

4.

**APPROVAL
OF
PREVIOUS
MEETING
MINUTES**



Corporation of the Municipality of Calvin

REGULAR MEETING OF COUNCIL

Date: December 16, 2025

Time: 6:00 pm

1355 Peddlers Drive, Calvin, ON

Attendance: Mayor Gould, Councillors Grant, Latimer (Teams), Manson, Moreton (Teams)

Staff: CAO Maitland, Public Works Superintendent Carr and Deputy Clerk Araujo.

Regrets: Fire Chief Whalley

Guests: Kaitlyn Nagora-JP2G

1. CALL TO ORDER

Resolution Number: 2025-361

Moved By: Councillor Manson

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT this December 16th, Regular Meeting of Council be called to order @6:02 p.m. by Mayor Gould who indicates Fire Chief Jordan Whalley and Councillor Bill Moreton are regrettably unable to attend this meeting and that quorum has been achieved.

Result: Carried

2. APPROVAL OF AGENDA

Resolution Number: 2025-362

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Municipality of Calvin hereby approves the agenda as circulated with one change – closed meeting purpose addition: Personal matters about an identifiable individual who is in non-compliance with the zoning by-law. 239 (2) (b) .

Result: Carried

3. DECLARATIONS OF PECUNIARY OR CONFLICT OF INTEREST - NONE

4. APPROVAL OF PREVIOUS MEETING MINUTES

Resolution Number: 2025-363

Moved By: Councillor Manson

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT the minutes for the Regular Council Meeting of November 25th, be approved with the following changes: Item 8.6, point 2, remove the word "Deputy".

Result: Carried

5. DELEGATIONS TO COUNCIL –

PRESENTATION: JP2G Road Needs Study

Resolution Number: 2025-364

Moved By: Councillor Grant

Seconded By: Councillor Manson

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin hereby receives the Roads Needs Study as presented by JP2G Consulting.

Result: Carried

6. BUSINESS ARISING FROM PREVIOUS COUNCIL MEETINGS

6.1 Expected Public Code of Conduct – Repeal and Replace By-Law 2022-027

By-Law Number 2025-48

Resolution Number: 2025-365

Moved By: Councillor Latimer

Seconded By: Councillor Grant

WHEREAS by Resolution Number 2025-074 Council for the Corporation of the Municipality of Calvin directed staff to search the by-laws of the Municipality of Calvin for any copywritten by-laws and bring them before Council as a list for further direction;

AND WHEREAS Council for the Corporation of the Municipality of Calvin received and discussed CAO Report 20-2025 reporting that all but one by-law or policy protected by copyright has since they were adopted been repealed or replaced, that being the Expected Code of Conduct Policy, by-law 2022-027; AND WHEREAS the policy as written was determined to be clear and required no immediate adjustments, but Council desired for it to be re-written in order to remove copyrighted policies from the record;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin hereby receives for adoption, with the following changes a new Expected Code of Conduct Policy as presented, with the following changes, to replace and repeal by-law 2022-027:

- In the section below "CAO", add "Any staff has the right to ask an offender to leave the premises."
- In the section "Council Members", add "Be made aware through a report by the CAO, at the next council meeting, in open session of any enforcement of this policy, including identifiable information."
- In the section "Appeals", add "Individuals will be notified by Registered Letter"

Result: Carried

6.2 Township of Selwyn-Curbside Recycling Eligibility for Non-Profit Organizations

Resolution Number: 2025-366

Moved By: Councillor Latimer

Seconded By: Councillor Manson

WHEREAS the Township of Selwyn on November 11, 2025 passed Resolution No. 2025-223- Curbside Recycling – Non Profits to urge the Province of Ontario to reinstate eligibility for blue box collection for non-profit organizations such as food banks.

THEREFORE BE IT RESOLVED the Municipality of Calvin recognizes this gap in the current framework and fully supports the Township of Selwyn resolution in their efforts by forwarding our own motion of support to Premier Doug Ford and Todd McCarthy the Ontario Minister of Environment, Conservation and Parks.

Result: Carried

7. CONSENT AGENDA ITEMS FOR INFORMATION PURPOSES

Resolution Number: 2025-367

Moved By: Councillor Manson

Seconded By: Councillor Grant

7.1 2026 Ontario Municipal Partnership Fund

7.2 Pothole Program

7.3 Goderich-Endorsement of East Gwillimbury-Opposition to Protect Ontario by Unleashing Our Economy Act, 2025

7.4 Goderich-Endorsement of Wawa-Accessible and Effective Alcohol Container Return System in Ontario

7.5 Goderich Endorsement of Tay Valley-Collaborative Action on Sustainable Waste Management in Ontario

7.6 Saugeen First Nation #29

7.7 Invitation to the 2025 Northern Council Workshop – Virtual Learning Series #2

7.8 MNR- Black Bear Harvest Management in Ontario

7.9 Letter to Minister Todd McCarthy, MECP re Proposed Amendments to Conservation Authorities Act (CAA)-November 21, 2025

7.10 Free Workshop Insights & Strategies for 2026 Municipal Candidates from Underrepresented Communities

7.11 FONOM and NOMA conclude Hill Days - Dec 3 2025

7.12 MPAC 2026 Municipal Levy

Greater Napanee-Support for Strengthening Self Defense Protections

7.13 Greater Napanee-Support for Strengthening Self Defense Protections

7.14 Letter re. Provincial Decision on Automated Speed Enforcement
7.15 Town of Kingsville- Opposition to Proposed Consolidation of Conservation Authorities
7.16 Advocacy key messages to help keep municipal priorities front and centre this holiday season
NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin hereby receive the Consent Agenda Items as presented.

Result: Carried

8. ADMINISTRATIVE MATTERS:

8.1 Fire Chief Report – November 2025

Resolution Number: 2025-368

Moved By: Councillor Manson

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin accepts the Fire Chief's November 2025 Report as presented.

Result: Carried

8.2 FONOM – Request for Support Nation Building Improvements to Highways 11/17

Resolution Number: 2025-369

Moved By: Councillor Manson

Seconded By: Councillor Latimer

WHEREAS Council for the Corporation of the Municipality of Calvin received and considered FONOM's correspondence dated Nov 28, 2025, entitled, Support Requested: Nation Building Improvements to Highway 11/17 (2+1 & Four Lane Options), and

WHEREAS Canada's east-west trade and national mobility rely on the Trans-Canada Highway system, including Highways 17 and 11 across Northern and Eastern Ontario, which carry significant freight volumes but remain predominantly two-lane corridors; and

WHEREAS four-laning the entirety of Highway 17 is the ultimate goal of the communities along the corridor;

AND WHEREAS the proven "2+1" highway design - alternating passing lanes with a continuous median barrier - delivers safety outcomes comparable to full twinning at substantially lower cost, land, and environmental impact, and can be scaled or converted to four lanes (2+2) as volumes grow; and

Whereas the Government of Ontario has announced a 2+1 pilot between North Bay and Temagami and a further extension toward Cochrane, creating a near-term implementation pathway; and

WHEREAS modernizing Highways 17 and 11 will improve safety, reduce closures, strengthen supply-chain reliability for mining, forestry, agriculture, tourism and manufacturing, and enhance national resilience and emergency response capacity; and

WHEREAS a phased 2+1 build - prioritizing Highway 11 (North Bay --> Cochrane, then Cochrane --> Nipigon) and key sections of Highway 17 (western border of County of Renfrew--> Sudbury; Sault Ste. Marie--> Sudbury; Thunder Bay--> Kenora) - aligns with nation-building criteria, supports economic reconciliation with Indigenous partners, and enables integrated EV charging and low-carbon construction practices;

WHEREAS analysis summarized by the Federation of Northern Ontario Municipalities, (FONOM) demonstrates high freight demand on these routes and strong safety/economic rationale for a 2+1 program;

NOW THEREFORE BE IT RESOLVED That the Council for the Corporation of the Municipality of Calvin formally endorses the adoption and phased implementation of a 2+1 highway program on Highways 17 and 11 as a nation-building project; and

That the Government of Canada be urged to designate this initiative as a project of national interest under the Building Canada Act and to partner with Ontario to co-fund and accelerate planning, design, procurement, and construction; and

That the Government of Ontario be urged to expand the announced pilot to a corridor-wide program, sequencing works as follows (subject to readiness and safety benefit):

That the Government of Ontario prioritize these projects into the Ministry of Transportation's Major Projects Division; and

That both governments ensure early, ongoing, and capacity-supported engagement with affected Indigenous Nations, with opportunities for Indigenous training, contracting, and equity participation; and
That the program incorporates corridor-wide safety features (barrier-separated 2+1 cross-sections, controlled passing frequency, wildlife considerations), resilience measures (closure mitigation, climate adaptation), and clean-growth elements (EV charging readiness, recycled aggregates, lower-carbon materials); and

That this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Minister of Transport (Canada), the Minister of Infrastructure (Canada), the Ontario Minister of Transportation, Nipissing MP and MPP, Federation of Northern Ontario Municipalities (FONOM), Northwestern Ontario Municipal Association (NOMA), Association of Municipalities of Ontario (AMO), Federation of Canadian Municipalities (FCM), Rural Ontario Municipal Association (ROMA), Eastern Ontario Wardens' Caucus (EOWC) for support, and the County of Renfrew for information.

Result: Carried

8.3 New Dates AMO's Healthy Democracy Leadership Series (Free Training for all 2026 Municipal Election Candidates)

Resolution Number: 2025-370

Moved By: Councillor Grant

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin received the Association of Municipalities of Ontario's Dec 2, 2025 Notice of Dates Added: Register for AMO's Healthy Democracy Leadership Series, whereby two streams of free training are available for current municipal elected official and first time candidates who are seeking to be re-elected and elected in 2026. These are in addition to training available from now until these new offerings which are scheduled between Feb and May 2026.

Result: Carried

8.4 Understanding the Consent Application Process Your Step by Step Guide for Consent Granting Authorities

Resolution Number: 2025-371

Moved By: Councillor Manson

Seconded By: Councillor Latimer

That Council receive for information purposes the Ontario Government Publication "Understanding the Consent Application Process Your Step by Step Guide for Consent-Granting Authorities"; along with information from the Ontario Government Planning Act website whereby Delegation of Authority to the East Nipissing Planning Board is reference and general information related to the Sections of The Act for which they have been delegated authority (sections 50 and 53).

Result: Carried

8.5 East Nipissing Planning Board Correspondence – Brooker File 2025-11 and Bellaire File 2025-12

Resolution Number: 2025-372

Moved By: Councillor Manson

Seconded By: Councillor Moreton

WHEREAS Council for the Corporation of the Municipality of Calvin has received correspondence from the East Nipissing Planning Board inviting it to provide comment on Consent Application -Brooker File 2025-11 and Bellaire File 2025-12 and

WHEREAS the East Nipissing Planning Board was established under the Planning Act, R.S.O. 1990, c. P.13. for certain functions (notably "consents" under s. 50 and s. 53 of the Planning Act) from specific provincial regulation: O. Reg. 338/98 (Delegation of Authority – East Nipissing Planning Board) for processing and evaluating applications for consent under the Planning Act; and

WHEREAS Council for the Corporation of the Municipality of Calvin is not the review authority for such applications nor does it have the knowledge to provide evaluative comments on consent applications; and WHEREAS the Planning Board is required to consult with the appropriate ministries, agencies, authorities, and municipal staff as part of its review, and to consider all applicable legislation, policies, and technical requirements; and

WHEREAS the CAO did circulate the application to the Public Works Superintendent and Building Code Official for comment which will be circulated to the Planning Board;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin affirms that the Planning Board is solely responsible for the evaluation and decision-making process on Consent Application – Brooker (File No. 2025-11); and Bellaire (File 2025-12)

FURTHER THAT Council expects the Planning Board, in its review of this application, to fully consider and document the following matters:

- Consistency with the Provincial Policy Statement (PPS), including policies governing rural development, natural heritage, water resources, hazard lands, and servicing.
- Conformity with the Municipality's Official Plan and Zoning By-law, including policies regarding lot creation, frontage, access, rural land use compatibility, and environmental protection.
- Compliance with the Planning Act, including Provincial Policy Statements.
- Consultation with all required ministries and agencies, including but not limited to:
 - Ministry of Transportation (MTO)
 - Ministry of Natural Resources and Forestry (MNRF)
 - North Bay-Mattawa Conservation (NBMCA)
 - Any other authorities with jurisdiction
- Confirmation of adequate access, road standards, and entrance approvals, including any applicable municipal bylaws.
- Assessment of servicing requirements, including potable water, sewage disposal, and any hydrogeological or environmental studies required to support the application.
- Consideration of cumulative impacts on environmental features, neighbouring properties, and local infrastructure.
- Public and agency comments received as part of the formal circulation process.

AND WHEREAS under the Planning Act, the Planning Board is established as a separate body corporate and is the delegated approval authority for consent (severance) applications, and its Secretary-Treasurer is legally responsible for keeping all official records of applications, decisions, and conditions imposed; WHEREAS the municipality does not maintain the master file of consent applications, and must obtain copies and decisions directly from the Planning Board for municipal records or follow-up where municipal responsibilities may apply;

NOW THEREFORE BE IT RESOLVED THAT The Planning Board forward to the Municipality, through the CAO, a copy of the results of the application including outlining any specific items it wishes the Municipality to collect on its behalf such as but not limited to survey copies, parkland dedication funds; and

FURTHER THAT if the Planning Board desires to submit a copy of the file, including responses received from various Ministries/Agencies consulted during the application review period, to the Municipality, that these be forwarded as a complete PDF document at the end of the review process clearly labelled "for your information."

AND FURTHER THAT a copy of this resolution be forwarded to the East Nipissing Planning Board with a request that it be included on their next meeting agenda where the Municipality's representatives on the Board, Mayor Gould/Councillor Grant will speak to it.

Result: Carried

8.6 Strategic Plan Consultant Hiring Committee

Resolution Number:2025-373

Moved by: Councillor Moreton

Seconded by: Councillor Manson

WHEREAS the Corporation of the Municipality of Calvin has issued a Request for Proposals (RFP) for the completion of a Five-Year Strategic Plan; and

WHEREAS it is necessary to establish a Hiring Committee to prior to January 31, 2026, review submissions, conduct interviews, and make a recommendation to Council regarding the selection of a consulting firm;

NOW THEREFORE BE IT RESOLVED THAT:

A Hiring Committee for the Strategic Plan RFP be hereby established, consisting of:

- The Chief Administrative Officer (CAO);
 - Two members of Council, appointed by Council: Mayor Gould and Councillor Latimer
- The Hiring Committee shall be responsible for reviewing qualified proposals, shortlisting firms, conducting interviews, and preparing a recommendation for Council consideration.
- The Terms of Reference for the Hiring Committee, attached hereto as Schedule A, are hereby adopted.
- The Committee shall convene up to two meetings for the purposes of interviewing and evaluating shortlisted candidates, and additional meetings if deemed necessary by the Committee.

Result: Carried

Schedule A – Terms of Reference

Strategic Plan RFP Hiring Committee

1. Purpose

The Hiring Committee is established to oversee the evaluation and interview process for the selection of a consultant to prepare the Municipality of Calvin's Five-Year Strategic Plan and to make a recommendation to Council on the preferred proponent.

2. Authority

The Committee is an advisory body to Council. It has no independent decision-making authority and shall report its recommendation to Council for final approval.

3. Composition

- Chief Administrative Officer (CAO) – voting member
- Two members of Council – voting members

A Chair shall be selected at the first meeting.

4. Responsibilities

The Committee shall:

- Review all eligible proposals submitted under the RFP.
- Develop or confirm the evaluation criteria in accordance with the RFP.
- Shortlist firms to be interviewed.
- Conduct interviews (up to two meetings anticipated).
- Score proponents based on approved evaluation criteria.
- Prepare and present a written recommendation to Council identifying the preferred consultant and rationale.

5. Meetings

Meetings will be held as required, with an expectation of no more than two meetings to conduct interviews and complete evaluations.

Quorum shall consist of the CAO and at least one Council member, though all members present at any one interview must be present for all other interviews.

Meetings may be held in person or electronically, in accordance with the Municipality's procedure by-law.

6. Reporting

The Committee shall report to Council through the CAO or the Committee Chair.

A final recommendation report shall be submitted to Council for the selection of the successful proponent.

7. Confidentiality

All proposal materials, scoring documents, and interview discussions are confidential and shall not be shared outside the Committee except as required for reporting to Council.

Members must comply with all applicable municipal policies, including conflict of interest requirements.

8. Term

The Committee will dissolve upon Council's acceptance of its recommendation and formal award of the contract to the selected consultant.

8.7 Building Code Official Correspondence

Resolution Number: 2025-374

Moved By: Councillor Manson

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin is in receipt of the Shared Service Building Code Official's notice of retirement date of November 25, 2026, and November 2025 Building Report.

Result: Carried

8.8 2026 OPP Annual Billing Statement

Resolution Number: 2025-375

Moved By: Councillor Manson

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin is in receipt of the 2026 OPP Annual Billing Statement reflecting an increase in costs of 11%. This increase in the maximum capped increase.

Result: Carried

8.9 PWS-2025-26 Report

Resolution Number: 2025-376

Moved By: Councillor Latimer

Seconded By: Councillor Moreton

WHEREAS resolution 2025-58 states that the Council approved of an education and promotion for the use of clear bags be implemented into a revised By-law for the purpose of extending the life of the landfill by preventing divertible materials being placed in the landfill;

AND WHEREAS resolution 2025-353 states that a phased in education process be initiated, however the phased in education was not clearly defined;

AND WHEREAS Provincial policies and legislation requires an owner operator of a waste disposal facility to encourage and develop strategies that align with provincial policies and targets for the purpose of waste diversion as well as provincial legislation that regulate landfill sites and diversion regulations ;

AND WHEREAS the use of clear bags provides a mechanism of inspection for the prevention of divertible materials from entering the landfill,

AND WHEREAS the phasing in of this policy will be in full effect on _____ and written into the By-Law pertaining to waste management within the boundaries of the Municipality of Calvin;

AND FURTHERMORE a draft waste management By-law be presented to Committee of the Whole for a discussion for recommendation to Council;

BE IT HEREBY RESOLVED that the Council for the Corporation of Calvin approves of this recommendation.

Result: Deferred to a future Committee of a Whole Meeting

8.10 Elections 2026 – Reports and Bylaws

8.10.1 Method of Vote

Resolution Number: 2025-377

Moved By: Councillor Manson

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives the staff report regarding Elections- Method of Vote and

FURTHER THAT Council adopts the Method of Vote for the 2026 Election as in-person paper voting.

Result: Carried

8.10.2 Advance Voting

By-Law Number: 2025-51

Resolution Number: 2025-378

Moved By: Councillor Moreton

Seconded By: Councillor Manson

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives the staff report regarding Elections - Advance Voting and

FURTHER THAT Council adopt By-Law number 2025-51 to set the advance voting date as Saturday October 17, 2026 from 10:00 a.m. to 6:00 p.m. at the Community Hall.

Result: Carried

8.10.3 Use of Corporate Resources

By-Law Number: 2025-52

Resolution Number: 2025-379

Moved By: Councillor Manson

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives staff report regarding Elections- Use of Corporate Resources Policy and

Further that Council adopt By-Law Number 2025-52 being a by-law to adopt a use of corporate resources for elections purposes.

Result: Carried

8.10.4 Sign By-Law

By-Law Number: 2025-53

Resolution Number: 2025-380

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives staff report regarding Election Sign By-law and FURTHER THAT Council adopt By-Law Number 2025-53 being a by-law to regulate the placement of election signs in the Municipality of Calvin.

Result: Carried

8.10.5 Restricted Acts Period

By-Law Number: 2025-54

Resolution Number: 2025-381

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives staff report regarding Restricted Acts (Lame Duck) Period and FURTHER THAT Council adopt By-Law Number 2025-54 being a by-law to authorize the delegation of authority to the Chief Administrative Officer for certain acts during a restricted acts of Council period.

Result: Carried

8.10.6 Accessibility Plan

Resolution Number: 2025-382

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives staff report regarding a Municipal elections accessibility plan and FURTHER THAT, Council adopt the Municipal Election Accessibility Plan as presented.

Result: Carried

8.10.7 Placing a Question on the Election Ballot

Resolution Number: 2025-383

Moved By: Councillor Manson

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin receives staff report regarding placing a question on the election ballot for information purposes AND FURTHER THAT Council understands that should they wish a question to be placed on the election ballot, that a by-law with the question and details must be passed on or before March 1, 2026.

Result: Carried

8.11 CAO report Council Remuneration.

Resolution Number: 2025-384

Moved By: Councillor Manson

Seconded By: Councillor Grant

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin received CAO verbal report regarding 2025 year council remuneration reconciliation.

Result: Carried

8.12 Fire Marshal Notification 2025-09: Announcement of 2025-2026 Fire Protection Grant Allocations (December 10, 2025)

Resolution Number: 2025-385

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin received information from the Fire Marshal informing council of the Fire Protection grant announcement.

Result: Carried

8.13 \$405,000 to Support Flood Recovery in Township of Calvin – MPP Fedeli

Resolution Number: 2025-386

Moved by: Councillor Manson

Seconded by: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin received information announced by MPP Fedeli with respect to the Municipality's application for disaster relief funding.

Result: Carried

9. AGENCIES, BOARDS, COMMITTEES

Resolution Number: 2025-387

Moved By: Councillor Manson

Seconded By: Councillor Latimer

9.1 North Bay Mattawa Conservation Authority – Councillor Moreton

9.2 East Nipissing Planning Board- Councillor Grant, Mayor Gould

9.3 Physician Recruitment -Mayor Gould

9.4 Mattawa Regional Police Services Board -Councillor Grant

9.5 Canadian Ecology Centre - Mayor Gould

9.6 Cassellholme Exit Strategy- Mayor Gould

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin accepts the Agencies, Board, Committee Reports and/or Minutes provided by Council members at this meeting.

Result: Carried

10. CLOSED MEETING –

Resolution Number: 2025-388

Moved By: Councillor Manson

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin move into Closed Session at 8:36 p.m. to discuss:

- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (s.239(2)(f))
- Personal matters about an identifiable individual s. 239 (2) (b) who is in non-compliance with the Zoning Bylaw (s.239(2)(b))

Result: Carried

11. RETURN TO OPEN SESSION

Resolution Number: 2025-389

Moved By: Councillor Manson

Seconded By: Councillor Moreton

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin move back into Open Session at 9:45 p.m. and report that it discussed:

- Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (s.239(2)(f))
- Personal matters about an identifiable individual s. 239 (2) (b) who is in non-compliance with the Zoning Bylaw and directs the CBO to take the necessary steps to bring the matter into compliance within 60 days of the notice served.

Result: Carried

12. CONFIRMATORY BY-LAW

By-Law # 2025-55

Resolution Number: 2025-390

Moved By: Councillor Manson

Seconded By: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT By-Law 2025-55 being a By-Law to confirm the proceedings of Council be approved.

Result: Carried

12. ADJOURNMENT

Resolution Number: 2025-391

Moved By: Councillor Grant

Seconded By: Councillor Manson

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin now be adjourned @9:47 p.m.

Result: Carried



Corporation of the Municipality of Calvin

EMERGENCY MEETING OF COUNCIL

Date: December 19, 2025

Time: 11:38 a.m.

1355 Peddlers Drive, Calvin, ON

Meeting Summary

In attendance: Mayor Gould, Councillors Grant, Latimer, Manson, CAO Maitland, Public Works Superintendent Carr, Administrative Assistant Albright.

Regrets: Deputy Mayor Moreton

1. CALL TO ORDER

Resolution Number: 2025-392

Moved by: Councillor Latimer Seconded by: Councillor Grant

Now therefore be it resolved that this emergency meeting of Council be called to order at 11:38 a.m. with quorum having been achieved. Result: Carried

2. APPROVAL OF AGENDA

Resolution Number: 2025-393

Moved by: Councillor Grant

Seconded by: Councillor Manson

Now therefore be it resolved that the agenda be approved as circulated.

Result: Carried

3. DECLARATIONS OF PECUNIARY OR CONFLICT OF INTEREST - none

4. APPROVAL OF PREVIOUS MEETING MINUTES n/a

5. DELEGATIONS TO COUNCIL n/a

6. PRESENTATIONS TO COUNCIL n/a

7. BUSINESS ARISING FROM PREVIOUS COUNCIL MEETINGS n/a

8. CONSENT AGENDA ITEMS FOR INFORMATION PURPOSES n/a

9. ADMINISTRATIVE MATTERS:

9.1 Grant Agreement -HIS MAJESTY THE KING IN RIGHT OF ONTARIO

as represented by the Minister of Municipal Affairs and Housing

(referred to as the "Ministry") AND: THE CORPORATION OF THE MUNICIPALITY OF CALVIN

(referred to as the "Municipality") June Storm Event

By-Law Number: 2025-57

Resolution Number: 2025-394

Moved by: Councillor Latimer

Seconded by: Councillor Manson

WHEREAS the Corporation of the Municipality of Calvin has received a Grant Agreement between His Majesty the King in Right of Ontario, as represented by the Minister of Municipal Affairs and Housing, and

the Corporation of the Municipality of Calvin, for the purpose of reimbursement of eligible Municipal Disaster Recovery Assistance (MDRA) program expenses;

AND WHEREAS the Ministry of Municipal Affairs and Housing requires a resolution of Council authorizing the Municipality's signatories to enter into the Agreement on behalf of the Municipality;

AND WHEREAS it is in the best interest of the Municipality to call an emergency meeting in order to authorize execution of the Agreement, so as not to delay the matter until the next regular meeting of Council scheduled for January 13;

NOW THEREFORE BE IT RESOLVED that Council hereby authorizes the Mayor and Chief Administrative Officer to execute the Grant Agreement on behalf of the Corporation of the Municipality of Calvin;

AND FURTHER THAT the executed Agreement be forwarded to the Minister's delegated staff for signature, at which time the Agreement shall come into effect.

RESULT: Carried

10. AGENCIES, BOARDS, COMMITTEES n/a

11. CLOSED MEETING n/a

12. RETURN TO OPEN SESSION n/a

13. CONFIRMATORY BY-LAW

By-Law Number: 2025-58

Resolution Number: 2025-395

Moved by: Councillor Grant

Seconded by: Councillor Latimer

NOW THEREFORE BE IT RESOLVED THAT By-Law 2025-58 being a By-Law to confirm the proceedings of Council be approved.

RESULT: Carried

14. ADJOURNMENT

Resolution Number: 2025-396

Moved by: Councillor Manson

Seconded by: Councillor Grant

Now therefore be it resolved that this emergency meeting of Council be adjourned at 11:41 a.m.

5.

**DELEGATIONS
TO COUNCIL**

6.

**PRESENTATIONS
TO COUNCIL**

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PRESENTATION TO COUNCIL

JANUARY 13, 2026

Mandy McLean

Daki Menan Lands & Resources Corporation, Temagami

Re: Two billion trees – opportunity for Calvin property owners

Daki Menan is pleased to announce over \$1 Million in Funding over 3yrs for Tree Planting initiatives on suitable Reforestation/Reclamation sites. Eligible sites include Abandoned Fields, Vacant Lands, Parks, Municipal Lands, Retired/retiring Industrial locations etc.

Did you know your property could play a vital role in Canada's nationwide effort to plant two billion trees? As a landowner, you have a unique opportunity to help restore habitats, enhance our environment, and leave a lasting natural legacy for generations to come.

Daki Menan Lands & Resources Corp was successful in our application to the government's 2 Billion Trees program, and we need your help!! We can provide native tree seedlings and planting services at no out of pocket cost to you. By partnering with us, you are not only helping us reach this ambitious national goal but also planting a living monument on your own land that will benefit your community for decades. This is a chance to be part of something bigger. We are struggling to find land to put these trees in the ground and are hoping you can help! It is a win-win situation for all.

We have agreed to plant 190,000 trees by March 31, 2028! Turn your idle or underutilized land into a thriving forest ecosystem.

If you have any questions, concerns, or are interested in this amazing opportunity, please reach out to me.

Sincerely,

Mandy McLean

Office Manager

Daki Menan Lands & Resources Corporation

705-569-2663

7.

**BUSINESS
ARISING
FROM
PREVIOUS
COUNCIL
MEETINGS**

COUNCIL MEETING JANUARY 13, 2026

To: Council

Subject: Business Arising from Dec 16, 2026 Council Meeting: Elections – Use of Corporate Resources Policy

Submitted by: Donna Maitland, CAO Clerk-Treasurer

RECOMMENDATION

That Council receives and approves Staff report regarding the updated Use of Corporate Resources for Election Purposes Policy as presented for information purposes; AND THAT a By-law be prepared for adoption of the Use of Corporate Resources Policy.

BACKGROUND

Under section 88.18 of the Municipal Elections Act, 1996 (MEA), the Township is required to establish rules and procedures with respect to the use of municipal resources during the election campaign period before May 1st of the election year.

These rules are more commonly referred to as Use of Corporate Resources Policy. The Policy is to provide a consistent approach and direction regarding the use of Corporate Resources during the election campaign period in accordance with the Municipal Elections Act and clarify that all candidates and third parties, including current Members of Council, are required to follow the provisions of the Act and the following:

- No member, third party or candidate shall use the facilities, equipment, supplies, services, staff or other resources of the municipality (including newsletters and budgets) for any election campaign or campaign related activities.
- No member, third party or candidate shall undertake campaign-related activities on municipal property during regular working hours.
- No member, third party or candidate shall use the services of persons during hours in which those persons receive compensation from the municipality.

For the 2026 Municipal Election, the Use of Corporate Resources Policy was reviewed and updates were made to it for compliance with changes under the Municipal Elections Act.

At the December 16, 2025 Regular Meeting of Council, Council directed staff to seek guidance from Municipal Affairs regarding the use of municipal facilities for an all-candidates debate or gathering. Municipal Affairs advised that it is unable to provide an interpretation of the Act and recommended that the Municipality obtain legal advice from its solicitor.

Rather than delay consideration of this matter, and recognizing that this is governed by municipal policy, staff are recommending an amendment to the by-law to clearly define the circumstances under which the Community Hall may be used for this purpose. Specifically, the amendment would permit use of the hall when it is rented and paid for by a third-party host for an all-candidates debate or gathering, provided the host submits written confirmation that all candidates have been invited to participate.

COMMUNICATION PLAN:

This policy will be placed on the municipal website and in all Candidate and Third-Party Advertiser information packages.

FINANCIAL IMPLICATIONS

There is no financial impact.

RECOMMENDATION

That Council receives and approves Staff report regarding Use of Corporate Resources for Election Purposes Policy as presented for information purposes; AND THAT a revised By-law be adopted of the Use of Corporate Resources Policy.

Respectfully Submitted,

Donna Maitland

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2026-01

Being a By-Law to Adopt a Use of Corporate Resources
for Election Purposes Policy

WHEREAS the Province of Ontario passed the *Municipal Elections Act, 1996*;

AND WHEREAS section 88.18 of the *Municipal Elections Act, 1996* as amended, requires that before May 1 in the year of a regular election, municipalities establish rules and procedures with respect to the use of municipal resources during the election campaign period;

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

1. THAT the "Use of Corporate Resources for Election Purposes" policy, attached as Schedule "A" to this by-law and forming part of this by-law, be hereby adopted.
2. THAT any predecessor by-laws be repealed.
3. THAT this by-law shall take effect on the date of final passing thereof.

READ and PASSED THIS 13TH DAY OF JANUARY 2026.

MAYOR

CAO/ CLERK



MUNICIPAL ELECTIONS USE OF CORPORATE RESOURCES FOR ELECTION PURPOSES POLICY

POLICY & PURPOSE

This Policy is to clarify the provisions of the *Municipal Elections Act, 1996*; the *Municipal Elections Modernization Act* as it applies to all Members of Municipal Council.

SCOPE

The purpose of this policy is to clarify that Members of Council are required to follow the provisions of *Municipal Elections Act* and that:

- No member shall use the facilities, equipment, supplies, services, staff or other resources of the municipality (including newsletters and budgets) for any election campaign or campaign related activities.
- No member shall undertake campaign-related activities on municipal property during regular working hours.
- No member shall use the services of persons during hours in which those persons receive compensation from the municipality.

Specifically, and in accordance with the provisions of the *Municipal Elections Act, 1996*:

1. Corporate resources and funding may not be used by Members of Council for any election-related purposes.
2. Staff shall not canvas or actively work in support of a municipal candidate during any municipal paid time, unless they are on a leave of absence without pay.
3. Members of Council and candidates may not use any municipally provided facilities for any election-related purposes, including the display of campaign-related signs in windows or on the premises. or the display of any election-

-the event host submits written confirmation, at the time of the hall rental agreement, that all candidates have been invited to participate in the function.

4. Members of Council nor candidates may not use any municipally provided facilities for any election-related purposes, which include displaying of any campaign related signs in the window or on the premises, as well as displaying any election-related material in the office.
5. The following be discontinued for Members of Council from the day prior to Nomination Day in a municipal election year to Voting Day:
 - a. All forms of advertising, including in municipal publications;
 - b. All printing, high speed photocopying and distribution, including printing and general distribution of newsletters unless so directed and approved by Council:
6. Members of Council and candidates may not:
 - a. Print or distribute any material paid by municipal funds that illustrate that a Member of Council or any other individual is registered in any election or where they are running for office;
 - b. Profile (name or photograph), or make any reference to, in any material paid by municipal funds, any individual who is registered as a candidate in any election;
 - c. Print or distribute any material using municipal funds that refers to, or contains the names or photographs, or identifies registered candidates for municipal elections; and that the Minutes of Municipal Council and Committee Meetings are exempt from this provision.
7. Members of Council are responsible to ensure that the content of any communications material, including printed material such as newsletters, advertising, etc. funded by the municipality is not directly election related.
8. Websites or domain names that are funded by the municipality may not include any election-related campaign material. Except for, one municipal website page will be devoted to the election and can include the names of certified candidates along with a picture and four-line write up on the reason why the candidate is running for council. The information must be submitted by the candidate to be included on this page.
9. These policies also apply to an acclaimed member or a member not seeking re-election.

ENFORCEMENT

10. The Municipal Clerk be authorized and directed to take the necessary action to give effect to this policy.

11. Nothing in this policy shall preclude a Member of Council from performing his/her job as a Member of the Council, nor inhibit them from representing the interests of the constituents who elected them.

IMPLEMENTATION

12. This policy shall become effective immediately upon approval by the Municipal Council.

RATIONAL AND LEGISLATIVE AUTHORITY

13. Guidelines for the appropriate use of corporate resources during an election period are necessary to protect the interests of both the Members of Council and the Corporation.

As a contribution may take the form of money, goods or services, any use by a Member of Council of the Corporation's resources for his or her election campaign would be viewed as a contribution by the municipality to the Member, which is a violation of the Act.

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2025-52

**Being a By-Law to Adopt a Use of Corporate Resources
for Election Purposes Policy**

WHEREAS the Province of Ontario passed the *Municipal Elections Act, 1996*;

AND WHEREAS section 88.18 of the *Municipal Elections Act, 1996* as amended, requires that before May 1 in the year of a regular election, municipalities establish rules and procedures with respect to the use of municipal resources during the election campaign period;

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

1. THAT the "Use of Corporate Resources for Election Purposes" policy, attached as Schedule "A" to this by-law and forming part of this by-law, be hereby adopted.
2. THAT any predecessor by-laws be repealed.
3. THAT this by-law shall take effect on the date of final passing thereof.

READ and PASSED THIS 16TH DAY OF DECEMBER 2025.

MAYOR

CAO/ CLERK



MUNICIPAL ELECTIONS USE OF CORPORATE RESOURCES FOR ELECTION PURPOSES POLICY

POLICY & PURPOSE

This Policy is to clarify the provisions of the *Municipal Elections Act, 1996*; the *Municipal Elections Modernization Act* as it applies to all Members of Municipal Council.

SCOPE

The purpose of this policy is to clarify that Members of Council are required to follow the provisions of *Municipal Elections Act* and that:

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Specifically, and in accordance with the provisions of the *Municipal Elections Act, 1996*:

1. Corporate resources and funding may not be used by Members of Council for any election-related purposes.
2. Staff shall not canvas or actively work in support of a municipal candidate during any municipal paid time, unless they are on a leave of absence without pay.
3. Members of Council nor candidates may not use any municipally provided facilities for any election-related purposes, which include displaying of any campaign related signs in the window or on the premises, as well as displaying

- b. All printing, high speed photocopying and distribution, including printing and general distribution of newsletters unless so directed and approved by Council:
- 5. Members of Council and candidates may not:
 - a. Print or distribute any material paid by municipal funds that illustrate that a Member of Council or any other individual is registered in any election or where they are running for office;
 - b. Profile (name or photograph), or make any reference to, in any material paid by municipal funds, any individual who is registered as a candidate in any election;
 - c. Print or distribute any material using municipal funds that refers to, or contains the names or photographs, or identifies registered candidates for municipal elections; and that the Minutes of Municipal Council and Committee Meetings are exempt from this provision.
- 6. Members of Council are responsible to ensure that the content of any communications material, including printed material such as newsletters, advertising, etc. funded by the municipality is not directly election related.
- 7. Websites or domain names that are funded by the municipality may not include any election-related campaign material. Except for, one municipal website page will be devoted to the election and can include the names of certified candidates along with a picture and four-line write up on the reason why the candidate is running for council. The information must be submitted by the candidate to be included on this page.
- 8. These policies also apply to an acclaimed member or a member not seeking re-election.

ENFORCEMENT

- 9. The Municipal Clerk be authorized and directed to take the necessary action to give effect to this policy.

LIMITATION

- 10. Nothing in this policy shall preclude a Member of Council from performing his/her job as a Member of the Council, nor inhibit them from representing the interests of the constituents who elected them.

IMPLEMENTATION

- 11. This policy shall become effective immediately upon approval by the Municipal Council.

RATIONAL AND LEGISLATIVE AUTHORITY

12. Guidelines for the appropriate use of corporate resources during an election period are necessary to protect the interests of both the Members of Council and the Corporation.

As a contribution may take the form of money, goods or services, any use by a Member of Council of the Corporation's resources for his or her election campaign would be viewed as a contribution by the municipality to the Member, which is a violation of the Act.

Mayor's Follow-Up re: East Nipissing Planning Board Correspondence – Brooker File 2025-11 and Bellaire File 2025-12-December 16, 2025 Meeting

At the December meeting of the ENPB, the Calvin resolution to have the planning board only send documents from the planning board once a file is complete and not when they are first received was discussed and rejected. It was decided that board members Dean Grant and Richard Gould should convey the message that the planning board was not willing to comply with this request. The planning board continues to research employing a Planner to aid in planning decisions, but a suitable planner has not been found at this time.

Minutes from the November meeting of ENPB have been approved and are attached.

Mayor Gould



Corporation of the Municipality of Calvin

Council Resolution

Date: December 16, 2025

East Nipissing Planning Board Correspondence – Brooker File 2025-11 and Bellaire File 2025-12

Resolution Number: 2025-372

Moved By: Councillor Manson

Seconded By: Councillor Moreton

WHEREAS Council for the Corporation of the Municipality of Calvin has received correspondence from the East Nipissing Planning Board inviting it to provide comment on Consent Application -Brooker File 2025-11 and Bellaire File 2025-12 and

WHEREAS the East Nipissing Planning Board was established under the Planning Act, R.S.O. 1990, c. P.13. for certain functions (notably “consents” under s. 50 and s. 53 of the Planning Act) from specific provincial regulation: O. Reg. 338/98 (Delegation of Authority – East Nipissing Planning Board) for processing and evaluating applications for consent under the Planning Act; and

WHEREAS Council for the Corporation of the Municipality of Calvin is not the review authority for such applications nor does it have the knowledge to provide evaluative comments on consent applications; and

WHEREAS the Planning Board is required to consult with the appropriate ministries, agencies, authorities, and municipal staff as part of its review, and to consider all applicable legislation, policies, and technical requirements; and

WHEREAS the CAO did circulate the application to the Public Works Superintendent and Building Code Official for comment which will be circulated to the Planning Board;

NOW THEREFORE BE IT RESOLVED THAT Council for the Corporation of the Municipality of Calvin affirms that the Planning Board is solely responsible for the evaluation and decision-making process on Consent Application – Brooker (File No. 2025-11) and Bellaire (File No. 2025-12);

FURTHER THAT Council expects the Planning Board, in its review of this application, to fully consider and document the following matters:

- Consistency with the Provincial Policy Statement (PPS), including policies governing rural development, natural heritage, water resources, hazard lands, and servicing.
- Conformity with the Municipality’s Official Plan and Zoning By-law, including policies regarding lot creation, frontage, access, rural land use compatibility, and environmental protection.
- Compliance with the Planning Act, including Provincial Policy Statements.
- Consultation with all required ministries and agencies, including but not limited to:
 - Ministry of Transportation (MTO)
 - Ministry of Natural Resources and Forestry (MNRF)
 - North Bay-Mattawa Conservation (NBMCA)
 - Any other authorities with jurisdiction

- Confirmation of adequate access, road standards, and entrance approvals, including any applicable municipal bylaws.
- Assessment of servicing requirements, including potable water, sewage disposal, and any hydrogeological or environmental studies required to support the application.
- Consideration of cumulative impacts on environmental features, neighbouring properties, and local infrastructure.
- Public and agency comments received as part of the formal circulation process.

AND WHEREAS under the Planning Act, the Planning Board is established as a separate body corporate and is the delegated approval authority for consent (severance) applications, and its Secretary-Treasurer is legally responsible for keeping all official records of applications, decisions, and conditions imposed; WHEREAS the municipality does not maintain the master file of consent applications, and must obtain copies and decisions directly from the Planning Board for municipal records or follow-up where municipal responsibilities may apply;

NOW THEREFORE BE IT RESOLVED THAT The Planning Board forward to the Municipality, through the CAO, a copy of the results of the application including outlining any specific items it wishes the Municipality to collect on its behalf such as but not limited to survey copies, parkland dedication funds; and

FURTHER THAT if the Planning Board desires to submit a copy of the file, including responses received from various Ministries/Agencies consulted during the application review period, to the Municipality, that these be forwarded as a complete PDF document at the end of the review process clearly labelled "for your information."

AND FURTHER THAT a copy of this resolution be forwarded to the East Nipissing Planning Board with a request that it be included on their next meeting agenda where the Municipality's representatives on the Board, Mayor Gould/Councillor Grant will speak to it.

Results: Carried

CERTIFIED to be a true copy of
Resolution No. 2025-372 passed by the
Council for the Corporation of the Municipality of Calvin
on the 16th day of December 2025.

Donna Maitland
CAO/Clerk/Treasurer