

## OPEN MINUTES

---

### Regular Meeting of Council

### Municipality of Calvin

DATE: December 20 2022

TIME: 7:00 pm

In Person

#### ATTENDANCE

Council: Mayor Gould  
Councillor Adams  
Councillor Grant  
Councillor Latimer  
Councillor Moreton

Absent: NIL

Staff: Teresa Scroope Clerk Pro Tempore  
Jacob Grove – Municipal Administrator

#### 1. CALL TO ORDER

Chair Mayor Gould called the meeting to order at 7:00 pm.

#### 2. DISCLOSURES OF PECUNIARY INTEREST

NIL

#### 3. PETITIONS AND DELEGATIONS

a) Mr. Lonny Rose

#### 4. a) Consent Agenda:

Resolution 2022-362

Moved By: Councillor Grant

Seconded By: Councillor Moreton

**Results: Carried**

#### **NOW THEREFORE BE IT RESOLVED THAT:**

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

#### 4 b.1 Motion to Appoint Auditor for the 2022 Fiscal Year:

Resolution 2022-363

Moved By: Councillor Grant

Seconded By: Councillor Adams

**Results: Carried**

WHEREAS Council has received a staff report from the Clerk Treasurer recommending that the request for 2022 Auditor services as received from BDO be accepted by Council and BDO to be appointed for the 2022 fiscal year; Additionally that the CAO prepare a report to add context as to why we only have one option at this time for an Auditor. This report should include what the additional services that were requested from previous Auditor Grant

Thornton and include those communications. Cost of previous 3 years of financial audits. What date was the request for fee quotation sent to the auditors mentioned and when was the application deadline? Any other relevant information that would clarify why Council has only received interest from one firm.

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

**NOW THEREFORE BE IT RESOLVED THAT:**

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

**4. b.2 Financial Update from Treasurer**

Resolution 2022-364

Moved by: Councillor Latimer

Seconded by: Councillor Moreton

**Results: Carried**

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

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

**NOW THEREFORE BE IT RESOLVED THAT:**

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

**4. b.3 2022 Post-Election Accessibility report from the Elections Clerk**

Resolution 2022-365

Moved by: Councillor Adams

Seconded by: Councillor Moreton

**Results: Carried**

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

**4.C Council to provide Integrity Commissioner Update**

Resolution 2022-366

Moved by: Councillor Grant

Seconded by: Councillor Moreton

**Results: Carried.**

**NOW THEREFORE BE IT RESOLVED THAT:**

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

**4.d. Cassellholme Board of Directors**

Resolution 2022-367

Moved By: Councillor Grant

Seconded By: Councillor Moreton

**Results: Carried**

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

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

**5.a) Councillor Training-Town of Mattawa**

Resolution 2022-368

Moved By: Councillor Moreton

Seconded By: Councillor Adams

**Results: Carried**

**NOW THEREFORE BE IT RESOLVED THAT:**

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

**5.b) Holiday Hours-Office, Landfill and Newsletter**

Resolution 2022-369

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

**Results: Carried**

**NOW THEREFORE BE IT RESOLVED THAT:**

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

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

The following provides the office and landfill closure dates:

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

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

**5.c) Future regular office hours and council meeting dates**

Resolution 2022-370

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

**Results: Carried**

**NOW THEREFORE BE IT RESOLVED THAT:**

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

**5.d) Overtime payout and carry over of vacation time**

Resolution 2022-371

Moved By: Councillor Adams

Seconded By: Councillor Grant

**Results: \*\*\*DEFERRED\*\*\*\***

**5.e) Lonny Rose Delegation Request**

Resolution 2022-372

Moved By: Councillor Moreton

Seconded By: Councillor Latimer

**Results: Carried**

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

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

**6. Confirmatory BY-LAW NUMBER 2022-076**

Resolution 2022-373

Moved By: Councillor Moreton

Seconded By: Councillor Grant

**Results: Carried**

**NOW THEREFORE BE IT RESOLVED THAT:**

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

**7. Adjournment**

Resolution 2022-374

Moved By: Councillor Latimer

Seconded By: Councillor Grant

**Results: Carried**

**NOW THEREFORE BE IT RESOLVED THAT:**

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



Mayor –Richard Gould



Clerk-Teresa Scroope