

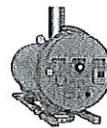
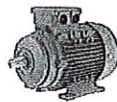
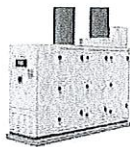
8

# ADMINISTRATIVE MATTERS

# SmartSense

## Program

**The Smart Choice for Smarter Operations  
Through Invitation Only**



## Program Overview

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**SmartSense is the ultimate tool—your municipality’s unfair advantage. With 85%+ of costs covered, it’s future-proof and delivers unmatched clarity into energy use, equipment performance, and operational inefficiencies.**

**SmartSense keeps a constant eye on your facility, finding savings, preventing breakdowns, and reducing operational costs—all while securing grants to make upgrades seamless. It’s powerful, simple, and built to save you money now and for years to come**

# Steps Involved

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## Step 01

### Pre-Apply for Grant Funding

We handle everything to secure up to 85%+ funding for your municipality. No out-of-pocket costs, no hassle—we complete the pre-application and process on your behalf. If funding isn't secured, there's no cost to you.

## Step 02

### Precision Facility Walk through & Scanning

We scan your entire facility and create an ultra-accurate 3D model. Every detail matters—doors, windows, roofs, mechanical systems, and electrical equipment are all analyzed. This gives us a complete picture of your building, exposing inefficiencies and unlocking hidden opportunities to save big.

## Step 03

### Sensor Installation & Dashboard Training

Non-intrusive clip-on sensors are installed on your circuits, delivering second-by-second energy and equipment data. Once live, we train your team to use the intuitive 24/7 dashboard to monitor energy patterns, track equipment health, and access actionable insights in real time.

## Step 04

### Customized Energy Savings Plan

Using real-time data, SmartSence creates a tailored plan to reduce energy consumption, cut costs, and prevent equipment failures. You'll receive:

- A comprehensive report on energy savings and GHG reductions.
- A capital plan for long-term improvements.

Our team provides ongoing support to help you achieve and maintain your energy goals.

## Step 05

### Ongoing Asset Health Monitoring

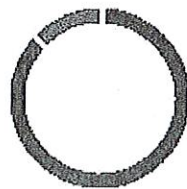
Our system continuously tracks your equipment's energy patterns and performance. With real-time insights, you can identify potential issues before they become costly failures, ensuring your assets operate efficiently over the long term.



# Pre-Apply for Grant Funding



## Pre-Apply for Grant Funding



**85% +  
Funded**

In order to make the program work - we use a combination of federal and provincial grants in order to help gain maximum funding for municipalities, We pre-apply for the grants and do the legwork for you - making sure things stay simple on your end.

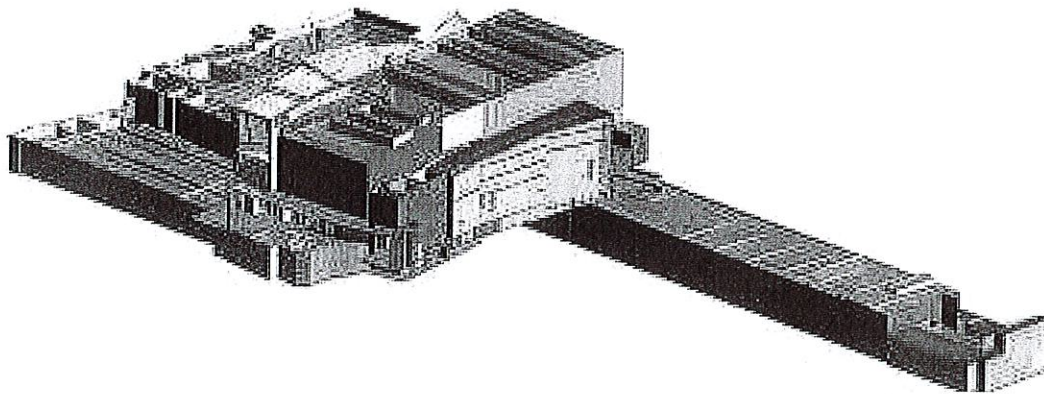
- ✔ Zero Risk: We pre-apply and secure funding before you commit to any project.
- ✔ We Handle It All: We complete the grant application process on your behalf —no effort or resources needed from your team.
- ✔ No Funding, No Charge: If we can't secure the funding, there's absolutely no cost to you.
- ✔ Guaranteed Simplicity: We make the process easy, seamless, and stress-free so you can focus on your priorities.

# Precision Facility Walk through & Scanning

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## Precision Facility Walk through & Scanning



Introducing the Facility 3D Scan: a future-proof solution that's light years ahead of traditional energy audits. Instead of outdated walk-throughs prone to human error, we create an extremely accurate digital model of your facility.

What does that mean for you? More accurate estimates, better insights, and less time spent in your facility disrupting operations. Plus, this model will future-proof your municipality, ensuring you're ready to qualify for grants and funding opportunities for years to come

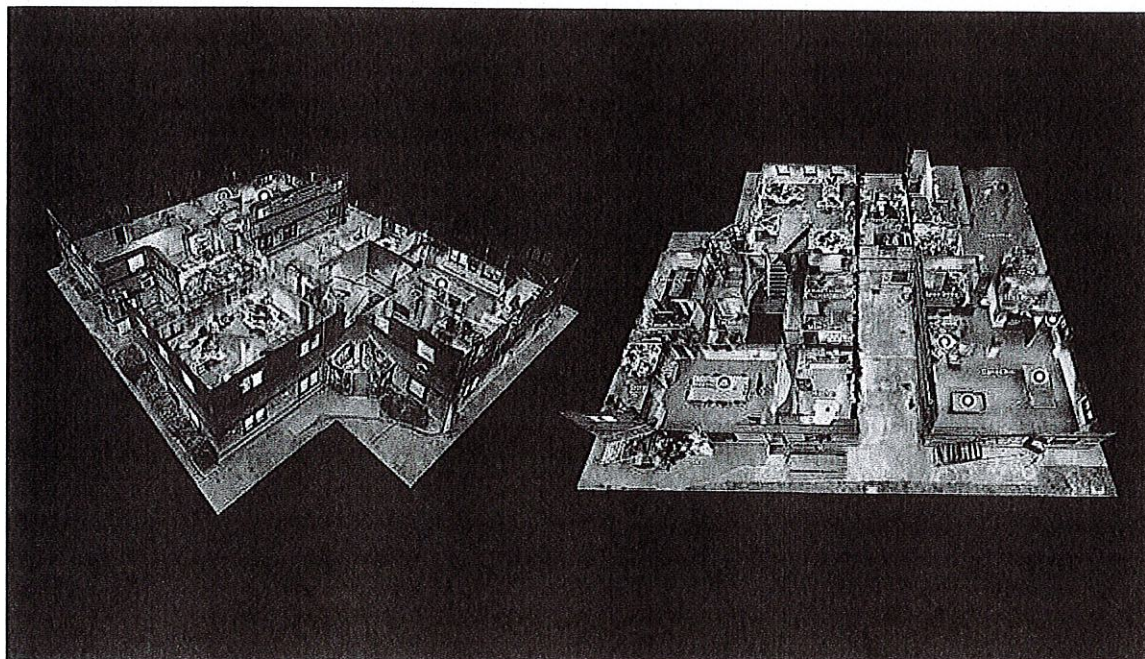
# Facility Walk through & Scanning



Our Facility Walkthrough is designed to uncover every possible opportunity to optimize energy usage and reduce costs. During this detailed assessment, our team will document:

## What We Assess:

1. **Electrical and Mechanical Equipment:**
  - HVAC systems, lighting, motors, pumps, and any other energy-consuming equipment in the facility.
2. **Building Envelope:**
  - Windows, doors, insulation, roof, and other structural components impacting energy efficiency.
3. **Energy Flow and Usage:**
  - Identify how energy is being consumed, pinpoint inefficiencies, and highlight areas for improvement.



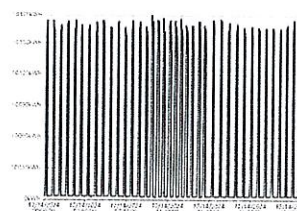
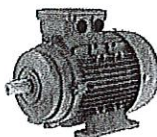




**Step 03**

## Sensor Installation & Dashboard

## Gain Deep Clarity Into Your Facility



Unlock a new level of understanding with our simple sensor installation and powerful dashboard. The sensors provide a detailed, real-time view of your facility's operations, giving you unmatched clarity into how every piece of equipment is performing.

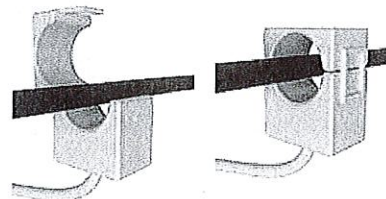
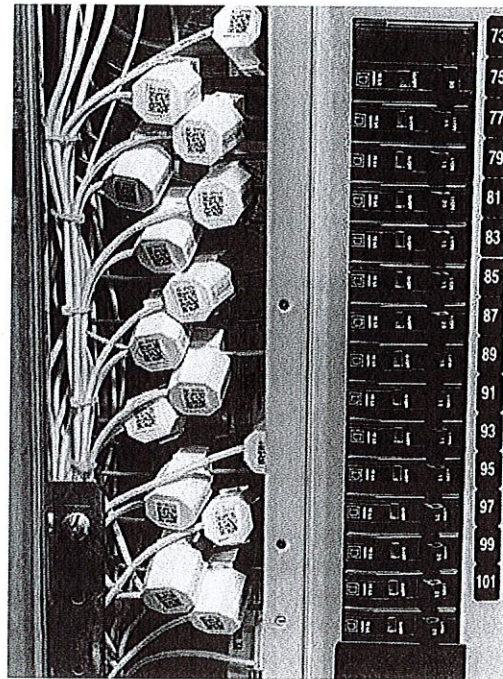
The intuitive dashboard transforms this data into clear, actionable insights—highlighting energy usage, savings opportunities, and potential issues—so you can make smarter decisions with confidence.

**It's clarity made simple.**

# About the Sensors



- ✓ Perfect for buildings of any size age or type
- ✓ Hidden in your electrical panel, monitor everything—HVAC systems, lighting, receptacles, plug loads, pumps, and motors—all without touching the equipment itself.
- ✓ From rooftop units to submerged pumps and other hard-to-reach areas, our system monitors assets no matter where they are
- ✓ Simple Clip-On Design  
No complex modifications
- ✓ Installation is designed to avoid downtime or interruptions to your operations..
- ✓ Secure, encrypted IoT server powered by AWS. backed by the industry's best.
- ✓ Our sensors require no batteries and zero maintenance.
- ✓ Sensors essentially last a lifetime

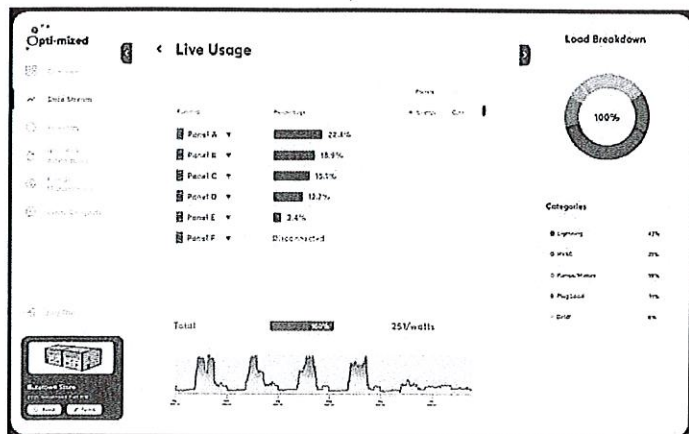


wifi or ethernet

All the sensors simply plug into a gateway-  
which can be quickly connected through either  
Wifi or Ethernet



# About the Dashboard

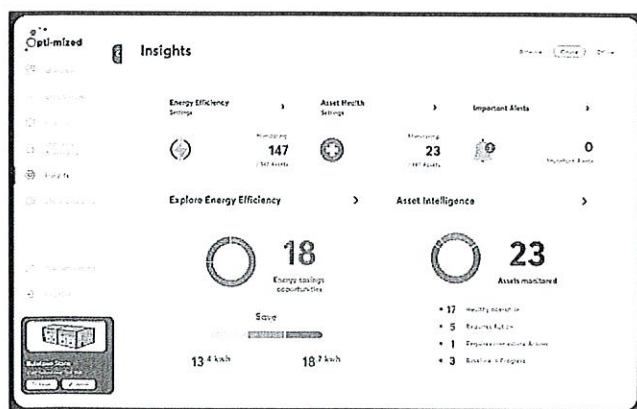
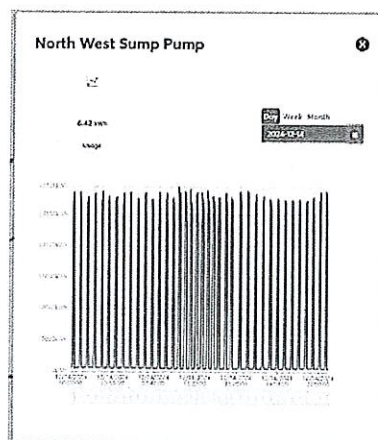


## Get a Live View Anytime

Get a live, real-time view of everything happening in your facility. From equipment status to energy usage, our dashboard gives you instant clarity on what's running, what's not, and where action is needed—all in one place. No delays, no guesswork—just live insights at your fingertips

## Historical Insights: Track Any Asset, Anytime

Easily check in and out on any piece of equipment whenever you need. View clear, detailed performance graphs, zoom in and out for precision, or select specific dates to analyze trends. It's simple, clear, and gives you complete control over your asset's history—all in just a few clicks



## Insights: Everything You Need to Know

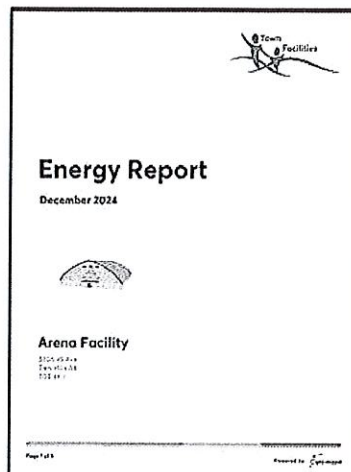
Get a complete view of what's happening in your facility, all in one place. From energy savings opportunities to potential issues, the Insights page highlights where you can save and what needs attention. Clear, actionable data—so you can make smarter decisions and keep your facility running at its best

# Customized Energy Savings Plan



## Customized Energy Savings Plan

**Accurate, Ongoing, and Actionable**



Unlike traditional energy audits that deliver a one-time paper report, our customized energy plan goes far beyond. By combining a 3D facility scan with real-time sensor data, we provide an extremely accurate and ongoing plan that uncovers every possible way to save energy and reduce inefficiencies.

Here's what makes it different:

- **Unmatched Precision:** Sensors monitor each piece of equipment, identifying operational inefficiencies in real time.
- **Hidden Savings Unlocked:** We detect what's often overlooked—like peak demand, equipment performance, and wasted energy—driving massive savings.
- **Ongoing Optimization:** Savings don't stop after the audit. We continuously identify new opportunities and inefficiencies as your facility operates.
- **Grant-Backed Upgrades:** We identify and calculate available grants for equipment upgrades, showing you savings, ROI, and funding opportunities—all in one place.

This isn't just a plan; it's a dynamic, future-proof strategy that helps you cut costs, optimize operations, and make confident decisions for your facility.

# Energy Savings



## Savings You're Missing Every Day

Every day, your facility is leaking energy—and money. It's the little things: unnoticed operations, inefficient equipment, and wasted energy that add up over time. We find those opportunities for you, so you stop losing and start saving, without lifting a finger

ECM's Detected



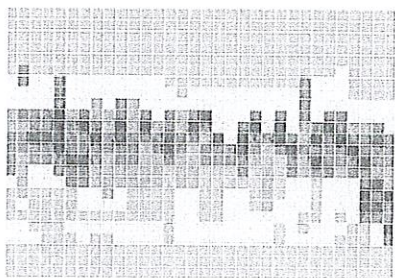
18

Energy savings opportunities

Est. Annual Savings (kWh)

133<sup>4</sup>

167<sup>9</sup>



Click for facility general info >



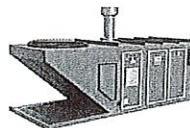
## Peak Demand

Most facilities have no idea how to reduce peak demand. Why? Because they can't see it. Without visibility, you don't know what's running, when it's running, or how much energy it's consuming.

Our heat map makes it crystal clear—showing you exactly what's driving your peak demand and when it happens. With this clarity, you can take control, make adjustments, and lower costs.

## Equipment Retrofits: Real Data, Real Savings

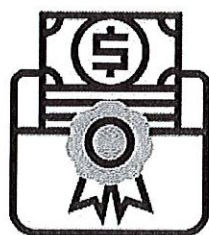
Discover exactly how much you can save with equipment retrofits—no guesswork, no assumptions. Our insights are based on real data from your facility, not generic projections. This means you'll have accurate, actionable information to make confident decisions about upgrades. And the benefits don't stop there—we can track the savings after the retrofits, giving you measurable proof of performance and long-term value.





# Energy Savings

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## Grant Alerts

Stop wasting time hunting for grants and hoping they match your facility. Our system does the work for you—identifying grants tailored to your facility's needs, potential upgrades, and energy-saving opportunities.

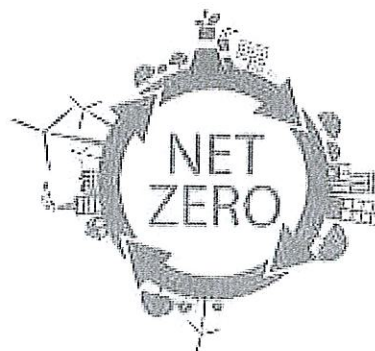
With deep data collected from your facility, we ensure you'll exceed grant requirements, making the process seamless and completely hands-free for you. We don't just show you what's available; we calculate exactly how upgrades will benefit your facility and how much you'll save.

It's clarity, convenience, and funding opportunities—all in one place.

## How to get to Net Zero

Achieving net zero doesn't have to be a guessing game. We will develop a tailored plan for your municipality to cut energy usage by 50% in the next 10 years and push toward 80-100% reductions in the next 20 years.

Our approach prioritizes the most cost-effective ways to reach net zero, ensuring you save money while meeting sustainability goals. This plan will include actionable steps, ongoing monitoring, and active searches for grants and incentives to support your journey. With a clear roadmap, we'll help you achieve long-term energy savings and sustainability with minimal financial burden.



# Asset Health: Simple, Automated, Done for You



## Asset Health: Simple, Automated, Done for You

Asset Intelligence



# 23

Assets monitored

- 17 Healthy operation
- 5 Requires Action
- 1 Requires Immediate Action
- 3 Baseline in Progress

We monitor your assets so you don't have to. At a glance, you'll see exactly what's happening: how many assets are running smoothly, which ones need attention, and where immediate action is required. No digging through data—just clear, real-time status updates, like '23 assets monitored: 17 healthy, 5 need action, 1 critical, and 3 baselines in progress.'

It's effortless, automated, and designed to give you total confidence in your facility's operations

## How does this system help monitor asset health?

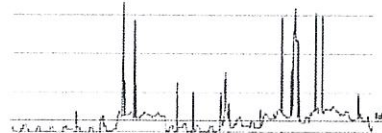
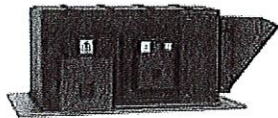
Take a look at the next pages .....



# Asset Health



## How does this system help monitor asset health?



### Asset Cycles

We monitor equipment by tracking its cycles—a cycle is the period from when a piece of equipment turns on to when it turns off.

Each cycle reveals valuable performance data, with the electrical pattern being the most critical indicator. By analyzing these patterns, we gain deep insights into how the equipment is operating and where inefficiencies or issues may exist.

### Create Baseline

Over approximately 90 days, we capture around 100-120 cycles to establish a performance baseline—a benchmark unique to each piece of equipment.

- ☑ Any Type of Equipment
- ☑ Any Age
- ☑ Any Condition
- ☑ Any Location

**90**  
Operational/  
Running Days

or

**100-120**  
Cycles

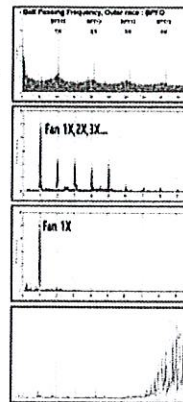
By establishing this baseline, we provide a clear picture of your equipment's performance, efficiency, and health—helping you identify early warning signs, prevent costly breakdowns, and extend the lifespan of your assets.

# Asset Health



## Irregular Spikes

We monitor for irregular spikes that signal equipment issues. Beside are a few examples of patterns and the problems they indicate.

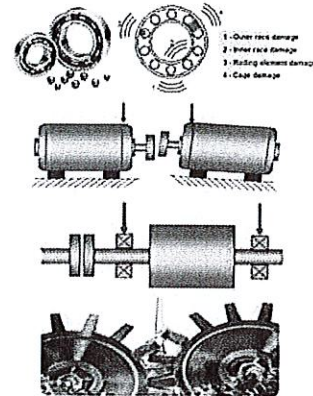


➤ Bearing

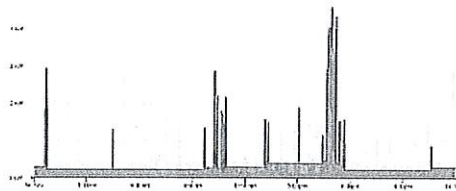
➤ Misalignment

➤ Unbalance

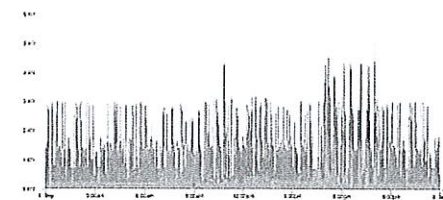
➤ Lubrication



Typical Cycle



Irregular Cycle



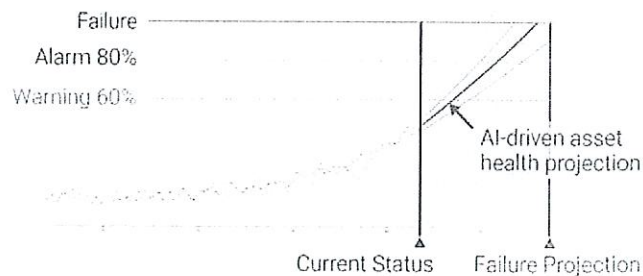
## Irregular Performance

"Regular performance shows stable, predictable activity. Irregular performance? It's chaotic, with spikes and patterns signaling potential issues like inefficiencies or equipment failures.

By monitoring these irregularities, we spot problems early—so you can take action before they turn into costly breakdowns

## Measure Deterioration

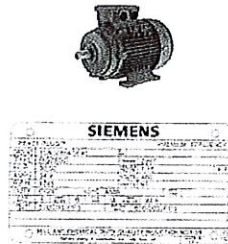
"As equipment ages, it naturally deteriorates over time. We measure that deterioration by tracking performance trends and plotting how your equipment's health declines. In the diagram beside, you'll see how we identify this trend, allowing us to predict the remaining life of your equipment—so you can plan repairs or replacements before failure happens



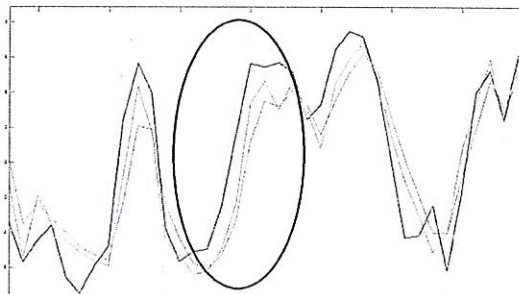
# Asset Health

## Manufacturers Specs

Manufacturers set performance thresholds for how equipment should operate. In many cases, we can find the exact specs for your equipment—or similar models—and compare real-time performance against these benchmarks. When equipment exceeds these specs, it's a sign of inefficiencies or potential issues that need attention.



Eff. No.	V.P.	Eff.	Power (kW)	Current (A)	Speed (rpm)	Efficiency (%)	Power Factor	Operating Temperature (°C)
14 B	TACOTR 10/4 10/2	50%	1.8	20.48	2850	78.00	0.85	11.30
		65%	2.7	30.96	2850	79.00	0.85	11.30
		75%	3.6	41.44	2850	80.00	0.85	11.30
		85%	4.5	51.92	2850	81.00	0.85	11.30
	TACOTR 10/4 10/2	50%	1.8	20.48	2850	78.00	0.85	11.30
		65%	2.7	30.96	2850	79.00	0.85	11.30
		75%	3.6	41.44	2850	80.00	0.85	11.30
		85%	4.5	51.92	2850	81.00	0.85	11.30
	TACOTR 10/4 10/2	50%	1.8	20.48	2850	78.00	0.85	11.30
		65%	2.7	30.96	2850	79.00	0.85	11.30
		75%	3.6	41.44	2850	80.00	0.85	11.30
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		75%	3.6	41.44	2850	80.00	0.85	11.30
		85%	4.5	51.92	2850	81.00	0.85	11.30



## Pattern Matching

As we detect issues or problems with equipment, we record those events and their unique electrical patterns. Over time, we build a library of patterns linked to specific failures.

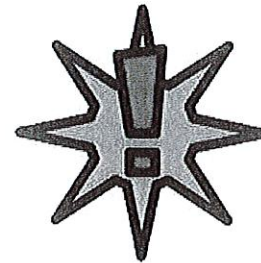
When monitoring your equipment, we match its performance against these patterns. If a match occurs, we statistically predict potential breakdowns and alert you early—giving you time to take action before a failure happens.

## Preventing Critical Oversights

Small issues, when unnoticed, can cause big, expensive problems. For example:

- **Heat Tape Failures:** If heat tape stops running, pipes can freeze and burst, leading to costly repairs.
- **Dehumidifier Issues:** When dehumidifiers don't run enough, excess humidity can cause rust, structural damage, and costly replacements—like roof joints in facilities.

By monitoring equipment performance and identifying when systems aren't running as they should, we help prevent these critical oversights, saving you from unexpected damage and expenses.





# SmartSense Summary

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SmartSense is a fully funded, future-proof solution designed to give municipalities complete clarity into their facilities' operations, energy efficiency, and equipment health.

## Here's what SmartSense does:

**Real-Time Monitoring:** Clip-on sensors track each piece of equipment in your facility, providing second-by-second insights into energy usage and performance.

**Precision Energy Plan:** Combining 3D facility scans and sensor data, SmartSense uncovers every energy-saving opportunity and operational inefficiency—things traditional audits miss.

**Equipment Health & Predictive Maintenance:** Monitors equipment cycles, detects irregular spikes, and measures deterioration to predict and prevent costly breakdowns.

**Ongoing Optimization:** It doesn't stop after one report—SmartSense continuously identifies savings and inefficiencies, ensuring long-term results.

**Peak Demand Insights:** Visualize and reduce peak energy demand to cut costs further.

**Grant Assistance:** We handle the entire grant process—finding funding, calculating savings and ROI for upgrades, and making the process hands-free for you.

## The Value:

**Reduce Costs:** Significant energy savings and optimized operations.

**Avoid Breakdowns:** Predict and fix issues before they become expensive problems.

**Long-Term Results:** A program built to adapt and deliver value over time.

**Minimal Effort:** Everything is set up, managed, and optimized for you.

**Bottom line?** SmartSense delivers unmatched clarity, actionable insights, and cost savings—all while making the process seamless, hands-free, and future-proof.

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# **Experience the Power of SmartSense**

**The Ultimate Game-Changer for Your Facility—Unmatched  
Clarity, Maximum Savings**

**or want to learn more? - Feel free to reach out anytime**

**Peter Hart  
phart@sustainergy.ca  
(780)-863-4723**

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# Pre-application Form

## Before you begin

GMF uses this Pre-Application Form to collect basic information that will help us establish your proposed project's eligibility to proceed to the next stage of application and whether it's a good candidate to apply for GMF funding using the Full Application Form.

This form has four sections:

- Applicant information
- Project information
- Project eligibility
- Declaration and signature

### IMPORTANT: KEY APPLICATION GUIDE

Before proceeding, please make sure that you're following the instructions in the relevant application guide to fill out this form:

- Sustainable municipal buildings application guide (<https://media.fcm.ca/documents/programs/gmf/smb-application-guide-gmf.pdf>)
- Municipal fleet electrification application guide (<https://media.fcm.ca/documents/programs/gmf/mfe-application-guide-gmf.pdf>)
- Organic waste to energy application guide (<https://media.fcm.ca/documents/programs/gmf/owe-application-guide-gmf.pdf>)
- Community energy systems application guide (<https://media.fcm.ca/documents/programs/gmf/ces-application-guide-gmf.pdf>)
- Net-zero transformation application guide (<https://media.fcm.ca/documents/programs/gmf/nzt-application-guide-gmf.pdf>)

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

Before submitting documents online, please make sure you are uploading supported files. Please refer to the attachment guideline (<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:1c267bce-57bd-3b3a-87d7-646f6ae7bb40>), where you can find which file formats are accepted, what limits on file size, and what to do if your files are too large.

**Submission process:** You'll be asked to review your responses before you submit your pre-application form, and incomplete questions will be highlighted on the **summary page**.

Consultants may assist lead applicants in preparing submissions, but they cannot submit applications. Only the lead applicant with the "application contact" role can submit the application.

Eligible candidates will be invited to complete a full application. A positive pre-application form review and invitation to complete a full application does not constitute funding approval.

## Applicant information

### IMPORTANT: KEY APPLICATION GUIDE

Before proceeding, please make sure that you're following the instructions in the relevant application guide to fill out this form:

- Sustainable municipal buildings application guide (<https://media.fcm.ca/documents/programs/gmf/smb-application-guide-gmf.pdf>)
- Municipal fleet electrification application guide (<https://media.fcm.ca/documents/programs/gmf/mfe-application-guide-gmf.pdf>)
- Organic waste to energy application guide (<https://media.fcm.ca/documents/programs/gmf/owe-application-guide-gmf.pdf>)
- Community energy systems application guide (<https://media.fcm.ca/documents/programs/gmf/ces-application-guide-gmf.pdf>)
- Net-zero transformation application guide (<https://media.fcm.ca/documents/programs/gmf/nzt-application-guide-gmf.pdf>)

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

How did you hear about  
municipal funding from FCM? Other

#### Participating Organizations

Page 1 of 1 (1 items)	[1]	Page size: 10	
Organization Name	Organization Role	Actions	
Municipality of Calvin	Lead Applicant and Municipality	✕	
Page 1 of 1 (1 items)	[1]	Page size: 10	

#### Project Contacts

Page 1 of 1 (1 items)	[1]	Page size: 10	
Organization Name	Contact Name	Contact Role	Actions
Municipality of Calvin	Donn Maitland	Application Contact	✕
Page 1 of 1 (1 items)	[1]	Page size: 10	

#### Supporting Document(s)

If you are a municipal partner (i.e., not a municipal government), please provide supporting documentation as specified in the guidance document.

Document Name	Description	Actions
No data to display		

## Project information

### IMPORTANT: KEY APPLICATION GUIDE

Before proceeding, please make sure that you're following the instructions in the relevant application guide to fill out this form:

- [Sustainable municipal buildings application guide](https://media.fcm.ca/documents/programs/gmf/smb-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/smb-application-guide-gmf.pdf>).
- [Municipal fleet electrification application guide](https://media.fcm.ca/documents/programs/gmf/mfe-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/mfe-application-guide-gmf.pdf>).
- [Organic waste to energy application guide](https://media.fcm.ca/documents/programs/gmf/owe-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/owe-application-guide-gmf.pdf>).
- [Community energy systems application guide](https://media.fcm.ca/documents/programs/gmf/ces-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/ces-application-guide-gmf.pdf>).
- [Net-zero transformation application guide](https://media.fcm.ca/documents/programs/gmf/nzt-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/nzt-application-guide-gmf.pdf>).

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

## Project Overview

Project Working Title	Calvin Municipal Facilities Energy & Emissions Reduction Study
Offer Type	Sustainable municipal buildings
Project Type	Feasibility study

## Project Description

### Project Description

The Municipality of Calvin is undertaking a feasibility study to evaluate energy performance and greenhouse gas (GHG) reduction opportunities across its key municipal buildings. The facilities included in this study are the Public Works Garage (2,583 sq. ft., built 1975), Community Hall/Municipal Office (3,752 sq. ft., built 1975), Change Room/Recreation Room/Storage (1,335 sq. ft., built 1985), and Central Fire Hall (312 sq. ft., built 1976).

Most of these buildings are over 40 years old and have not undergone major energy efficiency upgrades or in-depth energy studies. The goal of this project is to develop a clear, data-driven pathway for reducing energy consumption, transitioning away from fossil fuel heating sources where applicable, and identifying capital upgrades that align with long-term GHG reduction targets.

This study will help the municipality plan for strategic retrofits, better manage its facility operations, and position itself to access future funding opportunities. As a small community with aging infrastructure, this project represents a high-impact, low-risk opportunity to make meaningful progress toward sustainability and cost savings.

## Objectives and Rationale

### Objectives and Rationale

**Objectives:**

To conduct a comprehensive feasibility study that assesses energy use and greenhouse gas (GHG) emissions across all key municipal facilities in the Municipality of Calvin.

To identify practical and cost-effective energy efficiency upgrades and retrofits that can reduce GHG emissions by at least 50% over time.

To develop a phased implementation plan that guides future renovations, system replacements, and capital investment decisions.

To explore opportunities for transitioning away from fossil fuel heating systems where applicable.

To support future funding applications for capital retrofit projects by providing data-driven insights and a well-defined GHG reduction pathway.

**Rationale:**

Most of Calvin's municipal buildings were constructed in the 1970s and 1980s and have not undergone major energy-related renovations or studies. While these buildings remain functional, their age and infrastructure create inefficiencies that contribute significantly to the municipality's overall GHG emissions. As a small rural community, improving building performance represents one of the most effective ways Calvin can lower its emissions and operating costs.

This feasibility study will offer the clarity and planning needed to make informed decisions about future upgrades, helping the municipality proactively address aging systems and align with national climate goals. It also positions Calvin to secure additional grants and funding to carry out retrofits that will benefit the community for decades to come.

**Budget**

Project Start Date	2025-12-01
Project End Date	2026-05-31
Funding Request (\$)	\$100,000.00
Anticipated Total Project Cost (\$)	\$110,000.00

**Supporting Document(s)**

Please provide supporting documentation as specified in the guidance document.

Document Name	Description	Actions
No data to display		



## Project Eligibility

### IMPORTANT: KEY APPLICATION GUIDE

Before proceeding, please make sure that you're following the instructions in the relevant application guide to fill out this form:

- [Sustainable municipal buildings application guide](https://media.fcm.ca/documents/programs/gmf/smb-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/smb-application-guide-gmf.pdf>).
- [Municipal fleet electrification application guide](https://media.fcm.ca/documents/programs/gmf/mfe-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/mfe-application-guide-gmf.pdf>).
- [Organic waste to energy application guide](https://media.fcm.ca/documents/programs/gmf/owe-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/owe-application-guide-gmf.pdf>).
- [Community energy systems application guide](https://media.fcm.ca/documents/programs/gmf/ces-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/ces-application-guide-gmf.pdf>).
- [Net-zero transformation application guide](https://media.fcm.ca/documents/programs/gmf/nzt-application-guide-gmf.pdf) (<https://media.fcm.ca/documents/programs/gmf/nzt-application-guide-gmf.pdf>).

Please follow this guidance carefully as you fill out the necessary information and attach the required supporting documentation.

## Greenhouse gas reduction benefits

Please describe how this project will contribute to a reduction in GHG emissions

The "Calvin Municipal Retrofit Pathway Study" will significantly contribute to reducing greenhouse gas (GHG) emissions from the Municipality of Calvin's community buildings, targeting at least 50% reduction within 10 years and 80% within 20 years, as required by the Green Municipal Fund. By developing a comprehensive retrofit pathway for the Public Works Garage, Community Hall/Municipal Office, Change Room/Recreation Room/Storage, and Central Fire Hall, the study will identify and prioritize measures to achieve deep decarbonization across these facilities.

Direct GHG Reduction Measures: The study will analyze a range of retrofit measures to reduce on-site GHG emissions, including:

**Fuel-Switching from Fossil Fuels:** Replacing fossil fuel-based heating systems (e.g., natural gas boilers) with electric air-source heat pumps, which leverage Ontario's relatively low-carbon electricity grid to reduce emissions from heating, a major contributor to GHG emissions in these buildings.

**Energy Efficiency Upgrades:** Implementing LED lighting, high-performance glazing, and improved insulation (e.g., re-cladding walls and upgrading roof insulation) to reduce energy demand for lighting, heating, and cooling, thereby lowering electricity and fuel consumption.

**On-Site Renewable Energy:** Installing photovoltaic panels to generate clean electricity, offsetting grid electricity use and reducing associated GHG emissions, particularly during peak demand periods.

**Systemic and Long-Term Reductions:** The study's calibrated energy modeling and scenario analysis will ensure a systemic approach, as outlined in the GHG Reduction Pathway Feasibility Study Guidance Document (Page 5). This includes:

Developing at least two retrofit pathway scenarios (e.g., a "minimum performance" scenario and an "aggressive decarbonization" scenario) to optimize the timing and combination of measures for maximum GHG reductions. For example, the aggressive decarbonization scenario will prioritize early implementation of high-impact measures to maximize cumulative GHG reductions over the 20-year period.

Accounting for future grid decarbonization by using projected grid emission factors (as recommended on Page 19 of the guidance document), ensuring that fuel-switching measures yield increasing GHG reductions as Ontario's electricity grid becomes cleaner over time.

**Enhanced Data-Driven Optimization:** The installation of CT sensors on each circuit will provide detailed, real-time energy consumption data, enabling precise identification of high-emission systems during the study and supporting ongoing optimization post-study. This will ensure that the municipality can continuously refine operations to maintain and exceed the targeted GHG reductions over the 20-year horizon.

**Indirect GHG Benefits through Water Conservation:** The study will incorporate water conservation



measures, such as low-flow fixtures and drain-water heat recovery, particularly in facilities like the Community Hall and Recreation Room with significant domestic hot water loads. These measures reduce the energy required for water heating, indirectly lowering GHG emissions by decreasing electricity or fuel use. Additionally, reducing water consumption decreases the energy demand for municipal water treatment and distribution, further contributing to regional GHG reductions.

**Quantifiable Outcomes:** The study will deliver measurable GHG reduction metrics, including total and percentage reductions in operational GHG emissions (e.g., tCO<sub>2</sub>e), Greenhouse Gas Intensity (GHGI, tCO<sub>2</sub>e/m<sup>2</sup>), and Energy Use Intensity (EUI, kWh/m<sup>2</sup>), as required by the guidance document (Page 19). For example, retrofitting the Community Hall/Municipal Office (3,752 sq. ft.) with air-source heat pumps and solar panels could reduce its heating-related emissions by up to 60% within the first 10 years, while envelope upgrades across all facilities could cut energy demand by 20-30%, contributing to the overall 50% reduction target.

By providing a clear retrofit pathway, supported by life cycle cost analysis and ongoing monitoring, this study will enable Calvin to implement deep retrofits that achieve significant, sustained GHG reductions, positioning the municipality as a leader in sustainable community building management while contributing to Canada's broader climate goals.

#### Supporting Document(s)

Please provide supporting documentation as specified in the guidance document.

Document Name	Description	Actions
No data to display		

**8.1 Northeastern Fire Education Conference, Municipal Track**

**Huntsville, ON**

**March 28, 2025**

**Attended by: Mayor Gould, CAO Maitland**

Verbal reports will be provided at Council meeting.



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** April 08, 2025

### Community Emergency Preparedness Grant

**Resolution Number:** 2025-

**Moved By:** Councillor

**Seconded By:** Councillor

WHEREAS The Corporation of the Municipality of Calvin has received correspondence dated March 28, 2025 from the Director, Emergency Management Preparedness, Programs and Planning Emergency Management Ontario | Treasury Board Secretariat indicating the Municipality of Calvin's application for funding was unsuccessful,

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin consider funding the application's requested items for purchase (specifically those associated with radios for the fire and public works departments) during their 2025 budget deliberations.

### Result

CERTIFIED to be a true copy of  
Resolution No. 2025- passed by the  
Council of the Municipality of Calvin Township  
on the 08<sup>th</sup> day of April, 2025.

Donna Maitland  
CAO/Clerk/Treasurer





From: EMO Community Grants (TBS) <EMOCommunityGrants@ontario.ca>  
Sent: March 28, 2025 1:55 PM  
To: EMO Community Grants (TBS) <EMOCommunityGrants@ontario.ca>  
Subject: Community Emergency Preparedness Grant / Subvention pour les projets  
communautaires de protection civile

Dear Community Emergency Preparedness Grant applicant:

Thank you for applying to the 2024-25 Community Emergency Preparedness Grant (CEPG). We sincerely appreciate the effort you put into submitting your application.

This was an extremely competitive year, with a large number of applicants. Unfortunately, we regret to inform you that your application was not selected to receive funding.

As the one window for provincial emergency management, EMO remains available to support your community to be better prepared for any emergency.

To support communities, EMO offers a variety of resources such as training, exercise opportunities and public education materials that are available at no cost. Should this be of interest to your community please let us know and we will connect you with your local EMO Field officer to provide further information.

Thank you once again for your application and your ongoing leadership to ensure that people and communities across Ontario are safe, practiced and prepared before, during and after emergencies.

Nina Diaz

Director, Emergency Management Preparedness, Programs and Planning

Emergency Management Ontario | Treasury Board Secretariat

nina.diaz@ontario.ca



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** April 08, 2025

### **City of North Bay FONOM Executive Award Nomination -Victor Fedeli**

**Resolution Number:** 2025-

**Moved By:** Councillor

**Seconded By:** Councillor

WHEREAS the mission of the Federation of Northern Ontario Municipalities (FONOM) is to enhance the economic and social quality of life for all Northerners and to ensure a prosperous future for our youth;

AND WHEREAS FONOM is seeking nominations to its 2025 Executive Award,

AND WHEREAS Council for the City of North Bay has submitted information to Councils within the region of its nomination of Victor Fedeli for this award,

NOW THEREFORE BE IT RESOLVED that the Council for the Corporation of the Municipality of Calvin supports the City of North Bay's nomination of Victor Fedeli for the 2025 FONOM Executive Award, recognizing his exceptional and enduring contributions to the enrichment and betterment of the lives of Northern Ontario residents and his unwavering commitment to promoting the mission and objectives of FONOM at both regional and provincial levels;

AND FURTHERMORE THAT a copy of this resolution be sent to the FONOM and the City of North Bay.

### **Result**

CERTIFIED to be a true copy of  
Resolution No. 2025- passed by the  
Council of the Municipality of Calvin Township  
on the 08<sup>th</sup> day of April, 2025.

Donna Maitland  
CAO/Clerk/Treasurer



**The Corporation of the  
City of North Bay**  
200 McIntyre St. East  
North Bay, ON P1B 8V6

**Office of the City Clerk**  
Direct Line: (705) 474-0400, ext. 2510  
Toll Free: 1-800-465-1882  
karen.mcisaac@northbay.ca

April 1, 2025

Via Email Only: [fonom.info@gmail.com](mailto:fonom.info@gmail.com)

The Federation of Northern  
Ontario Municipalities  
306-665 Oak Street East  
NORTH BAY ON P1B 9E5

Attention: Mr. Mac Bain

Dear Sir:

This is Resolution No. 2025-108 which was passed by Council at its Regular Meeting held Tuesday, March 25, 2025.

Resolution No. 2025-108:

Whereas the mission of the Federation of Northern Ontario Municipalities (FONOM) is to enhance the economic and social quality of life for all Northerners and to ensure a prosperous future for our youth;

And Whereas the FONOM Executive Award is presented annually at its conference to recognize an individual who has demonstrated outstanding dedication and tireless efforts in enriching the lives of Northern Ontarians while advancing the objectives of FONOM;

And Whereas Victor Fedeli has made significant contributions to Northern Ontario through his service as Mayor of the City of North Bay (2003–2010), as a Member of Provincial Parliament, and as a Minister in the Government of Ontario, consistently advocating for the well-being and prosperity of North Bay, Nipissing, and the broader Northern Ontario region.

Now Therefore Be it Resolved that the Council of the City of North Bay formally nominates Victor Fedeli for the 2025 FONOM Executive Award, recognizing his exceptional and enduring contributions to the enrichment and betterment of the lives of Northern Ontario residents and his unwavering commitment to promoting the mission and objectives of FONOM at both regional and provincial levels.



Further be it Resolved that a copy of this resolution be sent to FONOM and the Municipalities in the Nipissing Electoral District.

*Karen McIsaac*

Karen McIsaac  
City Clerk

KM/ck

cc: Municipality of Callander  
Municipality of Powassan  
Town of Mattawa  
Township of Bonfield  
Township of Calvin  
Township of Chisholm  
Township of East Ferris  
Township of Mattawan  
Township of Nipissing  
Township of Papineau-Cameron

**CAO**

---

**From:** Jordan Whalley  
**Sent:** April 1, 2025 12:28 PM  
**To:** CAO  
**Subject:** Fw: Additional Fire Protection Grant (FY24-25) Year 1 funds available - Calvin Township  
**Attachments:** Letters of Intent\_Calvin.pdf

Jordan Whalley

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**From:** OFM Grants (SOLGEN) <OFMGrants@Ontario.ca>  
**Sent:** Tuesday, April 1, 2025 11:58:47 AM  
**To:** Jordan Whalley <deputyfire@calvintownship.ca>  
**Subject:** Additional Fire Protection Grant (FY24-25) Year 1 funds available - Calvin Township

Good afternoon,

We are reaching out to your municipality regarding some additional funding available for Year 1 (FY24-25) of the Fire Protection Grant program. Please find attached a Letter of Intent (LOI). The funding amount available to your municipality and additional details are included in this letter.

If you choose to accept the additional grant funds, please have the municipal signing authority complete the Letter of Intent and return it to [OFMGrants@Ontario.ca](mailto:OFMGrants@Ontario.ca) including a cc to your fire protection adviser.

If instead you decide to decline the additional funds, please reply to this email indicating as such. Your decision either way will not affect the standing for your current Fire Protection Grant approved projects and funding.

Please include the name of your municipality in the subject line of your response. A response is required no later than noon on Monday, April 14, 2025.

Regards,

OFM Fire Protection Grant Team

**Ministry of the Solicitor General    Ministère du Solliciteur général**

Office of the Fire Marshal

Bureau du commissaire des  
incendies

25 Morton Shulman Avenue

Toronto ON M3M 0B1

Tel: 647-329-1100

Fax: 647-329-1143

25, avenue Morton Shulman

Toronto ON M3M 0B1

Tél. : 647-329-1100

Télé. : 647-329-1143



March 31, 2025

Jordan Whalley  
A/Fire Chief  
Township of Calvin  
R.R. #2, 1355 Peddlers Drive  
Mattawa P0H1V0

Sent via email to:  
deputyfire@calvintownship.ca

Dear Jordan Whalley,

Further to ongoing discussions regarding the Fire Protection Grant (2024-2025), I am writing to confirm that the fire service has agreed (in principle) to utilizing its additional grant allocation to support its intended purpose as outlined below.

The Township of Calvin will be provided an additional amount of **\$361.73** to support the following approved project:

**The funding will replace outdated, unsafe bunker gear.**

This aligns with the intended purpose of the Fire Protection Grant.

As part of this process, formalization of the additional grant allocation and a Transfer Payment Agreement is required and will be tabled by you for your municipal council at its next meeting.

The Office of the Fire Marshal will reach out to finalize and execute the Transfer Payment Agreement once municipal council has had the opportunity to approve your proposal for spending the additional funds provided.

Sincerely,

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

Carrie Clark, Deputy Fire Marshal



## CAO

---

**From:** CAO  
**Sent:** April 1, 2025 1:18 PM  
**To:** OFM Grants (SOLGEN); Maki, Brian (SOLGEN)  
**Cc:** Fire Dept  
**Subject:** Municipality of Calvin - Additional Fire Protection Grant  
**Attachments:** DOC040125-04012025133943.pdf

Please see attached.  
Regards,  
Donna Maitland

Donna Maitland  
CAO/Clerk/Treasurer  
Municipality of Calvin  
1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0  
Ph: 705-744-2700  
[www.calvintownship.ca](http://www.calvintownship.ca)

☞☞Please consider the environment before printing this e-mail.

DISCLAIMER: This e-mail and any attachments may contain personal information or information that is otherwise confidential. If you are not the intended recipient, any use, disclosure or copying of any part of it is prohibited. The Municipality of Calvin accepts no liability for damage caused by any virus transmitted in this message. If this e-mail is received in error, please immediately reply and delete or destroy any copies of it. The transmission of e-mails between an employee or agent of the Municipality of Calvin and a third party does not constitute a binding contract without the express written consent of an authorized representative of The Corporation of the Municipality of Calvin.

-----Original Message-----

From: Calvin Township Scanner <[scanscalvintownship@gmail.com](mailto:scanscalvintownship@gmail.com)>  
Sent: April 1, 2025 4:40 PM  
To: CAO <[CAO@calvintownship.ca](mailto:CAO@calvintownship.ca)>  
Subject: Send data from MFP13962864 04/01/2025 13:39

Scanned from MFP13962864  
Date:04/01/2025 13:39  
Pages:3  
Resolution:200x200 DPI  
-----

Sent from a Toshiba multifunction device.

**Ministry of the Solicitor General / Ministère du Solliciteur général**

Office of the Fire Marshal

Bureau du commissaire des  
incendies



25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tel: 647-329-1100  
Fax: 647-329-1143

25, avenue Morton Shulman  
Toronto ON M3M 0B1  
Tél. : 647-329-1100  
Télééc. : 647-329-1143

March 31, 2025

Jordan Whalley  
A/Fire Chief  
Township of Calvin  
R.R. #2, 1355 Peddlers Drive  
Mattawa P0H1V0

Instructions to the Municipal Representative:

Please complete and submit a copy of this document to our office at [ofmgrants@ontario.ca](mailto:ofmgrants@ontario.ca) by no later than April 14, 2025.

I hereby accept the grant allocation and proposed strategy for utilization, pending approval by Township of Calvin as outlined above.

Print Name:	Title:	Signature:	Date:
Donna Maitland	CAO Clerk Treasurer	<i>DMaitland</i>	April 01, 2025

**9**

**AGENCIES  
BOARDS  
COMMITTEES**



# **MEDIA RELEASE**

**For Immediate Release**

**March 28, 2025**



**NORTH BAY - MATTAWA  
CONSERVATION  
AUTHORITY**

## **North Bay-Mattawa Conservation Authority appoints Carolyn J. Rodgers as new Chief Administrative Officer, Secretary-Treasurer**

(North Bay, March 28, 2025) The North Bay-Mattawa Conservation Authority (NBMCA) is pleased to announce the appointment of Carolyn J. Rodgers as its new Chief Administrative Officer (CAO), Secretary-Treasurer beginning April 28. With a distinguished career in public service and environmental management, Rodgers brings a wealth of experience and a strong commitment to sustainable conservation practices and a community focused approach.

"We are excited to welcome Carolyn to the NBMCA team," said Michelle Lahaye, Chair of the NBMCA Board of Directors. "Her extensive leadership experience, strategic vision, and dedication to environmental stewardship will be invaluable as we continue to conserve and enhance our watershed's natural resources."

Rodgers previously served as the General Manager, Watershed Restoration Services for the Lake Simcoe Region Conservation Authority where she spearheaded the development of the implementation guidelines for several key policies, including the Lake Simcoe Phosphorus Offsetting, Water Balance Offsetting and Ecological Offsetting initiatives. Her expertise in policy development, stakeholder collaboration, and organizational growth will play a vital role in advancing NBMCA's mission.

"I am honoured to join the North Bay Mattawa Conservation Authority and excited to collaborate with the team, our municipal partners, and the community to promote sustainable practices and conserve and restore the watershed's natural resources," said Rodgers. "I look forward to building on the organization's strong foundation and continuing to drive meaningful environmental outcomes."

In her new role, Rodgers will oversee NBMCA'S programs and services while ensuring the Authority continues to meet its mandate of undertaking watershed-based programs to protect people and property from flooding and other natural hazards, and to conserve natural resources for economic, social, and environmental benefits.

The North Bay-Mattawa Conservation Authority (NBMCA) was founded in 1972 by the Province of Ontario and the NBMCA's its member municipalities. A non-profit organization, the NBMCA works closely with the public to balance human needs with the environmental needs of the region's watershed. NBMCA is one of 36 Conservation Authorities who are members of Conservation Ontario. [nbmca.ca](http://nbmca.ca)

-30-

### **Contact:**

Michelle Lahaye, Chair, NBMCA Board of Directors (705) 471-9455

Dave Mendicino, Acting CAO, Secretary Treasurer (705) 471-2359

**Deputy Clerk**

**From:** Deputy Clerk  
**Sent:** March 25, 2025 1:24 PM  
**To:** Deputy Clerk  
**Subject:** FW: Inspector General Memo and Advisory Bulletin #3: Municipal Police Service Board Policy on Critical Points  
**Attachments:** image007.emz; IGM3 Attachment - TPSB Critical Points Policy.pdf; Inspector General Memorandum 3 - IGM3 - Critical Points Policy - March 20 2025.pdf



**Inspectorate  
of Policing**

**Service d'inspection  
des services policiers**

Office of the Inspector  
General of Policing  
777 Bay St.  
7<sup>th</sup> Floor, Suite 701  
Toronto ON M5G 2C8

Bureau de l'inspecteur général  
des services policiers  
777, rue Bay  
7<sup>e</sup> étage, bureau 701  
Toronto ON M5G 2C8

**From:** Pronska, Karina (SOLGEN) <[REDACTED]>  
**Sent:** March 20, 2025 12:26 PM  
**Cc:** Di Tommaso, Mario (SOLGEN) <[REDACTED]>  
**Subject:** Inspector General Memo and Advisory Bulletin #3: Municipal Police Service Board Policy on Critical Points

**\*The below and attached are sent on behalf of the Inspector General of Policing of Ontario\***

## Inspector General of Policing Memorandum and Advisory Bulletin

**TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Service Boards

**FROM:** Ryan Teschner, Inspector General of Policing of Ontario

**DATE:** March 20, 2025

**SUBJECT:** Inspector General Memo and Advisory Bulletin #3: Municipal Police Service Board Policy on Critical Points

I am writing to share information and advice with you regarding the Toronto Police Service Board's (TPSB) recently approved policy on "critical points," which was first recommended by The Honourable John W. Morden in his 2012 report of the *Independent Civilian Review into Matters Relating to the G20 Summit* (the Morden Report).

### A. The need for a "critical points" policy to support a police service board's statutory governance role



The Critical Points Policy, developed in collaboration between the TPSB and Chief Demkiw, responds to Judge Morden's recommendation that there be greater definition and clarity regarding the role of police service boards in providing civilian oversight of the police service during significant events. The need for a policy on critical points has been consistently supported in other reviews and reports examining the role of civilian police governance in the context of significant policing events, including The Honourable Murray Sinclair's report on the *Thunder Bay Police Services Board Investigation* and The Honourable Gloria J. Epstein's report on the Independent Civilian Review into Missing Person Investigations (*Missing and Missed*).

The Morden Report discusses the fundamental role of civilian oversight in policing, and describes two essential components of a police board's oversight role, both of which are supported by a policy that requires information sharing, discussion and reporting over the life cycle of a critical point:

*The Governance Component: this represents the authority and responsibility for the development of policies that become the framework within which decisions will be made and actions will be taken by the police service. This is intended to ensure that the police service fulfills its legislated function with due respect to community norms.*

*The Accountability Component: the process by which actions and activities already carried out by the police service are evaluated to ensure they are consistent with existing policies. This is intended to ensure that decisions which have been taken can be evaluated and addressed in a transparent manner and that lessons learned can be applied to future decisions.<sup>[1]</sup>*

## **B. Inspector General's advice for municipal police service boards to develop a "critical points" policy**

I am sharing the TPSB's Critical Points Policy as part of my advisory role under section 102(4) of the *Community Safety and Policing Act, 2019* (CSPA), as a response to these consistent and longstanding recommendations, and in recognition of various recent policing events across this province that may reach the critical points threshold. Embedding and then operationalizing a critical points policy is an important step in modernizing the approach municipal police services and boards across Ontario take to their respective roles, and will serve to strengthen Ontario's policing system in a manner that is consistent with the overall modernization the CSPA was intended to achieve. Therefore, **I advise all Ontario municipal police service boards to review the Policy and, in consultation with chiefs of police and other local stakeholders as may be required, to develop and implement your own policy on critical points soon.**

Please note that this advice is intended for municipal police service boards only and is **not** applicable to OPP detachment boards.

A policy will create a **clear definition** for which significant events reach the 'critical point' threshold. A policy will also formally establish a **reciprocal 'information exchange'** for chiefs and boards to provide information to one another that is relevant to their respective roles. As Judge Morden explained: "With this exchange, the Board will be provided with operational information that will inform its policy-making function and the Chief of Police will have an opportunity to provide his or her views on policy options the Board is considering. With this exchange, both policies and operations may be adjusted to address changing circumstances."<sup>[2]</sup> With this 'information exchange' in place, boards can assess the need to set objectives and priorities for how such events are managed and turn their attention to other governance responsibilities that may arise in the context of a critical point. This would include, for example, determining the adequacy of board policies, resources and arrangements with other agencies and orders of government.

I further advise boards to ensure that the implementation of a policy on critical points includes thoughtful review of the TPSB Policy as a starting point, but **expect that factors affecting local policing needs will be considered to develop a policy that is reasonable and relevant for the jurisdiction.** I encourage you to engage your Inspectorate of Policing (IoP) Police Services Advisor for further advisory support as you undertake this work.



When developing your board's own policy on critical points, I have the following additional advice when considering the TPSB Policy:

Reporting on Critical Points, TPSB Policy, section 2, item iv:

A recent revision to CSPA section 19 has transferred authority for requests for temporary policing assistance from boards to chiefs of police. To ensure alignment with the CSPA, in place of item iv in the list of information to be reported by the chief to the chair in the TPSB's current Policy, I recommend the following wording:

"Any plans to involve other organizations, including requests to chiefs of police for temporary assistance pursuant to section 19 of the *Community Safety and Policing Act*."

Chief's Autonomy, TPSB Policy, section 8:

The TPSB Policy reiterates a board's authority to set objectives and priorities and a chief's statutory authority to make and execute the operational plans to achieve them. If the board's objectives are not being met, the chief should be expected to provide information to the board on why and advise on appropriate measures. I urge you to consider the following amendments to the TPSB's Policy, in **bold**:

"If, during the duration of a Critical Point, the Board concludes that, in its view, the **Board's** objectives are not being achieved, the Board will inform the Chief of Police of its conclusion. **The Chief will respond by informing the Board on corrective measures or the operational necessity of deviating from the Board's objectives.** However, the Chief of Police will remain autonomous in determining the appropriate execution of the plans in order to achieve the mission, objectives and priorities."

**C. Engagement of the Ontario Association of Chiefs of Police (OACP) and the Ontario Association of Police Service Boards (OAPSB)**

As part of our ongoing collaboration with the OAPSB and the OACP, the IoP engaged both organizations to understand any additional considerations on developing or implementing a policy on critical points. Given the significance of this policy in helping embed components of a modern approach to police service boards' governance responsibilities and the operational responsibilities of chiefs of police, we greatly appreciate the support of the OAPSB and OACP on this issue, and their ongoing commitment to advancing initiatives that support Ontario police and police governance leaders in raising the performance bar in police governance and operations.

**D. The IoP will continue to support boards and services in compliance and implementing leading practices**

As the IoP gains further operational experience and insights, and through continued engagement with Ontario's policing sector, I will continue to share information and advice on compliance with the CSPA and leading practices that will enhance civilian police governance and improve the delivery of police services. In addition, the IoP will work to create additional resources and opportunities to support the implementation of my advice across the Ontario policing sector.

I trust this information will be helpful to you. Again, I encourage you to reach out to your IoP Police Services Advisor to discuss this matter further.

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Sincerely,

*Ryan Teschner*

**Inspector General of Policing of Ontario**

*Note: Advisory Bulletins are the IG’s advice provided pursuant CSPA s. 102(4) and are intended as a resource for the sector by offering the IG’s general interpretation of various provisions of the CPSA. Advisory Bulletins are not legally binding, and they do not purport to address all possible factual scenarios or circumstances. As such, you may wish to consult with legal counsel to determine how this general guidance should be applied in your own local context and to navigate specific situations.*

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety



**Karina Pronska**  
**Executive Advisor to the IG**

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***Improving policing performance  
to make everyone in Ontario safer***

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*As part of providing accessible customer service, if you have any accommodation needs, require communication supports, or alternate formats, please let me know.*

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<sup>[1]</sup> The Honourable J. W. Morden, *Independent Civilian Review into Matters Relating to the G20 Summit* (Toronto, 2012), page 83 (Morden Report).  
<sup>[2]</sup> Morden Report, page 7.





# TORONTO POLICE SERVICE BOARD

## CRITICAL POINTS POLICY

DATE APPROVED	January 14, 2025	Minute No: P2025-0114-4.0
DATE(S) AMENDED		
REPORTING REQUIREMENT	As needed	
LEGISLATION	<i>Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, ss. 37(1)(a) and (f), and 38(1)(a) and (b).</i>	

### GUIDING PRINCIPLES

Information sharing between the Toronto Police Service (Service) and the Toronto Police Service Board (Board) is foundational to the Board's effective execution of its oversight responsibilities. In particular, information sharing is crucial during times of elevated organizational risk, such as when facing large-scale events.

This Policy defines such ***Critical Points*** and sets out a process to guide the Chief of Police and the Board in identifying them, and ensuring the flow of relevant information from the Service to the Board, so that the Board can most effectively carry out its oversight and governance role, including creating and amending Board policies, setting priorities, asking questions, and providing non-binding advice in relation to operational matters.

The Board acknowledges there are limits to the direction that the Board may give to the Chief of Police, and the importance of respecting those limits. The Board is prohibited by law from directing the Chief of Police with respect to specific investigations, or the conduct of specific operations. Therefore, while the Board may set objectives and priorities for the policing of a Critical Point, the Chief of Police has the authority to determine the methods by which the objective, priority, or outcome will be achieved.

This Policy will not prevent or restrict the Service from exercising its policing powers and authorities, in emergent circumstances, to protect community safety.

### PURPOSE OF POLICY

The purpose of this Policy is to:

- Define the term Critical Point and provide clear and consistent assessment criteria for use in identifying Critical Points as they arise
- Describe the type of information the Board requires from the Chief in order to assess potential Critical Points;

- Describe the information sharing process between the Board and the Service when a Critical Point has been identified/confirmed;
- Strengthen oversight of the Service, consistent with the Board's legislative responsibilities;
- Ensure accountability of the Service to the Board; and
- Ensure that the Chief of Police can discharge their duties according to law.

## **POLICY OF THE BOARD**

It is the Policy of the Board that:

### *Definitions*

1. **Critical Point:** A matter of strategic significance that is time-sensitive and which rapidly elevates the Board's operational, financial, reputational or other enterprise risk, and, therefore, calls for the Board's immediate attention and/or preparedness to take action.

For example:

- a. Large scale operations or events for which advance planning and approval by the Service's Command is required;
- b. Events or operations that are likely to have a material impact on the Service's relationship with, and service to, marginalized and vulnerable communities;
- c. Events or operations that raise significant questions of public policy; or
- d. Credible external or internal complaints, including complaints regarding workplace discrimination or harassment, against individual officers and the Service, and findings by other tribunals related to discrimination, where such complaints or findings raise significant systemic issues.

For clarity, the above examples are not exhaustive.

### *Reporting on Critical Points*

2. The Chief of Police will inform the Chair or their designate of any situation in which the Chief of Police believes a Critical Point has emerged or is likely to emerge and provide the Chair, in writing, with further information regarding the Critical Point, including, as appropriate:
  - i. The general nature of the Critical Point;
  - ii. The elevated risk(s) posed by the Critical Point;
  - iii. Relevant operational and other information necessary for the Board to understand the details of the Critical Point, including an outline of the operational plan, and continuity of service plans;
  - iv. Any plans to involve other organizations, including, in the case of other law enforcement agencies, recommendations to the Board to



- make requests of other boards or the Ontario Provincial Police Commissioner;
  - v. An estimate of the financial impact;
  - vi. Relevant legislation and other legal requirements that may apply including the need for additional authorities; and
  - vii. Any ongoing considerations, including resources needed, or policy impacts.
3. The Chair will share the information provided by the Chief of Police with Board Members, all of which will be held in the strictest of confidence.
  4. The Chair, in consultation with the Board Members, and in accordance with the Board's Procedural Bylaw, will determine whether there is a need to obtain additional information, create or amend Board policies, and/or provide direction to the Chief in accordance with the Board's policies, duties and responsibilities, including setting objectives and priorities, and if so, whether to call a Special Meeting of the Board, or to include the Critical Point as an item on the Agenda of the Board's next regularly scheduled meeting.
  5. The Chief will continue to update the Board, through the Chair, on any significant developments, including once the Chief of Police determines that the Critical Point has concluded. In consultation with the Board Members, the Chair may call a Special Meeting of the Board at any time or include an item on the Agenda of a regularly scheduled Board Meeting, to discuss the Critical Point.

#### *Identification of Critical Points by the Board*

6. When the Chair believes, or is advised by a Board Member(s) that they believe, that a planned or anticipated event may constitute a Critical Point, the Chair shall request the Chief of Police to consider whether, in their view, the event may meet the definition of Critical Point, and either report to the Board in accordance with this Policy, or, alternatively, provide to the Chair reasons that the event in question does not meet the definition of a Critical Point.

#### *Chief's Autonomy*

7. Once the Board has been given the opportunity to set objectives, ask questions, and provide non-binding advice in relation to operational matters, where applicable the Chief will maintain the autonomy to finalize and execute the plans.
8. If, during the duration of a Critical Point, the Board concludes that, in its view, the objectives are not being achieved, the Board will inform the Chief of Police of its conclusion. However, the Chief of Police will remain autonomous in determining the appropriate execution of the plans in order to achieve the mission, objectives and priorities.

### *Training*

9. The Chief will provide training to ensure that all Command and Service Members from the rank of Inspector and above are trained to recognize the circumstances that may lead to a Critical Point, and to inform the Chief of Police and Command when a potential Critical Point is identified; and
10. The Board will ensure that all new Board Members receive training to understand the definition of a Critical Point, and effectively understand their responsibilities with regards to the consideration of Critical Points.

### *Public Reporting*

11. Subject to operational considerations and the advice of the Chief of Police, the Board will publicly disclose, where it is possible to do so without risking the effectiveness of the operation or any other operations, the safety of Service Members or members of the public, or any other operational considerations raised by the Chief:
  - a. The nature of the operational matter related to a Critical Point; and
  - b. Any directions given to the Chief of Police related to a Critical Point.



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## Inspector General of Policing Memorandum and Advisory Bulletin

**TO:** All Chiefs of Police and  
Commissioner Thomas Carrique  
Chairs, Police Service Boards

**FROM:** Ryan Teschner, Inspector General of Policing of Ontario

**DATE:** **March 20, 2025**

**SUBJECT:** Inspector General Memo and Advisory Bulletin #3:  
Municipal Police Service Board Policy on Critical Points

---

I am writing to share information and advice with you regarding the Toronto Police Service Board's (TPSB) recently approved policy on "critical points," which was first recommended by The Honourable John W. Morden in his 2012 report of the *Independent Civilian Review into Matters Relating to the G20 Summit* (the Morden Report).

### **A. The need for a "critical points" policy to support a police service board's statutory governance role**

The Critical Points Policy, developed in collaboration between the TPSB and Chief Demkiw, responds to Judge Morden's recommendation that there be greater definition and clarity regarding the role of police service boards in providing civilian oversight of the police service during significant events. The need for a policy on critical points has been consistently supported in other reviews and reports examining the role of civilian police governance in the context of significant policing events, including The Honourable Murray Sinclair's report on the *Thunder Bay Police Services Board Investigation* and The Honourable Gloria J. Epstein's report on the *Independent Civilian Review into Missing Person Investigations* (*Missing and Missed*).

The Morden Report discusses the fundamental role of civilian oversight in policing, and describes two essential components of a police board's oversight role, both of which are



supported by a policy that requires information sharing, discussion and reporting over the life cycle of a critical point:

*The Governance Component: this represents the authority and responsibility for the development of policies that become the framework within which decisions will be made and actions will be taken by the police service. This is intended to ensure that the police service fulfills its legislated function with due respect to community norms.*

*The Accountability Component: the process by which actions and activities already carried out by the police service are evaluated to ensure they are consistent with existing policies. This is intended to ensure that decisions which have been taken can be evaluated and addressed in a transparent manner and that lessons learned can be applied to future decisions.<sup>1</sup>*

## **B. Inspector General's advice for municipal police service boards to develop a "critical points" policy**

I am sharing the TPSB's Critical Points Policy as part of my advisory role under section 102(4) of the *Community Safety and Policing Act, 2019* (CSPA), as a response to these consistent and longstanding recommendations, and in recognition of various recent policing events across this province that may reach the critical points threshold. Embedding and then operationalizing a critical points policy is an important step in modernizing the approach municipal police services and boards across Ontario take to their respective roles, and will serve to strengthen Ontario's policing system in a manner that is consistent with the overall modernization the CSPA was intended to achieve. Therefore, **I advise all Ontario municipal police service boards to review the Policy and, in consultation with chiefs of police and other local stakeholders as may be required, to develop and implement your own policy on critical points soon.**

Please note that this advice is intended for municipal police service boards only and is **not** applicable to OPP detachment boards.

A policy will create a **clear definition** for which significant events reach the 'critical point' threshold. A policy will also formally establish a **reciprocal 'information exchange'** for chiefs and boards to provide information to one another that is relevant to their respective roles. As Judge Morden explained: "With this exchange, the Board will be provided with operational information that will inform its policy-making function and the Chief of Police will have an opportunity to provide his or her views on policy options the Board is considering. With this exchange, both policies and operations may be adjusted to address changing circumstances."<sup>2</sup> With this 'information exchange' in place, boards can assess the need to set objectives and priorities for how such events are managed and

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turn their attention to other governance responsibilities that may arise in the context of a critical point. This would include, for example, determining the adequacy of board policies, resources and arrangements with other agencies and orders of government.

I further advise boards to ensure that the implementation of a policy on critical points includes thoughtful review of the TPSB Policy as a starting point, but **expect that factors affecting local policing needs will be considered to develop a policy that is reasonable and relevant for the jurisdiction**. I encourage you to engage your Inspectorate of Policing (IoP) Police Services Advisor for further advisory support as you undertake this work.

When developing your board's own policy on critical points, I have the following additional advice when considering the TPSB Policy:

Reporting on Critical Points, TPSB Policy, section 2, item iv:

A recent revision to CSPA section 19 has transferred authority for requests for temporary policing assistance from boards to chiefs of police. To ensure alignment with the CSPA, in place of item iv in the list of information to be reported by the chief to the chair in the TPSB's current Policy, I recommend the following wording:

"Any plans to involve other organizations, including requests to chiefs of police for temporary assistance pursuant to section 19 of the *Community Safety and Policing Act*."

Chief's Autonomy, TPSB Policy, section 8:

The TPSB Policy reiterates a board's authority to set objectives and priorities and a chief's statutory authority to make and execute the operational plans to achieve them. If the board's objectives are not being met, the chief should be expected to provide information to the board on why and advise on appropriate measures. I urge you to consider the following amendments to the TPSB's Policy, in **bold**:

"If, during the duration of a Critical Point, the Board concludes that, in its view, the **Board's** objectives are not being achieved, the Board will inform the Chief of Police of its conclusion. **The Chief will respond by informing the Board on corrective measures or the operational necessity of deviating from the Board's objectives.** However, the Chief of Police will remain autonomous in determining the appropriate execution of the plans in order to achieve the mission, objectives and priorities."

**C. Engagement of the Ontario Association of Chiefs of Police (OACP) and the Ontario Association of Police Service Boards (OAPSB)**

As part of our ongoing collaboration with the OAPSB and the OACP, the IoP engaged both organizations to understand any additional considerations on developing or

implementing a policy on critical points. Given the significance of this policy in helping embed components of a modern approach to police service boards' governance responsibilities and the operational responsibilities of chiefs of police, we greatly appreciate the support of the OAPSB and OACP on this issue, and their ongoing commitment to advancing initiatives that support Ontario police and police governance leaders in raising the performance bar in police governance and operations.

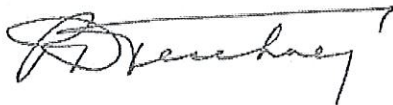
**D. The IoP will continue to support boards and services in compliance and implementing leading practices**

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I trust this information will be helpful to you. Again, I encourage you to reach out to your IoP Police Services Advisor to discuss this matter further.

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Sincerely,



Ryan Teschner  
**Inspector General of Policing of Ontario**

c: Mario Di Tommaso, O.O.M.  
Deputy Solicitor General, Community Safety

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THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BYLAW NUMBER 2025-18

BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

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Legal Authority

Scope of Powers

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

Powers of a Natural Person

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

Powers Exercised by Council

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

Powers Exercised by By-law

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

Preamble

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

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

Decision

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

Direction

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

1. The Confirmatory Period of this By-Law shall be for the Regular Council meeting of April 08, 2025, excluding Closed Meeting Agendas and Closed Meeting Minutes.
2. All By-Laws passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.
3. All resolutions passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.
4. All other proceedings, decisions, and directives of the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.
5. This Bylaw takes effect on the day of its final passing.

Read and adopted by Resolution 2025- this 08<sup>th</sup> Day of April 2025.

\_\_\_\_\_  
MAYOR

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CAO