



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-193

**Moved By:** Councillor

**Seconded By:** Councillor

### WHEREAS,

The Ad Hoc Code of Conduct Committee was formed by and requested by Council to review the Draft By-Law 2023-009 being a By-Law to review and establish Council Code of Conduct in accordance with Part V.1-Accountability and Transparency of the Municipal Act, 2001, c25;

**NOW THEREFORE BE IT RESOLVED THAT,** Council for the Corporation of the Municipality of Calvin agrees to dissolve this Ad Hoc Code of Conduct Committee as the purpose of the Committee has now been actioned and completed to Council's satisfaction.

### Results:

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



# Corporation of the Municipality of Calvin Council Resolution

Date: May 14, 2024

Resolution Number: 2024-194

Moved By: Councillor

Seconded By: Councillor

**WHEREAS,**

Council declared Municipal Surplus -2006 Chevrolet 3500 Rescue truck by Resolution 2024-146 on April 9, 2024, Sealed Bids were to be submitted using the Township’s prescribed bid form and be received by 3:00 PM, May 13, 2024 at the Municipal Office marked “2006 Chevrolet 3500 Rescue Bid”,

**And whereas** the sealed bids were opened by the CAO and Fire Chief on \_\_\_\_\_ as witnessed by \_\_\_\_\_,

**And whereas** the highest bid was received from \_\_\_\_\_ \$ \_\_\_\_\_ plus HST,

**Now therefore be it resolved that** Council for the Corporation of the Municipality of Calvin accepts the sale of these items to \_\_\_\_\_ and that the funds, net of any taxes be deposited into the general bank account and be allocated to the \_\_\_\_\_ department surplus fund.

**Results:**

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

## 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: May 14, 2024

Resolution Number: 2024-195

Moved By: Councillor

Seconded By: Councillor

**WHEREAS,**

Council declared Municipal Surplus -1985 G.M.C Brigadier Pumper Tanker by Resolution 2024-62 on February 13, 2024, Sealed Bids were to be submitted using the Township’s prescribed bid form and be received by 3:00 PM, May 13, 2024 at the Municipal Office marked “1985 Brigadier G.M.C. Brigadier, Pumper Bid”,

**And whereas** the sealed bids were opened by the CAO and Fire Chief on \_\_\_\_\_ as witnessed by \_\_\_\_\_,

**And whereas** the highest bid was received from \_\_\_\_\_ \$\_\_\_\_\_ plus HST,

**Now therefore be it resolved that** Council for the Corporation of the Municipality of Calvin accepts the sale of these items to \_\_\_\_\_ and that the funds, net of any taxes be deposited into the general bank account and be allocated to the \_\_\_\_\_ department surplus fund.

**Results:**

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



### Municipal Surplus Vehicle Sale

**1985 G.M.C. Brigadier Detroit Silver 92- 6V-392, Single Axle Pumper**

**Engine: Detroit Silver 92- 6V-392**

**Transmission: Allison Automatic HT-740**

**12,000 lbs Front Axle**

**23,000 lbs Rear Axle**

**G.V.W. 35,000 lbs**

**229 "Wheel Base**

**Hale 1050 G.P.M. Model QSF125, 500 Imp. Gal. Water Tank Capacity,**

**Previous to being parked for 2 years, this apparatus was inspected annually and pump test completed.**



# Corporation of the Municipality of Calvin

## Council Resolution

Date: May 14, 2024

Resolution Number: 2024-196

Moved By: Councillor

Seconded By: Councillor

Resolution 2024-174-Deferred: April 30, 2024 Regular Council Meeting to bring back to Council May 14, 2024 for further discussion.

**Whereas** under section 373(1) of the Municipal Act, 2001, a municipality may register a tax arrears certificate against title to land where realty taxes have not been paid for two years,

**And whereas** on the heels of their audit of the 2022 fiscal year, at an open Council meeting in January 2024, and in a subsequent management letter issued to the Municipality, BDO, auditors for the Municipality identified that in 2022 "there have been only limited attempts related to the collection of outstanding taxes owed to the Municipality..." and recommended the Municipality "actively pursue collection on overdue balances possibly using tax sales if required.",

**And whereas** unpaid taxes impact the municipality's financial health, its borrowing capacity, can create cash flow problems for the municipality or result in higher tax rates to fund uncollectable taxes or tax write-offs, tax rates and increases borne by those who do pay their taxes on time,

**And whereas** the Municipality is obligated to and does pay school board taxes on behalf of all its property owners, whether or not they keep their tax payments current,

**And whereas** since late 2023, tax balance notices have been sent to all property owners who were in tax arrears for years 2023, 2022 and prior years two times,

**And whereas** while this did result in near \$10,000 of unpaid taxes being recovered, in spite of reminders sent to all property owners in tax arrears, the balance of unpaid taxes as of April 25, 2024 is over \$110,000 for 2022 and prior years, and is approaching \$100,000 for the year 2023,

**And whereas** registering a tax arrears certificate against title to land is not a collection avenue this Council desires to take, but one it must, when necessary, to meet its own financial obligations and to honor those who do pay their taxes on time,

**Now therefore be it resolved that** Council for the Corporation of the Municipality direct staff to send a notice of arrears to all property owners who are in arrears two years or more requesting they contact the office to set up a formal payment plan while keeping current this year’s tax payments; a payment plan which will see all 2022 and prior year overdue taxes paid off within one year.

**And furthermore,** if payment in full is not received and/or written and signed payment arrangement have not been made and agreed to within 90 days of the notice being served, and or the payment plan as agreed upon is not thereafter honored, staff is directed to proceed with registering a tax arrears certificate against the property which would initiate tax sale proceedings.

**And furthermore,** that staff continue to carry out activities necessary to collect all tax arrears for the 2023 and current year.

**Results:**

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

7.1.1.6  
A



# Corporation of the Municipality of Calvin Council Resolution

Date: May 14, 2024

Resolution Number: 2024-196A

Moved By: Mayor Gould

Seconded By: Councillor

Resolution 2024-174-Deferred: April 30, 2024 Regular Council Meeting to bring back to Council May 14, 2024 for further discussion.

**Whereas** under section 373(1) of the Municipal Act, 2001, a municipality may register a tax arrears certificate against title to land where realty taxes have not been paid for two years,

**And whereas** on the heels of their audit of the 2022 fiscal year, at an open Council meeting in January 2024, and in a subsequent management letter issued to the Municipality, BDO, auditors for the Municipality identified that in 2022 "there have been only limited attempts related to the collection of outstanding taxes owed to the Municipality..." and recommended the Municipality "actively pursue collection on overdue balances possibly using tax sales if required.",

**And whereas** unpaid taxes impact the municipality's financial health, its borrowing capacity, can create cash flow problems for the municipality or result in higher tax rates to fund uncollectable taxes or tax write-offs, tax rates and increases borne by those who do pay their taxes on time,

**And whereas** the Municipality is obligated to and does pay school board taxes on behalf of all its property owners, whether or not they keep their tax payments current,

**And whereas** since late 2023, tax balance notices have been sent to all property owners who were in tax arrears for years 2023, 2022 and prior years two times,

**And whereas** while this did result in near \$10,000 of unpaid taxes being recovered, in spite of reminders sent to all property owners in tax arrears, the balance of unpaid taxes as of April 25, 2024 is over \$110,000 for 2022 and prior years, and is approaching \$100,000 for the year 2023,

**And whereas** registering a tax arrears certificate against title to land is not a collection avenue this Council desires to take, but one it must, when necessary, to meet its own financial obligations and to honor those who do pay their taxes on time,



**Now therefore be it resolved that** Council for the Corporation of the Municipality direct staff to send a notice of arrears to all property owners who are in arrears two years or more requesting they contact the office to set up a formal payment plan while keeping current this year's tax payments; a payment plan which will see all 2022 and prior year overdue taxes paid off within one year, or where there are special circumstances and there is a mutually agreed re-payment plan, *not* more than three years.

**And furthermore**, if payment in full is not received and/or written and signed payment arrangement have not been made and agreed to within 90 days of the notice being served, and or the payment plan as agreed upon is not thereafter honored, staff is directed to proceed with registering a tax arrears certificate against the property which would initiate tax sale proceedings.

**And furthermore**, that staff continue to carry out activities necessary to collect all tax arrears for the 2023 and current year and that this Resolution now forms as the Municipality of Calvin's Tax Collection Policy.

**Results:**

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

7.1.1.6  
B



# Corporation of the Municipality of Calvin Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-196B

**Moved By:** Councillor Manson

**Seconded By:** Councillor

**Whereas** Council deferred Resolution 2024-174 to bring back to Council May 14, 2024 for further discussion, the below are recommendations to amend the resolution brought forward by Councillor Manson for Council as a whole to consider,

1, In the communications to residents that are in arrears, use a coloured envelope such as red to indicate the importance of the content.

2, For the initial communication, clearly outline to the residents that continued tax arrears WILL result in the municipality eventually selling their property at auction and under that process the resident would lose the full value of their property. The taxes are collected from the proceeds of sale and the province is sent any funds over and above what the municipality collects. The resident loses the property and all property rights. Also let them know that interest is being applied to their outstanding balance at a rate of 15%.

3, For the same initial communication, let residents know some possible options such as: Borrowing from a bank with a line of credit or loan, Selling investments, Borrowing from a friend or family member, Severing a portion of their property and selling it, and as a potential last resort, sell the property yourself to realize your funds before the tax arrears sale process begins.

4, In the above noted resolution it gives 90 days to have a formal plan in place with the municipality to repay in one-year 2022 and prior years while keeping 2024 updated.

Instead of the one-year payment plan, allow the residents up to 3 more full years to catch up their arrears payments before registering a tax arrears certificate against the property.

During that period, continue to send out tax arrears notices twice a year with their tax bills, but in the same-coloured envelopes with the same accompanying language about what will happen should they not catch up, and what suggested options they have.

\*\*\*Note: Interest of 15% is being charged on these outstanding taxes and the taxation will be collected either voluntarily or by the tax arrears sale process. Giving residents more time has a

true win-win element as it doesn't force residents out of their homes as fast and gives them more time, and interest grows and accrues for the municipality.”

**Now therefore be it resolved that** Council for the Corporation of the Municipality agrees/does not agree with the above recommendations,

**And furthermore,** direct staff continue to carry out activities as directed above and proceed with the actions to collect all tax arrears for the 2023 and current year.

**Results:**

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



# Corporation of the Municipality of Calvin Council Resolution

Date: May 14, 2024

Resolution Number: 2024-7600

Moved By: Councillor

Seconded By: Councillor

## WHEREAS,

Council declared Municipal Surplus -2005 International 7600 series Diesel Tandem Dump/Sander Truck with front Harness & Side Wing by Resolution 2024-117 on March 26, 2024, Sealed Bids were to be submitted using the Township’s prescribed bid form and be received by 12:00 PM, May 7, 2024 at the Municipal Office marked “2005 INTERNATIONAL DUMP/SANDER TRUCK BID”,

**And whereas** the sealed bids were opened by the CAO Donna Maitland and Public Works Superintendent Alex Hackenbrook on \_\_\_\_\_ as witnessed by \_\_\_\_\_,

**And whereas** the highest bid was received from \_\_\_\_\_ \$\_\_\_\_\_ plus HST,

**Now therefore be it resolved that** Council for the Corporation of the Municipality of Calvin accepts the sale of these items to \_\_\_\_\_ and that the funds, net of any taxes be deposited into the general bank account and be allocated to the public works department surplus fund.

## Results:

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



1335 Peddlers Drive, Mattawa, On POH 1V0

PH:705-744-2700 Fax:705-744-0309

[WWW.CalvinTownship.ca](http://WWW.CalvinTownship.ca)

## **Municipal Surplus Vehicle Sale**

### **FOR SALE, BEST OFFER, AS IS**

2005 International 7600 series Diesel Tandem Dump/Sander Truck with front Harness & Side Wing

Cummins 365 Diesel Engine

Eaton Fuller 10 Speed Transmission

20,000 lbs. Front Axle,

40,000 lbs. Rears with 54" spacing

13-foot-long Viking U-Body Dump/Sander

Single Spinner, Manual 2FLL Hydraulic Sander Controls, Air Tarp, Air Tailgate

Rear Hitch Pintle Hook

Hydraulic Front Harness

Hydraulic style Front and Rear Post with Plow Wing.

The vehicle may be viewed at the Municipal Garage. Sealed bids to be provided with the Township's prescribed bid for that is available at the Township website. Sealed bids must be received at the Municipal Office hand-delivered, by 12:00 PM. May 7<sup>th</sup>, 2024 marked **"2005 INTERNATIONAL DUMP/SANDER TRUCK BID"**

- Applicable taxes will apply
- The highest or any bid offer will not necessarily be accepted.

The Corporation of the Municipality of Calvin Township

1335 Peddlers Drive Mattawa, On POH1V0

PH: 705-744-2700 [www.calvintownship.ca](http://www.calvintownship.ca)



# Corporation of the Municipality of Calvin Council Resolution

Date: May 14, 2024

Resolution Number: 2024-197

Moved By: Councillor

Seconded By: Councillor

**NOW THEREFORE BE IT RESOLVED THAT:**

Council has received and approves the Municipality of Calvin Fire Department Report.

**Results:**

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

## **Fire Chief Report to Council**

**Date Prepared: May 7, 2024**

**Reporting period: April 2024**

**Submitted by Chief Labreche**

### **Department Volunteer Status**

The Fire Department's compliment is currently at 15 members to date, we need to hire 2,

Planned recruitment activities: I am planning to advertise on social media via our Calvin Fire Department order to attract future personnel having either of the following DZ license, firefighting experience, First Aid and CPR, or any trades beneficial to the department.

### **1. Incidents Attended This Reporting Period**

During the reporting period of April 2024, we received 2 fire calls,

- April 1, 2024 burning of garbage in a fire pit, winds picked up and fire spread to the bush area, the occupant tried to extinguish the blaze without calling 911, she was informed of the current burning By-Law (no daytime burning) and was given a warning, she was also informed that burning garbage is prohibited in accordance with the FFPA (Forest Fire Prevention Act)
- April 3, 2024 tree on Hydro Line on Talon Lake Road, this area is a complicated as both Calvin and Bonfield Fire Department have area to provide coverage. I am in talks with acting Chief Season to devise Automatic Aid Agreements with Bonfield Fire Department for such areas, including Development Rd and Morrow Rd.

Please find the attached OFM Standard Incident Report for 2023, you will notice only a loss of \$39 000.00 loss, we had several fire calls including MVC (motor vehicle accident), rescues, search for missing person, smoke/CO detector false

alarm, all these are documented but none are recorded as fire loss. We will continue to educate the residents with fire prevention, focusing on forest fire prevention as we are all aware with the Spruce Bud Worm, we have an overabundance of dead Spruce creating a heavy fire load with the potential of fast spreading forest fires within our area.

On April 1, 2024 we posted the NO DAYTIME BURNING regulations on social media (fb) tagging the municipality of Calvin page to spread the message.

## **2. Dept. Training Activities**

### **a. April was designated Forest Fire Preparedness Month**

As we have new members, equipment orientation and set-up was our focus for week 1, the equipment was returned to the Apparatus in preparation of fires but to our surprise we had rain for several training days not able to do a practical training scenario in the bush, we had a crew of 7, we laid out 800' of hose behind the municipal garage, testing out our wajax forestry pumps we had a marked out area where the firefighters had to simulate a fire break with their hose, strangling the hose to add or reduce the amount of hose needed. We soon realized that we needed to have pockets sewn on our forestry bags to carry our supplies, only to return to the station to clean and dry the hose.

Having said April was forestry month we have a rained out Thursday evening, taking that opportunity to brush up our Auto Extrication skills at Les Whalley's property, Firefighter Meecham brought down a car for practice, all Auto Extrication tools were laid out on a tarp as done on scene, the training scenario led by Jordan Whalley, all firefighters new and seasoned took something from the training, all have the chance to operate the equipment with some guidance and explanations on the best techniques to be used at MVC.



b. Future planned training

May 10<sup>th</sup>, 2024 TransCanada Safety will be completing SCBA Fit Testing for all firefighters, meaning they will be fitted for the proper sizing of masks, this is recommended every 2 years, as the firefighter will have their own personalized mask, we needed to ensure the proper sizing, this date was the next opening for the testing available.

We are also planning a larger scale forest fire training behind the municipal office, this will give the crew a realism scenario, as the first was a walk through what was expected from firefighters, familiarization with the equipment, basic fire breaks, strangling (adding hose for the nozzleman), this second will be a larger scale to better prepare in the event of a large forest fire within our area.

**3. Social/Recreational/Fundraising Activities**

a. Events held during this reporting period

the Spring Breakfast was a huge success, we had 10 firefighters in attendance to facilitate this event with 2 volunteers which helped with the sales of the plants and baked goods. All hands were needed to pull off this event as we had approximately 90 attendees, not to mention dignitaries, at times we were overwhelmed by the lineup but as always, we managed to work together as a team and everyone received breakfast in a timely manner. We recruited the fire chief of Papineau-Cameron to run to town to purchase more eggs as were ran out, having taken inventory from previous events we should have had an overabundance.

We raised \$2800.00 for the Association, extremely proud of the team work of all firefighters.

No future events have been planned thus far we will concentrate on training.

### **Other**

As Council has approved the purchase of firefighting gear, various manufacture were contacted and I attended the Fire Chief's tradeshow to negotiate pricing in relations to the product availability, after speaking with several reps in the business, Lakeland was the chosen gear. There is a 12-week delivery.



## 2023 Standard Incident Report Verification

**It is important that OFM has ALL of the 2023 SIR reports for your department. Please review the following sections.**

(Note: this report only shows data received prior to the date of this report, 01-May-2024 )

1. **Last report received:** shows the date of the last report on file for **2023**. Please file late reports as soon as possible.
2. The **Emergency Call Summary** shows the total reports received by OFM as of the date of this report.
3. **Total Emergency Response into other Municipalities** shows total calls by the department into neighbouring municipalities.
4. The **Monthly Summary** section shows the total fire and non-fire reports received by month.
5. The **Exposure Fires** section shows fires where the department reported exposure fires and notes where reports are missing.
6. The **Injuries Reported/ Received** section shows the total injuries reported and the number of full Injury reports filed.
7. The **Fatalities Reported/ Received** section shows the total injuries reported and the number of full Injury reports filed.
8. The **NO LOSS OUTDOOR fire** section lists incidents that do not meet the criteria for this response type and must be revised.
9. The **Missing/Invalid PROPERTY** section lists fire calls with invalid and missing property codes that must be revised.
10. The **Missing/Invalid LOCATION** section lists calls with invalid and missing location/ municipal codes that must be revised.
11. The **Duplicate Records** section lists calls that are duplicated (same dates, times, address, response type).
12. **NEW!** The **Buildings Under Construction** section lists fire calls in buildings "under construction" only, for review.

For a full **LISTING OF ALL FIRE CALLS:** e-mail your request to ofmstatistics@ontario.ca with your FDID in the subject line.

PLEASE VERIFY AND CONFIRM WITH THE OFM:

- If the information shown here is all correct, please email ofmstatistics@ontario.ca and confirm that no revisions are required. Include your FDID in the subject line.
- If revisions are required please file these changes as soon as possible by resubmitting the SIR report(s).

### 4822 00 Calvin Fire Department

Date of last report received for 2023 :		06-Nov-2023		Please ensure OFM has all of your SIR reports for emergency incidents attended in 2023.				
				(*see Fatalities section!)				
Emergency Call Summary	Response Type		Total calls	SIR Injuries		SIR Fatalities*		Estimated loss
	2023	Totals		CIV	FF	CIV	FF	
		<b>16</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$39,000</b>
<b>Fire response</b>		<b>1</b>	<b>6%</b>					<b>\$39,000</b>
Loss reported(includes injuries/\$loss)								
	VEHICLE	<b>1</b>	<b>6%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$39,000</b>
<b>Fire response - outdoor no loss</b>		<b>1</b>	<b>6%</b>					
<b>Non fire call</b>		<b>14</b>	<b>88%</b>					<b>\$0</b>
	False fire calls	<b>2</b>	<b>13%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>
	Medical/resuscitator call	<b>2</b>	<b>13%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>
	Other response	<b>3</b>	<b>19%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>
	Pre fire conditions/no fire	<b>2</b>	<b>13%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>
	Public Hazard	<b>1</b>	<b>6%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>
	Rescue	<b>4</b>	<b>25%</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$0</b>

#### Total Emergency responses into other Municipalities (included in Emergency Call Summary)

If there are no totals listed, there are no reports of emergency responses into other/neighbouring municipalities

Municipality	Total calls
Mattawa	<b>1</b>
Papineau-Cameron	<b>1</b>



2023 Standard Incident Report Verification

Monthly summary of reports filed

\* Loss fire: fire with injury, fatality or \$ loss reported. No Loss fire: 0 injury and 0 fatality and \$0 loss.

	Response Type Category	Loss or no loss*	Total Calls	Injuries Reported	Est \$ Loss
<b>February</b>	Fire response - outdoor no loss (code 3)	NoLoss	1		
	Non fire call		2		
<b>April</b>	Non fire call		3		
<b>May</b>	Non fire call		2		
<b>June</b>	Non fire call		1		
<b>September</b>	Fire response (codes 1 or 2)	Loss	1	0	\$39,000
	Non fire call		3		
<b>November</b>	Non fire call		3		

**Exposure Fires:** (If there are no incidents listed, there are no reports of exposure fires.)

Listed below are the fire reports where there is a total reported in the "Total Exposures" field, or "Exposure number" field, or where the "Extent of Fire" field was code "11 - Spread beyond building of origin, resulted in exposure fire(s)".

Heat and/or Smoke damage do not qualify as exposure fire - there must be fire spread between the properties.

Response Type code "3-NO LOSS OUTDOOR FIRE" does not qualify as exposure fire - all exposure related calls must have Response Type "1-Fire" or "2-Explosion".

Please review this listing and ensure that there is a fire report for each of the exposure fires. There should be one exposure fire report (in addition to the initial fire report) for every property that was ignited as a result of the initial fire.

All related exposure fires are listed together with the originating fire report. If you see "Missing exposure fire..." or "Invalid exposure fire.." notes printed below, please:

- a) submit the additional required reports, OR
- b) revise the "Extent of Fire" or "Total Exposures" or "Exposure Number" fields, OR
- c) revise the "Response Type" to "1-Fire" and resubmit the SIR with Section B completed.

4822 00	Response type	Extent of Fire	Total #	Exposure	
Incident Date and call time	Property type	(i.e. spread)	Exposures	Number	Address
FD incident #					



## 2023 Standard Incident Report Verification

### Injuries Reported/ Received: (If there are no incidents listed, there are no reports of applicable injuries.)

\*Calls where an injury total was reported on the SIR, or an injury report was received, are listed below.

If the **TOTAL INJURY REPORTS RECEIVED** does not match the **TOTAL INJURIES REPORTED (on SIR)**, then the entire section will have a grey background, and we are asking you to review those reports. Please provide a revised SIR injury count or resubmit the incident with the missing injury report. At the end of the year OFM will revise the number of injuries on the SIR to match the number of Injury reports received. **Fatalities not included** in this report, contact OFM for fire deaths.

**NOTE\***: Excluded from this list are Non-fire Civilian Injuries (civilian injuries are accepted for response codes 1 & 2 only), as well as response code "3-No loss outdoor fire" records (injuries not allowed for response code "3").

**4822 00**

Response Category: <b>Fire response</b>	Total Injury records received: 0	Total Injuries reported on the SIR: CIV: 0	FF: 0
Response Category: <b>Non fire call</b>	Total Injury records received: 0	Total Injuries reported on the SIR:	FF: 0

### Fatalities Reported/ Received: (If no incidents listed, there are no reports of deaths (see notes))

\*Calls where a fatality total was reported on the SIR, or a fatal injury report was received, are listed below (see notes). Please contact OFM to verify any non-fire related FIREFIGHTER deaths!

If the **TOTAL FATAL INJURY REPORTS RECEIVED** does not match the **TOTAL FATALITIES REPORTED (on SIR)**, then the entire section will have a grey background, and we are asking you to review those reports. Please provide a revised SIR fatality count or resubmit the incident with the missing FATAL injury report. At the end of the year, OFM will revise the number of fatalities on the SIR to match the number of confirmed and verified fire deaths investigated by the office.

**Important NOTES\***:

- Excluded from this list are Non-fire civilian fatalities (civilian deaths are accepted for response codes 1 & 2 only).
- Excluded from this list are response code "3-No loss outdoor fire" records (deaths not allowed for response code "3").
- OFM investigates all fatal fires in the province and will revise municipal fire death counts at year end to match verified and confirmed fire deaths reported by the Coroner and OFM fire investigators!

**4822 00**

Response Category: <b>Fire response</b>	Total Fatal records received: 0	Total Fatalities reported on the SIR: CIV: 0	FF: 0
Response Category: <b>Non fire call</b>	Total Fatal records received: 0	Total Fatalities reported on the SIR:	FF: 0

## 2023 Standard Incident Report Verification

### Response Type Code "3-NO LOSS OUTDOOR fire" Report Errors:

Definition: **No loss:** i.e. no fatality, and no injury, and \$0 loss **AND Outdoor:** i.e. open land, trash container outside, etc.

**Exclusions:** fires occurring in structures, vehicles, recycling/dump sites, exposure fires, or outdoor fires where arson, vandalism or children playing was suspected.

The incidents listed below **do not meet the criteria** for Response code 3, they each have one of - a \$ loss or injury or death or structure or vehicle property type reported. These incidents should be resubmitted as response type code "1 - Fire" with sections B/ C completed where applicable (see definition above).

**Please revise these incidents ( if there are no incidents listed, there are no reports of this type with errors) and send updated reports to OFMStatistics@ontario.ca or update the report on the OFM data entry website.**

FD Incident #	Incident date	Property type	Response type		Reported losses		Address
			Est. \$	Injury	Death	Injury	
OFM FDID:							

### Missing / Invalid PROPERTY Code for Fires / Explosions:

Listed below are the fire reports (response codes 1 or 2) with missing or invalid property codes.

**If there are no incidents listed below, there are no invalid/missing property codes.**

Please identify the correct property for each fire and resubmit these calls to the OFM.

OFM FDID:

FD Incident #	Incident location	Incident date hr min	Response type	Injuries		Estimated \$ loss	Address
				Property type	CIV		
OFM FDID:							

### Missing / Invalid LOCATION Codes:

Listed below are the incidents with missing or invalid incident location or municipality codes.

**If there are no incidents listed below, there are no invalid/missing location/municipality codes.**

Please identify the correct location code for incident and resubmit these calls to the OFM.

OFM FDID:

FD Incident #	Incident date hr min	Incident Location Code	Response type	Address
OFM FDID:				



## 2023 Standard Incident Report Verification

### DUPLICATE Records:

Listed below are multiple incident records with the **same** Incident date, Initial Call Times, Response Type, and Address.

**Please review these records and advise the OFM which ones should be deleted!**

If there are no incidents listed below, there are no duplicate records found.

**NOTE:** where multiple stations (belonging to the same Fire Department) are attending the same call, only ONE incident record should be submitted. **FD station assists are not accepted for SIR reporting.**

OFM FDID: **4822 00**

FD Incident # [ OFM ID # ]	Station#	Incident date/ Call hr min sec	Response type	Address
2023-20 [ 321538 ]	001	06-Nov-2023 17 56 4	62 Vehicle Collision	hwy 17 Calvin Township
2023-15 [ 322409 ]	001	06-Nov-2023 17 56 4	62 Vehicle Collision	hwy 17 Calvin Township

### NEW! Fires / Explosions in Buildings that were "UNDER CONSTRUCTION" only:

Listed below are the fire reports (response codes 1 or 2) where the "Building Status" code is "3-Under construction".

If there are no records listed below, then there were no reports received for fires in buildings under construction.

As there is keen interest in these types of fires, **please review the list below to ensure that all fire incidents involving buildings that were under construction at the time of the fire have been reported for this year.** Please note that if there were 20 buildings on fire, the OFM must receive 20 SIR fire records (exposure fires included).

OFM FDID:

FD Incident #	Incident location	Incident date hr min	Response type Property type	Building status	Address

e-mailed to: firedept@calvintownship.ca;cao@calvintownship.ca,;

## 2023 Standard Incident Report Verification



The Office of the  
Fire Marshal

**Note:** The SIR requires that exposure fires are reported as additional fire records. If your system combines all exposure fires as 1 emergency response, your number of fires will differ from the OFM total fires. For more information or more detailed reports e-mail your request to [OFMstatistics@ontario.ca](mailto:OFMstatistics@ontario.ca).





# Corporation of the Municipality of Calvin Council Resolution

Date: May 14, 2024

By-Law 2024-30

Resolution Number: 2024-198

Moved By: Councillor

Seconded By: Councillor

WHEREAS the intention of the parties to enter into an agreement for the provision of communication (call taking and alerting) services to the Municipality of Calvin Fire Department by the North Bay CACC which is operated by the North Bay Regional Health Centre, under the authority of the Minister of Health and Long-Term Care,

AND WHEREAS council for the Corporation of the Municipality of Calvin accepts the recommendation from the Fire Chief to renew the Agreement for the provision of communication (call taking and alerting) services to the Calvin Fire Department by North Bay Central Ambulance Communication Centre (CACC).

AND WHEREAS the Agreement requires the Municipality to appoint a representative on the Joint Steering Committee from its Fire Department who accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the Fire and Emergency Service and act as its sole liaison with the CACC, and the Committee.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Calvin ratifies the attached By-Law 2024-30 as follows:

1. That the Mayor and CAO are designated as the Signing Officers and are authorized to execute on behalf of the Corporation of the Municipality of Calvin.
2. That the attached be hereto and form part and parcel of this By-Law.
3. That any other By-law inconsistent with this by-law is hereby repealed.
4. This By-Law shall be enacted and if effect upon the signing thereof.
5. That the Fire Chief be appointed to the Joint Committee as the Municipality's representative.

**Results:**

**Recorded Vote:**

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

THIS AGREEMENT effective as of the **1 day of May 1, 2024**

BETWEEN:

The Corporation of the Municipality of Calvin  
(hereinafter referred to as the "Township")

AND:

North Bay Regional Health Centre  
(hereinafter referred to as the "Hospital" or other entity)

WHEREAS it is the intention of the parties to enter into an agreement for the provision of communication (call taking and alerting) services to the Municipality of Calvin Fire Department by the **North Bay CACC** (hereinafter referred to as the "CACC"), which is operated by the **North Bay Regional Health Centre** (hereinafter referred to as the "Hospital" or whatever entity), under the authority of the Minister of Health and Long-Term Care (hereinafter referred to as the "Minister");

NOW THEREFORE WITNESSETH that in consideration of the mutual covenant and agreements contained in this Agreement and subject to the terms and conditions set forth in this Agreement, the parties agree as follows:

## SERVICES PROVIDED BY CACC

1. (a) The CACC shall provide services under this Agreement in accordance with Schedule A of this Agreement.

(b) Despite sub-clause 1(a), at any time during the term of this Agreement, the Minister shall be entitled to amalgamate the CACC with one or more other Central Ambulance Communications Centre.

(c) Where the Minister intends to amalgamate the CACC in accordance with sub-clause 1(b), the Minister shall give the other party 12 months' notice of this intention. The Minister shall indicate, in such notice or as soon as practicable thereafter, which Central Ambulance Communications Centre is to be the operator of the new amalgamated Central Ambulance Communication Centre (hereinafter referred to as the "Amalgamated CACC").

(d) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will be the Minister, the parties shall continue to act in accordance with this Agreement despite and subsequent to the amalgamation.

(e) Where, in his notice or thereafter, the Minister indicates that the operator of the Amalgamated CACC will not be the Minister,

  - (i) the Township may terminate the Agreement at any time after receipt of such notice, in accordance with sub-clause 1 (f),
  - (ii) at such time and in such manner as the Minister directs, the Minister shall,
    1. assign all of the rights and obligations of the North Bay CACC in respect of this Agreement to the Amalgamated CACC, at which time the provisions of this Agreement shall apply, allowing for the necessary changes, to the Amalgamated CACC as though it were the CACC; and
    2. transfer to the Amalgamated CACC all equipment at the North Bay CACC owned or purchased by the Township and used for the purposes of this Agreement;
  - (iii) immediately upon the assignment and transfer referred to in paragraph 1 (e) (ii), the North Bay CACC shall cease to have any rights or obligations in respect of the Agreement;
  - (iv) despite paragraph 1 (e) (i) and paragraph 1 (e) (iii), nothing in this sub-clause shall affect the obligations of the Minister and the Township under clause 13 and clause 14, all of which shall survive. In addition, this paragraph shall survive the expiry or termination of this Agreement.

- (f) (i) Where the Township intends to terminate this Agreement under paragraph 1(e)(i), the procedure set forth in clause 10 and clause 11 shall not apply. Rather, the Township shall give the Minister 12 months' notice of its intention to terminate, after which time this Agreement shall automatically terminate.
- (ii) Where the Township does not give the notice referred to in paragraph 1(f)(i), this Agreement shall not terminate and the parties shall continue to act in accordance with this Agreement.

## **REPAIR AND MAINTENANCE OF EQUIPMENT**

- 2. (a) Despite sub-clause 1 (a), the CACC may stop supplying some or all of the services set forth in Schedule A of this Agreement if the CACC cannot supply the services due to the mechanical or other similar failure of any equipment used by the CACC, regardless of the ownership of that equipment.
    - (b) Where the CACC stops supplying services in accordance with sub-clause 2 (a), the CACC shall give notice forthwith to the Township of this fact and shall repair or cause to be repaired the equipment as soon as practicable unless the equipment has been purchased or is owned by the Township and installed at the CACC by the Township. In the latter case, the CACC shall give the Township notice forthwith of the fact that it has stopped supplying the services and shall request that the Township repair the equipment as soon as practicable.
    - (c) The Township shall continue to own and be responsible for the repair and maintenance of all equipment purchased for this Agreement by the Township and installed at the CACC. However, aside from the Township repair and maintenance responsibility under this sub-clause, the Township shall not be entitled to exercise any other rights in respect of such equipment during the term of this Agreement.
    - (d) where the equipment used by the CACC to provide any services under this Agreement cannot be repaired within a reasonable time, as soon as reasonable under the circumstances,
      - (i) the Township will provide the CACC with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Township and
      - (ii) the Minister shall provide the CACC with proper substitute equipment, where the equipment that cannot be repaired was purchased or owned by the Minister,
- so that the CACC can continue to provide all services required of it under this Agreement as soon as reasonably possible.

## **SERVICES PROVIDED BY TOWNSHIP**

3. The Township shall provide services in accordance with Schedule B of this Agreement.

## **JOINT STEERING COMMITTEE**

4. (a) The parties shall establish a Joint Steering Committee (hereinafter referred to as the "Committee").
- (b) The Committee shall be composed of representatives from the CACC (1) and the Township (1). (appointed under sub clause 5(b)).
- (c) The Committee shall act on each matter by a majority vote of its representatives, unless otherwise agreed to from time to time by such representatives or by the parties.
- (d) The functions of the Committee shall be: to monitor this Agreement, including the services to be provided under it; to mediate in respect of disputes or other matters relevant to this Agreement that are brought before it by a party; and to consider and, where appropriate, to make recommendations on any matter relevant to this Agreement that is brought before it by a party.
- (e) No decision, determination or suggestion by the Committee, including but not limited to any Committee mediation proposal and any recommendation in a Committee report, shall be binding on the parties.
- (f) (i) The Committee shall meet at least once in every year during the term of this Agreement, but at any time a party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting to discuss any matter relevant to this Agreement.  
  
(ii) The secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under paragraph 4 (f)(i). The time and location of the meeting shall be at the mutual convenience to the representatives on the Committee.  
  
(iii) The Committee may, but is not required to, issue a report to the representatives on the Committee within such time as is agreed to by the representatives. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is mutually agreed to by the representatives.

## **PARTICIPATING FIRE DEPARTMENTS**

5. (a) The fire service for which the CACC is to provide call taking and call alerting services under this Agreement is the Municipality of Calvin's Fire Department.
- (b) For the purpose of sub clause 4 (b), the Township shall appoint a representative on the Committee from its Fire Department. Accordingly, for the purposes of all matters arising under this Agreement the representative shall among other things, act as the sole spokesperson for the Fire and Emergency Service and act as its sole liaison with the CACC, and the Committee.

## **ADMINISTRATIVE FEES**

6. (a) The Township shall pay the Hospital an administrative fee in accordance with Schedule D of this Agreement.
- (b) If this Agreement is terminated under either sub clause 1 (f), the fee payable under sub clause 6 (a) shall be pro rated to the date of termination.
- (c) The CACC shall send to the Township an invoice in respect of the amount owing annually during the term of this Agreement and on the termination or expiry of this Agreement.

## **INVOICES**

7. All amounts payable under this Agreement shall be paid no later than 60 days from the date when an invoice for such amounts has been sent to the party obligated to pay.

## **TERM AND RENEWAL**

8. This Agreement shall commence on May 1, 2024 and shall have a term of 5 years and 11 months so that it will expire at 23:59 March 31, 2030 (hereinafter referred to as the "expiry date"), unless terminated before that date under sub clause 1(f) or clause 12.

## **PERFORMANCE, BREACH AND AMENDMENT**

9. (a) Where a party
  - (i) is dissatisfied with the performance under this Agreement of the other party, or

- (ii) considers that the other party is in breach of this Agreement, or
- (iii) wishes to amend this Agreement or any term of any Schedule of this Agreement,

that party may give notice to the Secretary of the Committee that it wishes the Secretary to convene a meeting of the Committee to discuss the matter.

- (b) Where a party gives notice to the Secretary under sub clause 9 (a), and either paragraph 9 (a) (i) or paragraph 9 (a) (ii) applies, that party shall also give notice at the same time to the other party whose performance or breach, as the case may be, is of concern to the party giving notice. The notice to the other party shall call on the other party to correct the performance or breach to the satisfaction of the party giving notice within 7 days of the issuance of the report issued under sub clause 9 (d).
- (c) The Secretary shall arrange a meeting of the Committee within 2 weeks of receipt of the notice sent under sub clause 9 (a). The meeting time and location shall be of mutual convenience to the representatives on the Committee.
- (d) The Committee shall issue a report to the representatives on the Committee within 2 weeks of the meeting. The report shall set out the issues, the recommendations of the Committee and any other matter relevant to such issues as is agreed to by the representatives on the Committee.
- (e) Despite sub clause 9 (a), all parties may mutually agree to amend any term of this Agreement, or any term of any Schedule of this Agreement, by a joint letter signed by all parties, rather than by the procedure set forth in this clause. The joint letter will be appended to, and shall form part of, this Agreement.

## **TERMINATION FOR CAUSE**

10. Having regard to paragraph 9 (a) (i), paragraph 9 (a) (ii) and sub clause 9 (b), where the performance or breach of a party is not corrected, to the satisfaction of the party giving notice, within 7 days of the issuance of the report under sub clause 9(d), the party giving notice may terminate this Agreement by giving the other party 12 months' notice of the party's intention to terminate, after which time this Agreement shall automatically terminate. Where no such notice is given, this Agreement shall continue in full force and effect.

## **EQUIPMENT REMOVAL AND FEES PAYABLE ON TERMINATION**

11. (a) Where this Agreement has been terminated under sub clause 1 (f), or sub clause 11 or has expired under clause 8, the Township shall remove from the CACC all equipment purchased or owned by the Township.
- (b) Where this Agreement has been terminated under sub clause 1 (f), or clause 9, the CACC shall send the Township an invoice for any amount owed by the Township to the CACC.

## **NOTICE**

12. Any notice or other communication, with the exception of invoices (hereinafter referred to as a "notice") required or permitted under this Agreement to be given or sent by a party shall be written and shall be deemed to have been sufficiently given or sent 5 business days after such notice shall have been mailed postage prepaid, or 24 hours after such notice shall have been delivered by hand or electronically.

Any notice shall be addressed or delivered, in the case of the Hospital, to:

North Bay Central Ambulance Communications Centre  
C/O North Bay Regional Health Centre  
50 College Drive  
NORTH BAY ON P1B 0A4

Attention: Marc Picard, CACC Manager

and, in the case of the Township, to:

The Municipality of Calvin  
1355 Peddlers Drive, R.R. #2  
MATTAWA ON P0H 1V0

Attention: Donna Maitland, CAO

## **CACC AND AMALGAMATED CACC PERSONNEL AS EMPLOYEES OF THE HOSPITAL**

13. (a) For the purpose of this Agreement, all CACC personnel shall at all times be deemed to be employees or agents of the Hospital (or other TP entity), and not employees or agents of the Township.
- (b) Where the Minister amalgamates the CACC under sub clause 1 (b), for the purposes of this Agreement all Amalgamated CACC Personnel shall at all times



be deemed to be employees or agents only of the operator of the Amalgamated CACC, and not employees or agents of the Township. For greater certainty under this subclause, the employees or agents of the Amalgamated CACC shall be deemed to be the employees or agents of the Minister only where the Amalgamated CACC is operated by the Minister.

## **PROTECTION FROM CLAIMS**

14. The Township shall protect itself from and against all claims that might arise from anything done or omitted to be done under this Agreement by the Township, or by the Personnel of the Township, and more specifically from and against all claims that might arise from anything done or omitted to be done under this Agreement where bodily injury (including personal injury), death or property damage, including loss of use thereof, is caused.

IN WITNESS WHEREOF the Hospital and the Township have hereunto set their hands and seals.

For the North Bay Regional Health Centre

\_\_\_\_\_  
Joanne Laplante, Vice President Clinical &  
Chief Nursing Executive

For The Township

\_\_\_\_\_  
Richard Gould, Mayor

\_\_\_\_\_  
Donna Maitland, CAO/Clerk Treasurer

\_\_\_\_\_  
Mariel Labreche, Fire Chief

\_\_\_\_\_  
Date

## SCHEDULE A

As per Section 1, the CACC will provide the following on going services:

- Bilingual call-taking and call alerting services as per the CACC's Fire Call Taking & Alerting Policy & Procedure.
- Voice recording of telephone and paging communications, if technically possible.
- A pager testing program for the Fire department.
- CACC will also continue to work together with the Joint Steering Committee to develop policies and procedures with respect to call-taking, call alerting, and/or dispatching; and other operational issues pertaining to the fire services.
- Train all new staff on how to call-take and alert Fire departments and in the Emergency Fire Service Plan and Program of the Township, through local policy.
- Coordinate collection and dissemination of local fire dispatch zone data for incorporation into the CACC dispatch system for the purpose of the contract.
- Responsible for any additional telephone line charges and staffing resources necessary to maintain fire call taking and dispatching services .

## SCHEDULE B

As per section 3, the Township will provide the following on going services:

- Ensure that the on-going dispatch function is assumed by a fire department as quickly as possible after a fire department has been alerted of a call by CACC.
- Voice recording of radio communications, if technically possible
- Install and maintain a paging system accessible to the CACC
- Install and maintain a radio system at the CACC to communicate with the Fire Service (if required)
- Ensure that service area maps used by the CACC for call-taking and alerting the Fire Service are updated regularly.
- Assist the CACC with the development of policies and procedures relating to fire call-taking and alerting.
- Maintain a current copy of the Township Emergency Fire Service Plan and Program and provide a copy to the CACC.
- Ensure that the fire service continues to respond to medical assist emergencies where a Tiered Response Agreement exists
- Facilitate, through the Joint Steering Committee, the development of policies and procedures relating to fire call taking, call alerting and/or dispatching.

The Fire Chief will:

- Identify issues.
- Make recommendations.
- Make available information and services to improve the provision of fire services within the Municipality of Calvin.

SCHEDULE C

<u>Township</u>	<u>Call Taking Only</u>	<u>Call Taking &amp; Alerting</u>	<u>Full Dispatching</u>
Municipality of Calvin		X	

<u>Public Access Telephone Number</u>	911

**SCHEDULE D**

**CACC RATE STRUCTURE**

**Over 5 year and 11 month Contract (May 1, 2024 to March 31, 2030)**

**Administrative Fees for Call Taking / Alerting / Dispatching**

**Annual fee payable as established under Section 6 (a) of this agreement subject to adjustment as outlined**

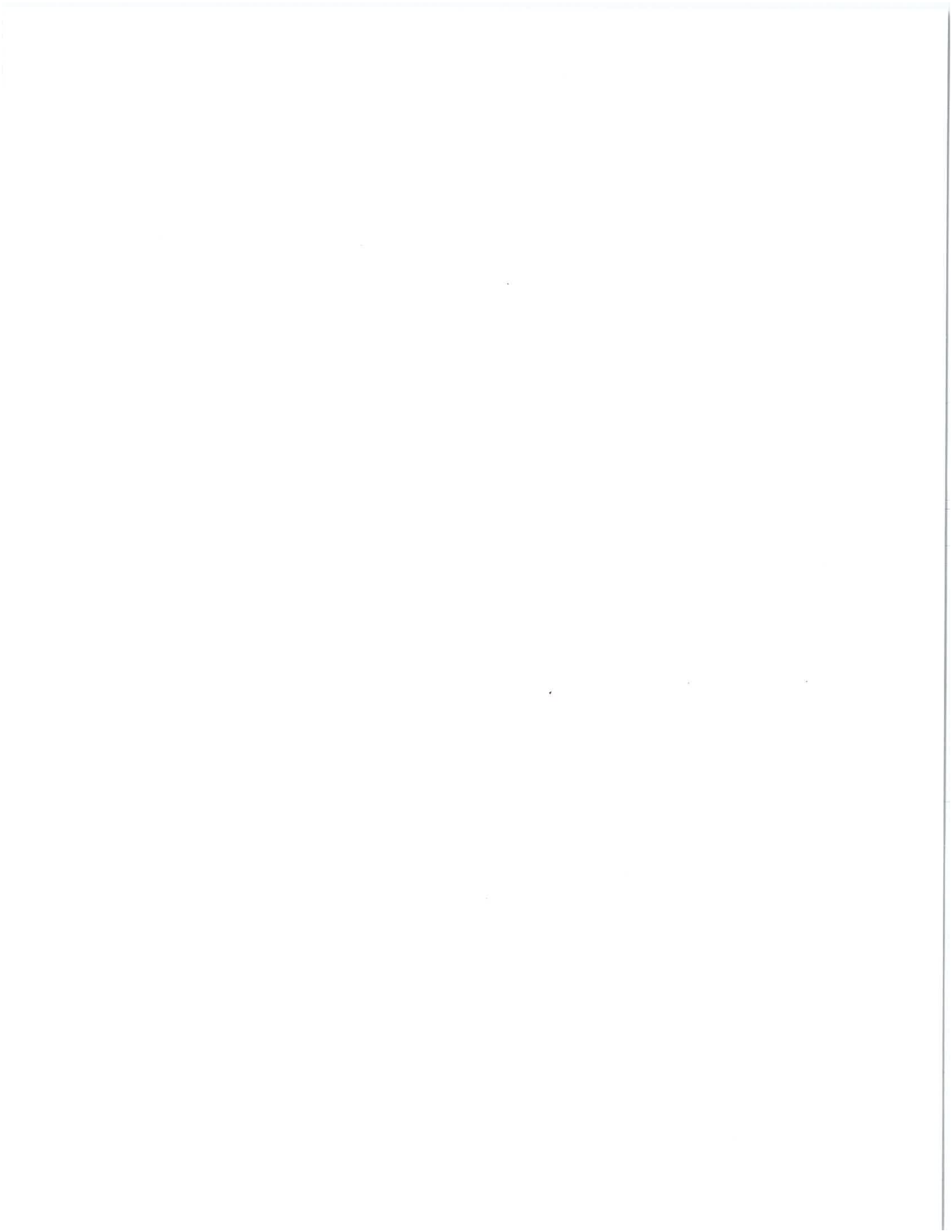
**In Section 6 (c) of this Agreement**

**Township**

Municipality of Calvin

May 1, 2024	March 31, 2025	\$ 175.00	\$ 1,925.00
April 1, 2025	March 31, 2026	\$ 200.00	\$ 2,400.00
April 1, 2026	March 31, 2027	\$ 225.00	\$ 2,700.00
April 1, 2027	March 31, 2028	\$ 250.00	\$ 3,000.00
April 1, 2028	March 31, 2029	\$ 275.00	\$ 3,300.00
April 1, 2029	March 31, 2030	\$ 300.00	\$ 3,600.00

11 months



## Deputy Clerk

---

**From:** CAO  
**Sent:** Thursday, May 9, 2024 11:54 AM  
**To:** Deputy Clerk  
**Cc:** Fire Dept  
**Subject:** FW: Calvin Fire Agreement Draft May 1, 2024 - March 31, 2030

**Importance:** High

Hi Teresa  
Please add email below to the back of the Agreement.  
Thanks!

---

**From:** Picard, Marc (MOH) <[Marc.Picard@ontario.ca](mailto:Marc.Picard@ontario.ca)>  
**Sent:** Thursday, May 9, 2024 10:49 AM  
**To:** Picard, Marc (MOH) <[marc.picard@nbrhc.on.ca](mailto:marc.picard@nbrhc.on.ca)>  
**Subject:** FW: Calvin Fire Agreement Draft May 1, 2024 - March 31, 2030

Caution! This message was sent from outside your organization. Please be cautious of links and attachments.

[Block sender](#)

---

Marc Picard  
Manager, North Bay CACC  
705 474 7426 office  
705 494 4979 fax  
705 498 5957 cell  
[marc.picard@nbrhc.on.ca](mailto:marc.picard@nbrhc.on.ca) iPhone  
[marc.picard@ontario.ca](mailto:marc.picard@ontario.ca)  
[@Picard\\_911](#)

mailing address  
c/o NBRHC  
50 College Drive  
North Bay, ON P1B 0A4

---

**From:** Picard, Marc (MOH)  
**Sent:** April 9, 2024 11:08 AM  
**To:** Fire Dept <[firedept@calvintownship.ca](mailto:firedept@calvintownship.ca)>  
**Cc:** Van Hoyer, Linda (MOH) <[Linda.VanHoyer@ontario.ca](mailto:Linda.VanHoyer@ontario.ca)>  
**Subject:** Calvin Fire Agreement Draft May 1, 2024 - March 31, 2030

Hi Mariel,

Sorry for the delay this will not interrupt service in any way.

Our current Fire Agreement is scheduled to end on April 30, 2024.



I have attached a revised agreement for your review as well as a copy of the expiring agreement.

The new term would be 5 years and 11 months, as we are transitioning all contract to the fiscal year end of March 31.

Please review and let me know if any changes are required and I can send you a final copy for signatures.

I would also like to propose a small rate increase, staggered over the duration of the contract.

The current rate is \$125 per month (paid annually) and the last increase was January 2021.

The revised rates on the attached contract are significantly lower than the industry standard for similar services. Although I don't want the cost to be prohibitive I think it is a fair increase in light of staff salary increases as a result of CUPE mediation as well as increased software licensing agreements.

<b>May 1, 2024</b>	<b>March 31, 2025</b>	<b>\$ 175.00</b>	<b>\$ 1,925.00</b>
<b>April 1, 2025</b>	<b>March 31, 2026</b>	<b>\$ 200.00</b>	<b>\$ 2,400.00</b>
<b>April 1, 2026</b>	<b>March 31, 2027</b>	<b>\$ 225.00</b>	<b>\$ 2,700.00</b>
<b>April 1, 2027</b>	<b>March 31, 2028</b>	<b>\$ 250.00</b>	<b>\$ 3,000.00</b>
<b>April 1, 2028</b>	<b>March 31, 2029</b>	<b>\$ 275.00</b>	<b>\$ 3,300.00</b>
<b>April 1, 2029</b>	<b>March 31, 2030</b>	<b>\$ 300.00</b>	<b>\$ 3,600.00</b>

Note May 1 2024 to March 31, 2025 is 11 months.

Please feel free to contact me with any questions or concerns.

Thanks,

Marc

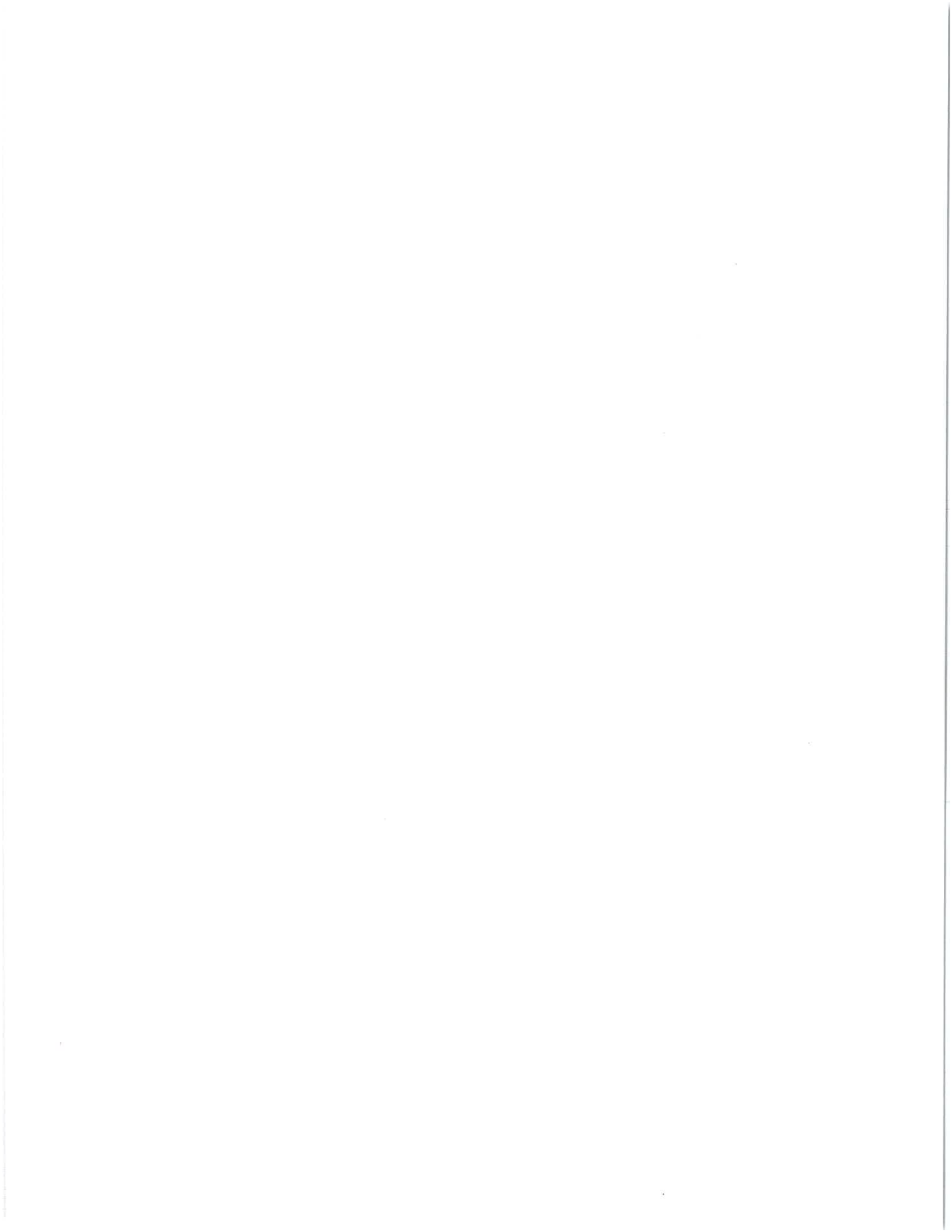
---

Marc Picard  
Manager, North Bay CACC  
705 474 7426 office  
705 494 4979 fax  
705 498 5957 cell  
[marc.picard@nbrhc.on.ca](mailto:marc.picard@nbrhc.on.ca) iPhone  
[marc.picard@ontario.ca](mailto:marc.picard@ontario.ca)  
@Picard\_911

mailing address  
c/o NBRHC  
50 College Drive  
North Bay, ON P1B 0A4

**From:** Van Hoyer, Linda (MOH) <[Linda.VanHoyer@ontario.ca](mailto:Linda.VanHoyer@ontario.ca)>  
**Sent:** April 9, 2024 10:25 AM  
**To:** Picard, Marc (MOH) <[Marc.Picard@ontario.ca](mailto:Marc.Picard@ontario.ca)>  
**Subject:** Calvin Fire Agreement Draft May 1, 2024 - March 31, 2030







# Corporation of the Municipality of Calvin Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-199

**Moved By:** Councillor

**Seconded By:** Councillor

**Whereas** as outlined in the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, (AODA) “The purpose of this Act is to benefit all Ontarians by developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025.”

**And whereas** the AODA mandates that each and every municipality in Ontario shall prepare an accessibility plan and update it every 5 years,

**Now therefore be it resolved that** Council for the Municipality of Calvin accepts and adopts the 2023-2028 Municipal Accessibility Plan as presented.

## Results:

### Recorded Vote:

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

**CORPORATION OF THE MUNICIPALITY OF CALVIN**



**ACCESSIBILITY PLAN**

**2023- 2028**

## **BACKGROUND/OBJECTIVES**

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As outlined in the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, (AODA) “The purpose of this Act is to benefit all Ontarians by developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025.”

The AODA mandates that each and every municipality in Ontario shall prepare an accessibility plan.

The objectives of this plan are as follows:

1. To identify barriers within the Municipality of Calvin’s physical premises and communication tools
2. To describe the measures which the municipality will take in order to remove and prevent these barriers future years
3. To review, on an annual basis, what measures have been taken to further identify, improve or remove barriers
4. Describe how the municipality intends to make this accessibility plan available to the public.

## **THE MUNICIPALITY OF CALVIN**

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The Corporation of the Municipality of Calvin was incorporated in 1887. It is located in the Nipissing District of Ontario. The Municipality is bordered to the west by the Township of Bonfield, on the east by the Township of Papineau-Cameron, to the south by the unorganized community of Lauder and to the north by the Mattawa River.

In the 2021 Census of Population conducted by Statistics Canada, Calvin had a population of 557 living in 227 of its 263 total private dwellings, a change of 7.9% from its 2016 population of 516. With a land area of 140.13 km<sup>2</sup> (54.10 sq mi), it had a population density of 4.0/km<sup>2</sup> (10.3/sq mi) in 2021.

There are no schools, hospitals or senior homes located within its boundaries. The Municipality’s main building provides a space from where operational staff work, Council meets and community members gather for special events such as family celebrations. Adjacent to the municipal office/community hall is the public works garage and nearby, the fire hall.

## **BARRIERS IDENTIFIED**

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In late 2023, the following barriers to the municipal buildings and to its communication tools were identified.

### **1. Barrier**

Rear entrance to Municipal Office/Community Hall and the existing designated accessible washroom do not meet Accessibility for Ontario Disabilities Act, 2005, S.O. 2005, C11 (AODA) requirements.

#### **Type of Barrier**

Architectural

#### **Plan of Action**

Modify the slope at the rear entrance; renovate the accessible washroom to include barrier free toilet, bars, alarm, automatic door. Obtain Building Code Official approval of the modifications.

### **2. Barrier**

Communication to community

#### **Type of Barrier**

Communications

#### **Plan of Action**

The newsletter, a publication distributed by mail is not accessible to those with visual impairments. Possibly increase in font size.

### **3. Barrier**

Municipal publications and forms posted to the website may not meet AODA requirements.

#### **Type of Barrier**

Technology

#### **Plan of Action**

Engage the services of a subject matter expert to bring forth recommendations for how information on our website, including newsletters, by-laws, policies, meeting agendas and minutes etc. can meet AODA requirements.

#### **4. Barrier**

Council and Staff knowledge about AODA Integrated Accessibility Standards Regulation.

##### **Type of Barrier**

Information and Training

##### **Plan of Action**

Incorporate completion of relevant ACCESSFORWARD training modules (or similar tools) into all new Council members' and employee orientation/training activities.

### **AREAS TO BE ADDRESSED IN 2023-2027**

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In 2023-24, we will modify the rear entrance of the municipal office/community hall and add accessibility features to the building's designated accessible washroom.

We will ensure the Municipality's newsletter is available upon request, in a more accessible format.

Limited and/or reliable internet access and poor/slow internet service throughout our municipality severely impacts our ability to create and promote a fully accessible website. These same internet capacity issues impact citizens' access to information, regardless of the source of that information. Council will continue to advocate for the availability of modernized internet services throughout the community.

On an on-going basis, we will continue to monitor the status of physical accessibility to the Municipality's physical premises.

We will immediately incorporate the completion of relevant ACCESSFORWARD training modules (or comparable tools) into all new Council member and employee orientation/training activities.

### **REVIEW OF THE PLAN**

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As per the Accessibility for Ontario Disabilities Act, 2005, S.O. 2005, C11 (AODA), this plan will be reviewed every five years, and will consider budget availability to allow the Municipality to continue to monitor the barriers and the direction to which it is capable of responding.



## COMMUNICATION OF THE PLAN

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This plan will be available at the Municipal office upon request and shall be posted on the Municipal website.

## SUMMARY

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As outlined in the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11, (AODA) “The purpose of this Act is to benefit all Ontarians by developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025.” The AODA mandates that each and every municipality in Ontario shall prepare an accessibility plan.

2003 was the first year that such a plan had been prepared by the Municipality of Calvin. With the exception of the period 2020-2022, it has been reviewed and updated since then on a regular basis. This 2023-2028 plan describes measures that the Municipality will take during that period to identify, remove and prevent barriers to people with disabilities who use the facilities and the information tools provided by the Municipality.

The most significant barriers recognized in the past report (2014-2019) were related to improving accessibility to the municipal office/community hall. While some of the past issues were addressed, since then more barriers to the hall area had been identified and quick action to resolve them ensued.

As evidenced in the above statement, the Municipality of Calvin is committed to continuing to monitor whether or not its physical premises are physically accessible and to improving access to the public information pieces the Municipality itself publishes.

We recognize the importance of staff and Council’s knowledge of the AODA and the role and responsibility we as individuals and as a whole have toward it.

Together we will strive to continuously improve barriers to achieving the outcomes of the AODA so that people with physical, visual and hearing impairment can enjoy access to the Municipality’s physical premises and to the publications it creates.

# **ACCESSIBILITY PLAN**

**January 2014 – January 2019**



**THE CORPORATION  
OF THE  
MUNICIPALITY OF  
CALVIN**

*Submitted to:*  
Mayor and Council  
Municipality of Calvin

*Submitted by:*  
Lynda Kovacs  
Clerk - Treasurer

## **Objectives**

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The objectives of this plan are as follows:

1. To identify barriers within the Municipality of Calvin on an ongoing basis
2. To describe the measures which the municipality will take in order to remove and prevent these barriers in the upcoming five year period
3. To review, on an annual basis, what measures have already been taken to identify, remove and prevent these barriers.
4. Describe how the municipality intends to make this accessibility plan available to the public.

## **Physical description of the Municipality of Calvin**

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The Corporation of the Municipality of Calvin was incorporated in 1887. It is located in the Nipissing District of Ontario. The municipality is bordered on the west by the Township of Bonfield, on the east by the Township of Papineau-Cameron, on the south by the unorganized township of Lauder and on the north by the Mattawa River.

The Municipality has a population of approximately 602 persons. There are no schools, hospitals or seniors homes located within its boundaries. The Municipality has a Community Centre which is utilized by many organizations, associations, women's groups and the community at large for weddings, celebrations etc. This Centre also houses the municipal offices. Next door to the Community Centre is the Municipal Garage and beyond that the Volunteer Fire Department building completes the municipal complex.

## **Council Commitment**

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The Council of the Municipality of Calvin is committed to:

- ↳ The continuous improvement of access to all public municipally owned facilities and services for all those with visible and non-visible disabilities
- ↳ To provide equal access to municipal services to those with disabilities

The Council has authorized the Clerk - Treasurer to prepare a five year accessibility plan that will assist and enable the Council to meet its commitments.

## **Site Audit (Informal)**

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Since June of 2003 this Accessibility Plan has been in place. The staff and council participate in ongoing reviews to identify the barriers to people with disabilities within the public municipal buildings and to municipal information.

Several barriers were initially identified; many have been addressed to date. As the Plan is reviewed and updated other identified barriers to accessibility will be addressed.

## Barriers Identified

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The following barriers to the Municipal Buildings and to municipal information have been identified during the informal audit. Over the next five years these barriers will each be addressed in turn bearing in mind the budget restraints of the municipality and feasibility.

BARRIER	TYPE OF BARRIER	PLAN OF ACTION
Rear entrance to community centre is not accessible without assistance due to manual doors, flooring mats and adjustments required to the slope at the doorway to allow for easy wheelchair access..	Architectural	Modify slope at rear entrance, remove or replace current floor mat at that location with a more accessible floor finish. Review possibility of accessible door installation at this location.
Communication to community.	Communications	The local publication is not accessible to those with visual impairments. Possible increase in font size and availability via an electronic format.
Access to municipal information i.e. by-laws, local publications, notices etc.	Technology	Creation of a municipal website so that information is readily available to all. Possible addition of a "text only" version of information so that those who are visually impaired can access the information via computer readers. To continue review of website upgrades.

## Areas to be Addressed in 2014 - 2019

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In 2013 the main entrance to the municipal offices and community centre were brought up to accessible standards with the installation of an accessible door, reduced counter height and replacement of floor coverings to allow accessibility. Over the next five years the municipality will review modifications necessary for accessibility to the rear entrance of the community centre which will make the entire facility accessible. Focus will also be on providing our local monthly publication in an accessible format upon request. Limited internet access and poor/slow internet service in our area has been a hindrance to making our documents more accessible and has slowed the process of upgrades or replacement of our current website. Costs will be reviewed prior to each annual budget and council will authorize available funding for each of the five years in this period.

## **Review of the Plan**

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As per the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c.11 (the AODA)* this plan will be reviewed on five year basis, with review of budget requirements on an annual basis throughout the five year period, allowing Council, staff and the public to monitor the barriers identified and the direction to which the Municipality is moving to remove such barriers.

## **Communication of the Plan**

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This plan will be available from the municipal office, by mail and shall be posted on the municipal website [www.calvintownship.ca](http://www.calvintownship.ca) It will be made available in other formats if necessary; braille if possible and larger font if requested.

## Summary

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The purpose of the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c.11 (the AODA)* is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation. The AODA mandates that each and every municipality shall prepare an accessibility plan.

2003 was the first year that such a plan had been prepared by the Municipality of Calvin. It has been reviewed and updated since then on a regular basis. This 2014 – 2019 Plan will describe measures that the Municipality will take during the term of the Plan to identify, remove and prevent barriers to people with disabilities who use the facilities and the services of the Municipality, including the staff and the community at large.

The Municipality of Calvin has committed itself to identify barriers to the actual physical premises as well as access to information by those who may be hearing or visually impaired. The Municipality will strive to continuously improve these areas.

The most significant barriers we have recognized for the 2014 – 2019 period are that the Municipal Community Centre is not fully wheelchair accessible and, that the municipality is lacking in the technology that would allow hearing and visually impaired people to access current information. Over the next several years, the Municipality of Calvin recommends focusing on these barriers which deny access to the Community Centre and current information on a day-to-day basis.

**The 2014 – 2019 Accessibility Plan will come into effect on January 1, 2014 and remain in effect until January 1, 2019.**



# Corporation of the Municipality of Calvin Council Resolution

Date: May 14, 2024

Resolution Number: 2024-200

Moved By: Councillor

Seconded By: Councillor

**Whereas**, it is in the best interest of the Municipality to declare surplus properties in order to optimize resource allocation and promote efficient land use; and

**Whereas**, the property described as CON 6 PT LOT 34 PCL 13904 (no civic address) was identified at its April 30, 2024 meeting as surplus to the needs of the municipality due to it being landlocked, and with only one adjacent owner

**Now, Therefore, Be It Resolved that** as a housekeeping issue,

In accordance with By-law 2008-015 a by-law to adopt policies for the sale of land, by way of this resolution, the property described as CON 6 PT LOT 34 PCL 13904 is hereby formally declared surplus to the needs of the municipality.

### Results:

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





# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-201

**Moved By:** Councillor

**Seconded By:** Councillor

**WHEREAS** prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001, allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction;

**AND WHEREAS** the current Public Tax Sale process is a burdensome process to a municipality that invests a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario;

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin supports The Town of Plympton-Wyoming and the Municipality of St. Charles directing staff to forward a copy of this resolution to the sender, the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Finance (MOF); the Ontario Municipal Tax & Revenue Association (OMTRA); the Association of Municipalities of Ontario (AMO) and Vic Fedeli MPP.

**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"/>



Ministry of Municipal Affairs [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)  
Ministry of Finance [Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca)  
Ontario Tax & Revenue Association [webmaster@omtra.ca](mailto:webmaster@omtra.ca)  
Association of Municipalities Ontario [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)  
MPP Bob Bailey [bob.baileyco@pc.ola.org](mailto:bob.baileyco@pc.ola.org)  
(sent via e-mail)

April 12<sup>th</sup>, 2024

Re: Municipalities Retaining Surplus from Tax Sales

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on April 10<sup>th</sup>, 2024, passed the following motion supporting the resolution from the Municipality of St. Charles regarding municipalities retaining surplus from tax sales.

**Motion #13**

Moved by Councillor Mike Vasey

Seconded by Councillor Bob Woolvett

That Council support correspondence item 'h' from the municipality of St. Charles regarding Support for Municipalities to Retain Surplus from Tax Sales.

***Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [eflynn@plympton-wyoming.ca](mailto:eflynn@plympton-wyoming.ca).

Sincerely,

Ella Flynn  
Executive Assistant – Deputy Clerk  
Town of Plympton-Wyoming

Cc: All regional Municipalities

The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE



Regular Meeting of Council

**Agenda Number:** 10.3.  
**Resolution Number** 2023-151  
**Title:** Resolution Stemming from May 17, 2023 Regular Meeting of Council (Item 9.1 - Correspondence #9 and 15) and from the June 21, 2023 Regular Meeting Council (Item 9.1 - Correspondence #19)  
**Date:** July 19, 2023

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**Moved by:** Councillor Loftus  
**Seconded by:** Councillor Lachance

**WHEREAS** prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001, allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction;

**AND WHEREAS** the current Public Tax Sale process is a burdensome process to a municipality that invests a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario;

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles supports the Corporation of the Town of Essex in the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions;

**AND BE IT FURTHER RESOLVED THAT** this Resolution be circulated to the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Finance (MOF); the Ontario Municipal Tax & Revenue Association (OMTRA); the Association of Municipalities of Ontario (AMO), the local Member of Provincial Parliament (MPP); and, all Ontario Municipalities.

CARRIED

  
MAYOR

9.1.1.1 to  
9.1.1.4



# Corporation of the Municipality of Calvin

## Agencies, Boards, Committee Reports & Minutes

1. North Bay Mattawa Conservation Authority-Councillor Moreton
  - Final Inventory of Programs and Services
  - Notice of Public Consultation Drinking Water Source Protection Plan Updates
  - Email RE: Minutes from the April 24<sup>th</sup> meeting were approved and will be posted on the website
2. East Nipissing Planning Board-Mayor Gould & Councillor Grant
3. Physician Recruitment-Mayor Gould
4. OPP Detachment Board-Councillor Grant

A

ABC'S.  
#1



NORTH BAY - MATTAWA  
**CONSERVATION  
AUTHORITY**

April 29, 2024

Via Email

To: Member Municipalities

Re: North Bay-Mattawa Conservation Authority, Final Inventory of Programs and Services

Dear Member Municipalities,

As required in Section 9 of O. Reg. 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act, the North Bay-Mattawa Conservation Authority (NBMCA) is providing a copy of the final version of the Inventory of Programs and Services. NBMCA is confirming that agreements with member municipalities are established to carry out Category 2 (municipally delegated) and Category 3 (other) programs and services. These agreements are posted on our website at: <https://nbmca.ca/governance/agreements-and-memorandum-of-understandings/>

Please feel free to contact me if you have any questions.

*Chitra Gowda*

Chitra Gowda  
Chief Administrative Officer, Secretary Treasurer

Attachments:  
Inventory of Programs and Services

## Deputy Clerk

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**From:** CAO  
**Sent:** Monday, April 29, 2024 9:26 PM  
**To:** Deputy Clerk  
**Subject:** Fwd: NBMCA Final Inventory of Programs and Services April 2024 - may mtg thx  
**Attachments:** NBMCA Letter to Municipalities re Final Version of Inventory April 29 2024.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

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**From:** Chithra Gowda <Chithra.Gowda@nbmca.ca>  
**Sent:** Monday, April 29, 2024 9:09:25  
**Subject:** NBMCA Final Inventory of Programs and Services April 2024

Good evening,

As required under the Conservation Authorities Act, the North Bay-Mattawa Conservation Authority (NBMCA) is providing a copy of the final version of NBMCA's Inventory of Programs and Services, attached here. As a recap, the Inventory was updated in June 2023 based on:

- feedback and guidance received from the Province (including division of programs and services accurately into Category 1 (mandatory), 2 (municipally delegated) and 3 (other); identifying "General" expenses; differentiating between operating and capital expenses);
- known changes from Bill 23 (including removal of natural heritage planning work);
- consideration of NBMCA's 2022 and 2023 budgets in order to reflect post pandemic increases in expenses, current estimates and shifts made in certain programs. This approach is preferable to using average annual costs for the previous five years.

The updated Inventory was presented to the NBMCA Board on June 28, 2023 in order to begin to engage member municipalities. Through several meetings held in summer-fall 2023 with member municipalities, feedback was sought. As a result, the Inventory was further updated through March 2024 for the following:

- minor edits to address comments received to enhance clarity around an asset management plan (i.e. asset management plan for natural hazard infrastructure is a Category 1 activity; any other asset management plans are Category 3);
- clarifying where sole benefiting levy applies (i.e. noting which activities in the Inventory are supported through a sole benefiting levy and for which municipality).

As well, NBMCA is confirming that agreements with member municipalities are established to carry out Category 2 and Category 3 programs and services. Thank you so much for reviewing and taking these to councils in good time. These agreements are posted on our website at:

<https://nbmca.ca/governance/agreements-and-memorandum-of-understandings/>

These agreements go hand in hand with the annual budget process. NBMCA Budget 2024 is posted here:

<https://nbmca.ca/governance/budget-and-audited-financial-statements/>

Please feel free to contact me if you have any questions.

Chithra Gowda (she/her)  
Chief Administrative Officer, Secretary Treasurer  
**North Bay-Mattawa Conservation Authority (NBMCA)**  
15 Janey Avenue  
North Bay, ON P1C 1N1  
Cell: 705-477-0372  
Fax: 705-474-9793  
Web: [www.nbmca.ca](http://www.nbmca.ca)

***Leaders in Watershed Management***

My working hours may not be your working hours. Please do not feel obligated to reply outside of your normal work schedule.



**Consider the environment. Please don't print this e-mail unless you really need to.**

The information contained in this electronic message from North Bay-Mattawa Conservation Authority is directed in confidence solely to the person(s) named above and may not be otherwise distributed, copied or disclosed including attachments. The message may contain information that is privileged, confidential and exempt from disclosure under the Municipal Freedom of Information and Protection of Privacy Act and by the Personal Information Protection and Electronic Documents Act. The use of such personal information except in compliance with the Acts, is strictly prohibited. If you have received this message in error, please notify the sender immediately advising of the error and delete the message without making a copy. Thank you.

B

#1

## Deputy Clerk

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**From:** Councillor Bill Moreton  
**Sent:** Thursday, May 9, 2024 8:46 AM  
**To:** CAO  
**Cc:** Deputy Clerk; Mayor Richard Gould  
**Subject:** Re: Notice of Public Consultation: Proposed updates to Source Protection Plan - North Bay-Mattawa

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

FYI  
The information we were given last night did not list any properties in Calvin.  
The minutes from the April 24 meeting were approved and will be posted on their website.  
In those minutes, there is mention of one Calvin resident applying for a permit for work on their property.  
Bill  
Sent from my iPhone

On May 9, 2024, at 7:11 AM, CAO <CAO@calvintownship.ca> wrote:

Hi Teresa  
This just hit my mailbox. Please add to ABC's.. NBMCA, this meeting.  
Thx

Get [Outlook for Android](#)

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**From:** DWSP Comments <dwsp.comments@nbmca.ca>  
**Sent:** Wednesday, May 8, 2024 8:53:42 p.m.  
**Cc:** waynebelter@gmail.com <waynebelter@gmail.com>  
**Subject:** Notice of Public Consultation: Proposed updates to Source Protection Plan - North Bay-Mattawa

Good evening,  
On behalf of Wayne Belter, Chair of the North Bay-Mattawa Source Protection Committee, I am forwarding correspondence regarding a Notice of Public Consultation for proposed updates to the Source Protection Plan (containing policies) and Assessment Report (technical work that supports the policies) under the Clean Water Act. The current Source Protection Plan has been in place since July 1, 2015. The Minister provided an amended section 36 Order in May 2019 directing the Source Protection Authority to submit updates to the Source Protection Plan and Assessment Report.

Two rounds of pre-consultation have taken place with municipalities and implementing agencies to gain your valuable feedback. A public consultation phase has begun starting May 8, 2024 and ending on June 13, 2024 at 4:30pm. Attached is the Notice of Public Consultation and once again, your valuable feedback as a policy implementing body is invited. The attached



ABC'S



May 8, 2024

**Notice of Public Consultation On  
Proposed Source Protection Plan Updates  
Deadline for comments: June 13, 2024 at 4:30 pm**

**Subject:** Notice of Public Consultation on Proposed Source Protection Plan Updates

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On behalf of the North Bay-Mattawa Source Protection Committee and Authority, please be advised of the proposed updates to the Source Protection Plan and Assessment Report for the North Bay-Mattawa Source Protection Area. This Notice is being posted for public consultation and circulated to municipalities, ministries and other implementing bodies as required under the *Clean Water Act, 2006*. The proposed updates are prepared as per section 36 of the *Clean Water Act, 2006* and the 2021 technical rules. Comments may be submitted to the North Bay-Mattawa Source Protection Committee by email at [dwsp.comments@nbmca.ca](mailto:dwsp.comments@nbmca.ca) **by June 13, 2024 at 4:30pm.**

The Source Protection Plan contains polices that help protect municipal source of drinking water. The Assessment Report contains the technical studies that support the policies. The proposed Source Protection Plan and Assessment Report and maps are available at: <https://actforcleanwater.ca/public-consultations-reports/source-protection-plan/>

The proposed changes include updates to the vulnerable area mapping for the Callander municipal drinking water source, updates to impervious surfaces mapping, and updates to Source Protection Plan policies. Attached to this Notice is a summary of key updates including key map updates made to the Source Protection Plan and Assessment Report.

**Public Open House**

An open house for the public is being hosted on Wednesday May 22, 2024 from 5pm to 6:30pm and on May 29, 2024 from 10:30 am to 12pm at the North Bay-Mattawa Conservation Authority main office at 15 Janey Avenue, North Bay, Ontario, P1C 1N1.

**Comments**

Written comments should be submitted by **June 13, 2024 at 4:30pm**, and may be directed to:

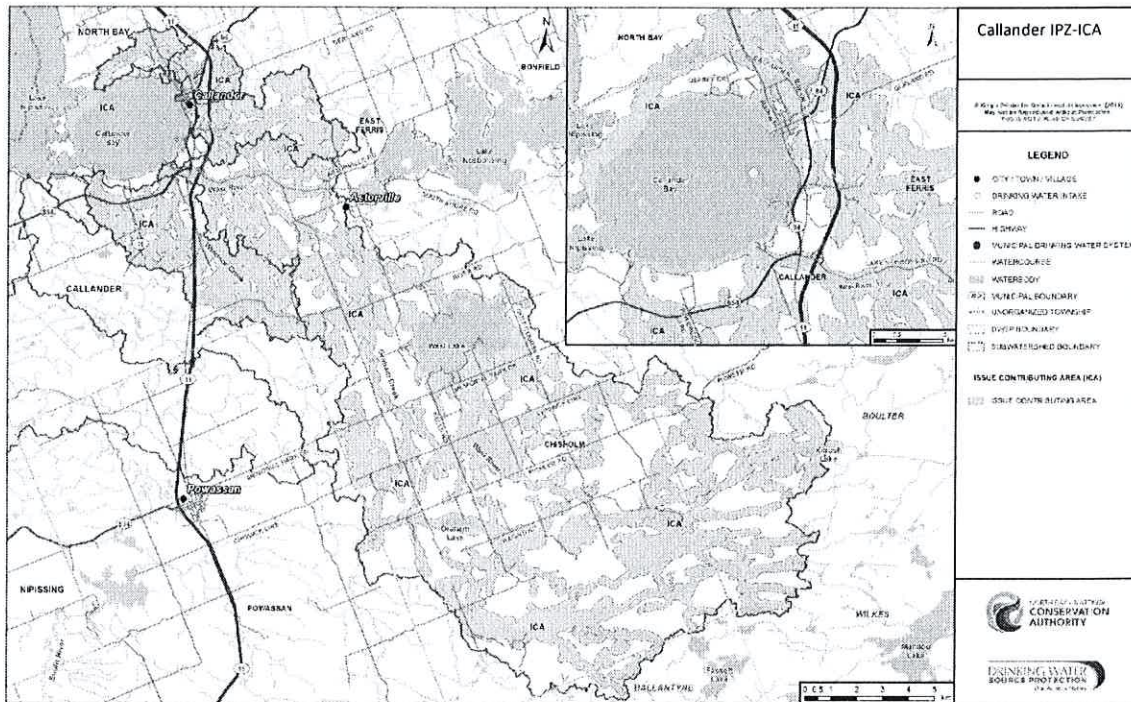
Wayne Belter, Chair  
North Bay-Mattawa Source Protection Committee  
c/o North Bay-Mattawa Conservation Authority  
15 Janey Avenue, North Bay, ON P1C 1N1  
**Email: [dwsp.comments@nbmca.ca](mailto:dwsp.comments@nbmca.ca)**  
Fax: 705-474-9793

**Summary of key updates to the Source Protection Plan:**

- Applied the 2021 Technical Rules and Tables of Drinking Water Quality Threats including an updated list of applicable threat subcategories and vulnerable areas in several policies where needed.
- Separated out the education policy HAZ1 for dense non-aqueous phase liquids (DNAPLs) from a proposed policy HAZ2 for organic solvents - due to different applicable vulnerable areas for DNAPLs and organic solvents.
- Added storage of snow as an applicable threat category in policy ICA1.
- Changed SAL1 policy approach (to manage road salt storage) from land use prohibition to education policy (small quantities of exposed road salt storage have been identified as a threat. Since no permits are needed, an education program is a suitable method to address an activity that can occur in many locations).

**Summary of key updates to the Assessment Report:**

- Updated watershed monitoring data under watershed characterization.
- Applied the 2021 Technical Rules and Tables of Drinking Water Quality Threats to technical work including:
  - update of impervious surface area maps (which in turn help identify and assess threat activities such as the application of road salt)
  - use of revised terminology Intake Protection Zone (IPZ)-Issue Contributing Area (ICA) for the Callander municipal drinking water source
  - update to background details for threat activities
  - update to numbers of existing threat activity counts and circumstances.
- Updated the Callander IPZ-ICA map to reflect recent wetlands delineation data.



**Figure 1a: Proposed Callander IPZ-ICA**

*Note: the proposed Callander ICA covers the proposed Callander Intake Protection Zones (IPZs) shown below.*



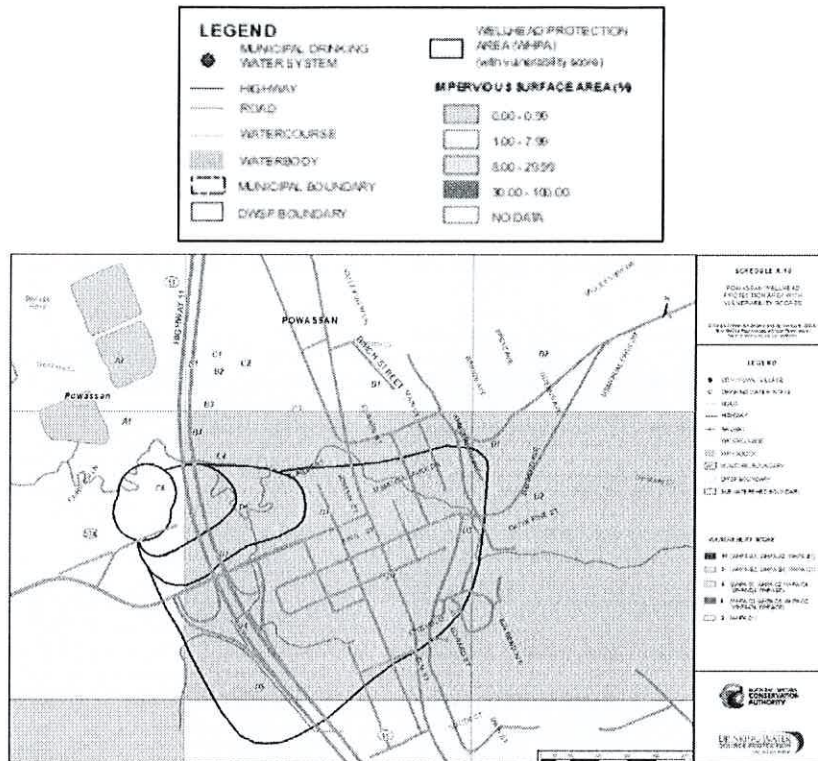


Figure 2a: Proposed Impervious Surface Area in Powassan Wellhead Protection Area (WHPA)

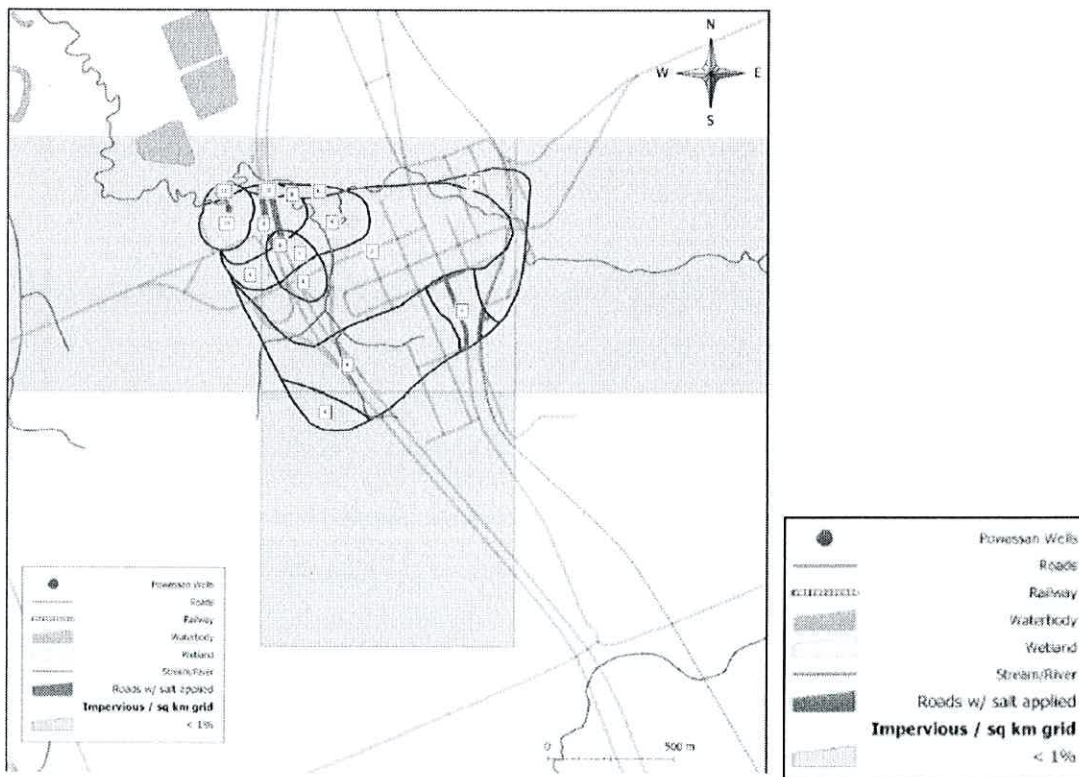


Figure 2b: Current Impervious Surface Area in Powassan Wellhead Protection Area (WHPA)

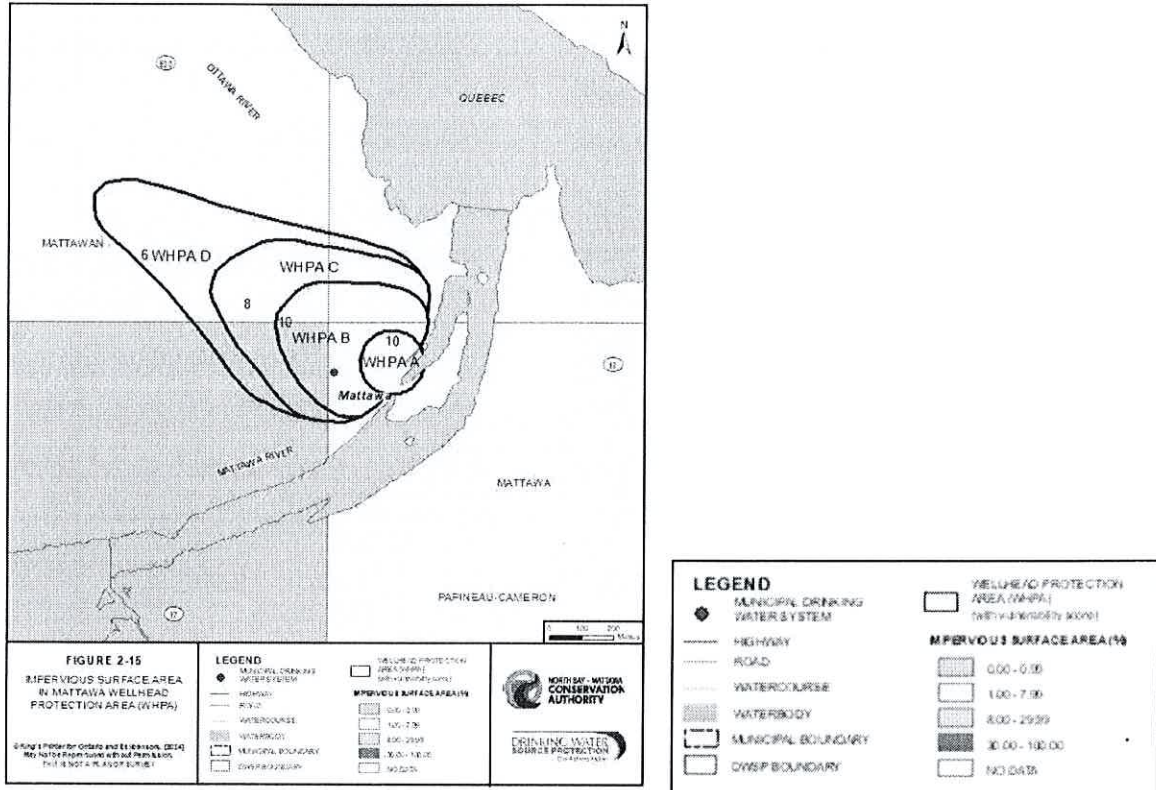


Figure 3a: Proposed Impervious Surface Area in Mattawa Wellhead Protection Area (WHPA)

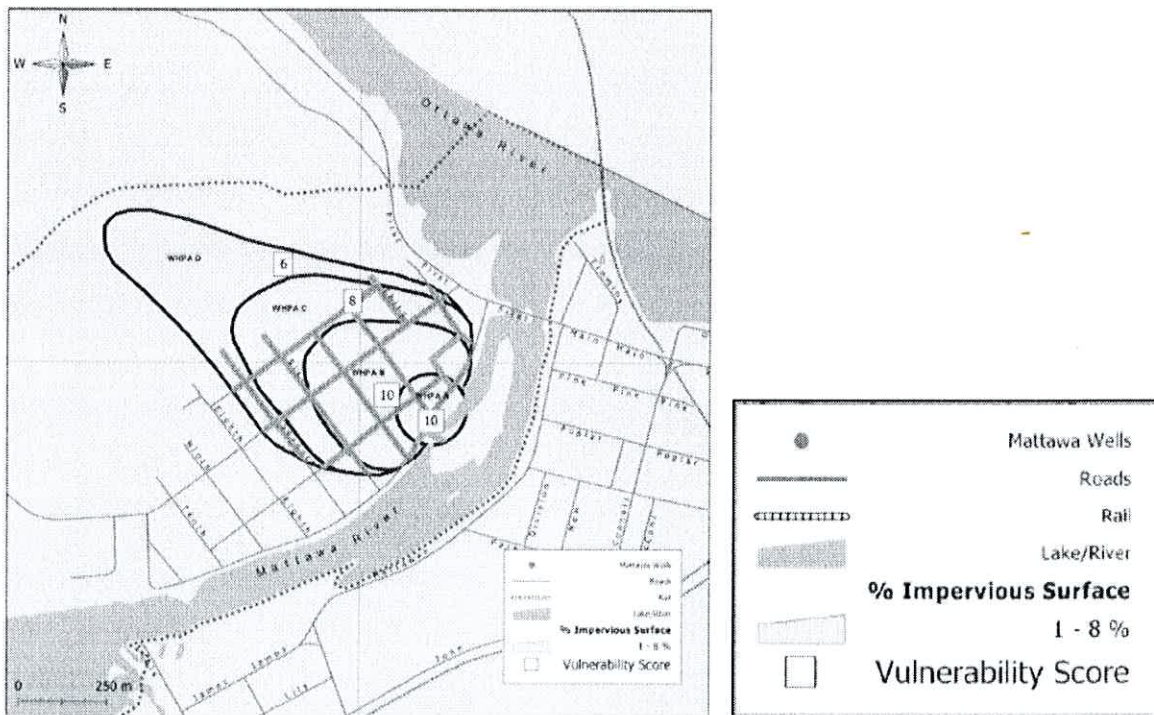


Figure 3b: Current Impervious Surface Area in Mattawa Wellhead Protection Area (WHPA)

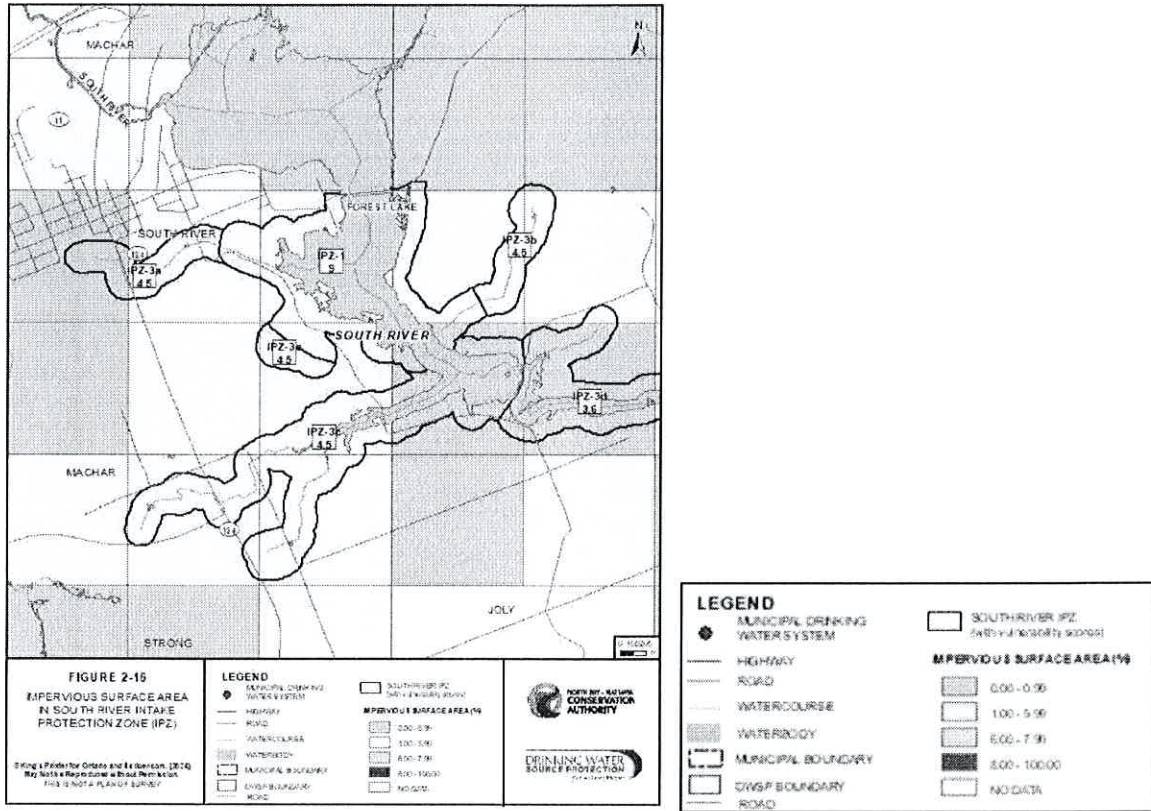


Figure 4a: Proposed Impervious Surface Area in South River Intake Protection Zone (IPZ)

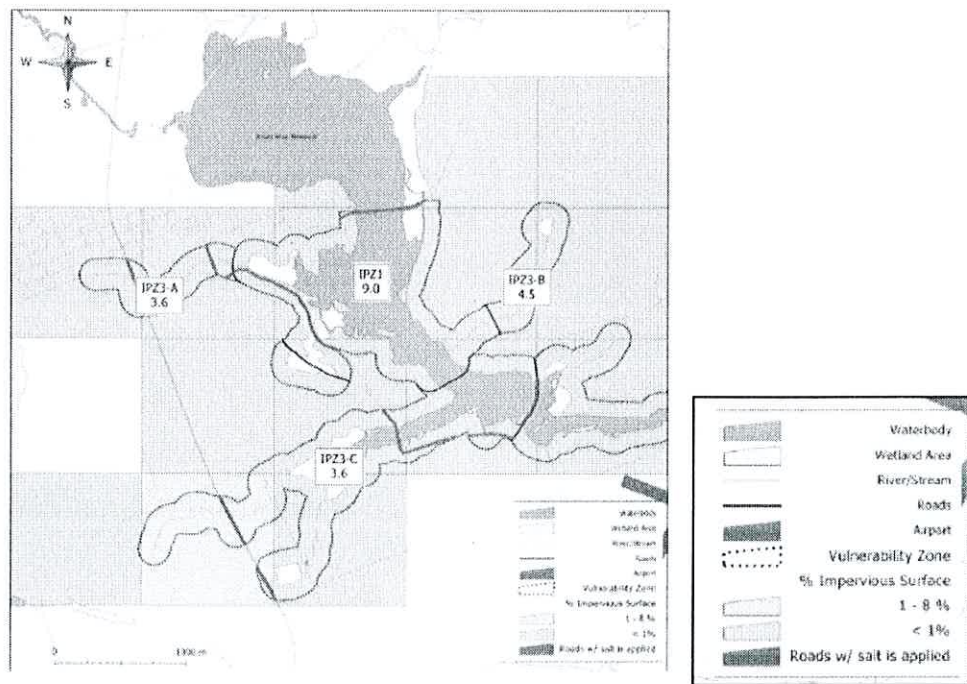


Figure 4b: Current Impervious Surface Area in South River Intake Protection Zone (IPZ)

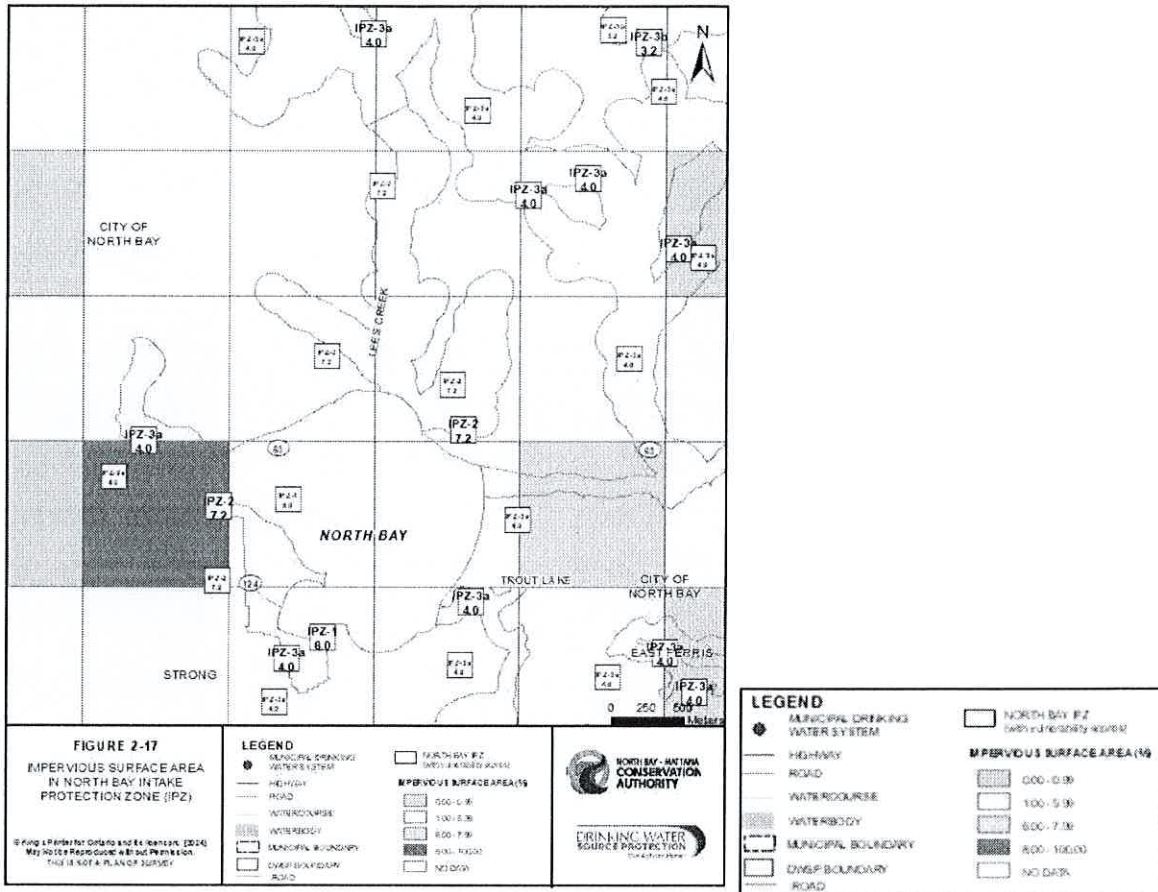


Figure 5a: Proposed Impervious Surface Area in North Bay Intake Protection Zone (IPZ)

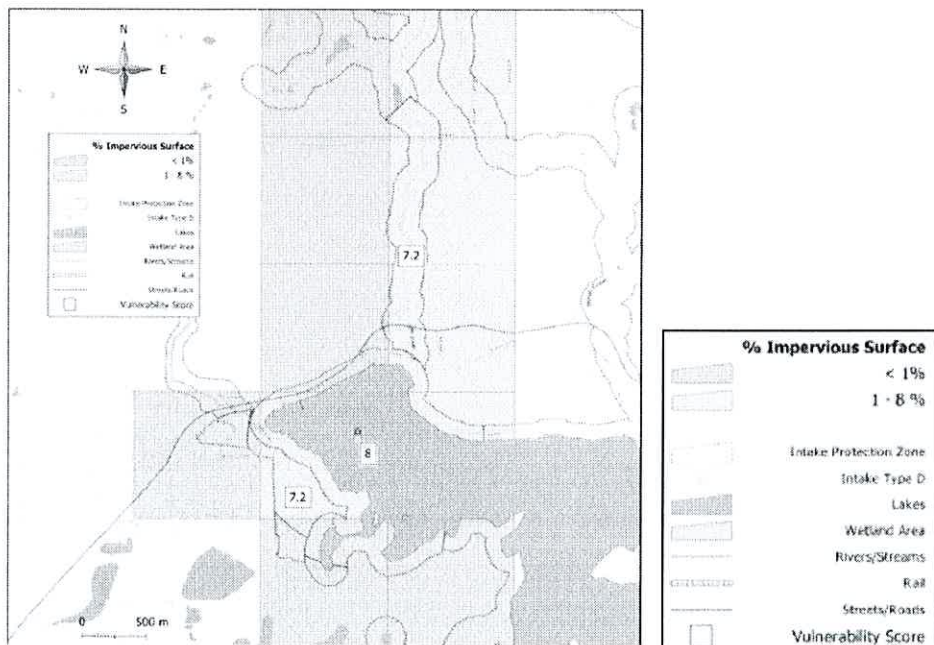


Figure 5b: Current Impervious Surface Area in North Bay Intake Protection Zone (IPZ)



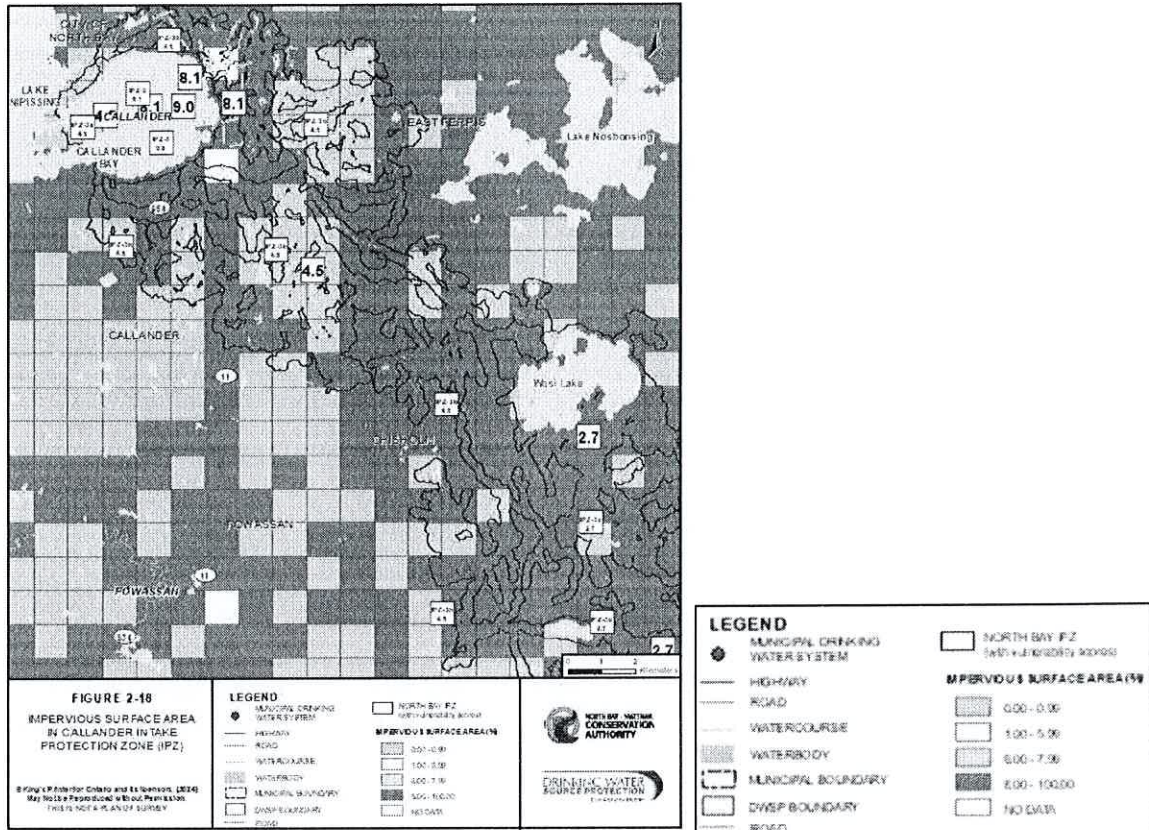


Figure 6a: Proposed Impervious Surface Area in Callander Intake Protection Zone (IPZ)

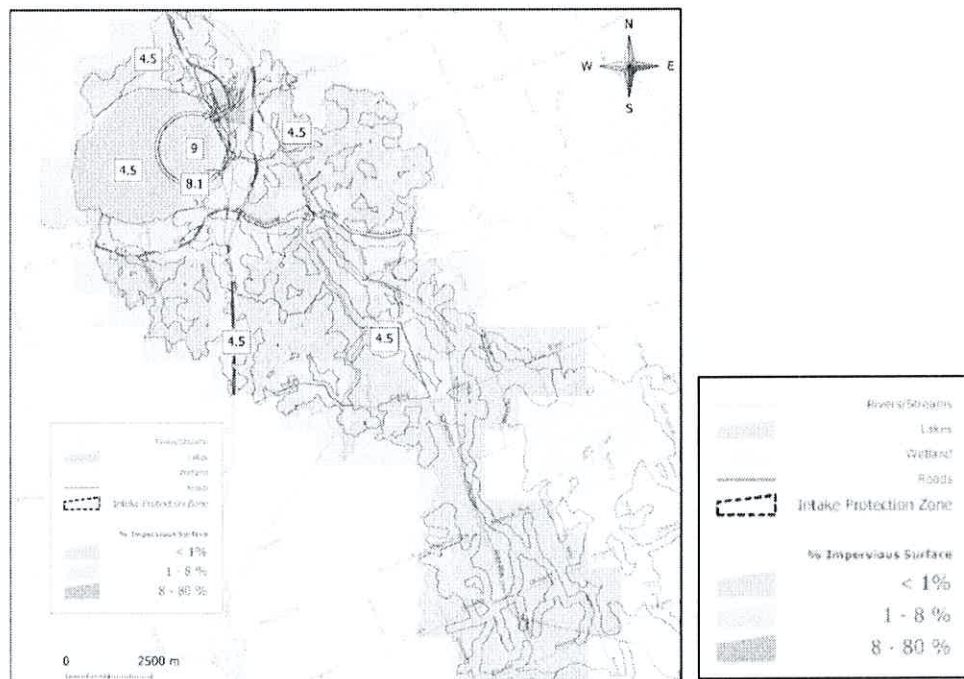
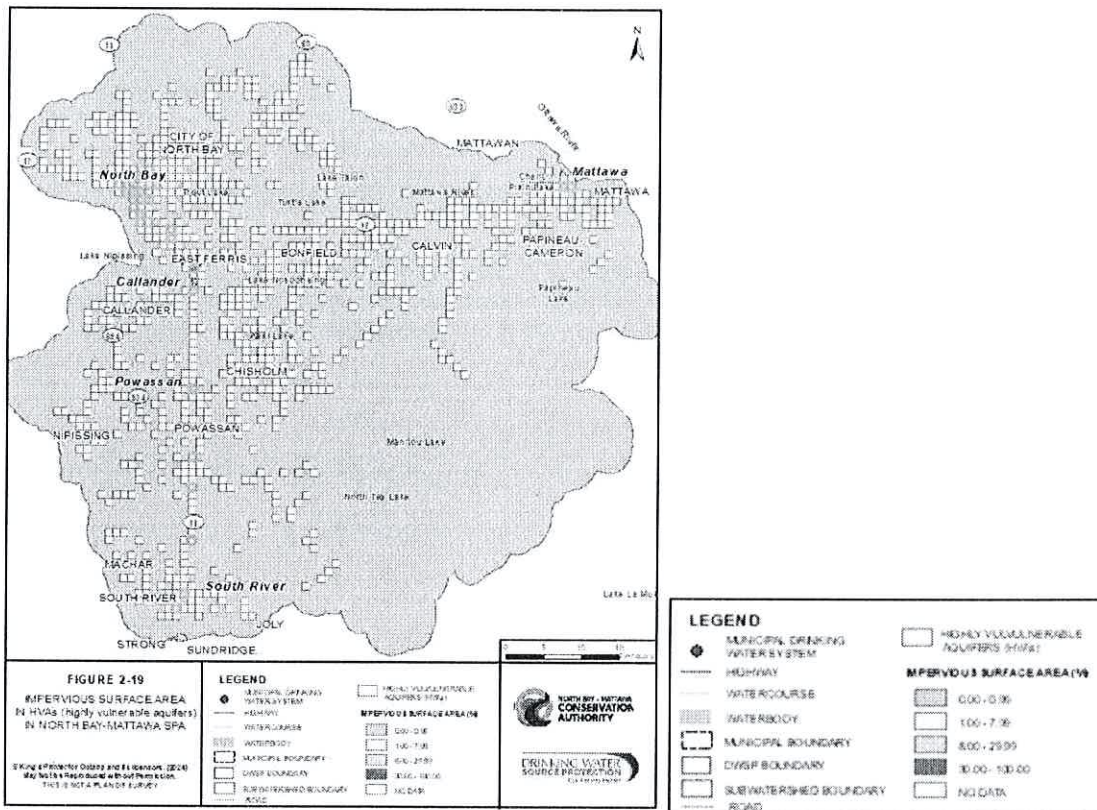
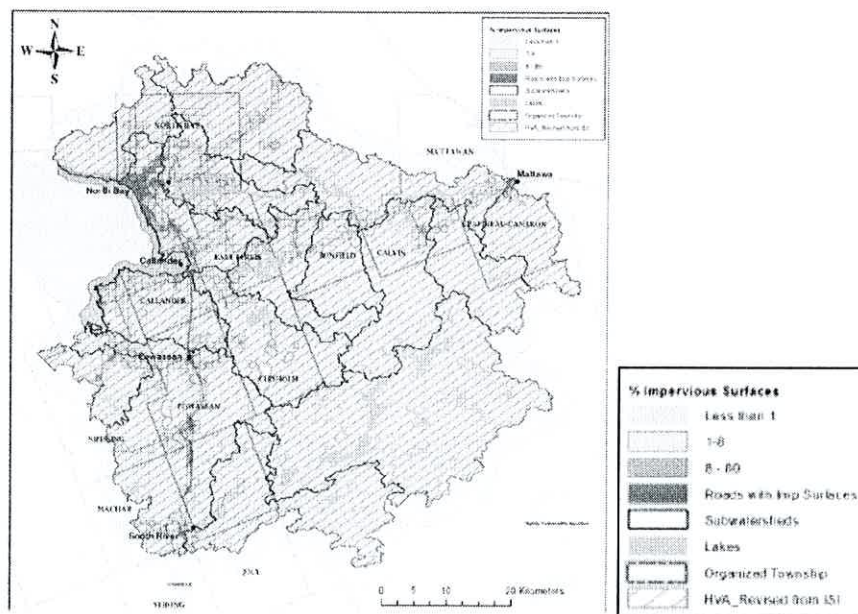


Figure 6b: Current Impervious Surface Area in Callander Intake Protection Zone (IPZ)



**Figure 7a: Proposed Impervious Surface Area in Highly Vulnerable Aquifers (HVAs)**



**Figure 7b: Current Impervious Surface Area in Highly Vulnerable Aquifers (HVAs)**



# Corporation of the Municipality of Calvin Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-202

**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;

Pursuant to Section 239 of the Municipal Act, 2001, Council will move from Open Session into this Closed Session to consider:

-A proposed or pending acquisition or disposition of land by the municipality or local board; {(s. 239 (2) (c)}

-Personal matters about an identifiable individual, including municipal or local board employees {(s 239 (2) (b)}

**Results:**

**Recorded Vote:**

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



# Corporation of the Municipality of Calvin

Council Resolution

Date: May 14, 2024

Resolution Number: 2024-203

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:

Pursuant to Section 239 of the Municipal Act, 2001,

-A proposed or pending acquisition or disposition of land by the municipality or local board; {{s. 239 (2) (c)}}

-Personal matters about an identifiable individual, including municipal or local board employees {{s 239 (2) (b)}}

**Results:**

**Recorded Vote:**

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



# Corporation of the Municipality of Calvin Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-204

**Moved By:** Councillor

**Seconded By:** Councillor

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

By-Law 2024-31 being a By-Law to confirm the proceedings of Council.

### **Results:**

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

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

**BYLAW NUMBER 2024-31**

**BEING A BYLAW TO CONFIRM THE PROCEEDINGS OF COUNCIL**

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**Legal Authority**

**Scope of Powers**

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

**Powers of a Natural Person**

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

**Powers Exercised by Council**

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

**Powers Exercised by By-law**

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

**Preamble**

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

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

**Decision**

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

**Direction**

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

1. The Confirmatory Period of this By-Law shall be for the Regular Council meeting of May 14, 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- 204\_\_ this 14<sup>th</sup> Day of May, 2024.

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MAYOR

CAO



# Corporation of the Municipality of Calvin Council Resolution

**Date:** May 14, 2024

**Resolution Number:** 2024-205

**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>
Grant	<input type="checkbox"/>	<input type="checkbox"/>
Latimer	<input type="checkbox"/>	<input type="checkbox"/>
Manson	<input type="checkbox"/>	<input type="checkbox"/>
Moreton	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Gould	<input type="checkbox"/>	<input type="checkbox"/>