvin

Date: December 7, 2023

Executive Summary

TULLOCH has been retained by the Corporation of the Municipality of Calvin to provide a land use planning opinion on the proposed re-zoning of 222 Latimer Lane (“the subject property”). The subject property is proposed to be re-zoned prior to the Municipality drafting and entering into a road maintenance agreement with the property owner. The purpose of the zoning by-law amendment is to place the property in an appropriate zone, the Limited Service Rural (LSR) zone, which recognizes that the lands do not have frontage on a year-round maintained public street, and therefore is limited in terms of the Municipality’s ability to service the site (maintenance, emergency services, etc.).

This planning letter contains an introduction which provides context for the proposal, followed by a description and review of the subject property, and surrounding area. The letter then reviews the consistency and conformity of the proposal in the context of the applicable policies and direction found within the following documents and plans:

- 2020 Provincial Policy Statement (PPS)
- East Nipissing Official Plan (OP)
- Zoning By-law No. 2022-019, as amended

The re-zoning is consistent with the PPS as it avoids the need for road upgrades and year-round municipal maintenance, as well as having the potential to lower the municipalities liability risk. Overall, this will help protect the financial well-being of the municipality. The zoning by-law amendment conforms to the road access policies of the Official Plan, and therefore provides a benefit to the Municipality by identifying lands which do not front onto a year-round maintained public street. This zoning will flag to future purchasers that Municipal services, such as snowplowing, are not provided year-round. The zone provisions required in the LSR zone are easily met on the subject property, and permitted uses will be restricted to those that are more appropriate for a property without year-round publicly maintained road access.

The letter concludes by providing a recommendation and the next steps. Based on our review, we recommend that council proceed to re-zone 222 Latimer Lane from Rural (R) to Limited Service Rural (LSR). The process includes a noticing period of 20 days, a statutory public meeting, and a 20-day appeal period. We also support and recommend that the owners enter into a road maintenance agreement with the Municipality. The Chief Building Official (CBO) can issue a building permit once all planning approvals are granted. We note that we are aware that there are several properties in the Municipality which should be zoned LSR as well due to deficient public year-round road access. We suggest that council consider re-zoning these properties to LSR either concurrently or following this Zoning By-law amendment for the reasons outlined throughout this report. This could be done through a Municipally-led housekeeping amendment.

Introduction

TULLOCH has been retained by the Corporation of the Municipality of Calvin to provide a land use planning opinion on the proposed re-zoning of 222 Latimer Lane. The property can legally be described as Lot 33 to 34, Concession 7, Parcel 14136, Township of Calvin. It is understood that the owner of 222 Latimer Lane, Tamara Silverthorne, applied for a building permit to construct a dwelling.

The current Zoning By-law for the Municipality of Calvin (By-law No. 2022-019, as amended) restricts the erection of buildings or structures unless the land to be used has access to a street that has been assumed by the Township and is maintained year-round by a public authority. There are exceptions for access, for which the subject property is eligible, provided that a road maintenance agreement exists between the Municipality and the property owner. This would allow a dwelling to be constructed on the lot with a road access agreement in place. At the Regular Council Meeting on November 14th, 2023, council considered entering into a road maintenance agreement. A resolution was passed that the matter be deferred until a portion of the lands are re-zoned from Rural (R) to Limited Services Rural (LSR). The LSR zone will recognize the deficient year-round maintained public street frontage and limited municipal services. The re-zoning will only apply to the part of the property that is zoned Rural (R) and not the lands zoned Environmental Protection (EP).

Subject Property and Road Maintenance

The Property is 200 acres in size and predominantly wooded with limited tree clearing. The terrain is at its highest elevation point and plateaus at a relatively level area near the frontage of the property onto Latimer Lane with the elevation dropping gradually to the rear of the lot.

About midway through Lot 34, Concession 7, there is an unevaluated wetland and stream that traverses north and appears to drain into Upper Johnston Lake. The wetland and watercourse feature are zoned Environmental Protection (EP).

Access to the property comes from Latimer Lane, a Township Road located directly east of Mount Pleasant Road. Latimer Lane is approximately 1300 metres in length with the first 500 metre portion (up to 102 Latimer Lane) maintained by the Township year-round, including snowplowing and other road maintenance. There is currently no school bus service to Latimer Lane as there are no children who reside on the road. Emergency vehicles can access up to 102 Latimer Lane. The remaining 800m of Latimer Lane is a seasonal road which does not receive snowplowing services and only receives limited maintenance from June 1st to October 1st each year. Emergency services depend on weather conditions and road conditions. The fire department may be able to attend calls for structure and forest fires, but there is no guarantee. Firefighters attend at their discretion, assessing whether their trucks would get stuck coming and going from the site.

The yearly maintained portion of Latimer Lane does not extend to the frontage of the subject property, so the property only fronts onto the portion that is seasonally maintained. Based on GIS mapping, it appears that the property has approximately 400m of frontage onto the seasonally maintained portion of Latimer Lane. At its September Council meeting, Antoine Boucher, acting Municipal Engineer presented the results of his preliminary estimate to consider the costs associated with bringing the road up to a municipal standard. His report is attached hereto. This standard would allow emergency service vehicles and snowplows to access and service the subject lands. The estimated cost to upgrade this portion of the road was in excess of \$300k. This is obviously not feasible for two residential dwellings, so the owners are

agreeable to the proposal – rezoning these lands to Limited Service Residential (LSR) to recognize that they are not maintained past the already serviced first 500m.

Surrounding Context

Latimer Lane extends from Mount Pleasant Road to the west, towards Upper Johnston Lake to the east. There are ten (10) parcels that front directly onto Latimer Lane (both the year-round and seasonally maintained portioned), as well as the unassumed road that extends past the seasonally maintained road to the east. Table 1 below provides characteristics for the ten parcels, which also includes 222 Latimer Lane.

Table 1. Characteristics of Lots Fronting Latimer Lane

Address	Tax Roll Number	Size (acres)	Frontage	Road Maintenance	Zoning*	Land Use
No civic address	4822-000-001-32600	82.3	Latimer Lane and Mount Pleasant Road	Year-round	RU	Vacant
102 Latimer Lane	4822-000-001-32500	100.0	Latimer Lane	Year-round	RU	Seasonal Dwelling
222 Latimer Lane	4822-000-001-32300	200.0	Latimer Lane	Seasonally	RU	Vacant
CROWN LAND	CROWN LAND	unknown	Latimer Lane	Unassumed	LSR	Vacant
0 Latimer Lane	4822-000-001-26100	100.0	Latimer Lane	Unassumed	LSR	Seasonal Dwelling
No civic address	4822-000-001-26200	89.9	Latimer Lane	Seasonally	LSR	Vacant
336 Homestead Drive	4822-000-001-26400	99.0	Latimer Lane and Peddlers Drive	Seasonally maintained on Latimer Lane, year-round on Peddlers Drive	RU	Vacant
3070 Peddlers Drive	4822-000-001-26300	100.0	Latimer Lane and Peddlers Drive	Year-round	RU	Vacant
No civic address	4822-000-001-26504	40.0	Latimer Lane and Mount Pleasant Road	Year-round	RU	Vacant
706B Mount Pleasant Road	4822-000-001-26520	2.2	Latimer Lane and Mount Pleasant Road	Year-round	RU	Vacant

* Zoning – Rural (RU), Limited Services Rural (LSR)

Latimer Lane consists of nine (9) privately owned parcels that are large in size (+40 acres) apart from a small (2.2 acre) parcel with frontage on both Latimer Lane and Mount Pleasant Road. The parcel at the end of Latimer Lane, surrounding Upper Johnston Lake, is crown land. There are a handful of seasonal residences in the area, but the majority of the lots on Latimer Lane are vacant. Of the nine

privately owned parcels, six lots have frontage on a Township Road maintained year-round. These lots are zoned Rural, which is appropriate for lands with public road frontage.

There are additionally two lots that are already zoned Limited Services Rural (LSR), one of which fronts onto the seasonally maintained portion of Latimer Lane, and one that fronts onto the unassumed road. 222 Latimer Lane is the only lot on Latimer Lane in the Rural zone that doesn't front onto a Township Road maintained year-round.

Provincial Policy Statement (2020) (the 'PPS')

To be approved by the Municipality it is essential that the By-law be 'consistent' with the broad policies reflecting Provincial interests and recorded in the PPS.

The vision of the PPS is to promote *"the long-term prosperity and social well-being of Ontario [which] depends upon planning for strong, sustainable and resilient communities for people of all ages, a clean and healthy environment and a strong and competitive economy."*

Section 1.0 of the PPS provides policies related to building healthy and strong communities. To build strong healthy communities, the PPS seeks to promote efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term (ins. 1.1.1 a).

Pursuant to **Section 1.1.5** in the PPS the Property is deemed to be 'Rural Lands' in a municipality. This section provides specific policies for Rural Lands in Municipalities and states in part in subsection 1.1.5.2 that on rural lands, permitted uses include:

- c) residential development, including lot creation, that is locally appropriate;

Further, in **Section 1.1.5.5** that development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.

In my professional planning opinion, approval of the proposed by-law will be consistent with the PPS as it will allow for a use that is permitted on rural lands, while recognizing that the lands are not fully serviced by the Municipality. Re-zoning of the subject property, which will lead to a road maintenance agreement, will avoid the need for road upgrades and year-round municipal maintenance, as well as lower the municipalities liability risk. Overall, this will help protect the financial well-being of the municipality, and brings Calvin in line with other neighbouring municipalities that use the LSR designation in this manner (i.e., Township of Papineau-Cameron, etc.)

East Nipissing Official Plan

The East Nipissing Official Plan (OP) establishes a policy framework for the East Nipissing Planning area, which includes the Municipality of Calvin, the Municipality of Mattawan, and the Township of Papineau-Cameron. The OP has been adopted by the Council of the Corporation of the Municipality of Calvin and serves as the Official Plan in which the Zoning By-law must conform to.

The OP begins in **Section 2.0** by providing policies for guiding growth and development. Generally, low density residential development is permitted in rural areas. However, as per **Section 2.2** "the focus of new development in the Rural Policy Area will be infill on vacant lots of record and in areas serviced by existing roads and municipal services". The reason the OP favours lots serviced by existing roads and municipal services, rather than those that do not have public road frontage, is that this

avoids the cost of extending or upgrading municipal infrastructure. Further, this requirement is to assist in providing safe access to properties for emergency services.

Section 2.6 of the OP provides criteria in which access to development may be permitted. Generally, to develop a permanent dwelling, the property's frontage should be on an improved year-round maintained road. The OP states that development on a seasonally maintained road is permitted for seasonal land uses only. That said, there are allowances for development on existing private roads, legal right-of-way/ easement or unassumed or unopened municipal road allowances where the road meets appropriate maintenance standards. The Municipality may require the property owner(s) to enter into a maintenance agreement for this type of access. As exemplified through Section 2.6, publicly, year-round maintained road frontage is the optimal means for providing access to properties. It is reasonable to assume that the creation of this policy had regard for safety, convenience, liability and the general welfare of road users. When this optimal means of frontage cannot be achieved, a road maintenance agreement is recognized as a tool in the OP to regulate maintenance and use of roads and other types of accesses described above.

The intent of **Section 2.6** of the OP is to protect the Municipality from unnecessary expenditures that result from bringing seasonal or unassumed roads up to standard and the costs associated with the seasonal and long-term maintenance of these roads. It is not the purpose of the Zoning By-law to request development on a seasonal road. If this were the case, we would suggest that an Official Plan amendment be undertaken to allow a permanent dwelling on a seasonally maintained road. Based on our interpretation of the Zoning By-law (to be discussed later in this report), this development would be permitted with a road maintenance agreement in place, negating the need for an OP amendment. The purpose of the Zoning By-law amendment is to re-zone the property to an appropriate zone which recognizes that it fronts onto a seasonally maintained road. Again, this is consistent with other area municipalities' policies.

The Zoning By-law amendment provides an extra layer of protection to the Municipality as it identifies land which does not have access to frontage on a year-round maintained public street. Zoning of a property is one of the many considerations when purchasers are looking for land. With Rural zoning in place, purchasers may falsely assume that full municipal services are provided. The LSR zone will flag to future purchasers that these services, which are normally provided in the R zone, are not provided year-round.

We also support and recommend the owners enter into a road maintenance agreement with the Municipality. This agreement should detail how the seasonally maintained portion of Latimer Lane will be maintained, and who is responsible for this maintenance during different times of the year. The owners should be made aware of what municipal services are available and when. The agreement should also require that the road be maintained by the owner in the winter months to insure the access for emergency vehicles. The agreement should also acknowledge that the Municipality shall not be liable or responsible in any manner to the property owner along the road.

In my professional opinion the By-law under consideration should be viewed as conforming with the Official Plan.

Zoning By-law No. 2022-019, as amended

The Municipality's Zoning By-law implements the Official Plan and regulates the use of land in the Municipality of Calvin. **Section 4.0** of the By-law provides General Provisions which set out regulations that apply regardless of the specific zoning. **Section 4.11** states that "no person shall erect any

building or structure or use any land in any zone unless the lot upon which such building or structure is to be erected or the land to be used has access to and meets the minimum lot frontage on a street". The definition of a street means "an improved public thoroughfare, lane, road or highway affording principal means of access or entrance to abutting properties, and which has been assumed and is maintained year-round by a public authority". There are exceptions to this provision in **Section 4.11.1**. It is stated that access to a lot shall be permitted for permitted uses located on an existing private road, existing easement and for a permitted use located in a registered condominium located on an internal private road. We acknowledge that "seasonal road" is not excepted under Section 4.11.1. We suggest that this was missed in the writing of the by-law and make the interpretation that seasonal road should be included. We base our interpretation on the text box located within this section that provides the following example:

Example: a road classified as a "seasonal road" will only be maintained on a seasonal basis (i.e., summer season) and development on the road shall only be permitted where the road is maintained by the Municipality or under an authorized road maintenance agreement approved by the Municipality. The Municipality assumes no responsibility for providing maintenance or emergency services in the off-season period or winter months.

Section 4.11.2 states that in addition to Section 4.11.1, development including the issuance of a building permit shall only be permitted where frontage is on a road that is defined in By-law No. 2016-020 and is maintained by the Municipality or is maintained under a road maintenance agreement. What this means is that development on a seasonal road shall only be permitted where the road is either maintained by the Municipality, or under an authorized road maintenance agreement approved by the Municipality.

We understand that council is considering entering into a road maintenance agreement with the property owner and has decided to proceed with the re-zoning prior to drafting the agreement. Under the current Rural (R) zoning, a broad range of uses are permitted. These are enumerated in Section 5.4.1 of By-law No. 2022-019. Many of these are commercial uses that are characterized by frequent and year-round use by clientele. In our opinion, these uses are not appropriate for lands that are maintained on a seasonal basis as this could increase liability for the Municipality if there are injuries or damage to persons. The Limited Service Rural zone limits these commercial uses mainly to those that are normally accessed in the summer months, such as a camp. That said, there are few permitted uses which accommodate members of the travelling public year-round, such as Bed and Breakfast. If council wishes, we can review the permitted uses and restrict uses that may be a liability risk to the Municipality due to frequent and year-round use of the public. It is our understanding that the property owner only wishes to establish a single dwelling on the property. Alternatively, there may be a possibility to provide wording in the road maintenance agreement to recognize that the Municipality bears no responsibility for risk associated with any of the uses permitted in the LSR zone.

Included in **Section 5.5.2** are the Zone Requirements for the Limited Service Rural (LSR) Zone, such as the minimum lot area, minimum lot frontage, minimum yard requirements, maximum building

height, maximum lot coverage, and other provisions. The zone provisions to be applied can easily be met on the subject lands.

In my professional opinion, the proposed re-zoning from Rural (R) to Limited Service Rural (LSR) is appropriate as it will place the property in the proper zone, which will further recognize that the property does not have access to frontage on year-round maintained public street. This zoning (LSR) will flag to future purchasers that Municipal services, such as snowplowing, are not provided year-round. This will reduce risk to the Municipality as the LSR zone restricts permitted uses to those that are more appropriate for a property without year-round publicly maintained road access.

Recommendation and Next Steps

We recommend that council proceed through the steps to re-zone the subject property with the civic address 222 Latimer Lane from Rural (R) to Limited Service Rural (LSR). The process includes a noticing period of 20 days where the notice of the application (as attached to this report in Appendix 1) is sent to all landowners within 120m of the property, and to all other stakeholders, as required by the Planning Act. A public meeting will then be held where council can formally decide to approve the application. Notice of the Decision of the By-Law (By-Law as attached to this report in Appendix 2) will be provided to all persons who requested notification of the decision. Following this, there is a 20-day appeal period in which a person or public body who, before the by-law was passed, made oral submission at the public meeting or written submissions to council, can appeal the decision. As mentioned, we also support and recommend the owners enter into a road maintenance agreement with the Municipality. The Chief Building Official (CBO) can issue a building permit once all planning approvals are granted.

We are aware that there are several properties in the Municipality which should be zoned LSR due to deficient public year-round road access. We suggest that council consider re-zoning these properties concurrently with this property. Re-zoning the properties concurrently would allow for council to go through the re-zoning process once to be heard at one public meeting. Admittedly, this would require additional time for our staff as all properties would need to be noticed, and all property owners should be notified and provided the opportunity to ask questions and provide comment. That said, we believe that this process could be completed early 2024 so that the owner of 222 Latimer Lane could have a building permit and build in the spring. If not done concurrently, we still suggest that the noted properties be re-zoned following this Zoning Amendment.

Respectfully submitted,

Mackenzie Van Horn

Mackenzie Van Horn, M.PL.
Planner
(705) 474-1210
mackenzie.vanhorn@tulloch.ca



Steve McArthur, MCIP, RPP.
Senior Planner | Project Manager.
(705) 474-1210 x.561
steve.mcarthur@tulloch.ca

Appendix 1 – Draft Notice of Public Meeting

THE CORPORATION OF THE MUNICIPALITY OF CALVIN
NOTICE OF PUBLIC MEETING CONCERNING
PROPOSED ZONING BY-LAW AMENDMENT (ZBA-(X)-2024)

PROPERTY OWNER: SILVERTHORNE, TAMARA
CON 7 LOT 33 TO 34 PCL 14136
Township of Calvin
(Civic Address: 222 Latimer Lane)

TAKE NOTICE that the Council of the Corporation of the Municipality of Calvin will hold a public meeting on the **(XX)th day of January, 2024, at 6:00pm** to amend the Township of Calvin Zoning By-Law No. 2022-019, as amended.

The request is to change the zoning on a portion of the subject property from Rural (R) Zone to Limited Services Rural (LSR). The LSR zone will recognize that the subject land does not have access to a year-round maintained public street and reflects that municipal services which may normally be provided will not be guaranteed including, but not limited to, snow ploughing, road upgrading, school bussing, garbage pick-up, access by emergency vehicles. The re-zoning will only apply to the part of the property that is zoned Rural (R) and not the lands zoned Environmental Protection (EP).

The proposed Zoning By-law Amendment public meeting required under Section 34 of the Planning Act will take place at the Township's Council Chambers at **1355 Peddlers Drive Mattawa, ON P0H 1V0**.

TAKE NOTICE that the Corporation of the Municipality of Calvin has determined this application to be complete under Section 34 (10.7) of the Planning Act.

TAKE NOTICE that the subject lands are also subject to a Consent application (file no.).

ANY PERSON may attend the public meeting(s) and/or make written or verbal representation either in support of or in opposition to the proposed amendments.

If a person or public body would otherwise have an ability to appeal the decision of the Corporation of the Municipality of Calvin to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Municipality of Calvin before the by-law is passed, the person or public body is not entitled to appeal the decision.

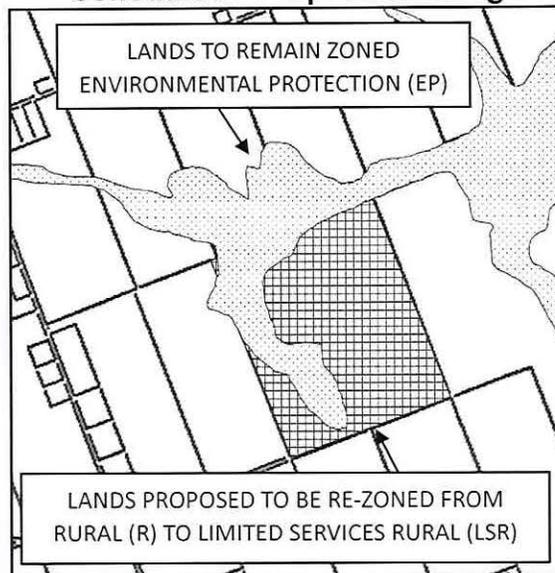
If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Municipality of Calvin before the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Municipality of Calvin to the Ontario Land Tribunal.

If a person or public body does not make oral submissions at a public meeting, or make written submissions to the Corporation of the Municipality of Calvin before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

PUBLIC HEARING – You are entitled to participate in the public hearing on your own or you may be represented by counsel or an agent to give evidence about this application. Written submissions that relate to an application shall be accepted by the (contact) before the hearing of the application and shall be made available electronically to any interested person for inspection the day of the hearing by contacting the Clerk-Treasurer during (regular office hours). The Public Meeting will be live streamed at (link). If you wish to provide comments during the live stream on the subject application you are encouraged to do so to (email).

FOR MORE INFORMATION about this matter, including information about appeal rights, contact (contact) at (email) or 1355 Peddlers Drive Mattawa, ON P0H 1V0 or 705-744-2700 ext. (###). If you wish to be notified of the decision of the Council for the Corporation of the Municipality of Calvin on the proposed Zoning By-law amendment, you must make a written request the (contact) at (email) or 1355 Peddlers Drive Mattawa, ON P0H 1V0.

Schedule A: Proposed Zoning



**THE CORPORATION OF THE MUNICIPALITY
OF CALVIN
BY-LAW NO. 2024-XX
BEING A BY-LAW TO AMEND
ZONING BY-LAW NO. 2022-019, AS AMENDED**

WHEREAS pursuant to the provisions of the *Planning Act*, RSO 1990, Section 34, the Council of a Municipality may enact By-Laws regulating the use of lands and the erection of buildings and structures thereon;

AND WHEREAS By-law No. 2022-019 regulates the the use of land and the character, location and use of buildings and structures in the Municipality of Calvin.

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to amend By-law No. 2022-019 to rezone certain lands from Rural to Limited Services Rural;

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

1. The lands affected by this By-law, located on a portion of those lands described as Lot 33 to 34, Concession 7, Parcel 14136, geographic Township of Calvin, located in the corporate boundaries of the Township of Calvin are highlighted on Schedule, "A" which is attached hereto and forms part of this By-law.
2. That By-law 2022-019 is hereby amended by changing the zoning on a portion of the subject property from Rural (R) Zone to Limited Services Rural (LSR).

Read a first time this XXth day of January, 2024.

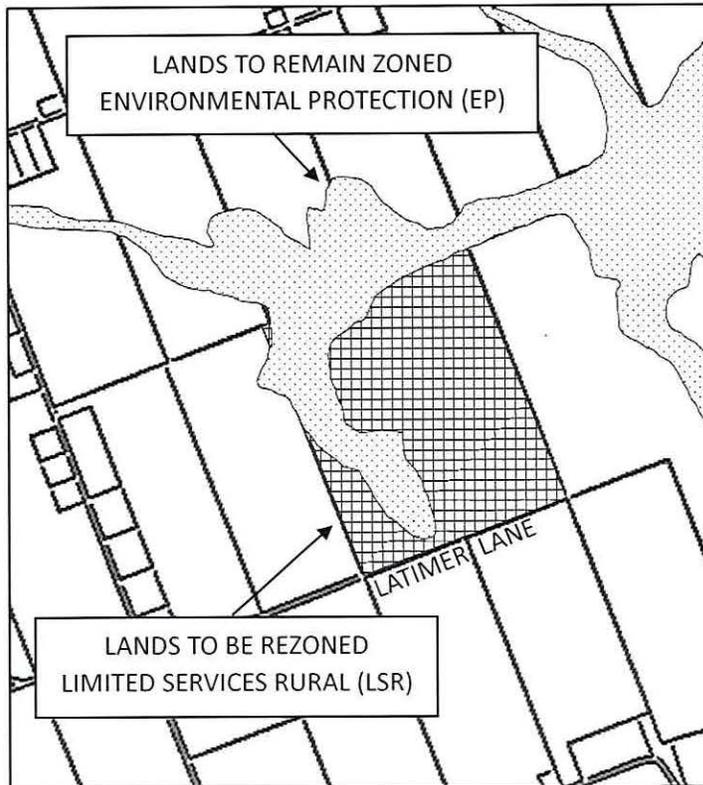
Public Meeting held the ____ day of _____ 2024.

Read a second, third and finally passed this ____ day of _____, 2024.

Mayor

Clerk

Schedule 'A' to By-law 2024-XX





Corporation of the Municipality of Calvin

By-law No: 2023-048

December 12, 2023

Resolution: 2023-322

Moved By: Councillor

Seconded By: Councillor

Whereas by virtue of Resolution Number **2023-147** adopted on **Jun 12, 2023**, whereby Jordan Whalley was appointed Interim Fire Chief for the Corporation of the Municipality of Calvin,

NOW THEREFORE BE IT RESOLVED THAT a **By-law 2023-048** to repeal **By-law 2023-024** be READ, PASSED AND NUMBERED.

AND THAT said By-law be signed by the Mayor and CAO and sealed with the Seal of the Corporation.

Results:

Mayor Gould

CAO, Donna Maitland

**THE CORPORATION THE MUNICIPALITY OF CALVIN
BY-LAW NO. 2023-048 to Repeal**

By-Law 2023-024 Being a By-Law to appoint an Interim Fire Chief

WHEREAS the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, (the “Act”) subsection 5(0.1) provides that the council of a municipality may establish, maintain and operate a fire department for all or any part of the municipality;

AND WHEREAS the Corporation of the Municipality of Calvin has established, maintains and operates a fire department;

AND WHEREAS the *Act* provides if a fire department is established, the council of the municipality shall appoint a fire chief for the fire department and describes the powers and responsibilities of the fire chief;

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

1. **THAT** Jordan Whalley was appointed Interim Fire Chief for the Corporation of the Municipality of Calvin with the powers, duties and responsibilities of a Fire Chief as described in the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4. And as a Mariel Labresche was appointed as Fire Chief effective September 25, 2023, Jordan Whalley is therefore no longer acting Interim Fire Chief.
2. **THAT** all other by-laws inconsistent with this by-law are hereby repealed.
3. **THAT this** by-law shall come into force and take effect upon final passing thereof.

READ A FIRST, SECOND AND THIRD)	_____
)	MAYOR
TIME AND FINALLY PASSED THIS)	
)	
12TH DAY OF December, 2023)	_____
)	CLERK



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-323

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

The Corporation of the Municipality of Calvin Township hereby formally appoints Jordan Whalley as the Deputy Fire Chief for the Calvin Fire Department effective the hiring date of Sept 28, 2023 by By-Law 2023-049.

Results:

Recorded Vote:

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
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 Manson	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input type="checkbox"/>	<input type="checkbox"/>

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2023-049

Being a by-law to appoint the Deputy Fire Chief for the Corporation of the Municipality of Calvin.

WHEREAS the Council of a municipality may establish, maintain and operate a fire department for all or any part of the municipality pursuant to Section 5 of the Fire Prevention and Protection Act, 1997, S.O. 1997 c. 4;

AND WHEREAS Section 6 (1) of the Fire Prevention and Protection Act, 1997, S.O. 1997 c. 4 requires that where a fire department has been established, the Council of the municipality appoint a Fire Chief for the Fire Department;

AND WHEREAS By-Law No. 2018-009 establishes and regulates a Fire Department in the Corporation of the Municipality of Calvin and Section 2 of By-Law No. 2018-009 designates a Fire Chief as head of Fire Department and Section 1(g) designates the Deputy Fire Chief as the second ranking officer to carry out the duties of the Fire Chief in his absence;

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

1. That Jordan Whalley be and is hereby appointed as the Deputy Fire Chief for the Corporation effective September 28, 2023, and
2. That any preceding by-laws appointing Deputy Fire Chief are hereby repealed, and
4. That this by-law shall come into full force and effect as of the date of its passing.

READ A FIRST AND SECOND TIME AND READ A THIRD TIME AND FINALLY passed in open council this 12th__ day of December_____, 2023.

Mayor

CAO



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-324

Moved By: Councillor

Seconded By: Councillor

WHEREAS:

As a solicited offer to purchase 142 Talon Lake Road was received.

WHEREAS:

Council for the Corporation of the Municipality of Calvin by resolution 2023-150 dated June 13th 2023 gave direction to the CAO to value property 142 Talon Lake Rd to obtain an appraisal of 142 Talon Lake Road property, and whereas the appraisal was obtained.

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin agrees to (Not) list the property for sale.

Results:

Recorded Vote:

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

James O'Hare
375 Main Street - Box 1050
Mattawa ON P0H 1V0
705-744-8188



Tel: 705-744-5492
Fax: 705-744-5665
E-Mail: jameso@onlink.net

Northern Life Realty

LETTER OF OPINION

RE: 142 TALON LAKE ROAD

REGISTERED DESCRIPTION: PCL 26648 SEC NIP; PT LT 36 CON 11 CALVIN PT 2, 36R3901; CALVIN; DISTRICT OF NIPISSING

REGISTERED OWNER: THE CORPORATION OF THE MUNICIPALITY OF CALVIN

In response to your request for an opinion of the market evaluation of the above-referred property, this is to advise that a careful and personal inspection was made of the said property. Consideration was given to all forces and factor's which influenced the property at the subject location.

The basis used for arriving at an estimate of market value was the searching out of sales of similar properties and in each instance making an allowance for the degree of comparability. The results were then correlated.

Market Value: "Market Value" for the purpose of this appraisal is: "The highest cash price estimated terms of money which a property will bring if exposed for sale in the open market, allowing a reasonable time to find a purchaser who buys with knowledge of all the uses to which it is adapted and for which it is capable of being used."

Declaration: I hereby certify that the facts given herein result from my personal inspection of both the neighbourhood and the interior and exterior of the property described above.

I, James O'Hare, of Royal Lepage North Bay Real Estate Services, Brokerage, am not required to give testimony or attendance in court by reason of this Letter of Opinion with reference to the property in question, unless arrangements have previously been made.

Property is 1.02 acres. This is a vacant building lot. According to neighbour there is a drilled well and a septic system that would unlikely meet standard approvals. There is a large, cleared area that is now overgrown with grass/brush. Property is located near the public access to Talon Lake. For further information or comparables to justify my opinion, feel free to contact me, if you have any questions.

I further certify that I have no present or prospective interest in the property described above, and that by virtue of my 38 years of Real Estate and appraisal experience, it is my reasoned opinion that the Market Value of the described property in its existing condition as of September 18th, 2023, is approximately:

Land Value \$65,000
Drilled well & cleared area \$20,000
For a Value of approximately \$85,000


James O'Hare



James B. O'Hare

Member: North Bay Real Estate Board - Ontario Assoc. Real Estate Boards - Canadian Assoc. Real Estate Boards



Your Property Profile

Your property's assessed value is \$32,500 as of January 1, 2016

PROPERTY OVERVIEW

Roll number: 48 22 000 001 46115

Location: 142 TALON LAKE RD

Property description: Vacant residential land not on water

Municipality: CALVIN MUNICIPALITY

Economic/homogenous neighbourhood: 0304/B01

Legal description: CON 11 PT LOT 36 RP36R3901 PART 2 PCL 26648 NIP

Property type: RESIDENTIAL

Access: Year Round Road Access



LATEST SALE ON PROPERTY

Sale date: N/A

Sale amount: N/A

VALUATION

Assessed value:	\$32,500	Tax class(es):	\$32,500 Exempt
-----------------	----------	----------------	-----------------



LOT SUMMARY

Lot area:	1.07 A	Effective lot area:	1.07 A
Frontage:	156.65 F	Effective frontage:	156.65 F
Depth:	149.67 F	Effective depth:	149.67 F
Lot shape:	Irregular		

SUMMARY OF STRUCTURE INFORMATION

Primary Structure

Construction quality:	N/A	Bedrooms:	N/A
Year built:	N/A	Full storeys:	N/A
Renovation year:	N/A	Partial storeys:	N/A
Addition year:	N/A	First floor:	N/A
Condition:	N/A	Second floor:	N/A
Central air conditioning:	N/A	Upper floor:	N/A
Heating system type:	N/A	Building - exterior square footage:	N/A
Fireplace total:	N/A	Basement area:	N/A
Full baths:	N/A	Basement finished area:	N/A
Half baths:	N/A	Basement height:	N/A
Additional variables:	N/A		



ADDITIONAL STRUCTURES

#	Structure code and description	Year built	Quality of construction	Total area (square feet)
---	--------------------------------	------------	-------------------------	--------------------------

LOCATIONAL INFLUENCES

Abuts	N/A
Proximity	N/A
Onsite	(H) TOPOGRAPHY - STEEP SLOPE (K) NO CURBS AND GUTTERS (L) NO STREET LIGHTING (M) NO SIDEWALK ON STREET (O) GRAVEL ROAD
Waterfront	N/A

Copyright © reserved to Municipal Property Assessment Corporation (MPAC) and its suppliers. Copying or distribution, in whole or in part, is prohibited without the written permission of MPAC. The data and results presented are MPAC estimates and are subject to change. For complete terms and conditions, see the login screen on AboutMyProperty, available through mpac.ca.



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-325

Moved By: Councillor

Seconded By: Councillor

Motion from Resolution 2023-296

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Corporation of the Municipality of Calvin is following up per Resolution 2023-296 presented at the November 14, 2023 regarding the Mattawa Area Food Bank whom are asking for a donation in support of the Christmas Meal Hampers.

AND THAT:

While no public donations were received at the Office, Fire Hall and Breakfast for Santa,

That the Municipality will make a financial donation of \$_____ to the Mattawa Area Food Bank.

Results:

Recorded Vote:

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



Corporation of the Municipality of Calvin Council Resolution

Date: December 12, 2023

Resolution Number: 2023-326

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

“The Council for the Corporation of the Municipality of Calvin hereby receive the Consent Agenda items as circulated, less any items requested for separate review and discussion.”

Results:

Recorded Vote:

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