

CORPORATION OF THE MUNICIPALITY OF CALVIN

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March 6, 2020

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 March 10, 2020.

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 March 10, 2020 at 7:00 p.m.
Calvin Community Centre

1. **CALL TO ORDER**
2. **WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
3. **PETITIONS AND DELEGATIONS** Ms. Judy Sparks – Visibility Concerns at Hwy 17 and Boundary Rd.
Ms. Judy Kleinhuis – Grant Thornton – Financial Statements
4. **REPORTS FROM MUNICIPAL OFFICERS** Chris Whalley, Roads Superintendent
Dean Maxwell, Fire Chief
Jacob Grove, Recreation, Landfill, Cemetery
5. **REPORTS FROM COMMITTEES** **None**
6. **ACTION LETTERS**
 - A) Minutes of Council Meeting Adopt Minutes of Tuesday, February 25/20
 - B) Grant Thornton LLP Approval of 2019 Consolidated Financial Statements of the Corporation of the Municipality of Calvin
 - C) Municipal Insurance Services (MIS) Ltd. Authorization of Insurance with MIS Ltd.
 - D) Municipality of Calvin DRAFT Corporate Policy
 - E) Calvin Fire Department Addition of EMS BackPacks and Spider Straps to Asset Pool
 - F) Honourable Ernie Hardeman Support for Bill 156
 - G) East Nipissing-Parry Sound Veterinary Unit Request for Support
 - H) Municipality of Calvin Training for Council and Staff by Expertise for Municipalities
 - I) Ad Hoc Public Swimming Access to the Amable Du Fond River Committee Members of the Committee and First Meeting Details
 - J) By-Law #2020-006 Agreement with the Canadian Ecology Centre for Landfill Use
 - K) By-Law #2020-007 Agreement with the Canadian Ecology Centre for Fire Services
 - L) Canadian TODS Limited Authorization of Payment of Invoice for Scenic Route Panoramique Signs
 - M) John Dixon Library Agreement with John Dixon Library for 2020/21 year
 - N) Ontario Ministry of Agriculture, Food And Rural Affairs (OMAFRA) Weed Inspector Appointment

| | | |
|----|--|---|
| O) | Municipality of Calvin Letter of Support | 911 Misdiagnoses |
| P) | Report from Clerk-Treasurer | Complaint Policy – Report to Council 2020CT09 |
| Q) | Municipality of Calvin | Authorization to Proceed with DRAFT Formal Complaint Policy |
| R) | Municipality of Calvin | Project Management Plan – Community Center Entrance |
| S) | Municipality of Calvin | Authorization to Proceed with Project Management Plan – Community Center Entrance |
| T) | Report from Clerk-Treasurer | Questions from Councillor Dean Grant – Report to Council 2020CT12 |
| U) | Report from Clerk-Treasurer | Staff Report on Hall Renovations – Report to Council 2020CT13 |

7. INFORMATION LETTERS

| | | |
|----|---|--|
| A) | Blue Sky Economic Growth Corporation | Update on East Regional Broadband Steering Committee |
| B) | Municipality of West Nipissing | Provincially Significant Wetlands Designation |
| C) | Municipality of West Nipissing | Legislative Changes in Bill 132 |
| D) | Association of Municipalities of Ontario | Councillor Training Sessions |
| E) | Association of Municipalities of Ontario | Draft Community Benefit Charge/Development Charge Regulatory Proposal and Provincial Policy Statement Posted |
| F) | Ministry of Solicitor General | Assigned Fire Protection Advisor |
| G) | Ministry of Municipal Affairs and Housing | Provincial Policy Statement, 2020 |
| H) | Township of Tyendinaga | Support for Peaceful Conclusion to ongoing rail disruptions and a solution to the Coastal GasLink Project |

8. INFORMATION LETTERS AVAILABLE

9. OLD AND NEW BUSINESS

- Wildlife Damage Compensation Investigators
- Conservation Authority Stakeholders Meeting
- Hall Rentals (Increase) – Focus on Weddings

10. ACCOUNTS APPROVAL REPORT

11. CLOSED PORTION

12. BUSINESS ARISING FROM CLOSED SESSION

13. NOTICE OF MOTION

14. ADJOURNMENT

To Calvin Council;

My request is simple. At the
junction of Hwy 17 & Bxendry
road its very dangerous at its

Can't see when the turn off is

We need something reflective

there And its a deep drop off

if you should miss

Thanks

Judy Sparks

Municipality of Calvin Fire Department monthly report

Report Date:Feb,2020

Originator: Dean Maxwell-Fire Chief

Responded Alarm's

Feb,2,20 CO Alarm @ 520 Mt Pleasant rd.

Meeting nights/Training

Feb,6,20/ Meeting night:Debrief call/Bunker gear fitting .

Feb,13,20,/ Meeting night:Prep work for family day skate/sliding hill .

Feb,20,20/ Meeting night:Check Bunker gear/PPE/Air bottles .

Feb,27,20/ Meeting night:Run all power units/new medical bags in service .

Fleet Stauts report

Waiting to hear back from Fort garry on Pt#2 paint.

Chief's report

FFA held family day skate with help from the Calvin women institution.

Thanks for everyone that help out to make the family day skate successful.


Dean Maxwell


Cindy Pigeau

**MUNICIPALITY OF CALVIN
REPORT TO COUNCIL
Recreation, Cemetery, Landfill JG2020-XX**

REPORT DATE: 05/03/2020

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

SUBJECT: Council Report

Recreation

The renovations to the washrooms have been completed and the Community Center was open for bookings on February 28th.

The rink ice remains in good condition, with the only concern being the development on a slope at the north end due to the melting of the ice on warm days.

The exterior door is expected to be installed by March 12th.

Landfill

The landfill has operated well through the past month with no issues to report.

There was one mixed recycling bin removed from the landfill this month.

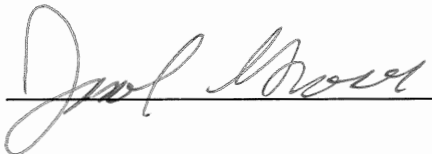
Cemetery

There is no report this month.

Municipal Enforcement

There were three calls this month resulting in two new cases being opened.

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

CORPORATION OF THE MUNICIPALITY OF CALVIN
MINUTES OF THE REGULAR MEETING TUESDAY FEBRUARY 25, 2020

The regular meeting of Council was held this date at the Calvin Community Centre. Present were Mayor Ian Pennell, Deputy Mayor Sandy Cross, Coun Heather Olmstead, Coun Dan Maxwell, Coun Dean Grant, 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: Councillor Dean Grant declared a conflict of interest on Agenda Item No. 12 – Item Title: C2020-04 Reason: “Discussion/Information in relation to Stewarts Rd involving my parents”

Councillor Dean Grant declared a conflict of interest on Agenda Item No. 12 – Item Title: C2020-05 Reason: “Discussion/Information in relation to Stewarts Rd involving my parents”

PRESENTATIONS/DELEGATIONS: None

2020-030 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, February 11, 2020 be hereby adopted and signed as circulated.
Carried

2020-031 RESOLUTION OF SUPPORT FOR CONSERVATION AUTHORITIES

Moved by Coun Olmstead and seconded by Coun Maxwell that WHEREAS The Corporation of the Municipality of Calvin is committed to planning for and protecting the future sustainability of its resources and environment; AND WHEREAS The Corporation of the Municipality of Calvin is within the North Bay- Mattawa Conservation Authority Watershed jurisdiction; AND WHEREAS the Province of Ontario is currently reviewing the mandated roles and responsibilities of Conservation Authorities; AND WHEREAS Conservation Authorities provide essential services to municipalities in their watershed; AND WHEREAS smaller Municipalities do not have capacity or the financial resource to employ staff with the technical expertise that Conservation Authorities provide and; WHEREAS development within or near to natural hazards can have significant negative consequences to properties and life; THEREFORE BE IT RESOLVED THAT The Corporation of the Municipality of Calvin encourages the Province to continue to support the principle of planning, conserving of land and water, and facilitating development on a watershed basis in the on-going review and; FURTHER to prioritize the allocation of adequate funding to support the core mandate of Conservation Authorities; AND THAT this resolution be forwarded to the Minister of Environment, Conservation and Parks; the Minister of Natural Resources and Forestry; Premier Doug Ford, MPP Vic Fedeli; the Association of Municipalities of Ontario and North Bay Mattawa Conservation Authority.
Carried

2020-032 RESOLUTION OF SUPPORT FOR APPLICATION TO ALL BROADBAND FUNDING

Moved by Coun Maxwell and seconded by Coun Olmstead that WHEREAS, reliable, high speed, affordable access to the Internet and e-connectivity is imperative for the Municipality of Calvin residents, businesses, non-profit organizations and visitors; and WHEREAS, internet and e-connectivity are changing how humans interact with each other and with the world at large, as well as being a driving

force for the current and future economy; and WHEREAS, internet and e-connectivity create opportunity for increased innovation for consumers, businesses, agriculture, government; education, social and health development and WHEREAS, municipalities that prioritize and provide access to advanced internet infrastructure such as fibre, are surpassing those that do not in terms of social, economic, and knowledge development; and WHEREAS, the Municipality of Calvin must plan and prioritize for the deployment and adoption of this infrastructure including but not limited to pursuing collaborations and partnerships in the efforts to effectively achieve greater access to affordable high-speed internet throughout the region, and WHEREAS, much of the Municipality of Calvin does not have access to greater than 5Mbps internet service, which is well below the CRTC standard of 50/10 Mbps, and WHEREAS, the Municipal Council of Calvin acknowledges that access to the internet and e-connectivity is a crucial part of our community mission to promote public safety, health, well-being and prosperity in order to improve the quality of life for present and future generations, THEREFORE BE IT RESOLVED that the Municipality of Calvin supports Blue Sky Economic Growth Corporation's application to all government Broadband funding programs that will seek to provide funding to Spectrum Telecom Group Ltd to build a fibre and wireless access project in parts of the City of North Bay and South/East Region in the Districts of Nipissing and Parry Sound."

Carried

2020-033 AUTHORIZATION FOR CHAINSAW COURSE FOR FIRE DEPARTMENT

Moved by Coun Olmstead and seconded by Coun Maxwell that Council hereby authorizes the Fire Chief to arrange and provide a Chainsaw Safety Course on February 27th, 2020 for the Municipality of Calvin Volunteer Firefighters in advance of the approval of the 2020 Budget in order to take advantage of the significant cost savings Trans Canada Safety is providing.

Carried

2020-034 RESOLUTION TO PROCEED WITH HALL RENOVATIONS STAFF REPORT

Moved by Coun Maxwell and seconded by Coun Olmstead that Council hereby requests Staff to proceed with producing a report on the hall renovations.

Carried

2020-027 AGREEMENT WITH THE MINISTRY OF NATURAL RESOURCES FOR FORESTRY FIRE MANAGEMENT

By-law No. 2020-005 being a by-law to enter into an agreement between her Majesty the Queen in right of Ontario as Represented by the Minister of Natural Resources and Forestry (Forestry Fire Management Renewal Agreement). This By-law received the 3rd and final reading on Tuesday, February 25, 2020 and finally passed before an open Council on this date.

Carried

Discussion regarding the Procedural By-Law was deferred until after the training suggested by the Mayor for Council be arranged and provided.

The Public Swimming Access to the Amable Du Fond River Committee motion was deferred to the March 10th, 2020 regular Council Meeting.

2020-035 FLYER TO REQUEST PUBLIC VOLUNTEER FOR THE PUBLIC SWIMMING ACCESS TO THE AMABLE DU FOND RIVER COMMITTEE

Moved by Coun Grant and seconded by Coun Maxwell that Council hereby authorizes the preparation and distribution of a flyer to request a public volunteer (1) for the potential Ad Hoc Public Swimming Access to the Amable Du Fond River Committee; AND the flyer shall be sent out by Friday, February 28th, 2020; AND the cost will be shared with the Calvin Women's Association's existing flyer.

Carried

2020-036 AUTHORIZATION TO PROCEED WITH DRAFT CORPORATE POLICY

Moved by Coun Grant and seconded by Coun Cross that Council hereby authorizes the Clerk-Treasurer to proceed with producing a DRAFT Corporate Policy for the process of producing a Policy, By-Law, Manual or any other Municipal document.

Carried

2020-037 AUTHORIZATION TO PROCEED WITH RESEARCH INTO FORMAL COMPLAINT POLICY

Moved by Coun Cross and seconded by Coun Grant that Council hereby authorizes the Clerk-Treasurer to proceed with research into a Formal Complaint Policy.

Carried

The motion for the staff to proceed with the hall renovations and the suggested time frame for the hall closure (until March 31st 2020) to complete the hall renovations and annual maintenance (Floor Stripping and Waxing) was defeated.

2020-038 COUNCIL DECISION REGARDING HALL RENOVATIONS, ANNUAL MAINTENANCE (FLOOR STRIPPING AND WAXING) AND HALL CLOSURE

Moved by Coun Grant and seconded by Coun Olmstead that Council hereby authorizes that Staff shall proceed with the hall renovations until completion and that floor stripping will not take place this year; AND that as soon as the bathroom renovations have been completed the hall will be opened to the public. This information shall also be added to the Citizens Alert App and the Calvin Webpage.

Carried

2020-039 DISBURSEMENTS

Moved by Coun Grant and seconded by Coun Cross that the disbursements dated February 20, 2020 in the amount of \$34,958.55 and February 25, 2020 in the amount of \$0 (no invoices) be hereby authorized and passed for payment.

Carried

2020-040 CLOSED PORTION

Moved by Coun Cross and seconded by Coun Olmstead that this portion of the meeting be now closed as Per Section 239(2)(e) of Municipal Act for litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and Section 239 (2)(f) of the Municipal Act advice that is subject to solicitor-client privilege, including communications necessary for that purpose, Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees and/or Section 239 (2)(d) labour relations or employee negotiations.

Carried

At 9:15pm Council moved to Closed Portion. Councillor Dean Grant left the building at this time. Councillor Grant returned to the table in Closed Portion at 9:44pm.

At 10:33pm Council returned to the Open Meeting.

2020-041 ADOPTION OF COUNCIL REPORTS FROM CLOSED PORTION

Moved by Coun Cross and seconded by Coun Olmstead that Council Reports:

C2020-04 Adopt Minutes of Last Closed Portion Held on Tuesday, January 14, 2020 and

C2020-05 Directive to Solicitor regarding response letter to be sent, RE: Stewarts Road

C2020-06 Directive to Staff RE: Compliant regarding Staff Time Management

C2020-07 Adjourn Closed Portion

be hereby approved and adopted as presented.

Carried

2020-042 ADJOURNMENT

Moved by Coun Cross and seconded by Coun Grant that this regular meeting of Council now be adjourned at 10:35 p.m.

Carried

Mayor

Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN
Resolution

DATE: March 10, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby confirms that the 2019 Consolidated Financial Statements of the Corporation be hereby approved as presented by the Municipal Auditor, Judy Kleinhuis, Principal; Grant Thornton LLP.”

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEA</u> | <u>NAY</u> |
|----------------------------------|------------|------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 10, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council has received and reviewed the 2020 - 2021 municipal insurance renewal documents as presented by Municipal Insurance Services Ltd. (M.I.S.) dated February 19, 2020; and notes the increase of 3.0% (\$792.78) over the previous year and hereby authorizes the Clerk-Treasurer to bind the Premium and Coverage Summary and M.I.S. to proceed to issue and invoice the applicable policy documents.”

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEA</u> | <u>NAY</u> |
|----------------------------------|------------|------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE March 10, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“THAT Council would like the following changes made to the DRAFT Corporate Policy presented:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEA</u> | <u>NAY</u> |
|----------------------------------|------------|------------|
| <u>Coun Cross</u> | _____ | _____ |
| <u>Coun Grant</u> | _____ | _____ |
| <u>Coun Maxwell</u> | _____ | _____ |
| <u>Coun Olmstead</u> | _____ | _____ |
| <u>Mayor Pennell</u> | _____ | _____ |



Municipality of Calvin Policy

| | |
|----------------|------------------------------------|
| By-Law No.: | 2020-008 |
| Policy Title: | Developing Policies and Procedures |
| Approval Date: | |
| Revision Date: | |
| Department: | Municipal Services |

Policy Statement

Council policies are statements from Council governing duties or standards of performance imposed by the Municipality or legislation.

1. Reason for Policy

- 1.1 Policies will address recurring issues providing guidelines or boundaries and setting the means for achieving obligations.

2. Related Information

- 2.1 Reference Manual for Developing Policies and Procedures (Appendix A).

3. Definitions

- 3.1 Policy is a guide for decision-making and is accompanied by procedures. The function of a policy is to ensure that decisions and actions are being undertaken in a consistent manner throughout the organization.
- 3.2 Procedure is a guide for *doing*. A procedure outlines the means in which Municipal employees are to carry out a particular policy. A procedure requires Clerk-Treasurer approval.
- 3.3 Responsible Department means the office or department that will develop and administer a particular policy and procedures and will be accountable for the accuracy of its subject matter, issuance and timely updating.

4. Responsibilities

- 4.1 Town Council to:
 - 4.1.1 Approve by by-law this policy and any amendments.
 - 4.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.

4.2 Clerk-Treasurer to:

4.2.1 Implement this policy and approve procedures.

4.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4.3 Director of the Department to:

4.3.1 Ensure implementation of this policy and procedure.

4.3.2 Ensure that this policy and procedure is reviewed every three years.

4.3.3 Make recommendations to the Chief Administrative Officer of necessary policy or procedure amendments.

4.4 Supervisor to:

4.4.1 Understand, and adhere to this policy and procedure.

4.4.2 Ensure employees are aware of this policy and procedure.

4.5 All Employees to:

4.5.1 Understand and adhere to this policy and procedure.



Municipality of Calvin

REFERENCE MANUAL FOR DEVELOPING POLICIES AND PROCEDURES

Issued by: Clerk-Treasurer
March 10, 2020

DEVELOPING POLICIES AND PROCEDURES

| | |
|---|---------|
| 1. Guide to Developing Policies & Procedures | |
| 1.1 About this Guide..... | Page 6 |
| 1.2 What is a Policy / Procedure? | Page 6 |
| 1.3 General Guidelines..... | Page 7 |
| 2. Policy | |
| 2.1 Numbering..... | Page 7 |
| 2.2 Title Block..... | Page 8 |
| 2.3 Content..... | Page 8 |
| 3. Procedure | |
| 3.1 Title Block..... | Page 10 |
| 3.2 Content..... | Page 10 |
| 4. Process..... | Page 11 |
| 5. Writing Tips..... | Page 12 |
| Appendix A Sample Policy and Procedure | Page 14 |

Guide to Developing Policies and Procedures

1.

1.1 About this Guide

This guide contains information regarding the development, approval and maintenance of policies and procedures for the Municipality of Calvin.

The policies and procedures that are approved will become part of the Municipality's Policies and Procedures Library. A hard copy will be maintained by the Municipal Clerk's Office and an electronic version will be accessible for viewing at www.calvintownship.ca.

For Municipal policies and procedures to be consistent and relevant, it is recommended that staff follow the guidelines set out in this reference manual. For staff use, policy and procedure templates will be available on the Municipalities intranet.

Clarification and/or assistance is available through the Municipal Clerk's Office.

1.2 What is a Policy / Procedure?

Policy forms the written basis of operation, secondary to legislation and bylaw, which serves as a guide to decision-making, proscribes limits and assigns responsibilities within an organization. Policies are often viewed as rules related to the overall mission, goals and objectives of an organization.

In general, a policy is a guiding or governing principle. Policies, and any amendments, must be approved by Town Council through resolution.

A Municipal policy will meet the following criteria:

- Has broad application throughout the organization.
- Helps to ensure compliance with laws and regulations while improving efficiency.
- Enhances the Municipality's mission and operating philosophy.
- Mandates specific action or constraint and contains procedures for compliance.
- Subject matter requires Municipal Council's review and approval.

If a policy fits these criteria, it is a policy. If it does not, it is an administrative directive.

Procedure gives directions according to which operations are conducted within the framework of policy. It is a series of steps that outline sequences to be followed in the implementation of policy.

Procedures, and any amendments, must be approved by the Clerk-Treasurer. Any relevant instructions and/or forms are to be attached to procedures.

1.3 General Guidelines

A standard, yet flexible, template will ensure consistency is maintained throughout all Municipal policies and procedures (template available on Municipal intranet).

Arrange all details of the policies and procedures in a clear and logical manner that readers can easily assess at first glance. The writing style should stress clarity, consistency and simplicity.

Group the information being presented into subjects. Use bold headings to identify sections. Use numbers and indents to itemize steps or show a chronological progression. Avoid repeating the same information.

2. Policy

2.1 Numbering

Each policy will be assigned a policy number by the Municipal Clerk. The numbering will be as follows:


- 1000 –1099: Administration
Subjects of a general administrative nature that cannot be classified elsewhere.
- 1100 –1199: Communications / Public Affairs
Public relations functions such as internal and external communications, community and media relations.
- 1200 –1299: Community Services
Services offered to the public such as recreation and family service programs, as well as animal handling and cemetery functions.
- 1300 –1399: Corporate Governance
Governing guidelines for the municipality, such as policies and procedures, boards and committees, legislation and strategic planning.
- 1400 –1499: Emergency Services
Protective services such as ambulance, fire and policing.
- 1500 –1599: Environment
Environmental issues such as regulatory reporting, rivers, and chemical and hazardous material handling.
- 1600 –1699: Equipment and Vehicles
Use, service and repair of all equipment and vehicles.
- 1700 –1799: Finance
Financial matters including banking, accounting, budgets, tendering process, taxes and grants.

- 1800 –1899: Human Resources
Human Resources management.
- 1900 –1999: Information Management
Information services including computer systems, network and web administration, FOIP and records management.
- 2000 –2099: Land Use and Planning
Land use and planning, including subdivision and new development planning.
- 2100 –2199: Legal
By law enforcement, litigation, agreements and contracts, leases, and insurance and risk management.
- 2200 –2299: Property Management
Maintenance and operation of all facilities and properties owned or leased by the municipality, including athletic parks, recycle depot, cemetery and pool.
- 2300 –2399: PublicWorks
Municipal infrastructure including water supply and distribution, sewer and wastewater, as well as roads and signage.

Each policy number will be followed by a two digit number signifying whether the version is the original "01" or subsequent revised version (i.e.02.03, etc.). For example, the first policy in "Administration" is numbered 1001-01, if a revised version is approved at a later date, it will be numbered 1001-02.

2.2 Title Block

The first page of each policy is to contain the following title block:

| | |
|--|--|
|  | <h1>Municipality of Calvin Policy</h1> |
| Policy No.: Policy Title: Approval Date: Revision Date: Department: | |

2.3 Content

In addition to the Title Block, each standard policy shall contain at least the following three headings:

Policy Statement is an expression of the intent, or a description of what we are doing:

- Summary of people's actions.
- Who should follow policy.
- When policy applies.
- Major conditions or restrictions.

Reason for Policy refers to why we are doing it:

- Legal or regulatory reasons.
- Description of conflict or problem the policy will resolve.
- Recognizes the legitimate interests of all parties.
- Overall benefits.

End of Policy is self-explanatory.

In addition to the basic headings required above, a policy may include one or more of the following headings:

Related Information will list only information that is in the policy, such as:

- Related Town policies.
- Documents required to complete the procedures.
- Documents that provide helpful, relevant information.
- Provincial statutes, regulations or bylaws.

Exclusions list any locations, organizations, funding sources or job classifications that are excluded from the policy.

Definitions will only be used to describe unique terms that, by being defined, will add to the reader's understanding of the basic policy.

- Define unfamiliar terms or technical terms.
- Define terms with special meaning.
- List terms in alphabetical order.

Special Situations contain information about important circumstances that affect only a few people or circumstances that occur infrequently. These items will be listed in order of importance and, if applicable, they may include procedures relative to the special situation.


Responsibilities will summarize the duties of any person, group or organization participating in the given policy. It will also refer to the scope of the authority vested in a group or individual.

Appendices will contain lengthy or complex reference information that would otherwise disrupt the flow of other sections.

3. Procedure

3.1 Title Block

Each procedure will include the following Title Block:

| | |
|---|---|
|  | Municipality of Calvin Procedure |
| Policy No.: Policy Title: Department: | |

3.2 Content

Procedure describes a chronological series of interrelated steps and will:

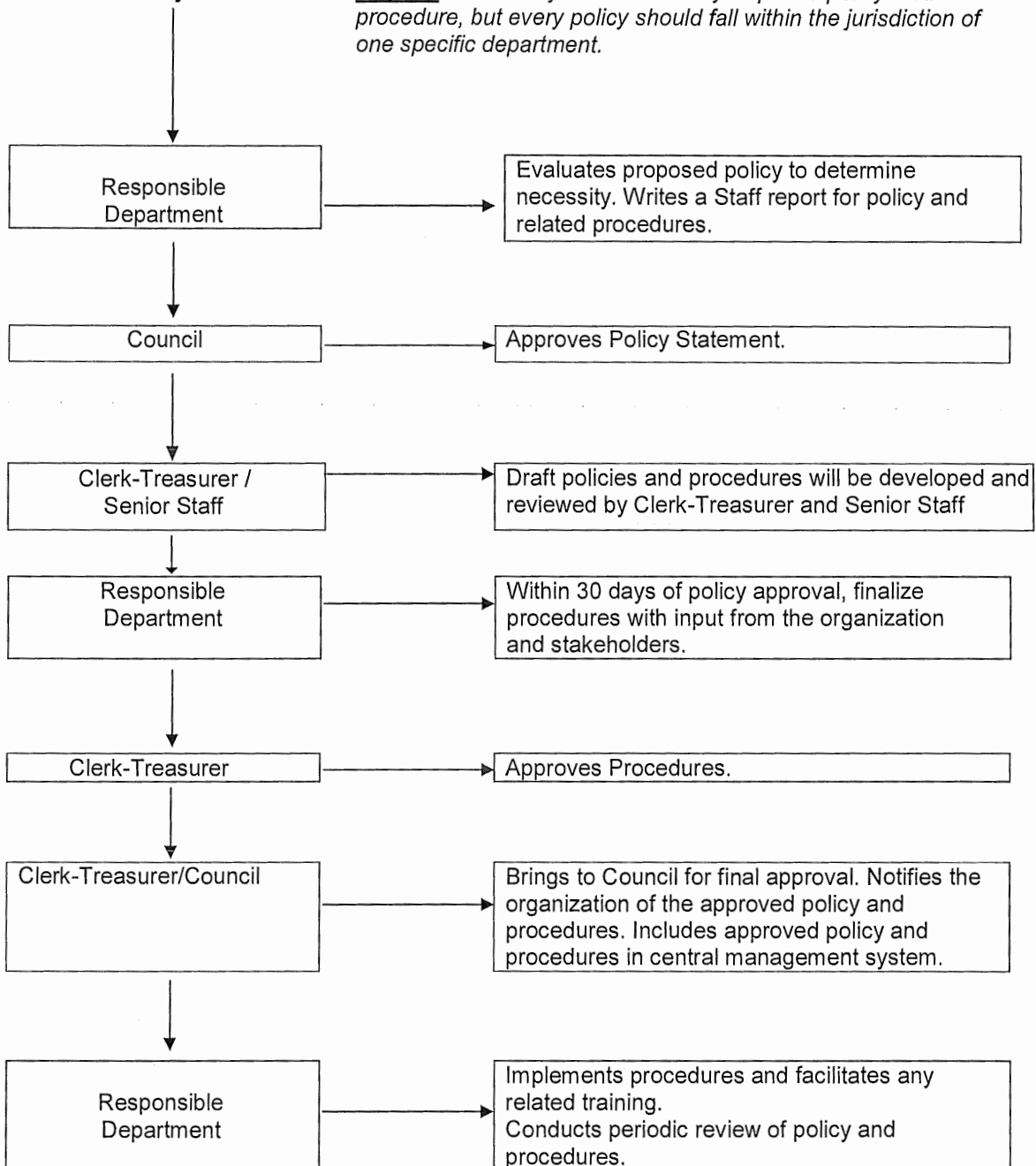
- List steps to follow in order to comply with the policy.
- Usually be divided into sections marked by indented headings.
- Use an introductory section for complex procedures or those with options.
- Clearly identify cautions or warnings.
- Refer the reader to:
 - Related documents;
 - Related appendix entries;
 - Relevant Special Situations.

3.3 Approval

Procedures must be submitted to the Clerk-Treasurer for approval within 30 days following a policy being approved by Council.

4. Policy / Procedure Development Process

Need for Policy / Procedure: *Anyone* can identify issues that may require a policy and procedure, but every policy should fall within the jurisdiction of one specific department.



5. Writing Tips

Because policies are written for a diverse audience, they must be complete yet simple and easy to read. A policy is NOT a law and a lawyer should not be needed to interpret it.

Select your words carefully. Words like should and may imply a choice. For example,

“Staff should not pick up sharps or any potentially contaminated items without the proper Personal Protective Equipment (PPE).”

This means they should not pick up items but it is acceptable if they do.

Always attempt to use as few words as possible to state a case. For example,

“All Staff must”

The word “all” is redundant. Simply using “staff” implies all unless an explanation is given.

Do not use long words when short words will do.

| Don't Use | Use |
|------------------|------------|
| accomplish | do |
| attempt | try |
| utilize | use |
| construct | build |
| deficiency | lack |
| equitable | fair |
| infrequent | rare |
| occurrence | event |
| terminate | end |
| requisite | required |

Do not use extra syllables.

| Don't Use | Use |
|------------------|------------|
| discontentment | discontent |
| experimentalize | experiment |
| irregardless | regardless |
| orientated | oriented |
| preventative | prevent |
| administrate | administer |

Use compact substitutes for wordy phrases.

| Don't Use | Use |
|--------------------------|------------|
| in the nature of | like |
| in view of the fact that | since |
| give encouragement to | encourage |
| make an adjustment in | adjust |
| is equipped with | has |
| a majority of | most |
| large number of | many |

Avoid the use of words that duplicate the meaning of a word or words already used.


Don't Use

basic principles
mutual cooperation
personal opinion
consensus of opinion
past history
ask the question

Use

principles
cooperation
opinion
consensus
history
ask

Appendix "A"

| | |
|---|--|
|  | <h1>Municipality of Calvin Policy</h1> |
| Policy No.: Policy Title: Approval Date: Revision Date: Department: | |

Policy Statement

1. Reason for Policy

1.1

1.1.1

2. Related Information

2.1

2.1.1

3. Definitions

3.1

3.1.1

4. Responsibilities

4.1 Municipal Council to:

4.1.1 Approve by resolution this policy and any amendments.

4.1.2 Consider the allocation of resources for successful implementation of this policy in the annual budget process.

4.1.3

4.2 Clerk-Treasurer to:

4.2.1 Implement this policy and approve procedures.

4.2.2 Ensure policy and procedure reviews occur and verify the implementation of policies and procedures.

4.2.3

4.3 Director of the Department to:

4.3.1 Ensure implementation of this policy and procedure.

4.3.2 Ensure that this policy and procedure is reviewed every three years.

4.3.3 Make recommendations to the Clerk-Treasurer of necessary policy or procedure amendments.

4.3.4

4.4 Supervisor to:

4.4.1 Understand, and adhere to this policy and procedure.

4.4.2 Ensure employees are aware of this policy and procedure.

4.5 All Employees to:

4.5.1 Understand and adhere to this policy and procedure.

4.5.2

5. Exclusions

5.1

5.1.1

6. Special Situations

6.1

6.1.1

7. Appendix

7.1

7.1.1

8. End of Policy



Municipality of Calvin Procedure

Policy No.:
Policy Title:
Approval Date:

1.

1.1

2.

2.1

3.

3.1

4.

4.1

4.1.1

5. End of Procedure

Approval

Ian Pennell, Mayor

Date

Cindy Pigeau, Clerk-Treasurer

Date

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 10, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby acknowledges the addition of 2 Kemp US Red Ultimate EMS BackPacks and 1 set of 10 point Spider Straps into the asset pool of the Calvin Volunteer Fire Department.”

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEA</u> | <u>NAY</u> |
|----------------------------------|------------|------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

CORPORATION OF THE MUNICIPALITY OF CALVIN

1355 Peddlers Drive, RR #2
Mattawa, Ontario P0H 1V0

Phone: 705-744-2700
Fax: 705-744-0309
Email: clerk@calvintownship.ca

Hon. Ernie Hardeman
Minister of Agriculture, Food & Rural Affairs
77 Grenville Street, 11th Floor
Toronto, Ontario M5S 1B3

Via Email: minister.omafra@ontario.ca

Dear Minister Hardeman,

Ontario farms have come under increasing threat from trespassers and activists who illegally enter property, barns and buildings, causing significant disruptions to the entire agri-food sector. These activists are trespassing under false pretenses to gain entry on to farm properties. They have seized private property and threatened the health and safety of Ontario farms, employees, livestock and crops. These individuals and organizations are causing health and safety concerns and undue stress to Ontario farmers, their families, and their businesses. Once peaceful protests have escalated to trespassing, invading, barn break-ins and harassment. These incidents distress farmers, their families and employees, and threaten the health of livestock and crops when activists breach biosecurity protocols, ultimately putting the entire food system at risk.

We strongly support the new proposed legislation, *Bill 156: Security from Trespass and Protecting Food Safety Act*. This new legislation is an important way to keep our farm and food supply safe for all Ontarians. Bill 156 provides a balanced approach to protecting farms while recognizing a citizen's right to protest. This new legislation will ensure farm businesses have a legal standing to protect their farm, family and employees, livestock, crops and ultimately the entire food system. *Bill 156: Security from Trespass and Protecting Food Safety Act* is good news for Ontario's agri-food industry.

Thank you for this important new legislation. Protection of our Ontario should be the highest priority.

Sincerely,

Ian Pennell

Mayor

Municipality of Calvin

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE March 10, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes payment of the 2020 contribution to the East Nipissing-Parry Sound Veterinary Unit in the amount of \$350.00 so that large animal owners within the Municipality of Calvin may continue to receive subsidized vet service.”

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEAS</u> | <u>NAYS</u> |
|----------------------------------|-------------|-------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

EAST NIPISSING-NORTH PARRY SOUND VETERINARY SERVICES COMMITTEE

C/O Pauline Carmichael
470 Galston Rd.
R.R. #2 Mattawa, Ont. POH 1V0
Phone # 705-776-2580
Fax # 705-776-7318
paulinecarmichael@gmail.com

March 2, 2020,

Mayor and Councilors
Municipality of Calvin

Dear Mayor and Council members,

As the Secretary-Treasurer for the **East Nipissing-North Parry Sound Veterinary Services Committee**, I am collecting annual funds to pay for the contract fees for the large animal veterinary clinics that service our area.

Our veterinary services committee collect the funds from the Townships in the geographic region from North Bay east to Papineau/Cameron and south to Trout Creek. ~~Our area is serviced by the Springer~~ Animal Hospital (in Sturgeon Falls), Dr. Fritz Verzijlenberg and Dr. Norma DeRose from Sundridge. The vets from Sundridge serve the areas in the North Parry Sound region.

After collecting the township funds we then send the contract fee to the **Northern Producer Animal Health Network** that represents all the vet services committees throughout the North, from Kenora to Renfrew from Hearst to Muskoka and the Bruce Peninsula. **NPAHN** is the go between for the **Veterinary Service Committees** (producers), the **Designated Area Veterinarians Association (DAVA)** and the **MNDM**. **NPAHN** helps the vet committees with problems that may arise with vets and will assist with the cost of looking for new vets, when needed. **NPAHN** also help vet clinics to bring in summer externship vet students. There are up to 10 students per summer.

The "Veterinary Assistance Program" is administered through the Ministry of Northern Development and Mines. The total budget is \$830,000.00. There are 24 vet contracts across Northern Ontario. This budget covers conditional grants to the vets to offset the cost of driving to the clients, locum assistance for vacation coverage and continuing education costs incurred by participating vet practices. At present, the travel grant is \$1.20 per k.m. for the contracted vets to visit the livestock for up to 70k.m. one way (on a return basis). The vets may charge a client that is further that 70k.m. from their base an extra charge. In Southern Ont. where this program is not available the vets are charging \$3.00 per k.m. return to their clients. Once the vet arrives at the farm, the livestock owner pays the call fee and medicine charges, and procedure charges. This program covers anyone who owns at least one large animal such as horses, cattle, sheep, pigs, goats, bison, (25) rabbits, deer, flock of poultry, or animals maintained in the production of fur, velvet or meat.

In the North, there are not enough large animals in any area to sustain a large animal vet that does not have to travel a great distance. With the public's concern on animal welfare and healthy food, the vets are the front line professionals that can teach bio security and the proper care and treatment of animals in order to guard against tragic out comes. This program is very important to keep vets in the North.

The **East Nipissing North-Parry Sound Vet Services Committee** needs a representative from each contributing township. The person can be a council member or a person from the community, preferably someone that would have an interest in the program.

Please inform me if there is any change to your representative's name, address, phone #, e-mail, so I may contact them for our annual meeting. I have Pauline Carmichael as your representative for your township. *ANNUAL MEETING MARCH 25 2020, 7pm LION'S DEN POWASSON*

Your municipality's contribution for **2020** is **\$350.00** and will go towards the **\$2000.00** vet contract fee that enables producers in your township to benefit from the Veterinary Assistance Program.

Please make the check payable to the **East Nipissing- North Parry Sound Vet Committee** and send it to **Pauline Carmichael, 470 Galston Rd. Mattawa, Ont., POH 1V0.** Thank you.

If you do not want to contribute to the program, please inform me in writing. Animal owners in your Township will not be covered by the program and they will be charged extra by the vets while attending their animals.

If you wish for more information, please do not hesitate to call me. I would be willing to come out to a council meeting to answer any questions.

Thank you for your support.



Pauline Carmichael
Secretary-Treasurer
East Nipissing-North Parry Sound Veterinary Services Committee
705-776-2580
Fax # 705-776-7318
paulinejcar michael@gmail.com

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE March 10, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“THAT Council hereby appoints the following Members of Council, Members of the Public, and Members of Staff to the newly formed Ad Hoc Public Swimming Access to the Amable Du Fond River Committee

- 1) _____ 2) _____
- 3) _____ 4) _____
- 5) _____

who will hold this appointment from this date forward or until a replacement has been appointed should any appointee be unable to fulfill this appointment, until recommendations on the plan for the Public Swimming Access to the Amable Du Fond River have been presented to Council and finally adopted by By-law, and sixty (60) days after such plan has been adopted by By-law the Ad Hoc Public Swimming Access to the Amable Du Fond River Committee will automatically be dissolved; and,

FURTHER that the first meeting of the Ad Hoc Committee will be held on _____, 2020 at _____ in the Calvin Community Center.”
Date *Time*

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEA</u> | <u>NAY</u> |
|----------------------------------|------------|------------|
| <u>Coun Cross</u> | _____ | _____ |
| <u>Coun Grant</u> | _____ | _____ |
| <u>Coun Maxwell</u> | _____ | _____ |
| <u>Coun Olmstead</u> | _____ | _____ |
| <u>Mayor Pennell</u> | _____ | _____ |

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-006

BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE CANADIAN ECOLOGY CENTRE (Landfill)

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 Canadian Ecology Centre for acceptance of waste generated at The Canadian Ecology Centre at the Calvin Municipal Landfill Site.

NOW THEREFORE THE Council of the Municipality of Calvin ratifies 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 Canadian Ecology Centre" 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, SECOND AND THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS ____ DAY OF _____, 2020.

MAYOR

CLERK-TREASURER

THIS AGREEMENT made the 10th day of March 2020

LANDFILL AGREEMENT

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF CALVIN
(herein after called "Calvin")

and

THE CANADIAN ECOLOGY CENTRE
(herein after called "the Centre")

WHEREAS "Calvin" owns and operates a municipal landfill site within its municipal boundaries (herein after called "the landfill site")

AND WHEREAS "the Centre", located in the Samuel de Champlain Provincial Park, produces waste;

AND WHEREAS "the Centre" has requested that "Calvin" accept its waste at the landfill site;

AND WHEREAS "waste" in this agreement means all garbage excluding recyclables and hazardous waste;

NOW THEREFORE in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt whereof is hereby acknowledged, "Calvin" and "the Centre" agree as follows:

1. TERM

1.1 This Agreement shall be for a **one (1) year period commencing on the 1st day of April, 2020 and ending the 31st day of March, 2021.**

1.2 This Agreement shall not create any obligation on behalf of "Calvin" to renew or extend the term of this Agreement.

2. SERVICES

2.1 "Calvin" agrees to accept from "the Centre" waste generated at "the Centre" excluding recyclables.

- 2.2 "The Centre" shall be responsible for the transportation of the waste to the landfill site as necessary during the term of this Agreement.
- 2.3 This agreement shall not create or be deemed to create any obligation on behalf of "Calvin" to accept waste beyond the term specified in paragraph 1.1.

3. OWNERSHIP AND LIABILITY OF THE WASTE

- 3.1 "The Centre" agrees that it shall assume full responsibility and liability for the transportation of the waste to and from (where specific waste is not accepted) the landfill site. At all times during transportation, the waste shall be owned by "the Centre".
- 3.2 "The Centre" agrees that it shall operate in full compliance with all required government approvals and that the waste transported from "the Centre" and to the landfill site, shall be limited to that generated by "the Centre".
- 3.3 "The Centre" agrees that all waste delivered to the landfill site will be domestic waste only and "Calvin" retains the right to deny any waste that is not domestic.

4. AUTHORIZATIONS

- 4.1 "The Centre" warrants, and it is a condition precedent to the obligations of "Calvin" under this Agreement, that it has all authorizations, including any required permits and certificates, to transport waste to the landfill site.
- 4.2 "Calvin" warrants that it has all authorizations including any required licenses, certificates of approval, permits and consents necessary to accept the waste at its landfill site.

5. PAYMENT FOR SERVICES

- 5.1 "The Centre" agrees to pay "Calvin" the applicable posted landfill "tipping fees" for all waste transported and received at the landfill site. The tipping fee schedule is available for inspection at the landfill site and is subject to change.
- 5.2 "The Centre" also agrees to pay "Calvin" the sum of **\$2,590.79**, per annum in addition to the tipping fees, invoiced annually by "Calvin" and beginning for the period starting April 1, 2020 and ending on March 31, 2021.

6. INDEMNITY

- 6.1 "The Centre" shall indemnify and hold harmless "Calvin", its officers, employees and agents from and against any and all claims, fines, penalties, liabilities, damages, losses or judgments, including costs and expenses against, or be charged to or recoverable from "Calvin" for any reason arising out of, or in any

way connected with, the furnishings of the services under this Agreement except to the extent that they are due to negligence, fault, or willful act of "Calvin" or any of its officers, employees or agents.

- 6.2 Without limiting the generality of paragraph 6.1, "the Centre" shall indemnify and hold harmless "Calvin", its officers, employees, and agents from and against any and all claims, fines, penalties, liabilities, damages, losses and judgments, including costs and expenses against, or be charged to or recoverable from "Calvin" for any reason arising out of any injury sustained by "the Centre's" employees while attending the landfill site except to the extent that they are due to the negligence, fault, or willful act of "Calvin" or any of its officer, employees or agents.

7. TERMINATION ON DEFAULT

- 7.1 If either party is in default of any of its obligations under this Agreement and fails to correct or commence and diligently pursue correction of such default within ten (10) days after having received notice thereof the non-defaulting party shall, in addition to any other rights which it may have at law or equity with respect to such default, be entitled to terminate this Agreement without further notice.

8. ASSIGNMENT

- 8.1 "The Centre" may not assign any of its rights or obligations under this Agreement without prior written consent of "Calvin".

9. 9.1 This Agreement constitutes the entire Agreement between "the Centre" and "Calvin" with respect to the subject matter hereof. There are no representations, warranties, terms, conditions, undertakings or collateral agreements, expressed, implied or statutory, between the parties other than as expressly set forth in this Agreement.

10. AMENDMENTS AND WAIVERS

- 10.1 No amendment to the Agreement will be valid or binding unless it is in writing and duly executed by the parties hereto. No waiver of any breach of any provision of this Agreement will be effective or binding unless it is in writing and signed by the party purporting to give such waiver and, unless otherwise provided, will be limited to the specific breach waived.

11. FURTHER ASSURANCES

- 11.1 The Parties will, from time to time, execute and deliver all such further documents and instruments and do all acts and things as the other party may reasonably require to effectively carry out the provisions of this Agreement.

12. GOVERNING LAW

12.1 This agreement is governed by and will be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable herein.

13. NOTICES

13.1 Any notice or other communication which may be given by either of the parties to this Agreement to the other shall be deemed to have been given and received three (3) business days after such communication is mailed by registered mail addressed in the case of:

“The Centre”, at:

The Canadian Ecology Centre
P.O. Box 430, Hwy 17 West
Mattawa, Ontario
POH 1V0

Attention: Bill Steer

“Calvin”, at:

Corporation of the Municipality of Calvin
1355 Peddlers Dr.
R.R. #2
Mattawa, Ontario
POH 1V0

Attention: Cindy Pigeau, Clerk - Treasurer

13.2 The parties may change the above addresses by notice in writing in the manner hereinbefore provided. Any notice or other communication may also be given by delivery at the above addresses and shall be deemed to have been given and received at the time of such delivery.

IN WITNESS WHEREOF each of the parties has duly executed this Agreement under the hands of its authorized signing officers.

For the
Corporation of the Municipality of
Calvin

For the
Canadian Ecology Centre

Mayor

General Manager

Witness

Witness

Clerk - Treasurer

Authorized Signing Authority

Witness

Witness

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-007

BEING A BY-LAW TO ENTER INTO AN AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE CANADIAN ECOLOGY CENTRE (Fire)

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 Canadian Ecology Centre for the use of certain firefighting services and equipment of Calvin within the described fire area of The Canadian Ecology Centre.

NOW THEREFORE THE Council of the Municipality of Calvin ratifies 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 Canadian Ecology Centre" 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, SECOND AND THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS ____ DAY OF _____, 2020.

MAYOR

CLERK-TREASURER

Schedule "A" to By-law No. 2020-007

This AGREEMENT made the 10th day of March, 2020.

FIRE AGREEMENT

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF CALVIN
(Herein called "Calvin")

-And-

THE CANADIAN ECOLOGY CENTRE
(Herein called "CEC")

WHEREAS THE CALVIN TOWNSHIP FIRE DEPARTMENT was established by By-Law Number 565.

AND WHEREAS By-Laws have been duly enacted pursuant to the provisions of Section 2. (5) of the Fire Protection and Prevention Act, 1997 to authorize an agreement between the said parties relative to the use of certain firefighting equipment of Calvin within the described fire area of the CEC. NOW in consideration of the mutual covenants and agreements herein contained, it is mutually agreed between the parties, hereto, as follows:

1. TERM

- 1.1 This Agreement shall be for a **one (1) year period commencing on the 1st day of April, 2020 and ending on the 31st day of March, 2021.**
- 1.2 This Agreement shall not create any obligation on behalf of "Calvin" to renew or extend the term of this Agreement.

2. DEFINITIONS

In this agreement:

- (a) "Fire Department" means the Municipality of Calvin Fire Department.
- (b) "Fire Chief" means the Chief of the Municipality of Calvin Fire Department.
- (c) "Fire Area" means all the areas within Canadian Ecology Centre. Boundaries, as described in Appendix 1, attached and forming part of this agreement.
- (d) "Fire Protection Services" means and includes only the following:
 - (1) Fire suppression (*Limited Interior Attack*)
 - (2) Auto extrication

- (3) Water and ice rescue (*Static Water & Shore Based*)
- (4) Annual inspections of facilities
- (5) Fire Protection and Prevention Act, Bill 84 and Ontario Fire Code enforcement.
- (6) Complaints and inquiries (upon request)
- (7) Assistance in search and rescue (upon request)

3. SERVICES

3.1 Calvin will supply except as hereinafter omitted or excluded, "fire protection services" to the "fire area" at the CEC.

3.2 The minimum apparatus and personnel of the fire department that will respond to occurrences in the "fire area" will include the following: one (1) pumper, equipped according to ULC specification S515, one (1) tanker unit, a minimum of five (5) firefighters including an officer.

3.3 The "Fire Protection Services" provided under this agreement shall be authorized for the complete termination of the emergency, including reporting and the "Fire Chief" shall be in charge of all operations including arranging for additional assistance that may be required. Any additional costs will be at the expense of the CEC.

3.4 Fires or emergencies that may occur along roads within the "Fire Area", whether they may be on Crown, Municipal, MTO or private property are the responsibility of the "Fire Department".

3.5 The "Fire Chief" may refuse to supply "Fire Protection" in the "Fire Area" if personnel, apparatus and equipment are required in Calvin or elsewhere under the provisions of the East Parry Sound/Nipissing Mutual Aid Plan. Similarly the "Fire Chief" may order the return of such personnel, apparatus and equipment that is responding to or is at the scene of an occurrence in the "Fire Area". No liability shall attach or accrue to Calvin, the "Fire Chief" or the "Fire Department" for failing to supply the CEC on any occasion or occasions with the said "Fire Protection Services" provided in this agreement.

3.6 The "Fire Chief" will submit all claims and Calvin will receive funds recoverable for occurrences at which the "Fire Department" attends in regard to motor vehicles or fires involving MNR firefighting personnel when the "Fire Department" is called, in the "Fire Area".

3.7 In the case of an incident in the "Fire Area" pursuant to the Forest Fire Prevention Act and Regulations, the "Fire Chief" will immediately notify the Ministry of Natural Resources. Any claims submitted by the Ministry of Natural Resources arising from such incident will be the sole responsibility of the CEC.

4. LIABILITY

4.1 No liability will attach or accrue to Calvin, the "Fire Chief" or the "Fire Department" by reason of any injury or damage sustained by the personnel, apparatus or equipment of the CEC while the "Fire Department" is engaged in

the provision of "Fire Protection Services" in the "Fire Area".

5. PAYMENT FOR SERVICES

5.1 In consideration of the fire protection services undertaken by Calvin to be provided in the "Fire Area" of the CEC, the owners/operators of CEC shall pay to Calvin the sum of \$2,042.00 per annum as invoiced by Calvin.

6. PROVISIONS

6.1 The CEC will provide the "Fire Department" with:

- a) Current maps of the access roads, numbered cabins, parking areas
- b) and any other pertinent information such as water supply routes, hydro mains, water mains, gas lines etc.
- c) Current drawings of main facility and any safety related equipment, including any structural additions, changes or removal.
- d) Access at any reasonable time for inspections to the facilities under the *Fire Protection and Prevention Act*.

6.2 That the CEC warrants that all construction meets or exceeds Ontario Building Code and Ontario Fire Code requirements and Calvin assumes no liability for reviewing documents or the inspection process.

7. TERMINATION and RENEWAL

7.1 This agreement may be terminated at any time prior to March 31, 2021, by either party giving written notice to the other party ninety (90) days prior to the termination date.

7.2 This agreement may be renewed or extended by the mutual consent of the parties after the party desiring the renewal, extension or amendment(s) gives the other party sixty (60) days written notice prior to the original termination date and the party receiving notice must consent within thirty (30) days thereafter. Any notice given shall be done by registered mail to the following addresses:

Canadian Ecology Centre
P.O. Box 430,
Mattawa, ON.
POH 1V0

Municipality of Calvin
1355 Peddlers Drive,
RR#2 Mattawa, ON.
POH 1V0

Notice shall be deemed to be given and received on the third day after mailing.

IN WITNESS WHEREOF the parties have hereunto affixed the signatures of their duly authorized officers together with their corporate seals and or witnesses.

For the
Corporation of the Municipality of Calvin

For the
Canadian Ecology Centre

Mayor

General Manager CEC

Witness

Witness

Municipal Clerk

Authorized Signing Authority

Witness

Witness

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE March 10, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“That the Corporation of the Municipality of Calvin hereby agrees to renew the Agreement with the John Dixon Public Library Board for 2020/21 which allows all residents of the municipality free use of the library facilities for the year.”

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEAS</u> | <u>NAYS</u> |
|----------------------------------|-------------|-------------|
| <u>Coun Cross</u> | _____ | _____ |
| <u>Coun Grant</u> | _____ | _____ |
| <u>Coun Maxwell</u> | _____ | _____ |
| <u>Coun Olmstead</u> | _____ | _____ |
| <u>Mayor Pennell</u> | _____ | _____ |

CORPORATION OF THE MUNICIPALITY OF CALVIN

1355 Peddlers Drive, RR #2
Mattawa, Ontario P0H 1V0

Phone: 705-744-2700
Fax: 705-744-0309
Email: clerk@calvintownship.ca

AGREEMENT

JOHN DIXON LIBRARY BOARD

AND

CORPORATION OF THE MUNICIPALITY OF CALVIN

THE CORPORATION OF THE MUNICIPALITY OF CALVIN AND THE JOHN DIXON LIBRARY BOARD AGREE AS FOLLOWS:

1. This agreement is for the period of April 1, 2020 to March 31, 2021.
2. The Corporation of the Municipality of Calvin shall pay to the John Dixon Library Board all monies received by the Municipality from the Province of Ontario for library services.
3. The municipality shall not be allowed to have an appointed member on the John Dixon Library Board until a new agreement is reached.
4. There shall be no User Fees charged to the residents of the Corporation of the Municipality of Calvin.

This agreement constitutes the entire agreement between the John Dixon Library Board and the Corporation of the Municipality of Calvin.

Date: _____

Mayor

Clerk

Date: _____

for the John Dixon Library Board

**1. FILL IN IF YOU ARE AN UPPER TIER MUNICIPALITY
(e.g. Bruce County, Durham Region)**

Regional Municipality or County of: _____

Name of Weed Inspector: _____

Address: _____

Email: _____

Phone: _____

Name of Weed Inspector: _____

Address: _____

Email: _____

Phone: _____

**2. FILL IN IF YOU ARE A SINGLE TIER MUNICIPALITY
(e.g. Brant, Chatham Kent)**

Name of municipality: _____

Name of Weed Inspector: _____

Address: _____

Email: _____

Phone: _____

Name of Weed Inspector: _____

Address: _____

Email: _____

Phone: _____

NOTE: If more than two Weed Inspectors, please list on separate page.

**3. FILL IN IF YOU ARE A LOCAL (lower tier) MUNICIPALITY
(e.g. Guelph/Eramosa, Tiny, North Perth etc.)**

Name of municipality: _____

Name of Weed Inspector: _____

Address: _____

Email: _____

Phone: _____

Section of Municipality served: _____

CLERK'S INFORMATION

The municipality of _____ in the (county, region, district)

_____ **will not** be appointing a municipal weed inspector for 2020 and will be using the services of the area weed inspector for the Regional Municipality or County or will be sharing the services of a weed inspector from the single tier municipality (applicable only to municipalities found within districts):

Clerk _____

Address _____

Date: _____

PLEASE RETURN before April 1, 2020 TO:

**Vaughan Allan,
Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, 3rd Floor S.W.
Guelph, Ontario N1G 4Y2
Fax: 519-826-3567**

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 10, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“**Whereas** the calls for services for 911 Misdials have risen dramatically in recent years, correlated with the rise in cell phone use; and

Whereas 911 Misdials must be responded to as if they were legitimate emergency calls; and

Whereas each 911 call is responded to within two OPP officers at an average time per call of 1.2 hours; and

Whereas each 911 call is billable call to the municipality; and

Whereas 911 Misdials are not unique to the Municipality of Calvin and in fact are common across the Province at an estimated cost of millions of dollars;

Now Therefore Be It Resolved That the Municipal, Provincial and Federal governments and relevant associations, including but not limited to, the Ontario Association of Police Services Boards (OAPSB), the Ontario Association of Chiefs of Police (OACP), the Federation of Canadian Municipalities (FCM) and the Association of Municipalities of Ontario (AMO), be requested to lobby the telecommunications industry and smart phone manufacturers to develop a solution to 911 Misdials.”

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEAS</u> | <u>NAYS</u> |
|----------------------------------|-------------|-------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

MUNICIPALITY OF CALVIN

2020CT09 - REPORT TO COUNCIL

REPORT DATE: March 2, 2020
ORIGINATOR: Cindy Pigeau; Clerk-Treasurer
SUBJECT: Complaint Policy

RECOMMENDATION

That a policy be developed for a formal complaint policy to more expediently address public complaints.

BACKGROUND

The Municipality does not have a formal complaint process. The Municipality does have a complaint form but does not have a policy to address how the complaints are dealt with.

It is recommended by the Ombudsman of Ontario that "Every Municipality should have a general complaint policy approved by Council."

This policy should address such items as a timeline for responding to complaints, between different types of complaints, how complaints shall be logged, who is responsible for dealing with them and what the escalation process will be.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer



Tips for Municipal Complaint Resolution Policies

- 1** Every municipality should have a general complaint policy approved by council.
- 2** The complaint policy should be publicly posted.
- 3** The policy should specify if anonymous complaints will be accepted.
- 4** There should be a clear timeline for responding to complaints, including a timeline for acknowledging receipt of the complaint.
- 5** Staff should be trained on the policy.
- 6** Complaints should be treated in confidence as much as possible.
- 7** General complaint resolution should be distinguished from complaints about the conduct of council, committee and local board members. The municipality should provide referral information for these complaints – for example, to an integrity commissioner.
- 8** The policy should distinguish between requests for service (“I need garbage pick-up”) and a complaint (“The staff who picked up my garbage were rude”).
- 9** The policy should also distinguish between complaints and inquiries (“When will my garbage be picked up?”), or suggestions and compliments (“Garbage pick-up would be more convenient on Fridays”).
- 10** The municipality may want to establish a separate process for monetary claims against the municipality (such as for negligence or pothole damage) which may be referred for review by a municipal insurer.
- 11** There should be information provided for service request referrals and for processing financial claims.
- 12** There should be contact information provided for municipal staff so residents can appropriately direct their complaints.
- 13** The policy should encourage complaint resolution at the lowest level; each department should be responsible for initially addressing and attempting to resolve complaints.
- 14** There should be a clear complaint path. If a complaint is not resolved at one level, there should be clear direction to the next level of complaint resolution.
- 15** There should be an official with the ultimate responsibility to address complaints within the municipality (the Clerk, City Manager or Chief Administrative Officer, for example). Some municipalities may choose to establish a municipal ombudsman.

Contact us, make a complaint, or learn more at:

www.ombudsman.on.ca

1-800-263-1830



- 16** A record should be kept of every complaint received, any interactions between municipal staff and the individual complaining, and the results.
- 17** There should be clear delegation to staff to confirm the scope of their authority in addressing complaints.
- 18** Where the competence or conduct of staff is the subject of a complaint, the complaint should generally be reviewed by someone who has not had prior involvement in the matter.
- 19** All relevant information and documents should be considered during the complaint review process, staff should be required to co-operate with complaint resolution attempts, and complainants should have an opportunity to comment before a final decision is made about the complaint.
- 20** An individual or body that has complained should be provided with a written explanation concerning any decisions made in response to their complaint and be advised where they can go next if they remain dissatisfied.
- 21** The complaint policy should prohibit retaliation for anyone making a complaint.
- 22** Municipalities should address how they will deal with frivolous and vexatious complaints.
- 23** It is useful to set out examples of remedies that may be available, such as apologies (apologies go a long way and don't create legal obligations: see *Apology Act*), changes in policies or practices, financial or other remedial action as appropriate.
- 24** The complaint policy should cross-reference the municipality's accessibility policy and accommodations available in accordance with the *Ontario Human Rights Code* as well as any general customer service policy.
- 25** The municipality should provide a way for complainants to provide feedback about their experience with the complaint process.
- 26** Complaint statistics including volume, issue complained about, and result should be collected, analyzed and reported on publicly.
- 27** The policy should explain that members of the public can contact the Ontario Ombudsman if they are dissatisfied with the municipality's final response to their complaint.

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 10, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes the Clerk-Treasurer to proceed with a DRAFT Formal Complaint Policy.”

CARRIED _____

DIVISION VOTE

NAME OF MEMBER OF COUNCIL YEA NAY

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

PROJECT MANAGEMENT PLAN

Community Center Entrance


The Corporation of the Municipality of Calvin

Instructions

Document Purpose

The Project Management Plan defines the project objective and scope as well as how it is executed, monitored, and controlled during the Delivery Stage.

Who Produces This Document

The Clerk-Treasurer in conjunction with Council produces the Project Management Plan in collaboration with the project team members and in consultation with the functional organizations involved in the managerial and technical processes described herein.

DRAFT

Revision History

| Version Number | Description | Date Modified | Author |
|----------------|-------------|---------------|--------|
| 1.0 | | | |
| | | | |
| | | | |
| | | | |
| | | | |

DRAFT

Authority Signatures

The Clerk-Treasurer and Council agree to deliver the Delivery Stage of this project in accordance with this Project Management Plan and amend it periodically as project parameters change.

| |
|--------------------------------------|
| Prepared by: |
| <u>Signature</u> |
| <u>Cindy Pigeau, Clerk-Treasurer</u> |

| |
|---------------------------|
| Prepared by: |
| <u>Signature</u> |
| <u>Ian Pennell, Mayor</u> |

DRAFT

EXECUTIVE SUMMARY

Council would like to look into the modernization of the Community Center Entrance located at 1355 Peddlers drive. The public is currently using Community Center for public and private events. There have been upgrades to the doors to make them accessible.

1 Integration Management

Permits are may be required from the following:

- Electrical permit should the light fixture be included in the project.
- Building permit should any structural changes be made.

Whether permits are required will depend on the work to be done to develop the area. Applications will be submitted by the Electrician and the Recreation Supervisor.

1.1 Roles and Responsibilities

Council – Directs Staff as to what will be done to modernize the Community Center Entrance.

Staff – Applies for and obtains the appropriate permits, carries out the physical modernization of the Community Center Entrance. The appropriate manager will oversee the progress and report back to Council.

1.2 Change Management

Major changes from the project plan will require the approval of Council before proceeding.

Minor changes from the project plan will require the approval of the appropriate manager and will be reported back to Council.

1.2.1 Issue Management

Progress on the project plan will be provided to the appropriate manager on a bi-weekly basis and in turn reported to Council. Should an issue arise that could cause a major change to the project plan, it will be brought to Council for a final decision on how to proceed. If the issue does not or the change to the project plan is minimal then the appropriate manager for the work will make the decision so as to not hold up the progress of the project.

1.3 Project Close Out

A final report prepared by the Recreation Supervisor and Clerk-Treasurer will be provided to Council when the project has been completed. Any surplus resources will be distributed appropriately amongst the respective departments as per resolution of Council.

2 Scope Management

Progress reports will be provided to Council on a monthly basis. Any issues or activities outside the scope of the project will be discussed at that time, a response to the issues will be decided by Council and adopted by resolution.

| Activities In Scope | Activities Out of Scope |
|--|-------------------------|
| Interior wall, ceiling and floor finishing | Exterior wall siding |
| Insulation and vapour barrier | Parking lot grading |
| Electrical fixture and switches | Grounds modernization |

2.1 Requirements Management

The requirements will be determined by Council before the project begins with a resolution.

2.2 Project Deliverables

| Deliverable | Department | Delivery Date |
|---------------|---------------------------|---------------|
| Signage | Recreation/Administration | TBD |
| Accessibility | Recreation | TBD |
| | | |

3 Schedule Management

3.1 Milestones

The Recreation Departments will be required to complete this project. A schedule will determined by the department head so as to not interfere with annual required projects.

| Description | Forecast Date | Gate / Approval |
|--|---------------|-----------------|
| Appropriate Permits Obtained | TBD | |
| Insulation and vapour barrier | TBD | |
| Drywall and mudding of walls and ceiling | TBD | |
| Light fixture and switches | TBD | |
| Flooring | TBD | |
| Trim and baseboard | TBD | |

4 Cost Management

The costs associated with this project will be included in the 2020 Recreation Budget.

Estimation

A budgeted amount will be determined by obtaining quotations from the appropriate suppliers for signage and building materials. Time estimates will be determined by the Recreation Supervisor in consultation with the Clerk-Treasurer. The estimated values and actuals will be tracked throughout the process and will be included in the monthly reports to Council.

Budget Control

Any costs not included in the budgeted amount will need to be approved by Council by resolution.

5 Quality Management

5.1 Quality Assurance and Control

Quality Assurance and Control will be monitored on a weekly basis by the department head and monthly reports will be provided to Council and the public.

6 Human Resource Management

The Recreation Department will be required to complete this project. A schedule will be determined by the department head so as to not interfere with annual required projects.

7 Communications Management

Progress reports will be provided to Council on a monthly basis. Any issues or activities outside the scope of the project will be discussed at that time, a response to the issues will be decided by Council and adopted by resolution.

8 Risk Management

The risk involved in this project will be related to unforeseen issues due to obtaining appropriate permits and any structural issues as well as any time and cost overages needed to correct these issues.

9 Procurement Management

Any procurement required for this project will follow the Procurement By-Law #2004-022

10 REFERENCES

The following documents are attached to this Project Plan for immediate reference.

| Appendix | Document Name | Date |
|-----------------|----------------------|-------------|
| | | |
| | | |
| | | |
| | | |

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 10, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes the Recreation Supervisor to proceed with the Community Centre Entrance Project Plan;

And that Council hereby requests that the following is done to modernize the Community Centre Entrance:

CARRIED _____

DIVISION VOTE

| <u>NAME OF MEMBER OF COUNCIL</u> | <u>YEA</u> | <u>NAY</u> |
|----------------------------------|------------|------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

MUNICIPALITY OF CALVIN
2020CT12 - REPORT TO COUNCIL

REPORT DATE: March 10/20
ORIGINATOR: Cindy Pigeau; Clerk-Treasurer
SUBJECT: Questions from Councillor Dean Grant

BACKGROUND

On or about February 27, 2020, Councillor Dean Grant sent an email to the Clerk-Treasurer requesting answers to two questions:

- 1) What temperature is the heated area of the rink building set at?
- 2) What are the internet speeds up/down loads at the township hall?

The following are the answers to these questions:

- 1) The heat in the Rink Building is electric heat. In the shop area, which also contains the cistern water tanks the temperature is maintained between 3 and 5 degrees Celsius with an outside temperature of minus 20 degrees Celsius. The change room temperature is on a timer that is to come on between the hours of 3pm and 10pm. The heat dial is set to approximately 75%. It is unknown what this setting is in degrees Celsius.
- 2) Our internet provider is Spectrum Group and our internet package has 5Mbps/2.5Mbps speeds.

On or about March 2, 2020, Councillor Dean Grant sent an email to the Clerk-Treasurer requesting answers to the following question:

How many sq feet of floor is in the hall?

The following is the answer to that question:

The total square footage of the Community Center including the main hall area, the kitchen, all washrooms, hallways, utility room, electrical room, storage area, cloak room, furnace room, side entrance and the Municipal Office is 3751.25 square feet. The main hall area by itself (no other rooms) is 1739 square feet.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

MUNICIPALITY OF CALVIN

2020CT13 - REPORT TO COUNCIL

REPORT DATE: March 10/20
ORIGINATOR: Cindy Pigeau; Clerk-Treasurer
SUBJECT: Staff Report on Hall Renovations

BACKGROUND

As per Council Resolution No. 2020-034 – Resolution to Proceed with Hall Renovations Staff Report, please find the staff report on the hall renovations below:

1. The total number of hours spent on the Men’s Washroom was 133 hours – 61.5 hours by the Recreation Supervisor and 71.5 hours by the General Labourer. Estimated hours to complete the project 160 hours.

The total number of hours spent on the Women’s Washroom was 221 hours – 95 hours by the Recreation Supervisor and 126 hours by the General Labourer. Estimated hours to complete the project was 160 hours.

Total hours spent on both washroom renovations 354 hours. Total estimated hours for completion 320 hours. Therefore, 34 hours over estimated value.

2. Interruptions that added to the extended time of the hall closure:
 - a) Maintenance of the Rink – filling holes, cleaning rink after snowfalls, flooding
 - b) Safety Concerns at the Outdoor Washrooms – Closing outdoor washrooms while repairs were being complete, investigation, ordering parts and performing repairs.
 - c) Prep Work required for Electrician visit
 - d) 911 signage investigation
 - e) By-Law Enforcement calls
 - f) Fire Call
 - g) Pre-approved personal time off
 - h) Unforeseen repairs – i.e. rebuild of a wall as studs were rotten and needed to be replaced (not structural).
3. All employee agreements include a clause which states that a journal must be kept.
4. Staff Reports are prepared and presented to Council upon the completion of each project.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

Cindy Pigeau

From: Susan Church <susan.church@blueskyregion.ca>
Sent: Thursday, March 5, 2020 12:07 PM
To: sbeaudoin@bonfieldtownship.org; Stephan Graveline; rcmlaren@sympatico.ca; 'Raymond Belanger'; pmcisaac@powassan.net; Pauline Rochefort - External; ntpiper@gmail.com; mpurcell@callander.ca; 'Maureen Lang'; Al McDonald; 'Debbie Miller'; j.leblond@chisholm.ca; Dexture Sarrazin; Ian Pennell; Jason McMartin; Cindy Pigeau; cao@nipissingtownship.com; 'Peter Johnston'; Jason Trottier; Dennis Higgs; info@mattawa.ca; chiefjoanisse@rogers.com
Subject: East REgional Broadband Steering Committee Update

Hello to all,

Following a very busy start to this year I just wanted to provide a brief update to bring everyone "up-to-speed" on where Blue Sky Net is in regards to seeking funding for a project in the South/East Nipissing and Parry Sound District.

We have issued four different RFP's that essentially will cover most of our service delivery area. Let me address the results of the RF process that is in the area that this committee represents.

The RFP was closed in late December and following the holidays, our review committee met to establish a successful vendor. In the project briefing I sent around to some municipalities in mid-February I outlined the project and requested resolutions of support.

Unfortunately not all communities are part of this project as the eligibility criteria for the first round of funding from the CRTC is very strict and only hexagons that **do not** have at least one household that can receive 50/10Mbps service are eligible. That meant unfortunately that Mattawan and Mattawa were not eligible for this program. Going forward, we surely hope that the Universal Broadband Fund and the Provincial Broadband Fund will be more open to us proving that this strict criteria is in a word- ridiculous. Because of the hexagons in those communities that were not eligible, the business case could not be made to include the areas in question as part of this particular project.

The deadline is March 27th for our first application and I do look forward to receiving any outstanding Council resolutions of support that will go with the CRTC application.

Please do not hesitate to contact me if you require further information regarding this update.

Regards,

Susan

--

Susan Church
Executive Director
Blue Sky Economic Growth Corporation
102-150 First Ave. West
North Bay, ON P1B 3B9
tel:(705) 476-0874 ext. 211
www.blueskynet.ca



West Nipissing Ouest

Joie de vivre

The Corporation of the Municipality of West Nipissing
La Corporation de la Municipalité de Nipissing Ouest
101-225, rue Holditch Street, Sturgeon Falls, ON P2B 1T1

P/T (705) 753-2250 (1-800-263-5359)
F/TC (705) 753-3950

March 3,2020

SENT VIA E-MAIL

Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Honourable Premier Ford:

SUBJECT: PROVINCIALY SIGNIFICANT WETLANDS DESIGNATION

At its regular meeting held on February 25, 2020, Council for the Municipality of West Nipissing passed resolution **2020/080**, attached hereto. The resolution supports a request circulated by the Village of Merrickville-Wolford, asking the Ministry of Natural Resources and Forestry to respectfully review its practices and procedures to include a requirement to provide supporting evidence, to impacted municipalities, when designating Provincially Significant Wetlands within their boundaries.

We trust the enclosed is self-explanatory.

Respectfully,

Deputy Clerk / Assistant to the
Chief Administrative Officer

\Encl.

cc: Minister of Natural Resources and Forestry
Minister of Municipal Affairs and Housing
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)
Ontario Municipalities



The Corporation of the Municipality of West Nipissing /
La Corporation de la Municipalité de Nipissing Ouest

Resolution No.

2020 / 0 8 0

FEBRUARY 25, 2020

Moved by / Proposé par :

Seconded by / Appuyé par :

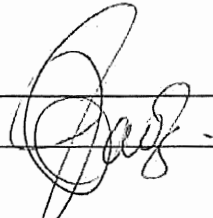
WHEREAS the Municipality of West Nipissing received resolution no. R-029-20 from the Village of Merrickville-Wolford, attached hereto; pertaining to the Ministry of Natural Resources and Forestry's practices and procedures when designating of Provincially Significant Wetlands;

BE IT RESOLVED THAT Council for the Municipality of West Nipissing supports the Village of Merrickville-Wolford requesting that the Ministry of Natural Resources and Forestry to respectfully provide supporting evidence with respect to the expansion of wetlands designations within their boundaries;

BE IT FURTHER RESOLVED THAT Council for the Municipality of West Nipissing calls upon the Ministry of Natural Resources and Forestry to respectfully review its practices and procedures to include a requirement to provide supporting evidence, to impacted municipalities, when designating Provincially Significant Wetlands within their boundaries;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA) and all Ontario municipalities.

| | YEAS | NAYS |
|------------------------|------|------|
| DUHAIME, Yvon | | |
| FISHER, Christopher | | |
| LARABIE, Roland | | |
| MALETTE, Léo | | |
| ROVEDA, Dan | | |
| SÉGUIN, Jeremy | | |
| SÉNÉCAL, Denis | | |
| SÉNÉCAL, Lise | | |
| SAVAGE, Joanne (MAYOR) | | |

CARRIED:  _____

DEFEATED: _____

DEFERRED OR TABLED: _____

Established 1793
Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

February 5, 2020

The Honourable Doug Ford, Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON, M7A 1A1

Dear Premier Ford:

Re: Provincially Significant Wetlands Designation

Please find attached the Council of the Corporation of the Village of Merrickville-Wolford's Resolution No. R-029-20, with respect to the Village's concerns surrounding the Ministry of Natural Resources and Forestry's practices and procedures while implementing designations of Provincially Significant Wetlands.

While the attached resolution is tailored to a Village-specific issue, it is Council's position that the concerns expressed therein are being experienced by municipalities Province-wide.

Thank you in advance for the consideration that you give this matter.

Yours truly,

A handwritten signature in black ink, appearing to read "Doug Robertson".

Doug Robertson
CAO/Clerk/Director, Economic Development

c. Honourable John Yakabuski, Minister of Natural Resources and Forestry
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Andy Brown, CAO of the United Counties of Leeds and Grenville
Association of Municipalities of Ontario
Rural Ontario Municipal Association
All Ontario municipalities

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Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

Resolution Number: R - 029 - 20

Date: January 27, 2020

Moved by: Cameron Foster Halpenny Molloy

Seconded by: Cameron Foster Halpenny Molloy

For Clerk's use only, if required:

Recorded Vote Requested By:

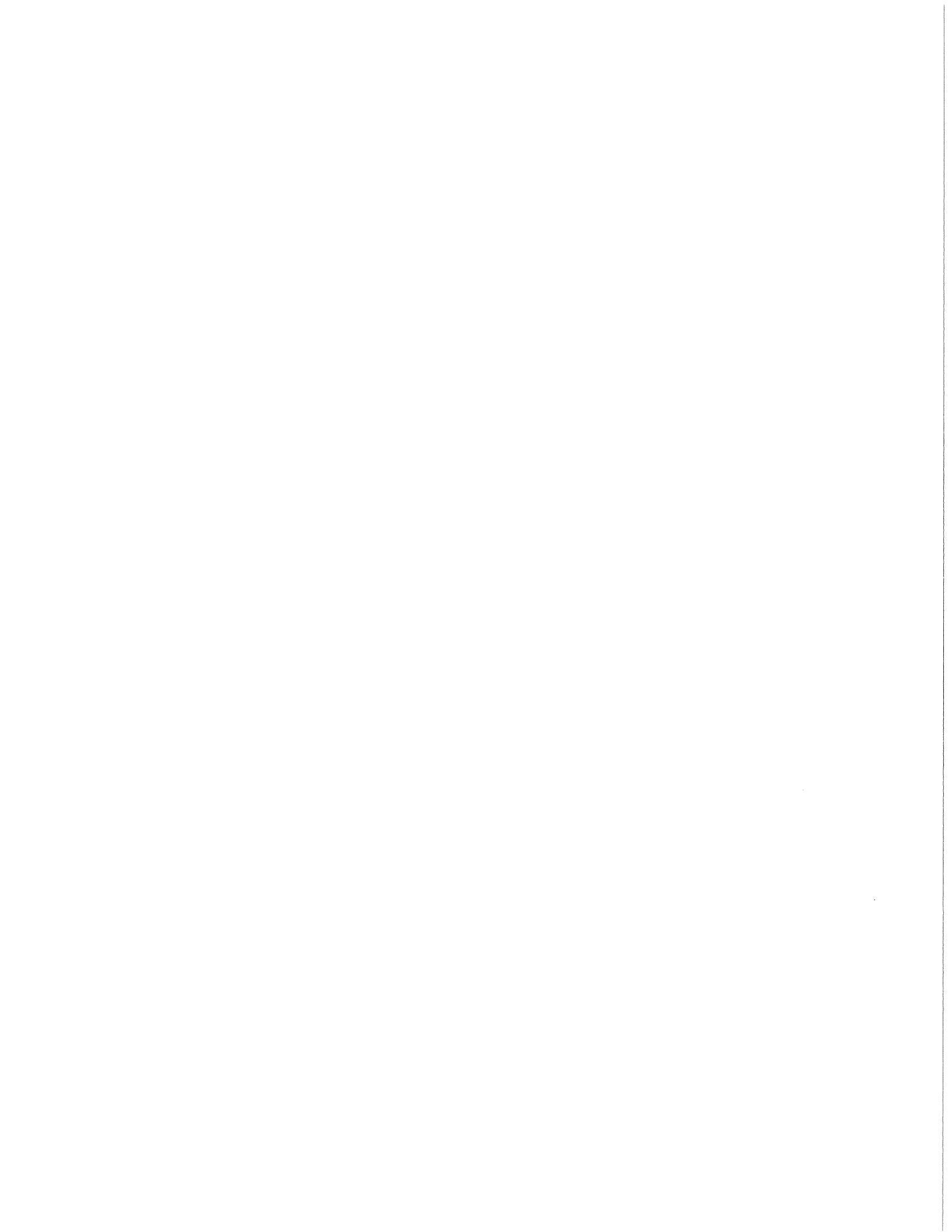
| | | |
|-----------|---|---|
| Cameron | Y | N |
| Foster | Y | N |
| Halpenny | Y | N |
| Molloy | Y | N |
| Struthers | Y | N |

WHEREAS the Village of Merrickville-Wolford is endeavouring to adopt a new Official Plan as required per Section 17 of the *Planning Act* and the Village is required to incorporate the Provincial Policy Statements of the Act;

AND WHEREAS the Provincial Policy Statements require the Village to provide in its Official Plan the updated provisions of new and expanded Provincially Significant Wetlands designations;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned that the expansion of these wetlands is detrimentally affecting certain landowners and the Village's assessment base;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned that designations of Provincially Significant Wetlands have occurred throughout the Province of Ontario without the provision of supporting evidence;



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Incorporated
Wolford 1850
Merrickville 1860
Amalgamated 1998



Telephone (613) 269-4791
Facsimile (613) 269-3095

VILLAGE OF MERRICKVILLE-WOLFORD

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned about the expansion of the Provincially Significant Wetlands in the Northeast quadrant of the Village;

AND WHEREAS the Council of the Corporation of the Village of Merrickville-Wolford is concerned that these wetlands designations have been expanded without the Ministry of Natural Resources and Forestry having provided to the Village supporting evidence to justify said expansion;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Village of Merrickville-Wolford does hereby respectfully request that the Ministry of Natural Resources and Forestry provide the Village with supporting evidence with respect to the expansion of these wetlands designations;

AND THAT the Ministry of Natural Resources and Forestry re-evaluate the subject properties without delay;

AND THAT a copy of this resolution be sent to the Honourable Premier Doug Ford, Minister of Natural Resources and Forestry, the Minister of Municipal Affairs and Housing, the United Counties of Leeds and Grenville, the Association of Municipalities of Ontario and the Rural Ontario Municipal Association and all Ontario municipalities.

Carried / Defeated


J. Douglas Struthers, Mayor



West Nipissing Ouest

Joie de vivre

The Corporation of the Municipality of West Nipissing
La Corporation de la Municipalité de Nipissing Ouest
101-225, rue Holditch Street, Sturgeon Falls, ON P2B 1T1

P/T (705) 753-2250 (1-800-263-5359)
F/TC (705) 753-3950

March 5, 2020

SENT VIA E-MAIL

Hon. John Yakabuski
Minister of Natural Resources and Forestry
Whitney Block 6th Flr Rm 6630,
99 Wellesley St W,
Toronto, ON M7A 1W3

Honourable Minister Yakabuski:

SUBJECT: LEGISLATIVE CHANGES IN BILL 132

At its regular meeting held on March 3, 2020, Council for the Municipality of West Nipissing passed resolution **2020/101**, attached hereto. The resolution supports a request circulated by the Township of Puslinch, supporting AMO's position on the legislative changes in Bill 132 with respect to the *Aggregate Resources Act* and the *Safe Drinking Water Act*.

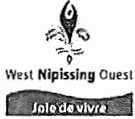
We trust the enclosed is self-explanatory.

Respectfully,

Deputy Clerk / Assistant to the
Chief Administrative Officer

\Encl.

cc: Minister of Health and Long-Term Care
Association of Municipalities of Ontario (AMO)
Ontario Municipalities



The Corporation of the Municipality of West Nipissing /
La Corporation de la Municipalité de Nipissing Ouest

Resolution No.

2020 / 101

MARCH 3, 2020

Moved by / Proposé par :

Seconded by / Appuyé par :

WHEREAS the Municipality of West Nipissing received resolution no. 2020-010 from the Township of Puslinch supporting the Association of Municipalities of Ontario's (AMO) position on the Legislative Changes in Bill 132 with respect to the *Aggregate Resources Act* and the *Safe Drinking Water Act*;

BE IT RESOLVED THAT Council for the Municipality of West Nipissing also supports AMO's position on the Legislative Changes in Bill 132 with respect to the *Aggregate Resources Act* and the *Safe Drinking Water Act*, as supported by the Township of Puslinch;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Ministry of Natural Resources and Forestry, the Ministry of Health and Long-Term Care, the Association of Municipalities of Ontario (AMO) and Ontario municipalities for their consideration.

| | YEAS | NAYS |
|------------------------|------|------|
| DUHAIME, Yvon | | |
| FISHER, Christopher | | |
| LARABIE, Roland | | |
| MALETTE, Léo | | |
| ROVEDA, Dan | | |
| SÉGUIN, Jeremy | | |
| SÉNÉCAL, Denis | | |
| SÉNÉCAL, Lise | | |
| SAVAGE, Joanne (MAYOR) | | |

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



February 20, 2020

RE: AMO's position on the Legislative Changes in Bill 132 with respect to the Aggregate Resources Act and the Safe Drinking Water Act.

Please be advised that Township of Puslinch Council, at its meeting held on January 2, 2020, considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2020-010: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

**That Council receives the Intergovernmental item 7.9 Queens Park Update; and
That Council direct staff to send correspondence in support of AMO's position on the
Legislative Changes in Bill 132 with respect to the Aggregate Resources Act and the Safe
Drinking Water Act.**

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Yours very truly,
Courtenay Hoytfox
Development and Legislative Coordinator

Courtenay Hoytfox

From: AMO Communications <Communicate@amo.on.ca>
Sent: Monday, December 16, 2019 11:17 AM
To: Courtenay Hoytfox
Subject: Queen's Park Update - December 16, 2019

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



December 16, 2019

Queen's Park Update

Cannabis

On December 12th, the government amended Ontario Regulation 478/18 under the *Cannabis License Act, 2018*. This opens Ontario's cannabis retail market in 2020. Retail applications begin on January 6, 2020 and the new changes in the regulation include:

- Ceasing the lottery for retail licenses
- Eliminating pre-qualification requirements for retailers
- Allowing licensed producers to open retail store connected to a production facility

On March 2, 2020, the restrictions on the total number of store authorizations permitted in the province will be revoked. Licensed operators will be allowed to have up to 10 stores until September 2020, up to 30 stores until September 2021 and up to 75 stores afterwards. Store applications will only be eligible in municipalities that have opted-in to sell cannabis.

For more information, visit www.agco.ca.

End of the Fall Legislative Session

The Legislative Assembly of Ontario ended its 2019 legislative session on December 12th and is adjourned until February 18, 2020. Here are some short summaries of Bills of municipal interest that have received Royal Assent.

Bill 132, *Better for People, Smarter for Business Act, 2019* – Received Royal Assent on Dec. 10th.

The legislative changes in Bill 132 of most municipal concern are to the *Aggregates Act*. While it is an improvement that a change will require an application process for below water table extraction, rather than just an amendment to a licence, it still allows the province to issue licences for below water table extraction while the *Safe Drinking Water Act*, Section 19 stipulates that owners of municipal drinking water sources are guilty of an offence if they fail to exercise care over a drinking water system, like a well. As aquifers are connected, a decision of the province to allow below water table extraction could lead to contamination of municipal drinking water sources.

Given the conflict between these two Acts, AMO had asked for a concurrent amendment to the *Safe Drinking Water Act* to indemnify Council members for decisions on *Aggregates Act* applications that the province makes. This amendment was not made to the legislation that now has Royal Assent. We believe this will result in municipal councils appealing all provincial decisions on below water table extraction to the Local Planning Appeal Tribunal (LPAT) to show appropriate due diligence.

As well through Bill 132, the *Highway Traffic Act* was amended to allow municipal governments to pass by-laws that will allow some off-road vehicles to be driven on municipal highways.

For more information on this omnibus bill, please refer to AMO's [Bill 132 submission](#).

Bill 138, *Plan to Build Ontario Together Act, 2019* – Received Royal Assent on December 10th.

This omnibus Bill accompanied the 2019 Fall Economic Statement and affected 40 statutes. This included:

- Section 26.1 of the *Development Charges Act* is amended and will remove industrial development and commercial development from eligible development types that can be charged.
- Subsection 329 (2) of the *Municipal Act, 2001* and section 291 (2) of the *City of Toronto Act, 2006* has been amended regarding calculating property taxes when the permitted uses of land change.
- The *Supply Chain Management Act* specifies how the broader public sector may carry out supply chain management and procurement. AMO has confirmed that these provisions will not apply to municipalities.
- Section 37 of the *Planning Act* has been amended to set out a process for a person or public body to appeal a community benefits charge by-law to the Local Planning Appeal Tribunal.
- Section 40 (1) of the *Liquor Licence and Control Act* permits municipal councils to designate a recreational area under its jurisdiction to prohibit the possession of liquor.

Bill 136, *Provincial Animal Welfare Services Act, 2019* – Received Royal Assent on December 5th.

This bill creates an animal welfare framework. Under the Act, in the event of a conflict between a municipal by-law and the *Provincial Animal Welfare Services Act*, the provision that affords the greater protection to animals will prevail. The legislation

requires an implementation of a full provincial government-based animal welfare enforcement model.

The province has confirmed that all enforcement mechanisms will be performed by them.

Bill 124, Protecting a Sustainable Public Sector for Future Generations Act, 2019

– Received Royal Assent on November 7th.

Under Bill 124, broader public sector employee salary increases will be limited to 1% for the next three years. AMO has been assured that this Act does not apply to employers that are a municipality, a local board as defined in the *Municipal Act*, and persons and organizations that are appointed or chosen under the authority of a municipality.

AMO Contact:

You can contact AMO's Policy Team at policy@amo.on.ca or 416-971-9856.

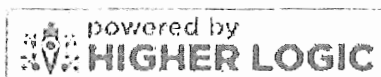
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Association of Municipalities of Ontario
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Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Thursday, February 27, 2020 3:01 PM
To: Cindy Pigeau
Subject: Councillor Training - Land Use Planning: Beyond the Basics

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Add Communicate@amo.on.ca to your safe list



COUNCILLOR TRAINING'S

February 27, 2020

LAND USE PLANNING: BEYOND THE BASICS

ON THE AGENDA

Back by popular demand and updated to reflect Ontario's evolving planning landscape, AMO's *Land Use Planning: Beyond the Basics* training is aimed at both seasoned and first-term councillors. Designed to build upon the Association's on-line primer* on planning, this three-hour workshop will reinforce the central role that municipalities play in implementing and managing the land use policy framework in Ontario.

Land Use Planning: Beyond the Basics will include a review of relevant elements of the *Ontario Planning Act* as well as key planning tools and how they are applied in the municipal context. The workshop will also explain the nature and role of the *Provincial Policy Statement* as the overall roadmap for land use management in Ontario. Participants will understand what the changes related to Ontario Municipal Board to the Local Planning Appeal Tribunal mean as well as the implications on how municipal councils make decisions on planning matters.

WORKSHOP DETAILS

- **Cost:** *Registration in Land Use Planning: Beyond the Basics* includes all materials and automatic access to AMO's online Land Use Planning: The Basics (*regularly \$177 free with registration in *Land Use Planning: Beyond the Basics*) available at MunicipalEducation.ca - \$360.00 plus HST (\$406.80)
- **Registration Open to:** Newly elected and returning elected officials and municipal staff.

- **Dates and Locations:** AMO will be booking training based on interest. Reach out to us today to assist in organizing local training.

For all inquiries please contact AMO Events at: events@amo.on.ca

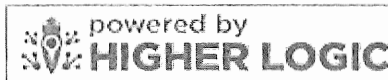
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Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Friday, February 28, 2020 1:10 PM
To: Cindy Pigeau
Subject: Draft Community Benefit Charge/Development Charge Regulatory Proposal and Provincial Policy Statement Posted

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February 28, 2020

Draft Community Benefit Charge/Development Charge Regulatory Proposal and Provincial Policy Statement Posted

Earlier today the Ministry of Municipal Affairs and Housing posted a regulatory proposal for public comment on the [Environmental Registry of Ontario](#). As drafted, the proposal will significantly change the operation of both the new Community Benefit Charge (CBC) and the existing Development Charge (DC) framework. AMO's analysis of key changes is highlighted below.

Key “Soft” Service Costs to be recoverable through Development Charges

Under the proposal, Development Charges would be used to fund growth-related capital costs related to:

- Libraries
- Long-term care
- Park development (eg. playgrounds)
- Public Health, and
- Recreation.

Previous *More Homes, More Choice Act* changes also added waste diversion and ambulance services to the list of eligible services. These costs will be fully recoverable (with no 10% discount). These services remain vital for growth. Their inclusion in the DC framework is a very positive change.

This is a significant amendment from an earlier proposal where the new Community Benefit Charge would have financed these services. The regulatory proposal places the funding of these services into the more established development charge

framework. This provides much greater certainty for the growth-related capital funding of these services. AMO and the municipal sector had expressed significant concern regarding the utility of CBCs to adequately fund growth. On first reading, this represents a significant improvement to advancing the growth paying for growth principle for these services. Further modeling is needed.

Community Benefit Charge Calculation

Affordable housing, child care, land for parks, and other services can be funded through a new Community Benefit Charge. The charge will be assessed as a percentage of land value which will be determined immediately before a building permit is issued (with new zoning in place). The maximum charge is set at 15% of land value for a single-tier municipality. In a two tier situation, 10% of that charge will be for the lower-tier and 5% would be for the upper tier.

Further analysis needs to be conducted on the adequacy of the 15% charge to recover municipal service costs. Further analysis also needs to be conducted on the appropriateness of this split between upper and lower tiers. In addition to the services listed above, the 15% charge is also expected to pay for parkland acquisition and the past practice of density bonusing (previously known as Section 37 agreements).

Other details

The draft regulations provide for a one year transition once in effect. Municipalities would now be required to develop a Community Benefits Charge strategy (in a manner similar to Development Charges) and provide notice regarding a CBC by-law. The draft regulations provide for a 30 day comment period. Municipalities are encouraged to immediately undertake an assessment of these changes and provide feedback to AMO and the government.

The above analysis is preliminary. In the coming days AMO will work with the Municipal Finance Officers Association to assess impacts more thoroughly.

AMO Contact:

Matthew Wilson, Senior Advisor, mwilson@amo.on.ca, 416-971-9856 ext. 323.

Revisions to Provincial Policy Statement Completed

Today the Ministry of Municipal Affairs and Housing also posted the final version of the Provincial Policy Statement. The changes, as a result of consultation, reflect important alterations requested by municipal governments.

Highlights of the changes include:

- In response to municipal concerns, the sections that spoke to “market based” housing have been balanced with the addition of affordable housing.
- The section calling for ‘fast-tracking’ of certain development proposals was removed.
- The changes clarify that where locally appropriate, lot creation is permissible in areas designated as rural lands.

- Planning and serviced land time horizons have been extended.
- The language, regarding wetlands, which would have allowed development with replacement elsewhere has been removed.
- The section that would have allowed aggregate extraction in a natural heritage feature, subject to a no negative impact study, has also been removed.

The new Provincial Policy Statement will come into effect May 1, 2020.

AMO Contact:

Cathie Brown, Senior Advisor, CathieBrown@amo.on.ca, 416-971-9856 ext. 342.

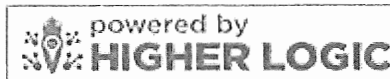
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Cindy Pigeau

Subject: FW: Assigned Fire Protection Adviser Update

Ministry of the Solicitor General

Office of the
Fire Marshal and
Emergency Management

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

Ministère du Solliciteur Général

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

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



VIA E-MAIL

February 24, 2020

Fire Chief Dean Maxwell
1355 Peddlers Drive, RR 2
Mattawa, ON POH 1V0

Dear Fire Chief Maxwell:

This notice is to inform you of a change to your assigned Fire Protection Adviser, as initially noted in the communication delivered to you in December 2019.

Please note that your new Fire Protection Adviser as of February 24, 2020 will be Fire Protection Adviser Tara Hamilton. Please find their contact information below:

Tara Hamilton, Fire Protection Adviser

Cell: 705-698-0922

E-mail: Tara.Hamilton@ontario.ca

If you have any questions, please feel free to liaise directly with your newly assigned adviser.

Yours truly,

Keith Wells
Assistant Deputy Fire Marshal
Office of the Fire Marshal

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



February 28, 2020

Dear Head of Council:

RE: Provincial Policy Statement, 2020

Earlier today, the government of Ontario released the Provincial Policy Statement (PPS), 2020. The PPS is an important part of Ontario's land use planning system, setting out the provincial land use policy direction that guides municipal decision-making.

Municipalities play a key role in implementing provincial land use policies through local official plans, zoning by-laws and other planning decisions. The Planning Act requires that decisions on land use planning matters be "consistent with" PPS policies.

The PPS, 2020 supports implementation of **More Homes, More Choice**: Ontario's Housing Supply Action Plan and includes key changes to:

- Encourage an increase in the mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater certainty
- Support rural, northern and Indigenous communities
- Support the economy and job creation

The PPS, 2020 works together with other recent changes to the land use planning system – including changes to the Planning Act through Bill 108, More Homes, More Choice Act, 2019 and **A Place to Grow**: Growth Plan for the Greater Golden Horseshoe. Collectively, these changes support key government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt.

The PPS, 2020 policies will take effect on May 1, 2020. It will replace the Provincial Policy Statement, 2014. In accordance with section 3 of the Planning Act, all decisions affecting land use planning matters made after this date shall be consistent with the PPS, 2020. My ministry will be in touch to provide education and training for municipal staff to support implementation of the new policies.

For more information about the PPS, 2020, please visit ontario.ca/PPS where you will find:

- A digital version of the PPS, 2020
- A link to the decision notice on the Environment Registry of Ontario (ERO #019-0279)

If you have any questions about the Provincial Policy Statement, 2020, please contact the ministry at provincialplanning@ontario.ca or by calling 1-877-711-8208.

Sincerely,

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

Steve Clark
Minister

c: Planning Head, Planning Board Secretary-Treasurer, and/or Clerks

March 3, 2020

Re: New Business- Motion of Support for a peaceful conclusion to the ongoing rail disruptions and encouragement for ongoing discussions for a solution to the Costal GasLink Project.

At its meeting of March 2, 2020, the Council of the Corporation of the Township of Tyendinaga ratified a motion, regarding the support for a peaceful conclusion to the ongoing rail disruptions and encouragement to find a path a peaceful solution regarding the Costal GasLink Project.

“WHEREAS the dispute regarding the Coastal Gas Link Project in British Columbia is continuing;

AND WHEREAS the dispute has directly affected both the Township of Tyendinaga and the Mohawks of the Bay of Quinte;

AND WHEREAS a resolution of the situation lies in discussion and negotiations with the appropriate parties;

NOWHEREFORE the Corporation of the Township of Tyendinaga calls on those parties to work together to find a successful and peaceful resolution of the pipeline matter as quickly as possible;

AND FINALLY that the Township urges all municipalities and municipal organizations across the Country to support the parties involved in their search for a resolution of this critically important matter.”

Best Regards,



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

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



AP5130

Page : 1

Date : Mar 05, 2020

Time : 2:45 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 05-Mar-2020

Bank : 099 To 1

Class : All

| Supplier | Supplier Name | Batch | Inv Date | Inv Due Date | Amount |
|--------------------------------|---------------------------------------|-------|-------------|--------------|-----------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0101 | ADMINISTRATION | | | | |
| 07050 | GRAND & TOY LIMITED | | | | |
| P693078 | Paper & Office Supplies | 26 | 12-Feb-2020 | 05-Mar-2020 | |
| 1-5-0101-101 | | | | | 189.41 |
| P713983 | Office Supplies | 26 | 19-Feb-2020 | 05-Mar-2020 | |
| 1-5-0101-101 | | | | | 22.10 |
| 11033 | LONDON LIFE INSURANCE | | | | |
| PP#5 PENSION PP#5 Pension 2020 | | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-2-0101-320 | | | | | 664.94 |
| 13035 | NORTHERN BUSINESS SOLUTIONS | | | | |
| AR629315 | 4th QTR 2019 Meter Read for Copier | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-5-0101-117 | | | | | 471.82 |
| 13040 | NORTHERN COMMUNICATIONS | | | | |
| 20947-03012021 | Base Rate for March 2020 | 26 | 01-Mar-2020 | 05-Mar-2020 | |
| 1-5-0101-101 | | | | | 107.49 |
| 16080 | PUROLATOR INC. | | | | |
| 443958144 | Bereavement Authority Report | 26 | 28-Feb-2020 | 05-Mar-2020 | |
| 1-5-0101-171 | | | | | 27.36 |
| 18011 | RECEIVER GENERAL FOR CANADA | | | | |
| FEB 2020 REMI | February 2020 Remittance | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-2-0101-331 | | | | | 7,670.89 |
| 19021 | SPECTRUM GROUP | | | | |
| C1125852 | March 2020 WIFI | 26 | 01-Mar-2020 | 05-Mar-2020 | |
| 1-5-0101-115 | | | | | 350.30 |
| 21014 | USTI CANADA INC. | | | | |
| 271698 | 2020 Annual Maintenance Fee for E-Pay | 26 | 01-Mar-2020 | 05-Mar-2020 | |
| 1-5-0101-106 | | | | | 178.57 |
| | MISCELLANEOUS & MEMBERSHIPS - ADMIN | | | | |
| Department Total : | | | | | 9,682.88 |

| | | | | | |
|---------------------------|--|----|-------------|-------------|-----------------|
| DEPARTMENT 0200 | FIRE PROTECTION | | | | |
| 07014 | GRANT ENERGY INC | | | | |
| 183000712 | Heat for Firehall - Feb 2020 | 26 | 28-Feb-2020 | 05-Mar-2020 | |
| 1-5-0200-108 | | | | | 653.28 |
| 08090 | HUARDS FRESHMART | | | | |
| 200212-1 | Skate Day Supplies & Pop | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-5-0200-106 | | | | | 189.20 |
| 08095 | HYDRO ONE NETWORK INC | | | | |
| 200116477971F | Hydro for Firehall - Feb 2020 | 26 | 26-Feb-2020 | 05-Mar-2020 | |
| 1-5-0200-107 | | | | | 120.92 |
| 10094 | KNIGHT RENE | | | | |
| FEB 2020 EXP | February 2020 Expenses | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-5-0200-102 | | | | | 125.00 |
| 13034 | NORTH BAY CACC | | | | |
| 2020-02 | Call Taking & Alerting Services - Feb 2020 | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-5-0200-137 | | | | | 120.00 |
| | COMMUNICATIONS - FIRE | | | | |
| Department Total : | | | | | 1,208.40 |

| | | | | | |
|------------------------|--------------------------------------|----|-------------|-------------|----------|
| DEPARTMENT 0300 | ROADS | | | | |
| 07014 | GRANT ENERGY INC | | | | |
| 183000713 | Garage Heat - Feb 2020 | 26 | 28-Feb-2020 | 05-Mar-2020 | |
| 1-5-0300-108 | | | | | 2,100.56 |
| 08010 | BUMPER TO BUMPER - H.E. BROWN | | | | |
| 338421/D | Mechanic Gloves | 26 | 18-Feb-2020 | 05-Mar-2020 | |
| 1-5-0300-150 | | | | | 103.51 |
| K38158/D | Mechanic Gloves | 26 | 19-Feb-2020 | 05-Mar-2020 | |
| 1-5-0300-150 | | | | | 51.75 |
| 08095 | HYDRO ONE NETWORK INC | | | | |
| 200009123728F | Hydro 70% REC & 30% Roads - Feb 2020 | 26 | 25-Feb-2020 | 05-Mar-2020 | |
| 1-5-0300-107 | | | | | 245.49 |
| | HYDRO - ROADS | | | | |

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



AP5130

Page : 2

Date : Mar 05, 2020

Time : 2:45 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 05-Mar-2020

Bank : 099 To 1

Class : All

| Supplier | Supplier Name | Batch | Invc Date | Invc Due Date | Amount |
|---------------------------|-----------------------------|-------|-----------|---------------|-----------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0300 | ROADS | | | | |
| Department Total : | | | | | 2,501.31 |

| Supplier | Supplier Name | Batch | Invc Date | Invc Due Date | Amount |
|---------------------------|--|-------|-------------|---------------|-----------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0325 | TRUCK EXPENDITURES | | | | |
| 07011 | GRANT FUELS INC. | | | | |
| 205051 | Truck Clear Diesel 1,155.7L @ \$1.10/L | 26 | 25-Feb-2020 | 05-Mar-2020 | |
| 1-5-0325-106 | FUEL & OIL - TRUCK EXPEND. | | | | 1,268.33 |
| 08010 | BUMPER TO BUMPER - H.E. BROWN | | | | |
| 340219/D | DEF Fluid | 26 | 24-Feb-2020 | 05-Mar-2020 | |
| 1-5-0325-106 | FUEL & OIL - TRUCK EXPEND. | | | | 109.44 |
| 11028 | LEWIS MOTOR SALES (North Bay) | | | | |
| 337366 | Truck Repairs & Maint. - 76-05 | 26 | 05-Mar-2020 | 05-Mar-2020 | |
| 1-5-0325-101 | REPAIRS AND MAINTENANCE-TRUCK | | | | 74.24 |
| Department Total : | | | | | 1,452.01 |

| Supplier | Supplier Name | Batch | Invc Date | Invc Due Date | Amount |
|---------------------------|---|-------|-------------|---------------|---------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0326 | GRADER EXPENDITURES | | | | |
| 07011 | GRANT FUELS INC. | | | | |
| 205052 | 35% Loader & 65% Grader Dyed Diesel 442L @ \$0.94/L | 26 | 25-Feb-2020 | 05-Mar-2020 | |
| 1-5-0326-106 | FUEL & OIL - GRADER EXPEND. | | | | 268.88 |
| 08010 | BUMPER TO BUMPER - H.E. BROWN | | | | |
| 340219/D | DEF Fluid | 26 | 24-Feb-2020 | 05-Mar-2020 | |
| 1-5-0326-106 | FUEL & OIL - GRADER EXPEND. | | | | 109.44 |
| Department Total : | | | | | 378.32 |

| Supplier | Supplier Name | Batch | Invc Date | Invc Due Date | Amount |
|---------------------------|---|-------|-------------|---------------|-----------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0327 | LOADER/HOE EXPENDITURES | | | | |
| 02052 | BRANDT | | | | |
| 7201834 | Loader Oil & Parts | 26 | 21-Feb-2020 | 05-Mar-2020 | |
| 1-5-0327-106 | FUEL & OIL - LOADER/HOE EXP. | | | | 1,327.82 |
| 1-5-0327-101 | REPAIRS AND MAINTENANCE-LOADER | | | | 1,742.28 |
| 07011 | GRANT FUELS INC. | | | | |
| 205052 | 35% Loader & 65% Grader Dyed Diesel 442L @ \$0.94/L | 26 | 25-Feb-2020 | 05-Mar-2020 | |
| 1-5-0327-106 | FUEL & OIL - LOADER/HOE EXP. | | | | 144.78 |
| Department Total : | | | | | 3,214.88 |

| Supplier | Supplier Name | Batch | Invc Date | Invc Due Date | Amount |
|---------------------------|--|-------|-------------|---------------|---------------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0400 | ENVIRONMENTAL | | | | |
| 12913 | MILLER WASTE SYSTEMS | | | | |
| 501-000020897 | Dump & Return, Container Fees - Feb 2020 | 26 | 29-Feb-2020 | 05-Mar-2020 | |
| 1-5-0400-175 | BLUE BOX RECYCLING COSTS | | | | 627.73 |
| Department Total : | | | | | 627.73 |

| Supplier | Supplier Name | Batch | Invc Date | Invc Due Date | Amount |
|-----------------|--------------------------------------|-------|-------------|---------------|--------|
| Invoice # | Invoice Description | | | | |
| G.L. Account | CC1 CC2 CC3 GL Account Name | | | | |
| DEPARTMENT 0700 | RECREATION | | | | |
| 07014 | GRANT ENERGY INC | | | | |
| 183000714 | Heat for Hall/Office - Feb 2020 | 26 | 28-Feb-2020 | 05-Mar-2020 | |
| 1-5-0700-108 | HEATING FUEL-HALL | | | | 551.51 |
| 08095 | HYDRO ONE NETWORK INC | | | | |
| 200009123728F | Hydro 70% REC & 30% Roads - Feb 2020 | 26 | 25-Feb-2020 | 05-Mar-2020 | |
| 1-5-0700-107 | HYDRO - RECREATION | | | | 572.80 |
| 200073072188F | Hydro for Skating Rink - Feb 2020 | 26 | 26-Feb-2020 | 05-Mar-2020 | |
| 1-5-0700-153 | RINK & SPORTSCENTRE | | | | 449.30 |
| 23010 | WILSON'S BUILDERS SUPPLIES | | | | |
| 97984 | Washroom Reno Materials | 26 | 25-Feb-2020 | 05-Mar-2020 | |
| 1-5-0700-135 | BUILDING MAINTENANCE | | | | 15.54 |
| 98019 | Paint Brush & Rollers | 26 | 02-Mar-2020 | 05-Mar-2020 | |
| 1-5-0700-101 | MATERIALS AND SUPPLIES (HALL) | | | | 22.53 |

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



AP5130

Page : 3

Date : Mar 05, 2020

Time : 2:45 pm

Supplier : 0000000 To PT00000007

Cash Requirement Date : 05-Mar-2020

Batch : All

Bank : 099 To 1

Department : All

Class : All

| Supplier | Supplier Name | Invoice # | | | | Invoice Description | Batch | Inv Date | Inv Due Date | Amount |
|---------------------------|---------------|-----------|-----|-----------------|--|---------------------|-------|----------|------------------|--------|
| G.L. Account | CC1 | CC2 | CC3 | GL Account Name | | | | | | |
| DEPARTMENT 0700 | | | | RECREATION | | | | | | |
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| Unpaid Total : | | | | | | | | | 20,677.21 | |

| | |
|---|------------------|
| Total Unpaid for Approval : | 20,677.21 |
| 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 : | 20,677.21 |