

CORPORATION OF THE MUNICIPALITY OF CALVIN

**AGENDA**  
**REGULAR COUNCIL MEETING**  
Wednesday March 25, 2020 at 7:00 p.m.  
Electronic Zoom Meeting

1. **CALL TO ORDER**
2. **WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
3. **PETITIONS AND DELEGATIONS** None
4. **REPORTS FROM MUNICIPAL OFFICERS** None
5. **REPORTS FROM COMMITTEES** None
6. **ACTION LETTERS**
  - A) Minutes of Special Council Meeting Adopt Minutes of Tuesday, March 24/20
  - B) Minutes of Regular Council Meeting Adopt Minutes of Tuesday, March 24/20
  - C) Municipal Council Meetings Special Meeting for Strategic Planning – Cancelled
  - D) Municipal Accounts Payable Resolution to Authorized Accounts Payable during Covid-19 Outbreak
  - E) Calvin Fire Department Fire Department Meetings Cancelled
  - F) Municipality of Calvin Project Management Plan – Community Center Entrance with Report on Pricing
  - G) Municipality of Calvin Authorization to Proceed with Project Management Plan – Community Center Entrance
  - H) Municipality of Calvin Report RE: Update on Community Hall Doors
  - I) Municipality of Calvin Authorization to Proceed with Option 1, 2, or 3 RE: Hall Doors
  - J) North Bay-Mattawa Conservation Authority LSHSC Capital Asset “Ask”
  - K) Citizens Alert App Authorization to Continue with Services of Application
  - L) Report from Clerk-Treasurer 2019 Statement of Council Remuneration and Expenses
  - M) Report from Clerk-Treasurer Update on Covid-19 Outbreak - REVISED
7. **INFORMATION LETTERS**
  - A) Municipality of Callander Petition to the Provincial Government to Waive Restrictions on Electronic Participation in Council Meetings
  - B) Municipal Affairs and Housing/ Municipality of Wawa Report from Clerk-Treasurer and Delegation of Authority By-Law for Covid-19 Outbreak
  - C) North Bay Mattawa Conservation Authority NBMCA 2020 Budget
  - D) Ministry of Health Enhanced Public Health Measures for Covid-19

- |            |   |  |
|------------|---|--|
| E)         | Ontario Human Rights Commission             | OHRC Policy Statement on the Covid-19 Pandemic   |
| F)         | Mr. Bart Castelyn                           | Concerns regarding Public Swimming Access and Fire Truck Filling Station   |
| G)         | Mr. Stan Gibson                             | Request for Reduction in Taxes   |
| H)         | Town of Grimsby                             | Suspend Time-of-Use Electricity Billing  |
| I)         | Ministry of Energy, Northern Development    | Expansion of Natural Gas Access  |
| J)         | Association of Municipalities of Ontario    | Ontario's Flooding Strategy Released   |
| K)         | Ministry of Municipal Affairs and Housing   | Amendments to Residential Tenancies Act, 2006, the Housing Services Act, 2011 and the Building Code Act, 1992  |
| L)         | County of Haliburton                        | Tourism Oriented Destination Signage Fee Increases   |
| M)         | Grey County                                 | 100% Canadian Wines Excise Exemption   |
| N)         | Notice to Public                            | Provincial Offences Act Matters  |
| O)         | Norfolk County                              | Mapping of Provincially Significant Wetlands (PSWs)  |
| P)         | Association of Municipalities of Ontario    | Queen's Park Update – Much Activity and New Legislation of Municipal Interest  |
| Q)         | Association of Municipalities of Ontario    | COVID-19 Update: Revised Essential Services List and Other New Covid-19 Related Items You Need to Know   |
| <b>8.</b>  | <b>INFORMATION LETTERS AVAILABLE</b>        | North Bay Mattawa Conservation Authority 2020 Budget<br>Ministry of Natural Resources – A Solid Wood Bioheat Guide for Rural and Remote Communities in Ontario |
| <b>9.</b>  | <b>OLD AND NEW BUSINESS</b>                 |  |
| <b>10.</b> | <b>ACCOUNTS APPROVAL REPORT</b>             |  |
| <b>11.</b> | <b>CLOSED PORTION</b>                       |  |
| <b>12.</b> | <b>BUSINESS ARISING FROM CLOSED SESSION</b> |  |
| <b>13.</b> | <b>NOTICE OF MOTION</b>                     |  |
| <b>14.</b> | <b>ADJOURNMENT</b>                          |  |

CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE SPECIAL MEETING TUESDAY MARCH 24, 2020

The special meeting of Council was held this date by conference call (due to Covid-19 pandemic). Present were Mayor Ian Pennell, Deputy Mayor Sandy Cross, Coun Dan Maxwell, Coun Heather Olmstead, Coun Dean Grant and Cindy Pigeau.

Regrets: 0                      Guests: 0

The meeting was called to order at 6:58 p.m. by Mayor Pennell

PECUNIARY/CONFLICT OF INTEREST:                      None

PRESENTATIONS/DELEGATIONS:                      None

2020-060                      BY-LAW 2020-008 – AMENDMENT TO “PROCEDURAL BY-LAW”  
By-law No. 2020-008 being a by-law to amend By-Law 2020-008 which is a By-Law to govern and regulate the meetings and proceedings of Council and Committees of the Corporation of the Municipality of Calvin and commonly called “The Procedural By-Law”. This By-law received 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> readings on Tuesday, March 24, 2020 and finally passed before an open Council on this date.  
Carried

2020-061                      ADJOURNMENT  
Moved by Coun Cross and seconded by Coun Maxwell that this special meeting of Council now be adjourned at 7:05 p.m.  
Carried

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN  
MINUTES OF THE REGULAR COUNCIL MEETING TUESDAY MARCH 24, 2020

The regular meeting of Council was held this date by conference call (due to Covid-19 pandemic). Present were Mayor Ian Pennell, Deputy Mayor Sandy Cross, Coun Dan Maxwell, Coun Heather Olmstead, Coun Dean Grant and Cindy Pigeau.

Regrets: 0                      Guests: 0

The meeting was called to order at 7:06 p.m. by Mayor Pennell

PECUNIARY/CONFLICT OF INTEREST:                      None

PRESENTATIONS/DELEGATIONS:                      None

2020-062                      MINUTES OF COUNCIL MEETING

Moved by Coun Cross and seconded by Coun Olmstead that the Minutes of the regular meeting of Council held on Tuesday, March 24, 2020 be hereby adopted and signed as circulated.

Carried

2020-063                      EXTENSION OF DUE DATE FOR INTERIM TAXES

Moved by Coun Maxwell and seconded by Coun Olmstead that Council hereby acknowledges that the Interim Taxes deadline will be extended until May 30, 2020 from the original deadline of March 31, 2020, due to the Covid-19 outbreak in order to help our community deal with the current circumstances.

Carried

2020-064                      ADJOURNMENT

Moved by Coun Cross and seconded by Coun Olmstead that this regular meeting of Council now be adjourned at 7:25 p.m.

Carried

Due to technical difficulties with the conference call, this Regular Council Meeting was adjourned before the full agenda of the meeting was completed.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

CORPORATION OF THE MUNICIPALITY OF CALVIN

**Resolution**

DATE: March 25, 2020

NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Council hereby authorizes that, due to the Covid-19 outbreak and the requirement for social distancing, the special Council meeting scheduled for Tuesday April 7, 2020 will be cancelled and;

Further, that the depending on how the Covid-19 outbreak progresses, that authorization is hereby given to the Mayor and the Clerk-Treasurer to decide to cancel further meetings, if necessary.”

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>	_____	_____

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

Date: March 25, 2020

No. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That authorization is hereby given for the duration of the Covid-19 Outbreak, should Regular Council Meetings need to be cancelled, for the accounts payable to be paid by the Mayor or Deputy Mayor and the Clerk-Treasurer or Administrative Assistant.”

CARRIED \_\_\_\_\_

DIVISION VOTE

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



**PROJECT MANAGEMENT PLAN**

***Community Center Entrance***

  
**The Corporation of the Municipality of Calvin**

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## **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

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## Revision History

Version Number	Description	Date Modified	Author
1.0			

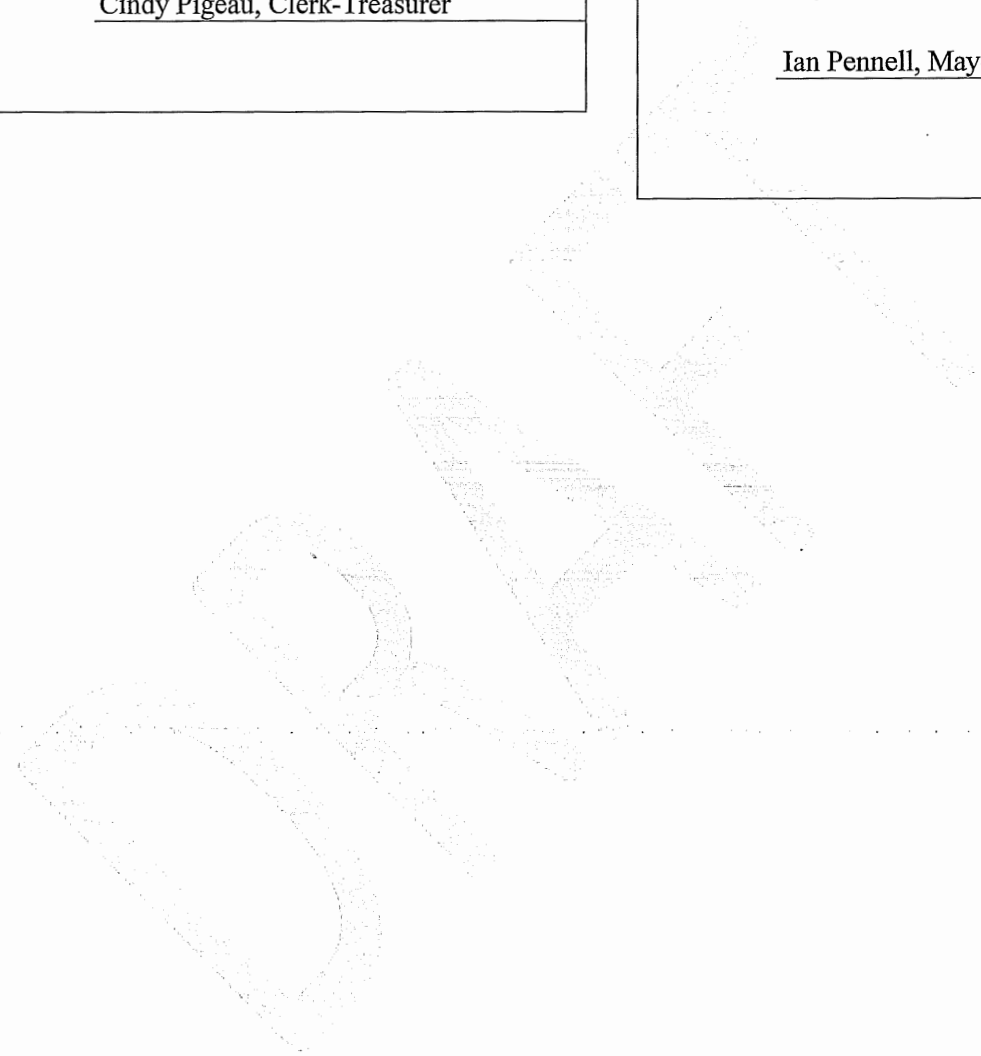
DRAFT

### 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>



## 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.

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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.

<b>Appendix</b>	<b>Document Name</b>	<b>Date</b>

**MUNICIPALITY OF CALVIN**  
**REPORT TO COUNCIL**  
**Recreation, Cemetery, Landfill JG2020-05**

REPORT DATE: 19/03/2020

ORIGINATOR: Jacob Grove – Recreation Supervisor

SUBJECT: Community Center Entrance

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**BACKGROUND**

Council asked for a cost report to be given at the next council meeting.

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**Additional Information**

Drywall, Mud, screws, tape – materials purchased for washroom renovation that were left over and can be used for this entrance project.

Materials to purchase: insulation @ 3 packs, vapor barrier, tape, base board & door trim @ 14 boards, floor surface self-leveler & paint, light fixture flush mount 2 bulb, light switches white @ 3 switches, cover for 2 switches, exterior light motion light, light bulbs, paint, caulking, paint brushes, roller refills.

Cost Estimate = \$900.00 plus 10% contingency brings total cost estimate to \$1000.00.

Electrician – Exact costs unknown at this time but will be included in other planned projects in 2020 such as the LED lights for the rink.

The vinyl floor was explored but is not recommended because there is a lack of clearance between the floor and door. The door company does not recommend the door to be cut.

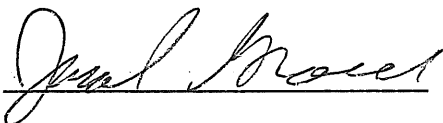
The water line cover around the interior door is recommended to remain wood (versus changing it to drywall) as it allows for easy removal and reinstallation if work is required on the heating system.

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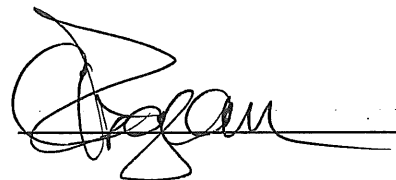
This is an estimate of material cost for Community Center Entrance. If any structural damage or unforeseen issues are noticed once the current finishing is removed from the walls or ceiling there could be increased cost to the project.

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Respectfully submitted;



Jacob Grove  
Recreation Supervisor



Cindy Pigeau  
Clerk - Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 25, 2020 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

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

Further, hereby authorizes staff to spend a total maximum of \$ \_\_\_\_\_ on the project as outlined in JG2020-05, and that these costs be hereby preapproved to be included in the 2020 Final Budget.

CARRIED \_\_\_\_\_

DIVISION VOTE

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



**MUNICIPALITY OF CALVIN**  
**REPORT TO COUNCIL**  
**Recreation, Cemetery, Landfill JG2020-04**

REPORT DATE: 19/03/2020

ORIGINATOR: Jacob Grove – Recreation Supervisor

SUBJECT: Community Center Assessable Doors

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**BACKGROUND**

The company installing the doors has received the exterior door with the correct swing. However the door is the wrong colour, it is bronze not aluminum.

The company is giving us a \$4000.00 credit on the doors, due to the multiple issues that have taken place.

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**Additional Information**

There are three options for moving forward with the door installation:

Option one - Have the company reorder the door in the right colour. It will take an additional 6-8 week to be received from the manufacturer, but we will have the project completed as we planned.

Option two - The company can install the bronze door. This can be done right away and the doors will open as planned but will not match in colour.

Option three - The company can install the opener on the existing exterior door that swings the wrong way. This option allows the project to be completed the fastest but the door swing will not match.

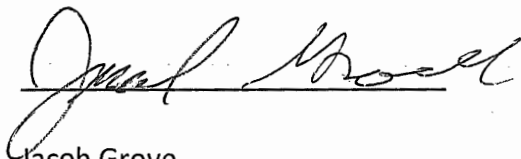
Please note: Times may be affected by the current Covid-19 outbreak.

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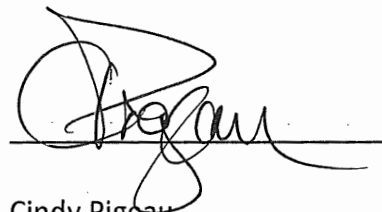
**Recommendation**

My recommendation to Council is to have the company order the correct door, in the correct colour and complete the project as planned.

Respectfully submitted;



Jacob Grove  
Recreation Supervisor



Cindy Pigeau  
Clerk - Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

**Resolution**

DATE: March 25, 2020 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Council hereby authorizes the Recreation Supervisor to proceed with Option \_\_\_\_\_ as per Report to Council JG2020-04 regarding the Community Hall Accessible Doors.”

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 25, 2020 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That the Municipality of Calvin will not be providing the “ASK” contribution of \$728.00 towards funding for capital assets associated with the Laurentian Ski Hill and Snowboarding Club for the NBMCA 2020 Budget.”

CARRIED \_\_\_\_\_

DIVISION VOTE

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



NORTH BAY-MATTAWA  
CONSERVATION  
AUTHORITY

# Invoice

Invoice To
TOWNSHIP OF CALVIN R.R. #2 MATTAWA, ON P0H 1V0

Date	Invoice #
2/28/2020	3731

Terms
Due on receipt

Description	Amount
LSHSC Capital Asset " ASK"	728.00
<b>Total</b> \$728.00	
<b>Payments/Credits</b> \$0.00	
<b>Balance Due</b> \$728.00	

We accept Visa, Mastercard, Interac and cheques. Please make cheques payable to North Bay-Mattawa Conservation Authority.

GST/HST No. 107780298

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: March 25, 2020 NO. \_\_\_\_\_

MOVED BY \_\_\_\_\_

SECONDED BY \_\_\_\_\_

“That Council acknowledges that the 90 days trial period will be over on March 31, 2020 for the Citizens Alert Application and would like to formally enroll in the services provided by the Citizens Alert Application; and;

Further, would like to take advantage of the functionality of receiving Emergency Alerts from the OPP and other services through the Citizens Alert Application.”

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>	_____	_____

## Cindy Pigeau

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**From:** Tamie Salter <tsalter@citizenalert.ca>  
**Sent:** Wednesday, March 11, 2020 8:56 AM  
**To:** Administration Citizen Alert  
**Subject:** Alerts from OPP  
**Attachments:** UrgentAlerts Bluesky.zip

Dear Bluesky Group.

We have been in communication with the OPP about them having the ability to email you with information that they feel would be important for your citizens to receive. Other towns in the Bluesky group with the Citizen Alert system are already on board with this.

This would involve the OPP having a contact email with your town and when necessary sending your town information that they would like you to alert to your citizens.

If your town agrees you would receive an extra set of 'categories' on your dashboard plus we would update your apps. The OPP would then email you when necessary with the following information:

- Category - URGENT, Drill or Clear
- Title of Alert
- Body text of Alert
- Link if needed

Your town would be required, (if you decide to), to send out this information. This means it would be the same as you sending a normal alert but the alert that your citizens receive would be slightly different. The alert label would be on the right-hand side and there would be an automatic extra title of "Emergency Services Alert". I am attaching example screenshots of a dashboard with the extra categories and also screenshots of example alerts (ignore the branding of the dashboard and app).

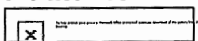
Please let me know if you wish to collaborate with the OPP in this new functionality. If so we would need the email address(es) of the contact(s) at your town for the OPP. This is your town's decision there is no charge for the extra functionality.

Please email me if you have any questions. I feel that this could be an important feature to help alert your residents of any potential emergency situations.

Best  
Tamie

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**Dr. T. Salter Ph.D. Computer Science  
Founder & Creator of**



**Skype: tamiesalter**  
**[www.citizenalert.ca](http://www.citizenalert.ca)**  
**T: 819 437 9991**

**MUNICIPALITY OF CALVIN**

**2020CT10 - REPORT TO COUNCIL**

REPORT DATE: March 3, 2020

ORIGINATOR: Cindy Pigeau; Clerk-Treasurer

SUBJECT: 2019 Statement of Council Remuneration and Expenses

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**BACKGROUND**

The Municipal Act, Section 284 (1) states that the Treasurer shall in each year on or before March 31<sup>st</sup> provide to Council an itemized statement on remuneration and expenses paid in the previous year to each member of council including local boards and members at large to which the member has been appointed.

Section 284 (4) states that despite the Municipal Freedom of Information and Protection of Privacy Act, statements provided are public records.

Please find attached the itemized statement for remuneration and expenses paid to council members for the year 2019.

Respectfully submitted;  
Cindy Pigeau  
Clerk Treasurer

Statement of Remuneration and Expenses For 2019			
Council	Remuneration	Per Diem/Mileage/Cellular Phone Expenses	Total Amount Paid Out in 2019
Mayor Ian Pennell	\$ 8,850.00	\$ 51.00	\$ 8,901.00
Councillor Sandy Cross	\$ 7,800.00	\$ -	\$ 7,800.00
Councillor Dan Maxwell	\$ 6,600.00	\$ -	\$ 6,600.00
Councillor Heather Olmstead	\$ 6,150.00	\$ -	\$ 6,150.00
Councillor Dean Grant	\$ 6,600.00	\$ -	\$ 6,600.00
<b>Total</b>	<b>\$ 36,000.00</b>	<b>\$ 51.00</b>	<b>\$ 36,051.00</b>

Local Boards				
Board	Members of Council	Remuneration	Per Diem/Mileage	Total Amount Paid Out in 2019
North Bay-Mattawa Conservation Authority	Councillor Dean Grant	\$ 180.00	\$ 458.00	\$ 638.00
	Councillor Dan Maxwell	\$ 675.00	\$ -	\$ 675.00
East Nipissing Planning Board	Mayor Ian Pennell	\$ 675.00	\$ -	\$ 675.00
<b>Total</b>		<b>\$ 1,530.00</b>	<b>\$ 458.00</b>	<b>\$ 1,988.00</b>

Reference - By-Law 2018-003



**MUNICIPALITY OF CALVIN**

**2020CT15-Revised REPORT TO COUNCIL**

REPORT DATE: **March 25/20**  
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**  
SUBJECT: **Update on Covid-19 Outbreak - Revised**

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As a result of the Covid-19 outbreak the following has been implemented:

1. The Municipal Office has been closed to the public, effective Wednesday, March 18<sup>th</sup>, until further notice. The situation is being monitored constantly. Most services will still be provided and staff will still be working. If anyone has any questions, please do not hesitate to contact us by phone, email or fax. The After Hours number is also still available at 705-497-6961.
2. The Community Center/Recreation Hall is closed to the public as per the State of Emergency declared by the Province of Ontario. This situation is being monitored constantly as well.
3. We are currently exploring a number of ways to conduct Council Meetings electronically as per Bill 187. An amendment to our Procedural By-Law has been done in order to accommodate this practice. It is still recommended to Council that the Strategic Plan Special Meeting set for April 7<sup>th</sup> be cancelled.
4. For payment of property taxes, cheques can be mailed or dropped off to the office drop box outside the Municipal Office door. A more permanent solution has been ordered with delivery anticipated on Thursday. Payments can also be made online through Caisse Populaire, Scotia Bank and CIBC as well as by credit card through the E-Payment option on our website. Now that the banks are closed, we have set up night deposits and are also exploring other avenues for rate payers to pay their interim tax bills by providing us with an electronic VOID cheque and we process the payment using the EFT method similar to how we are paying many of our suppliers now.
5. The deadline for interim tax payments has been extended until May 30, 2020 to help our citizens to deal with the Covid-19 outbreak.
6. If the community is in need of a dog tag, please send an email, call the office or send a fax with the name of the dog, age, colouring, demeanour, special marking and the name and address of the owner. A dog tag can be mailed to you.
7. The Landfill is still open but in order to maintain social distancing and to try to protect our community from this outbreak – the New to You section of the landfill has been closed until further notice, we have stopped cutting landfill passes and we have changed the way we receive recycling. Residents are required to sort their own recycling and staff will place the sorted materials into the Miller bins.
8. The Public Works Department is still operational. We ask that no one visit the municipal garage in order to maintain social distancing.
9. The Building Department is still operational. However, please email, phone or fax your questions, permit requests, etc.....to the municipal office.
10. Any issues with By-Law Enforcement may be delayed but we will work on resolving issues as best we can. Please continue to call the office or email [administration@calvintownship.ca](mailto:administration@calvintownship.ca).

11. For any planning issues, please email [East.Nipissing.Planning.Board@gmail.com](mailto:East.Nipissing.Planning.Board@gmail.com).
12. For any Fire Department related issues, please email [fire@calvintownship.ca](mailto:fire@calvintownship.ca) or contact the Fire Chief by calling the Municipal office.
13. As of Friday, March 20, 2020, our Facebook/Twitter page will be up and running and will provide us with another avenue to keep the public up to date on the Covid 19 outbreak.

Most of our surrounding municipalities are doing something similar to what we are doing in terms of closures and the above changes in how services are provided. Most of them have amended their Procedural By-Law to allow for electronic meetings and are having their meetings electronically as we have. Many of them have also passed a by-law regarding delegation of powers.

Respectfully submitted;  
Cindy Pigeau  
Clerk-Treasurer



MUNICIPALITY OF CALLANDER

Monday, March 16, 2020

Moved by Councillor

Seconded by Councillor

**RESOLUTION NO. 2020/03/ 84**

Whereas the World Health Organization has declared the COVID-19 Virus a world-wide pandemic; and

Whereas all levels of Government in Canada are taking precautionary measures to help protect their citizens and communities and slow the spread of this virus; and

Whereas these measures include social distancing and avoiding where possible public gatherings; and

Whereas the duration of these measures is unknown at this time; and

Whereas municipal governments need to continue to operate; and

Whereas the technology exists to allow Council members to participate in meetings electronically and for the public to be able to view the proceedings of Council electronically, thus allowing for increased social distancing without compromising accountability and transparency of Council decisions; and

Whereas the Municipal Act currently provides for Council Members to participate electronically in meetings, but only if a quorum is present in person and the meeting is open to the public; and

Whereas additional measures to control the COVID-19 pandemic could be employed if the Provincial Government waives the quorum and closed session restrictions to electronic participation in meetings by Council Members;

Now therefore, be it resolved that the Council of the Municipality of Callander petition the Provincial Government to waive the restrictions on electronic participation in Council Meetings, at least for the duration of the COVID-19 pandemic;

And further that copies of this motion be sent to the Premier of Ontario, the Minister of Municipal Affairs; our local MPP; and all Ontario Municipalities for support.

  
\_\_\_\_\_  
Mayor

CARRIED / DEFEATED / AMENDED / DEFERRED

**MUNICIPALITY OF CALVIN**  
**2020CT14 REPORT TO COUNCIL**

REPORT DATE:           **March 24/20**  
ORIGINATOR:           **Cindy Pigeau – Clerk-Treasurer**  
SUBJECT:               **Delegation of Authority**

---

**BACKGROUND**

Please find attached an example by-law from the Municipality of Wawa regarding delegation of authority. It was provided to the Clerk-Treasurer in the event our municipality was looking to take similar steps during the Covid-19 Outbreak.

Respectfully submitted;  
Cindy Pigeau  
Clerk-Treasurer

**THE CORPORATION OF THE  
MUNICIPALITY OF WAWA**

**BY-LAW NO. 3**

**BEING A BY-LAW** to authorize the delegation of authority to the Chief Administrative Officer, Treasurer, Clerk or other delegates for certain acts during the provincially declared emergency (human emergency – pandemic).

**WHEREAS** Section 23.1-23.5 of the *Municipal Act, 2001*, Chapter 25, as amended, authorizes a municipality to delegate its powers and duties under this or any other Act to a person or body subject to restrictions under the Act;

**AND WHEREAS** Section 23.3 of the *Municipal Act, 2001*, c. 25 restricts Council from delegating powers and duties:

- The power to appoint or remove from office of an officer of the municipality whose appointment is required by this Act;
- The power to pass by-laws under Parts VIII, IX and X;
- The power to incorporate corporations in accordance with Section 203;
- The power to adopt an Official Plan or an amendment to an official plan under the Planning Act;
- The power to pass a zoning by-law under the Planning Act;
- The power to pass a by-law under subsections 108(1) and (2), and 110 (3), (6) and (7);
- The power to adopt a community improvement plan under section 28 of the Planning Act;
- The power to adopt or amend the budget of the municipality;
- Any other power or duty that may be prescribed.

**AND WHEREAS** Council deems it expedient to delegate authority to the Chief Administrative Officer, Treasurer or Clerk or their designate to take action, where necessary, on certain acts during the provincially declared emergency;

**NOWHEREFORE** the Municipal Council of The Corporation of the Municipality of Wawa enacts as follows:

1. **THAT** Council delegates authority to the Chief Administrative Officer, Treasurer, Clerk or delegate of The Corporation of the Municipality of Wawa to take action, where necessary, during the provincially declared emergency. Such action may include:
  - a. Waiving fees and penalties for Billings;
  - b. Authority to determine and/or alter the Billing due dates and methods of payment;
  - c. Enter into agreements of Purchase and Sale of municipal land to a maximum of \$50,000 per sale;
  - d. Authorized spending limit for the CAO-Treasurer shall be set for \$75,000.
3. **THAT** the Chief Administrative Officer, Treasurer, or Clerk will report to Council on any actions taken during the provincially declared emergency which commenced on March 17, 2020.
4. **THAT** this By-Law is in effect for the period of March 17, 2020 to April 20, 2020.
5. **THAT** this By-Law shall come into force and effect upon its final passage.
6. **THAT** this By-Law may be cited as the "Emergency Delegation of Powers By-Law".
7. **THAT** the Mayor and Clerk be and hereby authorized to execute this By-Law on behalf of the Corporation and to fix the corporate seal thereto.

**READ** a first, second and third time and be finally passed this 17<sup>th</sup> day of March, 2020.

---

RON RODY, MAYOR

---

CATHY CYR, CLERK



February 28, 2020

RECEIVED  
MAR 09 2020

Cindy Pigeau  
Clerk  
Calvin Township  
R.R.#2  
Mattawa, Ontario P0H 1V0

Dear Ms. Pigeau:

**Re: NBMCA 2020 Budget**

For the year 2020, the North Bay – Mattawa Conservation Authority Board of Directors has established a Levy of \$1,325,623.00 on its activities. As required by section 27(C) of the Conservation Authorities Act, 1993, you are hereby notified that the portion of this Levy chargeable to your Municipality is \$ 9,913.00 This Levy is broken down into two categories:

Operations Levy for a total of \$5,555.00 and;  
Capital Levy for a total of \$4,358.00.

The budget also included a fifth year of a five year Laurentian Ski Hill and Snowboarding Club fixed asset funding ask. The ask amount for your municipality is \$728.00.

Please find enclosed a 2020 Budget Overview, which includes the Levy Apportionment for all member municipalities in 2020. Your member Dean Grant has received a complete copy of the 2020 budget, and the complete budget will be appended to the minutes of the February 26, 2020 board meeting.

.Attached you will find invoices for the above mentioned amounts. Your early remittance of this levy would be appreciated, and if further information or clarification is required, please do not hesitate to contact me at 705-474-5420.

Yours truly,

A handwritten signature in black ink that reads "Brian Tayler".

Brian Tayler  
Chief Administrative Officer  
Secretary – Treasurer

/rm

/Encl.

c.c. Dean Grant

**Ministry of Health**

Office of Chief Medical Officer of Health, Public Health  
393 University Avenue, 21<sup>st</sup> Floor  
Toronto ON M5G 2M2

Tel.: 416 212-3831  
Fax: 416 325-8412

**Ministère de la Santé**

Bureau du médecin hygiéniste en chef, santé publique  
393 avenue University, 21<sup>e</sup> étage  
Toronto ON M5G 2M2

Tél. : 416 212-3831  
Télééc. : 416 325-8412

March 12, 2020

Re: Enhanced Public Health Measures for COVID-19

As the outbreak of COVID-19 continues to evolve globally, I am asking all Ontarians to immediately take a number of enhanced measures over the coming weeks to protect themselves from COVID-19 and to help mitigate its spread in Ontario.

As of today, based on my assessment of the clinical risk of COVID-19, I am strongly advising the people of Ontario to avoid all non-essential travel outside of Canada. In light of our recent positive cases in young children, if you decide to travel outside of Canada with children, they will be required to self-isolate for a period of 14 days upon return. I am supporting the Ministry of Education's decision to close all public schools in Ontario for a period of two weeks following the March Break. I am further requesting that colleges and universities immediately look at virtual options to provide services.

Similar to our recent guidance for long-term care and retirement homes, I am asking all licensed child care centres to actively screen children, parents, staff and visitors for any symptoms and travel history that may be related to COVID-19 based on the ministry's case definition. It is critical that we keep COVID-19 out of our child care spaces.

I am also recommending the immediate suspension of all large events and public gatherings of over 250 people. Organizers who have questions about smaller gatherings are encouraged to contact their local public health unit. I call on all Ontarians to recognize the risk of attending public gatherings and to practice social distancing as much as possible until further notice to manage the spread of illness. Organizations that can take advantage of virtual options to continue providing services are strongly encouraged to do so.

I want to remind all Ontarians that there are actions that they should be taking every day in order to protect their health. These include:

- washing your hands often with soap and water or alcohol-based hand sanitizer
- sneezing and cough into your sleeve
- avoid touching your eyes, nose or mouth
- avoid contact with people who are sick
- stay at home if you are sick. In particular, do not visit a long-term care, retirement home or other congregate living situation.



The majority of patients with COVID-19 experience mild illness. It is therefore vital that Ontarians remain home when they are sick to prevent the spread of illness to others. Yesterday, the government has announced that new measures are being implemented to manage your care at home and to provide you with advice on how and where to seek further care and testing if and when it is needed.

Online and telephone resources will be available to help guide you to further care and potential testing at an assessment centre or other location. Please ensure you consult these resources before you go to an assessment centre. Please check for updates on Ontario's COVID-19 [website](#) for further information on the virus and how to seek care.

I recognize that these measures will be a significant adjustment from your regular routine, but they will be critical to managing the spread of COVID-19 in Ontario over the coming weeks and protecting our most vulnerable populations. I am calling on all Ontarians to cooperate with these public health measures over the coming weeks and I will continue to provide regular updates on the spread of COVID-19 and the measures Ontario is taking to respond.

Yours truly,

A handwritten signature in black ink, appearing to read "D Williams".

---

David Williams, MD, MHSc, FRCPS  
Chief Medical Officer of Health

Attachments

c: Peter Donnelly, President and Chief Executive Officer, Public Health Ontario

# Coronavirus: What Canadian Employers Need To Know

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Posted on: March 10, 2020 Last updated on: March 10, 2020 Written by: Jonathan Owens Categorized in: Employer Responsibilities, Health and Safety, Workplace Hygiene, Workplace Wellbeing

Estimate: 5 Min Read

While most people are likely already familiar with COVID-19, better known as the coronavirus, as an employer you have a unique responsibility to develop sensible and safe policies to protect your workers. And though Canada has not seen the high number of coronavirus cases as in China, Italy, and Iran, there are precautionary steps that you and your HR team need to take.

## What Should Employers Be Doing?

The first thing you should do is not panic. It's best to remain calm, communicate, and promote best practices to help keep your workers healthy and your organization running. And while employers need to take extra precautions, the same, healthy habits you practise at home and in your personal life to protect your friends and family also apply to the workplace.

A Coronavirus Workplace Preparation Checklist is available at the end of this article for you to download for free.

## Keep Workers Informed

It can be hard to know where to go for accurate, up-to-date coronavirus information. Luckily, there are organizations and government agencies to help keep your workers safe. Your best resources for accurate and current information are organizations like the Centres for Disease Control and Prevention (CDC), the Public Health Agency of Canada (PHAC), and the World Health Organization (WHO). You can find links to these and other reliable sources at the bottom of this article.

It's your responsibility to share accurate information with your workers, including:

- Signs and symptoms of the coronavirus
- Prevention techniques including knowing when to seek medical care
- Your sick leave policy, work from home policies, and any temporary policy changes because of the coronavirus
- Where your workplace keeps hand sanitizers, antibacterial wipes, and facial tissues

You should determine the best way(s) to share information with your workers. For example, you can communicate information using some or all of these methods:

- In-person meetings, either one-on-one or in small groups
- Video conferences
- Email communications
- Posters displayed around the workplace—for example, on your health and safety board and in restrooms, kitchens, and heavily trafficked areas

You can also use this opportunity to remind your workers of where they can find policies including your health and safety policy and your sick leave policy.

## Hygiene Etiquette

It's always a good reminder to practise effective hygiene etiquette. These healthy habits will not only help prevent the spread of coronavirus but also more common illnesses such as colds and flus. This includes:

- Hand washing for at least 20 seconds
- Maintaining at least one-metre distance between yourself and anyone who is coughing or sneezing
- Coughing and sneezing into a facial tissue and if none are available using your elbow or shoulder
- Avoiding touching your face, especially your eyes, nose, and mouth
- Throwing away used facial tissues immediately

## **Require Symptomatic Workers To Stay At Home**

It's a standard best practice to encourage workers who feel unwell to stay home. Now is a great time to proactively remind your workers to stay home if they are exhibiting any symptoms of sickness. And if you have knowledge of an employee who is sick, you need to act to protect your workers within the laws of your jurisdiction. Base decisions on the most current advice from public health officials, and not on presumptions or stereotypes.

In Ontario for example, the Ontario Human Rights Council released a statement ([http://www.ohrc.on.ca/en/news\\_centre/statement-ohrc-urges-respect-human-rights-during-coronavirus-health-event](http://www.ohrc.on.ca/en/news_centre/statement-ohrc-urges-respect-human-rights-during-coronavirus-health-event)) advising employers that:

*"Discriminatory action against any persons or communities because of an association with the novel coronavirus (COVID-19), perceived or otherwise, is prohibited by the Ontario Human Rights Code. The coronavirus is not isolated to people of any particular ethnic origin, place of origin or race."*

A person's ethnic origin cannot be used as a reason to ask them to take time off. Employers can require workers to take paid-time-off based on recent travel to a region with a travel advisory related to the coronavirus. You should also review contracts as well as the particular laws within your jurisdiction. Read our FAQ (</coronavirus-employer-faq/>) about requiring workers to take time off.

## **Consider Work From Home Policies**

Where appropriate, establish work from policies. And, staying at home doesn't have to wait until your workers are already sick. Twitter, for example, is now "strongly encouraging" its workers to work from home if possible. If your organization doesn't currently have a work from home policy, develop a temporary policy in case of a Canadian coronavirus pandemic.

## **Change Travel Policies**

Companies such as IBM and Google have cancelled corporate events and restricted employee's business travel. Out of caution, we recommend restricting all non-essential business travel outside of Canada until April. You should reassess your restrictions each week.

If you are not implementing blanket travel restrictions yet, you should regularly check the Government of Canada Travel Advisories (<https://travel.gc.ca/travelling/advisories>) for information on every region your workers are planning to travel to and follow the government's recommendation.

## **Routine Cleaning**

Cleanliness is an important part of workplace wellbeing. While the CDC is not currently recommending any additional disinfection beyond routine cleaning, observe the following best practices in your workplace:

- Make antibacterial wipes or hand sanitizer available, especially in high traffic areas or shared spaces like conference rooms
- Provide facial tissues
- Clean and disinfect all frequently touched surfaces such as keyboards, phones, steering wheels, and doorknobs

## **Prepare an Emergency Response Plan (ERP)**

Your organization should prepare for an increase in confirmed Canadian cases and the potential for a pandemic now. Depending on the nature of your workplace, you may need to temporarily shut down operations, relocate staff, manage high absenteeism rates, and more. You need strategies to protect your workers, as well as ensure continuity of your critical operations.

Creating an ERP is essential to prepare for an emergency. Organizations may already have emergency plans in place for fire, explosion, or extreme weather that can be applied to a potential coronavirus outbreak. Your plan should include:

- Description of the emergency including how it may affect the workplace and workers
- Process of communicating the emergency to workers
- List of internal and external emergency response personnel including contact details and responsibilities during the emergency

Who to involve in creating an ERP:

- Health and Safety and/or Human Resource Professional
- Senior Leadership / Management Team
- Joint Health and Safety Committee (JHSC)

Your Emergency Response Plan needs to include exercises and drills as well as address any gaps or areas that may require improvement. If you need help creating an ERP, contact us (/contact-us/). We can help you create one from scratch or review your existing plan.

Presently, the risk of coronavirus to Canadians is low. However, this is an evolving situation with new developments emerging each day. We recommend your organization assign a point person to track the outbreaks in your province, region, and city via the Government of Canada's or your provincial health body's website, such as Ontario's Ministry of Health website (<https://www.ontario.ca/page/2019-novel-coronavirus>). With education, communication, and effective prevention, Canadian employers can help ensure workers are healthy and safe.

If you think you may have come into contact with coronavirus you should contact your local public health unit or health care provider immediately.

## Resources for Employers

Government of Canada: Canada's Response ([https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/canadas-reponse.html?utm\\_campaign=gc-hc-sc-coronavirusoutbreak-1920-0165-9221800776&utm\\_medium=search&utm\\_source=google-ads-96470960074&utm\\_content=text-en-415799325995&utm\\_term=coronavirus](https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/canadas-reponse.html?utm_campaign=gc-hc-sc-coronavirusoutbreak-1920-0165-9221800776&utm_medium=search&utm_source=google-ads-96470960074&utm_content=text-en-415799325995&utm_term=coronavirus))

Government of Canada: Travel Advice and Advisories (<https://travel.gc.ca/travelling/advisories>)

Ontario Public Health Units (<http://www.health.gov.on.ca/en/common/system/services/phu/locations.aspx>)

Ontario Ministry of Health: Coronavirus ([https://www.ontario.ca/page/2019-novel-coronavirus?\\_ga=2.49823278.9826344.1583426993-484935669.1583426993](https://www.ontario.ca/page/2019-novel-coronavirus?_ga=2.49823278.9826344.1583426993-484935669.1583426993))

WHO Advice for the Public (<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>)

Public Health Agency of Canada: Coronavirus (COVID-19): Outbreak Update (<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>)

CDC: Coronavirus Prevention & Treatment (<https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html>)

CDC: Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (<https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-business-response.html>)

Contact OSG (/contact-us/) if you need help creating or updating your policies

# Download the Employer's Coronavirus Workplace Preparation Checklist

Fill out this form to instantly download our free checklist.

**Full Name**

**Email\***

**Organization**

**Number of Employees**

**Subscribe To The OSG Newsletter**

- Yes, I want to receive health and safety updates.
- No, I don't want the latest health and safety updates.

**Submit**

~~DISCLAIMER: This is not medical advice. If you have specific medical questions, we strongly encourage you to contact your physician, health agency, and/or healthcare provider.~~

**Sources Used:**

- Baker Mackenzie, The Coronavirus: How Ontario Employers Can Prepare (<https://www.labourandemploymentlaw.com/2020/01/the-coronavirus-how-ontario-employers-can-prepare/>), 2020.
- Ontario Ministry of Health, The 2019 Novel Coronavirus (COVID-19) ([https://www.ontario.ca/page/2019-novel-coronavirus?\\_ga=2.49823278.9826344.1583426993-484935669.1583426993](https://www.ontario.ca/page/2019-novel-coronavirus?_ga=2.49823278.9826344.1583426993-484935669.1583426993)).
- NPR, Coronavirus Cancellations And Travel Bans: Google Is Latest (<https://www.npr.org/2020/03/03/811728989/coronavirus-cancellations-and-travel-bans-google-is-latest>), 2020.
- Twitter, Keeping Our Employees and Partners Safe During #coronavirus ([https://blog.twitter.com/en\\_us/topics/company/2020/keeping-our-employees-and-partners-safe-during-coronavirus.html](https://blog.twitter.com/en_us/topics/company/2020/keeping-our-employees-and-partners-safe-during-coronavirus.html)), 2020.
- WHO, Coronavirus Disease (COVID-19) Advice for the Public (<https://www.who.int/emergencies/diseases/novel-coronavirus-2019/advice-for-public>).

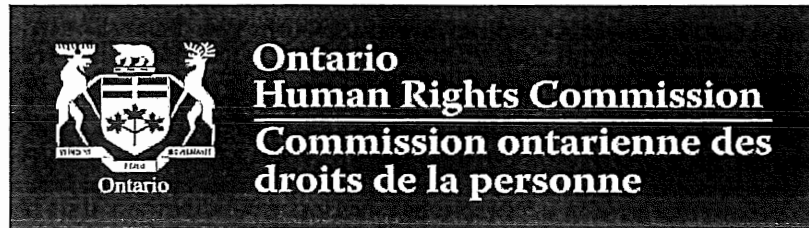
Disclaimer: If there is a discrepancy between the website and the quoted price, the quoted price shall prevail. Course dates are subject to change. Please contact us for the most up-to-date course dates. OSG reserves the right to revise, rewrite, or discontinue any of our proprietary program materials at any time.

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**Cindy Pigeau**

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**From:** Ontario Human Rights Commission | Commission ontarienne des droits de la personne  
<communications@ohrc.on.ca>  
**Sent:** Friday, March 13, 2020 3:16 PM  
**To:** Cindy Pigeau  
**Subject:** OHRC policy statement on the COVID-19 pandemic



## OHRC policy statement on the COVID-19 pandemic

March 13, 2020

*Disclaimer: This statement does not constitute legal advice. The OHRC encourages individuals and organizations to take universal precautions based on the most current advice from Public Health officials. The OHRC continues to monitor the evolving situation and will update this statement on an ongoing basis as needed.*

### Overview

Following the lead of the United Nations High Commissioner for Human Rights, the Ontario Human Rights Commission (OHRC) urges Ontarians to keep human rights principles under Ontario's *Human Rights Code (Code)*, the Canadian *Charter of Rights and Freedoms (Charter)* and relevant international human rights treaties at the centre of decision-making during the coronavirus (COVID-19) pandemic.

Both public- and private-sector organizations must recognize their human rights obligations, and consider the potential disproportionate impacts of COVID-19 on

the vulnerable groups they employ or serve. These vulnerable groups include Indigenous and racialized peoples, people with disabilities, older people living alone or in institutions, and low-income communities who have unequal access to health care, childcare and/or are often underemployed.

Many of these vulnerable groups are disproportionately in low-paying, hourly-wage, benefit-free and otherwise precarious jobs that make them unable to provide care or interrupt work. They are also more likely to have limited access to stable healthy housing, child care, transportation and employment insurance. Indigenous peoples and racialized people also have higher incidences of chronic conditions, such as hypertension, diabetes, heart disease, housing overcrowding and more.

At the same time, the OHRC and relevant human rights laws recognizes the importance of balancing people's right to non-discrimination and civil liberties with public health and safety, including the need to address evidence-based risks associated with COVID-19.

## **Discrimination and COVID-19**

Discrimination including harassment against any persons or communities related to COVID-19 is prohibited when it involves a ground under the *Code*, in the areas of services, housing, employment, vocational associations and contracts.

The *Code* protects against discrimination based on 17 grounds, whether perceived or otherwise, including disability, ethnic origin, place of origin and race. The OHRC's policy position is that the *Code* ground of disability is engaged in relation to COVID-19 as it covers medical conditions or perceived medical conditions that carry significant social stigma.

COVID-19 is not isolated to people of any particular ethnic origin, place of origin or race. Some restrictions, such as a restriction based on where an individual recently travelled, may be reasonable and not discriminatory. However, depending on the circumstances, the *Code* grounds of place of origin, ethnic origin and race may trigger human rights obligations under the *Code*.

Employers and housing and service providers should ensure any restrictions are consistent with the most recent advice from medical and Public Health officials, and are justified for health and safety reasons.

The right to be free from discrimination can be limited under the *Code* (for example, where health and safety risks are serious and would amount to undue hardship). The *Charter* provides that civil, political and equality rights can be limited where reasonable limits prescribed by law can be demonstrably justified in



a free and democratic society. International human rights law also recognizes that limitation of rights can sometimes be justified in limited circumstances.

## **Employment**

The OHRC's policy position is that negative treatment of employees who have, or are perceived to have, COVID-19, for reasons unrelated to public health and safety, is discriminatory and prohibited under the *Code*. Employers have a duty to accommodate employees in relation to COVID-19, unless it would amount to undue hardship based on cost, or health and safety.

An employer should not send an individual employee home or ask them not to work because of concerns over COVID-19 unless the concerns are reasonable and consistent with the most recent advice from medical and Public Health officials. In unique circumstances, an employer might have other health and safety concerns that could amount to undue hardship. They would need to be able to show objective evidence to support such a claim.

Employer absenteeism policies must not negatively affect employees who cannot work in connection with COVID-19. An employer may not discipline or terminate an employee who is unable to come to work because medical or health officials have quarantined them or have advised them to self-isolate and stay home in connection with COVID-19.

An employee who has care-giving responsibilities should be accommodated to the point of undue hardship, which might include staying home. These care-giving responsibilities which relate to the *Code* ground of family status could include situations where another family member is ill or in self-isolation, or where their child's school is closed due to COVID-19.

Employers should be sensitive to other factors such as any particular vulnerability an employee may have (for example, if they have a compromised immune system).

Employers should give employees flexible options, such as working remotely where feasible, as a good practice, and as an accommodation even if they are not currently sick but need to self-isolate or stay home due to other reasons related to COVID-19.

Consistent with the OHRC's *Policy on ableism and discrimination based on disability* and its *Policy position on medical documentation to be provided when a disability-related accommodation request is made*, employers should take requests for accommodation in good faith. Employers should be flexible and not overburden the health care system with requests for medical notes. Unnecessarily

visiting medical offices increases further risk of exposure for everyone.

An employee who cannot work because of COVID-19 may be entitled to employee sick or disability leave and benefits offered by the employer or available under the Employment Standards Act or other government benefit programs.

At the same time, employers are entitled to expect that employees will continue to perform their work unless they have a legitimate reason why they cannot. If an employee is required to self-isolate for legitimate reasons, the employer is entitled to explore alternative options for how the employee may still continue to perform productive work for the employer (for example, telework). It is also not discriminatory to lay off employees if there is no work for them to do because of the impacts of COVID-19.

Employers may have other obligations (for example under the Occupational Health and Safety Act). The OHRC encourages employers to consult the [Ontario Ministry of Labour, Training and Skills Development](#) website for the most recent advice.

## **Services and housing**

Individuals also have the right to be free from discrimination including harassment related to COVID-19 in services and housing based on grounds under the Code

Services include, among other things, education institutions, retail shops and malls and the hospitality industry including restaurants, bars, hotels and entertainment facilities. Housing providers include condo corporations, rental apartments and residential institutional facilities like long-term care and retirement homes.

Negative treatment of service recipients or residents who have, or are perceived to have, COVID-19, for reasons unrelated to public health and safety, could be discriminatory and prohibited under the Code. Organizations in these areas may also have a duty to accommodate persons in relation to COVID-19, unless it would amount to undue hardship based on cost or health and safety.

The OHRC encourages all service and housing providers to take universal precautions based on the most current advice from Public Health officials.

## **Government-run facilities**

The government has a fiduciary obligation to protect the health and safety of individuals held in government-run facilities related to child welfare, youth justice, criminal justice, long-term care, etc. These facilities disproportionately house

individuals protected from discrimination under the Code, including Indigenous and racialized people, people with disabilities and addictions, elderly people, children and youth, and other vulnerable groups.

The government must have clear emergency plans in place that adopt a Public Health and human rights-focused approach to addressing evidence-based risks associated with COVID-19 in government-run facilities. Individuals in these facilities also have the right to be free from discrimination including harassment related to COVID-19 in the provision of services on grounds under the Code.

Under the Charter, these individuals have a right to privacy, liberty and security of the person and the right to protection against discrimination, arbitrary detention, and cruel and inhuman treatment, subject to reasonable limits.

### **Economic, social and cultural rights**

The OHRC notes that the UN High Commissioner for Human Rights has stated that Public Health measures that require self-isolation or “social distancing” will likely have a disproportionate and potentially devastating impact on economically-marginalized individuals.

We echo the United Nations’ call for governments to put in place measures to mitigate the impact on people’s economic and social rights, including, for example, exploring providing a basic guaranteed income, creating temporary housing and supporting Indigenous communities to meet the unique needs of their citizens.

### **For more information**

Ontario’s Ministry of Health is working with its partners in the health care system implementing a plan to monitor for, detect and, if needed, isolate any cases of COVID-19. People who want to learn more about COVID-19 can visit the ministry’s [web page](#).

See also the OHRC’s related January 28, 2020, [statement](#): OHRC urges respect for human rights during Coronavirus health event.

See also the OHRC’s [Policy](#) on ableism and discrimination based on disability.

### **Media contact:**

Rosemary Parker, Manager, Communications & Issues Management  
Ontario Human Rights Commission  
647-202-7460 [rosemary.parker@ohrc.on.ca](mailto:rosemary.parker@ohrc.on.ca)

[www.ohrc.on.ca](http://www.ohrc.on.ca)

[www.facebook.com/the.ohrc](http://www.facebook.com/the.ohrc)

[twitter.com/OntHumanRights](https://twitter.com/OntHumanRights)

---



**Town of Grimsby  
Administration**

Office of the Town Clerk  
160 Livingston Avenue, P.O. Box 159, Grimsby, ON L3M 4G3  
Phone: 905-945-9634 Ext. 2015 | Fax: 905-945-5010  
Email: [skim@grimsby.ca](mailto:skim@grimsby.ca)

SENT VIA EMAIL

**RE: Suspend Time-of-Use Electricity Billing**

Please be advised that at the Special Council Meeting of March 18<sup>th</sup>, 2020, The Council of the Town of Grimsby passed the following resolution:

Moved by Councillor Sharpe; Seconded by Councillor Dunstall;

*Resolve that during the circumstances of the COVID-19 outbreak, that the Council of the Town of Grimsby supports the Premier's recommendation to suspend time-of-use electricity billing; and,*

*That the Council of the Town of Grimsby request that the Ontario Energy Board suspend time-of-use electricity billing to support lower electricity bills for residents who may be isolating at home during the day, and to support businesses who continue to operate, via lower power rates during the day-time peak period; and,*

*That this time-of-use billing suspension take effect immediately until such time that the COVID-19 outbreak has been contained; and,*

*That this resolution be forwarded to:*

- Premier Doug Ford
- MPP Sam Oosterhoff
- Ontario Energy Board OEB
- Ontario Municipalities
- Grimsby Energy Inc.

If you have any questions with regard to the foregoing, please do not hesitate to contact me.

Yours truly,

Sarah Kim  
Town Clerk

**Cindy Pigeau**

---

**Subject:** FW: Letter from the Minister of Energy, Northern Development and Mines, and the Associate Minister of Energy

**Ministry of Energy,  
Northern Development  
and Mines**

**Ministère de l'Énergie,  
du Développement du Nord  
et des Mines**



Office of the Minister

Bureau du ministre

Office of the Associate  
Minister of Energy

Bureau du ministre associé de l'Énergie

77 Grenville Street  
10th Floor  
Toronto ON M7A 2C1  
Tel.: 416-327-6758

77, rue Grenville  
10e étage  
Toronto ON M7A 2C1  
Tél. : 416 327-6758

March 6, 2020

His Worship Ian Pennell  
Mayor  
Municipality of Calvin  
[ian.pennell@onlink.net](mailto:ian.pennell@onlink.net)

Dear Mayor Pennell:

We are pleased to be writing you today to share news of the next step in our government's plan to expand natural gas access to thousands of households, businesses and Indigenous communities throughout rural and northern Ontario.

For the average residential consumer, switching to natural gas from electric heat, propane or oil could result in savings between \$800 and \$2,500 per year on their heating costs. The switch to natural gas can also lead to reductions in greenhouse gas emissions.

The Natural Gas Expansion Support Program was created to help extend access to natural gas to unserved communities across the province, providing access to clean and affordable fuel. Several projects were selected under the first phase of the program, with construction well underway in Southern Bruce, starting on Scugog Island, and completed in Chatham-Kent and the Chippewas of the Thames First Nation.

Building on these successful projects, we are launching the next phase of our plan to support additional natural gas expansion projects, and will make up to \$130 million available over the three-year period from 2021 to 2023.

In December 2019 our government asked the Ontario Energy Board (OEB) to collect information about natural gas expansion opportunities across Ontario and develop a report on

submitted projects. On March 5, 2020, the OEB began accepting proposals from natural gas utilities for potential expansion projects.

If you are interested in being considered for a project in your community, we encourage you to reach out to your local regulated natural gas provider. You can learn more about the proposal process for natural gas providers at [www.oeb.ca/industry/policy-initiatives-and-consultations/potential-projects-expand-access-natural-gas](http://www.oeb.ca/industry/policy-initiatives-and-consultations/potential-projects-expand-access-natural-gas).

The OEB will deliver its report by August 2020, after which our government will make a final decision on future expansion projects eligible to receive support. For more information about the Natural Gas Expansion Support Program, please visit [www.ontario.ca/page/natural-gas-expansion-support-program](http://www.ontario.ca/page/natural-gas-expansion-support-program).

Thank you for working with your local natural gas provider to help make life more affordable for families and businesses, and your community more attractive for economic development opportunities.

Sincerely,



The Honourable Greg Rickford  
Minister of Energy, Northern Development and Mines



The Honourable Bill Walker  
Associate Minister of Energy

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Tuesday, March 10, 2020 8:00 AM  
**To:** Cindy Pigeau  
**Subject:** Ontario's Flooding Strategy Released

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March 10, 2020

## Ontario's Flooding Strategy Released

The Ministry of Natural Resources and Forestry has released Ontario's Flooding Strategy. There are five key areas for action:

- 1) Understanding Flood Risks,
- 2) Strengthening Governance of Flood Risks,
- 3) Enhanced Flood Preparedness,
- 4) Enhance flood response and recovery,
- 5) Invest in Flood Risk Reduction.

Municipal governments can welcome this commitment to enhance mapping and increase public awareness by creating a public education program. There is clear direction that all governments and conservation authorities need to work in greater collaboration. This will include clarifying responsibilities and working groups to tackle specific issues.

A strong investment in science based, defensible data is planned in an effort to improve flooding information. This is not only for mapping but also to improve forecasting and warning systems. The province will be reviewing a large number of regulations and technical guidelines to update them to better reflect recent flooding experiences and climate change projections. As well there is a commitment from the province to enhance flood forecasting in a number of ways including working with the Federal Government. This in turn will improve public warning information.

Of specific interest to municipal governments are the action items pertaining to land use planning decisions and infrastructure. Reliance on structures to mitigate flood hazards has not been as successful as originally intended. As a result, municipalities are called on to evaluate approaches and standards. This will include maintaining wetlands, increasing permeable surfaces, enhancing resiliency through building



infrastructure in anticipation of extreme weather events, and stormwater / wastewater management and reporting.

Many of these actions will impact conservation authorities in terms of their role in mapping, the planning process, monitoring, forecasting and support of emergency management activities. Conservation Authorities could be called on to strengthen the use of hazard regulations under Section 28.

Agricultural and rural drainage may also see revisions to standards.

The strategy speaks to land owners' responsibilities and is supportive of the federal government developing a new low-cost national flood insurance program to protect homeowners at high risk of flooding and to develop a national action plan to assist homeowners with potential relocation for those at the highest risk of repeat flooding. There is a commitment to enhance emergency response by implementing Auditor General recommendations, and review the Disaster Recovery Assistance program. Specific actions are reviewing the build back better pilot, providing clarity on the eligibility of waste management costs, and reviewing program responsiveness.

Finally, there is discussion of better leveraging the existing Ontario Community Infrastructure Fund (OCIF) and Ontario's Asset Management Planning regulations to account for flooding and climate adaptation needs; funding for flooding infrastructure projects through the recent Green Infrastructure Stream intake; Conservation Authority Water Erosion Control Infrastructure (WECI) funds for dam investments; continued funding for core activities of Conservation Authorities; support from federal funding programs and encouraging the use of Local Improvement Charges for shoreline revetment.

Overall, this report will require municipal governments:

- to alter practices for where or under what circumstances development is allowed, including avoiding hazard lands and an emphasis on low impact development.
- to alter expectations of developers to better manage stormwater, maintain wetlands, increase permeable surfaces and require low impact development.
- to be more stringent with development. There will be some developments that may not be able to proceed which may result in some landowners being frustrated.
- to evaluate storm and wastewater management. There may be some costs (depending on how infrastructure funding is provided) to upgrading existing and up sizing future infrastructure designed to manage waste and storm water. Sewer overflow reporting will also require municipal attention.

With any change in approach or standards, there can be time lags which translate into costs. While the document points to municipal governments as the lynchpin in addressing flooding, it does not seem to require new unfunded mandates. The

Strategy does however add pressure to an already challenging infrastructure funding environment where demand far outstrips available funds.

AMO continues to call for additional, dedicated federal and provincial funding for flooding infrastructure to help municipalities adapt to our changing climate. AMO staff will continue to monitor the ways in which this strategy is implemented.

**AMO Contact:**

Cathie Brown, Senior Advisor, [cathiebrown@amo.on.ca](mailto:cathiebrown@amo.on.ca), 416-971-9856 ext. 342.

Craig Reid, Senior Advisor, [creid@amo.on.ca](mailto:creid@amo.on.ca), 416-971-9856 ext. 334.

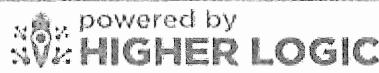
\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

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

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél.: 416 585-7000



234-2020-583

March 12, 2020

Dear Heads of Council and Chairs of District Social Services Administration Boards:

Ontario's shortage of market housing, combined with high housing costs, have made it too hard for too many Ontarians to rent or buy a home. Earlier today, our government introduced, the Protecting Tenants and Strengthening Community Housing Act, which supports the government's plan to make life more affordable for Ontarians.

The Bill proposes amendments to the *Residential Tenancies Act, 2006*, *Housing Services Act, 2011*, *Building Code Act, 1992* and proposes the *Ontario Mortgage and Housing Corporation Repeal Act, 2020*.

The proposed amendments to the *Residential Tenancies Act, 2006*, the *Housing Services Act, 2011* and *Building Code Act, 1992* are part of the following:

- **More Homes, More Choice: Ontario's Housing Supply Action Plan** to make it faster and easier to build housing, including rental housing, and to build the right types of homes in the right places;
- **Community Housing Renewal Strategy** – a multi-year strategy to stabilize and grow Ontario's community housing sector; and
- **Transforming the Delivery of Building Code Services** by enabling the creation of a future administrative authority that would deliver faster, better and smarter services to support the safe construction of buildings, while continuing to protect public health and safety.

The Bill also proposes to dissolve the Ontario Mortgage and Housing Corporation, through the *Ontario Mortgage and Housing Corporation Repeal Act* which would shift the financial responsibilities for various legacy housing programs from an agency to the ministry. The proposed change would have no impact on programs or the public, as the agency's work is already performed by ministry staff.

More details on our proposed amendments can be found [online here](#). As well, a copy of the Bill should be available on the [Ontario's Legislature's website](#) within 24 hours.

.../2

On behalf of our government, I would like to extend our thanks for your support in working with the ministry to improve housing affordability and supply in Ontario. We look forward to working with all of our municipal partners and are committed to continuing discussions with you in the coming months to inform and assist the government in delivering housing for all Ontarians that meets their needs and their budget.

Sincerely,

A handwritten signature in black ink that reads "Steve Clark". The signature is written in a cursive, flowing style with a large initial "S" and "C".

Steve Clark  
Minister



## Clerk's Department

595 9<sup>th</sup> Avenue East, Owen Sound Ontario N4K 3E3  
519-372-0219 x 1223 / 1-800-567-GREY / Fax: 519-376-8998

March 16, 2020

The Right Honourable Justin Trudeau  
By email only: pm@pm.gc.ca

Dear Prime Minister:

**Re: Grey County Council Resolution Supporting 100% Canadian Wines Excise Exemption**

At the March 12, 2020 session of Grey County Committee of the Whole, resolution CW60-20 was passed by Grey County Council as follows:

**Whereas, Canada's federal excise tax currently exempts 100% Canadian wines; and**

**Whereas, Australia has asked the World Trade Organization (WTO) to rule that this exemption is discriminatory; and**

**Whereas, if the WTO were to rule with Australia, Canadian wineries making 100% Canadian wine would no longer be exempt; and**

**Whereas, the present value of the excise exemption is \$39 million annually across Canada; and**

**Whereas, in the 13 years since this exemption was created, the production of 100% Canadian wine has increased by almost 30 million litres, representing an additional annual contribution of \$2.7 billion to the Canadian economy; and**

**Whereas, Grey County, specifically the municipalities of Meaford and Town of Blue Mountains, is home to a number of successful, award winning, boutique wineries;**

**Now Therefore, Be It Resolved That, the County of Grey supports the excise exemption for 100% Canadian wines; and**

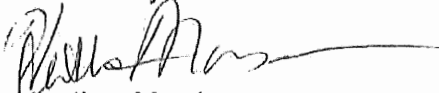
**That, the County of Grey appeals to the Federal government to ensure the exemption remains in place by reaching an agreement**

**with Australia prior to the WTO ruling; and**

**That, this motion be forwarded to: The Right Honourable Justin Trudeau, Prime Minister of Canada; The Honourable Andrew Scheer, Leader of the Official Opposition; Yves-François Blanchet, Leader of the Bloc Québécois; Jagmeet Singh, Leader of the New Democratic Party of Canada; Jo-Ann Roberts, Interim Leader of the Green Party of Canada; The Honourable Mary Ng, Minister of Small Business, Export Promotion, and International Trade; Alex Ruff, Member of Parliament for Bruce-Grey-Owen Sound; AMO Member Municipalities; FCM Member Municipalities; Vintner's Quality Alliance; Ontario Craft Wineries; Ontario Craft Cider Association; and**

**That this resolution be forwarded prior to County Council approval as per Section 25.6 of Procedural By-law 5003-18.**

Yours truly,



Heather Morrison

Clerk

(519) 372-0219 x 1227

[heather.morrison@grey.ca](mailto:heather.morrison@grey.ca)

[www.grey.ca](http://www.grey.ca)

/kn

cc.

The Honourable Andrew Scheer, Leader of the Official Opposition: [Andrew.scheer@parl.gc.ca](mailto:Andrew.scheer@parl.gc.ca)

Yves-François Blanchet, Leader of the Bloc Québécois: [yves-francois.blachet@parl.gc.ca](mailto:yves-francois.blachet@parl.gc.ca)

Jagmeet Singh, Leader of the New Democratic Party of Canada: [jagmeet.singh@parl.gc.ca](mailto:jagmeet.singh@parl.gc.ca)

Jo-Ann Roberts, Interim Leader of the Green Party of Canada: [leader@greenparty.ca](mailto:leader@greenparty.ca)

The Honourable Mary Ng, Minister of Small Business, Export Promotion, and International Trade: [mary.ng@parl.gc.ca](mailto:mary.ng@parl.gc.ca)

Alex Ruff, Member of Parliament for Bruce-Grey-Owen Sound: [alex.ruff@parl.gc.ca](mailto:alex.ruff@parl.gc.ca)

AMO Member Municipalities

FCM Member Municipalities

Vintner's Quality Alliance: [info@canadianvintners.com](mailto:info@canadianvintners.com)

Ontario Craft Wineries: [info@winecouncilofontario.ca](mailto:info@winecouncilofontario.ca); [info@ontariocraftwineries.ca](mailto:info@ontariocraftwineries.ca)

Ontario Craft Cider Association: [info@ontariocraftcider.com](mailto:info@ontariocraftcider.com)

# NOTICE TO PUBLIC REGARDING *PROVINCIAL OFFENCES ACT* MATTERS

March 15, 2020

All *Provincial Offences Act* matters scheduled from Monday, March 16, 2020 through to and including Friday, April 3, 2020 will be adjourned and rescheduled to a later date. If you have a matter scheduled during this time, **you do not need to attend court.**

A notice of your new court date will be sent to you by mail to the address on file with the court. For more information, please contact your local Provincial Offences court.

Contact information for all municipal courts is available here:

[https://www.attorneygeneral.jus.gov.on.ca/english/courts/Court\\_Addresses/poa/](https://www.attorneygeneral.jus.gov.on.ca/english/courts/Court_Addresses/poa/)

In addition, please be advised that the Chief Justice has made an order pursuant to s. 85 extending certain timelines for the Ontario Court of Justice under the *Provincial Offences Act* until April 23, 2020.

The following timelines have been extended:

Sections 5(6), 5.1(b), 5.1(12), 9(1)(a), 11(1), 11(4), 17.1(6.1), 18(1), 18.1(5), 18.2(1), 18.3(1), 19, 66(1), 69(1), 116(2)(a), 116(3) and 135(2) of the *Provincial Offences Act*, and sections 5(2) and 5(3) of the *Rules of the Ontario Court (General Division)* and the *Ontario Court (Provincial Division) in Appeals Under Section 116 of the Provincial Offences Act*, O. Reg. 723/94.

A copy of the order is available on the Ontario Court of Justice website. It will also be available at all POA court offices as soon as practicable.

Court File No.

ONTARIO COURT OF JUSTICE

THE HONOURABLE CHIEF JUSTICE )

LISE MAISONNEUVE )

SUNDAY, THE 15<sup>th</sup> DAY

OF MARCH, 2020.

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ORDER

PURSUANT TO SECTION 85 OF THE *PROVINCIAL OFFENCES ACT*  
EXTENDING CERTAIN TIME PERIODS UNDER THE *PROVINCIAL OFFENCES ACT*  
FOR PROCEEDINGS IN THE ONTARIO COURT OF JUSTICE

---

WHEREAS, public health officials have recommended that measures be taken to reduce the amount of time individuals spend in large crowds or in crowded spaces to help reduce the transmission of COVID-19 in a community.

AND WHEREAS, the Ontario Court of Justice is taking steps to reduce the number of individuals who attend *Provincial Offences Act* Courts by adjourning all *Provincial Offences Act* matters scheduled for Monday, March 16 through Friday, April 3, 2020.

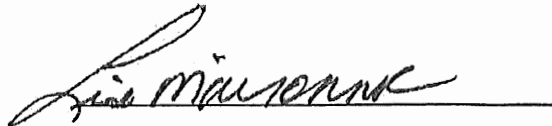


AND WHEREAS the COVID-19 pandemic will disrupt the ability of defendants to attend court and the availability of *Provincial Offences Act* court services.

THIS COURT ORDERS that, pursuant to section 85 of the *Provincial Offences Act*, the time limits for proceedings in the Ontario Court of Justice prescribed under *Provincial Offences Act* in sections 5(6), 5.1(b), 5.1(12), 9(1)(a), 11(1), 11(4), 17.1(6.1), 18(1), 18.1(5), 18.2(1), 18.3(1), 19, 66(1), 69(1), 116(2)(a), 116(3) and 135(2) of the *Provincial Offences Act*, and under sections 5(2) and 5(3) of the *Rules of the Ontario Court (General Division) and the Ontario Court (Provincial Division) in Appeals Under Section 116 of the Provincial Offences Act*, O. Reg. 723/94, are extended to April 23, 2020.

THE COURT ALSO ORDERS any order previously given extending a time period in a matter beyond April 23, 2020 is still in effect.

THIS COURT FURTHER ORDERS that this Order be posted in a visible place in all court offices dealing with *Provincial Offences Act* matters in the province of Ontario as soon as practicable.

A handwritten signature in black ink, appearing to read 'Lise Maisonneuve', is written over a horizontal line.

Lise Maisonneuve

Chief Justice of the Ontario Court of Justice



# Norfolk County Office of the Mayor

March 1, 2020

Ontario Municipalities

Dear Heads of Council and Councillors:

**Re: Issues regarding the mapping of Provincially Significant Wetlands (PSWs)**

Norfolk County Council is working to address significant issues that have come to our attention regarding the mapping of Provincially Significant Wetlands (PSWs).

Following the Ministry's updated mapping related to PSWs, the County updated its Official Plan to bring its policies in line with the new mapping. Following that, the County planning staff introduced a Zoning By-Law amendment to update the zoning to reflect the new mapping and to provide consistency between the Zoning By-Law and the Official Plan. Though the mapping is wholly outside the County's process and control, the zoning by-law amendment was not approved by Council, flowing from significant public concern about the updated mapping affecting people's properties. In some cases, some of these changes were very significant.

The County submitted comments to the province as part of the review of the Provincial Policy statement requesting that the process for PSW mapping be significantly improved to allow for transparency and better land owner engagement, including, for example, a right of appeal or formal dispute resolution process. This will allow for land owners to be properly informed and engaged where land use designations that affect their property may result. The current process appears to be severely underfunded and without any meaningful way for affected residents to engage.

The County is seeking support from other rural municipalities who may be affected by this to address this issue with the province.

Thank you for your consideration of this matter.

Yours Truly,

Handwritten signature of Kristal Chopp in cursive.

Mayor Kristal Chopp  
Norfolk County

cc. The Honourable Steve Clark,  
Minister of Municipal Affairs and Housing

**Cindy Pigeau**

---

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Friday, March 13, 2020 4:07 PM  
**To:** Cindy Pigeau  
**Subject:** Queen's Park Update - Much Activity and New Legislation of Municipal Interest

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## POLICY UPDATE

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March 13, 2020

### **Queen's Park Update – Much Activity and New Legislation of Municipal Interest**

#### **COVID-19 Update**

The COVID-19 outbreak continues to evolve in Ontario and globally. It is a dynamic situation and the Ontario government is updating its coronavirus website twice daily. For the most up-to-date and accurate information about coronavirus in Ontario, please use this [Government of Ontario site](#) and work with your local public health unit for best available information and required local action. AMO will continue to monitor the situation as we can (see [COVID-19 Resources](#)) and may provide updates to municipal governments if requested by the Province.

#### **Extension of Public Health Mitigation Funding to 2021**

Linked with yesterday's provincial announcement on enhanced COVID-19 measures, was notice that Ontario is extending the one-time 2020 mitigation funding of 10% to 2021. This is in recognition of the resources need of public health units to be able to respond to COVID-19 and to keep the 2021 funding at the same level of 2020 funding. This funding is in addition to yesterday's announcement of up to a \$100M COVID-19 Contingency Fund. Further details on this public health funding are expected.

**AMO Contact:** Monika Turner, Director of Policy, [mturner@amo.on.ca](mailto:mturner@amo.on.ca).

#### **2019-20 Ontario Gas Tax for Transit Allocations Announced**

On Thursday, March 12, 2020 the Honourable Caroline Mulroney, Minister of Transportation announced the 2019-20 Ontario Gas Tax for Transit Fund Allocations. The Fund will provide \$365.3 million to 111 municipal governments. Last year, the Ontario Gas Tax for Transit provided \$364 million to 107 municipal governments. Along with the announcement of the Ontario Community Infrastructure Fund (OCIF) allocation of \$200 million for municipal infrastructure on January 17, 2020, Ontario has provided \$565 million in provincial infrastructure funding to municipalities this year.

The Ontario Gas Tax for Transit supports investments in municipal transit capital and operations, providing 2 cents/litre of gas sold in Ontario. In addition to the funding allocations, the Minister announced adjustments to the program including the elimination of the minimum spend threshold to allow smaller municipalities with transit to access funds; acceptance of scanned documents; and access of regional governments to funding unused by lower-tier municipalities in their region to ensure the funding does not go unspent. Municipal council members should contact their transit managers for more information on their allocations and priorities.

**AMO Contact:** Craig Reid, Senior Advisor, [creid@amo.on.ca](mailto:creid@amo.on.ca).

### **Bill 184, *Protecting Tenants and Strengthening Community Housing Act, 2020***

**Status:** First Reading Carried

This Act amends three pieces of legislation related to the Ontario Building Code, community housing, and landlord-tenant relations. It also introduces legislation to repeal an existing act maintaining the Ontario Mortgage and Housing Corporation (OMHC).

The *Housing Services Act, 2011* would be amended. A new legislative framework is timely and necessary. Further analysis will determine how the changes will ensure the long-term viability and sustainability of the community housing system. AMO will continue to work with the government to propose to find solutions that make sense for families, local communities, and the Province.

As well, the Act would amend the *Residential Tenancies Act, 2006* in various ways. AMO's position is that the government needs to balance interests to both encourage landlords to create new rental housing supply and also to protect tenants at the same time.

Further, the *Ontario Mortgage Housing Corporation Repeal Act, 2020* is enacted. It would dissolve the Ontario Mortgage Housing Corporation and transfer its assets, liabilities, rights, and obligations to the Crown. An analysis of the impact of this transfer of functions from the OMHC to the Ministry of Municipal Affairs and Housing is underway.

The proposed amendments to the *Building Code Act, 1992* would allow the government to establish a not-for-profit corporation as a future administrative authority (AA) which would streamline and modernize building delivery services. At this time, the Province has not identified the services that the AA may provide in the future and

has clarified that they will not be moving forward with the use of certified professionals. The Province will consult with partners and stakeholders, including AMO, to further define the AA's accountability and governance requirements, the AA's funding model, and the services that they may be responsible for delivering.

More information about the proposed Bill 184 [legislation](#) is found on the government website including the Ontario Newsroom [release](#).

**AMO Contact on Housing:** Michael Jacek, Senior Advisor, [mjacek@amo.on.ca](mailto:mjacek@amo.on.ca).

**AMO Contact on Building Code:**

Masi Naserie, Policy Advisor, [mnaserie@amo.on.ca](mailto:mnaserie@amo.on.ca).

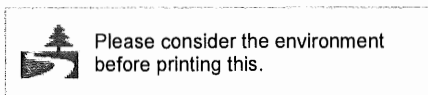
### **Bill 175, *Connecting People to Home and Community Care Act, 2020***

**Legislative Status:** Passed Second Reading, referred to Standing Committee on Social Policy

The Ministry is seeking to modernize home and community care through new legislation and regulations. If passed, the legislation will allow Ontario Health Teams to deliver new models of home and community care. Regulations have been posted concurrently for public comment until April 14. AMO is planning to make a submission to the Standing Committee and respond to the regulatory posting based on the advice of AMO's Health Task Force and with approval from the Board at its March meeting. More information about the proposed [legislation](#) and [regulations](#) is found on the government website including the Ontario Newsroom [release](#).

**AMO Contact:** Michael Jacek, Senior Advisor, [mjacek@amo.on.ca](mailto:mjacek@amo.on.ca).

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Association of Municipalities of Ontario  
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6  
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**Cindy Pigeau**

---

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** Wednesday, March 25, 2020 12:28 PM  
**To:** Cindy Pigeau  
**Subject:** COVID-19 Update: Revised Essential Services List and Other New COVID-19 Related Items You Need to Know

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## POLICY UPDATE

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March 25, 2020

### **COVID-19 Update: Revised Essential Services List and Other New COVID-19 Related Items You Need to Know**

The Province has updated its order under the *Emergency Management and Civil Protection Act*, (EMCPA), s. 7.0.2 (4) – Closure of Places of Non-Essential Businesses. This order, Ontario Regulation 82/20, at <https://www.ontario.ca/laws/regulation/r20082>, now has the addition of 1 (5) which provides clarification for municipal governments. This is:

- 5) Nothing in this order precludes operations or delivery of services by the following in Ontario, regardless of whether or not they are listed in Schedule 2:
1. Any government.

The Province has confirmed that “any government” includes municipal governments and their operations and delivery of services. This inclusion and clarity have been sought by AMO and the municipal sector over the last 48 hours so that municipalities can continue to provide the broad array of essential public services that the public depends upon during this emergency.

Additionally, the Province has launched a toll-free line **1-888-444-3659** to provide support to Ontario businesses who have questions about the Province's recent emergency order to close at-risk workplaces following recommendations by Ontario's Chief Medical Officer of Health.

#### **COVID-19 Related Proceeding Suspensions**

Under EMCPA, the Information and Privacy Commissioner (IPC) has frozen all proceedings; the Local Planning Appeal Tribunal (LPAT) will not have hearings until June 30th and all proceedings are suspended. AMO's COVID-19 resource page will be adding other proceedings' suspensions as they become known. Further work on clarifying Ontario Regulation 73/20 is continuing.

AMO's COVID-19 Resources page is being updated continually so you can find critical information in one place <http://www.amo.on.ca/AMO-Content/Health/COVID19Resources>. Please send any of your municipally related pandemic questions to [covid19@amo.on.ca](mailto:covid19@amo.on.ca).

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



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



AP5130

Page : 1

Date : Mar 19, 2020

Time : 2:38 pm

Supplier : 0000000 To PT00000007  
 Batch : All  
 Department : All

Cash Requirement Date : 19-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				
<b>DEPARTMENT 0101 ADMINISTRATION</b>					
07050	GRAND & TOY LIMITED				
P798033	Paper & Office Supplies	31	11-Mar-2020	19-Mar-2020	
1-5-0101-101					103.34
11033	LONDON LIFE INSURANCE				
PP#6 PENSION	PP#6 Pension 2020	31	19-Mar-2020	19-Mar-2020	
1-2-0101-320					664.94
12036	M.I.S. MUNICIPAL INSURANCE SER				
0004868	Insurance 2020 Portion	31	19-Mar-2020	19-Mar-2020	
1-5-0101-169					7,748.57
16073	PROGRESSIVE COMPUTING SOLUTION				
1596	Computer Services - Feb 2020	31	29-Feb-2020	19-Mar-2020	
1-5-0101-115					397.76
16074	PIGEAU CINDY				
FEB 14-MAR 17	February 14 to March 17 2020 Expenses	31	19-Mar-2020	19-Mar-2020	
1-5-0101-171					156.70
1-5-0101-102					301.80
1-5-0101-101					109.96
16093	PUBLIC SECTOR DIGEST INC.				
13411	CityWide Computer Support & Maintenance	31	19-Mar-2020	19-Mar-2020	
1-5-0101-115					2,456.06
19020	SELECTCOM INC.				
0004821948	Phone for Admin, Fire & Roads - Mar 2020	31	10-Mar-2020	19-Mar-2020	
1-5-0101-103					206.09
22001	VAUGHAN PAPER				
2366085	Gloves & Floor Cleaner	31	19-Mar-2020	19-Mar-2020	
1-5-0101-174					124.03
<b>Department Total :</b>					<b>12,269.25</b>

<b>DEPARTMENT 0102 ACCOUNTS RECEIVABLE</b>					
12036	M.I.S. MUNICIPAL INSURANCE SER				
0004868	Insurance 2020 Portion	31	19-Mar-2020	19-Mar-2020	
1-1-0102-290					4,721.81
<b>Department Total :</b>					<b>4,721.81</b>

<b>DEPARTMENT 0111 TRANSFER AND TAXATION SCHOOL BOARDS</b>					
03151	CON SCOLAIRE CATHO FRANCO-NORD				
1ST QTR REMI	2020 School Board Remittance - 1st Quarter	31	19-Mar-2020	19-Mar-2020	
1-4-0111-658					15,171.28
03152	CONSEIL SCOLAIRE DU DISTRICT				
1ST QTR REMI	2020 School Board Remittance - 1st Quarter	31	19-Mar-2020	19-Mar-2020	
1-4-0111-656					5,565.88
13006	NEAR NORTH DISTRICT SCHOOL BD.				
1ST QTR REMI	2020 School Board Remittance - 1st Quarter	31	19-Mar-2020	19-Mar-2020	
1-4-0111-655					57,699.70
13013	NIP/PARRY SOUND C.D.S. BOARD				
1ST QTR REMI	2020 School Board Remittance - 1st Quarter	31	19-Mar-2020	19-Mar-2020	
1-4-0111-657					14,595.58
<b>Department Total :</b>					<b>93,032.44</b>

<b>DEPARTMENT 0200 FIRE PROTECTION</b>					
12036	M.I.S. MUNICIPAL INSURANCE SER				
0004868	Insurance 2020 Portion	31	19-Mar-2020	19-Mar-2020	
1-5-0200-169					5,498.99
19020	SELECTCOM INC.				
0004821948	Phone for Admin, Fire & Roads - Mar 2020	31	10-Mar-2020	19-Mar-2020	
1-5-0200-137					41.10
20036	TRANS CANADA SAFETY				



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



AP5130

Page : 2

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 Batch : All  
 Department : All

Cash Requirement Date : 19-Mar-2020  
 Bank : 099 To 1  
 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 0200			FIRE PROTECTION				
13589			Chainsaw Safety Course	31	17-Mar-2020	19-Mar-2020	452.00
1-5-0200-138			TRAINING - FIRE				
<b>Department Total :</b>							<b>5,992.09</b>

DEPARTMENT 0210			COMMUNITY EMERGENCY MEASURES				
10094			KNIGHT RENE				
MAR 12/20 EXP			March 12 2020 Expenses	31	19-Mar-2020	19-Mar-2020	
1-5-0210-101			MATERIALS & SUPPLIES - CEMC				66.11
16074			PIGEAU CINDY				
FEB 14-MAR 17			February 14 to March 17 2020 Expenses	31	19-Mar-2020	19-Mar-2020	
1-5-0210-138			CEMC TRAINING				203.40
<b>Department Total :</b>							<b>269.51</b>

DEPARTMENT 0300			ROADS				
12036			M.I.S. MUNICIPAL INSURANCE SER				
0004868			Insurance 2020 Portion	31	19-Mar-2020	19-Mar-2020	
1-5-0300-169			INSURANCE-ROADS				8,073.51
19020			SELECTCOM INC.				
0004821948			Phone for Admin, Fire & Roads - Mar 2020	31	10-Mar-2020	19-Mar-2020	
1-5-0300-103			TELEPHONE, CELL PHONE - ROADS				54.79
23008			WHALLEY CHRIS				
FEB 2020 EXPE			Vehicle Mileage & Cell Phone Usage - Feb 2020	31	19-Mar-2020	19-Mar-2020	
1-5-0300-102			VEHICLE EXPENSE - ROADS				1,041.66
1-5-0300-103			TELEPHONE, CELL PHONE - ROADS				75.00
FEB 4 2020 EXI			February 4 2020 Expenses	31	19-Mar-2020	19-Mar-2020	
1-5-0300-105			SEMINARS, WORKSHOPS, MEMBERSHIPS - ROADS				20.10
<b>Department Total :</b>							<b>9,265.06</b>

DEPARTMENT 0325			TRUCK EXPENDITURES				
07011			GRANT FUELS INC.				
205454			Truck Clear Diesel 1,178.3L @ \$0.98/L	31	11-Mar-2020	19-Mar-2020	
1-5-0325-106			FUEL & OIL - TRUCK EXPEND.				1,149.32
<b>Department Total :</b>							<b>1,149.32</b>

DEPARTMENT 0326			GRADER EXPENDITURES				
07011			GRANT FUELS INC.				
205455			35% Loader & 65% Grader Dyed Diesel 815.9L @ \$0.814/L	31	11-Mar-2020	19-Mar-2020	
1-5-0326-106			FUEL & OIL - GRADER EXPEND.				431.60
<b>Department Total :</b>							<b>431.60</b>

DEPARTMENT 0327			LOADER/HOE EXPENDITURES				
07011			GRANT FUELS INC.				
205455			35% Loader & 65% Grader Dyed Diesel 815.9L @ \$0.814/L	31	11-Mar-2020	19-Mar-2020	
1-5-0327-106			FUEL & OIL - LOADER/HOE EXP.				232.40
<b>Department Total :</b>							<b>232.40</b>

DEPARTMENT 0500			HEALTH SERVICES				
13010			NORTH BAY PARRY SOUND DIST. HE				
APR 2020 LEV\			April 2020 Levy	31	19-Mar-2020	19-Mar-2020	
1-5-0500-108			HEALTH UNIT				1,552.83
<b>Department Total :</b>							<b>1,552.83</b>

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



AP5130

Page : 3

Date : Mar 19, 2020

Time : 2:38 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 19-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 0600	SOCIAL SERVICES				
13056	DIST. OF NIPISSING SOCIAL SERV				
2020-0053	March 2020 Levy	31	01-Mar-2020	19-Mar-2020	19,823.42
1-5-0600-110	COMMUNITY & SOCIAL SERVICES				
<b>Department Total :</b>					<b>19,823.42</b>

Supplier	Supplier Name	Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0700	RECREATION				
12036	M.I.S. MUNICIPAL INSURANCE SER				
0004868	Insurance 2020 Portion	31	19-Mar-2020	19-Mar-2020	2,424.55
1-5-0700-169	INSURANCE-RECREATION				
22001	VAUGHAN PAPER				
2366085	Gloves & Floor Cleaner	31	19-Mar-2020	19-Mar-2020	86.83
1-5-0700-101	MATERIALS AND SUPPLIES (HALL)				
<b>Department Total :</b>					<b>2,511.38</b>

Supplier	Supplier Name	Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0800	PLANNING AND DEVELOPMENT				
03022	CGIS CENTRE				
43922	QTR#2 - 2020 SLIMS	31	19-Mar-2020	19-Mar-2020	2,307.18
1-5-0800-110	SERVICES - PLANNING				
10098	K.SMART ASSOCIATES LTD.				
31378	Municipal Drain Super - Jan 1 to Feb 29 2020	31	19-Mar-2020	19-Mar-2020	697.78
1-5-0800-163	MUNICIPAL DRAINAGE				
<b>Department Total :</b>					<b>3,004.96</b>

Supplier	Supplier Name	Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0900	BUILDING				
12036	M.I.S. MUNICIPAL INSURANCE SER				
0004868	Insurance 2020 Portion	31	19-Mar-2020	19-Mar-2020	1,249.77
1-5-0900-169	INSURANCE-BUILDING				
<b>Department Total :</b>					<b>1,249.77</b>

Supplier	Supplier Name	Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0950	ENFORCEMENT				
03051	CARMICHAEL PAULINE				
MAR 1-3 2020 E	March 1-3 2020 Expenses	31	19-Mar-2020	19-Mar-2020	35.00
1-5-0950-101	VALUER/FENCEVIEWER/CANINE EXP				
05039	EAST NIPISSING-NORTH PARRY SOU				
MAR 10/20	2020 Vet Unit Fee	31	19-Mar-2020	19-Mar-2020	350.00
1-5-0950-145	ANIMAL CONTROL				
13029	NORTH BAY MATTAWA CONSERVATION				
3712	2020 General Operations Levy	31	19-Mar-2020	19-Mar-2020	5,555.00
1-5-0950-144	CONSERVATION AUTHORITY				
3713	2020 General Capital Levy	31	19-Mar-2020	19-Mar-2020	4,358.00
1-5-0950-144	CONSERVATION AUTHORITY				
<b>Department Total :</b>					<b>10,298.00</b>

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



AP5130

Page : 1

Date : Mar 24, 2020

Time : 2:58 pm

Supplier : 0000000 To PT00000007

Cash Requirement Date : 24-Mar-2020

Batch : 32 To 32

Bank : 099 To 1

Department : All

Class : All

Supplier	Supplier Name				Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description							
G.L. Account	CC1	CC2	CC3	GL Account Name				
<b>DEPARTMENT 0100 COUNCIL</b>								
<b>05100</b>	<b>EXPERTISE FOR MUNICIP.</b>							
2023	Integrity Commissioner - ISN Investigation				32	24-Mar-2020	24-Mar-2020	
1-5-0100-106				INTEGRITY COMMISSIONER				2,069.31
2024	Integrity Commissioner - Councillor Advice				32	24-Mar-2020	24-Mar-2020	
1-5-0100-106				INTEGRITY COMMISSIONER				1,848.85
<b>Department Total :</b>								<b>3,918.16</b>
<hr/>								
<b>DEPARTMENT 0101 ADMINISTRATION</b>								
<b>07012</b>	<b>GRANT THORNTON LLP</b>							
NOR-41399	Prof. Services for Financial Stmt 2019				32	24-Mar-2020	24-Mar-2020	
1-5-0101-116				AUDITOR				1,921.00
<b>22009</b>	<b>VIEL LUCIE</b>							
MAR 2020 EXPI	March 2020 Expenses				32	24-Mar-2020	24-Mar-2020	
1-5-0101-171				POSTAGE				196.92
<b>Department Total :</b>								<b>2,117.92</b>
<hr/>								
<b>DEPARTMENT 0200 FIRE PROTECTION</b>								
<b>07014</b>	<b>GRANT ENERGY INC</b>							
183000905	Heat for Firehall - Mar 2020				32	16-Mar-2020	24-Mar-2020	
1-5-0200-108				HEATING FUEL - FIRE				239.58
<b>Department Total :</b>								<b>239.58</b>
<hr/>								
<b>DEPARTMENT 0300 ROADS</b>								
<b>03181</b>	<b>CRD CREIGHTON</b>							
198038	Shop Supplies				32	12-Mar-2020	24-Mar-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS				1,612.56
<b>07014</b>	<b>GRANT ENERGY INC</b>							
183000907	Garage Heat - March 2020				32	16-Mar-2020	24-Mar-2020	
1-5-0300-108				HEATING FUEL - ROADS				1,165.13
<b>Department Total :</b>								<b>2,777.69</b>
<hr/>								
<b>DEPARTMENT 0700 RECREATION</b>								
<b>07014</b>	<b>GRANT ENERGY INC</b>							
1830000906	Heat for Hall/Office - Mar 2020				32	16-Mar-2020	24-Mar-2020	
1-5-0700-108				HEATING FUEL-HALL				225.46
<b>Department Total :</b>								<b>225.46</b>
<b>Unpaid Total :</b>								<b>9,278.81</b>

Total Unpaid for Approval :	9,278.81
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 :	<u>9,278.81</u>