



THE MUNICIPALITY OF CALVIN

1355 Peddler's Drive
R.R. # 2
Mattawa, ON
POH 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



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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.