

CORPORATION OF THE MUNICIPALITY OF CALVIN

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July 4, 2019

NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held in the Calvin Community Centre at 7 p.m. on Tuesday July 9, 2019.

If you are unable to be in attendance it is greatly appreciated that you notify the undersigned in advance.

Thank you.

Best regards;

Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

AGENDA
REGULAR COUNCIL MEETING
Tuesday July 9, 2019 at 7:00 p.m.
Calvin Community Centre

1. **CALL TO ORDER**
2. **WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
3. **PETITIONS AND DELEGATIONS** Matthew Bridgen – Request for Permission to use Unassumed, Unopened Road Allowance to Provide Access to his Property
4. **REPORTS FROM MUNICIPAL OFFICERS** Chris Whalley; Public Works
Dean Maxwell; Fire
Jacob Grove; Recreation, Landfill, Cemetery
5. **REPORTS FROM COMMITTEES** None
6. **ACTION LETTERS**
 - A) Minutes of Council Meeting Adopt Minutes of Tuesday June 25/19
 - B) DRAFT Landfill By-Law Discussion regarding DRAFT Landfill By-Law
 - C) Matthew Bridgen Request for Permission to use Unassumed, Unopened Road Allowance to Provide Access to his Property
 - D) By-Law No 2019-015 To Adopt a Policy regarding the Corporate Strategic Asset Management – THIRD AND FINAL READING
 - E) By-Law No 2019-016 To Authorize The Corporation to Enter into an Agreement with the Township of Bonfield in the District of Nipissing, Province of Ontario, for the Maintenance and Repair of Certain Sections of the Boundary Road System Between the Townships Herein
 - F) By-Law No 2019-017 To Enter into an Agreement Between the Corporation of the Municipality of Calvin and the Township of Bonfield for the use of the Township of Bonfield’s Property and Building as a Dog Pound.
 - G) By-Law No 2019-018 To Appoint Pound Keepers for the Corporation of the Municipality of Calvin
 - H) By-Law No 2019-020 To Enter Into an Agreement between the Township of Papineau-Cameron, The Municipality of Calvin, The Municipality of Mattawan and the Municipality of East Ferris for a Building Inspector Officer to Enforce the Building Code Act
 - I) DRAFT Parking By-Law Further Discussion regarding DRAFT Parking By-Law
 - J) DRAFT Municipal Alcohol Policy Discussion regarding DRAFT Municipal Alcohol Policy

K) Northeastern Ontario Tourism Tourism and Promoting the Municipality of Calvin

7. INFORMATION LETTERS

A) Municipality of East Ferris Response to our DNSSAB Levy Adjustment Letter

B) Township of South Frontenac
Town of Halton Hills
Township of Tyendinaga ROMA/OGRA Combined Conference

C) Township of Huron-Kinloss Restore Funding to Ontario Library Services

D) Environment and Climate Change Canada Final Report on the Ottawa River Watershed

E) Ministry of Municipal Affairs and Housing Bill 108 – More Homes, More Choices Act and Second Unit Info Sheet

F) Township of Huron-Kinloss Bill 108 More Homes, More Choices

G) Township of Warwick Enforcement of Safety on Family Farms

H) Northern Ontario School of Medicine Invitation to Meet and Greet

I) Federal Gas Tax Program One-Time Top Up Payment in 2019

J) Municipality of Calvin General Ledger Trial Balance

K) Stewardship Ontario Industry Funding for Municipal Blue Box Recycling

L) Association of Municipalities of Ontario Cannabis Policy Update

M) Tribunals Ontario Proposed Changes to the Assessment Review Board's Rules of Practice and Procedure

N) Public Sector Partners for Progress Asset Management

8. INFORMATION LETTERS AVAILABLE None

9. OLD AND NEW BUSINESS
Postponement of Mayor Backer's DNSSAB Visit
Mock Municipal Sign
Swimming Hole – Solicitor Information
Response from Vic Fedeli, MPP RE: Hwy 630 conditions
Discussion on Official Plan (OP) and Zoning By-Law

10. ACCOUNTS APPROVAL REPORT

11. CLOSED PORTION

12. BUSINESS ARISING FROM CLOSED SESSION

13. NOTICE OF MOTION

14. ADJOURNMENT

Municipality of Calvin Report to council

Report Date: June ,2019

Originator: Dean Maxwell-Fire Chief

Responded Alarm's

June,3,19/ Automatic aid for pap-cam Trailer fire .

June,7,19/ CO alarm 2137 hwy 630 .

June,17,19/Car fire near Donalds rd .

June,30,19/ medical assistance at Champlain park .

Meeting nights/Training

June,6,19/ Meeting night:oxygen recert, Burn kit review .

June,13,19/ Meeting night:Foam training, Fire entry control .

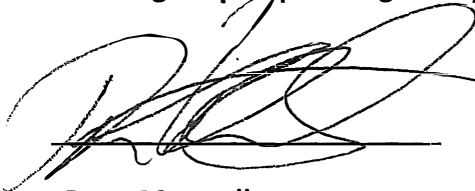
June20,19/ Meeting night:Debrief calls ,Clean fire hall .

June,27,19/ Meeting night:Road test all trucks,fill air tanks at Pap-Cam .

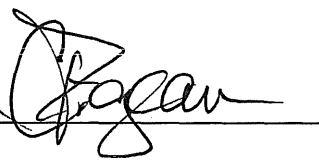
Fleet Stauts report

Two new batterys install on pumper.

Waiting for pump testing in July.



Dean Maxwell



Cindy Pigeau

MUNICIPALITY OF CALVIN
REPORT TO COUNCIL
Recreation, Cemetery, Landfill JG2019-09

REPORT DATE: 03/07/2019

PREPARED BY: Jacob Grove; Landfill, Cemetery, Recreation Superintendent

SUBJECT: Council Report

Recreation

This month we have 3 events booked with the Community Center being used for 7 days.

On June 3rd, I was informed that the Smith Lake dock was damaged on July 1st. The damage was assessed the same day and repairs were made the following day.

The well drilling is expected to start the end of July. The contractor will be contacting me closer to the date to set up an exact time.

The air conditioners are expected to be installed in the month of July, once the contractor receives the unit we will set a date so not to interfere with any planned events.

I have had two contractors out to price the Community Center door. They will be providing exact pricing for a complete replacement of doors and frames, partial replacement (using some of our existing hardware) and door openers. Once the price are received the project will be presented to council. So far I have not been able to find a third contractor to come out and price the project.

The Recreation Department has been working short staffed part of June and will continue to be short staffed through the month of July. This is in an effort to help staff Roads Department so they can complete the necessary projects to have the main road paved on schedule. As of the beginning of July, we have a student working full time.

Landfill

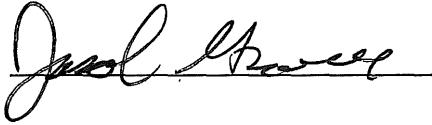
In the month of June, we received over 100 cubic meters from a demolitions project that consisted largely of divertible materials (wood & metal). In an effort to save life in the landfill, the decision was made to divert these materials. From this material, we were able to divert 5 tandem axle truck loads from the landfill. By doing this, we significantly reduced the amount of material going into the landfill.

When council is reviewing the Landfill By-Law, I would like them to consider banning items that can be diverted from the landfill or adding a fee for loads contaminated with divertible materials. By doing this, it would put the responsibility on the individual and allow us prevent unnecessary use of the landfill.

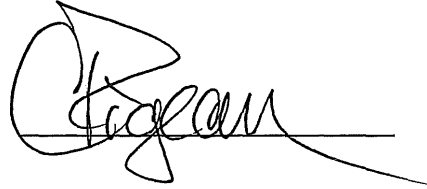
Cemetery

There was two Burials last month.

Respectfully submitted;



Jacob Grove
Landfill, Cemetery, Recreation Superintendent
Municipality of Calvin
1355 Peddlers Drive
R.R. #2 Mattawa, ON
POH 1V0
Phone: 705 744-2700
Fax: 705 744-0309
fire@calvintownship.ca



Cindy Pigeau
Clerk - Treasurer
Municipality of Calvin

Proposed Landfill Fees

| | current | suggested |
|-------------------------------------------------------------------------------------------|-----------|----------------------------------|
| Pay Per Bag | \$ 1.00 | \$ 2.00 |
| Utility Trailer Single Axle | \$ 15.00 | \$ 20.00 |
| Utility Trailer Tandem Axle | | \$ 30.00 |
| Pick-up Truck (beds, couches, etc.) | \$ 15.00 | \$ 20.00 |
| Commercial Trailer - Single Axle | | \$ 30.00 |
| Commercial Trailer - Tandem Axle | | \$ 50.00 |
| Single Axle Truck | \$ 50.00 | \$ 75.00 |
| Tandem Truck | \$ 100.00 | \$ 125.00 |
| Tri-Axle Truck | \$ 150.00 | \$ 180.00 |
| Semi-Trailer | \$ 200.00 | \$ 250.00 |
| Tire on Rim | \$ 10.00 | \$ 10.00 |
| Tire not on Rim | Free | Free |
| Fridges, Freezer, Air Conditioner, Dehumidifier (includes Freon Removal Fee) | \$ 40.00 | \$ 40.00 |
| Disposal Bin Large 30m | \$ 250.00 | \$ 300.00 |
| Disposal Bin Small 15m | \$ 125.00 | \$ 150.00 |
| Per Cubic Meter/yard | \$ 8.00 | \$ 10.00 |
| Shingle Disposal Permit (Plus Tipping Fee) | \$ 25.00 | \$ 25.00 |
| Wood / Brush | FREE | FREE |
| Metal | FREE | FREE |
| Mixed Load (Divertible materials) | | \$25 per cubic meter/yard |
| Mixed Bags of Recyclables and Garbage | | \$5 per bag |
| Hydro-Carbon Impacted Soils & Service Charges other loads Per Cubic Meter/Yard | | \$25 per meter/yard |
| Landfill Opening Charge During Off Hours | | \$ 80.00 |
| Solid Waste Required to Be Covered | | \$50 per load |
| Minimum Invoicing charge For Businesses and Contractors Only | | \$ 15.00 |

I would recommend that any changes to the fees for the Landfill are not implemented until July 01/2020 to allow time to educate residents of the changes.

I would also recommend that any changes to the fees be posted on the new Landfill sign this year to allow residents see the new fees.

Landfill Fees Comparison

| | Calvin | Mattawa | Bonfield | East Ferris | Chisholm |
|-----------------------------------------------------------------------------|-----------|----------------|--------------------|---------------|-----------------------------------------------------------|
| Pay Per Bag | \$ 1.00 | \$ 1.00 | \$ 1.00 | \$ 5.00 | \$1 Per Resident / \$3 per Commercial / Industrial |
| Car | | | \$ 5.00 | | |
| Utility Trailer Single Axle | \$ 15.00 | \$ 20.00 | \$ 15.00 | \$ 20.00 | |
| Utility Trailer Tandem Axle | | | \$ 20.00 | | |
| Pick-up Truck (beds, couches, etc) | \$ 15.00 | \$ 15.00 | \$ 15.00 | \$ 20.00 | |
| Furniture & Mattresses | | | \$ 5.00 | | \$ 5.00 |
| Large Trailer (eg. Dump Trailer) | | \$ 30.00 | | | |
| Commercial Trailer - Single Axle | | | \$ 30.00 | | |
| Commercial Trailer - Tandem Axle | | | \$ 50.00 | | |
| Single Axle Truck | \$ 50.00 | | \$ 75.00 | | \$ 100.00 |
| Tandem Truck | \$ 100.00 | \$ 160.00 | \$ 100.00 | \$ 180.00 | \$ 125.00 |
| Tri-Axle Truck | \$ 150.00 | \$ 180.00 | \$ 150.00 | \$ 220.00 | \$ 150.00 |
| Semi-Trailer | \$ 200.00 | | \$ 175.00 | \$ 400.00 | |
| Tire on Rim | \$ 10.00 | | | \$ 5.00 | |
| Tire not on Rim | Free | | | Free | Free |
| Fridges, Frezer, Air Conditioner, Dehumidifyer (includes Freon Removal Fee) | \$ 40.00 | | | \$ 45.00 | |
| Large Appliances (tagged where Necessary) | Free | | \$ 10.00 | \$ 5.00 | Free |
| Pronane Tanks - Regular Size | | | | \$ 2.00 | |
| Slide off Container Over 40 Cubic Meters | | | | | \$320 + \$8 per cubic meter for ever meter over 40 meters |
| Slide off Container 40 Cubic Meters | | | | | \$ 320.00 |
| Disposal Bin Large 30m | \$ 250.00 | | | | \$ 240.00 |
| Slide off Container 20 Cubic Meters | | | | | \$ 160.00 |
| Disposal Bin Small 15m | \$ 125.00 | | | | |
| Per Cubic Yard | \$ 7.00 | \$ 10.00 | \$ 8.00 | \$ 10.00 | |
| Per Cubic Meter | \$ 8.00 | | | | \$ 8.00 |
| Shingle Disposal Permit (Plus Tipping Fee) | \$ 25.00 | | | | |
| Wood / Brush | Free | | Free | \$ 5.00 | |
| Metal | Free | | | \$ 5.00 | |
| Clean Fill | | | Free | | |
| Wood Waste for Grinding, Home owner / Resident per Cubic Yard | | Free | | | |
| Wood Waste for Grinding, Contractor per Cubic Yard | | \$ 5.00 | | | |
| Mixed Load | | \$ 20.00 | | | |
| Hydro-Carbon Impacted Soils & Service Charges Tandem Dump | | \$ 400.00 | | | |
| Hydro-Carbon Impacted Soils & Service Charges Tri-Axle | | \$ 450.00 | | | |
| Hydro-Carbon Impacted Soils & Service Charges other loads Per Cubic Yard | | \$ 25.00 | | | |
| Asbesto & other Regulated Loads per Cubic Yard | | \$ 40.00 | | | |
| Contaminated Waste per Cubic Yard | | | | \$ 35.00 | |
| Asbestos (+Flat Rate + Contaminated + Attendant Fee) | | | | \$ 750.00 | |
| Opening During Set ups | | \$30 per Hour | \$10 per Half Hour | \$25 per Hour | |
| Landfill Opening Charge During Off Hours | \$ 50.00 | \$100 per Hour | \$ 80.00 | \$ 50.00 | \$100 (At Township's Convenience) |
| Solid Waste Required to Be Covered | | | \$100 per Hour | | |
| Minimum Invoicing charge For Businesses and Contractors Only | | | \$ 30.00 | | |

CORPORATION OF THE MUNICIPALITY OF CALVIN
MINUTES OF THE REGULAR MEETING TUESDAY June 25, 2019

The regular meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Ian Pennell, Deputy Mayor Cross, Coun Maxwell, Coun Olmstead, Coun Grant, Chris Whalley, Jacob Grove and Cindy Pigeau.

Regrets: 0 Guests: 1

The meeting was called to order at 7:00 p.m. by Mayor Pennell

PECUNIARY/CONFLICT OF INTEREST: **None**
PRESENTATIONS/DELEGATIONS: **None**

2019-122 MINUTES OF COUNCIL MEETING

Moved by Coun Maxwell and seconded by Coun Olmstead that the Minutes of the regular meeting of Council held on Tuesday June 11, 2019 be hereby adopted and signed as circulated.
Carried

2019-119 ADOPTION OF TAX RATES, ADOPTION OF ANNUAL BUDGET AND PENALTY AND
INTEREST IN DEFAULT OF PAYMENT FOR THE YEAR 2019

By-law No. 2019-013 being a by-law to provide for the adoption of Tax Rates, Adoption of Annual Budget and to further provide for Penalty and Interest in default of payment thereof for the year 2019. This By-law received 1st and 2nd readings on June 11, 2019 and received 3rd and final reading on Tuesday, June 25, 2019.
Carried

2019-123 BY-LAW 2019-015-TO ADOPT A POLICY REGARDING THE CORPORATE STRATEGIC ASSET
MANAGEMENT FOR THE MUNICIPALITY OF CALVIN

By-law No. 2019-015 being a by-law to adopt a Policy regarding the Corporate Strategic Asset Management for the Municipality of Calvin. This By-law received 1st and 2nd readings and will come before Council for the 3rd and final reading on Tuesday, July 9, 2019.
Not Yet Carried

2019-124 DISBURSEMENTS

Moved by Coun Olmstead and seconded by Coun Maxwell that the disbursements dated June 20, 2019 in the amount of \$26,964.91 and June 25, 2019 in the amount of \$103,761.61 be hereby authorized and passed for payment.
Carried

2019-125 CLOSED PORTION

Moved by Councillor Cross and seconded by Councillor Grant that this portion of the meeting be now closed as Per Section 239(2) (d) of the Municipal Act for the purpose of labour relations or employee negotiations.
Carried

At 9:00pm Council moved to Closed Portion.

At 9:50pm Council returned to the Open Meeting.

2019-126 ADOPT COUNCIL REPORTS

Moved by Councillor Grant and seconded by Councillor Cross that Council Reports C2019-20 which adopts Minutes of the Closed Meeting of Tuesday, May 28/19, and C2019-21 which was to provide Directives to Staff RE: Retirement of Roads Equipment Operator and Directives for Replacement, and

C2019-22 which was to provide Directives to Staff RE: Temporary Part-Time Landfill Attendant, and C2019-23 which adjourns the Closed Portion of the meeting.

Be hereby approved and adopted as presented.

Carried

2019-127 ADJOURNMENT

Moved by Coun Cross and seconded by Coun Grant that this regular meeting of Council now be adjourned at 9:53 p.m.

Carried

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY -LAW NO. 2019 - DRAFT

BEING a By- Law to establish and maintain a system for the disposal of garbage and other refuse.

WHEREAS the *Municipal Act* S.O. 2001, c.25, section 10(1), as amended, states that a single tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS the *Municipal Act* S.O. 2001, c.25, section 10(2)7, as amended, provides that a single- tier municipality may pass by-laws respecting matters pertaining to services and things that the municipality is authorized to provide under subsection (1);

AND WHEREAS the Council for the Corporation of the Municipality of Calvin deems it desirable to amend by-law no. 2002-010 to establish and maintain a system for the removal and disposal of garbage, and for contracting with any person for the removal and disposal by him/her of garbage and other refuse upon such terms and conditions as may be considered expedient;

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

1. DEFINITIONS

"Garbage" shall mean waste food or any putrescible organic matter resulting from the preparation, serving and consumption of edible food.

"Other refuse" shall mean discarded materials and goods incidental to the operations of households and business establishments.

"Site" shall mean the Calvin Waste Disposal Site at Lot 21, Concession 3, Calvin Township.

"Rubbish" shall include the sweepings and cleaning from yards, basements, sheds or other places, and branches cut from trees or shrubs, boxes, barrels, or other containers, excelsior and other packing materials.

2. HOURS OF OPERATION

The gate at the site shall be locked when the Site is closed.

The Site shall be open as follows:

April 1 to Sept. 30 (a) Tuesday 1:00 p.m. to 6:00 p.m.
(b) Saturday 10:00 a.m. to 3:00 p.m.

Oct. 1 to March 31 (a) Tuesday 1:00 p.m to 4:00 p.m
(b) Saturday 10:00 a.m to 3:00 p.m

3. UNAUTHORIZED DISPOSAL

- a) No person shall deposit or cause to be deposited any garbage, domestic or commercial refuse or rubbish within the township limits other than at the Calvin Waste Disposal Site.
- b) All garbage, refuse or other materials shall only be discharged under the direction of the Site attendant.
- c) No person other than a resident of the municipality or authorized personnel shall deposit garbage at the Site unless authorized or otherwise prearranged by Council.
- d) No unauthorized person shall set fire at the Site.
- e) No trespassing. No unauthorized person shall enter the Site other than during the hours of operation.
- f) Hunting is prohibited on the Site.
- g) Scavenging is prohibited at the Site.
- h) No person shall deposit garbage, refuse, rubbish or any waste materials at the locked gates when the Site is closed.
- i) No person shall deposit the following unacceptable materials; large rocks, stumps, animal carcasses, sewage, animal waste, toxic or hazardous wastes, chemicals, explosives, volatile materials, pathological waste or used vehicles at the Site. **Any diverted materials shall not be deposited in the landfill.**

4. RECYCLING

The recycling depot is located at the Site.

The recycling depot shall receive all recyclable materials that are

- a) approved for removal by our contractor (subject to market conditions),
- b) approved by the Site attendant

A list of acceptable recyclable materials shall be available at the Site from the Site attendant on duty.

All materials being brought free of charge into the recycling depot shall be clean and deposited in an orderly fashion under the supervision of the Site attendant.

5. SITE PASS CARDS

A Site pass card shall be issued to each household within the Municipality of Calvin which will allow one hundred and four (104) bags per year, per household. Thereafter, a fee of **one dollar (\$1.00)** per bag will be charged. Pass cards may be used by the householder directly or be turned over to a garbage hauler who will in turn use them at the Site accordingly to service house holder garbage needs. All pass cards must be presented to the Site attendant to gain admission to the Site.

6. WASTE DISPOSAL BAGS

Waste shall be brought to the Site in transparent bags.

7. TIPPING FEES

Tipping fees (user fees) shall be printed clearly on the Site pass card.

The attached Schedule "A" setting Tipping (User Fees) shall be attached and form part of this by-law.

8. ENFORCEMENT

Any police officer, provincial offences officer or employee of the Municipality whose duties include the enforcement of this by-law, is authorized to enforce this by-law pursuant to the provisions hereof, the Municipal Act, 2001 S.O. 2001, c. 25 as amended or any successor thereof, and the Provincial Offences Act, R.S.O. 1990, c.P.33, or any successor thereof.

9. OFFENCES

Pany person who contravenes any provisions of this by-law is guilty of an offence and on conviction is liable to a fine, penalty or order as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended, or any successor thereof, or in the Municipal Act, 2001, S.O. 2001, c.25, as amended or any successor thereof.

10. This By-Law rescinds By-Law No. 2007-014.

11. This By-Law comes into full force and effect upon the passing thereof.

READ A FIRST AND SECOND TIME THIS ____ day of _____, 2019.

READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS ____ DAY OF _____, 2019.

MAYOR

CLERK- TREASURER

"SCHEDULE A"

TIPPING FEES (User Fees)

FOR CALVIN TOWNSHIP LANDFILL SITE

AUTHORIZED CARDHOLDERS ONLY

EFFECTIVE- DRAFT

| | | | |
|---------------|--------------------|----------|-------------|
| HOURS: | APRIL 1 TO SEPT 30 | TUESDAY | 1PM TO 6PM |
| | | SATURDAY | 10AM TO 3PM |
| | OCT 1 TO MAR 31 | TUESDAY | 1PM TO 4PM |
| | | SATURDAY | 10AM TO 3PM |

| <u>TIPPING FEES (user fees):</u> | | <u>Current Fees</u> |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| 1. | UTILITY TRAILER (SINGLE AXLE) PICKUP TRUCKS SINGLE AXLE TRUCK | 15.00 50.00 |
| 2. | TANDEM TRUCK | 100.00 |
| 3. | TRI-AXLE TRUCK | 150.00 |
| 4. | SEMI-TRAILER | 200.00 |
| 5. | TIRES - Not on Rims | FREE |
| | On Rims | 10.00 40.00 |
| 6. | FREEZERS, FRIDGES, AIR CONDITIONERS, DEHUMIDIFIERS. (includes Freon removal fee) If Freon is Removed and unit is appropriately tagged | FREE |
| 7. | DISPOSAL BINS: LARGE-30M | 250.00 |
| | SMALL-15M | 125.00 |
| | Any other sizes will be pro-rated | 25.00 |
| 8. | SHINGLE DISPOSAL PERMIT (available from site attendant or from municipal office) | + Tipping Fees |
| 9. | AFTER HOURS OPENING OF LANDFILL SITE (for special circumstances only) | 50.0 per load + Tipping Fees |

**CALVIN RECYCLES
"REDUCE, REUSE, RECYCLE"**

Cindy Pigeau

From: matt bridgen <mattbridgen@hotmail.com>
Sent: Wednesday, July 3, 2019 8:07 PM
To: Cindy Pigeau
Subject: Request for council July 9 2019

Cindy

I would like to request from council, permission to use an unopened road allowance as a trail to access my property.

Location of my property is concessions 3 lot 10 Calvin Township. At the south end of my property is the original road allowance for Homestead road.

I would like to access it from the south west corner down approxamatly 195 meters of the homestead road allowance.

I would assume that when homestead road was built it deviated from its original course due to the harsh terrain on the road allowance. This left my property with no direct open access.

I would like to us this allowance to access my property via ATV and offroad vehicle.
Some minor tree removal and land leveling may be necessary and I would like to do this myself with no cost to the township.

I would like to present this to council for approval at the July 9th 2019 meeting.

Thank you
Matthew Bridgen.

Sent from my Samsung Galaxy smartphone.

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2019-015

BEING A BY-LAW TO ADOPT A POLICY REGARDING THE CORPORATE STRATEGIC ASSET MANAGEMENT FOR THE MUNICIPALITY OF CALVIN.

WHEREAS the Council of the Municipality of Calvin deems it expedient to establish various policies;

AND WHEREAS the Municipal Act S.O. 2001, c. 25, Section 5(3), as amended provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF CALVIN HEREBY ENACTS AS FOLLOWS:

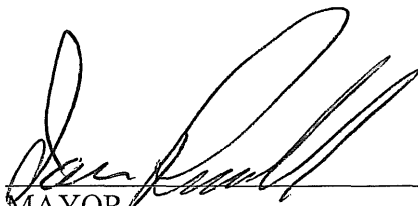
1. That the Policy regarding Strategic Asset Management, be hereto attached as Schedule "A".

And

2. That this by-law shall come into full force and effect immediately upon final passing of same.

READ A FIRST AND SECOND TIME THIS 25th day of June, 2019.

READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS _____ DAY OF _____, 2019.



MAYOR

CLERK- TREASURER



Strategic Asset Management Policy

| | |
|--------------------|---------------------------------------|
| Submission Date: | <u>2019-06-25</u> |
| Approved by: | <u>Municipality of Calvin Council</u> |
| Approval Date: | _____ |
| Effective Date: | _____ |
| Policy Number: | <u>2019-007</u> |
| Next Revision Due: | <u>2020-06-23</u> |

1.0 Definitions

1. **Asset management (AM)** – the coordinated activity of an organization to realize value from assets. It considers all asset types, and includes all activities involved in the asset’s life cycle from planning and acquisition/creation; to operational and maintenance activities, rehabilitation, and renewal; to replacement or disposal and any remaining liabilities. Asset management is holistic and normally involves balancing costs, risks, opportunities and performance benefits to achieve the total lowest lifecycle cost for each asset.
2. **Asset management plan (AMP)** – Documented information that specifies the activities, resources, and timescales required for an individual asset, or a grouping of assets, to achieve the organization’s asset management objectives.
3. **Capitalization threshold** – the value of a municipal infrastructure asset at or above which a municipality will capitalize the value of it and below which it will expense the value of it.
4. **Green infrastructure asset** – an infrastructure asset consisting of natural or human-made elements that provide ecological and hydrological functions and processes and includes natural heritage features and systems, parklands,

stormwater management systems, street trees, urban forests, natural channels, permeable surfaces and green roofs.

5. **Level of service** – parameters, or combination of parameters, which reflect social, political, environmental and economic outcomes that the organization delivers. Parameters can include, but are not necessarily limited to, safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability.
6. **Lifecycle activities** – activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities.
7. **Municipal infrastructure asset** – an infrastructure asset, including a green infrastructure asset, directly owned by a municipality or included on the consolidated financial statements of a municipality, but does not include an infrastructure asset that is managed by a joint municipal water board.

2.0 Purpose

The purpose of this policy is to provide a framework for the development and implementation of the Municipality's asset management program. It is intended to guide the consistent use of **asset management** across the organization, to facilitate logical and evidence-based decision-making for the management of **municipal infrastructure assets** and to support the delivery of sustainable community services now and in the future.

By using sound asset management practices, the Municipality will work to ensure that all municipal infrastructure assets meet expected performance levels and continue to provide desired service levels in the most efficient and effective manner. Linking service outcomes to infrastructure investment decisions will assist the Municipality in focusing on service, rather than budget, driven asset management approaches.

This policy demonstrates an organization-wide commitment to the good stewardship of municipal infrastructure assets, and to improved accountability and transparency to the community through the adoption of best practices regarding asset management planning.

3.0 Background

The Municipality is responsible for providing a range of essential services to the community, including, but not limited to, transportation networks, and recreation facilities and parks, and library services. To deliver these services, it owns and manages a diverse municipal infrastructure asset portfolio of roads, bridges, culverts, land improvements,

facilities, and vehicles. As the social, economic, and environmental wellbeing of the community depends on the reliable performance of these municipal infrastructure assets it is critical to implement a systemic, sustainable approach to their management.

Asset management is such an approach, and refers to the set of policies, practices and procedures that allow an organization to realize maximum value from its municipal infrastructure assets. An asset management approach allows organizations to make informed decisions regarding the planning, building, operating, maintaining, renewing, replacing and disposing of municipal infrastructure assets through a wide range of **lifecycle activities**. Furthermore, it is an organization-wide process that involves the coordination of activities across multiple departments and service areas, such as Treasury, Planning, Building, and Public Works. As such, it is useful to adopt a structured and coordinated approach to outlining the activities, roles and responsibilities required of organizational actors, as well as the key principles that should guide all asset management decision-making.

A comprehensive and holistic asset management approach will support efficient and effective delivery of expected **levels of service** and ensure that due regard and process are applied to the long-term management and stewardship of all municipal infrastructure assets. In addition, it will align the Municipality with provincial and national standards and regulations such as the Infrastructure for Jobs and Prosperity Act, 2015 and Ontario Regulation 588/17, enabling the organization to take full advantage of available grant funding opportunities.

The approval of this policy is an important step towards integrating the Municipality's strategic mission, vision and goals with its asset management program, and ensuring that critical municipal infrastructure assets and vital services are maintained and provided to the community in a reliable, sustainable manner.

4.0 Alignment with the Municipality's Strategic Direction

Asset management planning should endeavor to align with the strategic business objectives of the Township and should be reviewed regularly to ensure that it aligns with the changing and emerging strategic goals and priorities of the organization.

5.0 Policy Statement

To guide the Municipality, the following policy statements have been developed:

1. The Municipality will implement an enterprise-wide asset management program through all departments. The program will promote lifecycle and risk management of all municipal infrastructure assets, with the goal of achieving the lowest total cost of ownership while meeting desired levels of service.
2. The Municipality will implement continuous improvement protocols and adopt best practices regarding asset management planning, including:

- i. Complete and Accurate Asset Data;
 - ii. Condition Assessment Protocols;
 - iii. Risk and Criticality Models;
 - iv. Whole Lifecycle Management;
 - v. Financial Strategy Development;
 - vi. Level of Service Framework
3. The Municipality will develop and maintain an asset inventory of all municipal infrastructure assets which includes unique ID, description, location information, value (both historical and replacement), performance characteristics and/or condition, estimated remaining life and estimated repair, rehabilitation or replacement date; and estimated cost repair, rehabilitation or replacement costs.
4. The Municipality will develop an **asset management plan** that incorporates all municipal infrastructure assets that meet the **capitalization threshold** outlined in the organization's Tangible Capital Asset Policy. The asset management plan will be updated at least every five years in accordance with O. Reg. 588/17 requirements, to promote, document and communicate continuous improvement of the asset management program.

For management purposes, it can be advantageous to inventory, track, and document municipal infrastructure assets that fall below the relevant capitalization threshold. Recognizing that it may be beneficial to include these types of assets in the asset management plan, the Municipality will consider incorporating such assets at their own discretion, based on the objective of sustainably managing municipal infrastructure assets.

5. The Municipality will integrate asset management plans and practices with its long-term financial planning and budgeting strategies. This includes the development of financial plans that determine the level of funding required to achieve short-term operating and maintenance needs, in addition to long-term funding needs to replace and/or renew municipal infrastructure assets based on full lifecycle costing.
6. The Municipality will explore innovative funding and service delivery opportunities, including but not limited to grant programs, public-private partnerships (P3), alternative financing and procurement (AFP) approaches, and shared provision of services, as appropriate.

7. The Municipality will consider the risks and vulnerabilities of municipal infrastructure assets to climate change and the actions that may be required including, but not limited to, anticipated costs that could arise from these impacts, adaptation opportunities, mitigation approaches, disaster planning and contingency funding. Impacts may include matters relating to operations, levels of service and lifecycle management.
8. The Municipality will align all asset management planning with the Province of Ontario's land-use planning framework, including any relevant policy statements issued under section 3(1) of the *Planning Act*; shall conform with the provincial plans that are in effect on that date; and, shall be consistent with all municipal official plans.
9. The Municipality will coordinate planning for asset management, where municipal infrastructure assets connect or are interrelated with those of its neighbouring municipalities or jointly-owned municipal bodies wherever viable and beneficial.
10. The Municipality will develop processes and provide opportunities for municipal residents and other interested parties to offer input into asset management planning wherever and whenever possible.
11. The Strategic Asset Management Policy should be reviewed and, if necessary, updated at least every five years.
12. Council will conduct an annual review of the Municipality's asset management progress on or before July 1 in each year, starting the year after the Municipality's asset management plan is completed to meet the requirements outlined in O.Reg. 588/17

The annual review must address:

- i. The municipality's progress in implementing its asset management plan;
 - ii. Any factors impeding the Municipality's ability to implement its asset management plan;
 - iii. A strategy to address the factors identified as impeding the Municipality's ability to implement its asset management plan
13. The Municipality will post its asset management policy and asset management plan on a website that is available to the public, and will provide a copy of the policy and plan to any person who requests it.

6.0 Roles and Responsibilities

The development and continuous support of the Municipality's asset management program requires a wide range of duties and responsibilities. The following passages outline the persons responsible for these tasks:

1. Council

- i. Approve the AM policy and direction of the AM program;
- ii. Maintain adequate organizational capacity to support the core practices of the AM program;
- iii. Prioritize effective stewardship of assets in adoption and ongoing review of policy and budgets;
- iv. Establish and monitor levels of service;
- v. Approve the asset management plan by resolution;
- vi. Review the Municipality's asset management progress annually

2. Executive Lead (Clerk-Treasurer)

- i. Manage and develop policy and policy updates;
- ii. Provide organization-wide leadership in AM practices and concepts;
- iii. Provide departmental staff coordination and ensure resources are available to implement and maintain core AM practices;
- iv. Monitor levels of service and make recommendations to Council;
- v. Coordinate and track AM program implementation and progress;
- vi. Provide corporate oversight to goals and directions and ensure the AM program aligns with the Municipality's strategic plan;
- vii. Endorse the asset management plan

4. Departmental Staff

- i. Utilize the new business processes and technology tools developed as part of the AM program;
- ii. Participate in implementation task teams to carry-out AM activities;
- iii. Implement and maintain levels of service;
- iv. Provide support and direction for AM practices within their department;
- v. Track and analyze AM program progress and results

7.0 Key Principles

The Municipality shall consider the following principles as outlined in section 3 of the *Infrastructure for Jobs and Prosperity Act, 2015*, when making decisions regarding asset management:

1. Infrastructure planning and investment should take a long-term view, and decision-makers should take into account the needs of citizens by being mindful of, among other things, demographic and economic trends.
2. Infrastructure planning and investment should take into account any applicable budgets or fiscal plans.
3. Infrastructure priorities should be clearly identified in order to better inform investment decisions respecting infrastructure.
4. Infrastructure planning and investment should ensure the continued provision of core public services, such as health care and education.
5. Infrastructure planning and investment should promote economic competitiveness, productivity, job creation and training opportunities.
6. Infrastructure planning and investment should ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets is protected.
7. Infrastructure planning and investment should foster innovation by creating opportunities to make use of innovative technologies, services and practices, particularly where doing so would utilize technology, techniques and practices developed in Ontario.
8. Infrastructure planning and investment should be evidence based and transparent, and, subject to any restrictions or prohibitions under an Act or otherwise by law on the collection, use or disclosure of information,
 - i. investment decisions respecting infrastructure should be made on the basis of information that is either publicly available or is made available to the public, and
 - ii. information with implications for infrastructure planning should be shared between the Municipality and broader public sector entities, and should factor into investment decisions respecting infrastructure.
9. Where provincial or municipal plans or strategies have been established in Ontario, under an Act or otherwise, but do not bind or apply to the Municipality, as the case may be, the Municipality should nevertheless be mindful of those plans and strategies and make investment decisions respecting infrastructure that support them, to the extent that they are relevant.

10. Infrastructure planning and investment should promote accessibility for persons with disabilities.
11. Infrastructure planning and investment should minimize the impact of infrastructure on the environment and respect and help maintain ecological and biological diversity, and infrastructure should be designed to be resilient to the effects of climate change.
12. Infrastructure planning and investment should endeavour to make use of acceptable recycled aggregates.
13. Infrastructure planning and investment should promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project, such as local job creation and training opportunities, improvement of public space within the community, and any specific benefits identified by the community.

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2019-016

BEING A BY-LAW TO AUTHORIZE THE CORPORATION TO ENTER INTO AN AGREEMENT WITH THE TOWNSHIP OF BONFIELD IN THE DISTRICT OF NIPISSING, PROVINCE OF ONTARIO, FOR THE MAINTENANCE AND REPAIR OF CERTAIN SECTIONS OF THE BOUNDARY ROAD SYSTEM BETWEEN THE TOWNSHIPS HEREIN.

THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF CALVIN ENACTS AS FOLLOWS:

1. THAT the Corporation of the Municipality of Calvin pursuant to the Municipal Act, 2001, c.25, section 27 (1), 27 (2), 29.1 (1) and 29.1 (2), as amended, do enter into an agreement with the Township of Bonfield for maintenance and repair of certain sections of the boundary road system between the two townships herein; and,
2. THAT the Mayor and the Clerk of the Corporation be and they are authorized and required to execute the said agreement on behalf of the Corporation and to affix the Corporate Seal thereto and to deliver a copy of same, upon execution, to the other agreeing party.

READ A FIRST AND SECOND TIME IN OPEN COUNCIL THIS 9TH DAY OF JULY, 2019.

READ A THIRD TIME IN OPEN COUNCIL AND FINALLY ENACTED THIS
____ DAY OF _____, 2019

MAYOR

(seal)

CLERK

BY-LAW NO. 2019-016

SCHEDULE "A"

AN AGREEMENT BETWEEN

THE MUNICIPALITY OF CALVIN AND THE TOWNSHIP OF BONFIELD

This agreement made this ____ day of _____, 2019.

WHEREAS the Corporation of the Municipality of Calvin and the Corporation of the Township of Bonfield have, under the provisions of *the Municipal Act, 2001, c.25, section 27 (1), 27 (2), 29.1 (1) and 29.1 (2)*, as amended, passed by-laws for entering into an agreement for the maintenance and repair only of certain portions of the publicly travelled road, which, deviates over, along and parallel to the original boundary between the Corporations herein:

NOW THEREFORE, this agreement Witnesseth that the parties hereto covenant and agree as follows:

- 1.a) That the Corporation of the Municipality of Calvin, under the provisions of its By-law No.2019-016 hereby agrees to maintain and repair that portion of the existing publicly travelled road indicated as Section "A" on the attached Schedule "B" forming part of this agreement.
- b) The Corporation of the Township of Bonfield, under the Provisions of its By-law No _____, hereby agrees to maintain and repair that portion of the existing publicly travelled road indicated as Section "B" on the attached Schedule "B" forming part of this agreement.
2. The effect of this Agreement is to:
 - a) indemnify and save harmless the Corporation of the Municipality of Calvin from any loss or damage arising from want of repair of such portions of the Boundary Road System as herein agreed to be maintained and repaired by the Corporation of the Township of Bonfield, and
 - b) indemnify and save harmless the Corporation of the Township of Bonfield from any loss or damage arising from want of repair of such portions of the Boundary Road System as herein agreed to be maintained and repaired by the Corporation of the Municipality of Calvin
3. This agreement shall become enacted and in effect upon the signing thereof by both parties involved.
4. This agreement shall expire ten years from the date that it takes effect.
5. The parties to this agreement hereby agree to share equally the cost of any purchases and registering of land that are deemed by both parties to be a necessity for boundary road purposes.

IN WITNESS WHEREOF the Corporations herein have caused this Agreement to be executed by the affixing of their Corporate Seals attested by the signatures of their proper officers duly authorized in that behalf.

MUNICIPALITY OF CALVIN

TOWNSHIP OF BONFIELD

MAYOR

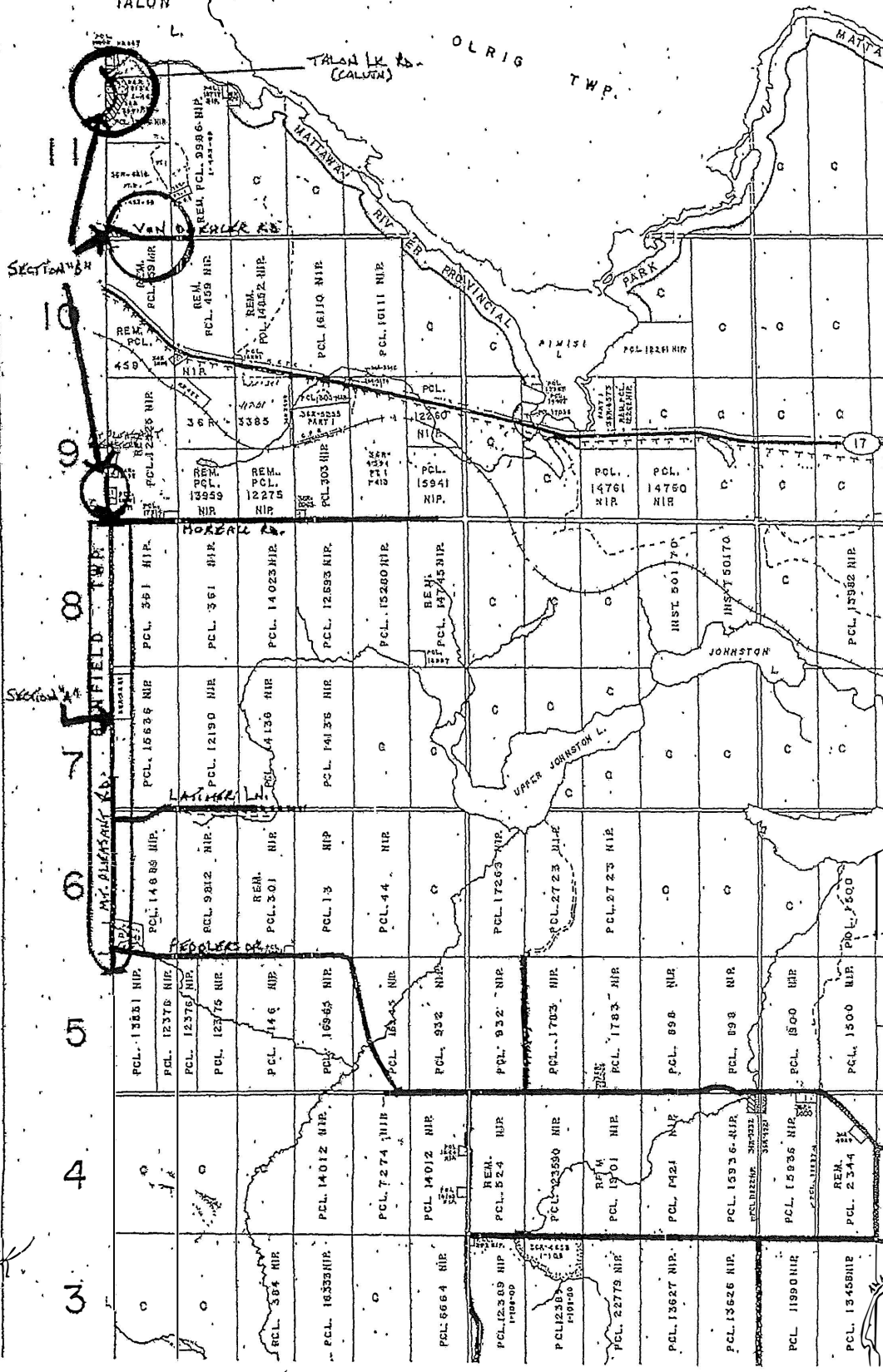
MAYOR

CLERK

CLERK

THE CORPORATION OF
THE MUNICIPALITY OF CALVIN
BY-LAW NO. 2007-016

SCHEDULE "B"



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TALON

TALON RIVER
(CALVIN)

OLRIG

TWP.

MATAYARA

SECTION 16

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SECTION 17

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THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2019-017

BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE TOWNSHIP OF BONFIELD FOR THE USE OF THE TOWNSHIP OF BONFIELD'S PROPERTY AND BUILDING AS A DOG POUND.

WHEREAS THE MUNICIPAL ACT S.O. 2001, c. 25 authorizes municipalities to enter into an agreement,

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to enter into an agreement with the Township of Bonfield for the use of Bonfield's property and building as a dog pound on an interim basis.

NOW THEREFORE THE Council of the Municipality of Calvin will enter into the attached agreement as follows:

- 1) That the Mayor and the Clerk-Treasurer are designated as the signing officers and are authorized to execute an agreement on behalf of the Corporation of the Municipality of Calvin.
- 2) That the "Agreement between the Corporation of the Municipality of Calvin and The Township of Bonfield" be hereto attached and form part and parcel of this by-law as Schedule "A"

This agreement shall be enacted and in effect upon the signing thereof.

READ A FIRST AND SECOND TIME THIS 9th DAY OF July, 2019.

MAYOR

CLERK-TREASURER

**READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL
THIS ____ DAY OF _____, 2019.**

MAYOR

CLERK-TREASURER

THIS AGREEMENT MADE BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF BONFIELD
(hereinafter called the "Bonfield")
OF THE FIRST PART

- and -

THE CORPORATION OF THE TOWNSHIP OF CALVIN
(hereinafter called the "Calvin")
OF THE SECOND PART

WHEREAS the Bonfield is the owner of a property and building that has previously been used as a municipal "dog pound";

AND WHEREAS Bonfield no longer operates the dog pound;

AND WHEREAS Calvin desires to use Bonfield's property and building as a dog pound on an interim basis;

AND WHEREAS Bonfield has agreed to allow Calvin to use its former dog pound building as short term, temporary dog pound;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT IN CONSIDERATION OF THE PREMISES AND THE COVENANTS HEREINAFTER SET FORTH, AND OTHER GOOD AND VALUABLE CONSIDERATION, THE RECEIPT WHEREOF IS HEREBY ACKNOWLEDGED, THE PARTIES HERETO COVENANT AND AGREE WITH EACH OTHER AS FOLLOWS:

1) LICENCE

Bonfield hereby authorizes Calvin to use and occupy the property and building thereon located at 356 Line 3 S and legal described as CON 8 PT LOT 16 RP36R7379 PART 1 PCL 27049 NIP "The Township of Bofield Public Works Garage" for the purposes of operating a dog pound subject to the terms and conditions outlined herein.

2) TERM

This Agreement shall be effective from June 1st, 2019 through and inclusive of May 31st, 2020.

3) TERMINATION OF AGREEMENT

This Agreement may be terminated by either party upon the giving of 30 days written notice to the other party at its Main Municipal Office.

Notwithstanding the foregoing, if Calvin fails to fulfil its obligations/responsibilities as set out in section 6, Bonfield may give written notice of the default. Where Calvin has not remedied the default to the satisfaction of Bonfield within 5 days of the date of the written notice, Bonfield may terminate this agreement by delivering 7 day's written notice.

4) GOVERNING PRINCIPLE

Calvin acknowledges and agrees that Bonfield shall incur no cost or expense arising from this agreement or the use of the property and building thereon by Calvin unless such cost or expense is expressly allocated to Bonfield in this Agreement.

5) OBLIGATIONS/RESPONSIBILITIES OF BONFIELD

- a) Bonfield shall provide unlimited access to and use of the property and building thereon as it currently exists, by Calvin for the purpose of a dog pound.
- b) Bonfield shall be responsible for:
 - i) general maintenance of the property excluding snow removal;
 - ii) general maintenance of the exterior of the building thereon;
 - iii) general maintenance of essential building services including the provision of heat, electricity, water and sanitary sewage disposal.
- c) Bonfield shall not be obliged to undertake any general maintenance activity outlined in subsection b) ii) or iii) exceeding One Thousand Dollars (\$1,000.00) in value but may exercise the sole and absolute discretion to do so.
- d) Bonfield shall not be obliged to undertake any significant repairs or capital improvements to the property or building thereon but may exercise the sole and absolute discretion to do so.
- e) In determining whether to exercise its discretion under subsection c) or d), Bonfield may consider contribution or payment from Calvin for part or all the cost of such general maintenance activity, significant repair or capital improvement. In such case Bonfield will engage Calvin in discussion about such proposed maintenance, significant repairs or capital improvements and provide Calvin with sufficient particulars to allow Calvin to make offers of contribution/payment and to ensure that Calvin has sufficient time to include the costs in their Operating Budget.
- f) Calvin expressly acknowledges and agrees that Bonfield's exercise of discretion under subsection c) or d) may render the property and building unusable as a dog pound by Calvin and could result in the termination of this agreement. Calvin shall not be entitled to any damages or costs arising therefrom.

6) OBLIGATIONS/RESPONSIBILITIES OF CALVIN

- a) Calvin shall be responsible for:
 - i) maintaining the interior of the building in a neat, tidy and safe condition, including all regular janitorial maintenance;
- b) Calvin shall not make any physical changes to the building without the express written consent of Bonfield, which consent may include specific terms and conditions as to the nature and extent of physical changes and the allocation of the costs of such changes to Calvin and/or Bonfield in its sole and absolute discretion.
- c) Calvin shall be responsible for all services, materials, goods etc. necessary to operate a dog pound including without limitation, provision of food, water, and supervision.

7) INDEMNIFICATION FROM LIABILITY AND RELEASE

Calvin covenants and agrees with Bonfield that Calvin will indemnify and save harmless Bonfield, its officers, servants, officials and agents from any claim or demand, loss, cost, charge or expense which Calvin may incur or be liable for in consequence of:

- a) the permission hereinbefore granted; and/or
- b) the use and operation of the building as a dog pound; and/or
- c) undertaking any impoundment of animals in/at the building; and/or
- d) any matter related thereto.

8) INSURANCE

Calvin acknowledges that it will be the "occupier" of the property and building thereon. Calvin shall, provide written confirmation from its insurer that Calvin's policy of insurance applies to Calvin's occupation and use of the property and building thereon as a tenant.

9) LICENCE NON-TRANSFERABLE

The licence hereby granted may not be transferred by Calvin without the prior consent in writing of Bonfield which consent may be unreasonably withheld.

10) NOTICE

For the purpose of This Agreement, notice may be given to either party at their respective main municipal offices by personal delivery or fax.

IN WITNESS WHEREOF the parties hereto have executed and set their hands and seals on This Agreement:

By Calvin on the day of 2019.

THE CORPORATION OF THE TOWNSHIP OF CALVIN

Per: _____
Ian Pennell, Mayor

Per: _____
Cindy Pigeau, Clerk-Treasurer

By Bonfield the day of 2019.

THE CORPORATION OF THE TOWNSHIP OF BONFIELD

Per: _____
Randall McLaren, Mayor

Per: _____
Peter Johnston, CAO/Clerk

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2019-018

Being a By-Law to Appoint
Pound Keepers for the
Corporation of the Municipality of Calvin

WHEREAS the Council of the Corporation of the Municipality of Calvin has enacted By-Laws to regulate the keeping and control of animals, the licensing and restraint, taking up and impoundment, destruction of dogs, and other matters of animal control within the Municipality of Calvin;

AND WHEREAS the Municipality of Calvin has entered into an Agreement with the Township of Bonfield to use their Animal Shelter at 356 Line 3 South, Bonfield, to hold dogs for their redemption period;

NOW THEREFORE the Council of the Corporation of the Municipality of Calvin ENACTS AS FOLLOWS:

1. That Jacob Grove be hereby appointed as a Pound Keeper for the Municipality of Calvin at the Animal Shelter at 356 Line 3 South, Bonfield.
2. That Brandon Mayhew be hereby appointed as a Secondary Pound Keeper for the Municipality of Calvin at the Animal Shelter at 356 Line 3 South, Bonfield.

READ A FIRST AND SECOND TIME THIS 9th DAY OF July, 2019.

MAYOR

CLERK-TREASURER

**READ A THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL
THIS ___ DAY OF _____, 2019.**

MAYOR

CLERK-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NUMBER 2019-020

BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE TOWNSHIP OF PAPINEAU-CAMERON, THE MUNICIPALITY OF CALVIN, THE MUNICIPALITY OF MATTAWAN AND THE MUNICIPALITY OF EAST FERRIS FOR A BUILDING INSPECTOR OFFICER TO ENFORCE THE BUILDING CODE ACT

WHEREAS the Municipal Act, S.O. 2001 c. 25, as amended authorizes municipalities to enter into an agreement;

AND WHEREAS the Council of the Municipality of Calvin deems it expedient to enter into an agreement with the Township of Papineau-Cameron, the Municipality of Mattawan and the Municipality of East Ferris;

AND WHEREAS Section 3 (1) of the Ontario Building Code Act, S.O. 1992, c. 23 as amended, states that the council of each municipality is responsible for the enforcement of this Act in the municipality, except where otherwise provided by this Act;

AND WHEREAS Section 3 (2) of the Ontario Building Code Act, S.O. 1992, c. 23 as amended, states that the council of each municipality shall appoint a chief building official and such inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction;

AND WHEREAS Section 3 (3) of the Ontario Building Code Act, S.O. 1992, c.23 as amended, states that the councils of two or more municipalities may enter into an agreement,

- (a) providing for the joint enforcement of this Act within their respective municipalities;
- (b) providing for the sharing of costs incurred in the enforcement of this Act within their respective municipalities; and
- (c) providing for the appointment of a chief building official and inspectors;

NOW THEREFORE the Council of the Corporation of the Municipality of Calvin enacts the following;

1. THAT the Mayor and Clerk are hereby designated as signing officers and are authorized to execute a Building Inspector Officer Agreement with the Township of Papineau-Cameron, the Municipality of Mattawan, and the Municipality of East Ferris.
2. THAT the Building Inspector Officer Agreement is attached hereto as Schedule "A" (together with its schedules) as incorporated herein forms a part hereof of this By-law.
3. THAT the attached Building Inspector Officer Agreement is effective for One (1) year from July 23, 2019 to July 22, 2020, subject to any amendments thereto or the termination of the said agreement.
4. THAT this Agreement shall be effective from the date of signing.
5. THAT this By-Law shall become ratified upon the signing thereof.

READ A FIRST, SECOND AND THIRD TIME, ENACTED AND PASSED BEFORE AN OPEN COUNCIL, THIS _____ DAY OF _____, 2019.

MAYOR

CLERK-TREASURER

Schedule "A" to By-Law 2019-020

BUILDING INSPECTOR OFFICER AGREEMENT TO ENFORCE THE BUILDING
CODE ACT

THIS AGREEMENT made in quadruplicate as of the _____ day of _____, 2019.

BETWEEN:

The Corporation of the Township of Papineau-Cameron
Having its principal office at
4861 Highway 17, P.O. Box 630, Mattawa, ON P0H 1V0
(herein after called "Township of Papineau-Cameron")

OF THE FIRST PART

AND

The Corporation of the Municipality of Calvin
Having its principal office at
1355 Peddlers Drive, Mattawa, ON P0H 1V0
(herein after called "Calvin")

OF THE SECOND PART

AND

The Corporation of the Municipality of Mattawan
Having its principal office at
947 Hwy 533, P.O. Box 610, Mattawa, ON P0H 1V0
(herein after called "Mattawan")

OF THE THIRD PART

AND

The Corporation of the Municipality of East Ferris
Having its principal office at
390 Hwy 94, P.O. Box 610, Corbeil, ON P0H 1K0
(herein after called "East Ferris")

OF THE FOURTH PART

**THE TOWNSHIP OF PAPINEAU-CAMERON, THE MUNICIPALITY OF CALVIN,
THE MUNICIPALITY OF MATTAWAN AND THE MUNICIPALITY OF EAST
FERRIS HEREBY AGREE TO THE FOLLOWING TERMS AND CONDITIONS;**

1. That the enforcement of the Building Code and Building Code Act shall be carried out by the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan, and the Municipality of East Ferris.
2. That the Municipality of East Ferris shall, by By-law under Section 3(2) of the Building Code Act, appoint **Shane Conrad as Building Inspector Officer**, and shall maintain such By-Laws in effect at all times during the term of this Agreement. In the event that either the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan appoints a new Building Inspector Officer, all municipalities shall pass such amending By-laws as may be necessary during the term of this Agreement.
3. That the duties of those personnel appointed by By-law shall be as set out in the Building Code Act and shall include but not be limited to the review of applications and plans, the issuance of building and demolition permits, the inspection of construction, file management and enforcement of the said Act. The Building Inspector Officer shall at all times, act under the direction of and in accordance with the policies of the Municipality of East Ferris when undertaking duties within the Municipality of East Ferris.
4. That the Municipality of East Ferris shall make available to the Building Inspector Officer all records of past construction activity as may be required and shall provide access to municipal records as may be required for the purposes of enforcement of the said Act.
5. That the Council of the Municipality of East Ferris shall indemnify and save harmless the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan and their staff from any actions or litigation arising from matters under the Building Code Act and the Planning Act prior to the effective date of this agreement.
6. That the Municipality of East Ferris and the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall at all times during the term of this agreement, maintain in force professional and general liability insurance appropriate to the duties of enforcement of the Building Code Act as specified herein.

7. That the Municipality of East Ferris shall, during the term of this Agreement, be included as an "additional named insured" under the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan's, Municipal Liability Insurance, but only in respect of and during the Services performed under this and cross liability insurance is to be provided.
8. That the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan shall, during the term of this Agreement, be included as an "additional named insured" under the Municipality of East Ferris's Municipal Liability Insurance, but only in respect of and during the Services performed under this and cross liability insurance is to be provided.
9. That the Municipality of East Ferris shall reimburse monthly in a timely manner to the Corporation of the Township of Papineau-Cameron the costs of providing Building Inspector Officer enforcement services at the rate of **\$75.00** per hour for inspections, plan review, office administration, and the current per kilometer rate as set by the Township of Papineau-Cameron for travel allowance to and from the municipal office in Papineau-Cameron. Building Inspector Officer service priority will be firstly for the Township of Papineau-Cameron, the Municipality of Calvin, and the Municipality of Mattawan. Revenue generated for building inspection services will be shared between Papineau-Cameron, Calvin, and Mattawan, based on the agreed shared percentage portions between Papineau-Cameron, Calvin, and Mattawan.
10. That the Municipality of East Ferris shall provide to the Building Inspector Officer all necessary forms, applications and office supplies necessary to carry out their duties.
12. That the Township of Papineau-Cameron, the Municipality of Calvin, the Municipality of Mattawan and the Municipality of East Ferris hereby agree to maintain in force at all times during the term of this agreement, a Building By-Law enacted under Section 5 (2) of the Building Code Act for the administration of building permits.
13. That the Chief Building Official and Building Inspectors shall only perform the roles for which they are qualified for in accordance with Section 1.1(6) (7) of the Ontario Building Code Act.
14. That this agreement shall be in effect for One (1) year from July 23, 2019 to July 22, 2020.
15. That any Council may terminate or amend this agreement upon 30 days written notice.
16. Should this agreement be terminated, the Municipality of East Ferris shall pay to the Township of Papineau-Cameron all outstanding costs up to the date of termination and both shall return in good order, all municipal files and records relating to building matters in the respective municipality.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the following dates:

By the Township of Papineau-Cameron on the _____ day of _____, 2019,
by By-Law No. _____

THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

MAYOR

CAO/CLERK-TREASURER

By the Municipality of Calvin on the _____ day of _____, 2019,
by By-Law No. _____

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

MAYOR

CLERK-TREASURER

By the Municipality of Mattawan on the _____ day of _____, 2019,
by By-Law No. _____

THE CORPORATION OF THE MUNICIPALITY OF MATTAWAN

MAYOR

CLERK-TREASURER

By the Municipality of East Ferris on the _____ day of _____, 2019,
by By-Law No. _____

THE CORPORATION OF THE MUNICIPALITY OF EAST FERRIS

MAYOR

CLERK



THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NUMBER 2019 – DRAFT

BEING a by-law to regulate the use of park lands within and to regulate parking on lands owned by the Corporation of the Municipality of Calvin.

WHEREAS under the *Municipal Act*, S.O. 2001, c. 25, Section 8, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act;

AND WHEREAS section 11 (3) of the Act provides for the passing of By-laws for matters within the spheres of jurisdiction which include:

- Highways, including parking and traffic on highways.
- Culture, parks, recreation and heritage.
- Structures, including fences and signs and
- Parking, except on highways.

AND WHEREAS pursuant to the provisions of Section 425 (1) of the *Municipal Act*, Council of all municipalities may pass a By-Law providing that a person who contravenes any By-Law of the Council passed under the authority of the *Municipal Act* is guilty of an offence;

AND WHEREAS Council deems it appropriate to pass a by-law to control the use of public lands which the Corporation owns, to regulate such use and protect said lands and to regulate parking;

NOW THEREFORE the Council of the Corporation of the Municipality of Calvin does enact as follows:

1. DEFINITIONS

- a. "camping" is to be defined as the setting up of and/or use of equipment, tents, trailers, recreational or other vehicles, or any other material which could be used for temporary sleeping accommodations;
- b. "overnight" is defined as the hours *between 23:00 h and 5:00 h*;
- c. "Highway" includes a common and public highway, driveway etc. for or used by the general public for the passage area between the lateral property lines thereof.

2. OVERNIGHT CAMPING

- a. **THAT** no overnight camping be permitted at the public boat launch at Smith Lake or the municipal grounds surrounding the Municipal Office/Community Centre/Public Works Garage and/or the Calvin Fire Hall;
- b. **THAT** all recreational vehicles and/or camping equipment be removed from boat launch sites *between 23:00 h and 5:00 h*;
- c. **THAT** on a case by case basis, the stopping of the travelling public for health and safety purposes on an overnight basis might be allowed, with written permission from the Municipality;

3. PARKS AND ANIMALS

- a. **THAT** dogs are not permitted at Municipal Office/Community Centre/Public Works Garage grounds during public events unless on a leash and under the control of their owners at all times;
- b. **THAT** at all other times, pets are allowed so long as they remain under the care and control of their owners at all times;
- c. **THAT** all dog owners practice responsible pet ownership and monitor their animals at all times to ensure that their behaviour is not detracting from the enjoyment of others and remove them when they are;
- d. **THAT** pet owners practice responsible pet ownership including but not limited to poop and scoop habits while on municipal property.

4. BOAT LAUNCHES

- a. **THAT** water vehicles (boats) shall not be parked overnight at the municipal launch facilities at Smith Lake or during the day for any period of over 1 hour.
- b. **THAT** no overnight vehicle parking be allowed at the Smith Lake boat launch except in the designated spots assigned to water access only property owners with the appropriate permits. Any vehicles left overnight may be towed at the owner's expense.
- c. **THAT** all recreational vehicles and/or camping equipment be removed from boat launch sites between 23:00 h and 5:00 h except in emergency situations;

5. WATER ACCESS ONLY PROPERTIES

- a. THAT there will one parking spot per property allocated to each Water Access ONLY property.
- b. THAT each Water Access ONLY property owner must obtain a parking permit from the Municipal Office at an annual fee of \$125.00.
- c. THAT each Water Access ONLY property owner must park in the designated area for Water Access ONLY properties.
- d. THAT while parked in the designated parking area, the permit must be prominently displayed on the vehicle.

6. FIRE

- a. **THAT** no campfires of any type are allowed at any municipal boat launch or other municipal property except on an emergency basis.

7. SNOWPLOW TURNAROUNDS

- a. **THAT** no parking is permitted at any time of the day or night in designated municipal snowplow turn-arounds from November 1 – April 1 of each year;
- b. **THAT** vehicles parked in the snowplow turn-arounds may be towed at the owner's expense.
- c. **THAT** no person shall park a vehicle on any part of the highway in such a manner as to interfere with municipal services, such as snow plowing or the removal of ice or snow.
- d. **THAT** from November 1st to April 1st, no person shall park a vehicle except a vehicle used for emergency purposes, on any part of a road or highway at any time of the day or night to allow for snow plowing and /or snow removal operations. Snow plowing and/or snow removal operations are implemented when three inches (3") or more of snow has fallen or when snow banks must be reduced and vehicles parked on any part of a road or highway during the above-mentioned months will be towed at the owner's expense.

8. VEHICLES SUBJECT TO REMOVAL WHEN ILLEGALLY PARKED

- a. In addition to any other penalties provided by this By-Law, upon discovery of a vehicle parked, stopped or standing on any highway in contravention of any provisions of this By-Law, or apparently abandoned on any municipal or public property, any Provincial Offences Officer may cause such vehicle to be moved or taken to and placed or stored in a suitable place and all costs and charge, for removing the vehicle and storage thereof, if any, are a lien upon the vehicle being released and may be enforced in the manner provided by the *Repair and Storage Liens Act*.

9. SIGNS - ERECTION OF SIGNS, ETC.

- a. The Municipality of Calvin's Recreation Supervisor and/or Road Superintendent are hereby authorized and directed to erect and maintain such signs, markings, barricades and other structures, plant and equipment as are required to give effect to this By-Law and as are required to regulate, direct, warn or guide pedestrians and vehicular traffic for the safety and convenience of the public.

10. The provisions of this By-Law shall be subject to the provisions of the Highway Traffic Act, R.S.O. 1990, Chapter H-8, as amended and to any regulations made thereunder and any reference in this By-law to the said Highway Traffic Act or any provision thereof shall be deemed to be a reference to the said Highway Traffic Act or provisions thereof as amended or re-enacted from time to time.

11. DEFACING SIGNS AND TRAFFIC SIGNALS

- a. No person shall move, remove, deface or in any way interfere with any sign or marking placed, erected or maintained under this By-Law.

12. PENALTIES

- a. Any fine imposed or offence created by this By-Law is subject to the provisions of Part II of the Provincial Offences Act, R.S.O., 1990, c.P. 33, as amended.

13. OFFENCES

- a. Every person who contravenes any of the provisions of this By-Law is guilty of an offence and on conviction is liable to a fine as provided for in the *Provincial Offences Act*.

14. ENFORCEMENT

- a. That the municipal By-Law Enforcement Officer, a Police Officer or other designate appointed by the Municipality be authorized to enforce this by-law.
- b. That enforcement will be complaint driven.

15. SEVERABILITY

- a. If any part of this By-Law shall be declared void such part shall be deemed severable and the invalidity thereof shall not affect the remaining parts of this By-Law.

16. CONFLICT

- a. In the event of conflict between this By-Law and any other By-Law passed prior to the effective date of this By-Law, the provision of this By-Law shall take precedence.

17. ~~THAT~~ this by-law comes into effect upon it's passing;

READ a 1st and 2nd time this _____ day of _____, 20____.

MAYOR

CLERK

READ a 3rd time and finally passed this _____ day of _____, 20____.

MAYOR

CLERK

Common Municipal Alcohol Policy Template

June 25, 2013

This template was drafted by the following individuals over the period of time from June 2012 to June 2013:

- Andy Brand – Municipal Insurance Pool City of Kitchener
- Barb Szychta – Frank Cowan Company
- Beth Rajnovich – City of Waterloo
- Brian Detzler and Jennifer Horndl – Township of Woolwich
- Brad Voisin – Township of Wellesley
- Craig Smith – Risk Management, Region of Waterloo
- Crystal Brenneman and Vicky Luttenberger – Township of Wilmot
- Dan Vandebelt, Carol Perkins, RN, and Amanda Kroger – Region of Waterloo Public Health
- Daniel Deslippe – Alcohol & Gaming Commission of Ontario
- Glen Gedge – City of Cambridge
- Kathleen Woodcock- City of Kitchener
- Keri Solomon and Jamie Perham - Region of Waterloo Museum
- Michelle Poissant – Township of North Dumfries
- Tessa Cooper - Region of Waterloo

The draft policy template has been reviewed by Arlene Metz, Solicitor, Corporate, The Regional Municipality of Waterloo, Legal Services Division and Craig Smith, Manager Risk Management Services, The Regional Municipality of Waterloo.

It is intended as a common template for all municipalities. This document has been compiled from various local and best-practice Municipal Alcohol Policies (MAPs). Policy examples included local MAPs, policy examples from Goderich, Grey-Highlands, and Hamilton, as well as policies reflecting best practice compiled by the Ontario Recreation Facilities Association and the Centre for Addictions and Mental Health.

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Section 1: Introduction

1.1 Purpose

This Municipal Alcohol Policy is intended to promote a safe, enjoyable environment and ensure the health and safety of participants and staff. This policy is in place to reduce alcohol-related problems such as injury, violence and liability which arise from alcohol consumption on municipal property.

Policy Objectives

- To provide procedures and education to individuals or groups wishing to hold events in and/or on municipally owned facilities/properties in order to ensure that all Liquor Licence Act of Ontario legislation that pertains to Special Occasion Permits or liquor licensing is properly understood and strictly complied with.
- To ensure appropriate supervision and operation of Special Occasion Permits and liquor licensed events in order to protect the event organizers, the participating public, volunteers, Municipality of Calvin and its staff from liability by providing education in prevention and intervention techniques and through effective management procedures.
- To encourage and reinforce responsible drinking practices for consumers through the development of operational procedures, controls, training and education, and to honour the decision of abstainers not to drink alcohol and encourage their participation by providing alternative, non-alcoholic drinks.

Scope

The Municipal Alcohol Policy outlines various stipulations and controls on events involving alcohol, including: Special Occasion Permits, liquor licensed events under a caterer's endorsement, and/or events in a municipally licensed facility.

The event organizer and/or designate are legally responsible for ensuring compliance with the Municipal Alcohol Policy, Liquor Licence Act of Ontario and Alcohol and Gaming Commission of Ontario policies and guidelines.

1.2 Designation of Roles and Responsibilities

Role of Municipal Representatives

Municipal representatives are responsible for ensuring the event organizer and/or designate are provided with written information outlining the conditions of the Municipal Alcohol Policy and ensuring that they comply with the Municipal Alcohol Policy, Liquor Licence Act of Ontario and its regulations at their event. Municipality of Calvin representatives have the authority to demand correction and/or to shut down an event on behalf of Municipality of Calvin and will have ultimate authority regarding decision-making on the part of the event organizer. Municipality of Calvin representatives monitoring a liquor-licensed event shall be Smart Serve trained and competent in facility procedures.

Role of Event Organizer and/or Designate

The event organizer and/or designate is responsible for the conduct and management of the event, including, but not limited to:

- Compliance with the Municipal Alcohol Policy in addition to all applicable federal, provincial and municipal laws, policies, guidelines, regulations and by-laws, including, without limitation, the and Liquor Licence Act of Ontario and its regulations
- Organization, planning, set up and clean up of the event
- Sufficient number of event workers

- Training of their designates and other event workers (all of whom must be 18 years of age or older)
- If applicable, posting the Special Occasion Permit (with any updates) in plain sight on the premises to which the permit applies or keep it in a place where it is readily available for inspection
- Alcohol sales and service including the choice of beverages in to avoid the supply of fortified or extra strength drinks
- Ensuring that no one consumes alcohol in unauthorized locations
- The safety and sobriety of people attending the event including those persons asked to leave to control the event
- Safe transportation options (e.g., designated drivers, taxis)
- Response to emergencies

The event organizer MUST read and sign the Checklist for Liquor Licensed Event Organizers (Appendix A) to indicate that they understand their responsibilities.

The event organizer must provide a copy of the Special Occasion Permit (if applicable) and any updates to Municipality of Calvin prior to the start of the event.

The event organizer and/or designate must attend the event for the entire duration including clean up after the event and be responsible for decisions regarding the actual operation of the event

Rationale: The event organizer is responsible for the behaviour of event participants and guests. The Liquor Licence Act of Ontario and its regulations and the Alcohol and Gaming Commission of Ontario's policies are established to ensure sensible and safe use of alcohol. Municipality of Calvin regulations are established to ensure safety of participants and responsible use of the facility.

The event organizer and Municipality of Calvin must ensure the physical setting is safe at all times.

1.3 Definitions

Alcohol and Gaming Commission of Ontario (AGCO)

For more information: www.agco.on.ca/en/about/index.aspx

Caterer's Endorsement

A liquor sales licence authorizing the applicant to sell and serve liquor for an event held on premises other than the premises to which the liquor sales licence applies.

Event

For the purposes of this policy, an event is any gathering held at a municipal facility at which alcohol will be served and/or sold. They may include weddings, showers, dances, barbeques, birthday parties and any other event where alcohol will be served. The duration of the event includes event setup, operation and cleanup. Events involving alcohol may be in a licensed municipal facility or under a Special Occasion Permit.

Public Events - A public event is one which is open to the public to attend and is conducted by a registered charity or not for profit entity or an event of municipal, provincial, national or international significance.

Private Event – A private event is one which is not open to the public.

Outdoor Event - An outdoor event is one at which any alcohol is consumed in an outdoor space (including pavilions or temporary structures).

Event Organizer

Any person, who is 19 years of age or over, seeking to hold an event that involves the sale and/or service of alcohol at municipal premises. The event organizer (which term shall include the SOP permit holder and any designate) are responsible for the safety and sobriety of people attending the event as well as compliance with this Municipal Alcohol Policy and the Liquor Licence Act of Ontario and its regulations at the event. They assume responsibility and liability for the entire operation of the event. The event organizer MUST read and sign the Event Organizer Checklist for Liquor Licensed Events (Appendix A) to indicate that they understand their responsibilities.

Event Worker

Any person, who serves or sells liquor, or is involved in an event where alcohol is served on municipal property. All event workers have a responsibility in the operation of the event and shall not consume or be under the influence of alcohol for the entire duration of the event. In addition to the event organizer and permit holder, event workers may include the following:

Floor supervisor - A paid/volunteer person(s) appointed by the event organizer, who is over the age of 18 and who has satisfactorily proven to the event organizer that she/he will act in accordance with the MAP. A floor supervisor talks with participants, monitors patron behavior, monitors for intoxication and underage drinkers, responds to problems and complaints, assists door monitors when necessary, removes intoxicated persons, arranges safe transportation.

Door monitor - A paid/volunteer person(s) appointed by the event organizer, who is over the age of 18 and who has satisfactorily proven to the event organizer that she/he will act in accordance with the MAP. A door monitor checks identification and for signs of intoxication, keeps out intoxicated and troublesome individuals, arranges for coat checking, monitors for those showing signs of intoxication when leaving the event, arranges safe transportation.

Server/bartender - A paid/volunteer person(s) appointed by the event organizer, who is over the age of 18 and who has satisfactorily proven to the event organizer that she/he has been trained by a recognized alcohol server training course to include Smart Serve and/or the Server Intervention Program. A server accepts tickets for the purchase of alcoholic drinks, serves drinks, monitors for intoxication and underage drinkers, refuses service when patron appears to be intoxicated or near intoxication, offers a non-alcoholic substitute and co-ordinates with event staff.

Ticket seller - A paid/volunteer person(s) appointed by the event organizer, who is over the age of 18 and who has satisfactorily proven to the event organizer that she/he will act in accordance with the Municipal Alcohol Policy. A ticket seller sells alcohol tickets to a maximum of four per person per purchase, monitors for intoxication and underage drinkers, refuses sale to patrons at or near intoxication, refunds tickets on request.

Licensed Security

Security personnel monitoring entrances and patrolling licensed areas must be licensed under the Private Security and Investigative Services Act, to ensure the safety and security of the establishment, its employees and patrons. For more information go to - www.agco.on.ca.

Liquor Licence Act

Each province or territory has a Liquor Licence Act which outlines the laws regarding the sale and service of alcohol. (<http://www.agco.on.ca/en/whatwedo/index.aspx>)

Municipal Alcohol Policy

A local policy for municipalities to manage events held at municipally-owned facilities and properties when alcohol is sold and/or served.

Municipal Properties

All municipally owned or leased lands, buildings and structures.

Municipal Representative

Municipality of Calvin staff or a designate who attends and monitors the event on behalf of Municipality of Calvin and ensures all components of the Municipal Alcohol Policy are met.

Religious Function

A religious occasion does not include events like a “stag and doe”, anniversaries or birthdays.

Smart Serve

The Smart Serve training program offered by Smart Serve Ontario (<https://www.smartserve.ca>) is designed to train staff and volunteers who work in areas where alcohol is sold and/or served, such as in bars, restaurants, banquet halls and other public facilities. The Smart Serve Program is the only server training program that is recognized by the Alcohol and Gaming Commission of Ontario and approved by this policy.

Special Occasion Permit

A liquor licence issued by the Alcohol and Gaming Commission of Ontario for one-time social events where alcohol will be sold and/or served (http://www.agco.on.ca/en/services/permit_special_gpb.aspx).

SOP Holder (Permit Holder) – is the individual who signs the application for a Special Occasion Permit to sell and/or serve alcohol. A special occasion permit holder can assign a designate. A designate is a person(s) appointed by the special occasion permit holder and acceptable to Municipality of Calvin who is over the age of 19 and who has satisfactorily proven to the special occasion permit holder that she/he will act in accordance with the Municipal Alcohol Policy. The event organizer, the special occasion permit holder and/or designate are responsible for the safety and sobriety of people attending the event as well as compliance with the Municipal Alcohol Policy and the Liquor Licence Act of Ontario and its regulations at the event. They assume responsibility and liability for the entire operation of the event.

Standard Drink

The minimum price for a standard drink must be two dollars. The Liquor Licence Act of Ontario defines a standard drink as a serving of liquor by volume and type, as follows:

- 12 oz. or 341 ml. of beer with 5% alcohol, OR
- 5 oz. or 142 ml. of wine with 12% alcohol, OR
- 3 oz. or 85 ml. of fortified wine with 14.9 or more % alcohol, OR
- 1 oz. or 29 ml. of spirits with 40% alcohol

Section 2: Designation of Properties and Events

2.1 Designation of Properties

The following municipal facilities and areas are either licensed or designated as **suitable** for events involving alcohol subject to the event organizer obtaining a Special Occasion Permit or a Liquor Licence through a caterers’ endorsement issued by the Alcohol and Gaming Commission of Ontario and agreeing to conditions as set out by

Municipality of Calvin:

- Community Hall
- ??

** Some in-house policies and guidelines apply

The following municipal facilities and areas are not licensed or suitable for an event involving alcohol:

- Athletic and playing fields

- Parking lots
- Dressing rooms/change rooms
- Open park areas, trails and woodlots
- Playground areas

Rationale: Alcoholic beverages are only allowed in licensed municipal facilities or facilities designated as being suitable for conducting a Special Occasion Permit function. Many of the areas noted as not suitable are regarded as inappropriate to provide approval for a permit by the Alcohol and Gaming Commission of Ontario.

2.2 Designation of Events

The serving of alcohol shall not be permitted at any events where the focus of the event marketing is for youth under 19 years of age.

Rationale: The deciding factor for events involving alcohol will be determined by the focus of the events. Those events where the primary focus involves minors will not be allowed. Non-consumption by participating adults provides a positive example for young people.

Section 3: Conditions for Events Involving Alcohol

3.1 Insurance

The event organizer must provide proof of insurance by way of submitting an original Certificate of Liability Insurance to **Municipality of Calvin** before occupying municipal premises for the event. The Certificate of Liability Insurance must be in effect for date(s) where municipal property is being used or occupied by the event organizer including, without limitation, set-up and take-down. Failure to provide proof of liability insurance will void the rental.

*Rationale: Case law indicates that judges and juries are sympathetic toward the injured plaintiff. Special occasion permit holders, **Municipality of Calvin**, the event organizer and volunteers could be named in a lawsuit. Municipalities can be jointly liable and could end up paying the predominant share of an award to a plaintiff should the event sponsor be uninsured.*

Rentals up to and including 192 people

The Certificate of Liability Insurance shall:

- Provide proof of a minimum of **two million dollars** general liability insurance issued by an insurance company satisfactory to **Municipality of Calvin** that is licensed to carry on business in Ontario and which must at a minimum include the following:
 - a) **Municipality of Calvin** shown as an additional insurer to the policy
 - b) Coverage for bodily injury and property damage liability
 - c) A liquor liability endorsement
 - d) Tenants liability endorsement
 - e) Products and completed operations liability
 - f) Personal injury liability
 - g) Advertiser's liability
 - h) Thirty (30) day notice of cancellation provision
- Show that coverage is in effect on the date(s) of the event
- Be delivered to the supervisor having operational jurisdiction at the event location at least **30 days** prior to the start of the event. The following information must be provided:
 - Certificate of liability insurance

- Policy number
- Company name
- Expiry date
- Amount of Insurance coverage
- An endorsement from the insurance company that they are aware of the Special Occasion Permit event and that coverage is in place including date and location of the event

The Municipality of Calvin reserves the right to amend the insurance and provisions required at any time.

3.2 Advertising

All advertising must comply with the Alcohol and Gaming Commission of Ontario advertising policies and guidelines. Alcohol and Gaming Commission of Ontario policy states that, a permit holder for a private event special occasion permit is not permitted to advertise or promote liquor or the availability of liquor.

At events where children and youth are allowed entry, the event organizer shall not allow promotional advertising of alcoholic beverages' names, brands or manufacturers.

Rationale: Alcohol advertising influences people of all ages (including youth) to consume alcohol.

3.3 Event Worker Training and Staffing Levels

The event organizer is responsible to:

- Ensure event workers are in attendance and as needed to monitor, manage and control the event
- Ensure event workers wear an identification (I.D.) name tag and/or clothing which is highly visible in a crowd so that they can be easily identified. (Provision of this identification and clothing is the responsibility of the event organizer and/or designate. The type of identification worn by the event workers must be stated on the Checklist for Liquor Licensed Event Organizers form (Appendix A.)

It is mandatory that all event workers are Smart Serve trained and recommended they have Safer Bars training or de-escalation of violence training.

The event organizer shall provide a list, at least 30 days prior to the event, of:

- A) All servers and proof of Smart Serve certification (including their certification numbers)
- B) Security staff and security licence numbers

The event organizer, door monitors, floor supervisors, and servers **shall not consume alcohol** during or after the event is concluded, nor shall they be under the influence of any alcohol or other substance during the event.

*Rationale: Event workers must be adequately trained, prepared, available, and monitoring for the duration of the event. Having clearly identifiable event workers ensures that participants can quickly contact an event worker should problems occur. Smart Serve training provides education on signs of intoxication and will assist in the important task of preventing problems before they occur. The law clearly states that the special occasion permit holder has a "duty to control" - that is, to protect participants from foreseeable harm to themselves or others. Event workers **must not consume alcohol** since, if an incident were to occur, it would be difficult to demonstrate control.*

It is the responsibility of the event organizer to ensure there are sufficient door monitors (monitoring all entrance and access points to ensure controls are properly managed) and floor supervisors (assisting in managing a person who is refused sale, crowd control and de-escalations of violence):

- The entrance to the event must be monitored by responsible person(s) meeting the age of majority requirements at all times. These persons shall further observe individuals that may be attempting to enter

the premises that appear to be intoxicated or have a history of causing problems at events.

- The event organizer has the right to deny entry to any individual.
- When persons under the age of majority are found to have consumed or to be consuming alcohol at an event where alcohol is served, the authorities may be called.

Rationale: Monitoring all access points to the licensed area is necessary to prevent underage, disruptive or intoxicated people from entering an event and considerably reduces the likelihood of problems occurring. It is best practice to have the entrance to the event monitored by responsible person(s) meeting the age of majority requirements at all times as this requires someone some one mature.

Minimum event worker numbers are required on an event worker versus guest ratio basis as described in the table "Guest to Event Worker Ratios". The Municipality of Calvin reserves the right to adjust the minimum number or types of event workers on an event-by-event basis. This includes the provision of both police and/or licensed security.

Guest to Event Worker Ratios

| Number of Guests | Minimum Number of Event Workers | | | | Minimum Number of Security |
|-------------------------|---------------------------------|------------------------------|------------------------------|----------------|----------------------------------|
| | Bartenders | Door Monitors* | Floor Supervisors ** | Ticket Sellers | Licensed Security Workers |
| Up to and including 100 | 1 | Monitor at each access point | 1 | 0 | |
| 101 to 200 | 2 | Monitor at each access point | 2 (+1 for outdoor events) | 1 | |
| 201 to 300 | 2 | Monitor at each access point | 3 (+1 for outdoor events) | 2 | (1 for outdoor events) |
| 301 to 400 | 3 | Monitor at each access point | 3 (+1 for outdoor events) | 2 | (1 for outdoor events) |
| 401 to 500 | 3 | Monitor at each access point | 4 (+1 for outdoor events) | 2 | 1 (+1 for outdoor events) |
| 501 to 600 | 4 | Monitor at each access point | 5 (+2 for outdoor events) | 3 | 1 (+1 for outdoor events) |
| 601 to 700 | 4 | Monitor at each access point | 6 (+2 for outdoor events) | 3 | 2 *** (+1 for outdoor events) |
| 701 to 800 | 5 | Monitor at each access point | 7 (+2 for outdoor events) | 3 | 2 *** (+1 for outdoor events) |
| 801 to 900 | 5 | Monitor at each access point | 7 (+2 for outdoor events) | 4 | 3 *** (+1 for outdoor events) |
| 901 to 1,000 | 6 | Monitor at each access point | 8 (+2 for outdoor events) | 4 | 3 *** (+1 for outdoor events) |

* All access points to the licensed area must be monitored. Each venue will require a varying number of door monitors depending on the layout of the venue.

** The event organizer or official designate can be a floor supervisor.

*** For events over 600 guests, at least 50% of the required licensed security workers shall be paid duty police officers.

For any event that allows admittance to minors, additional floor monitors may be required.

For every additional 150 guests over 1,000, an additional bartender and an additional floor monitor are required. For every additional 300 guests over 1,000, an additional ticket seller is required. For every additional 200 guests over 1,000, an additional licensed security worker is required.

For all outdoor events and all events with more than 1,000 guests, an operational plan must be developed with the Alcohol and Gaming Commission of Ontario and the Municipality of Calvin in order to ensure that all aspects of public safety are addressed (including Emergency Medical Service [ambulance], fire, security, etc.). The operational plan must be submitted to Municipality of Calvin at least 30 days prior to the event. (e.g., Emergency Medical Service [ambulance], fire, security, etc.) All costs associated with preparing and complying with security and operational plans shall be borne by the event organizer and/or designate unless otherwise agreed upon in writing by the event organizer and Municipality of Calvin representative.

Required licensed security or paid duty police officers for any events are the responsibility of the event organizer and all costs associated therewith shall be borne by the event organizer.

Rationale: The presence of security and/or paid duty police officers can act as a deterrent to potential disruptive behaviour.

3.4 Enforcement Procedures

If drunkenness, riotous, quarrelsome, violent, and aggressive and/or disorderly conduct or unlawful gaming is observed at the event, the organizer and their event workers shall:

- First ask the offending person to leave, and
- If the individual refuses to leave, call the Police
- Seek any necessary assistance to maintain control and management of the event and ensure the safety and protection of persons, including event workers.

The event organizer, event worker or municipal representative must notify the Police if they observe signs that a situation is getting out of control.

Rationale: The law clearly states that the event organizer has a "duty to control" that is, to protect participants from foreseeable harm to themselves or others.

3.5 Prevention Strategies

The following controls and prevention strategies related to selling and serving alcohol shall be in place:

- Alcohol shall not be served to anyone under the age of 19 (minors). Minors are not allowed to consume alcohol on the premises. Outdoor public events which allow admittance to **minors** must implement a wrist band policy or have a fenced licensed area where alcohol is only served to and consumed by those 19 years of age and older. Additional floor monitors are recommended if alcohol is being served in the presence of minors.
- Alcohol shall not be served to anyone who may appear intoxicated.
- Closing time is 1:00 a.m. unless hours of operation for the facility are posted differently. Ticket sales and alcohol service shall cease at least 45 minutes prior to the end of the licensed period of the event. All alcohol and its containers (which include empty cups/glasses) shall be cleared away no more than 45 minutes after the end of the licensed event as listed on the Special Occasion Permit.
- Last call shall not be announced.
- Separate tickets for alcohol must be sold at all public events. Ticket sales for alcohol shall be limited to 4 tickets at one time per person. Unused tickets for alcoholic beverages can be redeemed at anytime during the event.
- Alcoholic service shall be limited to two drinks per person at one time. Alcohol cannot be left available for self-serving.
- Drinks **MUST** be served in soft plastic cups and a different colour of soft plastic cup shall be used for non-alcoholic drinks. For formal dinner settings, glass vessels may be used for serving/consuming alcohol. Glass must be removed at the conclusion of the dinner.

- All outdoor licensed areas are required to have a barrier at least 0.9 metres high. Higher barriers and additional criteria may be required at the discretion of **Municipality of Calvin**.

Rationale: Last call usually results in high and rapid consumption and results in high blood alcohol levels which may peak after an event and lead to impaired driving. Selling tickets slows down the rate of consumption as people are required to make two stops before getting their drinks. Selling tickets provides ticket sellers and bartenders with the opportunity to look for signs of intoxication and to read the climate of the event. By limiting the number of tickets per purchase, event workers are provided with additional opportunities to verify the sobriety of patrons. Redeeming unused tickets could help avoid a confrontation with a patron who may be nearing intoxication but who wishes to purchase additional drinks in order to get his/her money's worth. Should a drink be dropped, plastic cups do not break. If a patron becomes belligerent, a broken beer bottle could be used as a weapon.

The following controls and prevention strategies related to types of available drinks shall be in place:

- Event workers are to encourage patrons to consume food, non-alcoholic and low alcohol beverages. Non-alcoholic drinks must be available at no charge or at a cost much lower than that of drinks containing alcohol.
- Identified designated drivers receive free non-alcoholic drinks (such as coffee, pop, juice).
- At least 30% of the available alcohol consists of low-alcohol beverages (e.g., 4% and 2.5% beer).
- No fortified drinks or extra-strength drinks shall be sold. Beer products with more than 5% alcohol, wine products with more than 12% alcohol and spirits with more than 40% alcohol, are considered "fortified" alcohol products. Beer and coolers are not to exceed 5% alcohol content (standard drink measure).
- Pre-made alcoholic drinks, such as jello shooters and punches, etc. are **NOT** allowed.
- There must be sufficient food available for those in attendance. Food must be available beginning no later than 8:00 p.m. and must not be removed until the bar closes. Food available is not satisfied by snack foods such as chips, peanuts, popcorn.
- No energy drinks (with or without alcohol in them) shall be sold.
- Homemade alcohol shall not be allowed at any Special Occasion Permit function, with the exception of homemade wine or beer at a religious function listed under a NO SALE reception permit, as defined by the Alcohol and Gaming Commission of Ontario. Where wine is provided with a meal, a non-alcoholic substitute (such as water, pop or juice) must be provided to ensure that children and abstainers are included in toasting the celebrants.
- No persons shall be allowed to bring in their own alcohol to the event or allowed to pour their own alcoholic drinks.
- Alcohol shall not be offered as a prize in a contest. A lottery licence is required if raffling alcohol (charities only). Gift cards for the LCBO are allowed as an exception.
- Marketing practices which encourage increased consumption of alcohol (e.g., oversized drinks, double shots, pitchers, drinking contests, jello shooters, volume discounts) are not permitted.

Rationale: The availability of non-alcoholic beverages supports designated driver initiatives and a safe transportation strategy. Low alcohol drinks can reduce the consumption of alcohol and reduce the likelihood of intoxication and impaired driving while permitting participants to socialize throughout the evening without becoming intoxicated. Consumption of energy drinks may mask signs of intoxication and should not be mixed with alcohol. Jello shooters may not be standard serving size and intoxication may occur at a faster rate.

3.6 Safe Transportation

Event organizers are responsible to take the necessary steps to reduce the possibility of impaired driving. As a condition of rental, the event organizer must have a Safe Transportation Strategy in effect. Elements of a Safe Transportation Strategy could potentially include:

- Providing non-alcoholic beverages either at no charge or at a cost much lower than that of drinks

containing alcohol

- Providing alternate means of transportation for those who are suspected to be intoxicated (i.e., call a friend, relative, or taxi)
- Calling police if someone who is suspected to be impaired cannot be convinced to use alternate transportation.
- Providing a designated driver program which encourages and identifies designated driver.

The designated driver program and relevant local taxi phone numbers must be prominently posted. Alternate means of transportation shall be provided for all those suspected to be intoxicated. All advertising for the event should indicate that a designated driver program is in effect.

Rationale: A Safe Transportation Strategy helps to ensure that no one who is the driver of a motorized vehicle is impaired when leaving an event from a municipal facility. An impaired driver leaving an alcohol related event is one of the greatest risks of liability.

3.7 Signage

During events where alcohol is served, the following signage, which is approved by Municipality of Calvin, shall be displayed in prominent locations:

Signage at one or more prominent places in the licensed/bar area:

Please drink responsibly.

- Bartenders reserve the right to refuse service. Bartenders cannot serve alcohol to anyone who is intoxicated or appears to be at the point of intoxication.
- Bartenders cannot serve alcohol to anyone under 19 years of age. Proper ID must be presented to event staff when requested.
- You can only be served a maximum of two alcoholic drinks at any one time.
- You may redeem unused tickets for cash anytime during the event.
- There will be no "LAST CALL".

Thank you for not drinking and driving.

Call a friend, relative or taxi. Local taxi phone numbers are: _____
The R.I.D.E. program is in effect in our community.
Use a designated driver.

Signage at one or more prominent places in the licensed/bar area:

If there is an emergency call 9-1-1

For a non-emergency, please call OPP at 705-495-3878

You are at _____ [space for the name and address of facility for emergency response]

Signage to be posted at the boundaries of the licensed/bar area:

No alcohol beyond this point.

Thank you for not drinking and driving.

Call a friend, relative or taxi. Local taxi phone numbers are: _____

The R.I.D.E. program is in effect in our community.

Use a designated driver.

Other Signs to be posted in one or more prominent places in the licensed/bar area:

Sandy's Law sign (regarding alcohol and pregnancy)

"What is a standard drink?" sign

Low Risk Drinking Guidelines sign

Where applicable, the event organizer shall post the Special Occasion Permit (with any updates) in plain view on the premises to which the permit applies or shall keep it in a place where it is readily available for inspection.

Rationale: Signs provide direction to guests and provide support to servers and supervisors. Servers are required by law not to serve an intoxicated person, nor to serve anyone to the point of intoxication.

Section 4: Infractions and Violations

4.1 Duty to Report

The event organizer has the duty to report to the municipal representative issues with details of any incident that:

- The event organizer and/or designate are aware of or has been made aware of any Liquor License Act of Ontario or Municipal Alcohol Policy violations
- Where an Alcohol and Gaming Commission of Ontario Inspector under the Liquor License Act of Ontario has reported any incident or violation
- Involves bodily injury or property damage

Police shall be informed by the event organizer and/or designate as appropriate. Reports shall be made no later than two days after the conclusion of the event, but shall be made immediately when repairs or other action is required to make municipality property secure or safe for use. **Municipality of Calvin** representatives shall report any infraction of this policy to the police and/or Alcohol and Gaming Commission of Ontario whenever they believe such action is required.

Rationale: The law clearly states that the permit holder has a "duty to control" - that is, to protect participants from foreseeable harm to themselves or others. Although police will be called if a situation becomes risky, it is the responsibility of the event organizer to ensure proper management of an event.

4.2 Failure to Comply and Penalties

Where there has been a failure to comply with the Liquor License Act of Ontario, the police or the Alcohol and Gaming Commission of Ontario inspector may intervene for enforcement purposes and may, at their discretion or other authority, terminate the event. **Municipality of Calvin** may similarly cancel, intervene or terminate the event for violations of the MAP. It remains the responsibility of the event organizer and/or designate to manage the event and to take appropriate actions, including ending the event, vacating municipal property, maintaining insurance, any conditions of insurance, and providing safe transportation options.

Regardless of the reason for termination of the event, **Municipality of Calvin** will not be responsible for any compensation to the event organizer and/or designate or affected persons of their resulting financial, or other losses.

The Municipality of Calvin shall subsequently inform the event organizer and/or designate and any organization they represent, via registered letter, that there has been a violation of the policy and any imposed consequences

or penalties.

Additional short term and longer term penalties for failure to comply may include, but are not limited to:

- Loss of privilege to hold an event involving alcohol in a municipal property or facility
- Loss of any future use or rental of any or all municipal properties
- Individual ban or suspension of persons involved in the infractions from any or all municipal properties for any term

Rationale: The event organizer needs to be aware of the consequences of not following the Municipal Alcohol Policy or Liquor License Act of Ontario regulations.

Section 5: Policy Review

The Municipal Alcohol Policy shall undergo an annual review based on change within the industry standards and shall be updated as required. Nipissing Parry Sound District Public Health Unit will facilitate an annual opportunity to review and discuss municipal alcohol policies with the Municipality of Calvin.

Rationale: Reviewing this policy regularly permits policy changes to meet changing community needs, the addition of new facilities, new program demands, as well as any future changes to the Liquor Licence Act of Ontario and its regulations.

Municipality of Calvin reserves the right to make discretionary changes to this Municipal Alcohol Policy at any time, and will advise the event organizer of any such changes prior to the event.

On behalf of The Municipality of Calvin, we wish you a successful and enjoyable event.

(Proof of certification may be required.)

13. List the names and security licence numbers for security staff for this event:

| Name | Security Licence Number |
|-------|-------------------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

(Proof of certification must be available on request.)

14. The undersigned (event organizer) has received the Municipal Alcohol Policy and has read and understood the information and requirements contained therein. Yes

Please note that if there is anything that you do not understand with respect to this Policy it is **your responsibility** to contact Municipality of Calvin staff (phone : _____) to obtain clarification and understanding prior to signing this Event Organizer Checklist.

By signing this Event Organizer Checklist, the undersigned hereby agrees, on behalf of itself/himself/herself and on behalf of its/his/her partners, employees, volunteers, agents, executors, administrators and assigns, as the case may be, to comply with all of the obligations, terms and conditions of the Municipal Alcohol Policy.

Signed at _____, Ontario this _____ day of _____.

Name of Corporate Event Organizer

Per: _____
Name: _____
Title: _____

I have authority to bind the corporation.

OR

Name of Individual Event Organizer

Signature of Event Organizer

Name of Witness

Signature of Witness

Hi Cindy

As per our discussion about Northeastern Ontario Tourism, below is information for you and Council to consider.

Northeastern Ontario Tourism (NEONT) www.northeasternontario.com is our region's destination marketing organization. Their operating funding comes in part from Destination Ontario through the Government of Ontario. Destination Ontario and Northeastern Ontario Tourism are of the 15 Regional Tourism Organizations (RTOs) in Ontario set up by the Ministry of Tourism, Culture, Recreation and Sport. Their mandate is to promote Ontario's tourism sector to visitors near, far, including abroad. If you know of Explorer's Edge (Muskoka/Parry Sound), NEONT is our area's equivalent.

Partnership fees help to support that mandate. With a basic membership, municipalities and businesses are promoted on several RTO family websites (Destination Ontario, the Northern Ontario portal to name a couple), on NEONT's Facebook page, through blogs and special features throughout the year. The NEONT website alone for your information sees 375,000 visitors annually. Annual meetings, sector needs surveys, training, advocacy are amongst other benefits. Additionally, fyi, NEONT's elected board is representative of its member partners.

Basic partnership cost is \$150 per partner business and \$525 for the municipality. With confirmation of the municipality's partnership package intention, NEONT's Executive Director Rod Raycroft and staff would

- 1) create and promote a blog post about the community and its tourism sector businesses on NEONT's website. This blog post would feature the community and its businesses under the 8-10 experiences to do this year, a Facebook link to the article and a boost (valued at \$100) to reach 27,000 people in the market of your choice; Ottawa, GTA, Northern Ontario for example. As a result of this boost, according to their typical results, they anticipate that 1,200 people will visit the post alone and therefore learn about the municipality and its tourism sector businesses.
- 2) NEONT will produce a Bonfield community page where the municipality, and your member tourism sector businesses will be featured on their website.
- 3) They will provide each of your tourism sector businesses with advice about how to develop packages and work in partnership with them to grow visitation to their individual websites and/or Facebook pages.
- 4) NEONT is producing a physical, hard copy map and is offering its partners a listing at \$50 for either English or French versions or \$85 for both.

The cost to take advantage of these tourism marketing opportunities as Northeastern Ontario Tourism partners, for 2019:

| | |
|----------------------------------------|-----------------|
| The municipality: | \$525 |
| Each of its tourism sector businesses: | \$150 X5= \$750 |
| 1. Michael Waram Furniture | |
| 2. Maxwell Pottery | |
| 3. Canadian Ecology Centre | |
| 4. Algonquin North Outfitters | |
| 5. The Buffalo Farm | |

Did I miss any?

| | |
|------------------------------------------|--------------|
| Map: English & French: \$85 X 6 partners | <u>\$510</u> |
|------------------------------------------|--------------|

| | |
|---------------------------------------------|-----------------|
| Total for the municipality and 5 businesses | \$1785 for 2019 |
|---------------------------------------------|-----------------|

Of course, the municipality alone, some or none of its businesses can become members. Only partners are featured in the promotion opportunities described above.

There are many additional promotional opportunities throughout the year made available to NEONT partners (members) only. For a fee, these include trade show participation where member pamphlets, brochures etc. are handed out on members' behalves and additional special magazine features to name a couple. I would suggest you consider the annual magazine ad. Refer to the ones I shared in early Spring for a peek at what your presence in there might look like. Those additional "add on" package options are available on NEONT's website.

Let me know if Council agrees to any or all this recommendation so that I can put your staff and their staff in touch with each other. If you will go this route, NEONT's staff would come to make an announcement with you to your tourism sector about your purchase of membership on their behalf and to explain to you and them what that membership will mean to you all; how the sector and the municipality will benefit and how each member can take full advantage of their annual membership.

There are other tourism sector promotion organizations, which are private, have followings, and would be good to join, but none that would give you the breadth of services, hits and views NEONT does and will. At a later date, if requested, I can provide the list of those to you also.

Donna

Donna Maitland
Peridot Solutions
705.752.1224.

Cindy Pigeau

From: Lucie Viel
Sent: Wednesday, June 26, 2019 2:18 PM
To: Cindy Pigeau
Subject: FW: Support of resolution regarding DNSSAB Levy Adjustment

From: Monica Hawkins [mailto:monica.hawkins@eastferris.ca]
Sent: Wednesday, June 26, 2019 2:16 PM
To: Lucie Viel <administration@calvintownship.ca>
Subject: Support of resolution regarding DNSSAB Levy Adjustment

Good afternoon;

Please be advised that your letter regarding the DNSSAB Levy Adjustment was placed on the Regular Council Agenda for the meeting of June 25th, 2019.

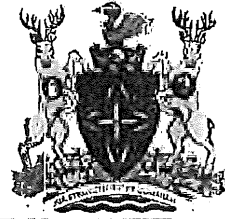
Council reviewed your letter and marked it has information.

Monica L. Hawkins, AMCT
Clerk,
Municipality of East Ferris,
390 Hwy #94,
Corbeil, ON P0H 1K0
Office: 705-752-2740
Fax: 705-752-2452
e-mail: monica.hawkins@eastferris.ca
website: www.eastferris.ca



TOWNSHIP OF SOUTH FRONTENAC

4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 2222 or 1-800-559-5862
amaddocks@southfrontenac.net



June 24, 2019

ONTARIO GOOD ROADS ASSOCIATION (OGRA)

1525 Cornwall Rd, Unit 22
Oakville, Ontario
L6J 0B2

Attention: Board of Directors

Dear Board Members:

Re: ROMA/OGRA Combined Conference

Please be advised that the Council of the Township of South Frontenac passed the following resolution at their meeting June 18, 2019:

That Council endorse the resolution passed by Petrolia Town Council regarding the re-establishment of an annual combined conference of the Ontario Good Roads Association (OGRA) and Rural Ontario Municipal Association (ROMA) and that a letter is sent to the ORMA Board of Directors and OGRA Board of Directors supporting the combined conference in the future.

Carried.

We look forward to receiving any updates on this matter.

Yours truly

A handwritten signature in cursive script that reads 'Angela Maddocks'.

Angela Maddocks
Clerk

c.c. Town of Petrolia
All Ontario Municipalities
ROMA Board of Directors



TOWNSHIP OF SOUTH FRONTENAC

4432 George St, Box 100
Sydenham ON, K0H 2T0
613-376-3027 Ext 2222 or 1-800-559-5862
amaddocks@southfrontenac.net



June 24, 2019

RURAL ONTARIO MUNICIPAL ASSOCIATION (ROMA)

200 University Ave.,
Suite 801
Toronto, Ontario
M5H 3C6

Attention: Board of Directors

Dear Board Members:

Re: ROMA/OGRA Combined Conference

Please be advised that the Council of the Township of South Frontenac passed the following resolution at their meeting June 18, 2019:

That Council endorse the resolution passed by Petrolia Town Council regarding the re-establishment of an annual combined conference of the Ontario Good Roads Association (OGRA) and Rural Ontario Municipal Association (ROMA) and that a letter is sent to the ORMA Board of Directors and OGRA Board of Directors supporting the combined conference in the future.

Carried.

We look forward to receiving any updates on this matter.

Yours truly

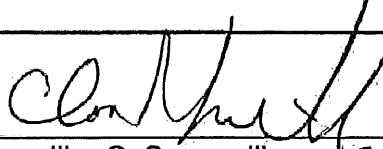
A handwritten signature in cursive script that reads "Angela Maddocks".

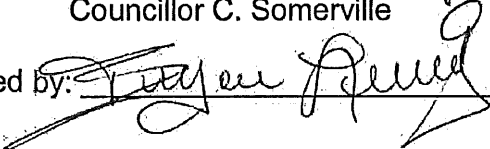
Angela Maddocks
Clerk

c.c. Town of Petrolia
All Ontario Municipalities
OGRA Board of Directors



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

Moved by:  Date: June 17, 2019
Councillor C. Somerville

Seconded by:  Resolution No.: 2019-0121

17

WHEREAS the Province of Ontario has asked municipal governments of all sizes to find efficiencies and savings in their budgets;

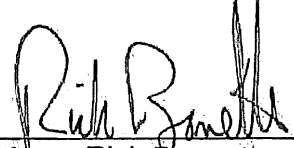
AND WHEREAS ROMA (Rural Ontario Municipal Association) and OGRA (Ontario Good Roads Association) until recently had a combined conference that allowed greater learning opportunities on a variety of subjects;

AND WHEREAS the organization having separate conferences means some smaller Municipalities have to choose which one, if either, they may attend

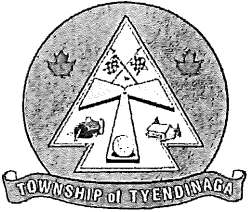
THEREFORE BE IT RESOLVED THAT the Town of Halton Hills supports the Municipality of East Ferris, the Town of Petrolia and others that have requested it be a combined conference again;

AND FURTHER THAT this resolution be sent to all Ontario municipalities for endorsement and support.

AND FURTHER THAT the Mayor write to the Chair of ROMA and President of AMO requesting the issue be put to a vote by the membership.



Mayor Rick Bonnette



The Corporation of the Township of Tyendinaga

June 25, 2019

ROMA

200 University Ave
Suite 801
Toronto, ON M5H 3C6

Attention- Board of Directors

Dear Board Members:

RE: OGRA- Letter from President requesting support for the combination of OGRA and ROMA conferences.

Please be advised that the Council of the Township of Tyendinaga passed the following resolution at their meeting on May 21st, 2019.

MOVED BY: Deputy Reeve Adam Hannafin

SECONDED BY: Councillor Heather Lang

Note- Council has supported Petrolia Town Council's resolution regarding re-establishing of annual combined OGRA and ROMA Conference. This Council shares the same believes regarding the financial efficiencies and availability for participation of Council and staff to attend

THEREFORE, be it resolved that the Council of the Township of Tyendinaga support the original resolution passed at the OGRA AGM to re-establish a combined OGRA and ROMA Conference.

AND THEREFORE, that a letter be sent to the ROMA Board of Directors, outlining our support for a collaborative OGRA ROMA annual combined conference and that this letter of support be circulated to the Ontario Municipalities and the OGRA Board of Directors.

A handwritten signature in black ink, appearing to be "BR", written in a cursive style.

Brad Roach

CAO (Chief Administrative Officer)

Clerk-Treasurer

The Corporation of the Township of Tyendinaga

859 Melrose Road, Shannonville, ON, K0K 3A0

(613) 396-1944 | clerk@tyendinagatownship.com

www.tyendinagatownship.com



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

The Honourable Lisa MacLeod
Minister of Tourism, Culture and Sport
Hearst Block, 9th Floor
900 Bay Street
Toronto, Ontario M7A 2E1

June 21, 2019

Dear Ms. MacLeod,

Re: Copy of Resolution #512

Please find below a copy of the resolution adopted by the Township of Huron-Kinloss Council at its June 17, 2019 session supporting the resolution brought forth by the Town of Fort Frances, Town of Hanover, Township of Mulmur and the Township of Essa.

Motion No: 512

Moved by: Ed McGugan

Seconded by: Lillian Abbott

THAT the Township of Huron-Kinloss Council hereby support the Town of Fort Frances, Town of Hanover, Township of Mulmur, and the Township of Essa in asking the Ontario Government to restore the funding to the Southern Ontario Library Service and Ontario Library Service North to at least the minimum 2018 funding level AND FURTHER directs staff to forward a copy of the resolution to the Minister of Tourism, Culture and Sport and to the municipalities to distribute as they see fit.

Carried.

Sincerely,

Emily Dance
Clerk

c.c All Ontario Municipalities

Cindy Pigeau

From: Étude sur le bassin versant de la Rivière des Outaouais / Ottawa River Watershed Study (EC) <ec.etudesurlebassinversantdelarivieredesoutaouais-ottawariverwatershedstudy.ec@canada.ca>
Sent: Friday, June 21, 2019 12:05 PM
Subject: Final Ottawa River watershed report/ le rapport final sur le bassin versant de la rivière des Outaouais

(le français suit)

Good Morning,

Environment and Climate Change Canada (ECCC) is proud to announce the public release of our final report on the Ottawa River watershed, entitled "*An Examination of Governance, Existing Data, Potential Indicators and Values in the Ottawa River Watershed*". This report, which was conducted in response to Private Member's Motion M-104, was tabled in the House of Commons on June 19, 2019. It can be found on the resources page on [PlaceSpeak](#) and through our [Government of Canada website](#).

The Ottawa River Watershed Study has involved significant and sustained engagement and work by the Government of Canada since Motion M-104 passed in May 2017. The resulting report examines how the watershed is managed, identifies where gaps exist, and explores current and potential indicators to assess its health. It also examines the economic, cultural, heritage and natural values related to the watershed.

Over the course of the study, ECCC engaged more than 600 groups and individuals through open door events, workshops, presentations, in-person meetings, and by e-mail. Through the use of the online platform [PlaceSpeak](#), ECCC was also able to facilitate a discussion with individual citizens, and resources on this site will still be available going forward. The department received input from all orders of government, Indigenous organizations and communities, watershed organizations, industry groups, non-governmental organizations, academia, youth and citizens.

Additionally, as a next step to ECCC's study on the Ottawa River watershed, you may be aware that on May 29, 2019, the Honourable Catherine McKenna announced that the Government of Canada is providing up to \$275,000 over two years to Ottawa Riverkeeper to help protect the long-term health and vitality of the Ottawa River watershed. The funding will support community-based monitoring, in partnership with Indigenous and watershed communities.

ECCC hopes that the Ottawa River watershed report will contribute to the knowledge base about the watershed, that it will support discussions on how to promote the watershed's long-term sustainability, and that it will add to the discourse about watershed management and collaboration across Canada.

This report would not have been possible without input from Indigenous organizations and communities, the provinces of Québec and Ontario, municipalities, Conservation Authorities, organismes de bassins versants, non-governmental organizations, businesses, stakeholder associations, youth and individual citizens. Thank you for your contributions and for your genuine concern and passion regarding the protection of the Ottawa River watershed.

Sincerely,

The Ottawa River Watershed Study Team
Environment and Climate Change Canada

Bonjour,

Environnement et Changement climatique Canada (ECCC) est fier d'annoncer la diffusion publique de son rapport final sur le bassin versant de la rivière des Outaouais intitulé « *Examen de la gouvernance, des données existantes, des indicateurs potentiels et des valeurs dans le bassin versant de la rivière des Outaouais* ». Ce rapport, qui a été rédigé à la suite de la motion M-104 émanant d'un député, a été déposé à la Chambre des communes le 19 juin 2019. Il peut être consulté à la page « Ressources » sur [PlaceSpeak](#) ou sur [le site Web du gouvernement du Canada](#).

L'étude du bassin versant de la rivière des Outaouais a nécessité un engagement et des efforts importants et soutenus de la part du gouvernement du Canada depuis l'adoption de la motion M-104 en mai 2017. Le rapport qui en découle examine la manière dont le bassin versant est géré, identifie les lacunes et explore les indicateurs permettant d'en évaluer la santé. Le rapport porte également sur les valeurs économiques, culturelles, patrimoniales et naturelles du bassin versant.

Au cours de l'étude, ECCC a mobilisé plus de 600 groupes et individus par l'entremise d'événements « portes ouvertes », d'ateliers, de présentations, de réunions en personne et par courriels. L'utilisation de [PlaceSpeak](#) a également permis à ECCC de faciliter les discussions avec les citoyens. Les ressources sur ce site resteront disponibles pour consultation ultérieure. En somme, le ministère a reçu des commentaires de tous les paliers de gouvernement, d'organisations et de communautés autochtones, d'organismes de bassins versants, d'industries, d'organisations non gouvernementales, d'universitaires, de jeunes et de citoyens.

De plus, comme prochaine étape de l'étude d'ECCC sur le bassin versant de la rivière des Outaouais, vous savez peut-être déjà que l'honorable Catherine McKenna a annoncé le 29 mai 2019 que le gouvernement du Canada verserait jusqu'à 275 000 \$ sur deux ans à Garde-Rivière Outaouais. Ce financement aidera à protéger la santé et la vitalité à long terme du bassin versant de la rivière des Outaouais et soutiendra la surveillance communautaire. Ces travaux seront effectués en partenariat avec les communautés autochtones et celles du bassin versant.

ECCC espère que le rapport sur le bassin versant de la rivière des Outaouais contribuera à approfondir les connaissances sur le bassin versant, qu'il supportera les discussions sur les façons de favoriser la gestion durable du bassin versant et qu'il sera pertinent aux discussions sur la collaboration et la gestion des bassins versants partout au Canada.

Ce rapport n'aurait pas été possible sans la collaboration des organisations et des communautés autochtones, du gouvernement du Québec et de l'Ontario, des municipalités, des organismes de bassins versants, des offices de protection de la nature, des organisations non gouvernementales, des entreprises, des associations d'intervenants, des jeunes et des citoyens. Nous vous remercions pour votre contribution et pour l'intérêt et la passion que vous avez manifesté à l'égard de la protection du bassin versant de la rivière des Outaouais.

Cordialement,

L'équipe responsable de l'étude du bassin versant de la rivière des Outaouais
Environnement et Changement climatique Canada

Cindy Pigeau

From: Tessarolo, Toni (MMAH) <Toni.Tessarolo@ontario.ca>
Sent: Wednesday, June 26, 2019 4:07 PM
To: Tessarolo, Toni (MMAH)
Cc: Horgan, Kathy (MMAH); Grant, Megan (MMAH); Bacon, Liana (MMAH); Couillard, Cindy (MMAH); May, Steve (MMAH); Holtby, Cara (MMAH); Grant, Kay (MMAH); Brown, Christopher (MMAH); Moenting, Alissa (MMAH); Carmichael, Caitlin (MMAH); Grenier, Jessica (MMAH); Innis, Jason (MMAH); Searle, Bryan (MMAH); Roy, Lise (MMAH); Ma, Kathy (MMAH)
Subject: Bill 108: Current Regulatory Postings

As you know, *Bill 108: More Homes, More Choices Act, 2019* received Royal Assent June 6, 2019. Pursuant to the passage of the Bill, the Province will be posting a number of regulations for public comment. Currently, there are three new proposed regulations posted for public comment on the Environmental Registry of Ontario (ERO), as follows:

- **Proposed new regulation and regulation changes under the Planning Act, including transition matters, related to Schedule 12 of Bill 108 - the More Homes, More Choice Act, 2019**

Consideration of a new regulation and regulatory changes, including transitional matters, under the Planning Act which are needed as a result of Schedule 12 to Bill 108 - the More Homes, More Choice Act, 2019.

Closes for comment: **August 6, 2019**

French version: <https://ero.ontario.ca/fr/notice/019-0181>

- **Proposed new regulation pertaining to the community benefits authority under the Planning Act**

A proposal to make a new regulation under the Planning Act to prescribe matters related to the community benefits authority and make a consequential amendment to an existing regulation under the Act.

Closes for comment: **August 21, 2019**

French version: <https://ero.ontario.ca/fr/notice/019-0183>

- **Proposed changes to O. Reg. 82/98 under the Development Charges Act related to Schedule 3 of Bill 108 - More Homes, More Choice Act, 2019**

A proposal to make changes to O. Reg. 82/98, under the Development Charges Act, 1997 related to Schedule 3 of the More Homes, More Choice Act, 2019.

Closes for comment: **August 21, 2019**

French version: <https://ero.ontario.ca/fr/notice/019-0184>

Please take time to review these new proposed regulations. We encourage you to provide comments on behalf of your Municipality to help inform the content of these regulations. If you have any questions, please contact your local Municipal Services Office.

Thank You.

Municipal Services Office North (Sudbury)



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Phone: (519) 395-3735
Fax: (519) 395-4107

E-mail: info@huronkinloss.com
Website: <http://www.huronkinloss.com>

June 20, 2019

Sent VIA EMAIL

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
minister.mah@ontario.ca

Dear Mr. Clark,

Re: Copy of Resolution #513

Please find below a copy of the resolution adopted by the Township of Huron-Kinloss Council at its June 17, 2019 session supporting the resolution brought forth by the Township of Archipelago, Town of Aurora, Grey County, Town of Grimsby, Town of Halton Hills, City of Markham and York Region.

Motion No: 513

Moved by: Lillian Abbott

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Council hereby support the resolutions from the Township of Archipelago, Town of Aurora, Grey County, Town of Grimsby, Town of Halton Hills, City of Markham and York Region in opposing Bill 108 More Homes, More Choice Act in its current state that will allow for an unelected, unaccountable body to make decisions on how communities can evolve and grow and that Bill 108 will affect 15 different Acts and will have negative consequences on community building and proper planning and call upon the Government of Ontario to halt the advancement of Bill 108 legislation and allow for consultation with Municipalities to ensure sound decision making for housing growth that meets local needs AND FURTHER directs staff to forward a copy of the resolution to the Minister of Municipal Affairs and to the municipalities to distribute as they see fit.

Carried.

Sincerely,

Emily Dance
Clerk

c.c All Ontario Municipalities



TOWNSHIP OF WARWICK

"A Community in Action"

6332 Nauvoo Road, R.R. #8, Watford, ON N0M 2S0

Township Office: (519) 849-3926 / 1-877-849-3926
Watford Arena: (519) 876-2808
Website: www.warwicktownship.ca

Works Department: (519) 849-3923
Fax: (519) 849-6136
E-mail: info@warwicktownship.ca

June 26, 2019

The Honourable Doug Downey, Attorney General of Ontario
Ministry of the Attorney General
720 Bay Street
11th Floor
Toronto, ON M7A 2S9

Dear Honourable Sir:

Re: Resolution Regarding Enforcement for Safety on Family Farms

Please be advised that Warwick Township Council adopted the following resolution at their regular meeting on June 17, 2019:

WHEREAS agriculture is the second largest industry in Ontario, contributing \$13.7 billion annually to Ontario's GDP and is essential for putting food on the tables of millions of people here and around the world;

AND WHEREAS in recent months there has been a steady increase in harassment of farmers and livestock transporters by activists opposed to animal agriculture and the consumption of animals;

AND WHEREAS the protests have become blatantly illegal in nature with extremist groups trespassing onto private property, unlawfully entering into buildings and removing animals without fear of prosecution and even promoting and publishing their crimes on social media;

AND WHEREAS maintaining proper biosecurity is essential to ensure the health and well-being of the animals cared for on these agricultural operations;

AND WHEREAS the recent attacks on farmers homes and businesses have resulted in no criminal charges laid, leaving farmers feeling unprotected by the Ontario legal system and afraid for the welfare of themselves, their families, their employees and the animals they care for;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Township of Warwick requests that Hon. Doug Downey work with his fellow MPP's and agricultural leaders to find a better way forward to ensure stronger enforcement of existing laws - or new legislation - to ensure the safety of Ontario's farm families, employees and animals;

AND BE IT FURTHER RESOLVED THAT this motion be circulated to Hon. Doug Downey, Ministry of the Attorney General, Hon. Doug Ford, Premier of Ontario, Hon. Sylvia Jones, Solicitor General and Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs and all Municipalities in the Province of Ontario, AMO, and ROMA.

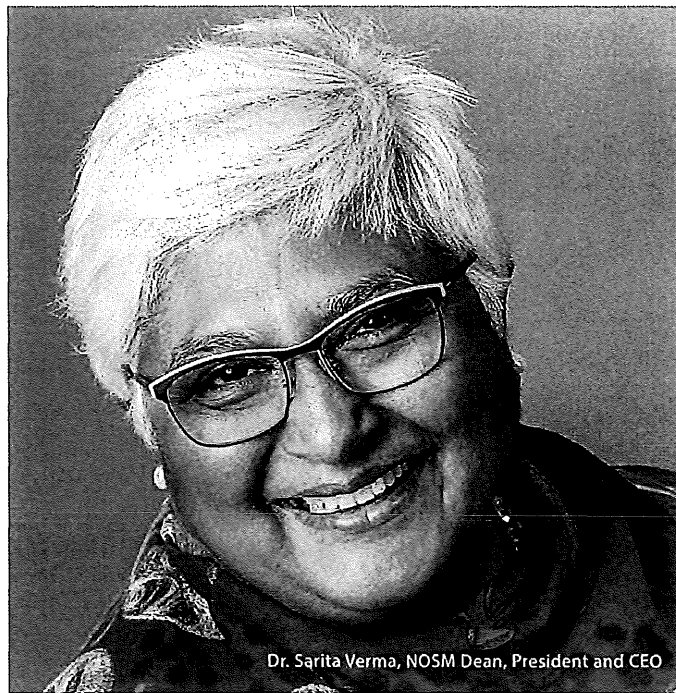
- Carried.

Yours truly,



Amanda Gubbels
Administrator/Clerk
Township of Warwick

cc: The Honourable Doug Ford, Premier of Ontario
The Honourable Sylvia Jones, Solicitor General
The Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
All Ontario Municipalities
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)



Dr. Sarita Verma, NOSM Dean, President and CEO

Please join

Dr. Sarita Verma,
NOSM Dean, President and CEO
for the first Meet and Greet in a series
at the times and locations below:

NOSM at Laurentian University

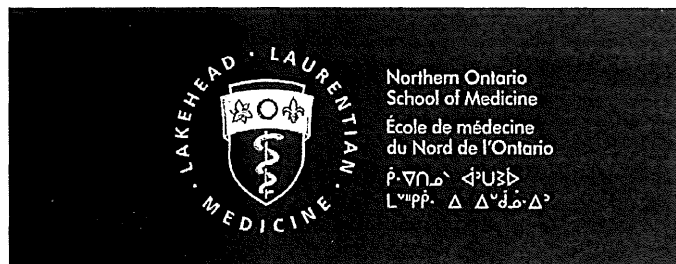
July 9, 2019
10:00 - 11:30 a.m.

HSERC 109
935 Ramsey Lake Road
Sudbury, Ontario
P3E 2C6

NOSM at Lakehead University

July 18, 2019
10:00 - 11:30 a.m.

BSC – Lobby
955 Oliver Road
Thunder Bay, Ontario
P7B 5E1



Cindy Pigeau

From: Federal Gas Tax Program <GasTax@amo.on.ca>
Sent: Thursday, June 27, 2019 3:18 PM
To: Cindy Pigeau
Subject: Federal Gas Tax funds one-time top-up Payment in 2019

Cindy Pigeau
Clerk-Treasurer
Municipality of Calvin

Dear Cindy Pigeau:

With the 2019 federal budget receiving royal assent, you should receive the one-time top-up payment -- representing the total federal Gas Tax funds that you received in 2018 -- by the 2nd week of July.

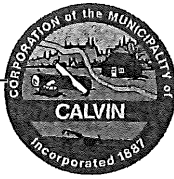
The July installment of the 2019 allocation is expected to follow shortly after the above one-time payment.

Do not hesitate to contact us should you have any questions.

Sincerely,

The Gas Tax Team
Association of Municipalities of Ontario
gastax@amo.on.ca
www.gastaxatwork.ca

Corporation of the Municipality of Calvi
General Ledger Trial Balance



Fiscal Year : 2019
 Account : 1-1-0101-100 To 1-5-1200-405
 Period : 1 To 12

| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|-----------------------------|---------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 1 | | | ASSET | | |
| CATEGORY | 101 | | | CASH ON HAND AND IN BANKS | | |
| 1-1-0101-100 | | | | CASH ON HAND | 0.00 | 0 |
| 1-1-0101-120 | | | | PETTY CASH | 250.00 | 0 |
| 1-1-0101-121 | | | | PETTY CASH REC. COMMITTEE | 0.00 | 0 |
| 1-1-0101-130 | | | | GENERAL BANK ACCOUNT | 735,116.33 | 0 |
| 1-1-0101-150 | | | | BANK/RESERVE RECREATION | 0.00 | 0 |
| 1-1-0101-151 | | | | BANK/RESERVE GENERAL | 0.00 | 0 |
| 1-1-0101-153 | | | | BANK/RESERVE FIRE AUXILIARY | 0.00 | 0 |
| 1-1-0101-154 | | | | BANK PARKLAND SAVINGS ACCC | 12,884.91 | 0 |
| 1-1-0101-155 | | | | BANK/RESERVE GAS TAX | 177,084.90 | 0 |
| 1-1-0101-160 | | | | TERM DEPOSIT | 125,298.25 | 0 |
| Category Total | | | | | 1,050,634.39 | 0 |
| CATEGORY | 102 | | | ACCOUNTS RECEIVABLE | | |
| 1-1-0102-210 | | | | ACCOUNTS RECEIVABLE-TAX SA | 0.00 | 0 |
| 1-1-0102-211 | | | | HST REFUND | 22,639.91 | 0 |
| 1-1-0102-220 | | | | ACCOUNTS RECEIVABLE-FED/PF | 4,185.29 | 0 |
| 1-1-0102-280 | | | | ACCOUNTS RECEIVABLE-SUNDR | 927.90 | 0 |
| 1-1-0102-290 | | | | PREPAID EXPENSES | 4,500.53 | 0 |
| Category Total | | | | | 32,253.63 | 0 |
| CATEGORY | 103 | | | TAXES RECEIVABLE | | |
| 1-1-0103-511 | | | | CURRENT TAXES | 97,821.52 | 0 |
| 1-1-0103-512 | | | | TAX ARREARS PREVIOUS | -4,196.43 | 0 |
| 1-1-0103-513 | | | | TAXES RECEIVABLE PRIOR | 953.92 | 0 |
| 1-1-0103-570 | | | | PENALTIES & INTEREST | 6,779.25 | 0 |
| 1-1-0103-590 | | | | DOUBTFUL ACCOUNTS | -2,000.00 | 0 |
| 1-1-0103-999 | | | | SUSPENSE ACCT | 0.00 | 0 |
| Category Total | | | | | 99,358.26 | 0 |
| CATEGORY | 104 | | | CAPITAL ASSETS | | |
| 1-1-0104-470 | | | | CAPITAL WORKS IN PROGRESS | 0.00 | 0 |
| 1-1-0104-471 | | | | LAND | 30,121.00 | 0 |
| 1-1-0104-472 | | | | BUILDINGS | 518,699.12 | 0 |
| 1-1-0104-473 | | | | VEHICLES | 948,855.13 | 0 |
| 1-1-0104-474 | | | | MACH, EQUIP & FURNITURE | 299,521.49 | 0 |
| 1-1-0104-475 | | | | ROADS | 2,308,954.05 | 0 |
| 1-1-0104-476 | | | | LAND IMPROVEMENTS | 99,916.91 | 0 |
| 1-1-0104-477 | | | | LAND-LANDFILL | 882.00 | 0 |
| 1-1-0104-478 | | | | LANDFILL CLOSURE AMOUNT | 254,030.00 | 0 |
| 1-1-0104-479 | | | | COMP.HARD & SOFTWARE | 83,693.24 | 0 |
| 1-1-0104-480 | | | | BRIDGES | 2,201,574.78 | 0 |
| Category Total | | | | | 6,746,247.72 | 0 |

Incorporation of the Municipality of Calvi
General Ledger Trial Balance



GL5030 (T)
 Date : Jun 28, 2019

Page : 2
 Time : 12:44 pm

Fiscal Year : 2019
 Account : 1-1-0101-100 To 1-5-1200-405
 Period : 1 To 12

| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|------------------------------------|----------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 1 | | | ASSET | | |
| CATEGORY | 105 | | | ACCUM. AMORTIZATION CAPITAL ASSETS | | |
| CATEGORY | 105 | | | ACCUM. AMORTIZATION CAPITAL ASSETS | | |
| I-1-0105-472 | | | | BUILDINGS ACCUM. AMORTIZATI | -250,626.48 | 0 |
| I-1-0105-473 | | | | VEHICLES ACCUM. AMORTIZATIC | -428,268.11 | 0 |
| I-1-0105-474 | | | | MACH, EQUIP & FURNITURE ACC | -166,569.48 | 0 |
| I-1-0105-475 | | | | ROADS ACCUM. AMORTIZATION | -1,910,354.92 | 0 |
| I-1-0105-476 | | | | LAND IMPROVEMENTS ACCUM. A | -35,589.85 | 0 |
| I-1-0105-477 | | | | LAND-LANDFILL ACCUM. AMORTI | -882.00 | 0 |
| I-1-0105-478 | | | | LANDFILL CLOSURE ACCUM. AMK | -254,030.00 | 0 |
| I-1-0105-479 | | | | COMP HARD & SOFTWARE ACCL | -77,361.02 | 0 |
| I-1-0105-480 | | | | BRIDGES ACCUM. AMORTIZATIOI | -436,554.38 | 0 |
| Category Total | | | | | -3,560,236.24 | 0 |
| CATEGORY | 106 | | | INVENTORY | | |
| I-1-0106-301 | | | | SALEABLE INVENTORY | 0.00 | 0 |
| I-1-0106-302 | | | | INVENTORY FOR OWN USE | 22,600.97 | 0 |
| Category Total | | | | | 22,600.97 | 0 |
| ASSET Total | | | | | 4,390,858.73 | 0 |
| CLASS | 2 | | | LIABILITIES | | |
| CATEGORY | 101 | | | LIABILITIES | | |
| 1-2-0101-134 | | | | INTERNAL FUNDS TO TRUST & R | -503.60 | 0 |
| 1-2-0101-230 | | | | PAYABLE TO GOVT | 0.00 | 0 |
| 1-2-0101-231 | | | | COLLECTED HST (payable) | -1,278.64 | 0 |
| 1-2-0101-240 | | | | DUE TO FROM ENGLISH PUBLIC | 0.00 | 0 |
| 1-2-0101-241 | | | | DUE TO FROM FRENCH PUBLIC E | 0.00 | 0 |
| 1-2-0101-242 | | | | DUE TO FROM ENGLISH SEPARA | 0.00 | 0 |
| 1-2-0101-243 | | | | DUE TO FROM FRENCH SEPARA | 0.00 | 0 |
| 1-2-0101-244 | | | | DUE TO FROM NO SUPPORT/SCH | 0.00 | 0 |
| 1-2-0101-310 | | | | TRADE ACCOUNTS PAYABLE | -17,790.50 | 0 |
| 1-2-0101-311 | | | | DEFERRED REVENUE OTHER | 0.00 | 0 |
| 1-2-0101-312 | | | | GENERAL LIABILITY CLEARING | -200.00 | 0 |
| 1-2-0101-313 | | | | Accrued Interest | -128.22 | 0 |
| 1-2-0101-320 | | | | EMPLOYEE PENSION PAYABLE | 184.08 | 0 |
| 1-2-0101-321 | | | | SICK LEAVE LIABILITY | -22,731.09 | 0 |
| 1-2-0101-322 | | | | EMPLOYEE BENEFITS PAYABLE | -10,175.68 | 0 |
| 1-2-0101-323 | | | | LANDFILL CLOSE LIABILITY | -254,030.00 | 0 |
| 1-2-0101-324 | | | | ANTOINE MOUNTAIN COMMITMEI | 0.00 | 0 |
| 1-2-0101-325 | | | | MATTAWA HOSP STAFF RECRUIT | 0.00 | 0 |
| 1-2-0101-326 | | | | FIRE SAFETY APPARATUS BA'S | 0.00 | 0 |
| 1-2-0101-327 | | | | PHOTOCOPIER LEASE | -3,574.65 | 0 |
| 1-2-0101-331 | | | | RECEIVER GENERAL DEDUCTIOI | -7,459.18 | 0 |
| 1-2-0101-332 | | | | WAGES PAYABLE LIABILITY | 0.00 | 0 |

Corporation of the Municipality of Calvi
General Ledger Trial Balance



Fiscal Year : 2019
 Account : 1-1-0101-100 To 1-5-1200-405
 Period : 1 To 12

| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|--------------------------|-----|-----|-----|-------------------------------------|----------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 2 | | | LIABILITIES | | |
| CATEGORY | 101 | | | LIABILITIES | | |
| 1-2-0101-333 | | | | ACCRUAL VACATION PAY | -31,351.07 | 0 |
| 1-2-0101-335 | | | | GARNISHEE PAYABLE | 0.00 | 0 |
| 1-2-0101-336 | | | | PREPAID TAXES | 0.00 | 0 |
| 1-2-0101-399 | | | | TILE DRAINAGE LOAN #2 (GROV | 0.00 | 0 |
| 1-2-0101-400 | | | | I/O LOAN FIRE TRUCK | -130,000.00 | 0 |
| 1-2-0101-401 | | | | BACKHOE LEASE | -28,708.56 | 0 |
| 1-2-0101-500 | | | | INTERIM TAXATION | -814,378.03 | 0 |
| 1-2-0101-700 | | | | CLEARING/PENNY SUSPENSE | 0.00 | 0 |
| 1-2-0101-999 | | | | SUSPENSE - CR ROUNDING | 0.00 | 0 |
| Category Total | | | | | -1,322,125.14 | 0 |
| CATEGORY | 104 | | | TRUST ACCOUNTS AND DEFERRED REVENUE | | |
| 1-2-0104-751 | | | | LOT AND PARKLAND LEVIES | -12,884.91 | 0 |
| 1-2-0104-752 | | | | OCIF Obligatory Reserve | -101,604.42 | 0 |
| 1-2-0104-753 | | | | CARE & MAINTENANCE TRUST F | 0.00 | 0 |
| 1-2-0104-758 | | | | CEMETERY 30 DAY COOL OFF | 0.00 | 0 |
| 1-2-0104-759 | | | | DEFERRED REVENUE | 0.00 | 0 |
| Category Total | | | | | -114,489.33 | 0 |
| LIABILITIES Total | | | | | -1,436,614.47 | 0 |
| CLASS | 3 | | | EQUITY | | |
| CATEGORY | 101 | | | EQUITY | | |
| 1-3-0101-310 | | | | RESERVES FEDERAL GAS TAX | -177,084.90 | 0 |
| 1-3-0101-311 | | | | RESERVE FOR WORKING FUNDS | -119,095.28 | 0 |
| 1-3-0101-312 | | | | RESERVE GENERAL SAVINGS AC | 0.00 | 0 |
| 1-3-0101-313 | | | | RESERVE MUSEUM | 0.00 | 0 |
| 1-3-0101-314 | | | | RESERVE FIRE DEPARTMENT | -61,987.75 | 0 |
| 1-3-0101-315 | | | | RESERVE FIRE AUXILIARY | 0.00 | 0 |
| 1-3-0101-316 | | | | RESERVE SICK LEAVE | -3,000.00 | 0 |
| 1-3-0101-317 | | | | RESERVE FIRE PUMPER | 0.00 | 0 |
| 1-3-0101-318 | | | | RESERVE N.BAY HOSPITAL | 0.00 | 0 |
| 1-3-0101-319 | | | | RESERVE MATTAWA SENIORS H | -15,424.00 | 0 |
| 1-3-0101-322 | | | | RESERVE ROAD DEPT. | -171,596.43 | 0 |
| 1-3-0101-323 | | | | RESERVES LANDFILL | -104,657.00 | 0 |
| 1-3-0101-324 | | | | RESERVES BUILDING DEPARTME | -9,000.00 | 0 |
| 1-3-0101-325 | | | | RESERVES COMM. EMERG. MEA | -3,007.00 | 0 |
| 1-3-0101-330 | | | | MUNICIPAL EQUITY RESERVE FU | -91,245.90 | 0 |
| 1-3-0101-331 | | | | RESERVES RECREATION | -5,507.86 | 0 |
| 1-3-0101-342 | | | | UNEXPENDED CAPITAL FINANCII | 0.00 | 0 |
| 1-3-0101-343 | | | | CAPITAL ASSET SURPLUS | -3,186,011.48 | 0 |
| Category Total | | | | | -3,947,617.60 | 0 |

orporation of the Municipality of Calvi
General Ledger Trial Balance



Fiscal Year : 2019
 Account : 1-1-0101-100 To 1-5-1200-405
 Period : 1 To 12

| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|--------------|-----|-----|-----|-------------------------------|----------------------|-------------------|
| FUND | 1 | | | | | |
| CLASS | 3 | | | EQUITY | | |
| CATEGORY | 102 | | | AMOUNTS TO BE RECOVERED | | |
| CATEGORY | 102 | | | AMOUNTS TO BE RECOVERED | | |
| 1-3-0102-338 | | | | 2B RECOVERED (B/S) I/O LOAN F | 130,000.00 | 0 |
| 1-3-0102-339 | | | | 2B RECOV (B/S) BACKHOE LEASI | 28,708.56 | 0 |
| 1-3-0102-340 | | | | 2B RECOV (B/S) EMPLOYEE BENI | 22,731.09 | 0 |
| 1-3-0102-341 | | | | 2B RECOV (B/S) LANDFILL CLOSL | 254,030.00 | 0 |
| 1-3-0102-400 | | | | 2B RECOV (B/S) ANTOINE MOUN | 0.00 | 0 |
| 1-3-0102-401 | | | | 2B RECOV (B/S) MATTAWA HOSP | 0.00 | 0 |
| 1-3-0102-402 | | | | 2BRECOV(B/S) FIRE DEPT BA'S | 0.00 | 0 |
| 1-3-0102-403 | | | | 2B RECOV (B/S) PHOTOCOPIER | 3,574.65 | 0 |
| | | | | Category Total | 439,044.30 | 0 |
| | | | | EQUITY Total | -3,508,573.30 | 0 |
| CLASS | 4 | | | REVENUE | | |
| CATEGORY | 101 | | | TAXATION REVENUE | | |
| 1-4-0101-110 | | | | TAXATION-GENERAL LEVY | 0.00 | -1,269,846 |
| 1-4-0101-111 | | | | SUPPLEMENTARY/OMIT | 0.00 | 0 |
| 1-4-0101-112 | | | | MUNICIPAL DRAINAGE PAYMENT | 0.00 | 0 |
| 1-4-0101-113 | | | | RAILWAY TAXATION | 0.00 | -5,239 |
| 1-4-0101-115 | | | | PAYMENTS-IN-LIEU | 0.00 | 0 |
| | | | | Category Total | 0.00 | -1,275,085 |
| CATEGORY | 103 | | | ONTARIO UNCONDITIONAL GRANTS | | |
| 1-4-0103-117 | | | | OMPF Ont Mun Funding Program | -96,950.00 | -193,400 |
| 1-4-0103-118 | | | | FIRE GRANT-ONE TIME | 0.00 | 0 |
| | | | | Category Total | -96,950.00 | -193,400 |
| CATEGORY | 104 | | | ONTARIO CONDITIONAL GRANTS | | |
| 1-4-0104-120 | | | | FIRE GRANT PROVINCIAL | -12,879.00 | -5,000 |
| 1-4-0104-121 | | | | LIVESTOCK GRANT PROVINCIAL | 0.00 | 0 |
| 1-4-0104-122 | | | | LIBRARY GRANT PROVINCIAL | 0.00 | -1,177 |
| 1-4-0104-123 | | | | OTHER PROV/FED GRANTS | -216,800.00 | -253,280 |
| 1-4-0104-124 | | | | INFRASTRUCTURE GRANTS | 0.00 | -150,000 |
| 1-4-0104-125 | | | | DRAINAGE PROVINCIAL GRANTS | 0.00 | -8,500 |
| | | | | Category Total | -229,679.00 | -417,957 |
| CATEGORY | 105 | | | POA REVENUE | | |
| 1-4-0105-126 | | | | CEMC REVENUE-OTHER MUNICII | 0.00 | 0 |
| 1-4-0105-127 | | | | PROVINCIAL OFFENCES ACT | -696.66 | -650 |
| | | | | Category Total | -696.66 | -650 |
| CATEGORY | 106 | | | USER FEES AND SERVICE CHARGES | | |
| 1-4-0106-130 | | | | CEMETERY REVENUE | -775.00 | -800 |
| 1-4-0106-131 | | | | RECREATION REVENUE | -400.00 | -1,810 |

Corporation of the Municipality of Calvi
General Ledger Trial Balance



GL5030 (T)
 Date : Jun 28, 2019

Page : 5
 Time : 12:44 pm

Fiscal Year : 2019
 Account : 1-1-0101-100 To 1-5-1200-405
 Period : 1 To 12

| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|-------------------------------|-------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 4 | | | REVENUE | | |
| CATEGORY | 106 | | | USER FEES AND SERVICE CHARGES | | |
| Category Total | | | | | -1,175.00 | -2,610 |
| CATEGORY | 107 | | | LICENCES, PERMITS, FEES | | |
| 1-4-0107-140 | | | | BUILDING DEPT. REVENUES | -2,105.00 | -4,000 |
| 1-4-0107-141 | | | | DOG LICENSES | 0.00 | 0 |
| 1-4-0107-142 | | | | LOTTERY LICENCES/FEES | 0.00 | 0 |
| 1-4-0107-143 | | | | GENERAL GOVERNMENT REVEN | -2,341.68 | -2,000 |
| 1-4-0107-144 | | | | ELECTION REVENUE | 0.00 | -200 |
| 1-4-0107-145 | | | | 911 REVENUE | 0.00 | -35 |
| 1-4-0107-146 | | | | FIRE DEPARTMENT REVENUE | -60.00 | -3,000 |
| 1-4-0107-147 | | | | FIRE DEPARTMENT AUXILIARY FI | 0.00 | 0 |
| 1-4-0107-148 | | | | FIRE DEPARTMENT AGREEMENT | -3,890.00 | -4,070 |
| 1-4-0107-149 | | | | NEVADA REVENUES | 0.00 | 0 |
| 1-4-0107-150 | | | | DO NOT USE | 0.00 | 0 |
| 1-4-0107-151 | | | | ROAD VEHICLE TRUCK CREDITS | -116.00 | -2,700 |
| 1-4-0107-152 | | | | ROAD VEHICLE GRADER CREDIT | 0.00 | 0 |
| 1-4-0107-153 | | | | ROAD VEHICLE LOADER/HOE CR | -837.00 | -6,255 |
| 1-4-0107-154 | | | | ROAD VEHICLE STEAMER CREDI | 0.00 | 0 |
| 1-4-0107-155 | | | | AGGREGATES REVENUE | 0.00 | -1,459 |
| 1-4-0107-156 | | | | ROAD NON MACH REVENUE | -100.00 | 0 |
| 1-4-0107-160 | | | | LANDFILL REVENUE | -4,882.50 | -11,000 |
| 1-4-0107-161 | | | | BLUE BOX RECYCLING REVENUE | -2,422.35 | -9,000 |
| 1-4-0107-162 | | | | INDUSTRIAL WASTE REVENUE | 0.00 | 0 |
| 1-4-0107-170 | | | | RECREATION COMMITTEE REVEI | 0.00 | 0 |
| 1-4-0107-171 | | | | LOT AND PARKLAND REVENUE | 0.00 | 0 |
| 1-4-0107-172 | | | | TAX CERT., MAPS AND COPIES | -464.50 | -500 |
| 1-4-0107-175 | | | | PLANNING/ZONING FEES | 0.00 | -1,570 |
| Category Total | | | | | -17,219.03 | -45,789 |
| CATEGORY | 108 | | | PENALTIES AND INTEREST | | |
| 1-4-0108-180 | | | | PENALTIES AND INTEREST | -6,760.63 | -14,900 |
| Category Total | | | | | -6,760.63 | -14,900 |
| CATEGORY | 109 | | | OTHER REVENUE | | |
| 1-4-0109-184 | | | | HST COLLECTED | 0.00 | 0 |
| 1-4-0109-185 | | | | INVESTMENT INCOME | -5,249.56 | -7,000 |
| 1-4-0109-186 | | | | CONTRA PROCEEDS OF DISPOS | 0.00 | 0 |
| 1-4-0109-187 | | | | GAIN/LOSS ON DISPOSALS TCA | 0.00 | 0 |
| Category Total | | | | | -5,249.56 | -7,000 |
| CATEGORY | 110 | | | OTHER | | |
| 1-4-0110-190 | | | | TILE DRAINAGE PAYMENTS | 0.00 | 0 |
| 1-4-0110-191 | | | | BANK LOAN PROCEEDS | 0.00 | -162,126 |

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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|----------------|-----|-----|-----|-------------------------------------|-------------|-----------------|
| UND | 1 | | | | | |
| CLASS | 4 | | | REVENUE | | |
| CATEGORY | 110 | | | OTHER | | |
| 1-4-0110-192 | | | | TRANSFERS FROM RESERVES R | 0.00 | -121,000 |
| 1-4-0110-193 | | | | TRANSFERS FROM RESERVES | 0.00 | -14,533 |
| 1-4-0110-194 | | | | TRANSFERS FROM RESERVES F | 0.00 | 0 |
| 1-4-0110-195 | | | | TRANSFERS FROM RESERVES L | 0.00 | -2,000 |
| 1-4-0110-196 | | | | TRANSFERS FROM RESERVES N | 0.00 | 0 |
| 1-4-0110-197 | | | | TRANSFERS FROM RESERVES M | 0.00 | 0 |
| 1-4-0110-198 | | | | TRANSFERS FROM RESERVES G | 0.00 | -207,413 |
| 1-4-0110-199 | | | | SURPLUS FROM PREVIOUS YEAI | 0.00 | -91,245 |
| 1-4-0110-203 | | | | TRANSF. FROM WORKING FUND | 0.00 | -21,000 |
| 1-4-0110-204 | | | | TRANSFER FROM UNEXPENDED | 0.00 | 0 |
| Category Total | | | | | 0.00 | -619,317 |
| CATEGORY | 111 | | | TRANSFER AND TAXATION SCHOOL BOARDS | | |
| 1-4-0111-650 | | | | TAXATION ENGLISH PUBLIC | 0.00 | 0 |
| 1-4-0111-651 | | | | TAXATION FRENCH PUBLIC | 0.00 | 0 |
| 1-4-0111-652 | | | | TAXATION ENGLISH SEPARATE | 0.00 | 0 |
| 1-4-0111-653 | | | | TAXATION FRENCH SEPARATE | 0.00 | 0 |
| 1-4-0111-654 | | | | TAXATION NO SUPPORT | 0.00 | 0 |
| 1-4-0111-655 | | | | TRANSFER TO ENGLISH PUBLIC | 116,454.74 | 0 |
| 1-4-0111-656 | | | | TRANSFER TO FRENCH PUBLIC I | 9,785.16 | 0 |
| 1-4-0111-657 | | | | TRANSFER TO ENGLISH SEPARA | 30,135.38 | 0 |
| 1-4-0111-658 | | | | TRANSFER TO FRENCH SEPARA' | 30,503.92 | 0 |
| Category Total | | | | | 186,879.20 | 0 |
| REVENUE Total | | | | | -170,850.68 | -2,576,708 |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 100 | | | COUNCIL | | |
| 1-5-0100-100 | | | | SALARIES AND BENEFITS-COUNI | 17,683.35 | 36,850 |
| 1-5-0100-102 | | | | VEHICLE EXPENSES | 0.00 | 200 |
| 1-5-0100-104 | | | | WSIB & EHT - COUNCIL | 336.41 | 525 |
| 1-5-0100-106 | | | | INTEGRITY COMMISSIONER | 0.00 | 5,000 |
| Category Total | | | | | 18,019.76 | 42,575 |
| CATEGORY | 101 | | | ADMINISTRATION | | |
| 1-5-0101-100 | | | | SALARIES AND BENEFITS - ADMIN | 70,416.82 | 130,922 |
| 1-5-0101-101 | | | | MATERIALS AND SUPPLIES - ADMIN | 1,414.24 | 5,000 |
| 1-5-0101-102 | | | | VEHICLE EXPENSE - ADMIN | 232.92 | 1,300 |
| 1-5-0101-103 | | | | TELEPHONE, FAX, CELL PHONE | 1,092.82 | 3,100 |
| 1-5-0101-104 | | | | WSIB & EHT - ADMIN | 3,980.29 | 7,095 |
| 1-5-0101-105 | | | | SEMINARS, WORKSHOPS- ADMIN | 366.34 | 3,000 |
| 1-5-0101-106 | | | | MISCELLANEOUS & MEMBERSHI | 2,272.33 | 2,100 |
| 1-5-0101-110 | | | | SERVICES | 0.00 | 0 |

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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|------------------------------|-------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 101 | | | ADMINISTRATION | | |
| 1-5-0101-113 | | | | CPP & UIC - ADMIN | 5,223.70 | 8,445 |
| 1-5-0101-114 | | | | GROUP INSURANCE/GENERAL D | 4,700.79 | 8,250 |
| 1-5-0101-115 | | | | COMPUTER EXPENSES | 12,338.84 | 17,500 |
| 1-5-0101-116 | | | | AUDITOR | 12,212.83 | 15,000 |
| 1-5-0101-117 | | | | COPIER EXPENSES | 932.73 | 2,000 |
| 1-5-0101-118 | | | | OFFICE REPAIRS | 0.00 | 250 |
| 1-5-0101-119 | | | | DONATIONS | 0.00 | 500 |
| 1-5-0101-120 | | | | LAWYER FEES | 186.63 | 4,000 |
| 1-5-0101-121 | | | | ELECTIONS | 0.00 | 0 |
| 1-5-0101-122 | | | | ELECTION REFUNDS | 0.00 | 0 |
| 1-5-0101-123 | | | | BANK SERVICE CHG, INTEREST | 694.41 | 1,900 |
| 1-5-0101-125 | | | | TAX REGISTRATION | 1,264.98 | 5,000 |
| 1-5-0101-126 | | | | TAXATION WRITE OFF'S | 0.00 | 3,000 |
| 1-5-0101-128 | | | | PAYROLL CLEARING ACCOUNT | 0.00 | 0 |
| 1-5-0101-129 | | | | INTERIM PAYROLL ACCOUNT | 0.00 | 0 |
| 1-5-0101-130 | | | | EDUCATION TAX/LANDFILL | 0.00 | 0 |
| 1-5-0101-131 | | | | TRANSFER FUNDS | 0.00 | 0 |
| 1-5-0101-132 | | | | CAPITAL EXPENDITURES - ADMIN | 0.00 | 21,000 |
| 1-5-0101-133 | | | | TRANSFER TO RESERVES-workin | 0.00 | 0 |
| 1-5-0101-152 | | | | EMPLOYER HEALTH TAX - ADMIN | 0.00 | 0 |
| 1-5-0101-169 | | | | INSURANCE-ADMIN | 8,651.75 | 8,652 |
| 1-5-0101-171 | | | | POSTAGE | 1,088.19 | 2,800 |
| 1-5-0101-172 | | | | TRANSFER TO RESERVES-GAS T | 0.00 | 0 |
| 1-5-0101-174 | | | | HEALTH AND SAFETY | 657.89 | 2,000 |
| 1-5-0101-187 | | | | EMPLOYEE PENSION EXPENSE (| 6,354.13 | 11,500 |
| 1-5-0101-188 | | | | FCM-MAMP PROJECT | 33,743.64 | 55,100 |
| 1-5-0101-189 | | | | INTEREST PHOTOCOPIER LEASE | 0.00 | 0 |
| 1-5-0101-250 | | | | GENERAL GOVT AMORTIZATION | 0.00 | 0 |
| 1-5-0101-251 | | | | GEN GOVT CONTRA CAPITAL | 0.00 | 0 |
| 1-5-0101-700 | | | | PENNY ROUNDING | 0.02 | 0 |
| Category Total | | | | | 167,826.29 | 319,414 |

| | | | | | | |
|--------------|-----|--|--|------------------------------|-----------|--------|
| CATEGORY | 200 | | | FIRE PROTECTION | | |
| 1-5-0200-100 | | | | SALARIES AND BENEFITS - FIRE | 20,449.61 | 44,250 |
| 1-5-0200-101 | | | | MATERIALS & SUPPLIES-FIRE | 2,936.30 | 10,000 |
| 1-5-0200-102 | | | | VEHICLE EXPENSE - FIRE | 6,018.88 | 13,500 |
| 1-5-0200-104 | | | | WSIB & EHT - FIRE | 3,383.68 | 3,900 |
| 1-5-0200-106 | | | | MISCELLANEOUS-FIRE | 299.23 | 3,700 |
| 1-5-0200-107 | | | | HYDRO - FIRE | 578.16 | 1,800 |
| 1-5-0200-108 | | | | HEATING FUEL - FIRE | 3,463.86 | 3,500 |
| 1-5-0200-109 | | | | EQUIPMENT CHARGES - FIRE | 0.00 | 200 |
| 1-5-0200-110 | | | | SERVICES - FIRE | 0.00 | 0 |
| 1-5-0200-113 | | | | CPP & UIC - FIRE | 460.50 | 1,000 |

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|----------------|-----|-----|-----|-------------------------------|------------------|-----------------|
| UND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 200 | | | FIRE PROTECTION | | |
| 1-5-0200-114 | | | | GROUP INSURANCE-FIRE | 0.00 | 0 |
| 1-5-0200-132 | | | | CAPITAL EXPENDITURES - FIRE | 6,663.55 | 27,700 |
| 1-5-0200-133 | | | | TRANSFER TO RESERVES - FIRE | 0.00 | 22,364 |
| 1-5-0200-134 | | | | MEMBERSHIPS - FIRE | 509.49 | 720 |
| 1-5-0200-135 | | | | BUILDING MAINTENANCE - FIRE | 939.93 | 1,600 |
| 1-5-0200-136 | | | | BREATHING AIR & OXYGEN | 2,608.40 | 3,000 |
| 1-5-0200-137 | | | | COMMUNICATIONS - FIRE | 1,421.18 | 4,500 |
| 1-5-0200-138 | | | | TRAINING - FIRE | 2,140.63 | 5,000 |
| 1-5-0200-139 | | | | FIRE PREVENTION | 0.00 | 300 |
| 1-5-0200-140 | | | | PAYMENTS TO OTHER FIRE DEP' | 0.00 | 0 |
| 1-5-0200-142 | | | | FOREST FIRE EXPENSE | 647.22 | 650 |
| 1-5-0200-152 | | | | EMPLOYER HEALTH TAX - FIRE | 0.00 | 0 |
| 1-5-0200-169 | | | | INSURANCE-FIRE | 6,139.95 | 6,140 |
| 1-5-0200-185 | | | | TRANSFER TO CAP FUND BALAN | 0.00 | 0 |
| 1-5-0200-187 | | | | FIRE PENSION EXPENSE | 0.00 | 0 |
| 1-5-0200-250 | | | | FIRE AMORTIZATION | 0.00 | 0 |
| 1-5-0200-251 | | | | FIRE CONTRA CAPITAL | 0.00 | 0 |
| 1-5-0200-402 | | | | FIRE TRUCK LOAN PAYMENT | 10,000.00 | 20,000 |
| 1-5-0200-404 | | | | FIRE TRUCK LOAN INTEREST | 1,555.73 | 3,000 |
| Category Total | | | | | 70,216.30 | 176,824 |
| CATEGORY | 210 | | | COMMUNITY EMERGENCY MEASURES | | |
| 1-5-0210-100 | | | | SALARIES & BENEFITS - CEMC | 62.40 | 2,000 |
| 1-5-0210-101 | | | | MATERIALS & SUPPLIES - CEMC | 0.00 | 1,500 |
| 1-5-0210-104 | | | | WSIB & EHT- CEMC | 3.39 | 75 |
| 1-5-0210-110 | | | | SERVICES - CEMC | 0.00 | 0 |
| 1-5-0210-113 | | | | CPP & UIC - CEMC | 1.41 | 112 |
| 1-5-0210-133 | | | | TRANSFERS TO RESERVES - CEI | 0.00 | 0 |
| 1-5-0210-138 | | | | CEMC TRAINING | 0.00 | 2,000 |
| Category Total | | | | | 67.20 | 5,687 |
| CATEGORY | 220 | | | NEVADA TICKETS | | |
| 1-5-0220-100 | | | | NEVADA TICKETS | 0.00 | 0 |
| 1-5-0220-170 | | | | TRANSFER NEVADAS | 0.00 | 0 |
| Category Total | | | | | 0.00 | 0 |
| CATEGORY | 300 | | | ROADS | | |
| 1-5-0300-100 | | | | SALARIES AND BENEFITS - ROAD | 19,193.73 | 125,200 |
| 1-5-0300-101 | | | | MATERIALS AND SUPPLIES - ROAD | 0.00 | 0 |
| 1-5-0300-102 | | | | VEHICLE EXPENSE - ROADS | 4,569.00 | 11,500 |
| 1-5-0300-103 | | | | TELEPHONE, CELL PHONE - ROAD | 625.99 | 1,700 |
| 1-5-0300-104 | | | | WSIB & EHT- ROADS | 1,108.26 | 6,800 |
| 1-5-0300-105 | | | | SEMINARS, WORKSHOPS, MEME | 299.34 | 2,000 |

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|-----------------------|-----|-----|-----|-------------------------------|------------------|------------------|
| FUND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 300 | | | ROADS | | |
| 1-5-0300-106 | | | | MISCELLANEOUS - ROADS | 0.00 | 0 |
| 1-5-0300-107 | | | | HYDRO - ROADS | 851.10 | 1,800 |
| 1-5-0300-108 | | | | HEATING FUEL - ROADS | 6,413.42 | 8,500 |
| 1-5-0300-110 | | | | SERVICES - ROADS | 0.00 | 0 |
| 1-5-0300-113 | | | | CPP & UIC - ROADS | 1,455.97 | 8,200 |
| 1-5-0300-114 | | | | GROUP INSURANCE-ROADS | 5,151.48 | 10,800 |
| 1-5-0300-120 | | | | LAWYER FEES - ROADS | 0.00 | 5,000 |
| 1-5-0300-132 | | | | CAPITAL EXPENDITURES - ROAD | 74.08 | 740,539 |
| 1-5-0300-133 | | | | TRANSFER TO RESERVES - ROA | 0.00 | 34,500 |
| 1-5-0300-135 | | | | BUILDING MAINTENANCE-ROADS | 268.49 | 2,000 |
| 1-5-0300-149 | | | | SMALL TOOLS - ROADS | 1,133.47 | 1,200 |
| 1-5-0300-150 | | | | OFFICE AND SHOP EXPENSE - R | 1,684.23 | 10,000 |
| 1-5-0300-151 | | | | LOAN INTEREST - ROADS | 0.00 | 0 |
| 1-5-0300-152 | | | | EMPLOYER HEALTH TAX - ROAD | 0.00 | 0 |
| 1-5-0300-166 | | | | VAC. PAY/SICK LEAVE - ROADS | 0.00 | 0 |
| 1-5-0300-169 | | | | INSURANCE-ROADS | 9,014.56 | 9,015 |
| 1-5-0300-173 | | | | BUILDING CAN FUND -PROJECT I | 0.00 | 0 |
| 1-5-0300-182 | | | | WATER SYSTEM 39% | 978.31 | 2,600 |
| 1-5-0300-184 | | | | TO UNEXPENDED CAPITAL | 0.00 | 0 |
| 1-5-0300-187 | | | | ROADS PENSION EXPENSE | 0.00 | 0 |
| 1-5-0300-250 | | | | GENERAL ROADS AMORTIZATIO | 0.00 | 0 |
| 1-5-0300-251 | | | | ROADS CONTRA CAPITAL | 0.00 | 0 |
| 1-5-0300-402 | | | | BACKHOE LEASE ADMIN FEE | 0.00 | 0 |
| 1-5-0300-404 | | | | LOAN PAYMENT BACKHOE | 19,139.04 | 37,710 |
| Category Total | | | | | 71,960.47 | 1,019,064 |
| CATEGORY | 310 | | | HARDTOP MAINTENENCE | | |
| 1-5-0310-100 | | | | SALARIES AND BENEFITS - HARC | 1,602.20 | 0 |
| 1-5-0310-101 | | | | MATERIALS AND SUPPLIES - HAF | 3,299.48 | 3,500 |
| 1-5-0310-104 | | | | WSIB & EHT - HARDTOP MAINTEI | 86.84 | 0 |
| 1-5-0310-106 | | | | MISCELLANEOUS - HARDTOP | 0.00 | 0 |
| 1-5-0310-109 | | | | EQUIPMENT CHARGES - HARDTC | 0.00 | 0 |
| 1-5-0310-110 | | | | SERVICES - HARDTOP | 0.00 | 0 |
| 1-5-0310-113 | | | | CPP & UIC - HARDTOP MAINTEN/ | 111.96 | 0 |
| 1-5-0310-250 | | | | ROADS AMORTIZATION | 0.00 | 0 |
| Category Total | | | | | 5,100.48 | 3,500 |
| CATEGORY | 311 | | | DITCHING | | |
| 1-5-0311-100 | | | | SALARIES AND BENEFITS - DITCI | 16.11 | 0 |
| 1-5-0311-101 | | | | MATERIALS AND SUPPLIES - DITC | 0.00 | 500 |
| 1-5-0311-104 | | | | WSIB & EHT - DITCHING | 0.87 | 0 |
| 1-5-0311-106 | | | | MISCELLANEOUS - DITCHING | 0.00 | 0 |
| 1-5-0311-109 | | | | EQUIPMENT CHARGES - DITCHIN | 0.00 | 0 |

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|-----------------------|-----|-----|-----|-------------------------------|-----------------|-----------------|
| UND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 311 | | | DITCHING | | |
| 1-5-0311-110 | | | | SERVICES - DITCHING | 0.00 | 15,000 |
| 1-5-0311-113 | | | | CPP & UIC - DITCHING | 1.16 | 0 |
| Category Total | | | | | 18.14 | 15,500 |
| CATEGORY | 312 | | | GRAVEL PATCHING | | |
| 1-5-0312-100 | | | | SALARIES AND BENEFITS - GRAV | 776.40 | 0 |
| 1-5-0312-101 | | | | MATERIALS AND SUPPLIES - GRAV | 2,181.27 | 12,000 |
| 1-5-0312-104 | | | | WSIB & EHT - GRAVEL PATCHING | 42.11 | 0 |
| 1-5-0312-106 | | | | MISCELLANEOUS - GRAVEL PATC | 0.00 | 0 |
| 1-5-0312-109 | | | | EQUIPMENT CHARGES - GRAVEL | 0.00 | 0 |
| 1-5-0312-110 | | | | SERVICES - GRAVEL PATCHING | 0.00 | 0 |
| 1-5-0312-113 | | | | CPP & UIC - GRAVEL PATCHING | 55.51 | 0 |
| 1-5-0312-250 | | | | UNPAVED ROADS AMORTIZATION | 0.00 | 0 |
| Category Total | | | | | 3,055.29 | 12,000 |
| CATEGORY | 313 | | | GRADING | | |
| 1-5-0313-100 | | | | SALARIES AND BENEFITS - GRAI | 4,620.28 | 0 |
| 1-5-0313-101 | | | | MATERIALS AND SUPPLIES - GRAV | 0.00 | 0 |
| 1-5-0313-104 | | | | WSIB & EHT - GRADING | 250.43 | 0 |
| 1-5-0313-106 | | | | MISCELLANEOUS - GRADING | 0.00 | 0 |
| 1-5-0313-109 | | | | EQUIPMENT CHARGES - GRADIN | 0.00 | 0 |
| 1-5-0313-110 | | | | SERVICES - GRADING | 0.00 | 0 |
| 1-5-0313-113 | | | | CPP & UIC - GRADING | 328.91 | 0 |
| Category Total | | | | | 5,199.62 | 0 |
| CATEGORY | 314 | | | DUST LAYER/CALCIUM | | |
| 1-5-0314-100 | | | | SALARIES AND BENEFITS - DUST | 0.00 | 0 |
| 1-5-0314-101 | | | | MATERIALS AND SUPPLIES - DUS | 0.00 | 19,500 |
| 1-5-0314-104 | | | | WSIB & EHT - DUST LAYER/CALC | 0.00 | 0 |
| 1-5-0314-106 | | | | MISCELLANEOUS - DUST LAYER | 0.00 | 0 |
| 1-5-0314-109 | | | | EQUIPMENT CHARGES - DUST L | 0.00 | 0 |
| 1-5-0314-110 | | | | SERVICES - DUST LAYER | 0.00 | 0 |
| 1-5-0314-113 | | | | CPP & UIC - DUST LAYER/CALCIL | 0.00 | 0 |
| Category Total | | | | | 0.00 | 19,500 |
| CATEGORY | 315 | | | GRAVEL RESURFACING | | |
| 1-5-0315-100 | | | | SALARIES AND BENEFITS - GRAV | 0.00 | 0 |
| 1-5-0315-101 | | | | MATERIALS AND SUPPLIES - GRAV | 0.00 | 30,000 |
| 1-5-0315-104 | | | | WSIB & EHT - GRAVEL RESURFAI | 0.00 | 0 |
| 1-5-0315-106 | | | | MISCELLANEOUS - GRAVEL RESI | 0.00 | 0 |
| 1-5-0315-109 | | | | EQUIPMENT CHARGES - GRAVEL | 0.00 | 0 |
| 1-5-0315-110 | | | | SERVICES - GRAVEL RESURF. | 0.00 | 0 |
| 1-5-0315-113 | | | | CPP & UIC - GRAVEL RESURFACI | 0.00 | 0 |

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|-----------------------|-----|-----|-----|-------------------------------|------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 315 | | | GRAVEL RESURFACING | | |
| Category Total | | | | | 0.00 | 30,000 |
| CATEGORY | 316 | | | SAFETY DEVICES | | |
| 1-5-0316-100 | | | | SALARIES AND BENEFITS - SAFE | 0.00 | 0 |
| 1-5-0316-101 | | | | MATERIALS AND SUPPLIES - SAF | 0.00 | 1,600 |
| 1-5-0316-104 | | | | WSIB & EHT - SAFETY DEVICES | 0.00 | 0 |
| 1-5-0316-106 | | | | MISCELLANEOUS - SAFETY DEVI | 0.00 | 0 |
| 1-5-0316-109 | | | | EQUIPMENT CHARGES - SAFETY | 0.00 | 0 |
| 1-5-0316-110 | | | | SERVICES - SAFETY DEVICES | 1,488.00 | 3,500 |
| 1-5-0316-113 | | | | CPP & UIC - SAFETY DEVICES | 0.00 | 0 |
| Category Total | | | | | 1,488.00 | 5,100 |
| CATEGORY | 317 | | | BRIDGES & CULVERTS | | |
| 1-5-0317-100 | | | | SALARIES AND BENEFITS - BRID | 253.12 | 0 |
| 1-5-0317-101 | | | | MATERIALS AND SUPPLIES - BRII | 0.00 | 8,000 |
| 1-5-0317-104 | | | | WSIB & EHT - BRIDGES & CULVEI | 13.72 | 0 |
| 1-5-0317-106 | | | | MISCELLANEOUS - BRIDG/CULV | 0.00 | 0 |
| 1-5-0317-109 | | | | EQUIPMENT CHARGES - BRIDG/C | 0.00 | 0 |
| 1-5-0317-110 | | | | SERVICES - BRIDG/CULV | 0.00 | 1,000 |
| 1-5-0317-113 | | | | CPP & UIC - BRIDGES & CULVER | 18.14 | 0 |
| 1-5-0317-250 | | | | ROAD STRUCTURES AMORTIZAT | 0.00 | 0 |
| Category Total | | | | | 284.98 | 9,000 |
| CATEGORY | 318 | | | ROADSIDE MAINTENANCE | | |
| 1-5-0318-100 | | | | SALARIES AND BENEFITS - RDSII | 1,081.21 | 0 |
| 1-5-0318-101 | | | | REPAIRS & MAINT. | 0.00 | 0 |
| 1-5-0318-104 | | | | WSIB & EHT - ROADSIDE MAINT | 58.60 | 0 |
| 1-5-0318-106 | | | | MATERIALS & SUPPLIES - RDSIDI | 0.00 | 10,000 |
| 1-5-0318-109 | | | | EQUIPMENT CHARGES - RDSIDE | 0.00 | 0 |
| 1-5-0318-110 | | | | SERVICES - RDSIDE MAIN. | 0.00 | 2,600 |
| 1-5-0318-113 | | | | CPP & UIC - ROADSIDE MAINTEN | 76.16 | 0 |
| Category Total | | | | | 1,215.97 | 12,600 |
| CATEGORY | 319 | | | SNOWPLOWING | | |
| 1-5-0319-100 | | | | SALARIES AND BENEFITS - SNOV | 11,312.23 | 0 |
| 1-5-0319-101 | | | | MATERIALS ANS SUPPLIES - SNC | 0.00 | 0 |
| 1-5-0319-104 | | | | WSIB & EHT - SNOWPLOWING | 669.60 | 0 |
| 1-5-0319-106 | | | | MISCELLANEOUS - SNOWPLOW | 0.00 | 0 |
| 1-5-0319-109 | | | | EQUIPMENT CHARGES - SNOWP | 0.00 | 0 |
| 1-5-0319-110 | | | | SERVICES - SNOWPLOW | 0.00 | 0 |
| 1-5-0319-113 | | | | CPP & UIC - SNOWPLOWING | 874.57 | 0 |
| Category Total | | | | | 12,856.40 | 0 |

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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|-------------------------------|------------------|-----------------|
| UND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 320 | | | SANDING | | |
| CATEGORY | 320 | | | SANDING | | |
| 1-5-0320-100 | | | | SALARIES AND BENEFITS - SANC | 10,819.24 | 0 |
| 1-5-0320-101 | | | | MATERIALS AND SUPPLIES - SAN | 6,254.05 | 32,000 |
| 1-5-0320-104 | | | | WSIB & EHT - SANDING | 635.76 | 0 |
| 1-5-0320-106 | | | | MISCELLANEOUS - SANDING | 0.00 | 0 |
| 1-5-0320-109 | | | | EQUIPMENT CHARGES - SANDIN | 0.00 | 0 |
| 1-5-0320-110 | | | | SERVICES - SANDING | 0.00 | 0 |
| 1-5-0320-113 | | | | CPP & UIC - SANDING | 827.43 | 0 |
| 1-5-0320-250 | | | | WINTER CONTROL AMORTIZATIC | 0.00 | 0 |
| Category Total | | | | | 18,536.48 | 32,000 |
| CATEGORY | 321 | | | ICE BLADING | | |
| 1-5-0321-100 | | | | SALARIES AND BENEFITS - ICE B | 3,310.46 | 0 |
| 1-5-0321-101 | | | | MATERIALS AND SUPPLIES - ICE | 0.00 | 0 |
| 1-5-0321-104 | | | | WSIB & EHT - ICE BLADING | 179.43 | 0 |
| 1-5-0321-106 | | | | MISCELLANEOUS - ICE BLADING | 0.00 | 0 |
| 1-5-0321-109 | | | | EQUIPMENT CHARGES - ICE BLA | 0.00 | 0 |
| 1-5-0321-110 | | | | SERVICES - ICE BLADING | 0.00 | 0 |
| 1-5-0321-113 | | | | CPP & UIC - ICE BLADING | 237.20 | 0 |
| Category Total | | | | | 3,727.09 | 0 |
| CATEGORY | 322 | | | THAW CULVERTS | | |
| 1-5-0322-100 | | | | SALARIES AND BENEFITS - THAV | 865.23 | 0 |
| 1-5-0322-101 | | | | MATERIALS AND SUPPLIES - THA | 0.00 | 0 |
| 1-5-0322-104 | | | | WSIB & EHT - THAW CULVERTS | 46.89 | 0 |
| 1-5-0322-106 | | | | MISCELLANEOUS - THAW CULVE | 0.00 | 0 |
| 1-5-0322-109 | | | | EQUIPMENT CHARGES - THAW C | 0.00 | 0 |
| 1-5-0322-110 | | | | SERVICES - THAW CULVERTS | 0.00 | 0 |
| 1-5-0322-113 | | | | CPP & UIC - THAW CULVERTS | 61.41 | 0 |
| Category Total | | | | | 973.53 | 0 |
| CATEGORY | 323 | | | STAND BY WAGES | | |
| 1-5-0323-100 | | | | SALARIES AND BENEFITS - STAN | 1,954.53 | 3,500 |
| 1-5-0323-104 | | | | WSIB & EHT - STAND BY WAGES | 106.40 | 0 |
| 1-5-0323-113 | | | | CPP & UIC - STAND BY WAGES | 133.55 | 0 |
| Category Total | | | | | 2,194.48 | 3,500 |
| CATEGORY | 324 | | | MAIN ROAD EXPENDITURES | | |
| 1-5-0324-100 | | | | SALARIES AND BENEFITS - MAIN | 0.00 | 0 |
| 1-5-0324-101 | | | | MATERIALS AND SUPPLIES - MAI | 0.00 | 0 |
| 1-5-0324-104 | | | | WSIB & EHT - MAIN ROAD EXPEN | 0.00 | 0 |
| 1-5-0324-106 | | | | MISCELLANEOUS - MAIN ROAD | 0.00 | 0 |
| 1-5-0324-109 | | | | EQUIPMENT CHARGES - MAIN RC | 0.00 | 0 |

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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|------------------------------|------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 324 | | | MAIN ROAD EXPENDITURES | | |
| 1-5-0324-110 | | | | SERVICES - MAIN ROAD | 0.00 | 0 |
| 1-5-0324-113 | | | | CPP & UIC - MAIN ROAD EXPEND | 0.00 | 0 |
| Category Total | | | | | 0.00 | 0 |
| CATEGORY | 325 | | | TRUCK EXPENDITURES | | |
| 1-5-0325-100 | | | | SALARIES AND BENEFITS - TRUC | 2,214.50 | 0 |
| 1-5-0325-101 | | | | REPAIRS AND MAINTENANCE-TR | 2,751.81 | 20,000 |
| 1-5-0325-104 | | | | WSIB & EHT - TRUCK EXPENDITL | 120.00 | 0 |
| 1-5-0325-106 | | | | FUEL & OIL - TRUCK EXPEND. | 12,677.32 | 25,000 |
| 1-5-0325-109 | | | | EQUIPMENT CHARGES - TRUCK I | 0.00 | 0 |
| 1-5-0325-110 | | | | SERVICES - TRUCK EXPEND. | 0.00 | 0 |
| 1-5-0325-113 | | | | CPP & UIC - TRUCK EXPENDITUR | 157.52 | 0 |
| Category Total | | | | | 17,921.15 | 45,000 |
| CATEGORY | 326 | | | GRADER EXPENDITURES | | |
| 1-5-0326-100 | | | | SALARIES AND BENEFITS - GRAI | 1,693.48 | 0 |
| 1-5-0326-101 | | | | REPAIRS AND MAINTENANCE-GR | 4,143.10 | 4,000 |
| 1-5-0326-104 | | | | WSIB & EHT - GRADER EXPENDI | 91.80 | 0 |
| 1-5-0326-106 | | | | FUEL & OIL - GRADER EXPEND. | 3,508.69 | 10,000 |
| 1-5-0326-109 | | | | EQUIPMENT CHARGES - GRADEF | 0.00 | 0 |
| 1-5-0326-110 | | | | SERVICES - GRADER EXPEND. | 0.00 | 0 |
| 1-5-0326-113 | | | | CPP & UIC - GRADER EXPENDITL | 120.39 | 0 |
| Category Total | | | | | 9,557.46 | 14,000 |
| CATEGORY | 327 | | | LOADER/HOE EXPENDITURES | | |
| 1-5-0327-100 | | | | SALARIES AND BENEFITS - LOAC | 407.48 | 0 |
| 1-5-0327-101 | | | | REPAIRS AND MAINTENANCE-LO | 3,005.26 | 2,000 |
| 1-5-0327-104 | | | | WSIB & EHT - LOADER/HOE EXPE | 22.08 | 0 |
| 1-5-0327-106 | | | | FUEL & OIL - LOADER/HOE EXP. | 2,420.03 | 5,500 |
| 1-5-0327-109 | | | | EQUIPMENT CHARGES - LOADEF | 0.00 | 0 |
| 1-5-0327-110 | | | | SERVICES - LOADER/HOE EXP. | 0.00 | 0 |
| 1-5-0327-113 | | | | CPP & UIC - LOADER/HOE EXPEN | 28.95 | 0 |
| Category Total | | | | | 5,883.80 | 7,500 |
| CATEGORY | 328 | | | STEAMER EXPENDITURES | | |
| 1-5-0328-100 | | | | SALARIES AND BENEFITS - STEA | 0.00 | 0 |
| 1-5-0328-101 | | | | REPAIRS AND MAINTENANCE-ST | 0.00 | 0 |
| 1-5-0328-104 | | | | WSIB & EHT - STEAMER EXPEND | 0.00 | 0 |
| 1-5-0328-106 | | | | FUEL & OIL - STEAMER EXP. | 90.06 | 500 |
| 1-5-0328-109 | | | | EQUIPMENT CHARGES - STEAME | 0.00 | 0 |
| 1-5-0328-110 | | | | SERVICES - STEAMER EXP. | 0.00 | 0 |
| 1-5-0328-113 | | | | CPP & UIC - STEAMER EXPENDIT | 0.00 | 0 |

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|----------------|-----|-----|-----|--------------------------------|-----------|-----------------|
| UND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 328 | | | STEAMER EXPENDITURES | | |
| Category Total | | | | | 90.06 | 500 |
| CATEGORY | 329 | | | PROJECTS AND ROAD IMPROVEMENTS | | |
| -5-0329-100 | | | | SALARIES AND BENEFITS - ROAL | 0.00 | 0 |
| -5-0329-101 | | | | MATERIALS & SUPPLIES - ROAD | 0.00 | 0 |
| -5-0329-104 | | | | WSIB & EHT - PROJECTS & ROAL | 0.00 | 0 |
| -5-0329-106 | | | | MISCELLANEOUS - ROAD PROJE | 0.00 | 0 |
| -5-0329-109 | | | | EQUIPMENT CHARGE - ROAD PR | 0.00 | 0 |
| -5-0329-110 | | | | SERVICES - ROAD PROJECTS | 0.00 | 0 |
| -5-0329-113 | | | | CPP & UIC - PROJECTS & ROAD I | 0.00 | 0 |
| Category Total | | | | | 0.00 | 0 |
| CATEGORY | 400 | | | ENVIRONMENTAL | | |
| 1-5-0400-100 | | | | SALARIES AND BENEFITS - ENVII | 17,779.70 | 38,550 |
| 1-5-0400-101 | | | | MATERIALS AND SUPPLIES - ENV | 245.04 | 5,350 |
| 1-5-0400-102 | | | | VEHICLE EXPENSE - ENVIRONME | 167.50 | 700 |
| 1-5-0400-103 | | | | COMMUNICATION-ENVIRONMEN | 0.00 | 0 |
| 1-5-0400-104 | | | | WSIB & EHT- ENVIRONMENT | 984.14 | 3,500 |
| 1-5-0400-105 | | | | SEMINARS AND WORKSHOPS - E | 13.83 | 200 |
| 1-5-0400-106 | | | | MISCELLANEOUS - ENVIRONMEN | 0.00 | 200 |
| 1-5-0400-107 | | | | HYDRO-ENVIRONMENT | 0.00 | 0 |
| 1-5-0400-108 | | | | HEATING FUEL - ENVIRONMENT | 0.00 | 0 |
| 1-5-0400-109 | | | | INTERNAL EQUIP CHARGES - EN | 953.00 | 7,380 |
| 1-5-0400-110 | | | | OUTSIDE SERVICES - ENVIRONM | 0.00 | 0 |
| 1-5-0400-113 | | | | CPP & UIC - ENVIRONMENT | 1,015.49 | 2,640 |
| 1-5-0400-114 | | | | GROUP INSURANCE LANDFILL | 0.00 | 0 |
| 1-5-0400-126 | | | | TAX WRITE OFF FOR LANDFILL T. | 0.00 | 775 |
| 1-5-0400-132 | | | | CAPITAL EXPENDITURES - ENVIR | 0.00 | 5,000 |
| 1-5-0400-133 | | | | TRANSFER TO RESERVES - ENVI | 0.00 | 0 |
| 1-5-0400-146 | | | | MONITORING OF WELLS | 0.00 | 18,000 |
| 1-5-0400-147 | | | | RECYCLING | 538.00 | 1,000 |
| 1-5-0400-148 | | | | LANDFILL CLOSURE EXPENSE | 0.00 | 0 |
| 1-5-0400-152 | | | | EMPLOYER HEALTH TAX - ENVIR | 0.00 | 0 |
| 1-5-0400-169 | | | | INSURANCE-ENVIRONMENT | 0.00 | 0 |
| 1-5-0400-175 | | | | BLUE BOX RECYCLING COSTS | 3,238.43 | 10,000 |
| 1-5-0400-183 | | | | COMPACTION | 991.70 | 1,500 |
| 1-5-0400-187 | | | | LANDFILL PENSION EXPENSE | 0.00 | 0 |
| 1-5-0400-250 | | | | WASTE DISPOSAL AMORTIZATIO | 0.00 | 0 |
| 1-5-0400-251 | | | | WASTE DISPOSAL CONTRA CAPI | 0.00 | 0 |
| Category Total | | | | | 25,926.83 | 94,795 |
| CATEGORY | 500 | | | HEALTH SERVICES | | |
| 1-5-0500-100 | | | | SALARIES & BENEFITS - CEMETE | 3,024.18 | 6,500 |

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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|------------------------------|-------------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 500 | | | HEALTH SERVICES | | |
| 1-5-0500-101 | | | | MATERIALS & SUPPLIES - CEMET | 61.75 | 1,000 |
| 1-5-0500-102 | | | | VEHICLE EXPENSE - CEMETERY | 31.52 | 250 |
| 1-5-0500-104 | | | | WSIB & EHT - CEMETERY | 163.83 | 360 |
| 1-5-0500-108 | | | | HEALTH UNIT | 10,411.22 | 17,747 |
| 1-5-0500-109 | | | | EQUIPMENT CHARGES-CEMETEI | 0.00 | 450 |
| 1-5-0500-110 | | | | OUTSIDE SERVICES-CEMETERY | 0.00 | 500 |
| 1-5-0500-113 | | | | CPP & UIC - CEMETERY | 211.79 | 460 |
| 1-5-0500-169 | | | | INSURANCE-HEALTH SERVICES | 0.00 | 0 |
| 1-5-0500-250 | | | | CEMETERY AMORTIZATION | 0.00 | 0 |
| 1-5-0500-251 | | | | CEMETERY CONTRA CAPITAL | 0.00 | 0 |
| Category Total | | | | | 13,904.29 | 27,267 |
| CATEGORY | 600 | | | SOCIAL SERVICES | | |
| 1-5-0600-110 | | | | COMMUNITY & SOCIAL SERVICEI | 112,104.42 | 224,209 |
| 1-5-0600-111 | | | | MATTAWA SENIORS HOME | 0.00 | 13,496 |
| 1-5-0600-112 | | | | CASSELLHOLME | 23,172.00 | 46,809 |
| 1-5-0600-168 | | | | MATTAWA HOSP STAFF RECRUIT | 0.00 | 2,500 |
| 1-5-0600-180 | | | | TRANSFER TO RESERVES N.BAY | 0.00 | 0 |
| 1-5-0600-181 | | | | TRANSFER TO RESERVES MATT/ | 0.00 | 52,648 |
| Category Total | | | | | 135,276.42 | 339,662 |
| CATEGORY | 700 | | | RECREATION | | |
| 1-5-0700-100 | | | | SALARIES AND BENEFITS - RECF | 24,847.02 | 58,605 |
| 1-5-0700-101 | | | | MATERIALS AND SUPPLIES (HALI | 409.71 | 7,500 |
| 1-5-0700-102 | | | | VEHICLE EXPENSE - RECREATIO | 327.79 | 800 |
| 1-5-0700-104 | | | | WSIB & EHT -REC. | 1,448.74 | 3,180 |
| 1-5-0700-105 | | | | SEMINARS AND WORKSHOPS - F | 0.00 | 200 |
| 1-5-0700-106 | | | | MISCELLANEOUS - RECREATION | 0.00 | 200 |
| 1-5-0700-107 | | | | HYDRO - RECREATION | 1,985.88 | 4,000 |
| 1-5-0700-108 | | | | HEATING FUEL-HALL | 2,555.77 | 5,000 |
| 1-5-0700-109 | | | | EQUIPMENT CHARGES - RECRE/ | 0.00 | 1,125 |
| 1-5-0700-110 | | | | SERVICES - RECREATION | 0.00 | 0 |
| 1-5-0700-113 | | | | CPP & UIC - REC | 1,872.17 | 4,500 |
| 1-5-0700-114 | | | | GROUP INSURANCE | 6,044.22 | 12,600 |
| 1-5-0700-124 | | | | HERITAGE FUND PROJECT | 0.00 | 0 |
| 1-5-0700-132 | | | | CAPITAL EXPENDITURES - RECR | 37.04 | 85,000 |
| 1-5-0700-133 | | | | TRANSFER TO RESERVES - RECI | 0.00 | 0 |
| 1-5-0700-135 | | | | BUILDING MAINTENANCE | 1,556.08 | 8,000 |
| 1-5-0700-152 | | | | EMPLOYER HEALTH TAX - RECRE | 0.00 | 0 |
| 1-5-0700-153 | | | | RINK & SPORTSCENTRE | 1,115.45 | 4,750 |
| 1-5-0700-154 | | | | MATTAWA USER FEE AGREEMEN | 0.00 | 0 |
| 1-5-0700-155 | | | | SMITH LK. BOAT LAUNCH | 0.00 | 1,500 |
| 1-5-0700-156 | | | | LIBRARY | 0.00 | 1,177 |

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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-----------------------|-----|-----|-----|------------------------------|------------------|-----------------|
| UND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 700 | | | RECREATION | | |
| 1-5-0700-157 | | | | RECREATION RESERVES | 0.00 | 0 |
| 1-5-0700-169 | | | | INSURANCE-RECREATION | 3,555.79 | 3,556 |
| 1-5-0700-171 | | | | POSTAGE-CRC | 0.00 | 0 |
| 1-5-0700-182 | | | | WATER SYSTEM MAINTENANCE | 1,117.34 | 4,700 |
| 1-5-0700-186 | | | | REC. COMMITTEE EXPENDITURE | 0.00 | 0 |
| 1-5-0700-187 | | | | RECREATION PENSION EXPENSE | 0.00 | 0 |
| 1-5-0700-250 | | | | RECREATION FACILITIES AMORT | 0.00 | 0 |
| 1-5-0700-251 | | | | REC FACILITIES CONTRA CAPITA | 0.00 | 0 |
| Category Total | | | | | 46,873.00 | 206,393 |
| CATEGORY | 800 | | | PLANNING AND DEVELOPMENT | | |
| 1-5-0800-100 | | | | SALARIES AND BENEFITS - PLAN | 0.00 | 0 |
| 1-5-0800-101 | | | | MATERIALS AND SUPPLIES - PLA | 0.00 | 0 |
| 1-5-0800-102 | | | | VEHICLE EXPENSE - PLANNING | 0.00 | 0 |
| 1-5-0800-104 | | | | WSIB & EHT - PLANNING | 0.00 | 0 |
| 1-5-0800-105 | | | | SEMINARS AND WORKSHOPS - F | 0.00 | 0 |
| 1-5-0800-110 | | | | SERVICES - PLANNING | 6,498.45 | 14,057 |
| 1-5-0800-113 | | | | CPP & UIC - PLANNING | 0.00 | 0 |
| 1-5-0800-158 | | | | ZONING | 0.00 | 3,000 |
| 1-5-0800-159 | | | | OFFICIAL PLAN | 0.00 | 0 |
| 1-5-0800-160 | | | | EAST NIPISSING PLANNING BOA | 0.00 | 2,500 |
| 1-5-0800-161 | | | | ZONING AMENDMENTS | 0.00 | 1,570 |
| 1-5-0800-162 | | | | ASSESSMENT SERVICES | 6,771.66 | 13,637 |
| 1-5-0800-163 | | | | MUNICIPAL DRAINAGE | 2,193.19 | 12,000 |
| 1-5-0800-164 | | | | TILE DRAINAGE | 0.00 | 0 |
| 1-5-0800-165 | | | | TILE LOAN/GROVE #2 | 0.00 | 0 |
| 1-5-0800-250 | | | | PLANNING & DEVELOPMENT AM | 0.00 | 0 |
| 1-5-0800-251 | | | | PLAN & DEV CONTRA CAPITAL | 0.00 | 0 |
| Category Total | | | | | 15,463.30 | 46,764 |
| CATEGORY | 900 | | | BUILDING | | |
| 1-5-0900-100 | | | | SALARIES AND BENEFITS - BUIL | 0.00 | 0 |
| 1-5-0900-101 | | | | MATERIALS AND SUPPLIES - BUI | 0.00 | 0 |
| 1-5-0900-102 | | | | VEHICLE EXPENSE - BUILDING | 92.23 | 1,000 |
| 1-5-0900-104 | | | | WSIB & EHT - BUILDING | 0.00 | 0 |
| 1-5-0900-105 | | | | SEMINARS AND WORKSHOPS - E | 608.01 | 700 |
| 1-5-0900-106 | | | | MISCELLANEOUS - BUILDING | 0.00 | 0 |
| 1-5-0900-110 | | | | CBO/INSPECTION SERVICES - BL | 8,839.33 | 20,000 |
| 1-5-0900-113 | | | | CPP & UIC - BUILDING | 0.00 | 0 |
| 1-5-0900-120 | | | | LAWYER FEES - BUILDING | 0.00 | 1,000 |
| 1-5-0900-133 | | | | TRANSFER TO RESERVES-BUILC | 0.00 | 0 |
| 1-5-0900-152 | | | | EMPLOYER HEALTH TAX - BUILDI | 0.00 | 0 |
| 1-5-0900-169 | | | | INSURANCE-BUILDING | 1,395.44 | 1,395 |

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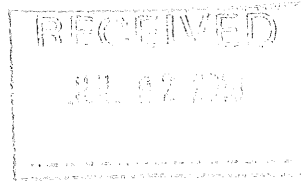
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| Account Code | CC1 | CC2 | CC3 | Account Name | Balance | Budget Amt - BV |
|-------------------------|------|-----|-----|--------------------------------|------------|-----------------|
| FUND | 1 | | | | | |
| CLASS | 5 | | | EXPENDITURES | | |
| CATEGORY | 900 | | | BUILDING | | |
| Category Total | | | | | 10,935.01 | 24,095 |
| CATEGORY | 950 | | | ENFORCEMENT | | |
| 1-5-0950-100 | | | | SALARIES AND BENEFITS -ENFO | 578.68 | 1,200 |
| 1-5-0950-101 | | | | VALUER/FENCEVIEWER/CANINE | 0.00 | 150 |
| 1-5-0950-102 | | | | VEHICLE EXPENSES-ENFORCEM | 0.00 | 250 |
| 1-5-0950-104 | | | | WSIB & EHT - ENFORCEMENT | 31.41 | 65 |
| 1-5-0950-105 | | | | SEMINARS&TRAINING-ENFORCE | 0.00 | 0 |
| 1-5-0950-106 | | | | MISCELLANEOUS-ENFORCEMEN | 0.00 | 450 |
| 1-5-0950-113 | | | | CPP & UIC - ENFORCEMENT | 40.11 | 80 |
| 1-5-0950-141 | | | | POLICING SERVICES | 49,696.00 | 98,972 |
| 1-5-0950-143 | | | | 911 MAINTENANCE | 337.72 | 500 |
| 1-5-0950-144 | | | | CONSERVATIONAUTHORITY | 9,574.00 | 9,574 |
| 1-5-0950-145 | | | | ANIMAL CONTROL | 350.00 | 2,000 |
| 1-5-0950-169 | | | | INSURANCE - ENFORCEMENT | 0.00 | 0 |
| Category Total | | | | | 60,607.92 | 113,241 |
| CATEGORY | 1200 | | | AMOUNT TO BE RECOVERED (I/S) | | |
| 1-5-1200-321 | | | | 2B RECOV (I/S) - BACKHOE LEAS | 0.00 | 0 |
| 1-5-1200-322 | | | | 2B RECOV (I/S) - EMPLOYEE BEN | 0.00 | 0 |
| 1-5-1200-323 | | | | 2B RECOV (I/S) - LANDFILL CLOS | 0.00 | 0 |
| 1-5-1200-399 | | | | 2B RECOV (I/S)I/O LOAN FIRE TR | 0.00 | 0 |
| 1-5-1200-400 | | | | 2B RECOV (I/S) MATTAWA HOSP. | 0.00 | 0 |
| 1-5-1200-401 | | | | 2B RECOV (I/S)ANTOINE MOUNT/ | 0.00 | 0 |
| 1-5-1200-402 | | | | 2B REC (I/S) TILE LOAN #2 | 0.00 | 0 |
| 1-5-1200-403 | | | | 2B RECOV (I/S) FIRE DEPT BA'S | 0.00 | 0 |
| 1-5-1200-405 | | | | 2B RECOV (I/S)PHOTOCOPIER LE | 0.00 | 0 |
| Category Total | | | | | 0.00 | 0 |
| EXPENDITURES Total | | | | | 725,179.72 | 2,625,481 |
| GENERAL OPERATING Total | | | | | 0.00 | 48,773 |
| REPORT TOTAL | | | | | 0.00 | 48,773 |



Thinking
beyond
the box

Stewardship Ontario



CALVIN, MUNICIPALITY OF
1355 Peddlers Dr.
Mattawa ON
POH 1V0

June 30, 2019

RE: Industry funding for Municipal Blue Box Recycling for the first quarter of the 2019 Program Year

Dear Mayor and Members of Council:

Stewardship Ontario provides payments to municipalities and First Nations equal to 50% of the total net costs incurred by those communities as a result of the Blue Box Program. Payments are made on a quarterly basis. The funding for these payments comes from companies that produce, import and sell packaging and printed paper to Ontario residents.

RPRA is responsible for setting payments to individual communities. Further details with respect to the RPRA Board's determination of the 2019 obligation and the allocation to individual municipalities and First Nations is available on the RPRA website (www.rpra.ca/blue-box).

Thank you for your ongoing dedication to resource recovery and reutilization.

Sincerely,

David Pearce
Supply Chain Officer
Stewardship Ontario

Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Wednesday, July 3, 2019 5:16 PM
To: Cindy Pigeau
Subject: Cannabis Policy Update

AMO Policy Update not displaying correctly? [View the online version](#) | [Send to a friend](#)
Add Communicate@amo.on.ca to your safe list



POLICY UPDATE

July 3, 2019

Cannabis Policy Update

The Ontario Government has announced a second Alcohol and Gaming Commission of Ontario (AGCO) lottery to operate additional cannabis stores in the province. Private retailers will add up to 50 stores, with 42 chosen by lottery and 8 reserved for First Nations. As in the first lottery, rules set a maximum number of stores per region.

Prospective retailers must meet prequalification criteria including access to appropriate retail space and capital to apply. The lottery will take place on August 20, 2019 with results announced within 24 hours. All municipalities that DID NOT opt out of cannabis retail are eligible, regardless of population.

Related to retail sales authorization is the Ontario Cannabis Legalization Implementation Fund (OCLIF) for municipal governments. Additional stores across Ontario and edible cannabis products, anticipated by December 2019, may alter community impacts related to legal cannabis.

The province modified the original OCLIF funding formula to give greater financial recognition to jurisdictions that host cannabis retail locations. However, all communities have had to prepare for legal recreational cannabis as illegal market access has continued and some, such as regional governments, provide services, such as policing, whose cannabis-related costs have increased even though they could not make decisions regarding retail sales. On members' behalf, AMO is continuing to discuss the status of OCLIF, the funding formula and access to the \$10 million OCLIF holdback with the province.

AMO wants to partner with the province in laying the foundation for any future federal-provincial-municipal cannabis excise tax revenue agreement past the two-year term of the current agreement, from which OCLIF funding flows, which is due for review this December.

For more cannabis retail information, contact the [AGCO](#). For information on OCLIF, see the Ministry of Finance [OCLIF web page](#). For background on cannabis policy and the evolution of Ontario rules and the OCLIF program, see [AMO's Cannabis Resources web page](#).

AMO Contact: Craig Reid, Senior Advisor, creid@amo.on.ca, 416-971-9856 ext. 334.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



Please consider the environment
before printing this.

Association of Municipalities of Ontario
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6
To unsubscribe, please [click here](#)



Tribunals Ontario

25 Grosvenor Street, Suite 1900
Toronto ON M7A 1Y6
Tel: 1-866-448-2248
Fax: 416-314-3717

Tribunaux décisionnels Ontario

25 rue Grosvenor, bureau 1900
Toronto ON M7A 1Y6
Tél. : 1-866-448-2248
Télééc. : 416-314-3717



July 3, 2019

TO: ARB Stakeholders
Counsel of the Assessment Bar
Property Tax Representatives
Municipal Property Assessment Corporation (MPAC)
Municipalities

RE: Upcoming Changes

We are writing to advise you of a number of proposed changes to the Assessment Review Board's Rules of Practice and Procedure, and certain practices at the Board.

On January 1, 2019, Tribunals Ontario was formed, consolidating the 19 Boards and Tribunals which were under three clusters within the Ministry of Attorney General. This change will help improve front-line service delivery to our clients who access the tribunal sector each year.

Tribunals Ontario is taking this opportunity to consider how changes to our service delivery model would enhance our effectiveness and efficiency.

In 2016, the Assessment Review Board embarked on extensive stakeholder consultations while developing the Strategic Plan to Resolve Appeals. The Board worked with its stakeholders to divide the appeals equally within the four year assessment cycle and a "commencement date" was assigned to each appeal. For every appeal, a set of timelines called the Schedule of Events was provided. The schedule established deadlines for exchanging documents and set expectations for the parties to engage with each other through a mandatory meeting. This also provided the opportunity for all parties to have a clear understanding of when and how they must start working on the resolution of the appeal.

We are now in the third year of the assessment cycle, and the Board continues to evaluate the caseload and the processes that were established at the beginning of 2017. Building on the Board's successes to date, and comments made at stakeholder committees, further changes are proposed to support the goal to further improve our process.

As such, we are proposing the following changes to the Board's Rules and practices:

1. Any appeal from a previous cycle that does not have a current cycle appeal (2017-2020) will be set to a new expedited Schedule of Events timeline, even if the appeal has been assigned a commencement date.

2. There will be an expedited process for dismissal of appeals for non-compliance with the Schedule of Events.
3. Every appeal will be assigned a “hearing event month.” If a hearing becomes necessary, it will be scheduled to take place during this month.
4. All hearing events before the Board will be scheduled as an electronic hearing unless there is prejudice as per section 5.2(2) of the *Statutory Powers Procedure Act* and the Board’s Rules.
5. Schedule of Events – General Stream Appeals will be reduced from 66-104 weeks to 40 weeks. This change will affect commencement dates on or after October 15, 2019.
6. The terms “Mediation” and “Settlement Conference” will be replaced with the term “Case Conference” in the Board’s Rules.
7. Schedule of Events – Summary Stream Appeals will be updated to allow for a staggered approach to disclosing issues, and the term “disclosure” will be changed to reflect “description of issues.”
8. Rule 18(d) will be amended to more specifically require that “grounds” for appealing to the Board are articulated. This amendment will affect the 2021-2024 cycle of appeals.

As some of these proposed changes require Rule changes, Tribunals Ontario will be seeking input from stakeholders in the coming weeks, and encourages your comments and suggestions at that time.

Please continue to visit the [ARB website](#) for updates.

We look forward to working with you in resolving appeals, and we appreciate your commitment and dedication to the Board’s process.

Thank you

Linda Lamoureux
Executive Chair

Paul Muldoon
Associate Chair

Kelly Triantafilou
Registrar



Asset management specialists. Applying science, advancing public infrastructure management.

Dear Reeve Pennell,

July 4, 2019

Public Sector Partners for Progress is a non-profit organization specializing in asset management as it applies to allocation of public funds in the provision of societal infrastructure. This includes but is not limited to Roads, Sidewalks, Bridges, Culverts, Sanitary Networks, Water Distribution Network, Storm Network, Storm Water Management, Buildings, Parks, Forestry, Fleet, Fire Services, Equipment, and Cemeteries.

Unlike an age-based approach, that has no scientific backing; Public Sector Partners applies a commonsense approach to forecasting infrastructure spending and performance (levels of service) according to unique characteristics of each community. After eight years of intensive research on the topic at the University of Waterloo, and its successful application at the City of Waterloo, and other municipalities across Canada, we are happy to offer your administration the following:

1. Analysis of existing infrastructure,
2. Development of infrastructure modelling parameters; and,
3. Forecasting of current and future asset performance (level of service) and expenditure.

Our asset management approach is uniquely Canadian in that its theory and application were developed at a Canadian University in close collaboration with Canadian municipalities. The forecasting capabilities account for significantly more decision-factors than just age or condition of an asset. They incorporate unique characteristics of each community, such as economies of scale, citizen defined levels of service, funding capacity, project delivery capacity, grant funding accommodation, cost-sharing potential, new design standards' accommodation, and asset data maturity and timeliness.

As we are a non-profit specializing in infrastructure asset management, the cost to your community for our services is only \$1/resident. That is, a total fee which is directly proportional to the population of your community.

This is an opportunity to ensure the benefits of latest capabilities in the field, reach your citizens in a timely manner. Improved infrastructure planning allows for a higher standard of living and socioeconomic growth of the community.

Please contact us so that we may discuss the benefits of becoming our partner as we strive to make infrastructure sustainable for all Canadians.

Kind regards,

Jerry Godin,
President, Public Sector Partners for Progress (Non-Profit)

289-230-3842

<https://publicsectorpartners.ca/>

Jerry.Godin@publicsectorpartners.ca

Attn. Chris Whalley

Corporation of the Municipality of Calvin
 Council/Board Report By Dept-(Unpaid)



AP5130

Page : 1

Date : Jul 04, 2019

Time : 11:16 am

Vendor : 0000000 To PT00000007
 Batch : All
 Department : All

Cash Requirement Date : 04-Jul-2019
 Bank : 099 To 1
 Class : All

| Vendor | Vendor Name | Batch | Inv Date | Inv Due Date | Amount |
|---------------------------|--------------------------------|-------|-------------|--------------|-----------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0101 | ADMINISTRATION | | | | |
| 13040 | NORTHERN COMMUNICATIONS | | | | |
| 20947-0701201 | Base Rate for July 2019 | 56 | 01-Jul-2019 | 04-Jul-2019 | |
| 1-5-0101-101 | MATERIALS AND SUPPLIES - ADMIN | | | | 103.91 |
| 19021 | SPECTRUM GROUP | | | | |
| C1101576 | July 2019 WIFI | 56 | 01-Jul-2019 | 04-Jul-2019 | |
| 1-5-0101-115 | COMPUTER EXPENSES | | | | 350.30 |
| 23031 | WSIB ONTARIO | | | | |
| APR-JUN 2019 | April to June 2019 Remittance | 56 | 04-Jul-2019 | 04-Jul-2019 | |
| 1-2-0101-322 | EMPLOYEE BENEFITS PAYABLE | | | | 3,676.21 |
| Department Total : | | | | | 4,130.42 |

| | | | | | |
|---------------------------|-----------------------------------|----|-------------|-------------|---------------|
| DEPARTMENT 0200 | FIRE PROTECTION | | | | |
| 08095 | HYDRO ONE NETWORK INC | | | | |
| 200116477971J | Firehall - June 2019 | 56 | 25-Jun-2019 | 04-Jul-2019 | |
| 1-5-0200-107 | HYDRO - FIRE | | | | 96.73 |
| 23010 | WILSON'S BUILDERS SUPPLIES | | | | |
| 90517 | Pens, Paint & Connectors | 56 | 02-Jul-2019 | 04-Jul-2019 | |
| 1-5-0200-101 | MATERIALS & SUPPLIES-FIRE | | | | 60.23 |
| Department Total : | | | | | 156.96 |

| | | | | | |
|---------------------------|----------------------------------------|----|-------------|-------------|---------------|
| DEPARTMENT 0300 | ROADS | | | | |
| 08095 | HYDRO ONE NETWORK INC | | | | |
| 200009123728J | Hydro 70 % REC & 30% Roads - June 2019 | 56 | 25-Jun-2019 | 04-Jul-2019 | |
| 1-5-0300-107 | HYDRO - ROADS | | | | 58.69 |
| 20008 | THE MATTAWA RECORDER | | | | |
| 57573 | Ad for Equipment Operator Position | 56 | 30-Jun-2019 | 04-Jul-2019 | |
| 1-5-0300-150 | OFFICE AND SHOP EXPENSE - ROADS | | | | 152.04 |
| Department Total : | | | | | 210.73 |

| | | | | | |
|---------------------------|------------------------------------------|----|-------------|-------------|---------------|
| DEPARTMENT 0312 | GRAVEL PATCHING | | | | |
| 01036 | 1916146 ONTARIO INC. | | | | |
| 527 | Gravel Patching Mat. - Adams Rd. | 56 | 02-Jul-2019 | 04-Jul-2019 | |
| 1-5-0312-101 | MATERIALS AND SUPPLIES - GRAVEL PATCHING | | | | 991.60 |
| Department Total : | | | | | 991.60 |

| | | | | | |
|---------------------------|---------------------------------------|----|-------------|-------------|------------------|
| DEPARTMENT 0600 | SOCIAL SERVICES | | | | |
| 03001 | CASSELLHOLME HOME OF AGED | | | | |
| JULY 2019 LEV | July 2019 Levy | 56 | 04-Jul-2019 | 04-Jul-2019 | |
| 1-5-0600-112 | CASSELLHOLME | | | | 3,786.00 |
| 13056 | DIST. OF NIPISSING SOCIAL SERV | | | | |
| 2019-0152 | July 2019 Levy | 56 | 01-Jul-2019 | 04-Jul-2019 | |
| 1-5-0600-110 | COMMUNITY & SOCIAL SERVICES | | | | 18,684.07 |
| Department Total : | | | | | 22,470.07 |

| | | | | | |
|------------------------|----------------------------------------|----|-------------|-------------|--------|
| DEPARTMENT 0700 | RECREATION | | | | |
| 08095 | HYDRO ONE NETWORK INC | | | | |
| 200009123728J | Hydro 70 % REC & 30% Roads - June 2019 | 56 | 25-Jun-2019 | 04-Jul-2019 | |
| 1-5-0700-107 | HYDRO - RECREATION | | | | 136.95 |
| 200073072188J | Skating Rink - June 2019 | 56 | 25-Jun-2019 | 04-Jul-2019 | |
| 1-5-0700-153 | RINK & SPORTSCENTRE | | | | 38.26 |
| 13052 | NEAR NORTH LABORATORIES INC | | | | |
| 71734 | Water Samples | 56 | 14-Jun-2019 | 04-Jul-2019 | |
| 1-5-0700-182 | WATER SYSTEM MAINTENANCE | | | | 59.00 |
| 19001 | SAMPSON SALES | | | | |
| 893646 | Lawn Mover Blades | 56 | 26-Jun-2019 | 04-Jul-2019 | |

Corporation of the Municipality of Calvin
Council/Board Report By Dept-(Unpaid)



AP5130

Page : 2

Date : Jul 04, 2019

Time : 11:16 am

Vendor : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 04-Jul-2019

Bank : 099 To 1

Class : All

| Vendor | Vendor Name | | | | Batch | Inv Date | Inv Due Date | Amount |
|---------------------------|--------------------------------------|-----|-----|-------------------------------|-------|-------------|--------------|------------------|
| Invoice # | Invoice Description | | | | | | | |
| G.L. Account | CC1 | CC2 | CC3 | GL Account Name | | | | |
| DEPARTMENT 0700 | RECREATION | | | | | | | |
| 1-5-0700-101 | | | | MATERIALS AND SUPPLIES (HALL) | | | | 77.94 |
| 23010 | WILSON'S BUILDERS SUPPLIES | | | | | | | |
| 93885 | | | | Materials to Repair Dock | 56 | 03-Jul-2019 | 04-Jul-2019 | |
| 1-5-0700-155 | | | | SMITH LK. BOAT LAUNCH | | | | 103.04 |
| Department Total : | | | | | | | | 415.19 |
| ----- | | | | | | | | |
| DEPARTMENT 0800 | PLANNING AND DEVELOPMENT | | | | | | | |
| 12915 | MUNICIPAL PROPERTY ASSESSMENT | | | | | | | |
| 1800023578 | | | | MPAC QTR3 2019 | 56 | 01-Jul-2019 | 04-Jul-2019 | |
| 1-5-0800-162 | | | | ASSESSMENT SERVICES | | | | 3,385.83 |
| Department Total : | | | | | | | | 3,385.83 |
| ----- | | | | | | | | |
| Unpaid Total : | | | | | | | | 31,760.80 |

| | |
|-----------------------------------------|------------------|
| Total Unpaid for Approval : | 31,760.80 |
| Total Manually Paid for Approval : | 0.00 |
| Total Computer Paid for Approval : | 0.00 |
| Total EFT Paid for Approval : | 0.00 |
| Grand Total ITEMS for Approval : | 31,760.80 |