



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-142

Moved By: Councillor Manson

Seconded By: Councillor

WHEREAS, Council recently engaged in a presentation with the Food Cycle Science Company regarding the National Food Waste Diversion Pilot Program,

WHEREAS, the benefits of The FoodCycler as outlined during the presentation and the attached flyer point out the following,

- divert 25-50% of trash in participating households
- reduce the need for regular trash collection
- reduce nuisances from raccoons, pests and other vermin
- remarkable cost savings from trash diversion

WHEREAS, other neighbouring municipalities have participated in the pilot program noting a positive and successful outcome,

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Corporation of the Municipality of Calvin has received the attached information package regarding the process, purchase and terms of the Municipal Food Waste Diversion Pilot Program and directs staff to communicate the offer to residents in order to assess interest. If there is enough residents interested to fulfill the minimum order of 50 units then staff is directed to proceed with the purchase.

Results:

Recorded Vote:

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

Deputy Clerk

From: Jacob Hanlon <jacobh@foodcycler.com>
Sent: Tuesday, March 26, 2024 10:52 AM
To: Deputy Clerk
Subject: Re: Food Cycle Science - National Food Waste Diversion Program - Delegation Request
Attachments: FoodCycler Impact Canada Pilot Program - Calvin.pdf

Good morning Teresa,

I am happy to provide all the info you need for the program. For starters, I have attached a proposal for a 50-household FoodCycler program. The proposal has all the details, including costs, estimated waste diversion, and timelines.

Here are the answers to your questions from your last email:

Process to you: Our program is meant to be little-to-no burden on the municipal staff. Our team works with you every step of the way throughout the program. The two aspects of the program where your staff time will be requested are 1, sharing the promotional material and registration link on the Township website, social media platforms, etc. (we create the materials, and just ask that you share it); and 2, being present when residents come to the municipal office to pick up their FoodCycler. We will provide you with the registration list, so you will just have to check off the names of residents as they pick up their FoodCycler. Other than that, we handle basically everything else.

Cost to you: The cost of the program to the Township is \$100 per participating household (as shown in the proposal). The net cost to you for a 50-household program would be \$5,000 + shipping and tax. This covers the municipal subsidy as well as all the program support and management from our team.

Cost to resident: The resident chooses which FoodCycler they would like during the registration process. They will pay \$150 for the smaller one (FC-30) or \$300 for the larger (Eco 5). Regardless of how many residents choose each machine, the municipal cost is still \$100 per household.

Advertising: Our implementation team will have a call with you/your staff after Council approves the program. They will go through the promotional materials and strategies, most of which are handled by us. As mentioned above, we just ask that you share the program materials with your residents.

If you have more questions I am happy to set up a time for a phone call or Teams call 😊

Thank you,
Jacob

Jacob Hanlon (MSc, Environmental Sustainability)

MUNICIPAL SOLUTIONS MANAGER

(613) 316-4094

Food Cycle Science Corporation

371A Richmond Road, Suite 4, Ottawa, ON, K2A 0E7

From: Christina Zardo <christinaz@foodcycler.com>

Sent: Friday, March 22, 2024 1:39 PM

To: Deputy Clerk <DeputyClerk@calvintownship.ca>

Cc: Jacob Hanlon <jacobh@foodcycler.com>

Subject: RE: Food Cycle Science - National Food Waste Diversion Program - Delegation Request

Hi Teresa,

It's great to hear from you. We can absolutely walk you through how our program works and exactly what this would entail.

I am heading out tomorrow to go on vacation, so I am connecting you with my colleague Jacob Hanlon – Manager of Municipal Solutions – who will be able to provide you with everything you need, including a detailed program proposal and the process for implementation. I have copied him on this email, and he will get back to you on Monday.

In the meantime, I have attached a copy of our Municipal Pilot Program explainer. This is a good starting point to understand what is/is not required of the Township and your constituents.

Thanks again for reconnecting. We will be in touch shortly and look forward to working with you and the Township on a food waste diversion program.

All the best,

Christina Zardo

DIRECTOR OF MUNICIPAL SOLUTIONS



www.foodcycler.com
Visit Our Blog!

Food Cycle Science Corporation
371A Richmond Road, Suite 4,
Ottawa, ON, K2A 0E7
613 402 7999



From: Deputy Clerk <DeputyClerk@calvintownship.ca>

Sent: Friday, March 22, 2024 1:30 PM

To: Christina Zardo <christinaz@foodcycler.com>

Subject: RE: Food Cycle Science - National Food Waste Diversion Program - Delegation Request

You don't often get email from deputyclerk@calvintownship.ca. [Learn why this is important](#)

Good Afternoon Christina

Happy Friday!

I am reaching out today on behalf of a council member who would like me to bring this forth to our April 9th Council meeting by resolution.

Your presentation was very informative and has sparked some interest and hoping perhaps you can work with me on this. I would need specific information to the program for the Municipality of Calvin in written form each step which includes the process to us, cost to us, process to the resident and cost to resident, advertising and who/how all this comes together.

Thank you, I look forward to hearing back 😊

Teresa Scroope
Deputy Clerk Records Management Coordinator



Bringing Solutions to the Table

The FoodCycler is a countertop compost alternative which reduces food waste, greenhouse gases from landfills, and unpleasant odours that attract vermin. By harnessing this innovative technology, municipalities can reduce greenhouse gases, lower waste management costs, and improve the lives of their residents.



THE BENEFITS

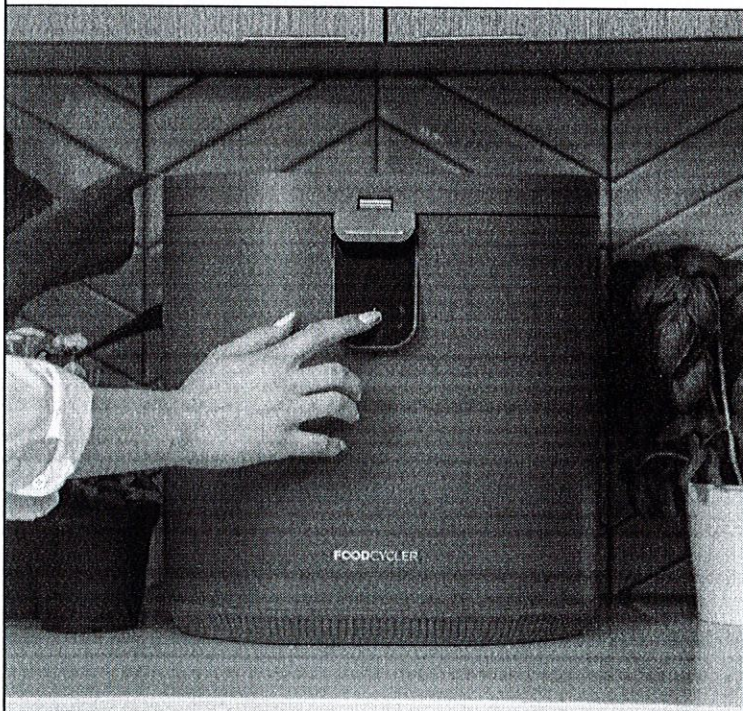
The FoodCycler™

- The FoodCycler operates quietly and efficiently, using little energy
- The closed-loop process produces zero emissions or odors
- This sustainable process reduces organic waste to a tenth of its original volume
- The end-product is a nutrient-rich soil amendment perfect for gardening and composting

THE BENEFITS

The Pilot

- Divert 25-50% of trash in participating households
- Reduce the need for regular trash collection
- Reduce nuisances from raccoons, pests, and other vermin
- Remarkable cost savings from trash diversion



LOVED BY RESIDENTS

4.6 Star Average Rating



"Loved participating in this pilot and will be continuing to use the FoodCycler. It's been a great opportunity to teach our kids and family about composting. I look forward to using the "compost" in our garden this summer."

- KENORA RESIDENT

"I really liked not having to deal with stinky food waste when garbage day was far off. We reduced our garbage to the curb by about 75%. Everyone who visited and saw the FoodCycler was very interested and are bringing the idea to their local governments."

-CENTRAL MANITOULIN RESIDENT



Why Should You Pilot with Us?

LOVED BY OUR 100+ PARTNER COMMUNITIES

"You know, you are always skeptical when you see a product like this, but when you see how it does reduce waste by 20:1 or more, it's just a real wise investment for anybody."

- PERRY KELLY, Manager of Public Works (Town of Bancroft)

"It alleviates a lot of the concerns that people might have with backyard composting. The time commitment, the location, pests and animals and everything like that."

- KYLIE HISSA, Strategic Initiatives Officer (City of Kenora)



Pilot Program Timeline:



PICKUP DAY

Residents obtain their FoodCycler & accessories. FCS provides all necessary marketing materials for your community.



PILOT DURATION

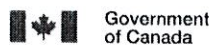
Residents divert food waste using the FoodCycler for 12 weeks and keep track of the total waste diverted using our tracking sheet.



END OF PILOT

The FoodCycler is theirs to keep to continue diverting food waste! Residents fill out our closing survey about their experience using the FoodCycler. The pilot results and survey data are analyzed and presented to the community.

WE ARE TRUSTED PARTNERS OF:



RECOGNIZED BY:



80% of residents reduced their monthly trash production

93% of residents recommend the FoodCycler to their family and friends

98% of residents will continue using their FoodCycler beyond the pilot program

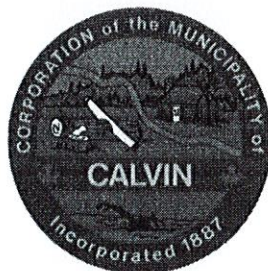
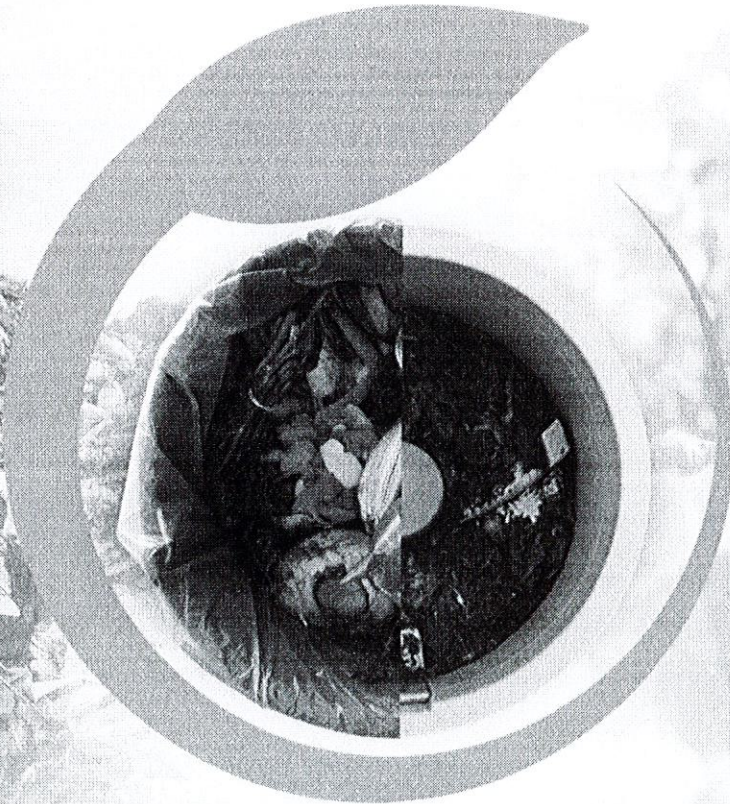
Reach Out Today:

MUNICIPAL@FOODCYCLER.COM





FOODCYCLER™
MUNICIPAL FOOD WASTE DIVERSION
PILOT PROGRAM



Municipality of Calvin
1355 Peddlers Dr
Mattawa, ON P0H 1V0
(705) 744-2700

Tuesday, March 26, 2024

The FoodCycler™ Food Waste Diversion Municipal Pilot Program

Dear Municipality of Calvin Staff and Council,

Thank you for your interest in food waste diversion in your community. Food Cycle Science (FCS) is an organization born from the alarming fact that 63% of food waste is avoidable and responsible for about 10% of the world's greenhouse gas emissions. FCS has developed an innovative solution that reduces food waste in landfills, takes more trucks off the road, reduces infrastructure and collection costs, and contributes to a 95% reduction in CO₂e compared to sending food to landfills. We deploy our patented technology to households around the world, helping them take ownership of their food waste and environmental impact.

In partnering with municipalities, we are committed to creating accessible food waste solutions for all people and changing the way the world thinks about food waste. The purpose of the FoodCycler™ Pilot Program is to measure the viability of on-site food waste processing technology as a method of waste diversion. By reducing food waste at home, you can support your environmental goals, reduce residential waste, reduce your community's carbon footprint, and extend the life of your community's landfill(s).

Based on several factors, we believe the Municipality of Calvin would be a great fit for the benefits of this program, and we are proposing a study involving 50 households in the Municipality of Calvin.

The **FoodCycler FC-30** and **Eco 5** devices can process 2.5 L and 5 L (respectively) of food waste per cycle and converts it into a nutrient-rich by-product that can be used to enrich your soil. Power consumption per cycle is ~0.8 kWh (FC-30) / ~1.3 kWh (Eco 5) and takes less than 8 hours to complete (overnight).

Every FoodCycler deployed is estimated to divert at least 2 tonnes of food over its expected lifetime. Based on market rates of \$100 per tonne of waste (fully burdened), 50 households participating would divert 100 tonnes of food waste and save the municipality an estimated \$10,000.00 in costs. Please note that this analysis is based on market rates and depending on remaining landfill lifespan and closure costs, local rates for waste disposal may vary.

Every tonne of food waste diverted from landfill is estimated to reduce greenhouse gas emissions by 1.5 tonnes of CO₂e before transportation emissions. Based on this, 50 households could divert approximately 150 tonnes of greenhouse gas emissions.

Food Cycle Science is excited to have you on board for this exciting and revolutionary program. The FoodCycler™ Municipal Solutions Team is always available to answer any questions you might have.

Warm regards,

The FoodCycler™ Municipal Team



Impact Canada/AAFC Food Waste Reduction Challenge

Food Cycle Science is a finalist of Impact Canada's Food Waste Reduction Challenge, which is a three-stage initiative from the Government of Canada through Agriculture and Agri-Food Canada to support business model solutions that prevent or divert food waste at any point from farm to plate. FoodCycler has been chosen as a finalist for our project titled: "Residential On-Site Food Waste Diversion for Northern, Rural, and Remote Communities".

The challenge objectives and assessment criteria are for solutions that:

1. **Can measurably reduce food waste** – in dollars and metric tonnes;
2. **Are innovative and disruptive to the status quo** – the old way of doing business is out;
3. **Are ready to scale up** – it is time to deploy high-impact and wide-reaching solutions across the Canadian food supply chain;
4. **Have a strong business case** – there is a demand for your solution;
5. **Make a difference to our communities** – creating jobs and increasing access to safe, nutritious, and high-quality food is a priority; and,
6. **Improve our environment** – reducing food waste means shrinking our GHG footprint and conserving natural resources.

As a finalist, Food Cycle Science is the recipient of a \$400,000 grant that is being 100% redistributed to our Canadian municipal partners in support of their FoodCycler initiatives and pilot programs. Based on several factors, FoodCycler believes the Municipality of Calvin would be an ideal "*Implementation Partner*" for this stage of the challenge and we are proposing a study involving 50 households in the Municipality of Calvin, wherein Food Cycle Science will contribute a portion of this grant money towards offsetting the costs of your program.

More information can be found here: <https://impact.canada.ca/en/challenges/food-waste-reduction-challenge>



As of the date of this proposal, there are a total of 130 Canadian municipalities who have signed on to participate in a FoodCycler program. Through this partnership, the Municipality of Calvin can achieve immediate and impactful benefits, acquire valuable insight about food waste diversion in your region, and showcase itself as an environmental leader and innovator in Canada.

Food Cycle Science is looking to achieve the following through this proposed partnership:

- Receive high-quality data from pilot program participants regarding food waste diversion
- Receive high-quality feedback from residents, staff, and council regarding the feasibility of a FoodCycler food waste diversion program for the Municipality of Calvin and similar communities
- Demonstrate the viability of our technology and solutions in a municipal setting so the model can be re-deployed in other similar communities in Canada
- Demonstration of a program regarding food waste diversion in small/rural Canada to support Phase 3 of Impact Canada's Food Waste Reduction Challenge

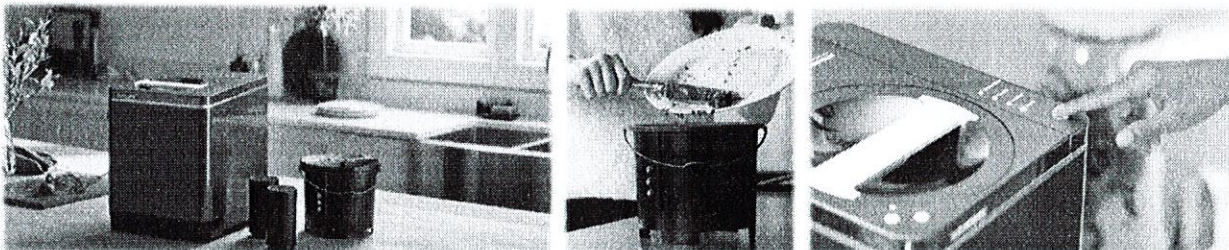
The Municipality of Calvin would receive several benefits through this partnership:

- Opportunity to trial a food waste diversion solution at a cost well below market prices utilizing federal funding intended for food waste reduction in our country
- Reduced residential waste generation thus increasing diversion rates
- Reduced costs associated with waste management (collection, transfer, disposal, and landfill operations)
- The reduction of greenhouse gas (GHG) emissions from transportation and decomposition of food waste in landfills
- Extend the life of your landfill(s)
- Opportunity to support Canadian innovation and clean tech
- Opportunity to provide residents with an innovative solution that reduces waste and fights climate change, at an affordable price
- Obtaining data that could be used to develop a future organic waste diversion program

Residents of the Municipality of Calvin would receive several benefits through this partnership:



- Opportunity to own an at-home food waste diversion solution at a cost well below market prices
- Support climate change goals by reducing waste going to landfill
- Ability to fertilize their garden soil by generating a nutrient-rich soil amendment
- Reduce the "ick factor" of garbage to keep animals and vermin away
- Reduce trips to the waste site and save on excess waste fees where applicable

In the pages that follow, we will offer a pilot program recommendation for consideration.



The FoodCycler Product Family

The FoodCycler product family offers closed-loop solutions to food waste, with zero emissions or odours. This sustainable process reduces your organic waste to a tenth of its original volume. Small and compact, FoodCycler products can fit anywhere. They operate quietly and efficiently, using little energy.

FOODCYCLER™ FC-30			FOODCYCLER™ Eco 5
	2.5L	VOLUME CAPACITY	5.0L
	30.5L	UNIT VOLUME	28.9L
	4-8 HOURS	PROCESSING TIME	6-8 HOURS
	0.8 kWh	POWER CONSUMPTION PER CYCLE	1.3 kWh
	2 REFILLABLE FILTERS	ODOUR CONTROL	1 REFILLABLE FILTER
	BACK	VENT LOCATION	TOP
			



Recycle Your Food Waste in 3 Easy Steps

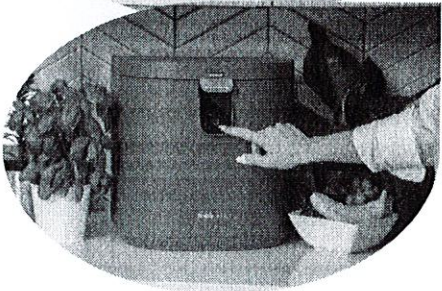
Step 1:

Place your food waste into the FoodCycler™ bucket. The FoodCycler™ can take almost any type of food waste, including fruit and vegetable scraps, meat, fish, dairy, bones, shells, pits, coffee grinds and filters, and even paper towels.



Step 2:

Place the FoodCycler™ bucket into your FoodCycler™ machine. The FoodCycler™ machine can be used anywhere with a plug such as a kitchen countertop, basement, laundry room, heated garage, etc.

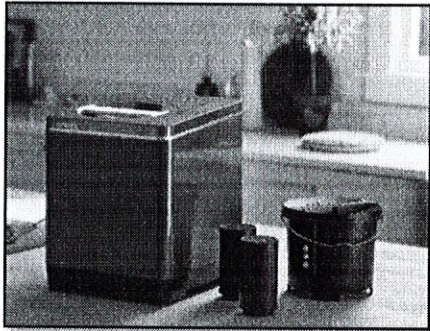


Step 3:

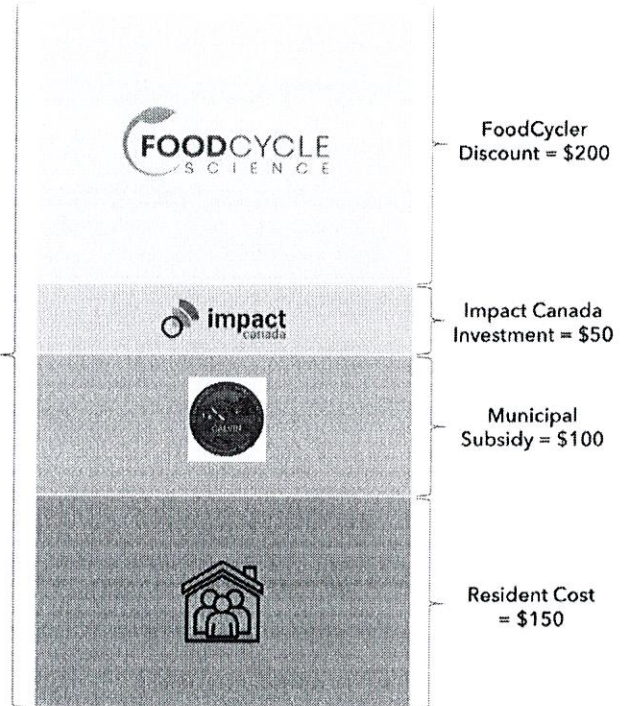
Press Start. In 8 hours or less, your food waste will be transformed into a nutrient rich soil amendment that can be integrated back into your soil. The cycle runs quietly and with no odours or GHG emissions.

FoodCycler Funded Pilot Program – Subsidy Model

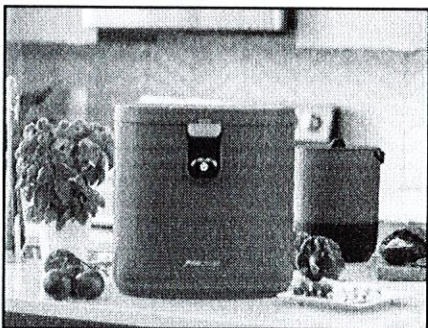
FoodCycler FC-30



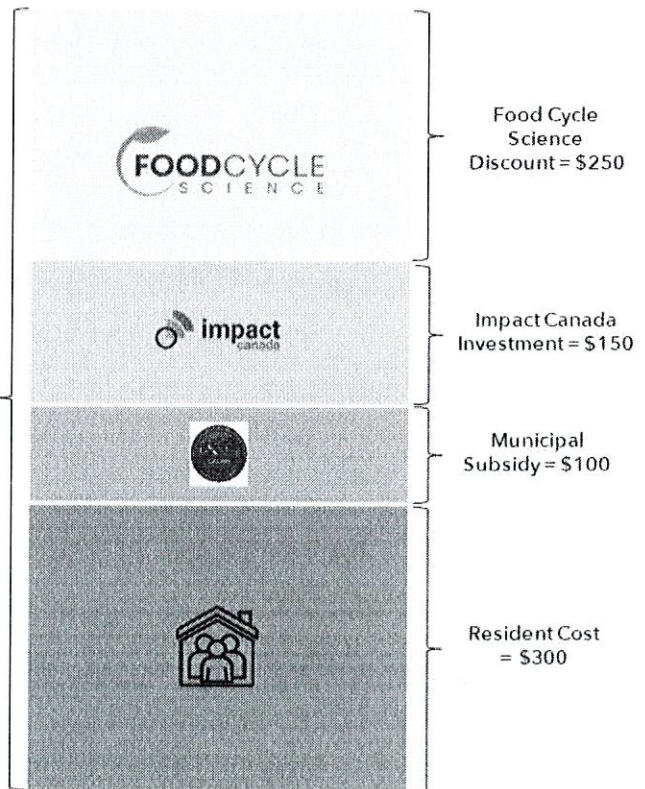
Retail Price = \$500



FoodCycler Eco 5



Retail Price = \$800



FoodCycler Funded Pilot Program Recommendation and Details

Based on the demographics and current waste management system in place at the Municipality of Calvin, Food Cycle Science is recommending a pilot program involving 50 households.

The funded pilot program is based on a cost subsidy model where Food Cycle Science provides an initial discount, we contribute an investment from AAFC/Impact Canada, the Municipality of Calvin provides a subsidy, and the resident provides the remaining contribution. The purpose of this model is to make this technology accessible to more Canadians at an affordable price.

The total investment from AAFC/Impact Canada for a 50 household pilot would amount to **\$5,000.00¹**. The funding period for AAFC/Impact Canada ends when all funding has been fully allocated, or by December 31st 2023.

Through this partnership-based program, the **municipal investment for Municipality of Calvin is \$100.00 per household**, regardless of which device is selected. Residents will then have the option to choose the FoodCycler™ model that best suits their household and budget.

Each FoodCycler™ is estimated to divert at least 2 tonnes of food over its expected lifetime. Based on average market rates of \$100 per tonne of waste (fully burdened), 50 households participating would divert 100 tonnes of food waste and save the municipality an estimated **\$10,000.00** in costs.

Total Invoiced Amount

	Price	Quantity	Total
FoodCycler FC-30 Municipal Rate	\$250	25	\$6,250
FoodCycler Eco 5 Municipal Rate	\$400	25	\$10,000
Shipping Estimate			\$800
Total Invoice Amount			\$17,050

Plus applicable taxes.

Net Municipal Cost:

	Price	Quantity	Total
Total Invoice Amount			\$17,050
Less Resident Resale: FC-30	\$150	25	\$-3,750
Less Resident Resale: Eco 5	\$300	25	\$7,500
Net Municipal Cost			\$5,800

Plus applicable taxes.

Volume Discount: Orders of 500 total units or more are eligible to receive an additional \$50.00 per unit discount on the FoodCycler Eco 5. If applicable, this discount is automatically calculated in the pricing shown above. The Municipality shall maintain a minimum of \$100.00 per household subsidy, thus passing on these savings directly to residents, reducing the resident contribution on the Eco 5 to \$250.00.

¹ Based on an estimated 50/50 split between FC-30 and Eco 5s. Will vary depending on the quantity of FoodCyclers purchased and the model ultimately selected by residents.

Purchase and Program Terms

Confirmation Deadline: Confirmation of order (Council resolution and/or signed partnership agreement) to be received no later than April 30, 2024.

Price Guarantee: Food Cycle Science will honour these rates on subsequent orders of 50 units or more, placed within the 2024 calendar year.

Shipping: Shipping estimates to your location may range from \$700.00 – \$900.00 and the \$800.00 quoted is an estimated average based on today's shipping rates. The Municipality may choose the shipping option that best suits their budget and needs. The higher cost shipping options will generally provide superior shipping accuracy.

FoodCycler Model Selection: During a registration period, residents will be given the option to indicate their preferred FoodCycler model. The total allotment of each FoodCycler model can be either predetermined or determined by resident selection.

Payment Terms: Payment is 100% due upon receipt of goods.

Accessories: Additional filters and other accessories may be purchased from FoodCycler at wholesale rates for resale to residents under the pilot program with no additional freight cost provided they are included in the initial order.

- **RF-35 Replacement Filter Pack (Refillable):** Includes 2 refillable filter cartridges with carbon included, good for 1 filter change. One-time purchase only to convert to the refillable system. May be purchased at a price of \$22.12 + tax in increments of 18.
- **RC-35 Carbon Filter Packs:** Includes 8 carbon packets, good for 4 filter changes. Compatible only with RF-35 refillable filter system. May be purchased at a price of \$50.00 + tax in increments of 9.
- **RC-104 Carbon Filter Packs:** Includes 4 carbon packets, good for 4 filter changes. Compatible only with the Eco 5 refillable filter system. May be purchased at a price of \$50.00 + tax in increments of 9.
- **BK-30 Spare Buckets:** May be purchased at a price of \$50.00 + tax in increments of 6.
- **BK-100 Spare Buckets for Eco 5:** May be purchased at a price of \$80.00 + tax in increments of 4.
- **RF-30 Replacement Filter Pack:** Includes 2 disposable filter cartridges with carbon included, good for 1 filter change. May be purchased at a price of \$22.12 + tax and must be purchased in increments of 20.

Warranty: 1-year standard manufacturer's warranty starting on date of delivery of all FoodCycler units to the Municipality of Calvin. We will repair or replace any defects during that time. Extended warranties may be purchased at additional cost of \$25.00 per year for up to 5 years.

Buyback Guarantee: Food Cycle Science will buy back any unsold units after a period of 1 year from the delivery date. All units must be in new and unopened condition. The municipality is responsible for return shipping to our warehouse in Ottawa, ON plus a \$25.00/unit restocking fee.

Marketing and Promotion: The Municipality of Calvin and Food Cycle Science mutually grant permission to use the name and/or logo or any other identifying marks for purposes of marketing, sales, case studies, public relations materials, and other communications solely to recognize the partnership between Food Cycle Science and the Municipality of Calvin. The Municipality of Calvin staff may be asked to provide a quote / video testimonial regarding the program.

Surveys / Tracking:

- The trial / survey period will be for 12 weeks starting on or before May 31, 2024.
- Residents will be asked to track weekly usage of the FoodCycler during each week of the trial. Tracking sheets will be provided as part of a Resident Package prepared by Food Cycle Science.
- At the end of the 12 weeks, residents must report their usage and answer a number of survey questions. Survey is to be provided by Food Cycle Science and approved by the Municipality of Calvin.
- The survey is to be administered either by the Municipality of Calvin or by Food Cycle Science, by request and with permission. All survey results are to be shared between the Municipality of Calvin and Food Cycle Science. The Municipality of Calvin shall ensure all personal information of participants is removed from any data ahead of sharing with Food Cycle Science.
- The Municipality of Calvin may administer additional touchpoints with participants at their discretion.

Final Report and Feasibility Study: Food Cycle Science will prepare a final report summarizing program performance including waste diversion, potential for expansion, and other factors deemed relevant by the Municipality of Calvin. To facilitate this, the Municipality of Calvin may be called upon to provide data regarding disposal and transportation costs, landfill capacity, and other region-specific variables crucial for evaluating the viability of implementing FoodCyclers within the municipality.

Customer Support / Replacement Units:

- Food Cycle Science has a dedicated municipal support team that is available to assist residents directly with any troubleshooting, repairs, or replacement when required.
- Food Cycle Science may provide a small number of spare FoodCycler units with the initial order to be used for replacements if/when required. The Municipality of Calvin would be tasked with assisting residents with replacements where necessary. Replacement units will be supplied at no cost to the municipality and may represent up to 2% of the total initial order. This represents our anticipated/accepted failure rates.
 - Any unused spare units remaining after the warranty period shall be donated to a local school, with priority given to schools participating in EcoSchools Canada programs.

Summary and Acceptance of Terms

We respectfully ask that you confirm your participation no later than April 30, 2024 in order to respect the timeline of the Impact Canada Food Waste Reduction Challenge.

Summary of pilot program costs:

Program Recommendation	Invoice Amount	→	Net Municipal Cost
50 Households	\$17,050	→	\$5,800

Terms Accepted and Agreed by Municipality of Calvin:

Name / Title

Name / Title

Signature

Date

Signature

Date

Food Cycle Science looks forward to working with the Municipality of Calvin to reduce the amount of food waste going to landfill in a manner that is convenient and cost-effective.

Sincerely,

Jacob Hanlon
Municipal Solutions Manager
jacobh@foodcycler.com | +1 613-316-4094



Food Cycle Science Corporation
371A Richmond Road, Suite #4
Ottawa, ON K2A 0E7
www.foodcycler.com



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-143

Moved By: Councillor Moreton

Seconded By: Councillor

WHEREAS,

The Mattawa Voyageur Days contributes positively to the region’s citizens, visitors and businesses,

NOW THEREFORE BE IT RESOLVED THAT,

The Municipality of Calvin’s 2024 Budget include a sponsorship contribution of \$500 to the 25th year anniversary event.

Results:

Recorded Vote:

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

MATTAWA VOYAGEUR DAYS

INVITES YOU TO BE A CONTRIBUTOR FOR THE



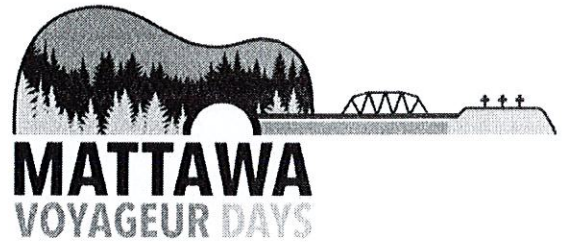
FESTIVAL DATE: JULY 26-28

Dear Community Partners,

We are excited to announce that the Annual Mattawa Voyageur Days festival is celebrating 25 years! The Town of Mattawa staff have been hard at work planning and ensuring that this year's festival is safe and will present many new attractions with a brand-new line up of music. The festival attracts over 5000 tourists from across the province to Northeastern Ontario. Your sponsorship and support are very much fundamental to the overall achievements of this community festival. With your help, the 2024 Mattawa Voyageur Days will be a positive experience for all, providing free daytime activities for young and old to enjoy and a fierce Canadian music line-up for the evenings!

Friday, Saturday & Sunday:

- Large vendors market in Mattawa's beautiful downtown core
- A large variety of food trucks to satisfy everyone's cravings
- Music entertainment in the downtown core during the day
- New entertainment shows and hands on activities for all ages
- Educational displays
- Evenings filled with amazing Canadian Country, Rock and Tribute Music at the historic Explorer's Point



This is a tentative schedule, more activities to come!

A detailed lineup of activities and events happening in and around the Mattawa area will be available in the upcoming months at the Mattawa Information Centre and will be sent to your business by email.

Mattawa Voyageur Days thanks you for your continued support.

Sincerely,

2024 Mattawa Voyageur Days Festival Staff

PLEASE SEE THE ATTACHED SPONSORSHIP PACKAGES FLYER AND CONTRIBUTION FORM FOR MORE INFORMATION AND TO BE A CONTRIBUTOR TO MATTAWA VOYAGEUR DAYS 2024

EMAIL: VOYAGEURDAYS@MATTAWA.CA

WWW.VOYAGEURDAYS.CA

CELEBRATING
25
YEARS!



SPONSORSHIP PACKAGES

PACKAGES

Elite \$5,000

- Option to co-introduce the main act
- Ten Voyageur Days t-shirts
- Early bird pricing for employees
- Signage on the fence at Explorer's Point
- Free booth at the vendors market
- Logo on social media and Voyageur Days Website
- On-stage recognition
- Logo on all posters
- Business mentioned on radio ads
- 15 wristbands
- Listed on Voyageur Days Sponsorship Page

Diamond \$3,000

- Early bird pricing for employees
- Signage at Explorer's Point
- Free booth at the Vendors Market
- Signage on the fence at Explorer's Point
- Logo on social media and Voyageur Days Website
- On-Stage recognition
- Logo on all posters
- 6 wristbands
- Listed on Voyageur Days Website Sponsorship Page

WWW.VOYAGEURDAYS.CA

TO BE A SPONSOR CONTACT:
EMAIL: VOYAGEURDAYS@MATTAWA.CA



Platinum \$2,000

- Free booth at the vendors market
- Business banner displayed at the entrance fence
- Logo on social media and Voyageur Days Website
- On-Stage recognition
- 4 wristbands
- Listed on Voyageur Days Website Sponsorship Page

Gold \$1,000

- Your logo on social media and Voyageur Days Website
- 2 wristbands
- Listed on Voyageur Days Website Sponsorship Page.

Silver \$500

- Your logo on social media and Voyageur Days Website
- 1 wristband
- Listed on Voyageur Days Website Sponsorship Page

Festival Friends \$250

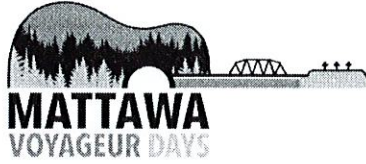
- Listed on Voyageur Days Website Sponsorship Page

Deadline
March 1st

Wristbands \$5,000



- Business logo on weekend wristband, includes contents of Elite Package
- One applicant will be chosen through tender process. The highest bidder will be awarded. In the case of a tie, one applicant will be chosen by draw. Bids start at a minimum of \$5,000.
- Cash donation only
- Please send bid in to the Townhall: 160 Water St. Mattawa or by email voyageurdays@mattawa.ca



C/O Town of Mattawa SPONSORSHIP CONTRIBUTION FORM

THANK YOU FOR YOUR CONTINUED SPONSORSHIP FOR
MATTAWA VOYAGEUR DAYS 2024 - 25TH ANNIVERSARY.

NAME: _____
TITLE: _____
COMPANY: _____
ADDRESS: _____
PHONE: _____
EMAIL: _____

CASH SPONSORSHIP \$ _____ IN-KIND SPONSORSHIP \$ _____
PLEASE SPECIFY: _____

_____ CHEQUE ENCLOSED _____ PLEASE INVOICE

TOTAL SPONSORSHIP: \$ _____

IMPORTANT:
PLEASE SEND THIS FORM AND PAYMENY PAYABLE TO:
CORPORATION TOWN OF MATTAWA
BOX 390
160 WATER STREET
MATTAWA, ONTARIO
POH 1V0

PLEASE SEND COMPANY LOGO TO: VOYAGEURDAYS@MATTAWA.CA

AUTHORIZED SIGNATURE: _____

NAME: _____ DATE: _____

TOWN OF MATTAWA
RECEIVED BY: _____

SPONSORSHIP LEVEL:

ELITE DIAMOND PLATINUM GOLD SILVER FRIENDS WRISTBANDS



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-144

Moved By: Councillor

Seconded By: Councillor

WHEREAS,

mid-2022 staff members employed by the Municipality elected for a union through Unifor;

ANDWHEREAS,

the employer's bargaining committee and Unifor reached a contract agreement;

ANDWHEREAS,

the membership voted on that agreement on April 8th 2024, and results of the vote are that there is now in place a collective agreement;

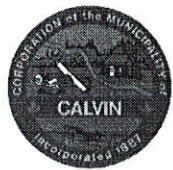
NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin direct the CAO to implement the Agreement as attached.

Note: Since the vote took place the evening prior to this meeting it was not available for the public presentation until now.

Results:

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



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-145

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin has received a Fire Department report prepared by the Fire Chief.

Results:

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



Corporation of the Municipality of Calvin

Council Resolution

Date: April 9, 2024

Resolution Number: 2024- 146

Moved By: Councillor

Seconded By: Councillor

WHEREAS, the 2006 Chevrolet 3500 Rescue truck has been taken out of service,

NOW BE IT THEREFORE RESOLVED:

Council hereby declares the 2006 Chevrolet 3500 Rescue truck (VIN # 1GBJG312061239492) as surplus to the needs of the Municipality and hereby authorizes the Fire Chief and the CAO to offer up this vehicle, and/or any of its' parts for sale, as is, at best offer.

Results:

Recorded Vote:

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

The Corporation of the Municipality of Calvin

1355 Peddlers Drive Mattawa, ON P0H 1V0

BID FORM

Municipal Surplus Vehicle Public Sale
FOR SALE – BEST OFFER – AS IS

Bidders Name: _____

Bidders Address: _____

Bidders Phone Number: _____

Bidders Amount Before Taxes: _____

- Sealed bids must be submitted by 3:00 pm on May 13th, 2024 at the Municipal Office marked
“ 2006 Chevrolet 3500 Rescue BID”

Engine: V8 4.8 L

- Applicable taxes will apply.
- Highest or any bid offer not necessarily accepted.
- Sealed bids will be opened at a Regular Public Council Meeting on or after May 14th, 2024
- Only the successful winning bidder will be contacted by phone as to the outcome of their bid.
- Full payment in the form of cash/certified cheque/ bank draft payable to the Corporation of the Municipality of Calvin is required within 15 days of Council’s Resolution before transferring the vehicle/equipment ownership. If full payment is not received within the 15 days, the successful winning bid will be forfeited.

Municipal Surplus Vehicle Sale



Has not been operational in 2 years, will not start, many mechanical deficiencies, prior to be deemed out of service the annual safety inspections and oil change completed.



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-147

Moved By: Councillor Moreton

Seconded By: Councillor

Whereas the new Fire Chief has inspected the fire department's apparatus, equipment and assets to determine their current remaining useful life expectancy as well as the quantity of items required to meet current need;

And whereas there is an insufficient number of Self-Contained Breathing Apparatus Masks available for personnel, resulting in the long-term, unsanitary and unhealthy departmental practice of those masks being shared amongst personnel;

And whereas there is an insufficient number of firefighting protective gear that meets NFPA 1851 standards, and establishes the requirements for selection, care, maintenance of structural firefighting protective clothing and equipment, dictating gear that is 10 years past its manufacture date should be retired;

And whereas the gear which does exist, four complete sets are past the expected lifespan, and one will expire within a year, and currently the Chief has no new PPE issued by the Municipality of Calvin;

And whereas the Fire Chief is committed to establishing a safe, healthy and welcoming environment for all current and future Fire Department Volunteers;

And whereas while the Government of Ontario's 2024 budget announced the creation of a fund sometime in the next three years to support the purchase of firefighting equipment, the date of this program's launch is unknown and the needs of our Fire Department and the safety of its members should no longer be placed on hold;

And whereas when this program is launched, it is very likely given the Department's many needs, it will be applied to other qualifying items;

Now therefore be it resolved that current Council for the Corporation of the Municipality of Calvin, recognizing the fire department's equipment needs have not been addressed for multiple years, approves today, in advance of the 2024 budget being set, the Fire Chief's request of \$7500.00 to purchase 6 Self Contained Breathing Apparatus Masks and \$18,000.00 to purchase 6 Firefighting Gear as soon as possible.

Results:

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



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-148

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin accept the Fire Chief's recommendation to hire the following firefighter:

Codey Beaumont effective April 9, 2024

AND FURTHERMORE the Fire Chief will submit to the CAO, their home/cell telephone numbers, email addresses, date of hire, position titles, along with a copy of DZ licenses if relevant to their role, and a completed Federal and Provincial tax forms by April 30, 2024

Results:

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



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

By-Law Number: 2024-022

Resolution Number: 2024-149

Moved By: Councillor

Seconded By: Councillor

WHEREAS,

District of Nipissing Social Services Administration Board Paramedic Services and the Calvin Fire Department wish to enter into a Medical Tiered Response Agreement for the mutual benefit of each agency and to assist community residents,

ANDWHEREAS,

the Fire Chief deems it necessary to enter into an agreement,

ANDWHEREAS,

Council for the Corporation of the Municipality of Calvin accepts the recommendation for the Fire Chief to renew the Medical Tiered Response Agreement with the District of Nipissing Social Services Administration Board Paramedic Services (herein known as DNSSAB),

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality ratifies the attached agreement as follows:

1. That the Mayor and CAO are designated as the Signing Officers and are authorized to execute an agreement on behalf of the Corporation of the Municipality of Calvin.
2. That the "Agreement between the Corporation of the Municipality of Calvin and DNSSAB" be hereto attached and form part and parcel of this by-law.
3. This agreement shall be enacted and if effect upon the signing thereof.

_____ Mayor

_____ CAO

Results:

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

Medical Tiered Response Agreement

Between

The Corporation for the Municipality of Calvin Fire Department

“Fire Department”

(Herein known as FD)

And

District of Nipissing Social Services Administration Board

Paramedic Services

(Herein known as DNSSAB)

The DNSSAB and the FD wish to enter into a Medical Tiered Response Agreement for the mutual benefit of each agency and to assist community residents. The development of a Medical Tiered Response Agreement is not intended to place undue hardship or pressure on any emergency service, rather Medical Tiered Response Agreements are intended to provide a rapid response of trained personnel to specified events and within specified times and as specified in this document.

The Medical Tiered Response Agreement will be reviewed by both organizations annually and when required, amended to reflect evolving community needs, or capacity. Where no amendments are brought forward by either party, this agreement shall remain in full force and effect.

The Medical Tiered Response Agreement may be cancelled by any of the participating agencies with a minimum of three months written notice to participating agencies. All participating agencies will be subject to all legislated responsibilities including but not limited to maintenance of patient confidentiality as provided in the Personal Health Information Protection Act.

The Medical Tiered Response Agreement is not intended to alter the assignment of participating agencies from those incidents that they would wish to respond to under their mandate for specific service delivery. As an example, Fire Services may wish to respond to all motor vehicle collisions to provide agency specific activities. Such a response would not be part of a Medical Tiered Agreement but would be managed within their organization.

Medical Tiered Response Activation Criteria

1. Unconscious/unresponsive patient, including cardiac/respiratory arrest, or choking incidents (excluding seizures); or
2. All Motor Vehicle Collisions—where the information provided by the caller states that there is a need or possible need for extrication equipment to free trapped patient, fire suppression or fuel spill containment; or
3. Off-Road Rescue/Recovery—an off-road response is defined as a patient that cannot be accessed by the ambulance and will require an off-road vehicle and /or additional personnel to complete; or
4. All confirmed structure fires; or
5. The Fire Department shall only respond to calls within the municipal boundaries of their respective township; or
6. Upon the request of Paramedics; or
7. Where any Paramedics Services resource assignment to an emergency call is expected to be delayed more than 8 minutes

Medical Tiered Response Exclusion Criteria

1. Medical Tiered Responses will not be activated to a care facility, long-term care residence or hospital that have staff on-duty capable of assisting the client or patient while awaiting the Paramedic Services arrival.
2. Medical Tiered Response will not be activated to a custodial setting (jail, prison or police station) where there are staff on-duty and capable of assisting the patient while awaiting the Paramedic Services arrival
3. Cardiac Arrest response where the patient has a Do Not Resuscitate Order (DNR) (confirmed by the caller to be present with the patient and signed by a physician)

It is understood that the Fire Service may not be available to respond to a Medical Tiered Response request due to a competing incident, or for any other reasons determined by the senior on-duty Fire Service Officer. Where possible, such an “other reason” should be communicated to the North Bay Central Ambulance Communications Centre and include the estimated duration for suspension of the Medical Tiered Response Agreement.

Fire Services Notification Process

The North Bay Central Ambulance Communication Centre (CACC) will notify the Fire Service through the 911 system in the even of an emergency that meets inclusion criteria. If at the time of activation, the Fire Service is unable to respond they will immediately notify North Bay CACC. This information will be communicated to responding Paramedics Services staff.

Medical Tiered Response Compliance

1. Fire Service personnel who respond to any Medical Tiered Response incident shall hold a valid minimum certification of Standard First Aid and CPR -HCP
2. Fire Services personnel shall provide supportive and interventional care to the level of First Aid and CPR-HCP, including of an Automated External Defibrillator where such a device is deployed on the Fire Service vehicle
3. DNSSAB Paramedic Services will replace normally issued medical disposables used by the Fire Service at no charge
4. Any concerns or conflicts between agencies will be addressed through the Fire Service Incident Command/Senior Officer and the Paramedic Superintendent on duty. Escalation will be managed through the Chiefs' offices.
5. DNSSAB will work with Fire Services to ensure an effective Medical Tiered Response program by assisting with;
 - a. Training that includes but is not limited to, Introduction to Paramedics Services equipment and processes, Equipment types and locations, Stretcher removal and handling and any other information agreed to between the Chiefs
6. There shall be no transfer of liability form one agency to another through this agreement
7. If available, this agreement shall accompany a resolution or memorandum of understanding from the municipality or municipal council, authorizing and approving participation of the Fire Service in the Medical Tiered Response Agreement.
8. The authorized representative of each partner agency shall sign this agreement.

For

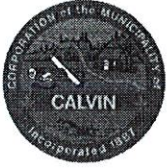
Date

The Corporation of the Municipality of Calvin Fire Department

For

Date

District of Nipissing Social Services Administration Board



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-150

Moved By: Councillor

Seconded By: Councillor

Document: 2024 Ontario Budget Papers: <https://www.calvintownship.ca/en/general-information/ontario-govt-news>

WHEREAS,

the government of Ontario released the 2024 Budget,

NOW THEREFORE BE IT RESOLVED THAT:

The Mayor whom participated in the 2024 Ontario Budget presentation hosted by MPP Vic Fedeli and provided insight and information to Council about its content.

Results:

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



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-151

Moved By: Councillor

Seconded By: Councillor

WHEREAS,

The Canada Community Building Fund and Northern Ontario Resource Development Support Fund, funding for the last 4 years has been deferred until 2024 for the purpose of resurfacing of Boundary Rd and Peddlers Drive,

ANDWHEREAS,

The project will be that of resurfacing Boundary Road to Peddlers Drive then west along Peddlers Drive across Hwy 630 to just west of Galston Rd. Approximately 11.7 Km will be resurfaced for this project.

NOW THEREFORE BE IT RESOLVED THAT:

The Council for the Corporation of the Municipality of Calvin authorize the CAO to issue the RFP for the completion of this work, as per the agreements with CCBF and NORDS funders.

Results:

Recorded Vote:

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



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-152

Moved By: Councillor

Seconded By: Councillor

WHEREAS,

Council of the Corporation of the Municipality of Calvin encourages recycling, positively impacting the lifespan of the landfill,

ANDWHEREAS,

Council previously approved the purchase of Blue and Grey Boxes for all households in the Municipality using the balance of at-risk Gas Tax Funds,

NOW THEREFORE BE IT RESOLVED THAT:

In recognition of Earth Day 2024, council members will attend the landfill on Tuesday April 23rd and Saturday April 27th to launch the program, greet residents and distribute the boxes to them.

Results:

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



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-153

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

Council is in receipt of The Ombudsman's Report, dated April 2024 as it relates to two committees created during the early days of its term and during tumultuous times when there was an absence of both experienced council and staff, and furthermore, that council agrees to the recommendations brought forward within the report.

Results:

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



J. Paul Dubé, Ombudsman

April 2, 2024

SENT BY EMAIL

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

Dear Members of Council for the Municipality of Calvin:

Re: Report – Office of the Ontario Ombudsman

I have completed my investigation into whether the Municipality of Calvin's Code of Conduct Working Group and Municipal Planning Working Group held improper closed meetings. Please find my final report enclosed.

In accordance with section 14.1(8) of the *Ombudsman Act*, the Municipality should make my report available to the public, and we ask that this be done no later than the next council meeting. In accordance with s. 239.2(12) of the *Municipal Act, 2001*, the Municipality should pass a resolution stating how it intends to address this report.

Pursuant to section 14.1(9) of the *Ombudsman Act*, I will also post a copy of the report on my website at www.ombudsman.on.ca.

483 Bay Street, 10th Floor, South Tower / 483, rue Bay, 10^e étage, Tour sud
Toronto, ON M5G 2C9

Tel./Tél.: 416-586-3300 Facsimile/Télécopieur : 416-586-3485 TTY/ATS : 1-866-411-4211

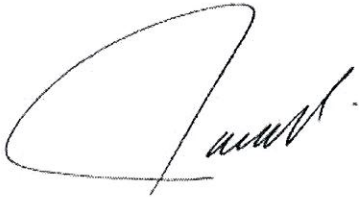
www.ombudsman.on.ca

Facebook : facebook.com/OntarioOmbudsman Twitter : twitter.com/Ont_Ombudsman YouTube : youtube.com/OntarioOmbudsman



Please encourage all members of your committees and local boards to familiarize themselves with the open meeting rules. Our Office has resources available, including our Open Meetings Guide for Municipalities, which can be accessed on our website here. You can also contact us directly to order copies at info@ombudsman.on.ca.

Yours truly,



Paul Dubé
Ombudsman of Ontario

cc: Donna Maitland, CAO/Clerk/Treasurer, Municipality of Calvin

483 Bay Street, 10th Floor, South Tower / 483, rue Bay, 10^e étage, Tour sud
Toronto, ON M5G 2C9

Tel./Tél. : 416-586-3300 Facsimile/Télécopieur : 416-586-3485 TTY/ATS : 1-866-411-4211

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Ombudsman Report

**Investigation into meetings
held by the Municipality of Calvin's
Ad Hoc Code of Conduct Working Group
and Ad Hoc Municipal Planning Working Group**

**Paul Dubé
Ombudsman of Ontario**

April 2024

Complaint

- 1 My Office received a complaint about meetings held by the Municipality of Calvin's Ad Hoc Code of Conduct Working Group and Ad Hoc Municipal Planning Working Group.
- 2 The complaint alleged that these two bodies were committees of council, and that they did not provide the public with notice of their meetings, publish meeting agendas, or have someone clerk or record minutes of their meetings, contrary to the *Municipal Act, 2001* (the "Act")¹ and the Municipality's procedural by-law. The complaint also raised procedural concerns that these bodies were not properly established by resolution or by-law.
- 3 My investigation determined that the Ad Hoc Code of Conduct Working Group and Ad Hoc Municipal Planning Working Group were established through council resolution and were committees of council. The Municipality contravened both the *Municipal Act, 2001* and its own procedural by-law in not providing notice of meetings of these groups, and in not having someone clerk or record minutes of their meetings. However, the Municipality did not violate either the Act or the Municipality's procedural by-law by not providing members of the public with their meeting agendas.

Ombudsman jurisdiction

- 4 Under the Act, all meetings of council, local boards, and committees of either must be open to the public, unless they fall within prescribed exceptions.
- 5 As of January 1, 2008, the Act gives anyone the right to request an investigation into whether a municipality or local board has complied with the Act in closing a meeting to the public. The Act designates the Ombudsman as the default investigator for municipalities that have not appointed their own.
- 6 The Ombudsman is the closed meeting investigator for the Municipality of Calvin (the "Municipality").
- 7 When investigating closed meeting complaints, we consider whether the open meeting requirements in the Act and the applicable procedure by-law have been followed.

¹ SO 2001, c 25.

- 8 My Office has investigated hundreds of closed meetings since 2008. To assist municipal councils, staff, and the public, we have developed an online digest of open meeting cases. This searchable repository was created to provide easy access to the Ombudsman's decisions on, and interpretations of, the open meeting rules. Council members and staff can consult the digest to inform their discussions and decisions on whether certain matters can or should be discussed in closed session, as well as issues related to open meeting procedures. Summaries of the Ombudsman's previous decisions can be found in the digest: www.ombudsman.on.ca/digest.
- 9 The Ontario Ombudsman also has the authority to conduct impartial reviews and investigations of hundreds of public sector bodies. This includes municipalities, local boards, and municipally-controlled corporations, as well as provincial government organizations, publicly funded universities, and school boards. In addition, the Ombudsman's mandate includes reviewing complaints about the services provided by children's aid societies and residential licensees, and the provision of French language services under the *French Language Services Act*. Read more about the bodies within our jurisdiction here: <https://www.ombudsman.on.ca/have-a-complaint/who-we-oversee>.

Investigative process

- 10 On May 2, 2023, my Office advised the Municipality of Calvin of my intent to investigate this complaint.
- 11 My Office reviewed the Municipality's procedural by-law and relevant portions of the Act. We also reviewed notes taken by a member of the Ad Hoc Code of Conduct Working Group. We also reviewed a Temporary Clerk's internal draft minutes and signed copies of the resolutions from the council meeting at which these two groups were first discussed.
- 12 We also reviewed the open meeting materials and available video recordings from council meetings at which these bodies reported back, as well as documents that these two groups provided to council.
- 13 My Office spoke with the Municipality's former Chief Administrative Officer (the "CAO")/Clerk/Treasurer, the former Interim Clerk, and the current CAO/Clerk/Treasurer who formerly served as a Temporary Clerk for council meetings.

- 14 My Office interviewed the Mayor, the Ad Hoc Code of Conduct Working Group's two members, one member of the Ad Hoc Municipal Planning Working Group, and a Temporary Clerk.

Establishment of Ad Hoc Working Groups

- 15 Council held a special meeting on November 25, 2022. At the time, and as noted in a recent report from my Office, the Municipality was facing significant staffing issues.² The Interim Clerk delegated the Clerk's powers and duties to a Temporary Clerk for this meeting.
- 16 The Municipality told my Office that it does not have any minutes or recordings of this special meeting, although it provided my Office with a document that it described as the Temporary Clerk's "internal draft minutes", which it says were prepared prior to the meeting. The former Interim Clerk provided my Office with signed copies of the resolutions from this meeting, which were prepared by the Temporary Clerk.
- 17 Both the Municipality's "internal draft minutes" and the resolutions provided by the former Interim Clerk include the following three resolutions, which we were told passed at this meeting:

Agenda Item # 5.1.1 Code of Conduct Working Group

NOW THEREFORE BE IT RESOLVED THAT:

"Council for the Corporation of the Municipality of Calvin hereby establishes the Ad Hoc Code of Conduct Working Group and appoints Councillors Grant and Moreton to this working group.

And further that the purpose of this working group is to research municipal codes of conducts and inquiry processes and make recommendations to Council regarding a new Code of Conduct for the Municipality of Calvin."

Agenda Item # 5.1.2 Municipal Planning Working Group

NOW THEREFORE BE IT RESOLVED THAT:

"Council for the Corporation of the Municipality of Calvin hereby establishes the Ad Hoc Municipal Planning Working Group and appoints

² *Calvin (Municipality of) (Re)*, 2023 ONOMBUD 9 at para 16, online: <<https://canlii.ca/t/jxg32>>.

Councillors Adams and Latimer and Municipal Administrator Jacob Grove to this working group.

And further that the purpose of this working group is to consider options for recruiting a municipal clerk as well as to evaluate the existing organizational structure/operation and make recommendations to Council.”

Agenda Item # 6 Confirmatory Bylaw

NOW THEREFORE BE IT RESOLVED THAT:

“Bylaw 2022-067 being a By-Law to confirm the proceedings of Council, its Special Meeting of November 25, 2022, be read and adopted.”

- 18 Accordingly, my investigation found that both groups were established by council resolution.

Ad Hoc Code of Conduct Working Group

- 19 The Ad Hoc Code of Conduct Working Group was composed of two individuals, both of whom are members of council. The Municipality told my Office that this body is no longer active.
- 20 My Office’s investigation found that the Municipality also referred to this body as the “Code of Conduct Working Group”, “Integrity Commissioner Ad Hoc Group”, “Integrity Commissioner Committee”, “Code of Conduct and Integrity Commissioner Committee”, and the “Integrity Commissioner Hiring Committee.”
- 21 The Municipality told my Office that it did not consider the Ad Hoc Code of Conduct Working Group to be a committee of council because it was not composed of a quorum of council. The Municipality did not provide the public with notice of this body’s meetings or publish meeting agendas, and did not have an officer take minutes of its meetings.
- 22 The resolution to establish this body stated that its purpose was “to research municipal codes of conducts and inquiry processes and make recommendations to Council regarding a new Code of Conduct for the Municipality of Calvin.”

- 23 Shortly after this resolution was passed, at a special meeting on December 9, 2022, council resolved to terminate the Municipality's contract with its Integrity Commissioner effective immediately and to repeal the Municipality's Code of Conduct.
- 24 The Ad Hoc Code of Conduct Working Group gathered on multiple occasions between December 2022 and February 2023 by telephone, at a councillor's home, and at the municipal office.
- 25 This body's two members (both councillors) discussed a variety of topics related to the Municipality's need to adopt a Code of Conduct and to appoint an Integrity Commissioner.
- 26 One of the members took personal notes summarizing their activities, which are the only written record of this body's meetings.
- 27 Members of the committee told my Office that they individually contacted third parties to gather information about municipal codes of conduct and integrity commissioner services, and then reported back to one another on these discussions. Municipal staff did not attend these gatherings.
- 28 My Office's investigation found that the Ad Hoc Code of Conduct Working Group reported back to council on its work. For example, at a regular council meeting on January 10, 2023, the working group advised that although the municipality had not yet publicly advertised for the vacant role, it had received three applications for the Integrity Commissioner position. The Working Group also presented council with a draft posting for the Integrity Commissioner position, and council then passed a resolution stating that it was in agreement with posting the role publicly.
- 29 At a special council meeting on February 21, 2023, council passed a resolution granting the working group authority to appoint one of three prospective candidates as the Municipality's Integrity Commissioner. At a regular council meeting on March 2, 2023, a working group member reported that the Integrity Commissioner position had been offered to one of these three individuals. Council then passed a by-law to appoint this individual as its Integrity Commissioner.
- 30 My Office was told that the working group had recommended the individual who was ultimately appointed to the Integrity Commissioner position. At the March 2, 2023, meeting, it also presented council with a draft interim Code of Conduct, which council resolved to adopt.

Analysis

- 31 Section 238(1) of the Act defines a “committee” as any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more councils or local boards. In addition, my Office has previously found that a body may be subject to the open meeting requirements if it is a committee as defined in the municipality’s procedure by-law³ or if it is considered by the municipality to be a committee.⁴
- 32 My Office has found that a body that exercises delegated authority from council to make decisions or recommendations is likely to be a committee.⁵ A body that serves an administrative purpose, merely exchanges information, or advances previously decided positions is unlikely to function as a committee.⁶
- 33 The Ad Hoc Code of Conduct Working Group was composed of two members, both of whom were council members. Accordingly, this body met the Act’s 50% membership threshold.
- 34 Further, the working group exercised delegated authority from council to make decisions and recommendations on the matters within its authority. Specifically, council granted this body the authority to select an Integrity Commissioner from among three applicants. The working group subsequently reported to council that the position had been offered to one of these applicants, and council passed a by-law to appoint this individual as its Integrity Commissioner. My Office was told that this group recommended the individual who was appointed to the Integrity Commissioner position.

³ *Niagara (Regional Municipality of) (Re)*, 2015 ONOMBUD 37, online: <<https://canlii.ca/t/gtp7n>>.

⁴ *Hornepayne (Township of) (Re)*, 2016 ONOMBUD 20, online: <<https://canlii.ca/t/h2st9>>.

⁵ *West Parry Sound (Heads of Council in) (Re)*, 2015 ONOMBUD 38 [*West Parry Sound*], online: <<https://canlii.ca/t/gtp7q>>; *Cornwall (City) (Re)*, 2023 ONOMBUD 4 [*Cornwall*], online: <<https://canlii.ca/t/jvc71>>.

⁶ *Hamilton (City of) (Re)*, 2014 ONOMBUD 11 [*Hamilton*], online: <<https://canlii.ca/t/gtmh8>>; *West Parry Sound*, *supra* note 5; *Deep River (Town of) (Re)*, 2017 ONOMBUD 17 [*Deep River*], online: <<https://canlii.ca/t/hqspf>>; Letter from the Ontario Ombudsman to City of Hamilton (18 January 2023) [*Letter to Hamilton*], online: <<https://www.ombudsman.on.ca/resources/reports,-cases-and-submissions/municipal-meetings/2023/city-of-hamilton>>.

- 35 The Ad Hoc Code of Conduct Working Group also reported back to council with various recommendations, including drafting a potential code of conduct. As such, this group's functions went beyond the mere exchange of information. The group functioned similarly to the City of Cornwall's Municipal Grants Review Committee/Working Group, which I determined was a committee of council.⁷ In reaching this conclusion, I noted that Cornwall's Municipal Grants Review Committee received, reviewed, and scored applications, and brought final recommendations to council for approval.⁸
- 36 Since the Ad Hoc Code of Conduct Working Group meets the Act's 50% membership threshold requirement and exercised delegated authority from council, the working group was a committee of council that was subject to the open meeting rules.
- 37 As the Municipality did not consider the Ad Hoc Code of Conduct Working Group to be subject to the Act's open meeting requirements, notice of its meetings was not provided and an officer did not take minutes of its meetings, as required by sections 239(7) and 239(8)(b) of the Act and the Municipality's procedural by-law.

Ad Hoc Municipal Planning Working Group

- 38 The Ad Hoc Municipal Planning Working Group consisted of two members of council and the Municipal Administrator. One of the council members has since passed away and the Municipal Administrator is no longer employed with the Municipality. The Municipality told my Office that this body is no longer active.
- 39 My Office's investigation found that the Municipality also referred to this body as the "Municipal Planning Working Group."
- 40 The Municipality told my Office that it did not consider the Ad Hoc Municipal Planning Working Group to be a committee of council because it was not composed of a quorum of council. The Municipality did not provide the public with notice of this body's meetings or publish meeting agendas, and did not take official minutes of its meetings.

⁷ *Cornwall*, *supra* note 5.

⁸ *Ibid* at para 24.

- 41 The resolution to establish this body stated that its purpose was “to consider options for recruiting a municipal clerk as well as to evaluate the existing organizational structure/operation and make recommendations to Council.”
- 42 My Office was told that the group’s two council members gathered once in early December 2022 at one of their homes, and that the purpose of this meeting was to discuss the recruitment of a Municipal Clerk. The Municipal Administrator did not attend this meeting.
- 43 My Office was told that the councillors discussed the requirements of the Clerk’s role, the need to create a job description for this position, and general strategies for recruiting a Clerk. The Municipality told my Office that it does not have any written records of this gathering, although we were told that the deceased council member may have taken personal notes.
- 44 Shortly after this meeting, one of the council members passed away. My Office was told that the Municipal Administrator commenced a leave of absence in December 2022 and never returned to work with the Municipality.
- 45 At a special meeting on December 9, 2022, council repealed a by-law that had appointed an Interim Clerk and passed a resolution to appoint someone else as temporary clerk. My Office was told that the Ad Hoc Municipal Planning Working Group was not involved in this appointment process.
- 46 At a regular council meeting on January 10, 2023, the group’s remaining member recommended that council adopt a proposed municipal organizational chart, and a draft posting for the Clerk/CAO position. Council then resolved to accept the chart and to publicly distribute the posting.

Analysis

- 47 As noted above, section 238(1) of the Act defines a “committee” as any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more councils or local boards.

- 48 My Office has found that the body must also function as a committee, such as exercising delegated authority from council to make decisions or recommendations.⁹ A body is not likely to be a committee if it serves an administrative purpose, merely exchanges information, or advances previously decided positions.¹⁰
- 49 The Ad Hoc Municipal Planning Working Group was composed of three members: Two members of council and the Municipal Administrator. Accordingly, this body met the Act's 50% membership threshold.
- 50 Further, this group exercised delegated authority from council to make recommendations. Specifically, council granted this body the authority to make recommendations to council on matters pertaining to the recruitment of a Clerk and the Municipality's organizational structure and operation. After this group's only gathering, one of its members presented council with a draft organizational chart and a draft posting for the Clerk/CAO position. Council resolved to accept the organizational chart and to publicly distribute the posting. As such, this group's functions went beyond the mere exchange of information, and materially advanced council business and decision-making.¹¹
- 51 My Office's investigation determined that the Ad Hoc Municipal Planning Working Group met the Act's 50% membership threshold requirement and exercised delegated authority from council. Accordingly, this body was a committee of council that was subject to the open meeting rules.
- 52 Because the Municipality did not consider Ad Hoc Municipal Planning Working Group to be subject to the Act's open meeting requirements, notice of its one meeting was not provided and an officer did not take minutes of this meeting. This contravened both the Act and the Municipality's procedural by-law.

Agenda

- 53 The complaint raised concerns that the Ad Hoc Code of Conduct Working Group and the Ad Hoc Municipal Planning Working Group did not publish meeting agendas.

⁹ *West Parry Sound*, supra note 5; *Cornwall*, supra note 5.

¹⁰ *Hamilton*, supra note 6; *West Parry Sound*, supra note 5; *Deep River*, supra note 6; Letter to Hamilton, supra note 6.

¹¹ *Pelee (Township of) (Re)*, 2022 ONOMBUD 2 at para 23, online: <<https://canlii.ca/t/jm1f5>>.

- 54 The *Municipal Act* does not specify the content of the notice to be given to the public, and there is no requirement in the legislation to post meeting agendas in advance. However, municipalities may choose to publicly post an agenda listing the matters to be discussed in advance of a meeting.
- 55 Although the Municipality's procedural by-law requires that the Municipality prepare agendas for its meetings and circulate them to council members,¹² it does not require the Municipality to provide members of the public with these agendas. Accordingly, the Municipality did not violate either the Act or its procedural by-law by not providing members of the public with agendas for these groups' meetings.

Opinion

- 56 The Municipality of Calvin's Ad Hoc Code of Conduct Working Group and Ad Hoc Municipal Planning Working Group were established through council resolution and were committees of council. The Municipality contravened both the *Municipal Act, 2001* and its procedural by-law in not providing notice of these committees' meetings and in not having an officer record minutes of their meetings.
- 57 However, the Municipality did not violate either the Act or the Municipality's procedural by-law by not providing members of the public with meeting agendas for the Ad Hoc Code of Conduct Working Group or the Ad Hoc Municipal Planning Working Group.

Recommendations

- 58 I make the following recommendations to assist the Municipality of Calvin in fulfilling its obligations under the Act and enhancing the transparency of its meetings:

Recommendation 1

All members of council for the Municipality of Calvin should be vigilant in adhering to their individual and collective obligation to ensure that the municipality complies with its responsibilities under the *Municipal Act, 2001* and its procedural by-law.

¹² ss 6.1.1 and 6.1.10.

Recommendation 2

Council for the Municipality of Calvin should provide public notice in advance of all meetings, including committee meetings.

Recommendation 3

Council for the Municipality of Calvin should ensure that complete and accurate records are kept of all meetings, including committee meetings.

Recommendation 4

Council for the Municipality of Calvin should assess all new bodies that it creates to determine whether they are subject to the open meeting rules in the *Municipal Act, 2001*.

Report

- 59 Council for the Municipality of Calvin was given the opportunity to review a preliminary version of this report and provide comments to my Office. All comments we received were considered in the preparation of this final report. In its response, council for the Municipality of Calvin indicated that it is following meeting requirements, and I applaud this commitment to openness, accountability and transparency.
- 60 This report will be published on my Office's website, and should also be made public by the Municipality of Calvin. In accordance with section 239.2(12) of the *Municipal Act, 2001*, council is required to pass a resolution stating how it intends to address this report.



Paul Dubé
Ombudsman of Ontario



Corporation of the Municipality of Calvin

Agencies, Boards, Committee Reports & Minutes

- North Bay Mattawa Conservation Authority-Councillor Moreton
March 28, 2024-The minutes for the NBMCA meetings held on January 8th, 2024 and January 24, 2024 have now been posted and can be found here:
<https://nbmca.ca/about-us/members-nbmca/members-meetings-minutes/>
- Mattawa and Area Police Services Board-Councillor Moreton
- East Nipissing Planning Board-Mayor Gould & Councillor Grant
- Physician Recruitment-Mayor Gould
- Ad Hoc Code of Conduct Committee-Councillor Grant, Councillor Manson & Councillor Latimer
- OPP Detachment Board-Councillor Grant

Report to Calvin Council on the North Bay Mattawa Conservation Authority meeting 9 April 2024

The NBMCA met on Thursday 28 March 2024 for their Monthly meeting.

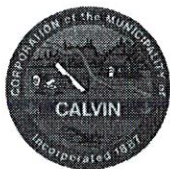
The minutes for the February 29, 2024 were approved and will be posted on the NBMCA website for review.

The on-site Sewage division made a presentation on the breakdown of various paper products in the septic systems causing drainage problems and clogging. The Board suggested that they make a video presentation that could be shown to various groups, including schools to help people better understand the fragility of septic systems.

In short, the presentation compared the degradation of both economical and expensive toilet paper that was advertised as “for septic use”, then normal toilet paper, and then baby wipes. Facial tissue (Kleenex) was also demonstrated and was more closely associated to the degradation of baby wipes.

Respectfully Submitted

Bill MORETON
Councillor, Calvin Township
Member NBMCA



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-154

Moved by: Councillor

Seconded by: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin hereby move into closed session at _____p.m. to discuss;

- Labour relations or employee negotiations [s. 239(2)(d)]
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality [s. 239(2)(e)]
- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239(2)(f)]

Results:

Recorded Vote:

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

12.b.)



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-155

Moved by: Councillor

Seconded by: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

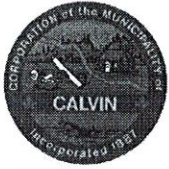
That Council for the Municipality of Calvin return to Open Session at _____p.m. and report that it received and discussed information of the following nature:

- Labour relations or employee negotiations [s. 239(2)(d)]
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality [s. 239(2)(e)]
- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose [s. 239(2)(f)]

Results:

Recorded Vote:

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



Corporation of the Municipality of Calvin

Council Resolution

Date: April 9, 2024

Resolution Number: 2024-156

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

By-Law 2024-023 being a By-Law to confirm the proceedings of Council.

Results:

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

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BYLAW NUMBER 2024-023

BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL

Legal Authority

Scope of Powers

Section 8(1) of the *Municipal Act*, 2001, S.O. 2001, c.25, ("*Municipal Act*") as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad 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

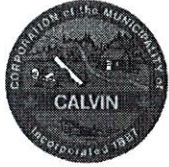
NOW THEREFORE the Council of the Corporation of the Municipality of Calvin directs as follows:

1. The Confirmatory Period of this By-Law shall be for the Regular Council meeting of April 9, 2024.
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 __2024-156____ this 9th Day of April, 2024.

MAYOR

CAO



Corporation of the Municipality of Calvin Council Resolution

Date: April 9, 2024

Resolution Number: 2024-157

Moved By: Councillor

Seconded By: Councillor

NOW THEREFORE BE IT RESOLVED THAT:

Council for the Corporation of the Municipality of Calvin now be adjourned @ _____pm.

Results:

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