

CORPORATION OF THE MUNICIPALITY OF CALVIN

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August 7, 2020

NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held **electronically** at 7 p.m. on Tuesday August 11, 2020.

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

Thank you.

Best regards;

Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

**AGENDA
REGULAR COUNCIL MEETING
Tuesday August 11th, 2020 at 7:00 p.m.
ELECTRONICALLY**

1. **CALL TO ORDER**
2. **WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**
3. **PETITIONS AND DELEGATIONS** **Ms. Wannetta Sparks/Calvin Women’s Association –
Use of the Community Hall Kitchen**
4. **REPORTS FROM MUNICIPAL OFFICERS** Chris Whalley, Roads Superintendent
Dean Maxwell, Fire Chief
Jacob Grove, Recreation, Landfill, Cemetery
Shane Conrad, Chief Building Official – Written Report Only
5. **REPORTS FROM COMMITTEES** **None**
6. **ACTION LETTERS**
 - A) Minutes of Regular Council Meeting Adopt Minutes of Tuesday, July 28/20
 - B) By-Law No. 2020-017 A By-Law to amend By-Law No. 2015-015 which is a By-Law to Permit the Operation of Off-Road Vehicles on any Highway within the Municipality that is under the Jurisdiction of the Municipality
 - C) By-Law No. 2020-018 A By-Law to Adopt a Policy for the Covid 19 Municipal Operations and Services Re-Opening Plan
 - D) Municipality of Calvin – Administration Clerk-Treasurer Report 2020CT27 – Amendment to Procedural By-Law To Include Electronic Meetings and/or Participation in Meetings with DRAFT BY-LAW Amendment
 - E) Municipality of Calvin – Administration Authorization to Proceed with Proposed Amendments to Procedural By-Law
 - F) Municipality of Calvin - Administration Road Use Agreement Template
 - G) Municipality of Calvin Covid-19 Re-Opening Questionnaires for Council, Employee Daily and Workplace Visitor
 - H) Municipality of Calvin Covid 19 Screening Tool from Ministry of Health for Re-Opening Questionnaire
 - I) Municipality of Calvin – Administration Renewal of Group Insurance Policy
 - J) Xplornet Support Letter for Application to ICON Funding
 - K) Municipality of Calvin - Administration Letter to Anthony Rota, MP and the Federal government match the funding of the Province of Ontario for Rural high speed

internet upgrades in Northern Ontario

- L) Councillor Cross Letter to Premier Doug Ford RE: Long Term Care Facilities
- M) Municipality of Calvin – Recreation and Roads Departments Signage for Fire Truck Filling Station at the Amable Du Fond River
- N) Municipality of Calvin – Recreation and Roads Departments Signage for No Parking Zones at the Amable Du Fond River
- O) Municipality of Calvin – Recreation and Roads Departments Signage for Water Access Only Parking Zone at Smith Lake Boat Launch
- P) Municipality of Calvin – Recreation and Roads Departments Signage for Emergency Vehicle Only Parking Zone at Smith Lake Boat Launch
- Q) Pilgrim’s Brand Craft Growing Corp Notification of Micro Cultivation and Research of Cannabis Facility
- R) Calvin Women’s Group Request to Use the Community Hall Kitchen
- S) Municipality of Calvin – Recreation Dept Review of the Hall Rental & Equipment Use By-Law

7. INFORMATION LETTERS

- A) Township of South Glengarry Long Term Care Facility Conditions
- B) Township of Papineau-Cameron Tax Rate Comparison
- C) Municipality of Calvin 2020 Strategic Plan Survey Results
- D) Province of Ontario A Framework for Reopening our Province
- E) Hydro One Forestry Maintenance Program
- F) Ministry of the Solicitor General Proclamation of the Reopening Ontario (A Flexible Response to Covid 19) Act, 2020
- G) Association of Municipalities of Ontario AMO Policy Update – Covid 19 Infrastructure Program and Non-Profit Support
- H) Ontario Trillium Foundation Resilient Communities Fund
- I) Centre of Excellence in Next Generation Networks Northern Ontario Residential Broadband Program
- J) Ministry of Infrastructure Results of Investing in Canada Infrastructure Program - Application Results

- 8. INFORMATION LETTERS AVAILABLE None
- 9. OLD AND NEW BUSINESS
- 10. ACCOUNTS APPROVAL REPORT
- 11. CLOSED PORTION
- 12. BUSINESS ARISING FROM CLOSED SESSION
- 13. NOTICE OF MOTION
- 14. ADJOURNMENT

MUNICIPALITY OF CALVIN

REPORT TO COUNCIL

REPORT DATE: CW 08-06-20

PREPARED BY: Roads Superintendent – Chris Whalley

SUBJECT: Roads Report – Roads Department

Council Report:

- **Monday July 6th** we took delivery of a 311L Cat rental excavator with a 48” ditching bucket
- **Ditching-** We started our annual ditching on Latimer rd. Most of the clean sandy fill was hauled to the Landfill for cover material, with the brush hauled to the upper part of the Landfill to be pushed over a bank outside the footprint for garbage. The rest of the fill was hauled to residence throughout the twp that requested fill, and had signed our waiver form.
- **Diching-** On Wednesday July 8th we moved excavator to Bronson road and started ditching from Homestead south on Bronson rd. We also installed 2 new 450mm x 7 meter entrance culverts, to accommodate the new ditch. Ditching material was hauled to the Landfill and to the closest residence, requesting fill.
- **Sunday July 12,** reports of tree down on Homestead rd. Tree was not an immediate threat to traffic, as it was mainly on the edge of the road. Tree was removed first thing Monday morning.
- **Ditching-** On Tuesday July 14th, we started ditching on Homestead rd, east from Hwy 630. Again fill was hauled to the Landfill and local residence.
- **Friday July 17th,** one operator graded the west end of the twp, which included, Peddlers west, MtPleasant, parts of Brule rd and parts of Adams rd.
- **Ditching-** On Thursday July 23rd we moved excavator from Homestead rd to Adams/ Brule rd intersection. We ditched south on Brule rd from Adams rd, and west on Adams rd from Brule rd. Again fill was hauled to Landfill and local residence.
- **Friday July 24th,** one operator graded the east end of the twp, which included Homestead, Daventry, and Bronson rds.
- **Thursday July 30th,** we finished ditching on Adams road.” End of our annual ditching”
- **Friday July 31st** rental agreement was terminated and Rental company picked up excavator.
- **Ditching** was very successful this year and very cost effective. Rental for one month was \$8093.06, which included HST and delivery. We ditched approximately 3,436

linier meters of ditch and installed 2 culvert in the 4 weeks scheduled for ditching. We supplied 1208 litres of dyed fuel for the excavator, and hauled 380 loads of fill.

- I had 25 bales of straw, and 4 rolls of silt fence delivered to the twp garage along with some new replacement culverts, as per our budget,
- We still have one cross culvert to install at the intersection of Peddlers dr and MtPleasant rd, to finish up our annual work schedule. We will use our own backhoe for this installation, as we tried to maximize the use of the excavator for ditching purposes.
- I have booked a Dozer from the rental company for a couple days in August to use at the landfill to push the many loads of brush over the upper bank. This is too hard on, and too big of a job for the Twp backhoe. We have the money to cover the rental through the ditching budget.
- Tuesday August 4th, we leveled the area for the fire truck access ramp, and hauled in and leveled 10 loads of 2' clear stone. The fire truck ramp is now complete other than the proposed signage .
- August 5-6-7th we have been catching up on the grading throughout the twp.
- I will be on Hollidays the week of August 10th to 14th

Chris Whalley
Roads Superintendent
Municipality of Calvin

A handwritten signature in black ink, appearing to read "Chris Whalley", with a long horizontal line extending to the right.

Municipality of Calvin Fire department monthly report

Report Date: July,2020

Originator: Dean Maxwell-Fire Chief

Responded Alarm's

July,8,20/Tree on hydro line @ highway 17 east 15:14.

July,11,20/Auto aid for Pap-Cam garage fire 18:11

July,15,20/MVC hwy 17 west one car 12:02

July,20,20/House fire on homestead rd 09:56

Meeting nights/Training

July,2,20/ Meeting night:Auto ex training at fire hall.

July,9,20/ Meeting night:Truck checks/Clean fire hall.

July,16,20/ Meeting night:debrief call/ Review water scores.

July,23,20/ Meeting night:Review call/Get gear back in service .

July,30,20/ Meeting night:Trauma bag review/ Checked gate locks to the river.

Fleet Status report

Having Pt#1 seals changed on pump for pump testing in August.

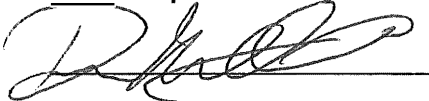
Chief's report

FFA gave donation.

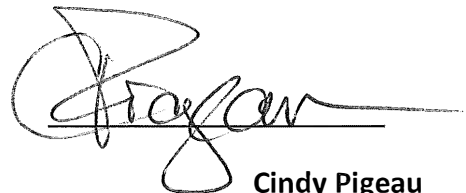
Fire truck ramp at Whalley bridge.

Thanks to Robicheau towing.

Clem Duquette funeral.



Dean Maxwell



Cindy Pigeau

MUNICIPALITY OF CALVIN
REPORT TO COUNCIL
Recreation, Cemetery, Landfill JG2020-12

REPORT DATE: 30/07/2020
PREPARED BY: Jacob Grove; Landfill, Cemetery, Recreation Superintendent
Municipal Enforcement Officer
SUBJECT: Council Report

Recreation

The Community Center Entrance door was installed on July 22nd. Due to defects in manufacturing, the door did not meet the quality that is expected and will be replaced. On July 27th, the automatic opener was installed on the door, the buttons for opener are not the same style as the ones installed for the interior door and will be changed to match when the lock cylinder for our keys is installed. This is expected to happen the first week of August and there has been no date given for the installation of the quality inspected door.

The building permit was obtained for the Community Center Side Entrance Project on August 5, 2020.

The rink liner was order on July 30th and is expected to be received in early November.

Landfill

Recycling for mid-March to mid-July is down compared to last year. For this time period in 2019, we sent out 5.52 metric tonnes and in 2020, we sent out 4.4 metric tonnes. Some of the drop is due not having the paper removed since May. The recycling bin shipped out in 2020 has been 0.3 metric tonnes lighter than in 2019. Once the paper is shipped out a better comparison can be made, paper weight to be shipped out is estimated around 0.3 – 0.5 metric tonnes.

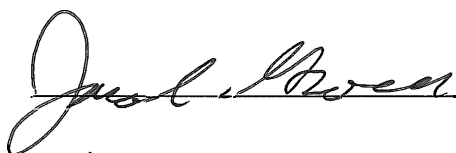
Cemetery

There is no report this month, regular maintenance has been performed.

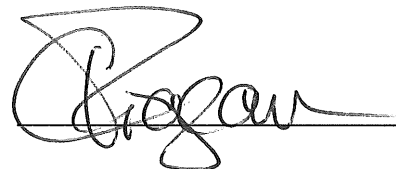
Municipal Enforcement

There was one new case opened this month.

Respectfully submitted;



Jacob Grove
Landfill, Cemetery, Recreation Superintendent
Municipal Enforcement Officer
Municipality of Calvin



Cindy Pigeau
Clerk - Treasurer
Municipality of Calvin



MUNICIPALITY OF CALVIN

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BUILDING REPORT

MONTH: July, 2020

1. NUMBER OF PERMITS ISSUED	3
2. TOTAL MONTHLY VALUE	\$34,500
3. TOTAL FEES COLLECTED	\$455
4. TOTAL BUILDING VALUE TO DATE	\$491,600
5. TOTAL FEES COLLECTED TO DATE	\$3,405

COMMENTS:

Permit: 14-2020	Type: Porch	Value: \$1,500	Fee: \$100
15-2020	Demolition	\$3,000	\$75
17-2020	Sunroom	\$30,000	\$180

Permit 16-2020 not issued yet

Permit 13-2020 \$100 paid for July 22

SHANE CONRAD
CHIEF BUILDING OFFICIAL

CORPORATION OF THE MUNICIPALITY OF CALVIN
MINUTES OF THE REGULAR COUNCIL MEETING TUESDAY, JULY 28, 2020

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

Regrets: 0 Guests: 1

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

PECUNIARY/CONFLICT OF INTEREST: None

PRESENTATIONS/DELEGATIONS: None

2020-252 MINUTES OF REGULAR COUNCIL MEETING

Moved by Coun Cross and seconded by Coun Maxwell that the Minutes of the regular meeting of Council held on Tuesday, July 14, 2020 be hereby adopted and signed as circulated.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-238 BY-LAW 2020-015- TO CONFIRM THE PROCEEDINGS OF COUNCIL

By-law No. 2020-015 being a By-Law to confirm the proceedings of Council. This By-law received the 3rd and final reading on Tuesday, July 28, 2020 and finally passed before an open Council on this date.

Recorded Vote as per Electronic Meeting Best Practices

First Reading

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

-- Carried --

Recorded Vote as per Electronic Meeting Best Practices

Second Reading

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

Third and Final Reading
Councillor Cross Yea
Councillor Maxwell Yea
Councillor Olmstead Yea
Councillor Grant Yea
Mayor Pennell Yea
Carried

2020-239 BY-LAW 2020-016- TO AMEND BY-LAW 2020-011 WHICH IS A BY-LAW TO ADOPT A PROTOCOL AND BEST PRACTICES FOR ELECTRONIC MEETINGS FOR THE MUNICIPALITY OF CALVIN.
By-law No. 2020-016 being a By-Law to amend BY-LAW 2020-011 which is a By-Law to adopt a Protocol and Best Practices for Electronic Meetings for the Municipality of Calvin. This By-law received the 3rd and final reading on Tuesday, July 28, 2020 and finally passed before an open Council on this date.

Recorded Vote as per Electronic Meeting Best Practices
First Reading
Councillor Cross Yea
Councillor Maxwell Yea
Councillor Olmstead Yea
Councillor Grant Yea
Mayor Pennell Yea
Carried

Recorded Vote as per Electronic Meeting Best Practices
Second Reading
Councillor Cross Yea
Councillor Maxwell Yea
Councillor Olmstead Yea
Councillor Grant Yea
Mayor Pennell Yea
Carried

Third and Final Reading
Councillor Cross Yea
Councillor Maxwell Yea
Councillor Olmstead Yea
Councillor Grant Yea
Mayor Pennell Yea
Carried

2020-231 COVID 19 COUNCIL, EMPLOYEE DAILY AND WORKPLACE VISITOR QUESTIONNAIRES
Moved by Coun Olmstead and seconded by Coun Grant that Council has received and reviewed the Covid-19 Council Questionnaire, Employee Daily Questionnaire and Workplace Visitor Questionnaire and hereby authorizes that these questionnaires be used as presented.

Recorded Vote as per Electronic Meeting Best Practices
Councillor Cross Yea
Councillor Maxwell Nay
Councillor Olmstead Nay
Councillor Grant Nay
Mayor Pennell Yea
Defeated

2020-118 ROAD USE AGREEMENT ACKNOWLEDGEMENT

Moved by Coun Cross and seconded by Coun Maxwell THAT the Council of the Corporation of the Municipality of Calvin hereby acknowledges the attached "Municipality of Calvin – Road Use Agreement" template; and further that the attached Road Use Agreement will be used as the template though reviewed on a case by case basis for any requests made by property owners for this type of agreement with the Municipality of Calvin.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Nay
Councillor Maxwell	Nay
Councillor Olmstead	Nay
Councillor Grant	Nay
Mayor Pennell	Nay

Defeated

2020-244 STEPPING DOWN FROM AD HOC COMMITTEE FOR PUBLIC SWIMMING ACCESS TO AMABLE DU FOND RIVER – REPLACEMENT REQUIRED

Moved by Coun Olmstead and seconded by Coun Grant WHEREAS Councillor Dan Maxwell will be stepping down from Ad Hoc Public Swimming Access to the Amable Du Fond River Committee; THEREFORE Council hereby appoints Dean Maxwell as his replacement on the Ad Hoc Public Swimming Access to the Amable Du Fond River Committee, who will hold this appointment from this date forward or until a replacement has been appointed should any appointee be unable to fulfill this appointment, until recommendations on the plan for the Public Swimming Access to the Amable Du Fond River have been presented to Council and finally adopted by By-law, and sixty (60) days after such plan has been adopted by By-law the Ad Hoc Public Swimming Access to the Amable Du Fond River Committee will automatically be dissolved; and, FURTHER that the first meeting of the Ad Hoc Committee will be held once the Province of Ontario Emergency Order restrictions have been lifted and the Municipality of Calvin has the appropriate policies and procedures in place to help protect the Members of the Ad Hoc Committee from the spread of Covid 19.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-253 -SUPPORT LETTER TO ANTHONY ROTA, MP FOR MATCHING PROVINCIAL FUNDING FOR RURAL HIGH SPEED INTERNET UPGRADES IN NORTHERN ONTARIO

Moved by Coun Cross and seconded by Coun Olmstead (Notice of Motion from Councillor Grant) that I motion that the staff prepare a letter, looking for support from the municipalities of Nipissing Ontario, that state that Anthony Rota and the Federal government match the funding of the Province of Ontario for Rural high speed internet upgrades in Northern Ontario. It is essential for the federal government to make these funds available immediately. Rural Internet is an essential service in growing the North and improving quality of life for rural Canadians especially during Covid-19 pandemic and in rebuilding the economy following.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-254 PURCHASE AND INSTALLATION OF DISHWASHER FOR THE COMMUNITY HALL

Moved by Coun Maxwell and seconded by Coun Grant THAT Council hereby approves the purchase and installation of a dishwasher for the community hall kitchen and gratefully accepts the generous donation from Sandy Cross from the fundraising that she has done as well as from Ron Blay for the donation of his time for the electrical installation and Darren Blay the donation of his time for the plumbing installation of the dishwasher; and further that a Member of the Municipal Staff will consult with the North Bay Parry Sound District Health Unit to ensure all regulations are met for the appropriate installation and use of a dishwasher in a community hall kitchen.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-255 BY-LAW 2020-017- TO AMEND BY-LAW 2015-015 WHICH IS A BY-LAW TO PERMIT THE OPERATION OF OFF-ROAD VEHICLES ON ANY HIGHWAY WITHIN THE MUNICIPALITY THAT IS UNDER THE JURISDICTION OF THE MUNICIPALITY

By-law No. 2020-017 being a By-Law to amend BY-LAW 2015-015 which is a By-Law to permit the operation of off-road vehicles on any highway within the Municipality that is under the jurisdiction of the Municipality. This By-law received 1st and 2nd readings and will come before Council for the 3rd and final reading on Tuesday, August 11, 2020.

Recorded Vote as per Electronic Meeting Best Practices

First Reading

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

Recorded Vote as per Electronic Meeting Best Practices

Second Reading

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

Third and Final Reading

Not Yet Carried

2020-256 LETTER OF SUPPORT FOR THE XPLORNET APPLICATION TO THE IMPROVING
CONNECTIVITY IN ONTARIO PROVINCIAL FUNDING

Moved by Coun Maxwell and seconded by Coun Olmstead that Council hereby request the Clerk-Treasurer develop and write a letter of support for the Xplornet application to the Improving Connectivity In Ontario (ICON) Provincial funding available base on the information provided by Mr. Steve Van Groningen, Manager, Corporate Affairs, Xplornet.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-257 APPROVAL TO USE THE COMMUNITY HALL FOR A WEDDING AUGUST 22 BEFORE THE
REOPENING POLICY IS APPROVED

Moved by Coun Cross and seconded by Coun Grant That Council hereby authorizes the use of the Community Hall Grounds, the tables and chairs from the community hall for use outdoors, the outdoor electrical outlets and the community hall indoor washrooms for a wedding hosted by Mrs. Anne Lott on August 22, 2020, before the Municipality of Calvin Covid 19 Municipal Operations and Services Re-Opening Plan Policy has been passed by Council; AND FURTHER that all provincial and North Bay Parry Sound District Health Unit (NBPSDHU) regulations in place at the time of the event, regarding Covid 19 will be followed by the attendees of the event; AND FURTHER that the Municipality of Calvin will not be held responsible if these provincial and NBPSDHU regulations are not followed by the attendees of the event.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-258 INVESTIGATE COST OF MICROPHONE AND CAMERA TO CONTINUE LIVE-STREAMING
COUNCIL MEETINGS WHEN RESUME IN CHAMBER COUNCIL MEETINGS

Moved by Coun Olmstead and seconded by Coun Grant that Council would like to continue to Live-Stream their Council Meetings to You Tube when In Chamber Meetings resume and therefore hereby authorizes the Clerk-Treasurer to proceed with investigating the cost in purchasing a microphone and wide angle camera capable of doing as such in conjunction with the Municipality's Laptop.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-259 DRAFT MUNICIPALITY OF CALVIN COVID 19 MUNICIPAL OPERATIONS AND SERVICES
PLAN POLICY

Moved by Coun Maxwell and seconded by Coun Grant that the Council of the Corporation of the Municipality of Calvin has performed a review of the DRAFT "Municipality of Calvin Covid 19 Municipal Operations and Services Plan Policy" and requests that any changes discussed be made to the policy and then the policy be brought forth at the August 11th Regular Council Meeting for passing by by-law.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-260 DISBURSEMENTS

Moved by Coun Cross and seconded by Coun Maxwell that the disbursements dated July 23, 2020 in the amount of \$36,260.54 and July 28, 2020 in the amount of \$15,518.78 be hereby authorized and passed for payment.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

2020-261 ADJOURNMENT

Moved by Coun Grant and seconded by Coun Olmstead that this regular meeting of Council now be adjourned at 9:12 p.m.

Carried

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea
Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea

Carried

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-017

**BEING A BY-LAW TO AMEND BY-LAW 2015-015 WHICH IS A BY-LAW TO
PERMIT THE OPERATION OF OFF-ROAD VEHICLES
ON ANY HIGHWAY WITHIN THE MUNICIPALITY THAT IS
UNDER THE JURISDICTION OF THE MUNICIPALITY**

WHEREAS the Council of the Municipality of Calvin deems it advisable to amend By-Law No. 2015-015 to include the updated definitions of Off-Road Motorcycle and Extreme Terrain Vehicles as per Ontario Regulation 316/03 – Operation of Off-Road Vehicles of the Highway Traffic Act, effective July 1, 2020.

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

1. That Section 1.0 - Definitions of By-law No. 2015-015 shall be amended to include the following definitions as well as those already listed;

1.7 “extreme terrain vehicle” means an off-road vehicle that,

- (a) has six or eight wheels, the tires of which are all in contact with the ground,
- (b) has no tracks that are in contact with the ground,
- (c) has seats that are not designed to be straddled, and
- (d) has a minimum cargo capacity of 159 kilograms;

1.8 “off-road motorcycle” means an off-road vehicle, designed primarily for recreational use, that,

- (a) has steering handlebars,
- (b) has two wheels, the tires of which are all in contact with the ground,
- (c) has a minimum wheel rim diameter of 250 millimetres,
- (d) has a minimum wheelbase of 1,016 millimetres,
- (e) has a seat that is designed to be straddled by the driver,
- (f) is designed to carry a driver only and no passengers, and
- (g) does not have a sidecar;

AND

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

Read a first time this 28th day of July 2020.

Read a second time this 28th day of July 2020.

Read a third time and finally passed in open council this 11th day of August 2020.

MAYOR

CLERK-TREASURER

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-018

BEING A BY-LAW TO ADOPT A POLICY FOR THE COVID 19 MUNICIPAL OPERATIONS AND SERVICES RE-OPENING PLAN.

WHEREAS the Council of the Municipality of Calvin deems it advisable to adopt a policy for the Covid 19 Municipal Operations and Services Re-Opening Plan under Responsible and Flexible Government regarding a phased approach to re-opening the operations and services the municipality provides during the Covid 19 pandemic.

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

1. That the Covid 19 Municipal Operation and Services Re-Opening Plan regarding the use of a phased approach to re-opening the municipality during the Covid 19 pandemic on behalf of the Municipality of Calvin, be hereto attached as Schedule "A".

And

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

Read a first time this 11th day of August 2020.

Read a second time this 11th day of August 2020.

Read a third time and finally passed in open council this ____ day of _____ 2020.

MAYOR

CLERK-TREASURER



**COVID-19 Pandemic
Municipal Operations and
Services Re-Opening Plan
Policy**

Purpose

The Municipal Operations and Services Re-Opening Plan outlines the flexible and adaptable strategies of how the Municipality of Calvin will reopen its operations and services safely and affordably for the community. Of paramount importance will be to protect the health, safety, and well-being of the Municipality's employees and the public.

Background/Introduction

On January 30, 2020, the World Health Organization declared the 2019 Novel Coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020 declared the coronavirus outbreak a global pandemic.

The Government of Ontario enacts a Declaration of Emergency to Protect the Public on Wednesday, March 17. Following the lead of the Province, the Municipality of Calvin made the decision to declare a State of Emergency, effective April 6, 2020.

On April 27, 2020 the Province of Ontario released its framework for reopening the Province, identifying the three key phases of recovery. On May 14, 2020, the Province announced that it had entered "Phase 2: Restart", Stage 1. As a part of Stage 1, the Premier has begun lifting public health restrictions, meaning that some Municipalities operations and services could begin to open when the Municipality was ready. On July 17, 2020, the Province announced that had entered "Stage 3" of the Re-Opening Framework.

Overview

This recovery framework lays out the Municipality's approach to reopening its operations and services as the Province of Ontario moves through its phases of recovery and further eases public health restrictions.

The goals of this framework are:

- To communicate the strategies the Municipality will use to ensure it can safely deliver its operations and services as the Province works through the phases of its reopening strategy.
- To communicate the framework the Municipality will use to determine the costs and capacity requirements of delivering operations and services during the "new normal".

Overall, this framework will produce the information and data that will be required for Council and staff to make service level decisions on whether or not the Municipality opens its various operations and services as Provincial public health restrictions are lifted.

Key Principles of the Framework

The following key principles will guide the Municipality's approach to reopening operations and services:

Principle #1 The Municipality will open up its operations and services on its own timeline, when it is confident that the health, safety, and well-being of staff and the public can be maintained.

Principle #2 The Municipality will open up its operations and services in a scale appropriate and fiscally responsible fashion.

Organizational Recovery – how not when

- How do we bring back employees back into physical workplaces safely?
 - How the public will use our facilities and interact with employees once open such as:
 - Cleaning standards and procedures
 - Hours of operation
 - Physical work locations and distancing requirements
 - Customer service counter
 - Community Center and usage
 - Outdoor Recreation Facilities
 - Landfill - Recycling, Waste Collection, etc.
 - IT requirements
 - How much will it cost to deliver the services in the future state?
 - How much will it cost to deliver the service in the future state?
 - What are the staffing requirements to meet the standards?
 - What is the cost of: PPE, cleaning products, physical barriers, etc?
 - What is the cost impact if physical distancing requires reduced participation numbers?
 - Can the Municipality afford this cost to deliver the service, or are service adjustments required?
- ➔ Council decision required because this is a service level question.

The Municipality's approach is to develop a set of minimum health, safety, and infection control standards for its operations and services for when they are opened. The minimum standard will be based on recommendations, guidance and documents from the following sources:

- North Bay Parry Sound District Health Unit;
- The Ministry of Health and Long Term Care;
- Ontario Health;
- Medical Officers of Health;
- Any other agency recommended by any of the above;
- Existing policies from other municipalities

The Path to Recovery

The Municipality of Calvin will reopen its operations and services safely and affordably. The number one goal will be to protect the health, safety, and well-being of the Municipality's employees and the public.

The path to recovery depends on the Municipality and its residents continued efforts in stopping the spread of COVID-19. The Municipality's operations and services recovery approach will continue to be nimble, and will be adjusted to adapt to changing circumstances as needed.

As the Municipality begins its path of recovery, it is more important than ever for the Municipality and its residents to follow public health advice. Everyone will need to take simple yet important steps to reduce exposure and protect each other, such as: staying home when ill, practicing physical distancing, frequent hand washing, mask wearing and covering a cough or a sneeze. These steps will be critical to ensure operations and services can remain open.

Three Phase Strategy to Reopening

Phase I

- Municipal areas open include: general park areas for walk-through purposes.
- Municipal areas closed include: play equipment, public washroom facilities, sports fields, pavilion, and community centre.
- At this stage, all municipal buildings will be closed to the public including the Public Works Garage and Fire Hall.
- The municipal office will be closed to the public with limited staff physically working from the office. The remainder of staff will work from home.
- All meetings will be virtual.
- All appropriate cleaning procedures and precautions such as physical distancing, mask wearing, etc... will be in effect.

Phase II

- Municipal areas open included Phase I plus limited access to sports fields, community centre and pavilion.
- Municipal areas closed include play equipment and public washroom facilities.
- The municipal office will be closed to the public with full staff returning, meetings with members of the public by appointment only.
- All meetings will be virtual.

- All appropriate cleaning procedures and precautions such as physical distancing, mask wearing, etc... will be in effect.

Phase III

- All Municipal facilities and services will reopen to the public with appropriate cleaning procedures and precautions remaining in effect.
- Municipal areas closed: to be determined based on need and timing.
- Municipal office will open to the public initially by appointment only then move to appropriate screening processes in place prior to entering the building.
- Meetings may resume in-person with physical distancing practices in place or remain virtual if the Procedural By-Law is appropriately changed.
- All appropriate cleaning procedures and precautions such as physical distancing, mask wearing, etc... will be in effect.

Considerations to the Phased Reopening Plan

- This plan is not definitive nor is it prescriptive that it will be strictly adhered to. There may be some services identified that are best suited in a different phase than referenced in this plan.
- Staff, along with the Emergency Control Group, will monitor the situation and make adjustments appropriately.
- Both Council and the public will be kept apprised as recovery efforts are underway once the Phased Reopening Plan during COVID-19 is enacted. Our website will be updated to keep the public informed on the progress at www.calvintownship.ca

Other Actions Towards Reopening and Recovery

- Monitoring and adapting to changing of higher-level government for new relief programs and measures to help local businesses
- Continue working with neighboring municipalities sharing efforts and ideas
- Continue using and upgrading technology to move municipal business forward and provide customer service to residents

Continue with Enhanced Health and Safety Guidelines

The following guidelines apply to all staff and all municipal work locations throughout all 3 phases, unless higher level precautions are stated elsewhere within this policy or an associated policy to the work being done.

Cleaning/Sanitizing

- Ensure cleaning, disinfecting and sanitizing products are available at all work locations.
- Ensure soap is provided at all sinks.
- Ensure high touch areas like doors and door handles, photocopier, countertops, keypads, bathroom and sink fixtures, cabinets, kitchen appliances are sanitized on a regular basis (in accordance with guidelines provided by the Provincial regulations or higher) at the main office, fire hall and public works garage, and a record is kept of such.
- Encourage employees to practice good hand hygiene, coughing or sneezing into their sleeves and to avoid touching their face. Wearing masks when meeting others where the required 6 feet (2 meter) physical distancing requirement is not possible.
- As much as possible, assign municipal vehicles to specific staff and sanitize vehicles between change overs.
- Cleaning, disinfecting and sanitizing of outdoor recreational facilities including the playground and outdoor washroom facilities will be cleaned once a week and signs will be appropriately posted cautioning the public to use the facilities at their own risk. See Appendix 2 for an example of the sign to be posted.
- All common surfaces will be sanitized after every meeting or event in the community hall. All guidelines set out by the Province and the North Bay Parry Sound Health Unit for the use of the kitchen at any and all events.

Physical Distancing

- There will be a maximum of one (1) member of the public permitted in the front reception area at any given time. Signs will be posted on the entrance door advising this. The door will be locked and members of the public will be let in one at a time.
- Masks will be worn by all public as per the order from the North Bay Parry Sound Health Unit, with accommodation being made for those who cannot). If a member of the public does not have a mask available then one will be made available to them. Hand Sanitizer will also be made available at the front reception area.
- If a meeting with a member of the public is required, it will take place in the community center and not in the municipal office. Appropriate precautions of mask wearing and/or physical distancing are required.
- Staff and Council are encouraged to avoid in person meetings and to instead provide services online by telephone, virtual meeting software or other remote means.

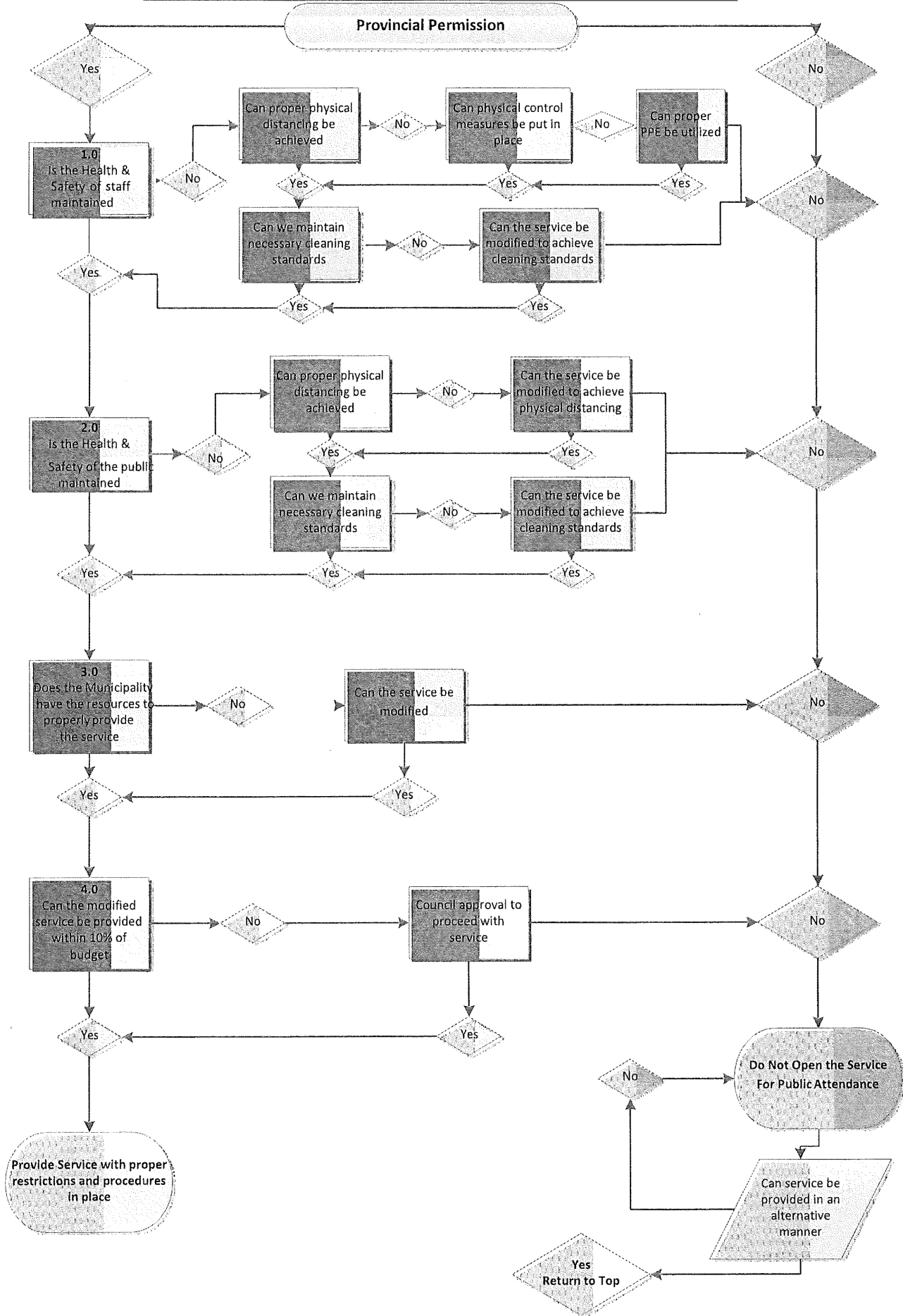
- Staff, Council, and visitors are encouraged to maintain a physical distance of 2 meters from others.
- Staff's workstations are to be separated from each other to ensure a 2 meter or greater distance.
- Managers and supervisors are encouraged to stagger lunch and breaks among staff.
- There will be a limit on the number of people in the council chambers at any one time to ensure the appropriate physical distancing is achieved.
- Services will be offered online wherever possible to avoid face to face interactions.
- Ensure no more than 2 employees travel in a vehicle together and only with both occupants wearing a face mask and the passenger sitting in the back seat furthest from the driver.

Safety

- All reception counters have barriers in place to separate employees from the public. The counter will be sanitized after each transaction.
- A face mask and gloves are required for any staff entering a resident's home along with physical distancing. For example: for building inspections, etc....
- All employees and Councillors are required to self-monitor and not enter any municipal facility should they experience any COVID 19 like symptoms such as but not limited to fever, cold/flu like symptoms, dry cough, tiredness and if they are already at a municipal facility, then should advise their supervisor or manager and go home and to seek testing.
- Any necessary in person meetings shall take place at in the community center. All attendees must be advised of physical distancing requirements. Immediately following such meeting, all touched surfaces must be sanitized.
- All visitors to any municipal facility must be asked if they exhibit symptoms of COVID 19 such as but not limited to fever, cold/flu like symptoms, dry cough, tiredness and will not be allowed to enter if they do.
- All visitors must be advised of mask wearing and physical distancing requirements before entering a municipal facility.
- Employees, Council, and the public will be kept informed with regular updates and information about the COVID 19 Emergency.
- Information will be posted about physical distancing, good hand hygiene and COVID 19 screening.
- If any member of the public is refusing to adhere to the outlined protocols, then staff will ask that member of the public to leave the building and the appropriate supervisor will be notified of the interaction.

Appendix 1
Municipal Operations and Services Re-
Opening Decision Making Framework

Municipality of Calvin – COVID-19 Re-Opening Decision Matrix



Appendix 2

Example of Municipal “Use At Own Risk” Signage for Outdoor Recreational Facilities

Municipality of Calvin
COVID-19
SAFETY WARNING

This Facility is NOT Sanitized Regularly.

Public health officials remind you to:



Stay home if you're sick



Practice social distancing



Avoid touching surfaces



Wash your hands with soap and water frequently

USE AT YOUR OWN RISK.



www.calvintownship.ca

MUNICIPALITY OF CALVIN
2020CT27 REPORT TO COUNCIL

REPORT DATE: **August 11, 2020**

ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**

SUBJECT: **Amendment to Procedural By-Law to include Electronic Meetings and/or Electronic Participation in Meetings**

RECOMMENDATION

That the appropriate amendments to the procedural by-law to include Electronic Meetings and/or Electronic Participation in Meetings be considered by Council.

BACKGROUND

Please find attached a DRAFT copy of an amendment to the Procedural By-Law. This amendment is being provided to Council to include electronic meetings and/or electronic participation in meetings. Amendments to By-Law 2008-008 and By-Law 2020-008 are required.

It is requested that each Member of Council, please prepare a list of any items they would like to have further discussion on regarding the proposed amendments to the above mentioned by-laws to include electronic meetings and/or electronic participation in meetings.

PLEASE NOTE: As per clauses:

26.2 of By-Law 2008-008 - Notice – no amendment or repeal

No amendment or repeal of this By-law or any part thereof shall be considered at any Meeting of the Council unless notice of proposed amendment or repeal has been given at a previous Regular Meeting of the Council and the waiving of this notice by the Council is prohibited. A motion adding or dissolving a Committee passed at the preceding Regular Council Meeting is of sufficient notice.

AND

26.3 of By-Law 2008-008 - Notice of Provisions – published in local publication

In accordance with the “Notice of Provisions” in the new Municipal Act, 2001, c.25, s. 251, as amended, no amendment or repeal of this By-law shall take place until notice is published in the local newspaper, within fourteen (14) days prior to the proposed action being taken.

So if Council wishes to make these amendments to the By-Law, notification in the local paper will have to be made before any changes can be adopted.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-019

BEING A BY-LAW TO AMEND BY-LAW 2008-008 AND BY-LAW 2020-008 WHICH ARE BY-LAWS 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".

WHEREAS pursuant to the *Municipal Act*, 2001 c.25, Section 238(2) as amended, every municipality and local board shall pass a Procedural By-law governing the calling, place and proceedings of meetings, including Regular, Special, Committee or other Meetings of a Council;

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to amend the current By-Law and enact such amended By-Law to govern the proceedings of Council, the conduct of its Members and the calling and place of meetings;

BE IT ENACTED as a By-law of the Corporation of the Municipality of Calvin as follows:

1. That Definitions of the Amendment to the Procedural By-Law No. 2020-008 the following definition shall be amended as follows;
 - 1.31 "Electronic Meeting" means a Meeting where any Member is not physically present but participates via electronic means of communication. Such Member does count for Quorum. The Member participating electronically can vote. The Member participating electronically may participate in a Closed Meeting.
2. That the clauses note below of the Procedural By-Law No. 2008-008 shall be amended as follows:
 - 1.27 "QUORUM" means the minimum number of members who must be present, either physically or electronically, for business to be legally transacted and in the case of the Municipality of Calvin shall be three (3) members;
 - 2.8 **Meetings – location – Council Chambers - exception**
All meetings of Council, Standing Committees and Advisory Committees shall take place in the Calvin Community Centre at 1355 Peddlers Dr., by authorized electronic means or as otherwise designated by Council of the Chair of a Committee.
 - 2.9 **Use of Audio – Video Equipment**
The Municipality will use audio and video recording equipment during Meetings for the purpose of Live Streaming meetings to the approved platform for increased transparency to the public. Any and all audio/video recordings recorded other than by the Municipality shall not, under any circumstances, be deemed to be official records.

3.5 **Duty of Clerk**

11) The Clerk shall, in consultation with the Chair, determine the appropriate technology to provide for electronic means of participation in each Meeting, provided that it allows for the following to occur simultaneously:

- a) each person may hear any person authorized to speak,
- b) each participant entitled to speak may indicate to the Chair that they desire to speak and,
- c) provided for public access

5.10 **Agenda – In – Camera – material**

All In-Camera material will be circulated to members of Council and/or Committee Members no earlier than 3 hours before the start of the regular meeting that the In-Camera meeting takes place, whether Members are participating physically or electronically. The In-Camera material will be provided electronically with the appropriate precautions in place to protect the confidential nature of the information being provided to Members.

5.11 **Agenda – In Camera – not sent electronically**

This clause is repealed and no longer in use.

14.17 **Electronic Voting**

The Chair will enact such rules as may be necessary to provide for the conduct of voting in a meeting held in whole or part through electronic means.

This By-law shall come into full force and effect upon the date of the passing thereof.

Read a first time this _____ day of _____ 2020.

Read a second time this _____ day of _____ 2020.

Read a third time and finally passed in open council this _____ day of _____ 2020.

MAYOR

CLERK

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-008

BEING A BY-LAW TO AMEND BY-LAW 2008-008 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".

WHEREAS pursuant to the *Municipal Act*, 2001 c.25, Section 238(2) as amended, every municipality and local board shall pass a Procedural By-law governing the calling, place and proceedings of meetings, including Regular, Special, Committee or other Meetings of a Council;

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to enact a By-Law to govern the proceedings of Council, the conduct of its Members and the calling and place of meetings;

BE IT ENACTED as a By-law of the Corporation of the Municipality of Calvin as follows:

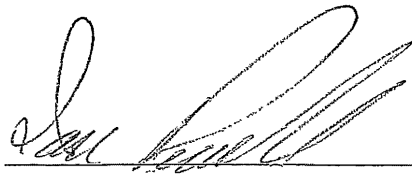
1. That Definitions of the Procedural By-Law No. 2008-008 the following shall be added as a definition;

- 1.31 "Electronic Meeting" means a Meeting where any Member is not physically present but participates via electronic means of communication. Such Member does not count for Quorum. The Member participating electronically can vote. The Member participating electronically may not participate in a Closed Meeting.

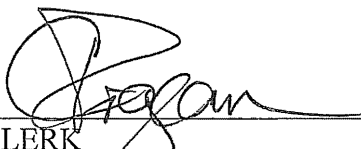
In the event of an emergency declared by the Premier, Cabinet or the Municipal Head of Council under the Emergency Management and Civil Protection Act, Members participating electronically may be counted for the purposes of quorum. In the event of an emergency declared by the Premier, Cabinet or the Municipal Head of Council under the Emergency Management and Civil Protection Act, Members participating electronically may participate in a Closed Meeting and be counted towards quorum.

This By-law shall come into full force and effect upon the date of the passing thereof.

READ A 1st, 2nd AND 3rd TIME and FINALLY PASSED BEFORE AN OPEN COUNCIL THIS
24 DAY OF March 2020.



MAYOR



CLERK

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2008-008

BEING 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".

WHEREAS pursuant to the *Municipal Act*, 2001 c.25, Section 238(2) as amended, every municipality and local board shall pass a Procedural By-law governing the calling, place and proceedings of meetings, including Regular, Special, Committee or other Meetings of a Council;

AND WHEREAS the Council of the Corporation of the Municipality of Calvin deems it advisable to enact a By-Law to govern the proceedings of Council, the conduct of its Members and the calling and place of meetings;

BE IT ENACTED as a By-law of the Corporation of the Municipality of Calvin as follows:

1.0 DEFINITIONS

- 1.1 "AD-HOC COMMITTEE" means a Committee established by Council to review a specific matter and once the Committee has reported to Council with respect to its findings and recommendations, the Committee is automatically dissolved;
- 1.2 "ADVISORY COMMITTEE" means a Committee established by Council to advise on matters which Council has deemed appropriate for the Committee to consider;
- 1.3 "AGENDA" and "ORDER OF THE DAY" shall be considered synonymous;
- 1.4 "CHAIR" shall mean the person presiding at a Meeting whether it be the Mayor or any other Member;
- 1.5 "CLERK" means the Clerk-Treasurer of the Corporation or his/her delegate;
- 1.6 "COMMITTEE" means any advisory or other committee, subcommittee or similar entity of Council;
- 1.7 "CORPORATION" means the Corporation of the Municipality of Calvin;
- 1.8 "COUNCIL" means the elected members of council of the Municipality of Calvin;
- 1.9 "DEPUTATION/DELEGATION" shall mean a person making a verbal presentation to Council or to a Committee, as the case may be;
- 1.10 "DEPUTY MAYOR" means the Councillor appointed by Council to act in the absence of the Mayor in accordance with this By-law;
- 1.11 "DESIGNATED AREA" shall mean the spectator areas within the Council Chambers;
- 1.12 "EX-OFFICIO" means by virtue of office or position and carries with it the right to participate fully in all committee meetings and to vote unless prohibited by law, but does not count towards a quorum;
- 1.13 "IMPROPER CONDUCT" means conduct which offers any obstruction to the deliberations of proper action of Council;
- 1.14 "IN-CAMERA" means a closed session of Council, Standing Committee or an Advisory Committee Meeting which is closed to the public in accordance with the *Municipal Act*;
- 1.15 "INAUGURAL MEETING" means the first meeting of Council held after a municipal election in a regular election year;

- 1.16 “LOCAL BOARD” means a municipal service board, board of health, planning board and any other board, commission, committee, body or local authority established or exercising any power under any Act with respect to the affairs or purposes of one or more municipalities, excluding a school board, a conservation authority, a police services board or a public library board;
- 1.17 “MAYOR” means the Head of Council acting as Chief Executive Officer of the Corporation;
- 1.18 “MAJORITY VOTE” means the vote of more than half of the members present and voting at a properly constituted meeting at which a quorum is present;
- 1.19 “MEETING” means any regular, special or other meeting of a council, of a local board or of a committee of either of them;
- 1.20 “MEMBER OF COUNCIL” means a person duly elected to serve on the Council;
- 1.21 “MUNICIPAL ACT” means the *Municipal Act S.O. 2001, c. 25, as amended* and any successor legislation thereto;
- 1.22 “MUNICIPAL ELECTION” shall mean a general municipal election held pursuant to the *Municipal Elections Act*;
- 1.23 “NOTICE OF MOTION” means signal of intent by a member to have a motion dealt with at a subsequent meeting;
- 1.24 “PECUNIARY INTEREST” means a direct or indirect interest within the meaning of the *Municipal Conflict of Interest Act, R.S.O. 1990, chapter M. 50 as amended*, and any successor legislation thereto;
- 1.25 “POINT OF ORDER” means a matter that a member of Council considers to be a departure from or contravention of the rules, procedures or generally accepted practices of Council; raised when a member feels the rules of order are being broken.
- 1.26 “POINT OF PRIVILEGE” means that a member of Council considers that she/he is being insulted, misquoted, or deliberately misinterpreted or that their right of access to information is being impeded (noisy room, bad overheads, etc.).
- 1.27 “QUORUM” means the minimum number of members who must be present at the meetings for business to be legally transacted and in the case of the Municipality of Calvin shall mean three (3) members;
- 1.28 “RECORDED VOTE” means the recording of the name and vote of every Member on any matter of question. In the case of a Member who has declared a pecuniary interest in the matter or question, the minutes shall reflect the Members declaration and the general nature thereof;
- 1.29 “REGULAR MEETING” means a scheduled meeting held in accordance with the approved calendar/schedule of meetings;
- 1.30 “SPECIAL MEETING” means a meeting not scheduled in accordance with the approved calendar/schedule of meetings.

2.0 GENERAL

- 2.1 **Rules – procedures observed – at all times**
The rules and regulations contained in this by-law shall be observed in all Meetings and shall be the rules and regulations for the order and dispatch of business before Council and Committees of Council and its Advisory Committees and local boards.
- 2.2 **Rules – observed – modifications – permitted**
The proceedings of the Council and its Committees; the conduct of the Members of Council and the calling of meetings shall be governed by the rules and regulations contained in this By-law.

- 2.3 **Rules – suspended – 2/3 consent – Council**
Any rules or procedures contained in this by-law may be suspended with the consent of two-thirds of the Council/Committee present, unless prohibited by law.
- 2.4 **Rules - Rules of Order - Parliament of Canada - Roberts' Rules of Order**
Subject to the provisions of the Municipal Act and except as herein expressly provided, the Rules of Order of the Parliament of Canada shall be the rules governing the proceedings of the Council and Committees and the conduct of members of same. The most recent edition of Roberts' Rules of Order in existence from time to time shall be referred to and abided by as far as applicable when questions arise respecting the interpretation of the rules contained herein or respecting the rules of order of the Parliament of Canada.
- 2.5 **Rules - members chairs forming enclosure**
No persons, except Members or the Clerk-Treasurer or his/her delegate or Department Heads, as the case may be, shall come within the enclosure formed by the members chairs during meetings without permission from the Mayor or Chair. Any person contravening this rule shall be guilty of improper conduct and may be subject to expulsion or exclusion from the meeting by the Mayor or Chair.
- 2.6 **Seating - allocation - designate arrangement**
The Clerk, in consultation with the Mayor, shall designate the seating arrangements for the media, municipal staff and the public at Council
- 2.7 **Seating - contravention**
Any person who contravenes any established seating arrangement shall be guilty of improper conduct and may be subject to expulsion or exclusion from the meeting by the Chair.
- 2.8 **Meetings – location – Council Chambers – exception**
All meetings of Council, Standing Committees and Advisory Committees shall take Place in the Calvin Community Centre at 1355 Peddlers Dr., or as otherwise designated by Council or the Chair of a Committee.
- 2.9 **Use of Audio – Video Equipment**
The use of audio and video recording equipment during a Meeting is not permitted within the designated areas unless the Chair or the majority of the Council Members permit the use of such equipment or devices and it is not disruptive to the conduct of the Meeting at which the recording privileges are granted. Any and all audio/video recordings recorded other than by the municipality shall not, under any circumstances, be deemed to be official records.

PART 3

3.0 ROLES AND DUTIES

- 3.1 **Role of Mayor**
It is the role of Mayor,
- 1) to act as Chief Executive Officer of the municipality;
 - 2) to preside over Council Meetings;
 - 3) to provide leadership to Council;
 - 4) to represent the municipality at official functions;
 - 5) to carry out the wishes of Council;
 - 6) to act as Council's representative when dealing with the Clerk-Treasurer and

other levels of government, their agencies and the private sector;

- 7) to carry out the duties of the Head of Council under this or any Act.
- 8) as Chief Executive Officer of the municipality, the Mayor shall:
 - i) uphold and promote the purpose of the municipality;
 - ii) promote public involvement in the municipality's activities;
 - iii) promote the municipality locally, nationally and internationally;
 - iv) participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.

3.2 **Duty of Mayor**

It is the duty of the Mayor to preside at all meetings of Council, and in addition to the requirements in the Municipal Act shall be responsible

- 1) to open the meeting of Council by taking the Chair and calling the meeting to order;
- 2) to receive and submit, in the proper manner, all motions presented by the members;
- 3) to put to a vote all motions and to announce the result;
- 4) to sit as an ex-officio member of any Committees of Council and is entitled to vote at meetings;
- 5) decline to put motions to vote which infringe upon the rules of procedure;
- 6) to inform the members of the proper procedure to be forwarded and to enforce the rules of procedure;
- 7) to enforce on all occasions, the observance of order and decorum among the members;
- 8) to call by name any member persisting in a breach of the rules of procedure and order the members to vacate the Council Chambers;
- 9) to permit questions to be asked through the Mayor of any officer of the Municipality for information to assist in any debate when the Mayor deems it proper;
- 10) to provide information to members on any matter relating to the business of the Municipality;
- 11) to authenticate by signature all by-laws, agreements and minutes of Council;
- 12) to rule on any points of order raised by members;
- 13) to represent and support the Council;
- 14) to maintain order. Where it is not possible to maintain order, the Mayor may, without any motion being put forward, adjourn the meeting to a time to be determined by the Mayor;
- 15) to adjourn the meeting when the business is concluded;
- 16) to carry out the duties of the Head of Council under the Municipal Act or any other Act; and,

- 17) to act in accordance with his/her Oath of Allegiance and Oath of Elected Office (Section 225.)

3.3 Role of Council

It is the role of Council,

- 1) to represent the public and to consider the well-being and interests of the municipality;
- 2) to develop and evaluate the policies and programs of the municipality;
- 3) subject to legislative restrictions, develop regulations to be adopted in by-laws and resolutions for the overall benefit of the community;
- 4) to determine which services the municipality provides in accordance with applicable legislation;
- 5) to maintain the financial integrity of the municipality;
- 6) to carry out the duties of council under this or any other Act; and
- 7) to ensure accountability & transparency of the municipal operations, and of activities of Senior Management (Section 225).

3.4 Duty of Councillors

It is the duty of the Councillors to attend all meetings of Council, and;

- 1) to prepare for meetings including reviewing the agenda and background information prior to the meeting;
- 2) to speak only to the subject under debate;
- 3) to vote on all motions before the Council unless prohibited from voting by law;
- 4) to observe proper procedure and decorum at all meetings;
- 5) to state questions to be asked through the Mayor;
- 6) to support the Council;
- 7) to attend Standing Committee, Advisory Committee and AD-Hoc Committee meetings to which the member has been appointed by Council;
- 8) to carry out the duties of Councillor under the Municipal Act or any other Act; and
- 9) to act in accordance with their Oath of Allegiance and Oath of Elected Office (Section 224).

3.5 Duty of Clerk

It is the duty of the Clerk to attend all Council meetings, and:

- 1) to prepare and distribute agendas for all meetings of Council in accordance with this by-law;
- 2) to record, without note or comment, all resolutions, decisions and other proceedings of the council, whether it is closed to the public or not;
- 3) if required by any member present at a vote, to record the name and vote of every member voting on any matter or question (recorded votes);

- 4) to keep the originals or copies of all by-laws and of all minutes of the proceedings of the council;
- 5) to make such minor clerical, typographical or grammatical corrections in form to any bylaw, motion, resolution and/or minutes as may be required for the purpose of ensuring correct and complete implementation of the actions of Council;
- 6) to perform other duties required under the Municipal Act, Municipal Elections Act 1996, or as required under any other Act;
- 7) to act as Commissioner for the municipality;
- 8) to authenticate by signature all by-laws, agreements and minutes of Council;
- 9) to advise Council on parliamentary procedure; and
- 10) to perform such other duties as are assigned by the municipality (Section 228(1) & 239 (7 & 8)).

PART 4

4.0 SCHEDULE OF MEETINGS

- 4.1 **Inaugural Meeting – second Tuesday – December – time**
The Inaugural meeting of Council shall be held not later than the second Tuesday in December following a Municipal Election and the meeting shall be held at 7:00 p.m. or at such hour as may be fixed by by-law.
- 4.2 **No business – Inaugural – until Declarations**
No business shall be conducted at the Inaugural Meeting of Council until the Declarations of Oath have been made by the members of Council.
- 4.3 **Regular Meetings**
The Council shall hold its regular meetings every second and forth Tuesday of each month at 7:00 p.m. in the Calvin Community Centre.
- 4.4 **In – Camera – time**
In – Camera meetings (closed session) shall be held at the call of the chair, as deemed necessary.
- 4.5 **Election – meeting time – November**
In the event that such a day falls on when a Municipal Election or municipal by – election is being held, the Council may meet at the same hour on the first day thereafter, unless otherwise provided by resolution of Council.
- 4.6 **Holiday**
In the event that such a day is a Holiday, the Council shall meet at the same hour on the first day thereafter, which is not a Holiday, unless otherwise provided by resolution of Council.
- 4.7 **Special – Emergency Meeting – called by Mayor**
The Head of Council, at any time, may summon a Special Meeting of Council or Emergency Meeting.
- 4.8 **Special Meeting – called by Council**
Notwithstanding the provision of Section 4.3, the Clerk shall, upon receipt of a petition signed by a majority of the members of Council, summon a special meeting for the purpose and at the time mentioned in the petition, to be held in the Calvin Community Centre unless otherwise noted. (In accordance with the provisions of the Municipal Act, 2001 as amended, c.25, s. 240)

4.9 **Special Meetings – public offices – emergency**

The council shall hold its meetings as set out in Section 4.8 and keep its public offices within the Calvin Community Centre; however, in the case of an emergency, it may hold its meetings and keep its public offices at any convenient location within or outside the municipality (Municipal Act, 2001, as amended, c.25, s. 236(1)).

PART 5

5.0 NOTICE OF MEETINGS

5.1 **Agendas – delivered – in advance**

The Clerk or the Clerk’s representative shall provide each Member of Council an Agenda with support Reports for each regular meeting of Council to be available to the Councillors by 4 p.m. on the Friday prior to the meeting.

5.2 **Public Notice of Meeting Schedule / Posting of Agendas**

Public Notice of meetings shall be given by posting the meeting schedule on the Township Website. The meeting schedule shall include time and location of Council and Committees meetings. The meeting schedule is subject to change as necessary. All agendas will be posted no later than 24 hours before the hour appointed for the holding of such meeting on the Municipality of Calvin website. Agendas shall be available at the beginning of meetings.

5.3 **Posting of Agendas – Failure to post**

Notwithstanding section 5.2 above, failure to post the agenda to the Township Website, or its being available at the beginning of meetings shall not affect the validity of the meeting or any action lawfully taken thereat.

5.4 **Special Meetings – notice – delivered – 24 hours prior – exception**

Notice of a special meeting called in accordance with this by-law shall be delivered to the Members of Council by either telephone, facsimile transmission or electronic mail, to the phone number; fax number or e-mail address as provided by the Members. It shall be the responsibility of the Clerk-Treasurer or the Clerk’s representative to forward to Members all notices and agendas for Special Council Meetings a minimum of 24 hours in advance of such Meetings.

5.5 **Special meetings – business specified – transacted**

No business except the business dealing directly with the purpose mentioned in the notice shall be transacted at a Special Meeting.

5.6 **Emergency or disaster – notice not required**

In the case of a disaster or emergency as defined in the Emergency Plan, an emergency meeting may be held without notice, to deal with the emergency or extraordinary situation, provided that an attempt has been made by the Clerk-Treasurer and/or the Clerk’s representative to notify the Members about the meeting as soon as possible and in the most expedient manner available.

5.7 **Agenda – notice – not received – validity**

Lack of receipt of a Notice or an Agenda by the Members of Council shall not affect the validity of the meeting or any action lawfully taken thereat.

5.8 **Standing Committees / Advisory Committees – deemed notice**

The Agenda of a Standing Committee/Advisory Committee meeting shall be considered as notice of the meeting.

5.9 **Agendas – Media**

The Council and Committee agendas will be made available for the media on the Township Website.

5.10 **Agenda – In – Camera – material**

All In-Camera material will be circulated to members of Council and/or Committee Members at the In-Camera meeting. The In-Camera material must be immediately handed back to the Clerk-Treasurer or designate at the close of the In-Camera session.

5.11 **Agenda – In Camera – not sent electronically**

Agenda of an In-Camera Meeting or In-Camera Session shall not be sent electronically to Members of Council.

PART 6

6.0 IN – CAMERA MEETINGS “CLOSED SESSION”

6.1 **Council, Standing Committees and Advisory Committees – Closed Sessions**

All or part of meetings may be held In-Camera in accordance with the Municipal Act, 2001, as amended. The In-Camera session, if required, will be held at the call of the Chair. For Standing Committees and Advisory Committees, In-Camera sessions, if required, will be held at the call of the Chair.

6.2 **Matters – In – Camera**

The only matters that may be considered In-Camera shall only be held in accordance with Section 239 of the Municipal Act.

- (a) the security of the property of the municipal or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act, 2001, c. 25, s. 239 (2);
- (h) a matter in respect of the consideration of a request under the Municipal Freedom of Information and Protection Privacy Act, if the council is designated as the Head for the purpose of that Act; 2001, c. 25, s. 239(3);
- (i) for the purpose of education or training the members and when there is no discussion or material advancement of the “business or decision-making of the council, local board or committee,” 2006, c.32, Sch. A, 103 (1), s. 239(3.1).

6.3 **Procedure – moving into – In Camera**

Prior to moving to In-Camera for one or more of the reasons listed in Section 6.2, the Council, Standing Committee or Advisory Committee shall pass a motion in open session stating:

- 1) the fact that Council, Standing / Advisory Committee is convening into In-Camera session;

- 2) the fact of the holding of the closed meeting the general nature of its subject-matter and that it is to be closed under that subsection, 2001, c. 25, s. 239(4); 2006, c. 32, Sch. A, s. 103(2).
- 3) if closed under s. 239(3.1), the resolution must also note that it is closed under that subsection.

6.4 No votes at a closed meeting

No votes at a closed meeting, except for when the vote is:

- 1) for giving instructions to officers, employees or agents of the Corporation or persons retained by or under contract with the Township;
- 2) for procedural matters; and
- 3) adjournment

6.5 Minutes – Closed Session

The Clerk or his/her designate shall record, without note or comment the proceeding of the Council and all Committees of Council in Closed Session;

6.6 Adoption of Closed Session Minutes

Minutes of a Closed Session of Council or a Committee of Council shall be presented for adoption at the next Closed Session portion of a Regular Meeting of Council/Committee. The adoption of the minutes is a procedural matter and does not affect the validity or effect the resolutions recorded in the minutes.

6.7 Preservation of Confidentiality

All information, documentation or deliberations received, reviewed or taken in a Closed Session is confidential. No Member or staff person shall release, make public or comment in any way information considered during a Closed Session or discuss the content of any Closed Session with persons other than Members or relevant staff members.

PART 7

7.0 COUNCIL AGENDAS / ORDERS OF THE DAY

7.1 Council Agendas – Composition – prepared by Clerk

The Clerk shall prepare the Council Agendas with the Orders of the Day for Regular Council Meetings consisting of the following:

- 1) Call to Order
- 2) Written Disclosure of Pecuniary Interest/Conflict of Interest
- 3) Petitions and Delegations
- 4) Reports from Municipal Officers
- 5) Reports from Committees
- 6) Action Letters
- 7) Information Letters
- 8) Information Letters Available
- 9) Old and New Business
- 10) Accounts Approval Report

- 11) Closed Session
- 12) Business Arising from Closed Session (if applicable)
- 13) Notice of Motion
- 14) Adjournment

and with necessary modifications for Special and Emergency meetings.

NOTE: In-Camera “Closed Session”, will be added to the Agenda at the call of the chair and shall be placed on the Agenda either after 1.0 “Adoption of the Agenda” or after 10.0 “Accounts Approval Report”.

7.2 Deadline – material inclusion

The deadline for receipt of material by the Clerk-Treasurer to be included on the Agenda for Regular Meetings shall be 12:00 noon on the Thursday prior to the regular meeting.

7.3 Order of business – as specified – exception

The business of each meeting shall be taken up in the order in which it stands on the Agenda unless otherwise decided by a majority vote of the members present.

7.4 Motion – to change order – not amendable – not debatable

A motion changing the order of business shall not be amendable or debatable.

PART 8

8.0 COMMENCEMENT OF COUNCIL MEETINGS – QUORUM

8.1 Quorum – majority – required

The majority of Members of Council and Committees shall constitute a quorum.

8.2 Call to order – quorum present

As soon after the hour fixed for the Meeting if there is a quorum present, the Mayor or Chair of the Committee shall take the chair and call the meeting to order.

8.3 Quorum – time appointed – meeting

If there is not a quorum within fifteen (15) minutes after the time appointed for the meeting, the Clerk shall record the name of the members present, the meeting shall stand adjourned and the items included on the agenda shall be included on the agenda of the next regular meeting of council or on a special meeting of council, if called for that purpose, and in the case of a Standing Committee or Advisory Committee, at the next regularly scheduled meeting.

8.4 Quorum – lost – adjourn to reconvene – exception

If during the course of a meeting, the quorum is lost, then the meeting shall stand adjourned to reconvene as determined by the Mayor. If in the opinion of the Mayor, it is not essential that the balance of the agenda be dealt with before the next regularly scheduled meeting, then the Mayor shall announce that the unfinished business will be considered at that time.

8.5 Mayor – to preside – all meetings

The Mayor, if present, shall preside at all Council Meetings.

8.6 Mayor – absence – Deputy Mayor – to preside

In the event the Mayor does not attend the Meeting within fifteen minutes after the time appointed, the Deputy Mayor shall call the Members to order and if a quorum is present, shall preside as Chair during the Meeting or until the arrival of the Mayor.

- 8.7 **Member appointed – to preside**
In the absence of the Mayor and Deputy Mayor, the Clerk shall be present and, if a quorum is present, shall call the Members to order. A Chair shall then be chosen by the Members present from amongst the Members and shall preside during the Meeting or until the arrival of the Mayor or Deputy Mayor.
- 8.8 **Members of Council – notify – Clerk – absence**
Members of Council are requested to notify the Clerk when the Member is aware that he/she will be absent from any meeting of Council.

PART 9

9.0 RULES OF DEBATE AND CONDUCT

- 9.1 **Order – decorum – maintained – Mayor**
The Mayor shall preside over the conduct of Council meetings, including the preservation of good order and decorum, ruling on points of order and deciding all questions relating to the orderly procedure of the meeting, subject to an appeal to the Council.
- 9.2 **Mayor – speaking on motion – to leave chair**
The Mayor may answer questions and comment in a general way without relinquishing the chair, but if he/she wishes to speak to a motion taking a position and endeavoring to persuade the Council to support that position, then he/she shall first relinquish the chair.
- 9.3 **Mayor – leaving chair – member designated in place**
If the Mayor desires to relinquish the chair for the purpose of taking part in the debate or for any other reason, the Mayor shall relinquish the chair to the Deputy Mayor. In the absence of the Deputy Mayor the Mayor shall designate another member to fill the Mayor's place until the Mayor resumes the chair.
- 9.4 **Speaking – recognition by Mayor – required**
Before a Member may speak to any matter, he/she shall first be recognized by the Mayor.
- 9.5 **Speaking – order – determination**
When two or more Members indicate simultaneously that they wish to speak, the Mayor shall name the member who is to speak first.
- 9.6 **Speaking – limitation – subject – maximum 5 minutes**
When a Member is speaking to a motion, he/she shall confine his/her remarks to the motion and in speaking shall be limited to a maximum of 5 minutes.
- 9.7 **Speaking – once only – exception – vote – reply**
No person shall speak more than once to any motion, unless otherwise decided by the Mayor, but the Member who has made a motion shall be allowed to reply for a maximum of 5 minutes.
- 9.8 **Motion – under debate – read – at any time**
A Member may require the motion under debate to be read at any time during the debate, but shall not interrupt a member who is speaking.
- 9.9 **Disruption – Council – by member – prohibited**
A Member shall not disturb the Council by disorderly conduct or comments.
- 9.10 **Offensive language – insults – prohibited**
A Member shall not use profane or offensive words or insulting or offensive expressions.
- 9.11 **Disobedience – rules – points of order – prohibited**
A Member shall not disobey the rules of the Council or a decision of the Mayor or of the Council on points of order or on the interpretation of the rules of procedure.

- 9.12 **Leaving seat – disturbance during vote – prohibited**
No person shall leave his/her seat or make noise or cause a disturbance while a vote is being taken or until the result is declared.
- 9.13 **Speaking – without addressing – prohibited**
No person shall speak until he/she has addressed himself/herself to the Mayor or Chair.
- 9.14 **Interruption – speakers – exception**
A Member shall not interrupt a Member who is speaking, except to raise a point of order or a question of privilege.
- 9.15 **Leaving meeting – not to return – Mayor informed**
A Member shall not leave the meeting when he/she does not intend to return thereto without first advising the Mayor or Chair.
- 9.16 **Disorderly conduct – member to be removed – question**
In the event that a member persists in a breach of the rules of this By-law, after having been called to order by the Chair, the Chair shall put the question “shall the Member be ordered to leave his/her seat for the duration of the meeting?” and such question is not debatable.
- 9.17 **Disorderly conduct – member to leave seat**
If the Council decides the question set out in Section 9.16 of this By-law in the affirmative by a majority vote of the members, the Chair shall order the Member to leave his/her seat for the duration of the meeting.
- 9.18 **Apology – member to resume seat – by permission**
If the Member apologizes, the Chair, with the approval of the Council, may permit him/her to resume his/her seat.
- 9.19 **Council – contact – Senior Staff – prior to meeting**
Members of Council are encouraged to contact the appropriate Senior Staff prior to a meeting to raise questions or clarify issues relevant to a matter on the Council Agenda.

PART 10

10.0 POINT OF ORDER

- 10.1 **Point of Order -raising - precedence**
When a Member desires to address Council upon a matter which concerns the contravention of or departure from the rules, procedures or generally accepted practices of Council, the Member shall be permitted to raise such point of order. A point of order shall take precedence over other matters. While the Chair is ruling on the point of order, no one shall be considered to be in possession of the floor.
- 10.2 **Point of Order - violation - right to floor**
A Member who desires to call attention to a violation of the rules of procedure shall ask leave of the Chair to raise a point of order. When leave is granted, the Member shall state the point of order with a concise explanation and shall attend the decision of the Chair upon the point of order. The Speaker in possession of the floor when the point of order was raised, shall have the right to the floor when debate resumes.
- 10.3 **Member called to order - vacate floor**
A Member called to order by the Chair shall immediately vacate the floor until the point of order is dealt with and shall not speak again without the permission of the Chair unless to appeal the ruling of the Chair.

- 10.4 **Point of Order - believed violation - Chair to rule**
When a Member desires to call attention to what the Member believes to be a violation of the rules of procedure, the Member shall, when once been recognized by the Chair, rise on a point of order. On raising a point of order, a Member shall state the point of order with a concise explanation and the Chair shall rule upon the point of order.
- 10.5 **Appeal - immediate**
Unless a Member immediately appeals the ruling of the Chair, the ruling of the Chair on the point of order shall be final.
- 10.6 **Appeal - procedure**
If the ruling is appealed, the appeal procedure set out in Section 12.0 shall be followed.
- 10.7 **Point of Order dealt with - debate to resume**
Once the point of order has been dealt with, the debate shall resume at the point it was before the point of order was raised unless the decision on the point of order has changed this procedure.
- 10.8 **Chair - decision final unless immediately appealed**
The decision of the Chair shall be final, subject to an immediate appeal by a Member of Council.
- 10.9 **Decision appealed - Council ruling final**
If the decision is appealed, the Chair shall give concise reasons for his ruling and Council, without debate, shall decide the question and the ruling of Council shall be final.

PART 11

11.0 POINTS OF PRIVILEGE

- 11.1 **Point of Privilege - raising**
When a Member desires to address the meeting upon a matter that concerns the rights or privileges of Council or Committee, as the case may be, or of a Member thereof, the Member shall be permitted to raise such point of privilege.
- 11.2 **Point of Privilege - precedence**
A point of privilege shall take precedence over other matters except for points of order and motions to adjourn.
- 11.3 **Member called to order - stop speaking - resumes floor after decision dealt with**
When a Member is called to order by the Chair so that a point of privilege can be dealt with, the Member shall stop speaking until the point of privilege has been dealt with, after which such Member shall be entitled to resume the floor and continue speaking unless the decision on the point of privilege requires the procedures to be changed.

PART 12

12.0 RULES OF APPEAL

- 12.1 **Chair presides - ruling of points of order/privilege**
The Chair shall preside over the conduct of the meeting including the preservation of good order and decorum, ruling on points of order, points of privilege, points of information and ruling on all questions relating to the procedure of the meeting.
- 12.2 **Ruling of Chair - subject to appeal**
Any ruling of the Chair is subject to an appeal to the Members by a Member.

- 12.3 **Member appealing - member to state reason - Chair may make indications**
If an appeal is made by a Member for a ruling of the Chair, the Member appealing shall, after announcing the appeal, state the reasons for such appeal and the Chair may then indicate why the appeal should be rejected and the Chair's ruling upheld.
- 12.4 **Member vote - without debate**
Without debate on the appeal, the Members by roll call shall then vote on the appeal.
- 12.5 **Appeal upheld - Appeal rejected**
If the appeal is upheld, then the Chair shall change his/her ruling accordingly; if the appeal is rejected the Chair's ruling stands.

PART 13

13.0 MOTIONS – ORDER – PUTTING MOTIONS

- 13.1 **Motion – filed with Clerk**
A Member of Council may file a motion to be placed on the agenda with the Clerk no later than 12:00 noon on the Thursday prior to the regular Council meeting, as deemed appropriate.
- 13.2 **Notice of Motion – filed with Clerk-before meeting**
A Member of Council may file a Notice of Motion with the Clerk, to be noted on the agenda, of which will be deliberated at the next regular Council meeting.
- 13.3 **Notice of Motion - filed with the Clerk - at meeting**
A Notice of Motion in writing may also be received by the Clerk prior to the closing of the meeting and in this event the Chair or other presiding officer or the Clerk shall read the Notice of Motion and it shall be duly recorded in the minutes and shall form part of the Agenda for the subsequent meeting.
- 13.4 **Motion - not on Agenda - not presented**
A motion not on the Agenda shall not be presented without the prior notice required under this section.
- 13.5 **Suspend notice - without prior notice - resolution passed by 2/3 of Council**
Notwithstanding section 13.4, any motion may be introduced without notice, if Council/Committee dispenses with such notice by resolution passed by 2/3 of the members present.
- 13.6 **Notice of Motion - no mover or seconder required - until debate**
The presentation of a Notice of Motion does not require a mover or a seconder until it comes before a meeting for debate.
- 13.7 **Notice of Motion - prior notice received - moved and seconded at meeting**
A motion for which notice was given in accordance with this by-law must be moved and seconded at the meeting on which it appears on the Agenda for debate.
- 13.8 **Notice of motion - presented on appropriate form**
A Notice of Motion must be presented in the appropriate motion format on the appropriate municipal form.
- 13.9 **Motion – moved and seconded before debate**
Motions of Council shall be moved, seconded and be received by the Chair before being debated or put to a vote.
- 13.10 **Withdrawal – before put – requirement**
Every motion shall be deemed to be in the possession of Council for debate after it is accepted by the Chair, but may be withdrawn with the joint support of the mover and seconder at any time before the question is put to a vote

- 13.11 **Calling the Question**
After a question is finally put by the Chair, no Member shall speak to the question, nor shall any other motion be made until after the vote is taken and the result has been declared.
- 13.12 **Decision – voting**
The manner of determining the decision of the Council or Committee of Council on a motion shall be at the discretion of the Chair and shall be by a show of hands, unless stated by the Chair and any motion shall require votes from a majority of the Members present in order to be valid and binding on Council or Committees of Council.
- 13.13 **Motion under debate – other motions permitted**
When a motion is under debate, no other motion shall be in order except a motion:
- a) to adjourn;
 - b) to proceed beyond the hour of 11:00 p.m.;
 - c) to lay on the table (to set a motion aside temporarily in order to take up a more pressing matter);
 - d) to put the question (to close the debate);
 - e) to postpone (defer);
 - f) to refer; or
 - g) to amend.
- 13.14 **Motion to adjourn – qualifications**
A motion to adjourn shall:
- a) not be amended;
 - b) not be debated;
 - c) always be in order, except when a member is speaking or the members are voting.
- 13.15 **Adjournment – 11:00 p.m.**
All Regular Council and Standing Committee meetings shall stand adjourned when the Council has completed the business as listed on the Agenda, or upon the arrival of the hour of 11:00 p.m.
- 13.16 **Adjournment – extensions – reconvene – subsequent Council Meeting**
If other business on the Agenda is not completed after an extension or extensions, the meeting(s) shall reconvene at 7:00 p.m. on the subsequent regular Council Meeting or on another day and time as agreed upon by Council by majority vote.
- 13.17 **Motion to proceed beyond 11:00 p.m. – qualifications**
A motion to proceed beyond the hour of 11:00 p.m. shall:
- a) not be amended;
 - b) not be debated; and
 - c) always be in order, except when a Member is speaking or the Members are voting
- 13.18 **Motion to proceed past midnight – qualifications**
A motion to proceed past midnight and each hour thereafter shall:

- a) not be amended;
- b) not be debated;
- c) always be in order, except when a member is speaking or the Members are voting;
and
- d) shall require a unanimous vote of those Members present or the meeting shall automatically be adjourned.

13.19 **Motion to lay on the table – qualifications**

A motion to lay on the table a particular matter removes the subject from consideration until Council votes to take from the table. A matter can be tabled for a specific period of time or tabled indefinitely. A motion to take from the table is required to bring the matter back before Council for consideration. A motion to lay on the table shall:

- a) not be amended;
- b) not be debated; and
- c) apply to the main motion and any amendments thereto under debate at the time when the motion to set aside the pending motion was made.

13.20 **Motion to postpone (defer) – to certain time – procedure**

A motion to postpone (defer) is used to postpone discussion for a certain period of time. A motion to postpone (defer) a matter to a certain time shall:

- a) be open to debate; however, the debate must be limited to the advisability of the proposed postponement;
- b) be amendable.

13.21 **Motion to refer – qualifications**

A motion to refer is used to give closer study of the subject. It is used to require a committee or staff to examine the matter under consideration in greater detail. A motion to refer a matter should include the name of the committee or official, etc. to whom the matter is to be referred and instructions respecting the terms upon which the matter is to be referred, and, shall:

- a) be debatable (debate restricted to the pros and cons of making the referral);
- b) be amendable; and
- c) preclude amendment or debate of the preceding motion, unless the motion to refer is resolved in the negative, in which case the preceding motion shall be open to debate and amendment.

13.22 **Motion to amend – qualifications**

A motion to amend, add to, delete from, or substitute words in the main motion, shall:

- a) be open to debate;
- b) not propose a direct negative to the main motion; and
- c) be relevant to the main motion.

13.23 **Motion to amend – main motion – one at a time**

Only one motion to amend the main motion shall be allowed at one time.

13.24 **Motion – not within jurisdiction – not in order**

A motion relating to a matter not within the jurisdiction of the Council is not in order and shall not be entertained by the Chair.

PART 14

14.0 VOTING

14.1 Request – call the question – decision – Mayor

A Member of Council may request that the Mayor or Chair “call the question” and the Mayor or Chair may accept or deny the request. Unless a Member immediately appeals the decision to the Council, the decision of the Mayor or Chair shall be final.

14.2 Amendment – to amendment – voted on first

A motion to amend an amendment to a motion shall be voted on first.

14.3 Voting – order

Voting on the main motion and amending motions shall be conducted in the following order:

- a) a motion to amend a motion to amend the main motion;
- b) a motion, as amended, to amend the main motion; and
- c) the main motion, as amended.

14.4 Motion to vote – immediately – after all have spoken

A motion shall be put to a vote by the Chair immediately after all Members desiring to speak on the motion have spoken.

14.5 Speaking – after motion – before vote announced

After a motion is put to a vote by the Chair, no Member shall speak on that motion nor shall any other motion be made until after the result of the vote is announced.

14.6 Mandatory vote – all members – exception

Every Member present shall vote on every motion unless the Member has declared a pecuniary interest in the matter. The Chair’s declaration of the vote shall be deemed to reflect how he/she voted on the motion.

14.7 No vote – deemed negative – exception

Notwithstanding the provisions of Section 14.6 of this by-law, every Member who is not disqualified from voting by reason of a declared pecuniary interest shall be deemed to be voting against the motion if he/she declines or abstains from voting.

14.8 Secret voting – prohibited - except for provision of Municipal Act

No vote shall be taken by Council by ballot or by any other method of secret voting and every vote so taken is of no effect, except as provided by Section 233(5) of the Municipal Act, 2001, c. 25 as amended whereby the Head of Council may be appointed by secret ballot.

14.9 Result – announced – by Mayor

The Mayor or Chair shall announce the result of every vote taken as either Carried or Defeated.

14.10 Tie vote – deemed defeated

When a vote is taken and a tie results, the motion is deemed to be defeated.

14.11 Recorded vote – required – when called for

A recorded vote shall be taken when called for by any Member or when required by law. The Clerk shall call upon each Member of Council entitled to vote on the motion, to answer “Yea or Nay”.

14.12 Recorded vote – called for – before/after – vote

A Member may call for a recorded vote immediately prior to or immediately after the taking of the vote.

14.13 Recorded vote – names – entered in minutes

When a recorded vote is taken, the names of the Members of Council who voted in support and those who voted in opposition to the motion shall be entered in the minutes.

14.14 Recorded vote – all members to vote – exception

All Members present shall vote when a recorded vote is called for, except when they have been disqualified from voting by reason of a declared conflict or pecuniary interest.

14.15 Voting – numbers of members – calculation

In any vote required of the whole Council, the number of Members constituting the Council shall be determined by excluding:

- a) the number of Members who are present at the meeting but who are excluded from voting by reason of the Municipal Conflict of Interest Act, R.S.O. 1990, cM.50, as amended, and any successor legislation thereto.

14.16 Opposition – support – not recorded in Minutes – exception

The Clerk shall not note dissenting votes in the Minutes, unless a request has been made by a Member of Council for a recorded vote.

PART 15

15.0 RECONSIDERATION

15.1 Introduction – by majority voter

A motion to reconsider a decided matter shall only be moved by the Member who voted with the majority on the original motion.

15.2 Reconsideration – 2/3 vote – whole Council required

A motion to reconsider a decided matter at the same meeting shall require the approval of two-thirds support of the whole Council.

15.3 Reconsideration – subsequent meeting

A motion to reconsider a decided matter at a subsequent meeting shall require the approval of a majority of Council.

15.4 Reconsideration – qualifications

A motion to reconsider:

- a) is not debatable;
- b) is not amendable
- c) cannot be considered if the action approved in the motion cannot be reversed;
- d) suspends action on the motion to which it applies until it has been decided.

15.5 Members – responsible – determination – how voted

Each Member of Council shall be responsible for making a determination on how the Member voted on a specific matter. The Clerk shall not record or note in the minutes how a Member votes unless a request for a recorded vote has been made.

15.6 Reconsideration – once – twelve months

No motion shall be reconsidered more than once during a period of twelve months following the date on which the question was decided.

15.7 Debate – prohibited – statement of reason – permitted

No debate on a motion to reconsider a decided matter shall be permitted; however the mover of a motion may give notice at the next Regular Meeting of Council and may provide or may make a brief and concise statement outlining the reasons for proposing

such reconsideration.

15.8 **Affirmative vote – original matter – next business**

If a motion to reconsider is decided in the affirmative, then consideration of the original matter shall become the next order of business.

15.9 **Succeeding Council – not reconsideration**

When a question is brought before a succeeding Council, it shall be deemed to be new business and not a matter of reconsideration.

PART 16

16.0 PETITIONS - DELEGATIONS

16.1 **Appearance – before Council – written request – spokesperson**

Any person desiring to be heard must submit to the Clerk a request in writing and signed, stating the purpose of the deputation, not later than 12:00 noon on the Thursday preceding the Council Meeting. Only one spokesperson shall speak on behalf of a delegation to Council.

16.2 **Delegations – not on Agenda - to be included on subsequent Agenda**

Following the preparation of the agenda, any person, desiring to be heard on an item or subject already listed on a Council or Committee of Council agenda, must submit a request in writing and signed stating the Agenda item he or she wishes to speak on and that delegation shall be included on the subsequent Council or Committee Agenda.

16.3 **Business – stated – related to**

Persons addressing Council or a Committee of Council shall confine their remarks to the stated business.

16.4 **Delegation – time limit**

Deputations shall limit their presentations to not more than ten (10) minutes, and successive extensions of five minutes may be granted by approval of the Mayor or Chair. Persons requesting to appear before Council or a Committee of Council shall be advised by the Mayor or Chair of the time limitation in advance of their presentation.

16.5 **Appearance – before Council – copy of presentation**

Persons appearing before Council shall provide a copy of their presentation to the Clerk at the meeting and the Clerk shall retain a copy of the presentation for an appropriate period of time.

16.6 **Curtail – delegation – reason**

The Mayor or Chair may curtail any delegation, any questions of a delegation or debate during the presentation, for disorder or other breach of this by-law and if the Mayor or Chair rules that the delegation is concluded, the person or persons appearing shall withdraw from the delegation table.

16.7 **Limit – Deputations - Council Meetings - emergency nature**

No more than two deputations shall be scheduled for any one Council Meeting unless otherwise approved by the Mayor or Chair, or unless the matter is considered by the Mayor or Chair to be of an emergency/urgent nature.

PART 17

17.0 PETITIONS – COMMUNICATIONS

17.1 **Presentation – information – legibly written – signed**

Every communication or petition intended for presentation to Council shall be legibly written or printed and shall be signed by at least one person giving his/her address.

- 17.2 **Material – distribute to Council – prohibited unless authorized**
No person, except a Member of Council or authorized staff shall, before a Meeting of Council, place on the desks of Members or otherwise distribute any material whatever unless such person is acting with the approval of the Clerk.
- 17.3 **Listed – under New Business**
The Clerk shall list under New Business only those communications and petitions which pertain to matters of Council business.
- 17.4 **Language – obscene – defamatory – prohibited**
Communications or petitions containing obscene or defamatory language shall not be listed on the Agenda, but shall be directed to the Clerk.

PART 18

18.0 ADOPTION OF MINUTES

- 18.1 **Minutes - Council meeting - previous meeting - changes**
During the adoption of the Minutes of a previous Meeting of Council, no changes can be made in the action taken by Council at the previous meeting; only changes in the form of errors and omissions and recording of any action taken at the previous meeting may be made in adopting the Minutes.
- 18.2 **Minutes - Committees - changes**
During the adoption of the Minutes of a Committee Meeting any Council Member may discuss any items mentioned in the Committee Minutes; and Council may, by resolution, change any action taken or not taken by the Committee; and changes in the form of errors and omissions in the recording of any action taken at the Committee Meeting may be made in the adopting of the Minutes.
- 18.3 **Minutes - Council/Committee - available to public**
Minutes of Council or Committee Meetings shall be available to the public once they have been adopted by Council at the subsequent Council Meeting.

PART 19

19.0 COMMITTEE MINUTES

- 19.1 **Minutes – completed – Committee recommendations**
Minutes of Committees of Council shall be listed in the Section on the Agenda designated for Reports from Committees for the next Regular Council Meeting following the Committee Meeting and the Minutes shall include all of the recommendations made at the Committee Meetings.
- 19.2 **Minutes – adopted – confirmed – by motion of Council**
Minutes of each Committee may be adopted by Council in a single motion and the passage of such a motion shall be taken to confirm and adopt all of the resolutions contained in the Minutes, except for those resolutions dealt with or voted on separately.
- 19.3 **Resolutions – pulled – vote on separately – notification**
The Clerk or his/her designate, requires notification from Councillors on any Committee resolutions that are to be pulled from the Minutes and voted on separately by Council, no later than 10:00 a.m. on the day of the Council Meeting.

PART 20

20.0 REPORTS FROM MUNICIPAL OFFICERS

20.1 Reports – signatures required

Reports from Municipal Officers must be signed by the writer. The signatures are required from the writer, Manager and the Clerk-Treasurer.

20.2 Reports – deadline – submitted to Clerk and Mayor – approval

Reports must be submitted to the Clerk and thereafter the Mayor no later than 12:00 noon on the Thursday before the Council Meeting for approval and signature of the Clerk and approval of the Mayor.

20.3 Reports – urgent matter – exception

Should an urgent matter arise where a report needs to be presented to Council for approval and the deadline has passed, the approval of the Mayor and Clerk is required before the Report can be placed before Council.

PART 21

21.0 ENACTMENT OF BY-LAWS

21.1 By-laws – introduced

By-laws shall be introduced in the Section on the Agenda designated for Action Letters.

21.2 Reading – 3 – required – before enactment

Every By-law shall receive First Reading, Second Reading and Third Reading by Council before being enacted, unless provided otherwise by law.

21.3 Introduction – same motion – First Reading

All the By-laws may be introduced in the same motion, duly moved and seconded, specifying the number and title of the By-law, giving them a First Reading, with no debate. Debate on amendments to the By-law may take place after the reading of the Motion of Second and Third Reading.

21.4 By-law – introduced – final form

Every By-law introduced at a Council meeting shall be in its final form and contain no blanks, except such as may be required to conform to accepted procedure or to comply with the provisions of any Act.

21.5 Councillor – Pecuniary Interest – By-law

If a Member of Council has a pecuniary interest on a By-law, the Clerk shall note in the Minutes the Member of Council and the cause of the particulars of the disclosure.

21.6 Draft by-law – Standing Committee

A draft By-law may be presented in writing to Council at a Council Meeting for discussion and amendments if required, or to an Advisory Committee for discussion and amendments if required, prior to its passing at a Council meeting.

21.7 By-law – enacted – Council

Every By-law enacted by the Council shall be numbered and shall be signed by the Mayor and Clerk, sealed with the seal of the Corporation and shall show the dates of the three readings by the Council. The Clerk shall ensure that the By-law is properly stored for safekeeping.

21.8 By-law – Clerk – safekeeping

Every By-law enacted by Council shall be deposited with the Clerk for safekeeping.

PART 22

22.0 STANDING COMMITTEES - MEETINGS

- 22.1 **Standing/Advisory Committees – composition**
There shall be the following Standing Committees of Council.
- 1) Committee of Adjustment
 - 2) Recreation Committee
- 22.2 **Standing Committees – mandate - schedule “A”**
Schedule “A” (attached) sets out the mandate for each committee.
- 22.3 **Meeting – special – called by Chair**
Special meetings of a Standing Committee may be called by the Chair whenever he/she considers it necessary.
- 22.4 **Chairs – members – appointment – procedure**
The Chair and Members of the Standing Committees shall be appointed by the Mayor at the Inaugural Meeting in each term of Council of a regular municipal election year or at the 1st regular meeting of Council thereafter.
- 22.5 **Mayor – member – ex-officio – all standing committees**
The Mayor shall be ex officio, a Member of all standing committees and entitled to vote and to make motions and amendments.
- 22.6 **Procedure – modifications**
The rules governing the procedure of the Council and the conduct of its members shall be observed in all Standing Committee meetings, with the necessary modifications, except that:
- 1) motions do not require a seconder;
 - 2) a Member shall not speak more than once to a motion until every Member who desires to speak has spoken once;
- 22.7 **Points of order – decision by Chair**
Points of order arising in Standing Committee shall be decided by the Chair, subject to an appeal by a Member of the Committee.
- 22.8 **Standing Committee – recommendations – to Council**
Each Standing Committee may make recommendations to Council by Report of the Standing Committee at the next regular Council meeting, unless otherwise decided.
- 22.9 **Minutes – kept – report to Council**
Minutes of Standing Committees shall be kept and the proceedings shall be recorded in the form of recommendations voted upon by the members.
- 22.10 **Agenda – distribution – deemed notice**
The Agendas shall be deemed notice of regular Standing Committee meetings.
- 22.11 **Agenda – distribution**
The Chair, through the Clerk or his/her delegate (Recording Secretary), shall cause to be delivered to each Member of Council and Committee Member an Agenda for each Standing Committee in accordance with Section 5.2.
- 22.12 **Agenda – not received – validity – not affected**
Lack of receipt of the Agenda by the Members shall not affect the validity of the Standing Committee Meeting or any action lawfully taken thereat.

PART 23

23.0 AD-HOC COMMITTEES

23.1 Ad – Hoc Committees – composition – mandate

Ad-Hoc Committees may be established by Council from time to time for consideration of specific matters within the jurisdiction of the Council. When Council establishes an Ad-Hoc Committee a mandate for the Committee, as well as the composition shall be adopted. The resolution appointing the Ad-Hoc Committee shall include the name of the Ad-Hoc Committee and a sunset provision being the date by which the Committee must report back to Council and will cease to exist. If an Ad-Hoc Committee requires extra time the Chair must come back to Council requesting the additional time needed.

23.2 Chairs – Vice Chairs – appointment – procedure

The Chairs and Vice-Chairs shall be determined and appointed by the Mayor.

23.3 Mayor – member – ex officio – Ad-Hoc Committees

The Mayor shall be ex-officio, a Member of Ad-Hoc Committees and entitled to vote and to make motions and amendments.

23.4 Meetings – regular – exception

Ad-Hoc Committees shall meet in accordance with the meeting schedule established by the Ad-Hoc Committee at a location to be determined by the Chair.

23.5 Meetings – special – called by Chair

Special meetings of Ad-Hoc Committees may be called by the Chair whenever he/she considers it necessary.

23.6 Motions – procedure

Motions do not require a seconder.

23.7 Agenda – distribution

The Chair shall determine the method and manner of distribution of the Agendas for Special Purpose Committees.

23.8 Agenda – not received – validity – not affected

Lack of receipt of the Agenda by the Members shall not affect the validity of the Meeting or any action lawfully taken thereat.

PART 24

24.0 DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST

24.1 Provision of Matters

- 1) Members of Council are bound by the provisions of the Act and have personal responsibilities and duties.
- 2) The Clerk shall provide each Member of Council with a copy of the Act prior to being sworn into Office.
- 3) A Member who knows that he or she will be declaring a pecuniary/conflict of interest at an upcoming Meeting should notify the Clerk prior to the Meeting, and
- 4) Each Member of Council and Local Board has an individual responsibility to satisfy himself/herself as to whether he/she has a pecuniary/conflict of interest in accordance with the legislation. No Member of Council or Local Board shall seek specific advice from any member of the municipal administration.

PART 25

25.0 CONTENTS OF BY-LAW

25.1 Standing and Advisory Committees

The contents of this By-law, which are applicable, shall apply to all Standing Committees of Council and Advisory Committees of Council.

PART 26

26.0 AMENDMENT TO THIS BY-LAW

26.1 Procedure suspended – majority of members

Any procedure required by this By-law may be suspended for the duration of the Meeting with the consent of a majority of the Members of the Council or Committee of Council present.

26.2 Notice – no amendment or repeal

No amendment or repeal of this By-law or any part thereof shall be considered at any Meeting of the Council unless notice or proposed amendment or repeal has been given at a previous Regular Meeting of the Council and the waiving of this notice by the Council is prohibited. A motion adding or dissolving a Committee passed at the preceding Regular Council Meeting is of sufficient notice.

26.3 “Notice of Provisions” – published in local publication

In accordance with the “Notice of Provisions” in the new Municipal Act, 2001, c.25, s. 251, as amended, no amendment or repeal of this By-law shall take place until notice is published in the local newspaper, within fourteen (14) days prior to the proposed action being taken.

26.4 Proposed By-law – deferred – notice

If the proposed By-law is not passed at the Council Meeting specified in the notice, but consideration of the matter is deferred, no further notice is required. This also applies to any further deferrals of the matter.

PART 27

27.0 SEVERABILITY

27.1 Validity – By-law

Should any section, subsection, clause, paragraph or provision of this By-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof, other than the provisions so declared to be invalid.

PART 28

28.0 REPEAL OF PREVIOUS BY-LAW & AMENDMENTS

28.1 By-law – previous

By-law 2003-023 is hereby repealed.

PART 29

29.0 ENACTMENT

Take Force and Effect

This By-law shall take full force and effect on the final date of passing thereof.

READ a first time this 22nd day of April, 2008.

Wayne Brown
Mayor (Wayne Brown)

Lynda Kovacs
Clerk-Treasurer (Lynda Kovacs)

READ a second and third time and finally passed this 22nd day of April, 2008.

Wayne Brown
Mayor (Wayne Brown)

Lynda Kovacs
Clerk (Lynda Kovacs)

Schedule "A"

COMMITTEES - MANDATES

COMMITTEE OF ADJUSTMENT

The mandate of the Committee of Adjustment is to make decisions on Consents and Minor Variances to the Zoning By-law.

The Provincial legislative basis for this Committee is the Planning Act which promotes:

- Economic development and a healthy natural environment
- A Land use planning system led by Provincial Policy Statement
- A fair and open planning process
- Responsible local decision making

RECREATION COMMITTEE

The mandate of the Recreation Committee is to report and make recommendations to Council on:

- Develop goals and objectives to ensure adequate provision of recreation services and facilities
- Policies to ensure the most effective and efficient delivery of recreation services and the use of recreation facilities
- Determine recreation needs and wants of community groups and citizens of the municipality and establish priorities for future development
- Assist, encourage and provide advisory services on request to all groups, organizations or persons regarding recreational activities within the municipality
- Keep the residents of the municipality aware of the recreational opportunities which are available and continually interpret to the public any community recreational program

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes the Clerk-Treasurer to proceed with the proposed amendments to the Procedural By-Law (2008-008 and amendment 2020-008) to include electronic meetings and/or electronic participation in meetings and bring forth the amended by-law at the next regular council meeting on Tuesday, August 25th, 2020.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE August 11, 2020

NO. _____

MOVED BY _____

SECONDED BY _____

“THAT the Council of the Corporation of the Municipality of Calvin acknowledges the attached “Municipality of Calvin – Road Use Agreement” template to be used as a basis for any future requests made by property owners for road agreements required within the Municipality of Calvin;

AND FURTHER that each request will be reviewed on a case by case basis and the template could potentially be amended based on the request under review;

AND FURTHER costs (if any) associated with the request under review will be clearly stated within the agreement and reviewed with the property owner.”

CARRIED _____

DIVISION VOTE

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

DATE

ROAD USE AGREEMENT

THIS AGREEMENT MADE BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

(hereinafter called the "Municipality")

OF THE FIRST PART

- and -

(Insert Name of Property Owner Here)

(hereinafter called the "-----")

OF THE SECOND PART

WHEREAS the Municipality is the registered owner of the **(insert type of road here)** road called "**(Name of Road)**";

AND WHEREAS the **(name of property owner)** have applied to the Municipality for permission to use certain sections of **(name of road)** more particularly described in Schedule "A" attached hereto (the "Premises") as a driveway and to perform maintenance on those sections during the period from October 1st in one year to May 31st in the following year (the "winter period");

AND WHEREAS the Municipality has agreed to permit certain sections of **(Name of Road)** Road to be so used on the understanding that the **(name of property owner)** will assume all responsibility for maintenance of the driveway and for certain liability arising out of its use as specified in this Agreement;

NOW THEREFORE IN CONSIDERATION OF THE MUTUAL COVENANTS HEREINAFTER CONTAINED, THE PARTIES HERETO AGREE AS FOLLOWS:

1. PERMISSION TO USE

- 1.1 The Municipality hereby grants to **(name of property owner)** a non-exclusive permission to use the Premises as a driveway to access their lands and premises as described in Schedule "B" (**(name of property owner)** Lands) including maintenance and snowplowing during the winter period.

Notwithstanding the granting of this permission the Municipality shall continue to have the right to use the Premises and the Premises shall continue to be open for public usage. **(Name of property owner)** shall not be permitted to install or erect any barriers, fencing or signage indicating that the Premises are for **(name of property owner)** sole and exclusive use.

2. TERM

- 2.1 Subject to termination for the reasons hereinafter set out, this Agreement shall continue unless and until the Municipality, in its sole and unfettered discretion, determines that the Premises are required for municipal purposes that are inconsistent with this Agreement or that it is in the best interests of the Municipality to terminate this Agreement. In such event, the Municipality shall give to **(name of property owner)** at least six (6) months' notice in writing of its intention to terminate this Agreement.
- 2.2 In the event that **(name of property owner)** fail to keep, observe or perform any of the terms, conditions, covenants and agreements herein contained which **(name of property owner)** are required to keep, observe or perform for a period of fifteen (15) days after notice in writing of such failure has been given to **(name of property owner)** then, at the option of the Municipality, the Municipality may terminate this Agreement by giving notice in writing to **(name of property owner)**.
- 2.3 In the event that the use of the Premises for the purposes more particularly set out in this Agreement have been discontinued for a period of more than twelve (12) consecutive months then the Municipality may terminate this Agreement by giving notice in writing to **(name of property owner)**.
- 2.4 This Agreement shall terminate in the event that **(name of property owner)** are no longer the registered owner of **(name of property owner)** Lands unless a Transfer of the Agreement has been completed.
- 2.5 Notwithstanding the Municipality's right of termination as set out herein the Municipality may also remedy a default of **(name of property owner)** and **(name of property owner)** agree to be responsible for all costs incurred by the Municipality with respect to correcting the said default.
- 2.6 In the event that the Municipality establishes **(name of road)** as a year round maintained municipal road this Agreement shall terminate without notice.

3. CONDITION OF PREMISES

(Name of property owner) accept the Premises in an “as is” condition and shall not make any improvements or alterations to the Premises, other than snowplowing, without the prior written consent of the Municipality.

4. NO INTEREST IN LAND

(Name of property owner) acknowledge that this Agreement shall in no way create any interest in land or easement rights.

5. MAINTENANCE AND REPAIR

5.1 **(Name of property owner)** agree to maintain the Premises, including any permitted improvements or alterations, so that the Premises will at all times be in good repair and safe for use during the winter period. Upon termination of this Agreement **(name of property owner)** agree to leave the Premises in good repair and safe for use and this provision shall survive the termination of this Agreement.

5.2 **(Name of property owner)** acknowledge that the Municipality does not have any obligation or responsibility whatsoever for the care and use of the Premises including tree or vegetation removal, sanding during the winter period.

6. INDEMNIFICATION FROM LIABILITY

(Name of property owner) agree and covenant to indemnify and save harmless the Municipality and its employees, officers, directors, agents, servants and invitees (collectively, the “**Indemnified Parties**”) from and against any and all loss, liability, damages, costs and expenses of every nature and kind whatsoever that are asserted against or suffered or incurred by the Indemnified Parties or any of them arising from or as a result of the exercise by **(name of property owner)** of the Agreement rights granted herein or arising from or as a result of any act or omission of **(name of property owner)** resulting from or relating to damage to property or injury or death to individuals. If any of the Indemnified Parties, shall, without fault on his, her or its part, be made a party to any action, application or other legal proceeding commenced against any of the Indemnified Parties and **(name of property owner)**, **(name of property owner)** shall indemnify and save harmless the applicable Indemnified Parties, and shall defend such action, application or other legal proceeding in the name of the applicable Indemnified Parties, or, at the option of the applicable Indemnified Parties, pay all costs, expenses and legal fees (on a full indemnity basis) incurred by the applicable Indemnified Parties, to defend any such action, application or other legal proceeding so that the Indemnified Parties shall suffer no loss or harm in connection with such action, application or other legal proceeding.

7. TRANSFER OF AGREEMENT

7.1 **(Name of property owner)** shall not assign or transfer this Agreement in whole or in part without the prior written consent of the Municipality which shall not be unreasonably withheld or delayed, but shall be subject to the following conditions:

- (a) the transferee entering into a new Agreement with the Municipality substantially on the same terms as provided for herein;
- (b) the transferee being the registered owner of **(name of property owner)** Lands;

- (c) the transferee being responsible for the reasonable legal and administrative costs incurred by the Municipality with respect to the transfer and the new Agreement.

8. SIGNAGE

- 8.1 **(Name of property owner)** shall erect signage at the **(direction)** end of the Premises which reads as follows:

(Insert Appropriate Verbiage Here)

- 8.2 **(Name of property owner)** shall also erect signage at the **(direction)** end of the Premises which reads as follows:

(Insert Appropriate Verbiage Here)

- 8.3 The signage shall be prior approved in writing by the Municipality before being erected and shall be maintained in good condition by **(name of property owner)**.

9. NOTICE

Any notice required or permitted to be given by one party to the other pursuant to the terms of this Agreement may be given by personal delivery, by prepaid first class mail or by electronic transmission addressed to the respective parties as follows:

To the Municipality: The Corporation of the Municipality of Calvin
Attention: Municipal Clerk
1355 Peddlers Drive, R.R. #2
MATTAWA, Ontario, P0H 1V0
Email: clerk@calvintownship.ca

To **(Name of Property Owner)**:

or to such other address or email address as either party may from time to time notify the other. Any notice given by personal delivery shall be conclusively deemed to have been received by the party to which it is addressed on the day of actual

delivery thereof and if given by email transmission on the same day as the date of sending providing that an email transmission report is generated and retained. Any notice sent by prepaid first class mail as aforesaid shall be deemed to have been given and received on the 5th day (excluding Saturdays, Sundays and Statutory Holidays) following the date of mailing.

10. GENERAL

10.1 Time shall in all respects be of the essence hereof.

10.2 No condoning, excusing or overlooking by the Municipality of any default, breach or non-observance by **(name of property owner)** at any time or times in respect of any terms, conditions, covenants or agreements contained herein shall operate as a waiver of the Municipality's rights hereunder in respect of any continuing or subsequent default, breach or non-observance so as to defeat or affect such continuing or subsequent default or breach, and no waiver shall be inferred or implied by anything done or omitted by the Municipality, save only an express waiver in writing.

10.3 This Agreement shall enure to the benefit of and be binding upon the successors and permitted assigns of the parties hereto.

10.4 This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

10.5 This Agreement, including any Schedules attached hereto, shall constitute the entire Agreement between the parties. There are no representations, warranties, collateral agreements or conditions which affect this Agreement other than as expressed herein. This Agreement shall be read with all changes of gender or number required by the context.

10.6 In the event that this Agreement is granted to more than one person then the obligations of all persons herein shall be joint and several.

SIGNED, SEALED AND DELIVERED BY:

the Municipality this _____ day of _____, 2020.

THE CORPORATION OF THE

MUNICIPALITY OF CALVIN

Per: _____

Name: Ian Pennell

Title: Mayor

Per: _____

Name: Cindy Pigeau

Title: Clerk-Treasurer

I/We have authority to bind the Corporation.

SIGNED, SEALED AND DELIVERED BY:

(name of property owner) this _____ day of _____, 2020.

Witness

(name of property owner)

Witness

(name of property owner)

**THIS IS SCHEDULE "A" TO THE AGREEMENT BETWEEN THE CORPORATION OF
THE MUNICIPALITY OF CALVIN AND (name of property owner)**

THE PREMISES

(Diagram of the premises)

**THIS IS SCHEDULE “B” TO THE AGREEMENT BETWEEN THE CORPORATION OF
THE MUNICIPALITY OF CALVIN AND (name of property owner)**

(name of property owner)LANDS

(Legal Description of Lands)

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

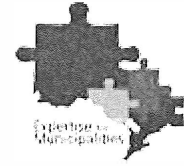
SECONDED BY _____

“That Council hereby authorizes that the Covid 19 Council, Employee Daily and Workplace Visitor Questionnaires, attached as Schedule A, be implemented to help protect the Municipality of Calvin Council, Staff and Community from Covid 19.”

CARRIED _____

DIVISION VOTE

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



COVID-19

Council Member Fit for Work Questionnaire

The following must be completed by all Members of Council, Committees or Local Boards who are attending meetings on behalf of the Municipality.

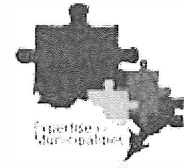
NAME [Please Print]: _____

- 1 You are not now and have not within the last 14 days exhibited any symptoms of Covid 19, such as but not limited to fever, dry cough, cold/flu like symptoms, tiredness. Yes No
- 2 No person residing in your home has not within the last 14 days exhibited any symptoms of Covid 19 such as but not limited to fever, dry cough, cold/flu like symptoms, tiredness. Yes No
- 3 You or any person residing in your home have not had or come in contact, with a presumed or confirmed COVID-19 positive person within the last 14 days. Yes No
- 4 You or any person residing in your home has travelled out of the country (Canada) in the last 14 days. Yes No
- 5 You are following all Government of Ontario social distancing guidelines. Yes No
- 6 All persons residing in your home are following all Government of Ontario social distancing guidelines. Yes No

By my signature below, I confirm my responses are accurate and acknowledge that any false statement is a contravention of Policy # may result in disciplinary action.

Signature

Date



COVID-19

Daily Fit for Work Employee Questionnaire

The following must be completed by all employees of the Municipality daily.

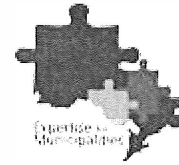
NAME [Please Print]: _____

- 1 You are not now and have not within the last 14 days exhibited any symptoms of Covid 19, such as but not limited to fever, dry cough, cold/flu like symptoms, tiredness. Yes No
- 2 No person residing in your home has not within the last 14 days exhibited any symptoms of Covid 19, such as but not limited to fever, dry cough, cold/flu like symptoms, tiredness. Yes No
- 3 You or any person residing in your home have not had or come in contact, with a presumed or confirmed COVID-19 positive person within the last 14 days. Yes No
- 4 You or any person residing in your home has travelled out of the country (Canada) in the last 14 days. Yes No
- 5 You are following all Government of Ontario social distancing guidelines. Yes No
- 6 All persons residing in your home are following all Government of Ontario social distancing guidelines. Yes No

By my signature below, I confirm my responses are accurate and acknowledge that any false statement may result in disciplinary action.

Signature

Date



COVID-19

Workplace Visitor Questionnaire

All visitors must:

- Sign this Questionnaire
- Be expected by the site by prearranging visits with the facility manager.
- Sign in and out. Document arrival and exit times (if entering the building).
- Complete hand hygiene (wash for 20 sec and/or use hand sanitizer) and wear a mask provided by the site

NAME [Please Print]: _____

- 1 You are not now and have not within the last 14 days exhibited any symptoms of Covid 19, such as but not limited to fever, dry cough, cold/flu like symptoms, tiredness. Yes No
- 2 No person residing in your home has not within the last 14 days exhibited any symptoms of Covid 19, such as but not limited to fever, dry cough, cold/flu like symptoms, tiredness. Yes No
- 3 You or any person residing in your home have not had or come in contact, with a presumed or confirmed COVID-19 positive person within the last 14 days. Yes No
- 4 You or any person residing in your home have not travelled out of the country (Canada) in the last 14 days. Yes No
- 5 You are following all Government of Ontario social distancing guidelines. Yes No
- 6 All persons residing in your home are following all Government of Ontario social distancing guidelines. Yes No

By my signature below, I confirm my responses are accurate and acknowledge that any false statement is a contravention of Policy # and may result a penalty as outlined in the Policy.

Signature

Date

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes that the Covid 19 Screening Tool for Long-Term Care Homes and Retirement Homes, attached as Schedule A, be implemented for all Employees, Council and Visitors entering any of the Municipal Buildings, to help protect the Municipality of Calvin Council, Staff and Community from Covid 19.”

CARRIED _____

DIVISION VOTE

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

Ministry of Health

COVID-19 Screening Tool for Long-Term Care Homes and Retirement Homes

Version 3 – May 6, 2020

This tool provides basic information only and contains recommendations for COVID-19 screening for entry into a Long-Term Care Home (LTCH) or Retirement Home (RH). It is not to be used as a clinical assessment tool or intended to take the place of medical advice, diagnosis or treatment. Where the document includes references to legal requirements, it is not to be construed as legal advice.

In order to ensure a safe and secure environment for vulnerable individuals, only staff (e.g., employees, volunteers, agency staff) and essential visitors (see definition below) should be permitted entry into the LTCH or RH.

LTCHs/RHs must immediately implement active screening for anyone entering the home (i.e. staff and essential visitors). Screening must occur twice daily and include symptom screening and temperature checks (i.e., at the beginning and end of the day/shift for staff and when essential visitors enter and leave the home).

At a minimum, the following questions should be used to screen individuals for COVID-19 before they are permitted entry into the home. This tool can be adapted based on need and the specific setting. The tool is not intended to be used to screen new/re-admissions in the absence of other clinical and detailed admission assessments.

Anyone who does not pass screening should be told so and should not enter the building or remain in the screening area or common areas on the building property.

Staff responsible for occupational health at the LTCH/RH must follow up on all staff (i.e., phone calls, further screening, etc.) who have not passed the screening and been advised to self-isolate based on exposure risk or symptoms.

Once an individual has passed the screening questions below and is able to enter the home, they should use hand sanitizer and be provided with a mask and the appropriate personal protective equipment (PPE), as required/recommended. They also should be advised to self-monitor while in the home and report any symptoms immediately and remind them that they will need to be re-screened a second time when leaving the LTCH/RH or at the end of the day/shift.

In emergency situations, emergency first responders should be permitted entry without screening (refer to Directive #3).

Essential visitors include a person:

- performing essential support services (e.g., food delivery, phlebotomy, maintenance, family providing care and other health care services required to maintain good health);
- OR**
- visiting a very ill or palliative resident.

1. Do you have any of the following **new or worsening symptoms or signs?**

- | | | |
|---|------------------------------|-----------------------------|
| New or worsening cough | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Shortness of breath | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sore throat | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Runny nose, sneezing or nasal congestion
(in absence of underlying reasons for symptoms such as
seasonal allergies and post nasal drip) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Hoarse voice | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Difficulty swallowing | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| New smell or taste disorder(s) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Nausea/vomiting, diarrhea, abdominal pain | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Unexplained fatigue/malaise | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Chills | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Headache | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

2. Have you travelled outside of Canada or had close contact with anyone that has travelled outside of Canada in the past 14 days?

- Yes No

3. Do you have a fever?

- Yes No

4. Have you had close contact with anyone with respiratory illness or a confirmed or probable case of COVID-19?

- Yes – go to question 5 No – screening complete

5. Did you wear the required and/or recommended PPE according to the type of duties you were performing (e.g., goggles, gloves, mask and gown or N95 with aerosol generating medical procedures (AGMPs)) when you had close contact with a suspected or confirmed case of COVID-19?

- Yes No

If the individual passes screening questions 1 to 5 (as per results section below) then
A fever is a temperature of 37.8 °C or greater.

- If the individual answers **NO to all questions from 1 through 4 and they do not have a fever**, they have passed and can enter the home. They need to wear a mask to enter the home and should be told to self-monitor for symptoms and be reminded about required re-screening at the end of their day/shift or when they leave the home.
- If the individual answers **YES to any question from 1 through 3**, they have not passed and **cannot** enter the home. They should go home to self-isolate immediately. Staff should contact their manager/immediate supervisor. Essential visitors should be told to contact a primary care provider, local public health unit or Telehealth to discuss their symptoms and/or exposure and seek advice on testing.
- If the individual answers **YES to question 4 and YES to question 5, and they do not have a fever**, they have passed and can enter the home. They need to wear a mask to enter the home and should be told to self-monitor for symptoms and be reminded about required re-screening at the end of their day/shift or when they leave the home.
- If the individual answers **YES to question 4 and NO to question 5**, they have not passed screening and **cannot** enter the home. They should go home to self-isolate immediately. Staff should contact their manager/immediate supervisor. Essential visitors should be told to contact a primary care provider, local public health unit or Telehealth to discuss their symptoms and/or exposure and seek advice on testing.

Note:

- As per Regulations 146/20 and 158/20 of the *Emergency Management and Civil Protection Act*, employees of LTCHs and RHs are not to work in more than one LTCH, RH or health care setting, and should be screened appropriately by the home / employer.

CORPORATION OF THE MUNICIPALITY OF CALVIN
Resolution

DATE: August 11, 2020 _____

NO. _____

MOVED BY _____

SECONDED BY _____

“That Council hereby authorizes the Renewal of the Group Insurance Policy with CanadaLife as is, with no change to existing benefits and no change to premiums.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“WHEREAS access to affordable and reliable broadband networks is an important part of everyday life and key to economic, education, social and health development, and;

WHEREAS communities outside urban centres face challenges in accessing internet service levels comparable to those in cities due to factors such as low population, distance and challenging terrain and;

WHEREAS Xplornet has a track record of providing broadband access to rural residents in places unserved by others, and;

WHEREAS Xplornet is proposing a substantial broadband infrastructure project for central and northern Ontario for submission to the Improving Connectivity in Ontario (ICON) program, and;

WHEREAS the project will build 2,650 km of new fibre across the province, with 29 km to be built in Calvin, and;

WHEREAS Xplornet’s fibre build will allow a direct connection to an existing tower site in Calvin, which will enable Xplornet to provide wireless services of 100 Megabits per second (Mbps) to residents once completed and the project will also add wireless “small cell” providing 100 Mbps service just to the west of Calvin’s municipal boundary, and;

WHEREAS this project is important for the municipality as improved broadband access will enable economic development, facilitate access to health care and education and support residents working from home due to the Covid 19 pandemic;

THEREFORE BE IT RESOLVED that The Corporation of the Municipality of Calvin supports the application by Xplornet to the Improving Connectivity in Ontario (ICON) program. “

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“WHEREAS the Covid 19 pandemic has brought forth some alarming insights on conditions of some facilities and how understaffed our long-term homes really are, and;

WHEREAS some Long Term Care (LTC) facilities are so full that those in need of a facility such as this have to be put on waiting lists in other municipalities which can cause difficulties for family members to visit which can then cause difficulties for the LTC facility staff as they do not have the help of family members to care for their loved ones, and;

WHEREAS the staff of these LTC facilities are typically part time or casual workers requiring them to work in multiple facilities in order to earn a full time wage which has helped in the spread of Covid 19 cases, and;

WHEREAS this domino effect has made it so that the residents have been endangered by personnel moving between infected homes because of the lack of staff or full-time positions;

THEREFORE BE IT RESOLVED that the Municipality of Calvin is asking Premier Doug Ford and his ministers to:

- Increase employment opportunities to ensure LTC facilities are appropriately staffed to care for the residents of the facility even during Covid 19 outbreaks
- Increase the number of full time positions at all LTC facilities in order to minimize the requirement for employees to work at multiple facilities
- Perform inspections of LTC facilities on a regular basis
- Ensure ample personal protective and safety equipment is available to staff and residents

THEREFORE BE IT FURTHER RESOLVED that the Municipality of Calvin will forward this resolution to the Honorable Doug Ford, Premier of Ontario and all Ontario Municipalities.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

"WHEREAS at the regular meeting of Council on July 14th, 2020, it was brought to the attention of Council that there is illegal and unsafe parking taking place on Peddlers Drive near the Amable du Fond River;

AND WHEREAS Council deemed it appropriate to pass a by-law (2019-019) to control the use of public lands which the Corporation owns, to regulate such use and protect said land and to regulate parking on the 12th day of November, 2019;

AND WHEREAS By-law number 2019-019, 9. Signs – Erection of Signs, Etc., a. The Municipality of Calvin's Recreations Supervisor and/or Roads Superintendent are hereby authorized and directed to erect and maintain such signs, markings, barricades and other structures, plant and equipment as are required to give effect to this By-law and as are required to regulate, direct, warn or guide pedestrian and vehicular traffic for the safety and convenience of the public;

AND WHEREAS the Highway Traffic Act R.R.O. 1990, Parking on roadway 170 (1) No person shall park, stand or stop a vehicle on a roadway, (b) when it is not practicable to park, stand or stop the vehicle off the roadway unless a clear view of the vehicle and of the roadway for at least 125 metres beyond the vehicle may be obtained from a distance of at least 125 metres from the vehicle in each direction upon the highway. *R.S.O. 1990, c. H.8, s. 170 (1)*;

AND WHEREAS Ontario Book 5, Ontario Traffic Manual, March 2000, Regulatory Signs, 10. Parking Control Signs, Sign Types, the no parking sign must be used where parking is prohibited at all times. No Parking Sign (Rb-151) should be used where posted speed is 70km/h or greater. Rb-151 is 60cm X 60cm, Font is Highway Gothic C and colour of interdictory symbol is red reflective, legend and border is black and the background is white reflective;

AND WHEREAS there are four no parking signs on Peddlers Drive near the Amable du fond River which are undersized for the speed limit;

AND WHEREAS the Corporation of the Municipality of Calvin 2020 budget line 1-5-0950-106 accounts for signage for the Parking By-law in the amount of \$1000.00 as discussed during budget deliberations, as being placed on Peddlers Drive at the Amable du Fond River;

THEREFORE BE IT RESOLVED that Council hereby acknowledges that the Recreation Supervisor and/or the Roads Superintendent are authorized and directed under By-law number 2019-019 to erect signs to regulate, direct, warn or guide pedestrian and vehicular traffic for the safety of the public, that the area of Peddlers Drive near the Amable du fond River has been identified as an area that is unsafe and illegal to park and that the Recreation Supervisor and/or the Roads Superintendent will erect No Parking signs Rb-151 on Peddlers Drive near the Amable du fond River."

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“**WHEREAS** Council deemed it appropriate to pass a by-law (2019-019) to control the use of public lands which the Corporation owns, to regulate such use and protect said lands and to regulate parking on the 12th day of November, 2019;

AND WHEREAS By-law number 2019-019, 4. Boat launches b. THAT no overnight parking be allowed at the Smith Lake boat launch except in the designated spots assigned to water access only property owners with the appropriate permits;

AND WHEREAS By-law number 2019-019, 5 Water Access Only Properties c. THAT each Water Access ONLY property owner must park in the designated area for Water Access ONLY properties;

AND WHEREAS By-law number 2019-019, 5 Water Access Only Properties d. THAT while parked in the designated parking area, the permit must be prominently displayed on the vehicle;

AND WHEREAS By-law number 2019-019, 9. Signs – Erection of Signs, Etc., a. The Municipality of Calvin’s Recreations Supervisor and/or Roads Superintendent are hereby authorized and directed to erect and maintain such signs, markings, barricades and other structures, plant and equipment as are required to give effect to this By-law and as are required to regulate, direct, warn or guide pedestrian and vehicular traffic for the safety and convenience of the public;

AND WHEREAS the Corporation of the Municipality of Calvin 2020 budget line 1-5-0700-155 accounts for signage for the Parking By-law at the Municipal Boat Launch as discussed during budget deliberations, as being placed on Suzannes Road at the Smith Lake Boat Launch.

THEREFORE BE IT RESOLVED that Council hereby acknowledges that the Recreation Supervisor and/or the Roads Superintendent are authorized and directed under By-law number 2019-019 to erect and maintain such signs, as are required to give effect to this By-law and as are required to regulate, direct, warn or guide pedestrian and vehicular traffic for the safety and convenience of the public.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“WHEREAS at the regular meeting of Council on July 14th, 2020, it was brought to the attention of Council that there is an area on the south side Suzannes Road east of the Smith Lake boat that would be an ideal area to designate as Emergency Vehicle Parking Only;

AND WHEREAS establishing an Emergency Vehicle Parking Only area would allow for a fire truck filling area close to Smith Lake in the event that a water source needs to be established for the protection of property in that area of the Municipality;

AND WHEREAS establishing an Emergency Vehicle Parking Only area would allow for a parking area designated for an emergency response vehicle in the event of a medical emergency on Smith Lake;

AND WHEREAS Council deemed it appropriate to pass a by-law (2019-019) to control the use of public lands which the Corporation owns, to regulate such use and protect said lands and to regulate parking on the 12th day of November, 2019;

AND WHEREAS By-law number 2019-019, 9. Signs – Erection of Signs, Etc., a. The Municipality of Calvin’s Recreations Supervisor and/or Roads Superintendent are hereby authorized and directed to erect and maintain such signs, markings, barricades and other structures, plant and equipment as are required to give effect to this By-law and as are required to regulate, direct, warn or guide pedestrian and vehicular traffic for the safety and convenience of the public;

THEREFORE BE IT RESOLVED that Council hereby designates a portion of the south side of Suzannes Road east of the Smith Lake boat launch as Emergency Vehicle Parking Only area and that the Recreation Supervisor and/or the Roads Superintendent as authorized and directed under By-law number 2019-019 will erect signs to regulate, direct, warn or guide pedestrian and vehicular traffic for the safety of the public, that this area has been identified as an area that is unsafe to park, as parking in this area would prevent Emergency Vehicles from accessing the Emergency Vehicle Parking Only area and that the Recreation Supervisor and/or the Roads Superintendent will erect a Emergency Vehicle Parking Only sign.”

CARRIED _____

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: August 11, 2020 NO. _____

MOVED BY _____

SECONDED BY _____

“THAT Council has received notification from Mr. Brandon Pilgrim that application is being made for a micro cultivation license to produce small batch craft cannabis for the recreational market under company number 2700012 Ontario Inc and application is being made for a license to conduct different types of cannabis research under company number 002657383 otherwise known as Pilgrim’s Brand Craft Growing Corporation;

AND FURTHER that the Facility will be located at 188 Adams Road;

THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Calvin does not have any concerns regarding this facility as long as the appropriate precautions and regulations, as outlined by Health Canada, are followed. ”

CARRIED _____

DIVISION VOTE

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

MUNICIPALITY OF CALVIN
2020CT24 REPORT TO COUNCIL

REPORT DATE: **August 11, 2020**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Hall Rental & Equipment Use By-Law**

BACKGROUND

Please find attached the following:

1. By-Law No. 2009-018 Hall Rental & Equipment Use
2. Amendment to By-Law No. 2009-018 – By-Law 2018-026

Due to the Covid 19 pandemic, it is suggested by the Clerk-Treasurer that Council review these By-Laws to see if any additional fees, items on the checklist(s), clarification of terms, etc... is required. It is requested that each Member of Council, please prepare for the Council Meeting on August 11, 2020 a list of any items they would like to have further discussion on regarding these by-laws.

Thank you.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2009-018

BEING A BY-LAW TO ADOPT A POLICY OUTLINING THE TERMS AND CONDITIONS AND FEES FOR THE RENTAL OF THE CALVIN COMMUNITY CENTRE AND ITS EQUIPMENT. (Commonly Known as the Hall Rental and Equipment Use Policy)

WHEREAS the Municipal Act 2001, c.25 Section 10 provides for Broad Authority for single tier municipalities

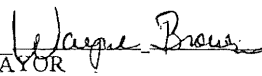
AND WHEREAS the Council for the Corporation of the Municipality of Calvin deems it desirable to establish the following; Conditions of Rental, Rental Fees and Rental Agreement, Hall Key Agreement for use of the Calvin Community Centre;

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

1. That the "Calvin Community Centre Hall Rental and Equipment Use Policy" shall become part and parcel of this by-law as Schedule "A" attached;
2. That the "Hall Rental Fees" outlining the set fees for different types of use shall become part and parcel of this by-law as Schedule "B" attached;
3. That the "Community Centre Rental Agreement" and "Key Agreement" shall become part and parcel of this by-law as Schedule "C" and Schedule "D" attached;
4. That the "Checklist #1 for Hall Bookings" shall become part and parcel of this by-law as Schedule "E" attached;
5. That the "Checklist #2 Hall Rental Responsibilities to be Explained to Renter at Key Pickup" shall become part and parcel of this by-law as Schedule "F" attached;
6. That the "Checklist #3 Hall Checklist After Event" shall become part and parcel of this by-law as Schedule "G" attached;
7. That the "Conditions of Using Calvin Community Centre Equipment" shall become part and parcel of this by-law as Schedule "H" attached;
8. That the "Attention Hall Renters (to be posted in Hall)" shall become part and parcel of this by-law as Schedule "I" attached;
9. This By-law shall come into full force and effect upon the date of the passing thereof.
10. All By-laws pertaining to the rental of the Hall, rental fees or use of equipment are hereby repealed.

READ A FIRST TIME BEFORE AN OPEN COUNCIL THIS 8th DAY OF December 2009.

READ A SECOND AND THIRD TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 8th DAY OF DECEMBER 2009.


MAYOR


CLERK

Corporation of the Municipality of Calvin
Calvin Community Centre
Hall Rental & Equipment Use Policy

POLICY

1. INTRODUCTION

The Corporation of the Municipality of Calvin owns and operates the Calvin Community Centre and the Equipment located at this facility. Hall rental and equipment usage at the Calvin Community Centre shall be governed by this Hall Rental & Equipment Use Policy.
Amendments to this policy may be made from time to time with authorization of Council.

2. HALL CAPACITY

Calculated using Table 3.1.17.1 of the 2006 Ontario Building Code

- a) Maximum capacity of the premises for events with non fixed seating and tables, including all events serving food and/or alcoholic beverages is 131 persons.
- b) Maximum capacity of the premises for events with non-fixed seats only, no tables and no service of food or alcoholic beverages is 192 persons.
- c) Maximum capacity of the premises for an exhibition hall (such as a vendor outlet or yard or garage sale) is 52 persons.
- d) Maximum capacity of the premises for events with non fixed seating, with tables and with no service of food or alcoholic beverages is 152 persons.

3. GENERAL RULES

- a) Rental of the Hall includes a PA system only. The municipality must be notified at time of booking that the PA system will be required. Provision of any other soundsystem is the responsibility of the Renter.
- b) No Smoking is permitted in the Hall or the entrances.
- c) No candles or open flame decorations are permitted.
- d) No nails, screws, staples or scotch tape should be used to affix decorations to the walls or tables.
- e) No overnight camping is permitted anywhere on municipal property.
- f) No overnight use of the Hall is permitted with the exception of use as an Emergency Response Centre.
- g) All events must be completed by 1 am. Clean up may take place after the event and the Hall and the grounds must be vacated by 2:30 am. (Clean up may be permitted before NOON the next morning with prior authorization).
- h) Decorating of the Hall the day before the event must be completed during municipal office hours (before 4 pm) otherwise an additional fee shall apply. Decorating may take place the morning or afternoon on the day of the event at no additional charge (eg. for weddings, dances).
- i) Half day rentals typically mean 4 (four) hours (e.g. 8 am – Noon; Noon – 4 pm; 4 pm – 8 pm).
- j) Full day rentals typically mean over 4 hours and up to 8 hours (e.g. 8 am – 4 pm; 5 pm – 1 am)

By-Law #2009-018

k) Partial day rentals typically means up to 3 hours per session or up to 3 hours over the period of one week.

4. WATER USE - WATER IS LIMITED.

Water in the Hall is provided through a cistern system. There is currently no operating well servicing the Hall, water must be trucked in to the cistern.

Full day events will be provided 500 gallons of water usage at no additional charge. Any water used over that limit will be charged an "overuse" fee based on the current rate per gallon and deducted from the deposit before the balance can be refunded.

5. EVENTS SERVING ALCOHOL

- a) A copy of the Special Occasion Permit (SOP) is required for all liquor related events and must be submitted to the municipal office prior to the event.
- b) The SOP must be posted on site at all times during the event.
- c) No alcohol is permitted outside of the building except for specifically licensed outdoor events within confined areas.
- d) All alcohol must be removed from the Hall immediately after the event.
- e) Alcohol related events must adhere to the rules of the Liquor Licensing Board.
- f) Alcohol related events must provide security (door and floor monitors) and utilize bartenders with their Smart Serve Ontario number. Names and Smart Serve Ontario numbers of those working at the event must be provided to the Municipal office, along with the SOP, prior to a key being issued.

6. INSURANCE

- a) The Renter is responsible for providing Liability insurance required for all private events. Proof of insurance must be provided to the municipal office prior to the event and before a Hall key can be issued. Contact your insurer for details on acquiring this coverage
- b) The Renter is responsible for providing Party Alcohol Liability (PAL) insurance for all events where alcohol is served. Proof of insurance must be provided to the municipal office prior to the event and before a Hall key can be issued. Contact your insurer for details on acquiring this coverage.

7. BOOKING DEPOSIT

- a) At time of booking, a 50% booking deposit is required to guarantee your booking for all events.
- b) The booking deposit is non-refundable unless cancellation is made at least 72 hours prior to the scheduled event.
- c) Full payment is required, along with any required DAMAGE DEPOSIT (see below) before a key to the Hall will be issued.
- d) Should the kitchen be required the day or evening before for preparation, an additional fee shall apply.

8. DAMAGE DEPOSIT

- a) Required for all FULL DAY EVENTS only.

By-Law #2009-018

- b) Must be deposited with the municipal office in CASH only before Hall key can be issued.
- c) Refundable upon key return, between Noon and 4 pm the first business day following the event, after Hall inspection providing no damage to facilities or equipment or overuse of water has occurred during the event. (Normal wear and tear accepted).

9. HALL KEYS

- a) Keys to the Hall are to be picked up the last business day prior to the event during regular municipal office hours (8:30 am – 4:00 pm)
- b) All copies of required Special Occasion Permits, proof of insurance and names of those working at the event, along with their Smart Serve Ontario numbers (if required for event) must be provided to the office before a hall key can be issued.
- c) Keys must be returned to the municipal office between NOON and 4:00 pm on the first business day following the event to allow staff time to check the facility, check all equipment and calculate water usage. Deposits will not be refunded until staff has completed this check.
- d) Any damage that occurs is the responsibility of the individual whose signature appears on the Rental Agreement.

MUNICIPALITY OF CALVIN
HALL RENTAL FEES

HALF DAY

(Additional fee if kitchen is required)

Showers/Luncheons/Meetings/Seminars.....\$50

FULL DAY

(Additional fee if kitchen is required)

Events with No Alcohol.....\$100
(plus damage deposit)

Meetings/Seminars/Courses/Lectures/Business Functions.....\$100
(plus damage deposit)

Events with Alcohol.....\$150
(plus damage deposit)

PARTIAL DAY

(Additional fee if kitchen is required)

Seminars/Workshops/Lectures/Meetings
Religious or Memorial Services\$30
(under 3hrs per session or under 3hrs over the period of one week)

NO CHARGE EVENTS

(Donations gratefully accepted)

Funeral Luncheon (Calvin residents only).....\$FREE

Meetings of Organized Community Groups or Charitable Organizations....\$FREE

ADDITIONAL FEES

Use of kitchen during event.....\$50

Additional use of kitchen the evening or day before the event.....\$50
(Hall must be vacated by 10 pm if using kitchen the evening before the event)

Use of kitchen means - use for food preparation and clean up; or use of dishes and dishwashing; or use of stoves and cooking utensils; or a combination of any or all of these. (Leaving food, which has been prepared off premises, in the fridge or on the counter at the Hall; or using paper plates and plastic cutlery does not require a fee for kitchen use.)

Decorating or set up of Hall after 4 pm the evening before the event.....\$50
(Hall must be vacated by 10 pm if decorating the evening before the event)

Damage Deposit

Required for all FULL DAY events only. Must be paid in cash before key can be issued.

Refundable upon key return after hall inspection--(normal wear and tear excepted)

a) Full day no alcohol.....\$100 cash

b) Full day with alcohol.....\$150 cash

Long term usage of the Hall can be negotiated with the Municipal Office.

MUNICIPALITY OF CALVIN
COMMUNITY CENTRE (HALL)
RENTAL AGREEMENT

OFFICE USE

NAME: _____ ORGANIZATION: _____

ADDRESS: _____

PHONE: _____

DATE OF EVENT: _____ TYPE OF EVENT: _____

TIME OF EVENT: _____

PA SYSTEM REQUIRED _____
(Y/N)

ADDITIONAL USE OF KITCHEN EVENING BEFORE _____ PAID: _____ (amount)
(Y/N)

USE OF KITCHEN DURNING EVENT _____ PAID: _____ (amount)
(Y/N)

HALL DECORATING REQUIRED EVENING BEFORE _____ PAID: _____ (amount)
(Y/N)

LIABILITY INSURANCE POLICY NUMBER: _____

PAI INSURANCE POLICY NUMBER: _____

SPECIAL OCCASION PERMIT NUMBER: _____

SMARTSERVE ONTARIO NAMES/NUMBERS: _____
(alcohol related events only)

DOOR AND FLOOR MONITORS/NAMES _____
(alcohol related events only)

BOOKING DEPOSIT PAID: _____ (amount) all events

RENTAL FEE PAID: _____ (amount) all events

DAMAGE DEPOSIT PAID: _____ (amount) Full Day events only

I, _____ have read and fully understand the
Calvin Community Centre (Hall) Policy

Signature

Date

Schedule "D"

KEY AGREEMENT

I, _____ have been made aware that should this key be lost or stolen, there is a cost of \$180.00 to re-key the locks and cut new keys and that this cost is to be paid by myself, or my organization. This key is to be returned to the municipal office the first business day after my event or, in the case of long term use, within 7 days upon request.

DATE OF ISSUE	ORGANIZATION	AUTHORIZED PERSON	KEY#
_____	_____	_____	_____

ISSUED BY	DATE ISSUED	DATE KEY RETURNED	INITIAL
_____	_____	_____	_____

**CHECKLIST #1
FOR HALL BOOKINGS**

Renters Name: _____ Address: _____

Phone: _____

- What type of event _____ \$Amount: _____
- Date of event _____
- 50% deposit required to secure booking \$Amount _____
- Will you be using the hall prior to the event to prepare (time, extra cost; decorating of hall must be during office hours (before 4pm) or on the day of event or additional fees will apply) Yes No
- Will you be using the kitchen (extra cost) Yes No \$Amount _____
- Will there be alcohol at your event (PAL needed, SOP and Smart Servers and Door/Floor monitor required with names and Smart Serve Ontario numbers) Yes No
- You will be responsible for providing Liability insurance. (non alcohol events)
- PA system in hall included. Will you be using the PA system Yes No
- No overnight camping is permitted anywhere on municipal property.
- Damage deposit for full day events (cash only) Yes No \$Amount _____
- Hall is on a cistern system, water is limited to 500 gallons per event. Charges for usage over 500 gallons will apply.
- Maximum capacity, Non fixed seating w/tables serving food and/or alcohol 131; Non fixed seating w/ no tables no food or alcohol 192; Exhibition Hall (e.g. Yard or garage sale) 52; Non fixed seating w/ tables and no food or alcohol service 152.
- Do you have special needs (accessibility). Yes No Details _____
- Key for hall may be picked up during business hours 8:30-4:00pm. Before a key will be issued you will need to provide **Full Payment and Damage Deposit if required along with copies of the following:**

- With Alcohol:
 - Liability insurance
 - Special Occasion Permit (SOP)
 - Party Alcohol Liability Insurance (PAL)
 - Names of Smart Server/s & numbers
 - Names of door/floor monitor/s

- In case of cancellation 72 hours notice is required for full refund of booking deposit.

Fees Due 50% Booking Deposit \$ _____ Rec'd Yes No _____
Date Rec'd

Balance of Rental Fee \$ _____

Damage Deposit \$ _____

(if applicable for full day events only)

TOTAL AMOUNT \$ _____

Booking done by: _____

Date: _____

CHECKLIST #2

HALL RENTAL RESPONSIBILITIES
TO BE EXPLAINED TO RENTER AT KEY PICK-UP

- Explained key usage to unlock doors
- No smoking permitted in hall. Smoking area outside parking lot door. Ashtray provided
- Explained lights and pot lights usage.
- No candles or open flame decorations permitted
- Larger tables are available and will be left out if needed.
- Explained disposal of garbage and garbage key
- Explained kitchen use, review what is available (dishes, appliances, tea towels etc.)
- Emergency numbers by phone. If the fire alarm sounds please vacate building.
- Hall is on a cistern system and water is limited. Ensure all taps are off and toilets are not running prior to leaving. Explained 500 gallon limit per event.
- No overnight camping is permitted on municipal property.
- Stove fan must be turned on in order for stoves to work.
- Liquor License (SOP) must be posted on site at all times during the event
- All windows and doors must be locked and lights off (both inside & outside) prior to leaving the building.
- Check grounds outside for garbage and debris at end of event.
- All events must be completed by 1 am. Clean up may take place after the event and the Hall and the grounds must be vacated by 2:30 am. (Clean up may be permitted before NOON the next morning with prior authorization).
- Wipe down tables and chairs but do not stack them
- Keys must be returned to the municipal office between NOON and 4:00 pm on the first business day following the event to allow staff time to check the facility, check all equipment and calculate water usage. Deposits will not be refunded until staff has completed this check.
- All Service Room doors are locked during events (water room, furnace room, electrical room). Should you have problems and require entry into any of these areas, please contact the Urgent Call Line as posted in the Hall (appropriate staff will then be contacted ASAP).
- Video surveillance of grounds 24/7 for safety and security.

I, _____ have received full explanation from Staff and fully understand the use, responsibilities and obligations of the hall rental.

Renter: _____

Staff member: _____

Date: _____

CHECKLIST #3

Hall Checklist After Event

Name of Renter: _____

Date: _____

Water Meter level Before: _____ cubic metres
 Date: _____ Time: _____

After _____ cubic metres
 Date: _____ Time: _____

- | | Yes | No |
|---|--------------------------|--------------------------|
| 1. Are tables and chairs clean | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is there stuff hanging off of the walls or ceiling | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Are floors clean (garbage picked up) | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Are windows and doors locked | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are the entrance and outside lights off | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are kitchen counters clean & dishes put away | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Is stove clean | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Is microwave clean | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Is fridge clean | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Is bar clean | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Is garbage empty and bags put in the green bin | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Are there cigarette butts in the parking lot | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. <u>Is there garbage on the grounds</u> | | |
| a. Playground | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Ballfield | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Soccer field | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Yards | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Rink | <input type="checkbox"/> | <input type="checkbox"/> |
| f. Parking Lot | <input type="checkbox"/> | <input type="checkbox"/> |
| 14. Are the change room lights off | <input type="checkbox"/> | <input type="checkbox"/> |
| 15. Damage to building or signs | <input type="checkbox"/> | <input type="checkbox"/> |
| 16. Are fire extinguishers in proper location and still charged | <input type="checkbox"/> | <input type="checkbox"/> |
| 17. Are bathrooms clean | <input type="checkbox"/> | <input type="checkbox"/> |
| 18. PA System check | <input type="checkbox"/> | <input type="checkbox"/> |
| 19. Are ceiling tiles and diffusers intact | <input type="checkbox"/> | <input type="checkbox"/> |

Comments

Inspected by: _____
 Date : _____

Deposit refunded: \$ _____

Comments: _____

CONDITIONS OF USING CALVIN COMMUNITY CENTRE EQUIPMENT

1. All equipment shall be signed for prior to leaving the community centre premises.
2. Equipment shall be on loan, **free of charge** to the RESIDENTS, BUSINESSES, COUNCIL AND STAFF OF CALVIN ONLY.
3. All equipment shall be returned in the same condition in which it was received
4. Any lost or damaged equipment must be replaced.
5. All equipment must be returned by the agreed upon date.
6. Any loss/damage to equipment is the responsibility of the individual whose signature appears on this agreement.

Signature

Date

Item/s Borrowed

Date to be Returned

ATTENTION HALL RENTERS

To be Posted in Hall

ANY DAMAGE TO THE FACILITY, EQUIPMENT OR OVERUSE OF WATER IS THE RESPONSIBILITY OF THE INDIVIDUAL WHOSE SIGNATURE APPEARS ON THE RENTAL AGREEMENT.

NO OVERNIGHT CAMPING is permitted anywhere on municipal property.

NO OVERNIGHT USE OF THE HALL is permitted with the exception of use as an Emergency Response Centre.

All events must be completed by 1 am. Clean up may take place after the event and the Hall and municipal grounds must be vacated by 2:30 am. (Clean up may be permitted before NOON the next morning with prior authorization).

Before leaving the Hall please ensure that you have done ALL of the following:

- a) wash and put away dishes and clean up kitchen
- b) wipe tables and chairs ***do not stack tables and chairs*** staff will take care of that
- c) pick up garbage and remove it to the outside storage bins and place recyclables in appropriate containers
- d) remove all personal belongings immediately following event
- e) ensure all alcohol is removed from the premises immediately after every event
- f) check all water faucets and ensure water is turned off
- g) check toilets to ensure none are running
- h) turn off all lights and lock all doors and windows
- i) check that kitchen stoves and overhead vent are turned off
- j) ensure the parking lot and yard are left clean – no bottles or garbage should be left anywhere on the grounds.

PLEASE RETURN KEY TO MUNICIPAL OFFICE
BETWEEN NOON AND 4 PM
THE NEXT BUSINESS DAY FOLLOWING YOUR EVENT

*****IMPORTANT*****

The water system at the Hall is LIMITED.
We are on a cistern system.

**PLEASE BE SURE ALL FAUCETS ARE TURNED OFF &
TOILETS ARE NOT RUNNING AT THE END OF YOUR EVENT.**

FOR YOUR SAFETY

THIS COMMUNITY FACILITY IS PROTECTED
BY A "SECURITY TODAY" ALARM SYSTEM and
A VIDEO SURVEILLANCE SYSTEM (24/7)

DO NOT TAMPER WITH THE ALARM SYSTEM

**SHOULD AN ALARM SOUND WHILE USING THE
PREMISES, PLEASE ENSURE THAT THE FACILITY IS VACATED
IMMEDIATELY UNTIL FIRE DEPT. OR POLICE ARRIVE.**

IF YOU REQUIRE ASSISTANCE AFTER HOURS

Contact our
URGENT CALL LINE
497-6961
They will contact appropriate staff for you

CONDITIONS OF USING CALVIN COMMUNITY CENTRE EQUIPMENT

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Signature

Date

Item/s Borrowed

Date to be Returned

THE CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2018-026

BEING A BY-LAW TO AMEND BY-LAW 2009-018 which is a By-law to adopt a policy outlining the terms and conditions and fees for the rental of the Calvin Community Centre and its equipment and also to AMEND BY-LAW NO. 2012-005 which is a By-law to impose and consolidate the fees and charges for Municipal Services or activities and for the use of its property.

WHEREAS the Council for the Corporation of the Municipality of Calvin deems it desirable to AMEND Schedule "B" of the Hall Rental Fees of By-law No. 2009-018 in order to re-define the wording under "NO CHARGE EVENTS" and also to AMEND Schedule "E" of the Recreation Hall Services of By-law No. 2012-005 in order to add a NO CHARGE item under the "HALL RENTAL RATES" and remove the requirement for own Liability Insurance for NO Charge events.

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

1. That Schedule "B" of the Hall Rental Fees of By-law No. 2009-018 UNDER THE HEADING "NO CHARGE EVENTS" shall be amended to read;

"NO CHARGE EVENTS

(Donations gratefully accepted)

Funeral Luncheon (Calvin residents only) \$FREE

Meetings of Organized Community Groups or Charitable Organizations \$FREE

Non-Alcohol Low Risk Events for the Betterment of the Community in General, which are Listed on the Attached List of Insured Low Risk Events or Approved at the Discretion of Council" \$FREE

2. That Schedule "E" of the Recreation Hall Services of By-law No. 2012-005 following the line which states "Meetings of Organized Local Community Groups or Charitable Organizations" shall be amended to add;

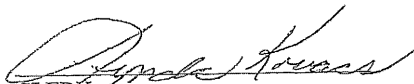
"Non-Alcohol Low Risk Events for the Betterment of the Community in General, which are Listed on the Attached List of Insured Low Risk Events or Approved at the Discretion of Council" NO CHARGE

This By-law shall come into full force and effect upon the date of the passing thereof.

READ A 1st and 2nd TIME THIS 13th DAY OF NOVEMBER 2018.

READ A 3rd TIME AND FINALLY PASSED BEFORE AN OPEN COUNCIL THIS 13th DAY OF NOVEMBER 2018.


MAYOR


CLERK



FACILITY USER AND EVENT LIABILITY – LOW RISK EVENTS RUN BY OTHERS

HELD IN MUNICIPAL FACILITIES OF: Calvin Community Hall
 EXCLUSIONS:

- HOST LIQUOR LIABILITY
- FIREWORKS
- LEAGUES
- TOURNAMENTS
- TRAINING CAMPS
- ATHLETIC SCHOOLS
- FESTIVALS
- FAIRS

A SEPARATE APPLICATION AND POLICY ARE REQUIRED FOR THE ABOVE

EVENT	LOCATION	NUMBER OF EVENTS	NUMBER OF ATTENDEES
Weddings/Receptions/Stag & Does	Community Hall/Arena	0	0
Fashion Shows	Community Hall/Arena	0-1	0-25
Job Fairs	Community Hall/Arena	0-1	0-25
Religious Assemblies	Community Hall/Park/Arena	0-1	0-25
Card/Chess Match	Community Hall	0-12	0-25
Sidewalk Sales	Main Street	0-1	0-25
Consumer/trade/travel(vacation)	Community Hall/Arena	0	0
Conventions	Community Hall/ Theatre	0	0
Bingo/Raffle/Charity	Community Hall	0	0
Antique Shows	Community Hall/Parks	0-1	0-25
Art/Craft Shows	Community Hall/Parks	0-4	0-25
Dog/Cat Shows	Community Hall/Parks	0-1	0-25
Demonstration/Walk A Thon	Main Street/Community Halls	0-1	0-25
Garden Tours	General Public Premises	0	0
Christmas Home Tours	General Public Premises	0	0
Historical Tours	General Public Premises	0	0
Family Gatherings	Community Hall/Parks	0-6	0-25
Auto Show/Boat Show/R.V. Show	Community Hall/Parks	0	0
Flea Markets/Garden Market	Parking Lot/Park	0-4	0-25
Buskers	Main Street/Community Halls	0	0
Fishing Derby(Size, Catch not Speed)	Municipal Waterfront	0	0
Indoor Theatre Performances	Theatre	0	0
Outdoor Theatre Performances	Municipal Amphitheatre	0	0
Regatta(Canoe, Rowing Boats, Swimming, Sailing)	Municipal Waterfront	0	0
Skating	Arena	0-6	0-25
Auction/Bazaar	Community Hall	0-6	0-25
Badminton	Municipal Recreation Facility	0-1	0-25
Bowling	Municipal Recreation Facility	0	0
Curling	Municipal Recreation Facility	0	0
Horseshoes	Municipal Recreation Facility	0-4	0-25
Tennis	Municipal Recreation Facility	0	0
Dance Lessons & Fitness Classes	Municipal Recreation Facility	1-7 per wk	0-25
Baseball	Municipal Recreation Facility	0-4	0-50
Basketball	Municipal Recreation Facility	0	0
Volleyball	Municipal Recreation Facility	0	0
Swimming with a Lifeguard	Municipal Recreation Facility	0	0
Non-Contact Ice Hockey	Municipal Recreation Facility	0-6	0-25
Senior Events	Municipal Community Hall	0-12	0-25
Music/Dinner Jam Nights	Municipal Community Hall	0-12	0-80



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO 229-2020

SECONDED BY *W. Kyle Warden* DATE July 20, 2020

WHEREAS the COVID-19 pandemic has disproportionately affected the vulnerable elderly population in Canada's long-term care (LTC) homes and some of Ontario's LTC homes are among those with the highest fatality rates in the country as the pandemic has exposed deplorable conditions in many LTC homes across Canada; and

WHEREAS it is the mandate of the Ministry of Long-Term Care to inspect long term care homes on an annual basis and these inspections have consistently dropped in number since 2017 with only nine completed out of 626 long term care homes in 2019; and

WHEREAS residents have been endangered by personnel moving between infection zones without adequate equipment; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of South Glengarry urges the Ontario government to provide funding to increase full-time positions in place of casual and part-time labour in long term care homes and requests that the Ministry of Long-term Care acts to regularly inspect all long term care homes, and sound infection control measures are put in place at all Ontario long term care homes, and that this resolution be forwarded to Premier Ford, the Minister of Long-term Care Merrilee Fullerton and all Ontario municipalities for consideration.

CARRIED DEFEATED POSTPONED

Frank Prevost
Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	___	___
Deputy Mayor Warden	___	___
Councillor Lang	___	___
Councillor Jaworski	___	___
Councillor McDonell	___	___

MUNICIPALITY OF CALVIN
2020CT25 REPORT TO COUNCIL

REPORT DATE: **August 11, 2020**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Tax Rate Comparison**

BACKGROUND

The following Tax Rate Comparison was prepared by the Township of Papineau-Cameron.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

2020 Residential Tax Rate Comparison

<u>Municipality</u>	<u>Municipal Rate</u>	<u>Education Rate</u>	<u>Total Tax Rate</u>	<u>Taxes per \$100,000</u>	<u>Difference Compared to Papineau-Cameron</u>	<u>Plus Water & Sewer ?</u>
Town of Mattawa	0.019196044	0.00153	0.020726044	\$ 2,072.60	\$ 829.35	yes
Mattawan	0.01330425	0.00153	0.01483425	\$ 1,483.43	\$ 240.17	no
North Bay	0.01375326	0.00153	0.01528326	\$ 1,528.33	\$ 285.07	yes
Chisolm	0.012027	0.00153	0.013557	\$ 1,355.70	\$ 112.44	no
Papineau-Cameron	0.01090257	0.00153	0.01243257	\$ 1,243.26	\$ -	no
Calvin	0.00994927	0.00153	0.01147927	\$ 1,147.93	\$ (95.33)	no
West Nipissing	0.01074147	0.00153	0.01227147	\$ 1,227.15	\$ (16.11)	yes
Bonfield						no
Callander	0.01012655	0.00153	0.01165655	\$ 1,165.66	\$ (77.60)	yes
Powassan	0.00978881	0.00153	0.01131881	\$ 1,131.88	\$ (111.38)	yes
East Ferris	0.00879765	0.00153	0.01032765	\$ 1,032.77	\$ (210.49)	no
South Algonquin	0.00850179	0.00153	0.01003179	\$ 1,003.18	\$ (240.08)	no
Temagami	0.0079104	0.00153	0.0094404	\$ 944.04	\$ (299.22)	yes

MUNICIPALITY OF CALVIN
2020CT26 REPORT TO COUNCIL

REPORT DATE: **August 11, 2020**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **2020 Strategic Plan Survey Results**

BACKGROUND

Please find attached the Strategic Plan Survey 2020 Results.

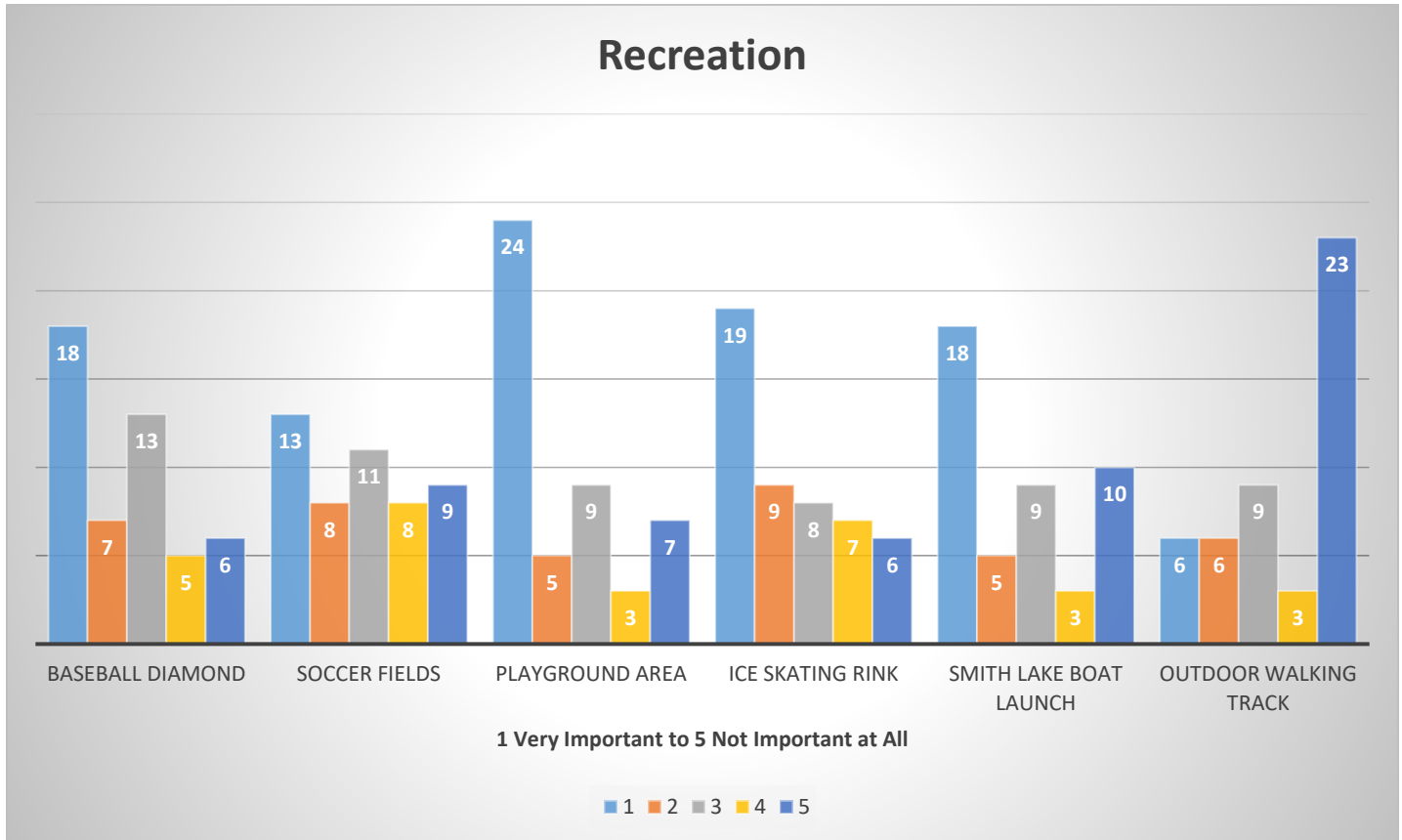
It is requested that each Member of Council, please prepare for the Special Council Meeting on Tuesday October 6th, 2020 a list of any items they would like to have further discussion on regarding the results of this survey in relation to the Strategic Plan.

Please also review the statistical, financial and demographic information provided to Council at the Special Council Meeting of February 4, 2020. As per the minutes of the February 4, 2020 special meeting, we will be reviewing this information and deciding on next steps at the October 4, 2020 special meeting.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

SURVEY RESULTS

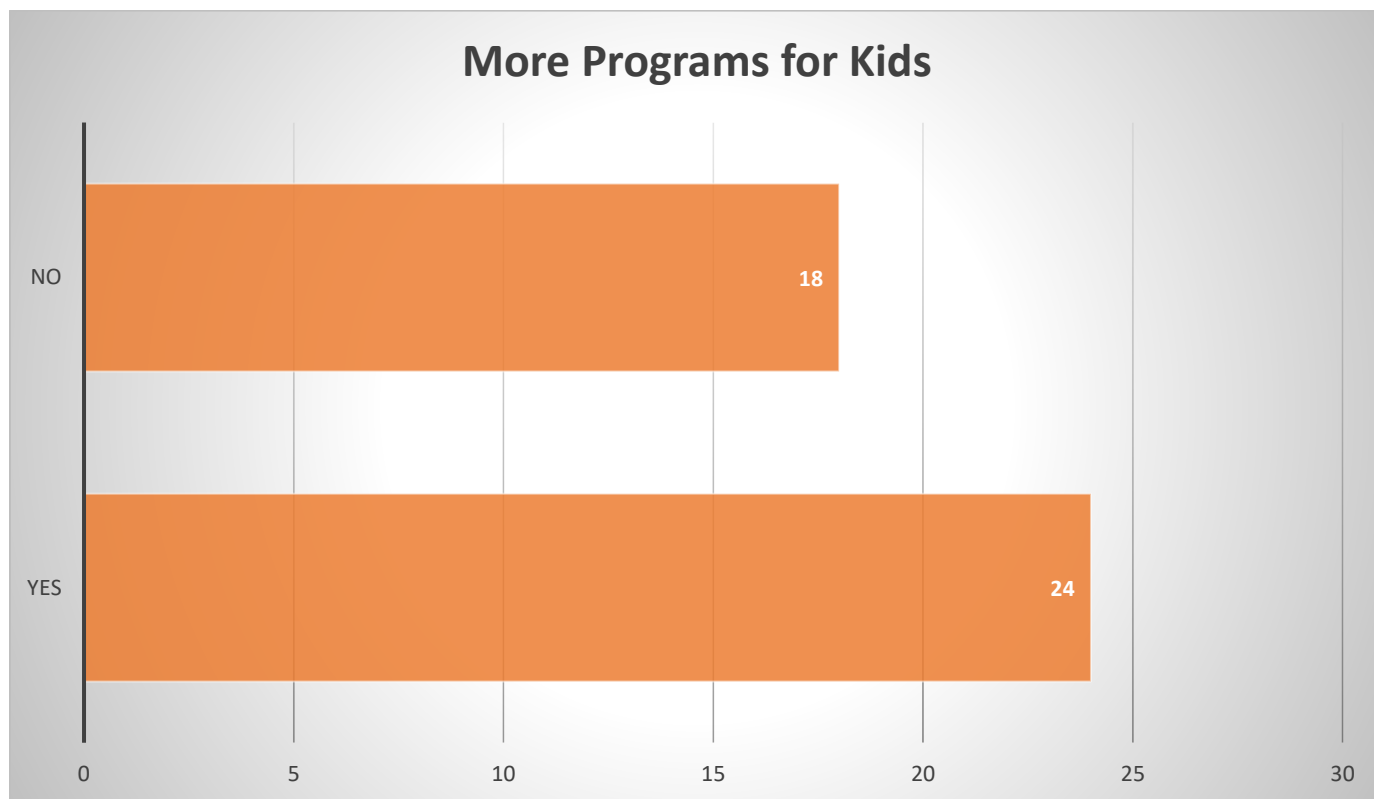
#1



Comments

1	Road block walking is 5 miles (6 km)
2	We don't live in Southern Ontario or in a major city. Walking track is right outside your door.
3	d) yes but already have
4	I would strongly recommend a soccer field with an outdoor walking track around the soccer field using crusher dust. It compacts well, great for the elderly & rollator walkers & parents & baby carriages. Where I live, the walking oval can be converted to an ice skating path. A multi-season oval path is a great hit. The hockey rink is mostly used by hockey players and those who want to use it just to skate cannot. An oval skating path would allow all to enjoy skating.
5	We are in our mid 70's & have no children in area.

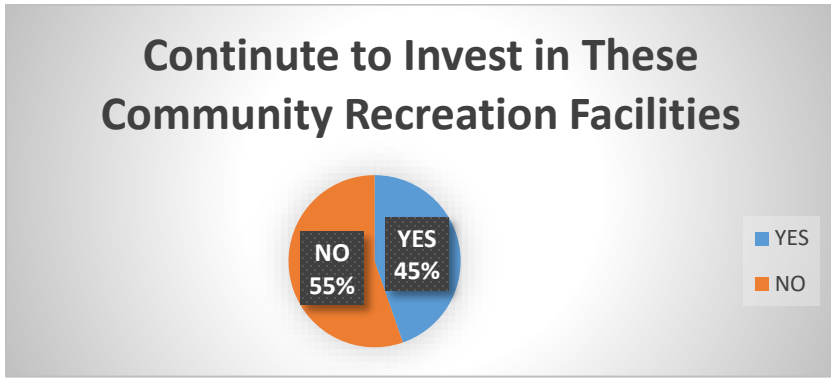
#2



Comments

1	Someone to host a summer day camp.
2	I am not sure how many kids there are any more in township. When our kids were young, we volunteered to make the programs happen.
3	It is supply & demand. If there are a lot of kids using it -yes.
4	Maybe if it doesn't cause a tax increase.
5	Martial Arts Classes, Board Game Nights, Environment: Science Workshops, Robotics Club
6	Maybe a hill for sliding in the winter if it doesn't already exist.
7	But lack of volunteers makes this difficult. Perhaps join with surrounding townships to share resources and facilities.
8	What's done now is great especially by fire department.
9	Soccer, baseball, scouts.
10	Soccer, softball, basketball, tennis, volleyball.
11	Baseball.
12	The teenagers need something to do also besides the younger ones. Teen dances, Halloween parties, basketball hoops on ice rink in summer.

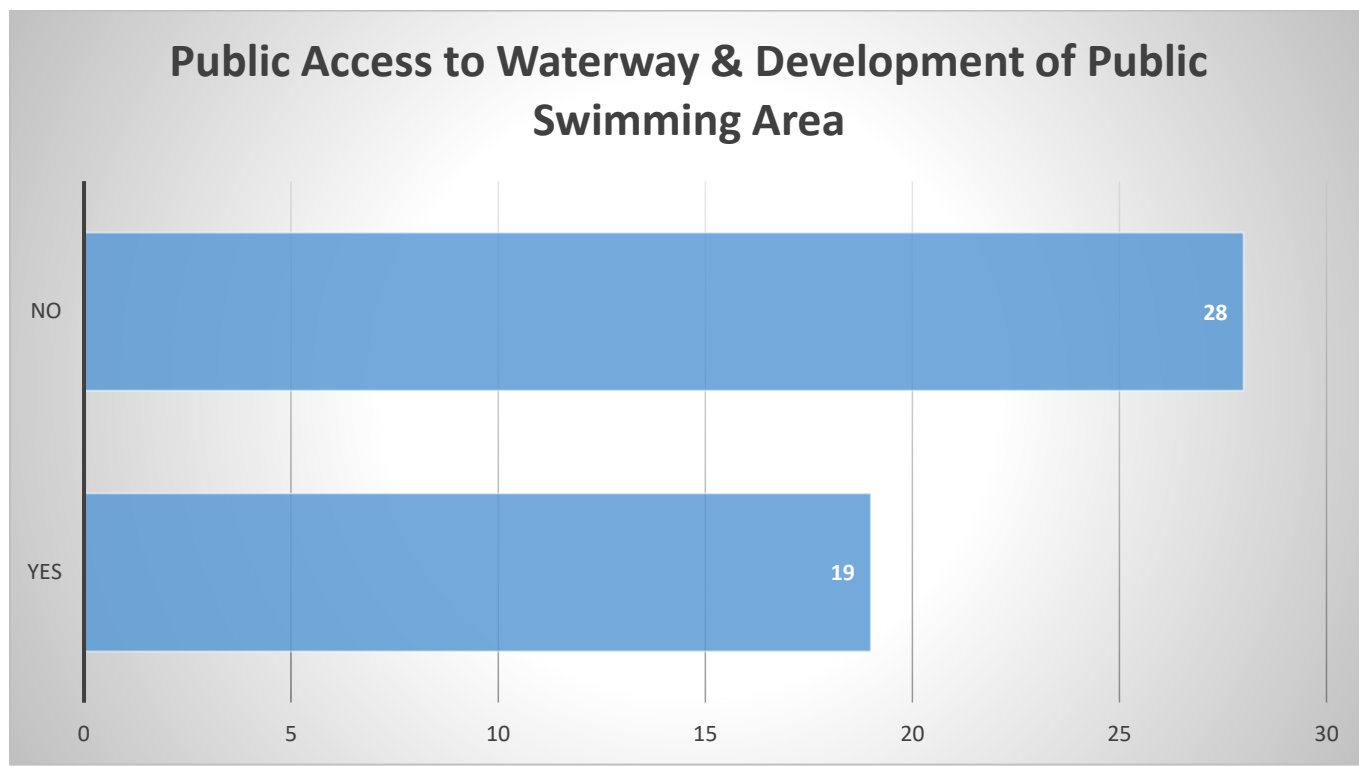
#3



Comments

1	It's a shame really but there doesn't seem to be any children playing anymore. With all the tech stuff kids don't play.
2	I'm a senior.
3	Children make a community. Any investment make in the community does pay off.
4	The outdoor rink is an asset for our community spirit. Furthermore, the ball diamond should be used more often during the summer.
5	I say yes but with a cap. I would hope that there are still grants to help offset cost. Do not want taxes to go up drastically.
6	If anything at all, make seating rink floor hard covered (Tennis Court clay) & make it suitable for use during summer basketball hoops at either end etc.
7	What is available is sufficient.
8	It would be nice to have the rink covered but for a community of this size, I don't know if it's warranted.
9	We don't have the tax base of Bonfield or Mattawa. And Bonfield is having money issues. Too much to maintain & not enough pennies.
10	Every rink in area rinks are covered. Can then be used in summer for outdoor activities. Rink needs away more attention.
11	Too costly for small tax base.
12	Calvin needs to use discretion when spending taxpayers dollars. We are small with little commercial tax base.
13	That may raise taxes & they are high enough.
14	Only as we can afford them without a big tax increase.
15	For the size of our township, we have enough recreation facilities. We need to make better use of what we have before we invest in more. The township hires students for the summer maintain our facilities. Maybe one of them should organize some activities ie. soccer, baseball, crafts for smaller kids.
16	Fix & build up on what we have - outdoor covered area. Playground is satisfactory - no more.
17	Pavilion
18	Soccer post have been sitting in field for 3 plus years with no nets! You guys took the cover off the bleachers in the first place. Covering the rink would be the right move but has been promised for years.
19	Not sure why the roofs were taken off the bleachers in the first place. Covering the rink is good idea but I can't count how many times I've heard that but nothing happens. Tear down that useless band shelter at the end of the rink.
20	Get the community involved again. Quit taking away from the community eg: you took the cover off the bleachers, you downsized the hall, you took out the overhead fire suppression system. Covering the rink could have functions under it, no worry of weather.
21	Cover the rink. This would allow more activities for whole year ex. Basketball, tennis, weddings.

#4

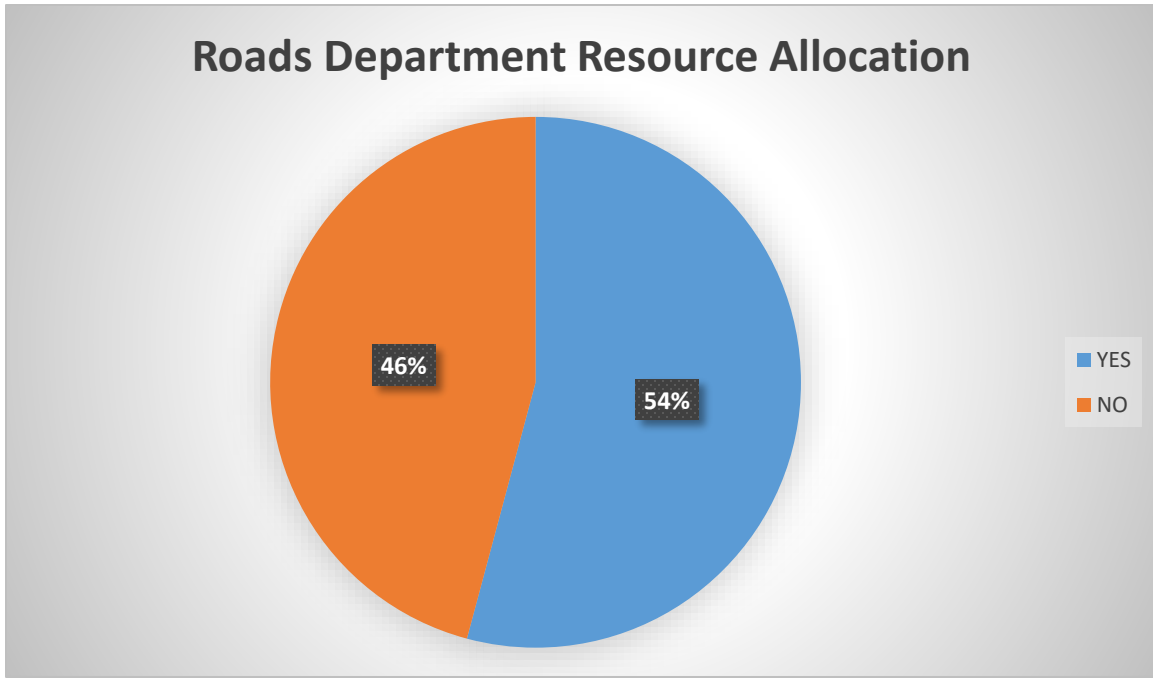


Comments

1	Now we have no access to a public swimming area. Before everywhere became private prop. We had a few places. Now we need to drive to Mattawa or North Bay. It's crazy when we are surrounded by water.
2	Put some money into putting a small beach area at the Smith Lake boat launch.
3	This would create summer jobs for students ex lifeguard, maintenance ground keeper, swimming lessons.
4	The only thing this would do is give more work to staff for clean-up & monitoring since it is then town's responsibility & liability.
5	There should be a public swimming area.
6	Moore Lake is inexpensive & available.
7	Don't Care. We have plenty of lakes. Park has nice beaches. And I can't swim.
8	No place in twp to swim.
9	Maybe with washroom, no smoking.
10	It's important to have safe access.
11	Please consider neighbouring elderly residents & lack of parking & traffic on one-lane bridge.
12	There is no safe, practical location on Peddlers Dr. (liability needs to be considered).
13	Splash pad down at the Community Centre for the kids. Too much noise.
14	Just let those people who swim at the bridge swim there as long as no litter.
15	Would rather have public access to lower smith lake - french town - twin bridges.
16	I would like to see public access to the strip of land at what was known as the twin bridges return.
17	I am surprised the conservation authority would allow it without vegetation on the bank, it will erode.
18	Put township at risk - money should be spent elsewhere. Get a swimming pool.
19	Crazy idea.
20	Great idea. Calvin needs a public swimming area.

#5

Roads Department has always been a number one priority in terms of resource allocation. Do you think this should be continued even if it means an increase in taxes?

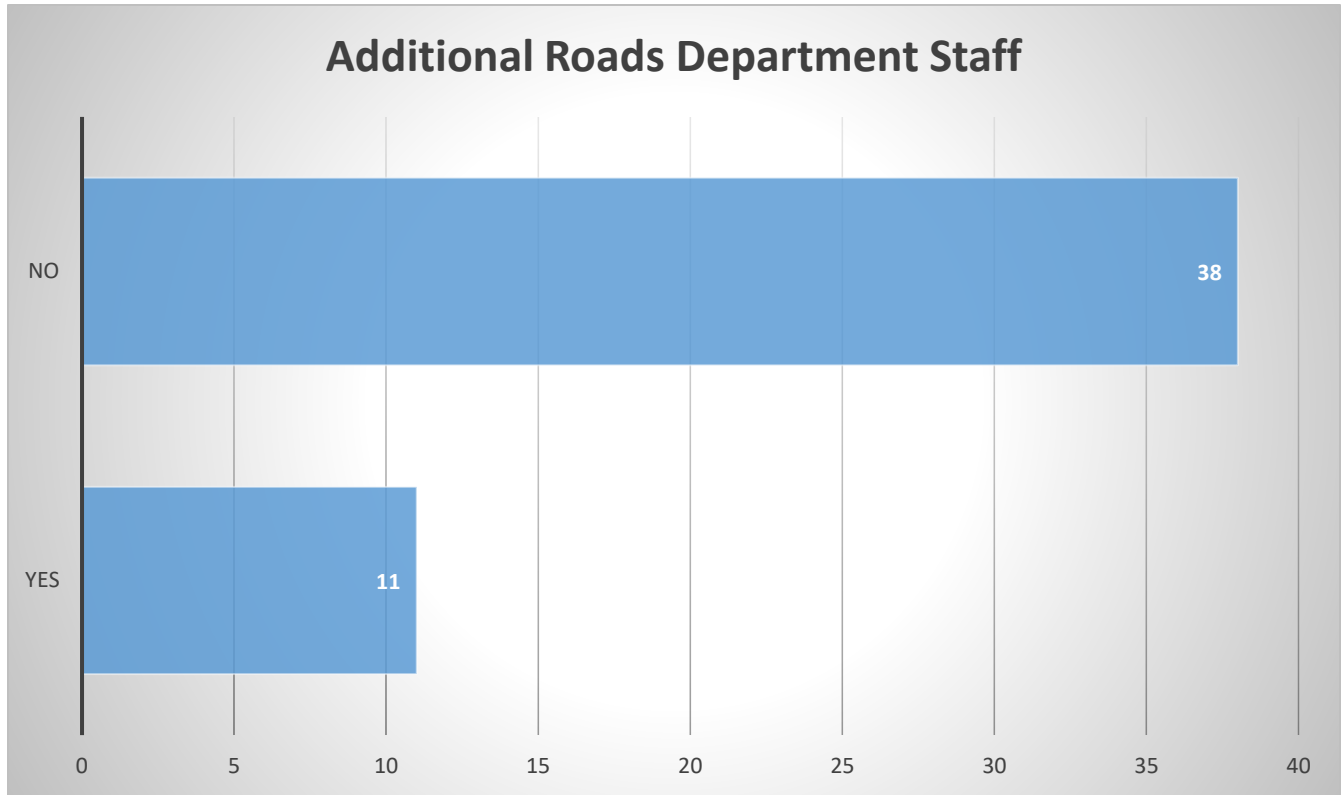


Comments

1	For school bus pick-ups, concentrate on main roads, Peddlers Dr, Daventry Rd, Boundary Rd with 2 snowplow operators there should be problems to keep the roads maintained with no increase in taxes.
2	Within reason.
3	Loaded Question.
4	The Roads Dept is always the one cut for other expenses.
5	Load of crap. Roads has always been the slash budget lines for pay raises & other department. Loose the \$1100 a month & stop heating dirt (more money for roads).
6	Although as an experienced councillor I <u>know</u> that the roads budget is the first to be cut.
7	If roads are maintained & no careless spending.
8	Yes, roads should be number one priority, do not need to increase taxes more. Last year my taxes went up 2.5%. We do not need taxes to go up more.

#6

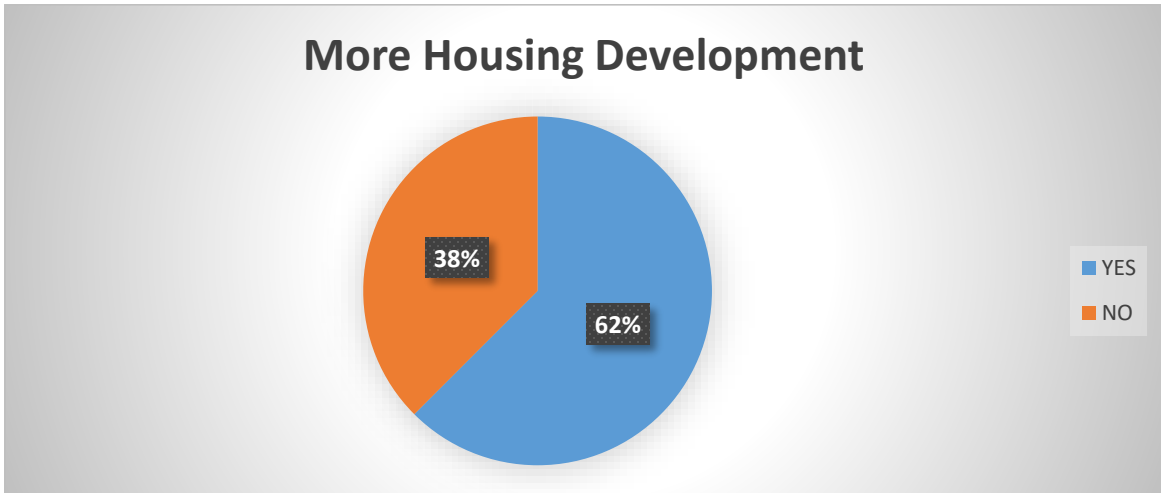
Should we hire additional roads department staff in order to service the roads during nighttime hours during the winter months?



Comments

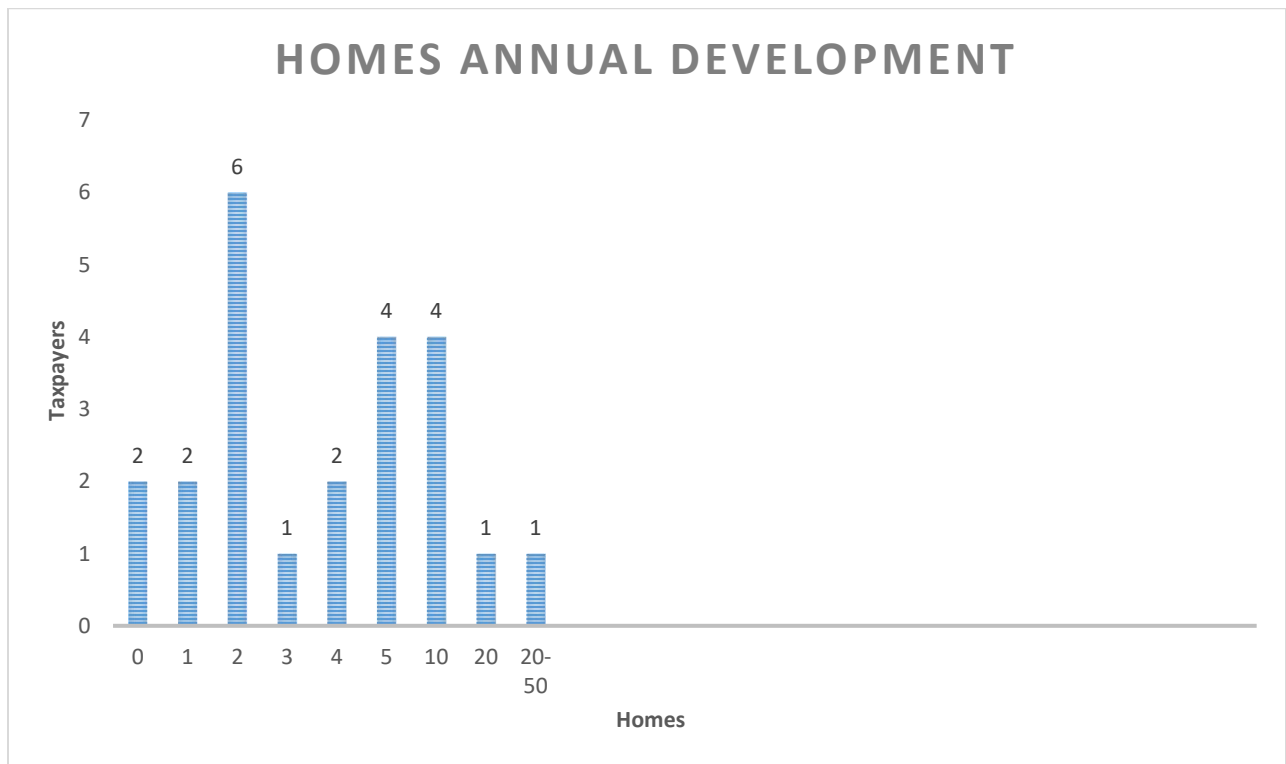
1	Use CTO (Compensatory time off)
2	Change our hourly employees hours to fit the season.
3	Re-organize hours of current staff.
4	Alternate Shifts.
5	Like cities start earlier split shift.
6	The roads are always good. I always make it to work.

#7

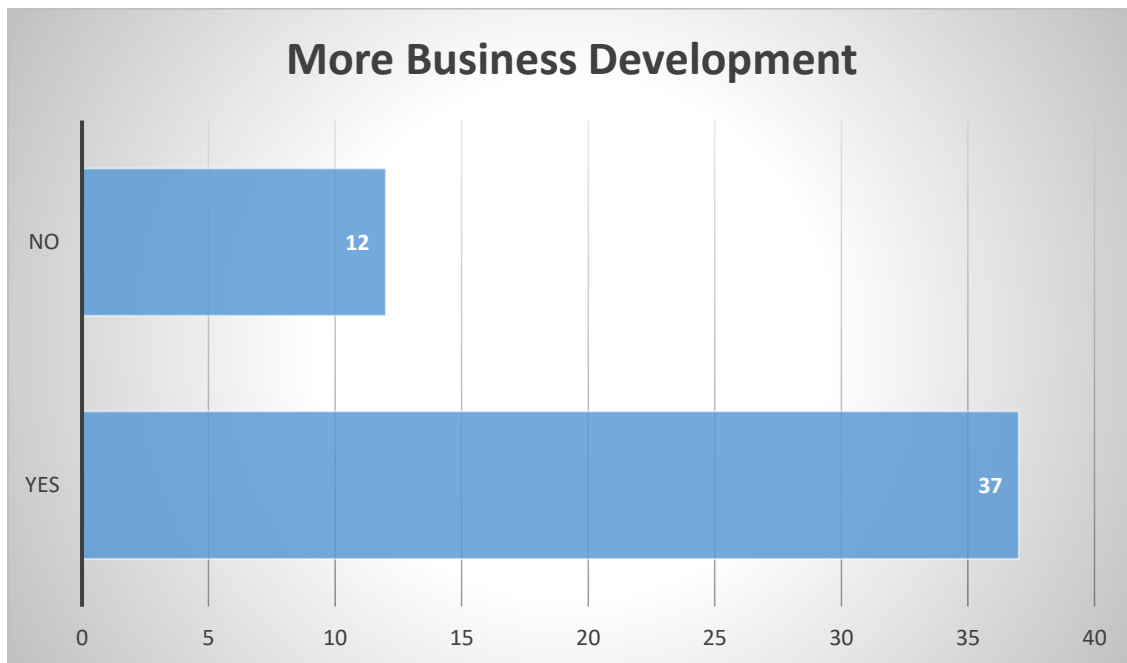


Comments

1	Homes not housing developments!!!
2	Not an expert.
3	It Impacts water availability for agriculture.
4	I would like to see non-profit organizations take on that role, while consulting the township.
5	As many as possible.
6	Lots.
7	None.
8	None.



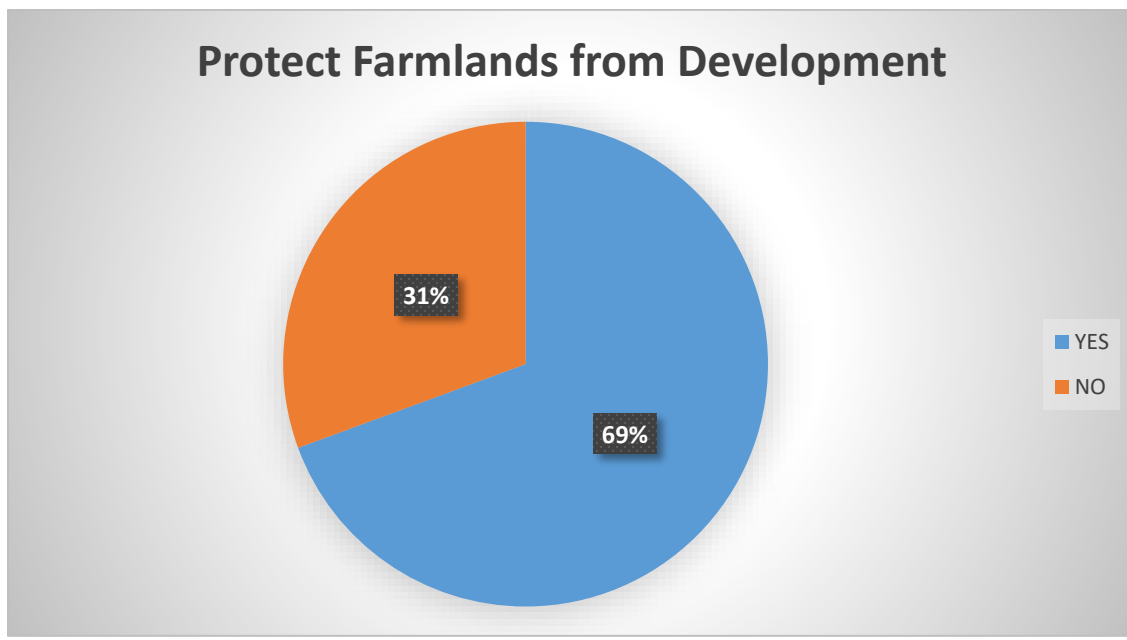
#8



Comments

1	But not at taxpayers' expense.
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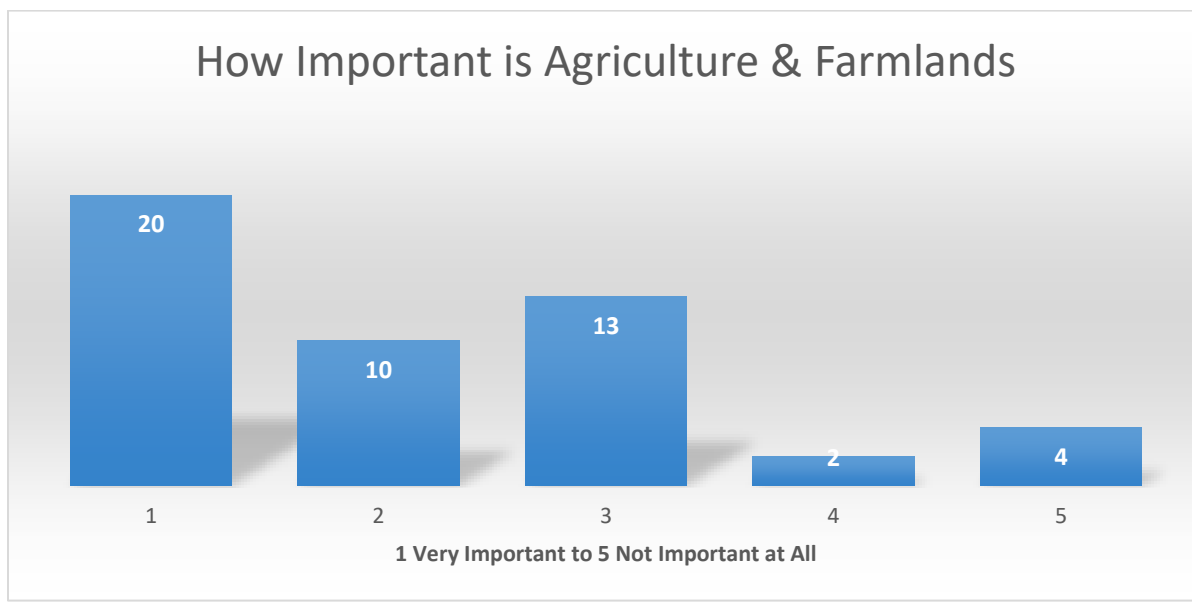
#9



Comments

1	I would not want that to be a barrier to those who own farmland. They should be free to sell their property if they choose so. The township should not interfere in a private matter.
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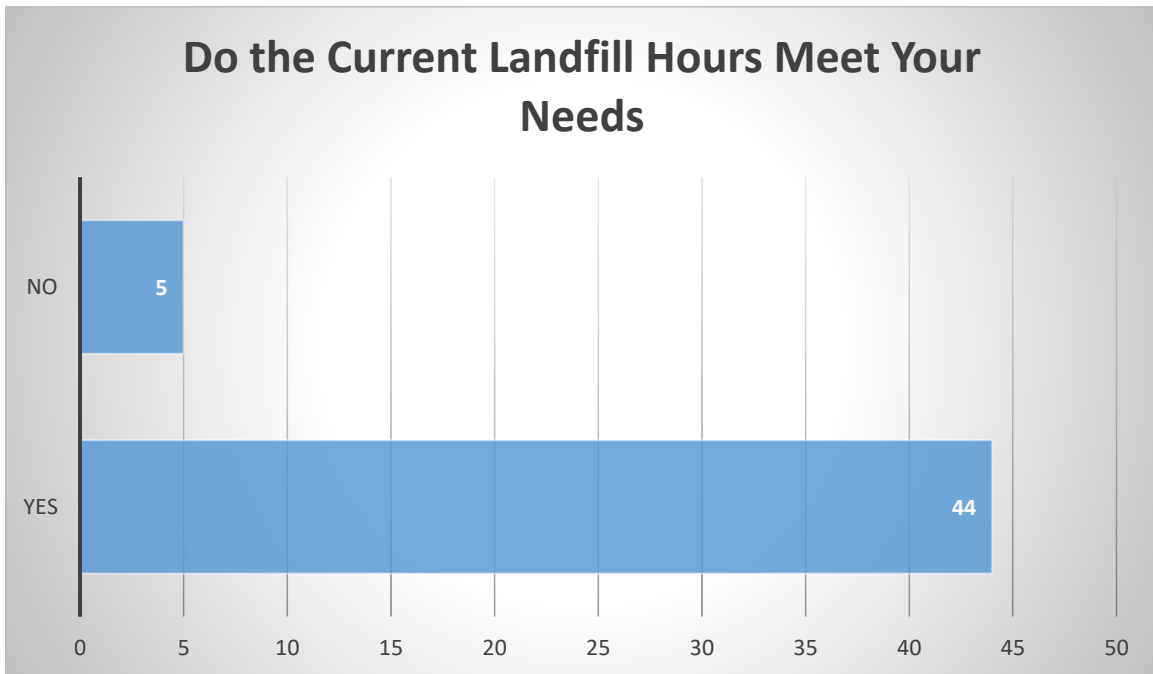
#10



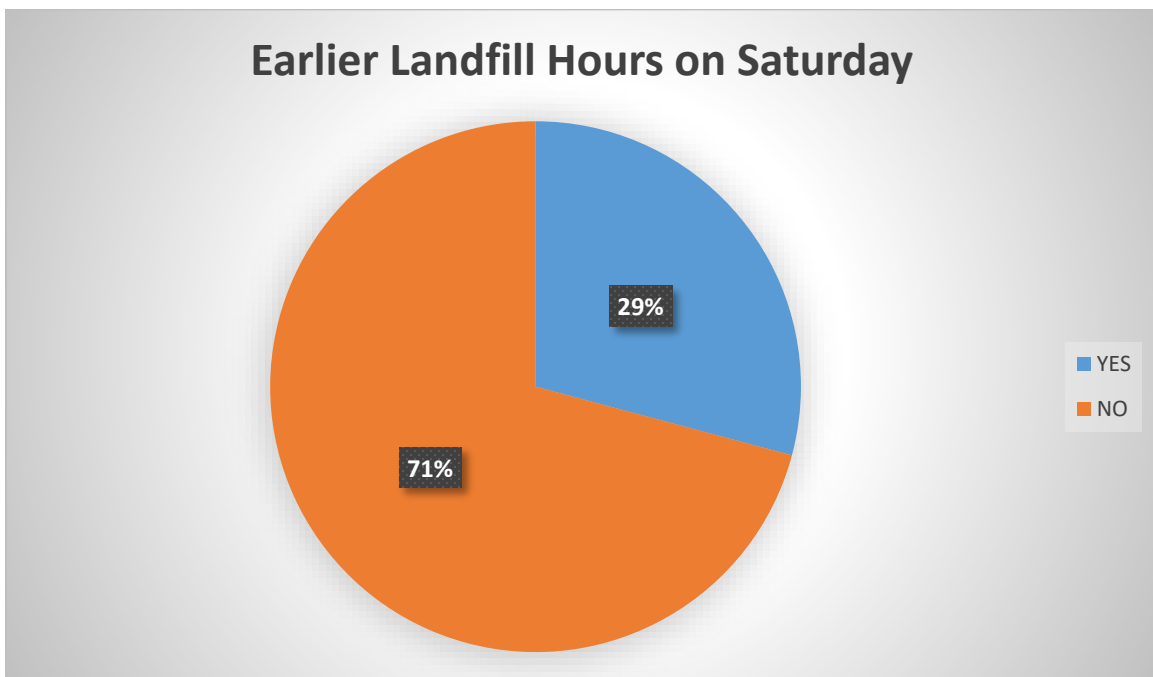
Comments

1	Born & raised on a farm, it was the best life ever. I would dislike very much to see the fields dotted with houses. Much prefer to see animals & crops.
2	I would give agriculture a higher rating if it were to cut down on the herbicides & pesticides used to produce that crop. Look down south at the polluted water wells from the chemicals that have been used to produce the different crops.
3	This is not a farming area.
4	There are very few farmers in this area. They are less & less every year. We need the farmers. Groceries are sky-rocketing. We need farmers markets, not just for us but very important for the people in the city. The children need to know where their food comes from & they need to get inspired to farm.
5	This is a farming community and well known for agriculture. Develop a retirement housing complex. That would be a good place to start.
6	Farms have been a part of Calvin for a long time.
7	It is important to have green land in a community but too many non-working farmland is a waste of tax collecting opportunity.
8	We are farmers.
9	Far too much farmland is being destroyed for housing development. Saw this in Southern ON as beautiful farmland is now all houses. Keep the north beautiful!!
10	Small farms seems to be thing of past. Would be nice to see high green houses.
11	People will dependent on local farms again as global changes happen more local food supply less development.
12	With more houses & less waste we can all enjoy lower taxes
13	It is important for farms to grow crops to feed livestock and I do buy cow meat from my uncle.
14	A few small seniors town home developments (as in East Ferris on Hwy 94) would be a good idea.
15	Good farmland should be protected. Poor farms could be developed to expand tax base.
16	This is not farmland. Plant trees to help global warming.
17	I compliment farmers.
18	All lots in Calvin that have farmland also have areas that is not suitable for farming. Protection of farmland should not hinder the development of these non-agriculture areas.
19	I am not a farmer. What can grow here besides low quality hay?

#11



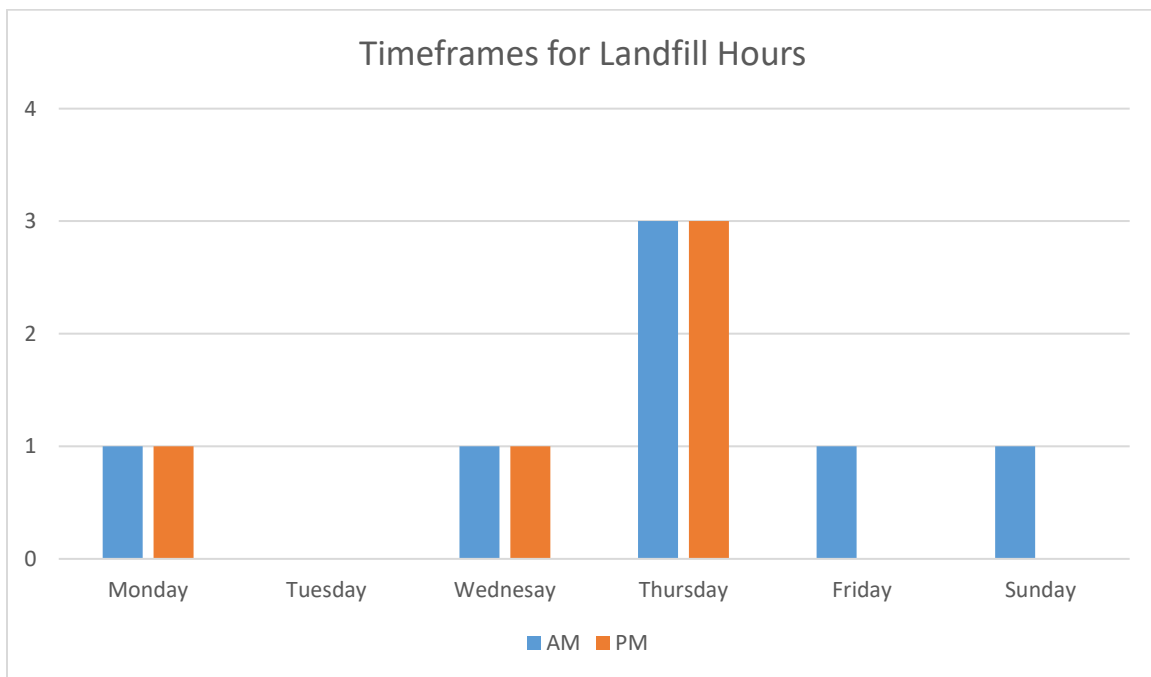
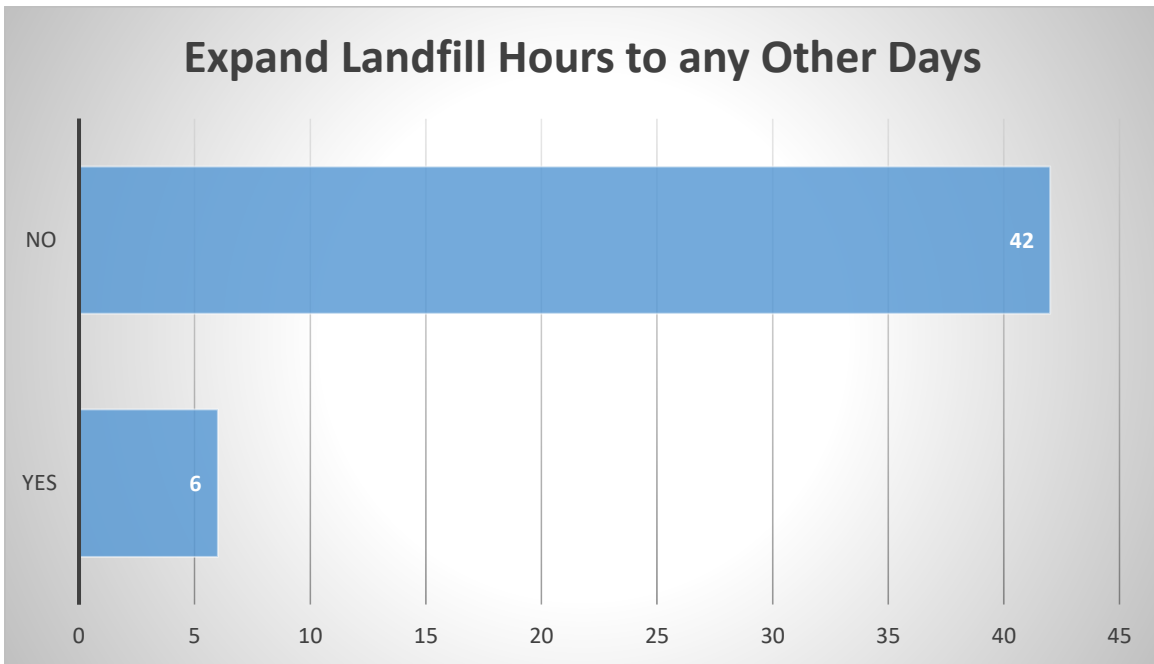
#12



Comments

1	If the times change we would have no choice.
2	Summer.

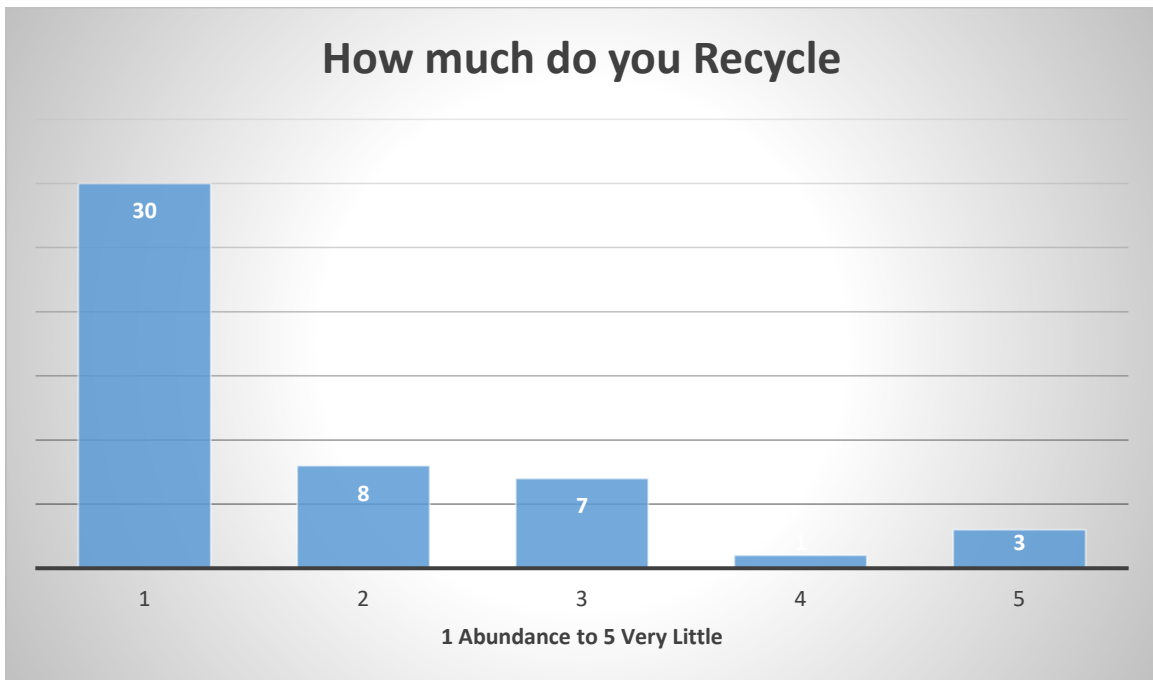
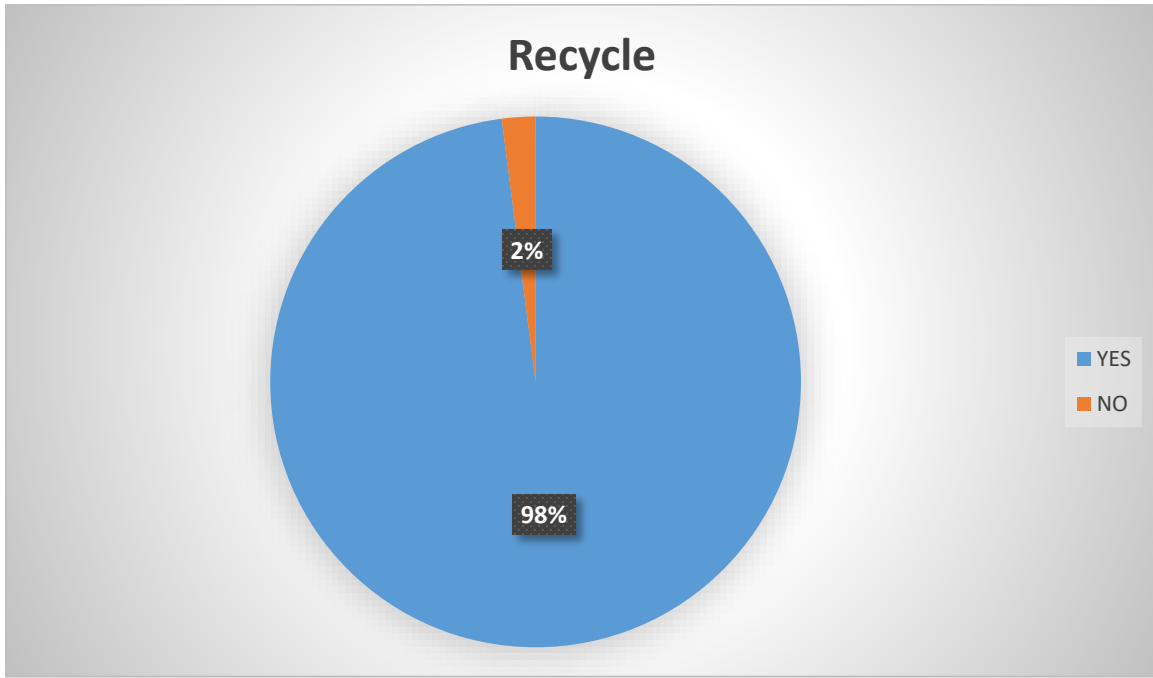
#13



Comments

1	Prefer garbage pick-up hire locals or contractor.
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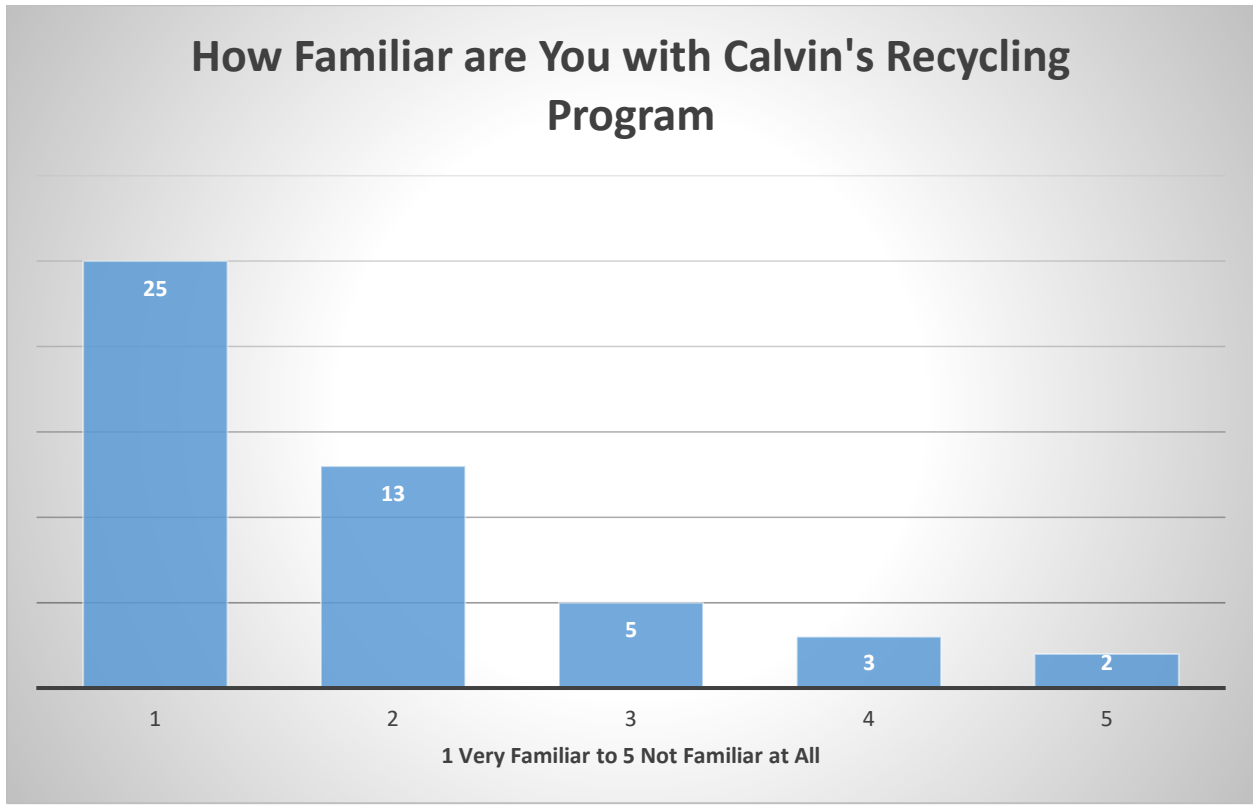
#14



Comments

- | | |
|----------|---|
| 1 | Very Important: We need to recycle glass. |
|----------|---|

#15



Comments

1	Unfortunately there are many recyclable products the township does not recycle. There are so many recyclable products that end up in the landfill site because Calvin does not recycle many recyclable symbols. Calvin does a very poor job of recycling. This does not seem a priority of the township I would like to see an improvement.
2	Staff do a great job of explaining it. Thanks!

#16

What do you value the most in our community?

1	I walk a lot so I love the fact that I can walk without fear of getting ran over; attack by dogs; people stop & talk. Calvin is just a friendly place.
2	Natural wilderness beauty.
3	The quietness.
4	Surveys like this one, we all need to put input into our community. We care about the way we live & our neighbours.
5	Great access throughout the community. Friendly neighbours.
6	The people.
7	How pristine it is. The overall sense of community. Fresh air & beautiful waterways. I feel safe enough that I don't have to lock my door.
8	Reasonable taxes (for as long as that will last).
9	Amity.
10	Active Fire Department.
11	Air & Water.
12	Low taxes & not too many neighbours.
13	Quiet, friendly.
14	Calm, Space.
15	Quietness, out of city, Roads Community Centre Area.
16	Calm, Space.
17	The quiet, bush and most of all made welcome & everyone we have met is so friendly.
18	The people!!! The freedom to do what we want on our land. Lower taxes.
19	Peace & quiet.
20	Peace & quiet.
21	Our great Roads, Fire Dept, excellent landfill & recycling
22	Good roads & Community Centre.
23	Beautiful area.
24	Country Living.
25	Farming & industry.
26	Our seniors The legends that have always been here.
27	The environment.
28	Tax rate.
29	Space, rural area, public access to Community Centre
30	Low population, low traffic.
31	A sparsely populated rural environment.
32	Quiet, nature, not much traffic on roads, hunting, reasonable property taxes but we seem to be losing that.
33	Low taxes.
34	Country lifestyle.
35	Privacy.
36	Ice Rink, baseball field, gorge.
37	Outdoor rink, baseball field.
38	Ice Skating rink, it's the only thing we use for our tax dollar. I feel very safe in Calvin.
39	The lake, green space. Sad to see the trees hacked. The parks.
40	Parks

#17

What do you believe to be Calvin's greatest asset(s)?

1	Oh by far the gorge. I love to walk there: just wish that there was a fence at the top. Our roads department: Those guys are out all hours & days. Never worry if it's safe to drive.
2	Isolation.
3	The gorge. Great retirement community.
4	The care about our community, close to Algonquin Park, Visitors to Eau Claire Gorge.
5	The peace & quiet of country living. Eau Claire Conservation Area, Champlain Park, Ecology Centre, Algonquin Park & Outfitters, Maxwell Pottery.
6	We have many great assets.
7	Roads & Fire Departments.
8	Tax Payers.
9	Hwy 630 into the park.
10	Road Maintenance. Rural living.
11	Peaceful not overly developed.
12	Inexpensive land & reasonable roads.
13	Low taxes not too many neighbours.
14	Nature.
15	Country Life.
16	Roads, farmland, people
17	Country Life.
18	Its small town feel & the people.
19	Clean water, Landscape, Central Location eg (Mattawa, North Bay).
20	Peace & quiet.
21	Visiting the Township office! Great staff.
22	Reasonable Tax Rate.
23	Natural Beauty (waterways & connecting links to hiking & ATV Trails).
24	Nature/waterways.
25	Waterways.
26	Farming Forestry
27	A Community that comes together when people need help.
28	Its friendly people.
29	Land with animals & trees, not a city.
30	The geography, not over populated.
31	It's original inhabitants.
32	Same as question 16 - Quiet, nature, not much traffic on roads, hunting, reasonable property taxes but we seem to be losing that.
33	Community Centre.
34	Staff - low taxes.
35	Hall.
36	Definitely not the employees.
37	Having TransCanada pipelines run through it.
38	Eau Claire Gorge.
39	Trees, Fire Department.

#18

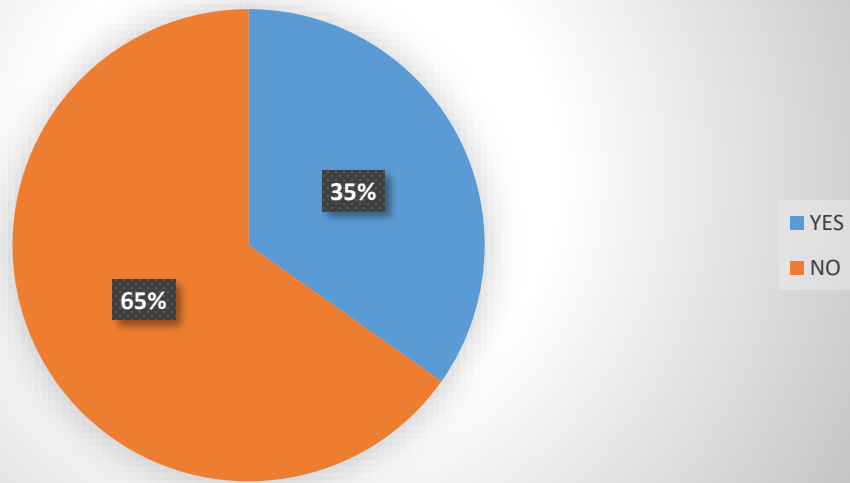
What might be some improvements the Municipality should consider? What do you think Council should concentrate on over the next 10 years?

1	I am 4th generation to live in Calvin & I pretty much live in the middle. Our township members are aging. There needs to be more help for the elders.
2	Each & every council member get out & visit taxpayers. Really think of the way the council has been running the township.
3	New senior housing.
4	We need a para-bus, there are more elderly that will not be able to drive in the future. Somehow monitor the people who dump pop cans & garbage on the roadside. Clear trees from power lines - less outages.
5	Listen to what the residents of Calvin Want.
6	Reasonably priced unlimited internet/data. Some seniors programs - There seem to be more seniors then youth.
7	Page 1 - 2.
8	With only 575 residents, it will be virtually impossible to take on any projects. We are <u>NOT</u> big city & should have that mentality either.
9	Leave that up to the Councillors.
10	Welcome "Home" extended members of local families. These are the people that appreciate Calvin! Not being given a problem when they want to build would be a good start.
11	Improving roads & increasing road surfaces (additional kilometers)
12	Not spending money your taxpayers don't have. Maybe some job reviews & less raises. Same - Road, Buildings, Grass & Services - Double the employees??
13	Maintain & plow Stewart's road. Reduce employees.
14	Hiking Trails.
15	Keep taxes low - minimal increases, keep status quo.
16	Bring in an efficiency expert to see if employees are worth having around.
17	Hiking Trails.
18	Not sure as we have been here less than a year but really like what we have seen so far. Keeping taxes low is important but realize some tax increases are necessary.
19	We don't get enough government money. New upgrade to road. Paving not whole on the roads now. Get the hall back to where it used to be. Rentals to offset cost of recreation.
20	Agricultural opportunities, supporting eco-tourism
21	Reduce spending. Maintain roads, landfill & firefighting equipment. Spend only the money required to maintain what we need.
22	An improved recycling program as stated above.
23	Keep fire dept & roads dept equipment current. Continue to keep roads in good condition. Occasional garbage pick-up? Probably too costly.
24	I think Calvin has a lot to show for its size and tax base. Just maintain what we have.
25	Bringing business to Calvin. Keep roads up to standards.
26	1) Public Beach on Smith Lake not Peddlers Dr. 2) Better control over barking & roaming free dogs.
27	Roads, Fire Safety, Playgrounds.
28	Housing.
29	Stay green. Ban styro foam.
30	We pay over \$5,000 a year in taxes and get basically nothing other than access to the dump! We live off Shields Point Road and don't even get roads maintained! Robbery!
31	Conservation of roads & farmlands.
32	Discourage outside investment & deter immigration from urban areas.
33	Slow building expansion, I don't want Calvin to become a suburb of Toronto.

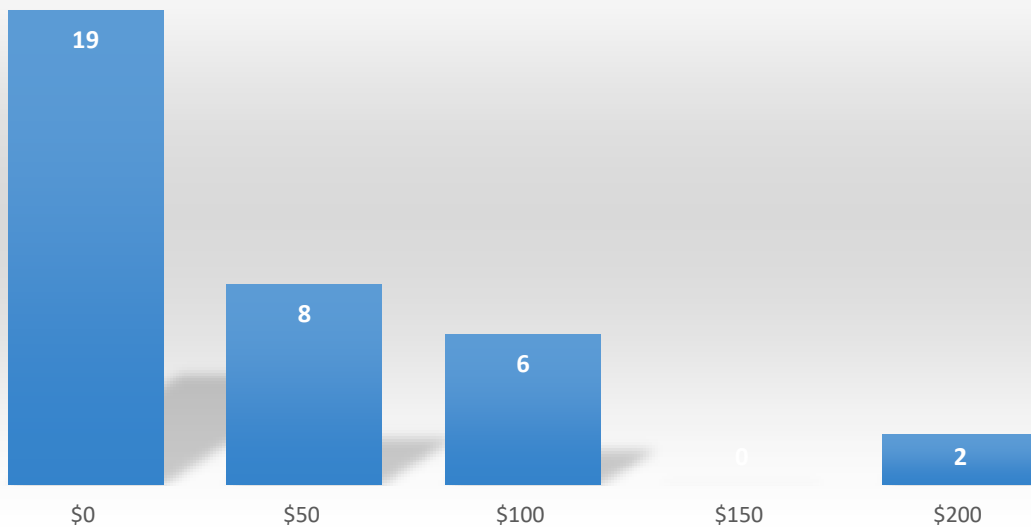
34	More should be done for seniors in Calvin.
35	Seniors Homes.
36	Seniors programs & housing.
37	Keep taxes low.
38	Unorganized township. Save tax dollars. High speed internet. Natural gas.
39	Lowering taxes, figuring out what each employee really does and if their position is really necessary.
40	Amalgamation with Papineau Township this way, 1 Clerk, 1 Fire Chief, 1 Road Superintendent. Still have two firehalls like Bonfield. This way we save on tax dollars. Bringing in new business, a convenience store back again.
41	Cost cutting (Calvin/Papineau). Amalgamation of townships. This would reduce duplicate wages (Clerk, Fire Chief, Roads,...). Less equipment would be required, grader/backhoe...

#19

Pay More Taxes for New or Improved Services



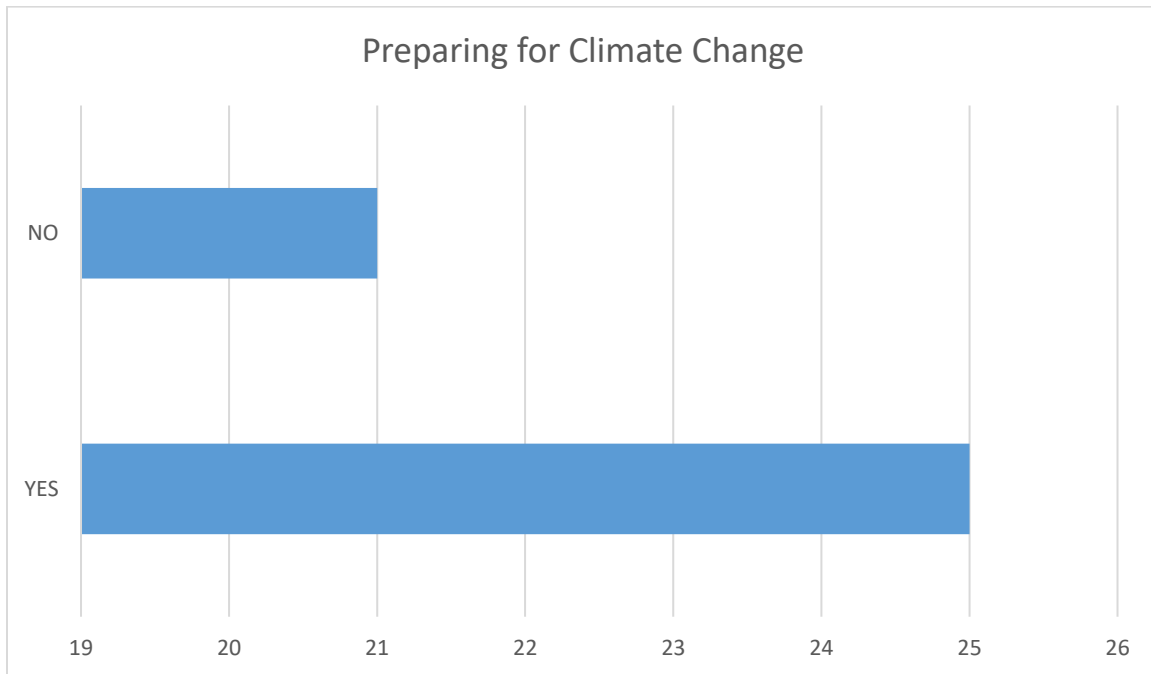
Willing to Pay in Tax Increase



Comments

1	We have sufficient services for this area.
2	Within reason. Our taxes are very high owning 2 businesses. The increase would be a percentage thus affecting us more than others.
3	Reasonable \$75 to \$100.
4	If spent correctly.
5	Only for garbage pick-up truck & bulldozer for dump.
6	Decent wifi would be nice.
7	Depends on what it is. I would for natural gas/high speed internet.

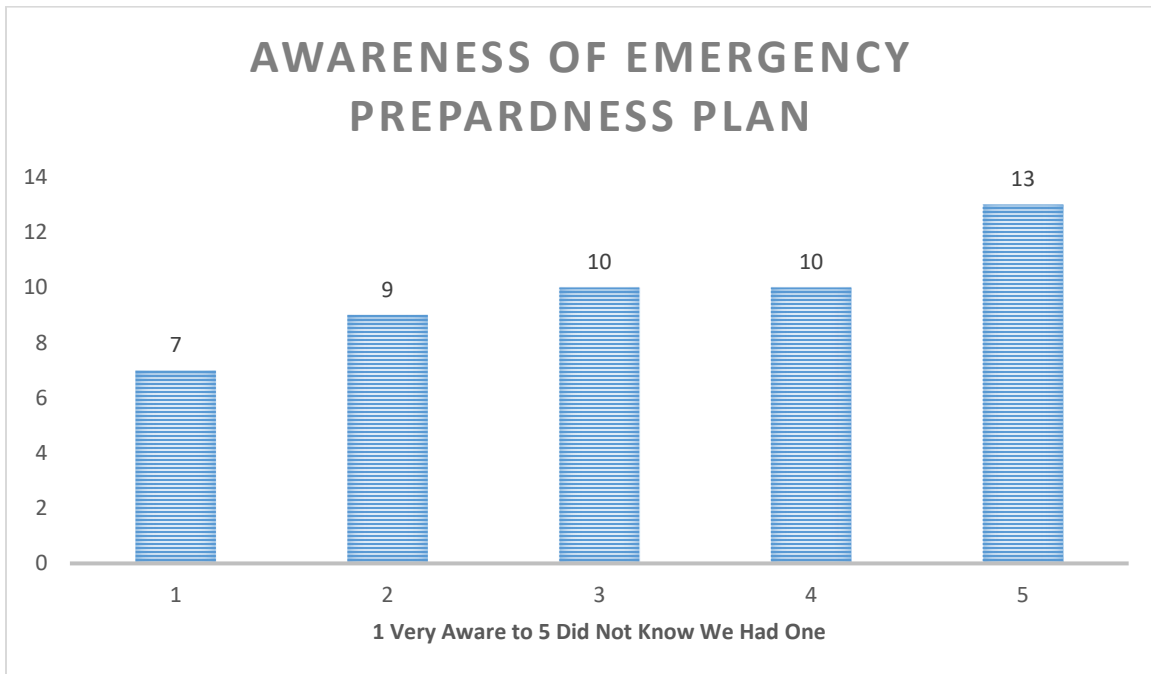
#20



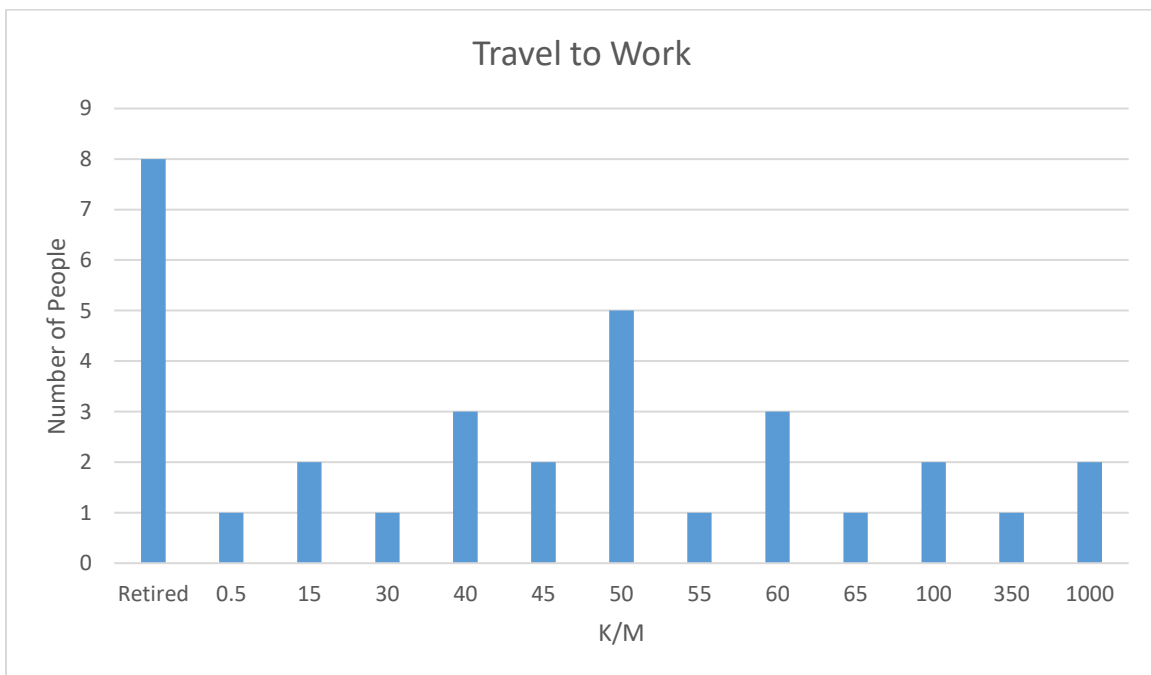
Comments

1	Recycling is a big thing & it drives me crazy when I walk & see bottles & cans in the ditch. We should have 1 day a year & everyone plant a tree - Arber Days used to be a thing.
2	Too Late.
3	The running of vehicles if they are not moving. Growing our own food instead of buying food in packages. Follow the recycle better for waste.
4	Keep Calvin green-forested.
5	Calvin as a rural small community, will most likely not be affected by climate change.
6	Possibly extracting methane from the landfill.
7	The only thing we need to do is support forests & farms & plot river beds if they get bigger.
8	Protect forest & farm. Increase minimum building cot size.
9	Landfill recycling is about all we need. We should be suggesting tiny homes & off grid homes.
10	Keep recycling & expand if possible, depending on cost.
11	Help make government incentives more known for better insulation, windows, etc. to reduce greenhouse gases from old woodstoves, etc.
12	Protect the environment less deforestation, less fossil fuel use - use solar panels or renewables, less road resurfacing.
13	We should consult other communities who have already implemented a Climate Change Strategy. We should also consult provincial and federal programs & recommendations that already exist. We should create a committee at Calvin to research in depth to determine what the provincial & federal governments are doing.
14	Plant trees on old farmland.
15	Top Priority.
16	Be prepared for heavy rain that may wash out parts of roads.
17	Protect our agriculture & forests & waterways.
18	I don't know. Does anyone know? We are doomed as a race.
19	We shouldn't.
20	Start by getting more people to even use the dump and recycle.

#21



#22



Comments

1	Work within community.
2	Unemployed
3	350 km all over Ontario.

#23

Please suggest one thing you believe the Municipality could do that would significantly impact our community in a positive way.

1	Once there was so much going on in Calvin. We has our summer picnic, our fall fair, poker runs, dances. I was so impressed with the turnout at the hall when one of our residents needed support. It was so nice to see everyone & think that is what is missing - spirit. We had it once.
2	Do away with the favoritism that our council & proves has when it comes to the hiring of road maintenance staff & contracting out. Not one of our previous or current members of Council has ever asked to see what my thoughts are - I consider a damn disgrace.
3	Do not pave the road. Taxes go up & repair to pavement too costly. Just look at Bonfield's paved road - disgusting. Too many heavy trucks on pavement, especially in Calvin.
4	Someone to open up a corner store small business.
5	With the aging public, we should have seniors programs. Seniors like to be social. They need human contact not just "virtual" contact. Mattawa has an exercise program (funded by province) for seniors. We would benefit from this. Even a coffee program in the morning.
6	All 3 Pages.
7	Keep taxes low, that will be attractive to the baby boom generation & they will settle here once the municipality starts advertising this.
8	Possibly enforce the clean-up of trashy properties. It may be more attractive to tourism.
9	High Speed Internet!!
10	Roads.
11	Upgrade & plow Stewart's road. Our neighbouring township upgrades 1 km a year.
12	Keep Taxes Low.
13	Efficiency Expert.
14	We have a cottage off of Shield's Point Road on Lake Talon with Bonfield Twp on one side of the road and Calvin on the other side. If anything due to our location, our taxes should be reduced. With our location, we get 0 services. We don't even make use of the dump as it is too far away.
15	It may not happen too often but something like a Welcome Package for new residents. Stuff like nearby stores, business like Mobile Welds, firewood, gravel & sand, home handyman, auto service. From a new person living in the area, I have relied on my neighbour & owners of Gagnes for info on this. Having a list of things like this is important for new people that locals just take for granted. But again thanks for the openness of the locals, I have been able to get most of this information.
16	Change of some staff. Would seem twps has more staff same roads why?? Calvin has always had great!! Roads. More staff worse roads!! Don't see anything about getting government monies. For summer help, employ our summer kids. A more accepting township office. They serve the people. Have a meeting under control to ask public what's wrong. Explain to public what your staff actually do. Way too much freedom. Township people have eyes. Careless spending. Make survey public. Thanks.
17	Less road resurfacing in the summer. It stinks and is dusty and the road is the same or worse when it's completed.
18	Lower taxes for Calvin properties that receive no services.
19	Health & fitness guest speakers who would discuss such topics as aging and disease, diabetes, exercise, special programs such as lifeline, meals on wheels, information on provincial & federal programs for seniors, safety at home, fraud prevention....etc.
20	Keep pressing for broad band.
21	Tourism & accommodations to bring people in.
22	Value other people's opinion. Understanding the newsletter in plain English so that we all can benefit from it. Ie: Lot# & Concession# should be changed to actual address# & name of road.
23	Keep roads cleared in winter, graded - dust control in summer. Keep roadside ditched and brushed on both sides of roads.

24	Keep records of our history that past people have worked on & keep records for the future generations. Always hire a summer student. They are our future.
25	We need road maintenance & plowing services to the end of McLaren Drive!
26	Keep property taxes increases under control. I found it interesting that there were no questions about the cemetery or the fire department which I think are important services in Calvin. What was done in the past served Calvin well. I don't think much needs to be changed.
27	A local store.
28	Throughout my years here I've seen great involvement from the people of Calvin in the community. It has significantly gone down. Picnics, dances, fairs had everyone out. Now, very little people attend. The employees & Council need to all get along & make Calvin fun again. (Tension is felt).
29	Township amalgamation.

Comments

1	In order to maintain an amicable work & recreational facilities efficient & not forget safe for children & adults, the elected council members could step up to the plate more often. Our taxes are paying for you to sit in those chairs.
	ex: Mayor could spend more time sweeping & watering the rink. More appearances at functions is required. Remember you were voted in. Other council members could also step up to the plate. Our tax money pays for you to be on Council. Council member Sandy Cross does more than all of you. It is time to Step Up. Tax Payer.com
2	Tax Payer & constant user of other townships children should always have good clean amusement.
3	This doesn't apply to me. Not sure why my taxes have increased so much while my services (none) have not changed. Still none.
4	Please send info on emergency preparedness for Calvin.

A Framework for Reopening our Province

STAGE 3



July 13, 2020

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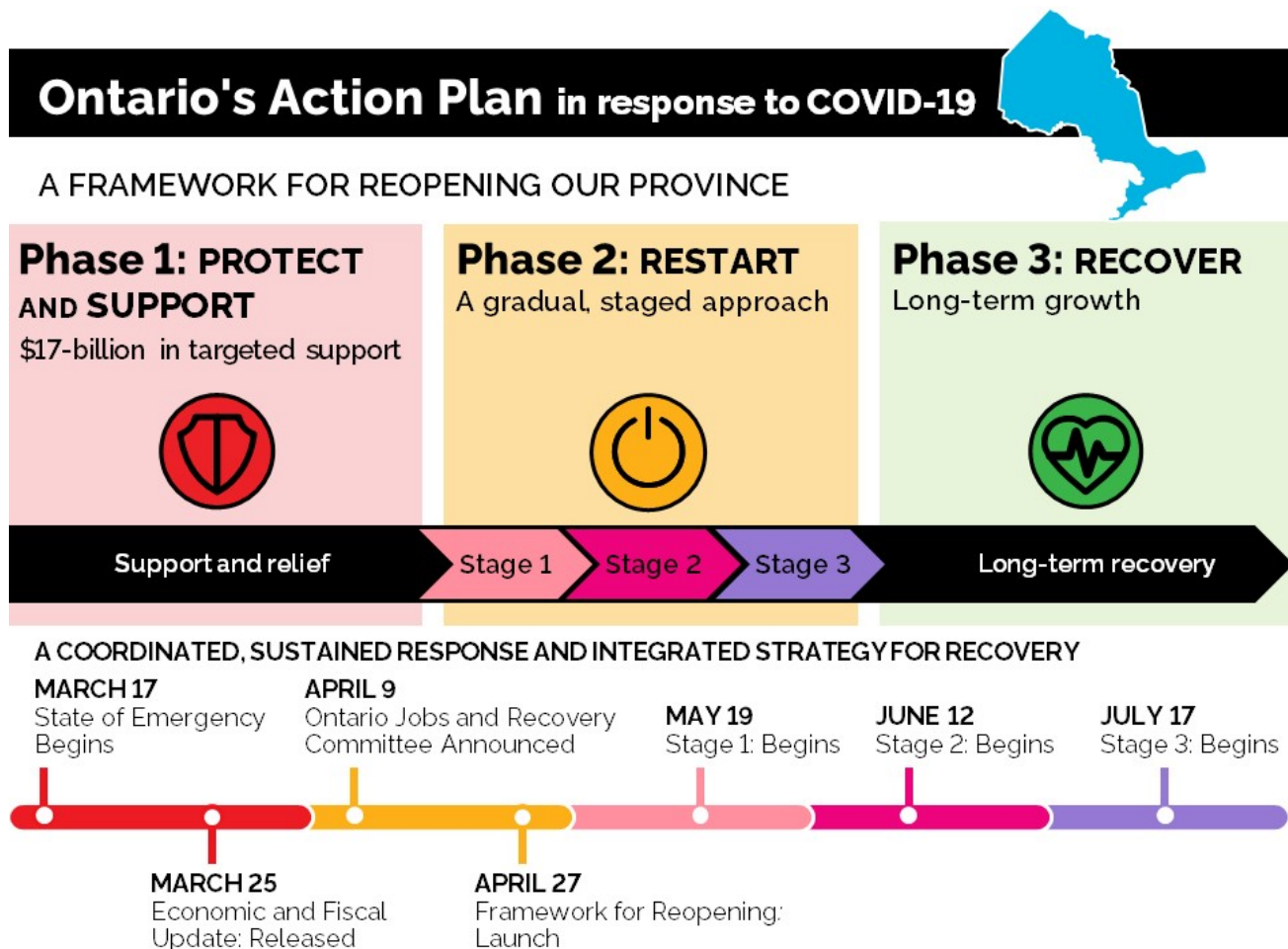


A Framework for Reopening our Province:

Phase 2: Restart — Stage 3

Since the beginning of the COVID-19 pandemic, Ontario has taken coordinated, swift and decisive action to protect and support the health and well-being of people across the province. By working together and following the advice of public health officials, Ontario has made steady progress in the fight against this deadly virus and is on the path to recovery.

The government is continuing its gradual, staged approach to reopening Ontario, restarting the economy and easing the necessary restrictions that were put in place to contain the spread of the COVID-19 outbreak, as outlined in [A Framework for Reopening our Province](#). Guided by public health advice, robust testing and case and contact tracing, and lessons learned through the previous two stages, Ontario is confident and ready to gradually begin entering Stage 3. Building on the regional approach introduced in Stage 2, communities will move into Stage 3 when it is safe to do so, based on trends of key public health indicators.



Nearly all businesses and public spaces will be able to gradually reopen in Stage 3, with public health and workplace safety restrictions in place, while some high-risk venues and activities will remain closed until they can safely resume operations. Based on the advice of the Chief Medical Officer of Health and other health experts, indoor and outdoor gathering limits will also be increased. Physical distancing remains a requirement for all people who are not from the same household or social circle.

In keeping with the gradual approach to reopening the province, Ontario will continue to monitor key public health indicators and some Stage 3 restrictions will be further eased over time when it is safe to do so.

Together, Ontario has made tremendous progress in the ongoing fight against COVID-19, thanks to the sacrifice and hard work of frontline heroes and volunteers, and the personal responsibility shown by the people of the province. Stage 3 does not mean that the fight against this deadly virus is over — far from it. Everyone must continue to be vigilant and follow public health advice and workplace safety guidelines. This will help limit outbreaks and reduce the risk of undoing the significant progress we have made together over the past several months.

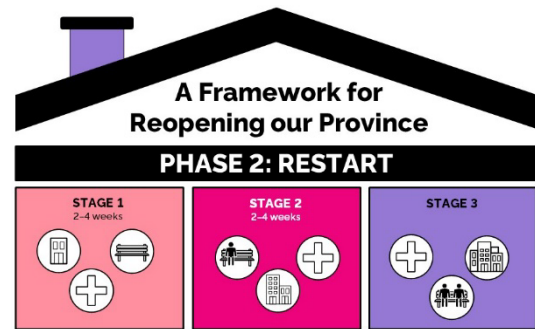
The government's priority is, and will continue to be, protecting people's health and well-being while planning for recovery and growth. That is why it is essential that everyone continues to act responsibly and respectfully towards their fellow citizens by following the advice of public health officials.

As the province moves toward recovery, the government will continue to count on the dedication, innovation and spirit of the people of Ontario. Through everyday actions like buying made-in-Ontario products or safely shopping at local small businesses, together we will make Stage 3 a success and get Ontario's economy growing again.



What Stage 3 Means for You

Stage 3 is another significant step towards fully restarting our economy. In Stage 2, over 90 per cent of economic activity was enabled to resume, which resulted in employment increasing by 377,900 net new jobs in June, including 66,200 jobs in the manufacturing sector.



In Stage 3, more restrictions will be loosened and nearly all businesses and public spaces will reopen, as long as they follow the public health advice and workplace safety guidance necessary to keep everyone safe.

The Chief Medical Officer of Health, public health experts and other officials have advised the following high-risk places and activities are not yet safe to open, due to the likelihood of large crowds congregating, difficulties with physical distancing, or challenges maintaining the proper cleaning and sanitation required to prevent the spread of COVID-19:

- Amusement parks and water parks
- Buffet-style food services
- Dancing at restaurants and bars, other than by performers hired by the establishment following specific requirements
- Overnight stays at camps for children
- Private karaoke rooms
- Prolonged or deliberate contact while playing sports
- Saunas, steam rooms, bath houses and oxygen bars
- Table games at casinos and gaming establishments.

All other businesses and public spaces will be permitted to be open, subject to ensuring the appropriate health and safety measures are in place, as well as limits on gathering sizes. More information on restrictions and gathering limits in Stage 3 is available below.

As more businesses and activities reopen, the Chief Medical Officer of Health and public health experts will continue to closely monitor the evolving situation to advise when more regions can enter Stage 3, if public health restrictions can be further loosened, or if they need to be tightened or reapplied.

Protecting our most vulnerable citizens must continue to be the top priority as Ontario enters Stage 3, and everyone will be responsible for taking the actions necessary to help contain the spread of COVID-19.

A Regional Approach

Building on the successful approach taken in Stage 2, each region of Ontario will be permitted to enter Stage 3 when it is safe to do so. The government's decision will be made in consultation with the Chief Medical Officer of Health and local public health officials, and based on established criteria, including virus spread and containment, health system capacity, public health system capacity and incidence-tracking capacity.

On Friday, July 17 at 12:01 a.m., the following public health unit regions will enter Stage 3:

- Algoma Public Health
- Brant County Health Unit
- Chatham-Kent Public Health
- Eastern Ontario Health Unit
- Grey Bruce Health Unit
- Haliburton, Kawartha, Pine Ridge District Health Unit
- Hastings Prince Edward Public Health
- Huron Perth Public Health
- Kingston, Frontenac and Lennox & Addington Public Health
- Leeds Grenville & Lanark District Health Unit
- Middlesex-London Health Unit
- North Bay Parry Sound District Health Unit
- Northwestern Health Unit
- Ottawa Public Health
- Peterborough Public Health
- Porcupine Health Unit
- Public Health Sudbury & Districts
- Region of Waterloo Public Health and Emergency Services
- Renfrew County and District Health Unit
- Simcoe-Muskoka District Health Unit
- Southwestern Public Health
- Thunder Bay District Health Unit
- Timiskaming Health Unit
- Wellington-Dufferin-Guelph Public Health



The following regions will remain in Stage 2, as additional time is required to assess and monitor any impacts and readiness to move into Stage 3:

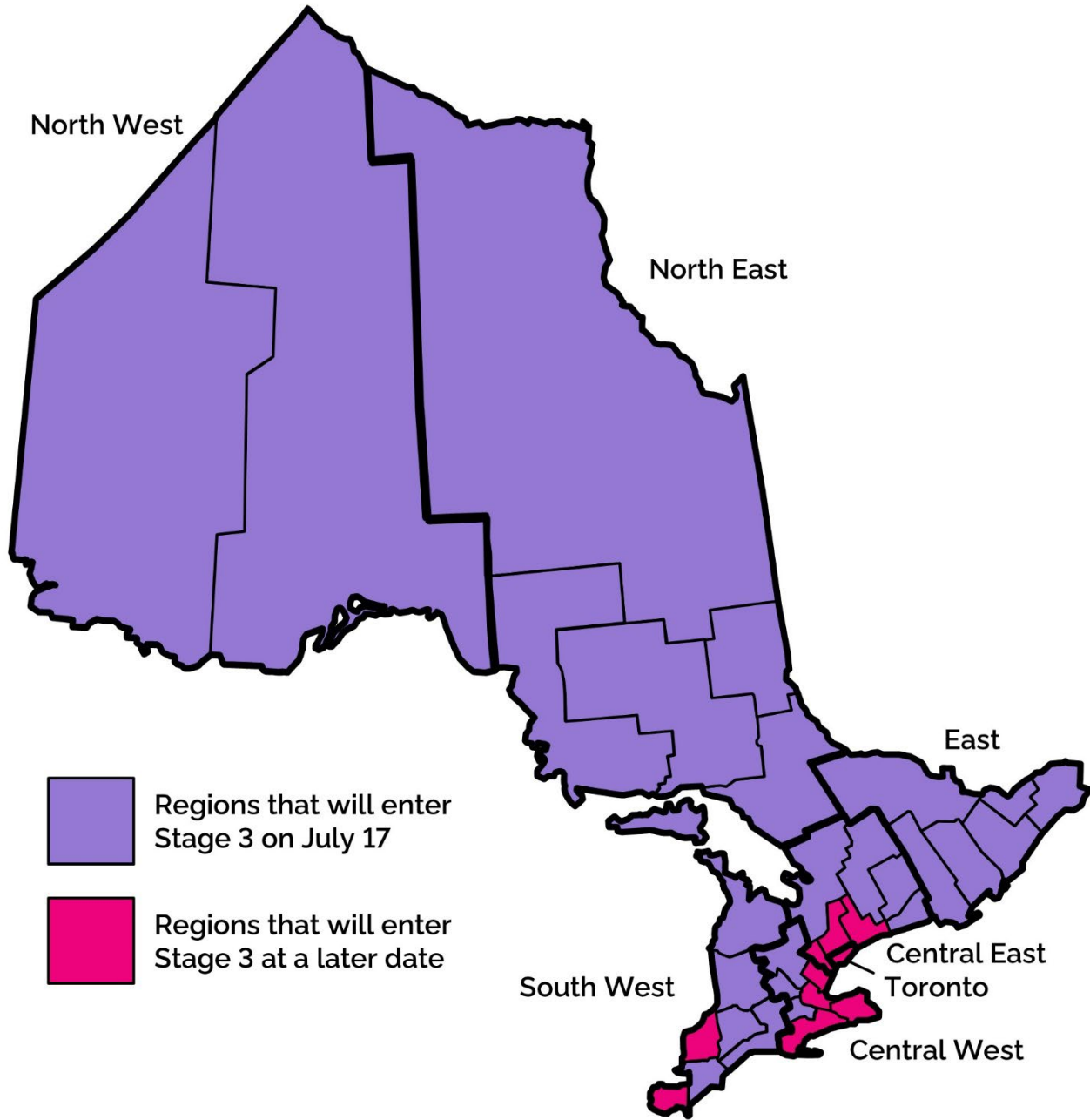
- Durham Region Health Department
- Haldimand-Norfolk Health Unit
- Halton Region Public Health
- Hamilton Public Health Services
- Lambton Public Health
- Niagara Region Public Health
- Peel Public Health
- Toronto Public Health
- Windsor-Essex County Health Unit
- York Region Public Health

The government will provide regular updates on the ongoing assessment of all regions, and whether a specific region or community is ready to move into Stage 3. [Up-to-date information about the Stage 3 status of each region will be available here.](#)



Stage 3: A REGIONAL APPROACH

Map of Ontario Public Health Unit Regions



KEY PUBLIC HEALTH INDICATORS



Virus spread and containment



Health system capacity



Public health system capacity



Incidence tracking capacity

Working Together to Reopen

Collaboration and innovation will continue to be essential for Ontario's successful economic recovery.

The government will work with businesses and sectors that are either not able to reopen in Stage 3, or who are experiencing significant challenges opening with restrictions, to explore how these organizations could safely resume operations as Ontario gradually reopens, while implementing public health and workplace safety measures.

Reopening our Province:

Businesses unable to reopen in Stage 3 or are experiencing challenges with restrictions can work with the government on a reopening plan at Ontario.ca/reopen



Those that are unable to open or are facing difficulties in operating under the Stage 3 restrictions may visit Ontario.ca/reopen to submit a reopening proposal. The proposal should include details on measures businesses and services will implement to keep patrons and workers safe. Businesses and sectors are also encouraged to use the government's [guide to developing a workplace safety plan](#) and the [Ministry of Health's Guidance Document for Essential Workplaces](#). Government officials will work collaboratively with sectors that are developing plans to safely reopen, where feasible.

What You Need to Know to Stay Safe







As Ontario works towards recovery, acting responsibly and respectfully towards each other will help keep family, friends, colleagues and neighbours safe.

Everyone can make Stage 3 a success by:

	Maintaining physical distancing of at least two metres from people outside of your household or social circle		Wearing a face covering in indoor and outdoor public spaces where physical distancing is a challenge
	Washing your hands frequently with soap and water		Using an alcohol-based hand sanitizer if soap and water are not available
	Practising good hygiene (covering a cough and sneeze and avoiding touching your face)		Cleaning frequently touched surfaces more often
	Limiting indoor gatherings to a maximum of 50 people, or less, to maintain physical distancing		Limiting outdoor gatherings to a maximum of 100 people, or less, to maintain physical distancing
	Staying at home and away from others if you are feeling ill or have symptoms of COVID-19		Downloading the COVID Alert app, when launched, to be notified if you have been in contact with anyone with COVID-19
	Working from home or remotely as much as possible		Minimizing travel and self-isolating for 14 days after all international travel
	Protecting the most vulnerable by following public health advice		Getting tested if you are worried you have or have been in contact with someone who has COVID-19

Based on community needs, some municipalities and local medical officers of health have exercised their authority for more restrictions or requirements, such as mandatory face coverings in commercial establishments or all indoor public spaces. [Be sure to check your local public health unit's or municipality's website.](#)

Workplaces and businesses can help make Stage 3 a success by developing a COVID-19 safety plan that includes:

	Enabling physical distancing by redesigning spaces/interactions and implementing flow management		Cleaning and disinfecting equipment and high-touch surfaces as frequently as is necessary to maintain a sanitary environment
	Consider recording each patron's name and contact information to support effective contact tracing that helps keep everyone safe		Consider requiring all customers to book an appointment in advance, wherever possible, for the purposes of physical distancing, flow management and contact tracing
	Assigning seating or spaces where possible to ensure physical distancing		Following sector-specific workplace safety guidance and tips available at Ontario.ca/COVIDsafety

Keeping Workplaces Safe

To help people, businesses and communities prepare for Stage 3, the government, in partnership with Ontario's health and safety associations, has released [more than 170 health and safety guidance resources](#) covering a wide range of workplaces.

Throughout Stage 1 and Stage 2, these resources have supported businesses and organizations in the development of their own workplace policies and safety plans to protect their employees and customers.

As restrictions are eased and the province safely and gradually reopens, businesses are strongly encouraged to continue to allow people to work remotely wherever possible to contain the spread of COVID-19. Businesses are also encouraged to review and update their [COVID-19 safety plan](#).

By taking this responsible approach to reopening, Ontario is continuing down its path to recovery, eventually returning to a position of strength as the economic engine of Canada.

Stage 3: Restrictions on Gatherings

NEW Gathering Limits

Based on the advice of the Chief Medical Officer of Health and public health experts, gathering limits for regions in Stage 3 will increase. The gathering limit of 10 people indoors or outdoors will continue to apply for regions in Stage 2 until they enter Stage 3. Social circles should continue to be kept at 10 people province-wide, regardless of stage.



Indoor gathering limits will increase to a maximum of **50 people**.



Outdoor gathering limits will increase to a maximum of **100 people**.



In all cases, individuals are required to continue to maintain **physical distancing of at least two metres** with people from outside their households or social circles.



All businesses, services and public spaces **when hosting an event** are subject to indoor or outdoor gathering limits and ensuring physical distancing can be maintained.



People at their place of work, including performers and crews, **do not** count towards gathering limits.



People gathering indoors for religious services, rites or ceremonies, and wedding ceremonies or funeral services, can continue to fill up to **30 per cent of the capacity** of the particular room, as introduced in Stage 2.

When Do Gathering Limits Apply?

Based on the advice of the Chief Medical Officer of Health and other public health experts, gathering limits apply to higher risk settings and activities where people congregate, including:

- All organized or spontaneous indoor and outdoor events and social gatherings (e.g., parties, fundraisers, fairs, wedding receptions, funeral receptions)
- Casinos, bingo halls and gaming establishments
- Concerts and live shows, including performing arts
- Convention centres and other meeting or event spaces
- Facilities for sports and recreational fitness activities (e.g., gyms, fitness studios)



- Festivals
- Recreational attractions, courses and instruction (e.g., fitness classes, music lessons, tutoring)
- Movie theatres
- Real estate open houses
- Sporting and racing events
- Tour and guide services (including boat tours)

Indoor gathering limits apply to events that are fully or partially indoors. Indoor events and gatherings cannot be combined with an outdoor event or gathering to increase the applicable gathering size.



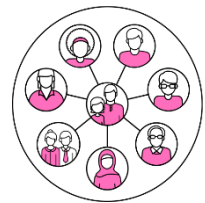
Businesses and sectors unable to open or facing significant difficulties in operating under Stage 3 restrictions are invited to visit [Ontario.ca/reopen](https://ontario.ca/reopen) to work with the province on a reopening plan.

Social Circles

A social circle is a group of up to 10 of the same people who can interact with one another without physical distancing, regardless of which stage of reopening their region is in.

Social or public gatherings may include different social circles, but are subject to gathering limits and physical distancing of at least two metres.

[Learn more about social circles.](#)



Stage 3: Additional Restrictions

To prevent the spread of COVID-19, public health measures and workplace safety restrictions apply to businesses and services permitted to reopen in Stage 3. Businesses and organizations are required to operate in compliance with all applicable laws, including the *Occupational Health and Safety Act*, and the advice, recommendations and instructions of public health officials.

The following information provides an overview of some of the conditions and restrictions in place.

Amusement Parks and Water Parks

- Amusement parks and water parks are not yet permitted to open in Stage 3.

Casinos and Charitable Gaming Establishments

- Casinos and charitable gaming establishments are subject to gathering limits and physical distancing measures, which apply to the entire facility.
- Staff do not count towards gathering limits.
- Any equipment being used by patrons, including slot machines and electronic gaming machines, must be cleaned and disinfected as frequently as is necessary to maintain a sanitary environment.
- Table games must remain closed.

Convention Centres, Meeting and Event Spaces

- Convention centres, meeting and event spaces are subject to physical distancing measures and gathering limits, which apply to the entire facility.



Businesses and sectors unable to open or facing significant difficulties in operating under Stage 3 restrictions are invited to visit [Ontario.ca/reopen](https://ontario.ca/reopen) to work with the province on a reopening plan.

Facilities for Sports and Recreational Fitness Activities

- Examples of facilities for sports and recreational fitness activities include gyms, fitness studios, and community centres.
- Physical distancing must be maintained, except if playing a team sport or as needed for personal training.
- The total number of people permitted in areas containing weights or exercise machines is limited to the number of people that can maintain physical distancing of at least two metres, which cannot exceed the indoor gathering limit of 50 people.
- The total number people permitted in classes or organized activities at any one time is limited to the number of people that can maintain physical distancing of at least two metres, and cannot exceed the indoor gathering limit of 50 people or the outdoor limit of 100.
- Assigned spaces are strongly recommended for organized fitness classes (e.g., by marking circles on the floor to designate where each person should exercise).
- Gathering limits do not apply in all other areas (e.g., pools, tennis courts and rinks).
- Equipment must be cleaned and disinfected between user sets or at the end of a game.
- Any washrooms, locker rooms, change rooms, showers or similar amenities made available to the public must be cleaned and disinfected frequently.
- Steam rooms and saunas are not yet permitted to open.

KEEP RECREATIONAL ACTIVITIES SAFE

Read workplace guidance to help develop and update your COVID-19 safety plan:

- [Facilities maintenance](#)
- [Parks and recreation](#)
- [Live performance sector](#)
- [Outdoor recreation](#)

Fitting Rooms

- Fitting rooms at retail settings were permitted to reopen with restrictions in Stage 1 and Stage 2.
- All fitting rooms may reopen, as long as patrons are not permitted to occupy adjacent fitting room stalls at any one time.
- Cleaning and disinfection between fitting room customers should continue.



Interactive Exhibits at Museums, Attractions and Heritage Institutions

- Attractions and heritage institutions, including museums, galleries, aquariums, zoos, science centres, landmarks, historic sites and similar attractions were permitted to reopen in Stage 2.
- In addition to the exhibits opened in Stage 2, high-contact surfaces such as interactive exhibits and displays may open. They must be cleaned and disinfected frequently.
- All special events, instructional classes and performances at these locations are subject to gathering limits and physical distancing measures.

Libraries

- Libraries were permitted to resume limited on-site services in Stage 2.
- In addition to the services resumed in Stage 2, libraries may reopen for all on-site services, as long as materials that are circulated, returned or accessed within the library are disinfected or quarantined before being recirculated.

Live Shows, Performing Arts and Movie Theatres

Concerts, artistic events, theatrical productions, performances, and movie theatres may resume operations, including rehearsals, with the following restrictions:

- Performers must maintain physical distancing of two metres from every other person, except from other performers where necessary for purposes of the performance.
- Audiences are subject to the number of people that can maintain physical distancing of at least two metres and cannot exceed gathering limits of 50 indoors and 100 outdoors. This applies to the entire facility, regardless of the number of theatres or performance stages within the facility.
- Performers and staff are not included in the gathering limits.
- Plexiglass or some other impermeable barrier is required between the audience and singers as well as players of brass or wind instruments.
- Drive-in and drive-through venues, as permitted in Stage 2, are not subject to gathering limits.
- Concessions stands at drive-through venues may be accessed in-person or by drive-through or delivery to vehicles.



Personal Care Services

- Personal care services, including but not limited to hair salons, spas, tanning salons, tattoo studios, diet centres and beauty salons, were permitted to open in Stage 2.
- In addition to the services permitted in Stage 2, all services that tend to a customer's face are permitted (e.g., facials, ear piercing, eyebrow grooming and eyelash extensions).
- Patrons must wear face coverings except while receiving services on an area of their face that would otherwise be covered by a face covering.
- Workers must wear appropriate personal protective equipment (PPE).
- Personal care services must take measures to enable physical distancing between patrons, such as limiting the number of people who may be in the business at any one time.
- Businesses should consider operating by appointment wherever possible.
- Businesses should also consider recording each patron's name and contact information to support effective contact tracing in case of an outbreak.
- Oxygen bars, bath houses, steam rooms and saunas are not yet permitted to open.

KEEP PERSONAL CARE SERVICES SAFE

Read workplace guidance for [personal care services](#) to help develop and update your COVID-19 safety plan.

The [Workplace PPE Supplier Directory](#) has a list of Ontario companies ready to supply PPE.

Playgrounds and Play Structures

- Outdoor playgrounds and play structures are permitted to reopen in Stage 3.
- Physical distancing of at least two metres must be in place at all indoor playgrounds and play structures, except between individuals from the same household or social circle.

Recreational Courses and Instruction

- Examples of recreational courses and instruction include music lessons, language classes, tutoring and art classes.
- All instructional classes are subject to gathering limits.
- Physical distancing must be in place for participants, other than when necessary for instruction. Face coverings are recommended in those situations.
- Equipment must be cleaned and disinfected frequently.
- Plexiglass or some other impermeable barrier and physical distancing are required for any instruction that involves singing or playing wind or brass instruments.



Recreational Attractions and Businesses

- In Stage 2, outdoor recreational facilities that operate low-contact attractions and activities were allowed to reopen. Indoor recreational activities can resume in Stage 3.
- Examples of indoor recreational facilities and attractions include arcade rooms, escape rooms, bowling alleys, and pool halls.
- Physical distancing of at least two metres must be in place.
- Equipment must be cleaned and disinfected frequently.
- Karaoke is permitted only outside of private karaoke rooms, which are not yet able to open in Stage 3, with restrictions including barriers, physical distancing and increased cleaning and disinfecting.

Restaurants, Bars and Nightclubs

- All restaurants, bars, concession stands, and other food and drink establishments may open for indoor dine-in.
- Nightclubs are not yet safe to open, except for the purpose of serving food or drinks to patrons in accordance with the conditions that apply to restaurants and bars.
- All patrons must be seated when eating or drinking at the establishment.
- Establishments must take appropriate measures to ensure physical distancing of at least two metres between patrons from different tables, unless separated by plexiglass or some other impermeable barrier.
- Buffet-style service is not yet permitted in Stage 3.
- Singing or music may be performed by a person or group at the restaurant or bar, with restrictions, including barriers between the performers and patrons and physical distancing. Dancing may only be performed by someone working at the establishment with restrictions.
- Karaoke is permitted only outside of private karaoke rooms, which are not yet permitted to open in Stage 3, with restrictions including barriers, physical distancing and increased cleaning and disinfecting.
- Physical distancing of two metres between patrons from different households or social circles also continues to apply to food trucks, food courts, concession stands and tours, including tastings at wineries, breweries and distilleries.

KEEP DINING SAFE

Read workplace guidance for [restaurants and bars](#) to help develop and update your COVID-19 safety plan.



Team Sports and Live Sporting Events

- Prolonged or deliberate contact while playing sports is not permitted.
- Team sports in which body contact between players is either an integral component of the sport or commonly occurs while engaged in the sport (e.g., wrestling, judo) are not yet permitted, unless the approach can be modified to prevent prolonged or deliberate physical contact.
- Amateur and recreational sports leagues may resume so long as they do not allow prolonged or deliberate physical contact between players or if they have modifications to avoid physical contact between players.
- Leagues must contain no more than 50 participants total. If participants in a league exceed 50, the league may divide into smaller groups of no more than 50. Players are not yet permitted to play against players outside of their league or group.
- Spectators at all sporting events, including professional sports, will be subject to gathering limits and physical distancing measures, with assigned seating where possible.

Tour and Guide Services

- For tour and guide services, including boat tours, the number of patrons is subject to gathering limits.
- Physical distancing of at least two metres must be maintained between all individuals, except for those from the same household or social circle.
- The outdoor gathering limit of 100 applies if patrons will be outside for the duration of the tour except to access washrooms, in transit to an outdoor area, or for health and safety reasons.
- As with other gatherings and events, the indoor gathering limit of 50 applies if the gathering is fully or partially indoors.



Beyond Stage 3: A Path to Recovery

The health and well-being of the people of Ontario will continue to guide every step of the government's response to COVID-19. The success of Stage 3 will be critical for Ontario's long-term economic recovery. As more businesses and activities reopen, the Chief Medical Officer of Health and public health officials will continue to closely monitor the evolving situation to advise when more regions can enter Stage 3, if public health restrictions can be further eased, or if they need to be tightened or reapplied.

With almost all businesses and public spaces reopening in Stage 3, Ontario has put enhanced case and contact management in place to quickly test, trace and isolate cases of COVID-19 to prepare for any future outbreaks, surges or waves. Just as important, people must continue to follow public health advice and workplace safety guidelines to keep each other safe. This is about treating each other with respect and taking personal responsibility, so that we can successfully beat COVID-19 and get on the path to a strong recovery.

The COVID-19 pandemic has affected everyone. As more of the province safely and gradually reopens, people are encouraged to support small businesses in their communities, shop local and look for products that are Ontario made. We are all in this together, and together we will emerge stronger than ever before.

The Ontario Spirit will continue to carry us forward as we work towards recovery and begin building a brighter and more prosperous future for every family, in every region of our province.

Additional Resources

- [Find workplace safety guidance documents to prepare for reopening.](#)
- [Work with the government on a reopening plan.](#)
- [Develop your COVID-19 workplace safety plan.](#)
- [Learn more about Stage 2 of reopening.](#)
- [Learn more about Stage 1 of reopening.](#)
- [Learn more about *A Framework for Reopening our Province*.](#)
- [Read Ontario's enhanced case and contact management strategy.](#)
- [Learn more about social circles.](#)
- [Learn more about Ontario's approach to reopening schools for the 2020-21 school year.](#)
- [Learn more about reopening child care centres.](#)
- [Learn more about the first phase of *Ontario's Action Plan: Responding to COVID-19*.](#)
- [Provide your input on the economic impacts of COVID-19 and the next phase of *Ontario's Action Plan*.](#)
- [Visit Ontario's website to learn more about how the government continues to protect people from COVID-19.](#)



Hydro One Networks Inc.
Forestry Services
99 Caplan Ave. PO Box 5400
Barrie Ontario
L4M 6T6



Hydro One – Forestry Maintenance Program

Dear Resident:

Re: Vegetation Maintenance Program

I am writing to inform you that Hydro One is scheduled to complete vegetation maintenance on the right-of-way in your community in 2020.

Hydro One performs routine maintenance to ensure the safety and reliability of our power lines. This work is essential to prevent unnecessary service interruptions, allow easy and safe access for our crews to perform emergency repairs on the power lines and to keep the right-of-way safe for public use.

The work on the right-of-way in your community will include the removal of incompatible vegetation, including brush (vegetation less than four inches in diameter) and dead, diseased or hazardous trees. Vegetation that requires removal will be marked with orange paint/tape and the vegetation that requires trimming will be marked with blue paint/tape. If trees are removed from your property, all wood will be left on-site. In areas where there is a higher density of brush, mechanical equipment may be used.

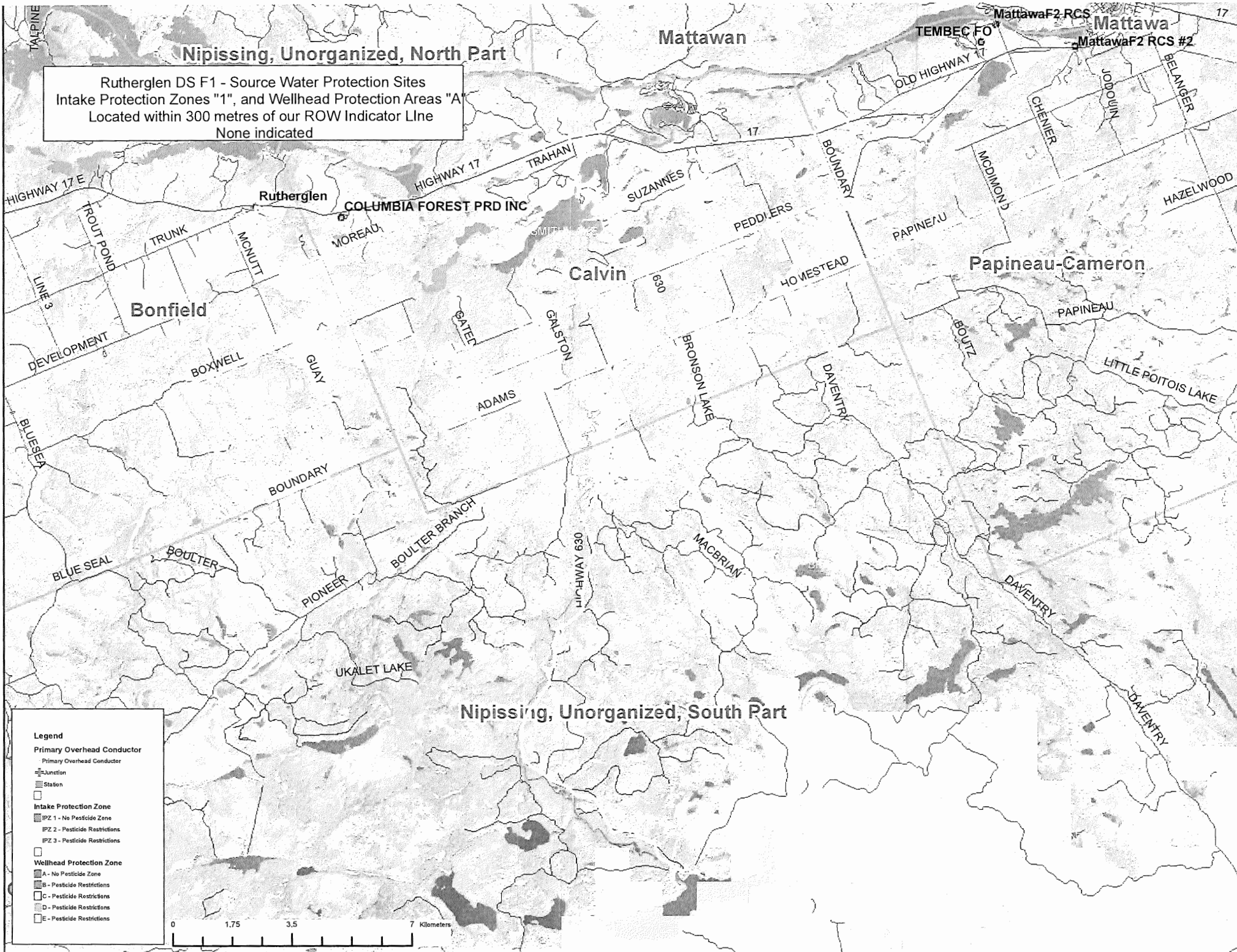
If you have any questions regarding the planned work, please contact Andy Stevens at (705) 644-4792 or by email at andrew.stevens@hydroone.com. If you are a tenant, we ask that you forward this letter to the property owner.

Thank you for your co-operation as we complete this important work.

Sincerely,

Andrew Stevens

Forestry Technician
Hydro One Forestry Services
Cell: 705-644-4792
Email: andrew.stevens@hydroone.com



Rutherglen DS F1 - Source Water Protection Sites
 Intake Protection Zones "1", and Wellhead Protection Areas "A"
 Located within 300 metres of our ROW Indicator Line
 None indicated

Nipissing, Unorganized, North Part

Nipissing, Unorganized, South Part

Mattawan

Mattawa
 MattawaF2 RCS
 MattawaF2 RCS #2

Bonfield

Calvin

Papineau-Cameron

Rutherglen

COLUMBIA FOREST PRD INC

TALPINE

HIGHWAY 17 E

HIGHWAY 17

TEMBEC FO
 OLD HIGHWAY 17

TRAHAN

SUZANNE'S

BOUNDARY

CHENIER

JODOWN

BELANGER

MCDIMOND

HAZELWOOD

TROUT POND

TRUNK

MCNUTT

MOREAU

SMITH

PEDDERS

PAPINEAU

HO MESTEAD

630

DEVELOPMENT

BOXWELL

GUAY

GATER

GALSTON

BRONSON LAKE

DAVENTRY

PAPINEAU

LITTLE POITIS LAKE

BLUEBEA

BOUNDARY

ADAMS

HIGHWAY 630

MACBRIAN

BLUE SEAL

BOULTER

PIONEER

BOULTER BRANCH

UKALET LAKE

DAVENTRY

DAVENTRY

Ministry of the Solicitor General

Ministère du Solliciteur général

Public Safety Division

Division de la sécurité publique

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Télécopieur: (416) 314-4037



July 24, 2020

MEMORANDUM TO: Municipal CAOs

SUBJECT: **Proclamation of the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020***

Thank you to all municipal enforcement personnel for your support to date in enforcing emergency orders under the provincial *Emergency Management and Civil Protection Act* (EMCPA) and helping to keep communities safe and healthy during these unprecedented times.

As you may be aware, on July 21, 2020, the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* ("ROA") received Royal Assent. The ROA has been proclaimed into force today, July 24, 2020, to coincide with the ending of the declared provincial emergency.

The ROA gives the Ontario government the necessary flexibility to address the ongoing risks and effects of the COVID-19 outbreak once the declared provincial emergency under the EMCPA ends. It provides that:

- Emergency orders in effect under the EMCPA as of July 24 are continued under the ROA for an initial 30 days.
- The Lieutenant Governor in Council may further extend these orders under the ROA for up to 30 days at a time.
- The Lieutenant Governor in Council may amend certain orders continued under the ROA if the amendment relates to:
 - Labour redeployment or workplace and management rules;
 - Closure of places and spaces or regulation of how businesses and establishments can be open to provide goods or services in a safe manner;
 - Compliance with public health advice; or,
 - Rules related to gatherings and organized public events.

The ROA does not allow new orders to be created. Furthermore, the ability to extend and amend orders under the ROA is limited to one year, unless extended by the

legislature. The ROA mandates regular reporting by the government to the public and Legislative Assembly of Ontario to ensure oversight and transparency.

To review the legislation, you may visit: <https://www.ontario.ca/laws/statute/20r17>.

For further information including which orders have been continued under the ROA, who is designated to enforce orders continued under the ROA and offences and penalties, please review the attached set of supporting Questions and Answers for enforcement personnel.

I trust that this information is of assistance. Should enforcement personnel have any questions related to enforcement of orders continued under the ROA, they may reach out to EssentialWorkplacesSupport.SolGen@ontario.ca. Please note that this dedicated email address is only for enforcement personnel and should not be shared publicly.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Stubbings". The signature is written in a cursive, slightly slanted style.

Richard Stubbings
Assistant Deputy Minister
Public Safety Division

From: [AMO Communications](#)
To: [Cindy Pigeau](#)
Subject: AMO Policy Update – COVID-19 Infrastructure Program, Non-Profit Support
Date: Wednesday, August 5, 2020 2:48:18 PM

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

AMO Policy Update



August 5, 2020

AMO Policy Update – COVID-19 Infrastructure Program and Non-Profit Support

COVID-19 Infrastructure Program

Today, the Honourable Catherine McKenna, Minister of Infrastructure and Communities, [announced](#) changes to the federal Investing in Canada Infrastructure Plan (ICIP) to help communities adapt to new need to manage the pandemic. The changes will create a new stream in the \$33 billion ICIP to provide \$3.3 billion to build pandemic-resilient infrastructure. In Ontario, this will make \$1.184 billion available for pandemic-resilient projects.

The COVID-19 Resilience Stream of the ICIP will include faster approvals for projects and will provide an 80 per cent federal funding share for projects to a maximum of \$10 million. Faster approvals and increased federal share respond directly to AMO's calls for expedited approvals and recognition of the impact of COVID-19 on municipal finances.

The COVID-19 Resilience Stream can be used to upgrade, repair, or retrofit provincial and municipal buildings such as schools and community facilities, build new active transportation facilities such as bike lanes, trails and paths, upgrade existing or build new parks, and contribute to disaster mitigation projects such as flood and fire protection, including natural infrastructure.

Today's announcement also [expands ICIP](#) project eligibility under Public Transit, Green, and Rural and Northern Streams:

- Public Transit – bike lanes and active transportation as well as stand-alone paths and inter-municipal transit
- Green – stand-alone pathways and active transportation infrastructure
- Rural and Northern – broadband and cellular connectivity.

COVID-19 Resilience Stream projects must start by September 30, 2021 and be

completed by December 31, 2021. Expanded ICIP Green, Public Transit, and Rural and Northern Stream projects must be started before September 30, 2021.

To allow for these changes in the ICIP, including the establishment of the COVID-19 Resilience Stream, federal and provincial infrastructure agreements will be renegotiated in the coming weeks. AMO anticipates that Ontario's Ministry of Infrastructure will communicate changes to the agreements and intake processes to eligible municipalities once these changes are made. AMO will ensure members are aware of any announcements regarding the ICIP.

Minister McKenna will be addressing delegates at the [AMO Conference](#) on August 19, 2020.

New Non-Profit COVID Support

The Ontario government today [announced](#) \$83 million through the Ontario Trillium Foundation (OTF) to provide grants to help eligible non-profit organizations, including food banks, child and youth programs and Royal Canadian Legion branches, recover from COVID-19 and continue the delivery of vital programming in their communities. The OTF's Resilient Communities Fund will provide grants of up to \$150,000 to help eligible non-profit organizations rebuild and recover from the impacts of COVID-19.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to 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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before printing this.

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

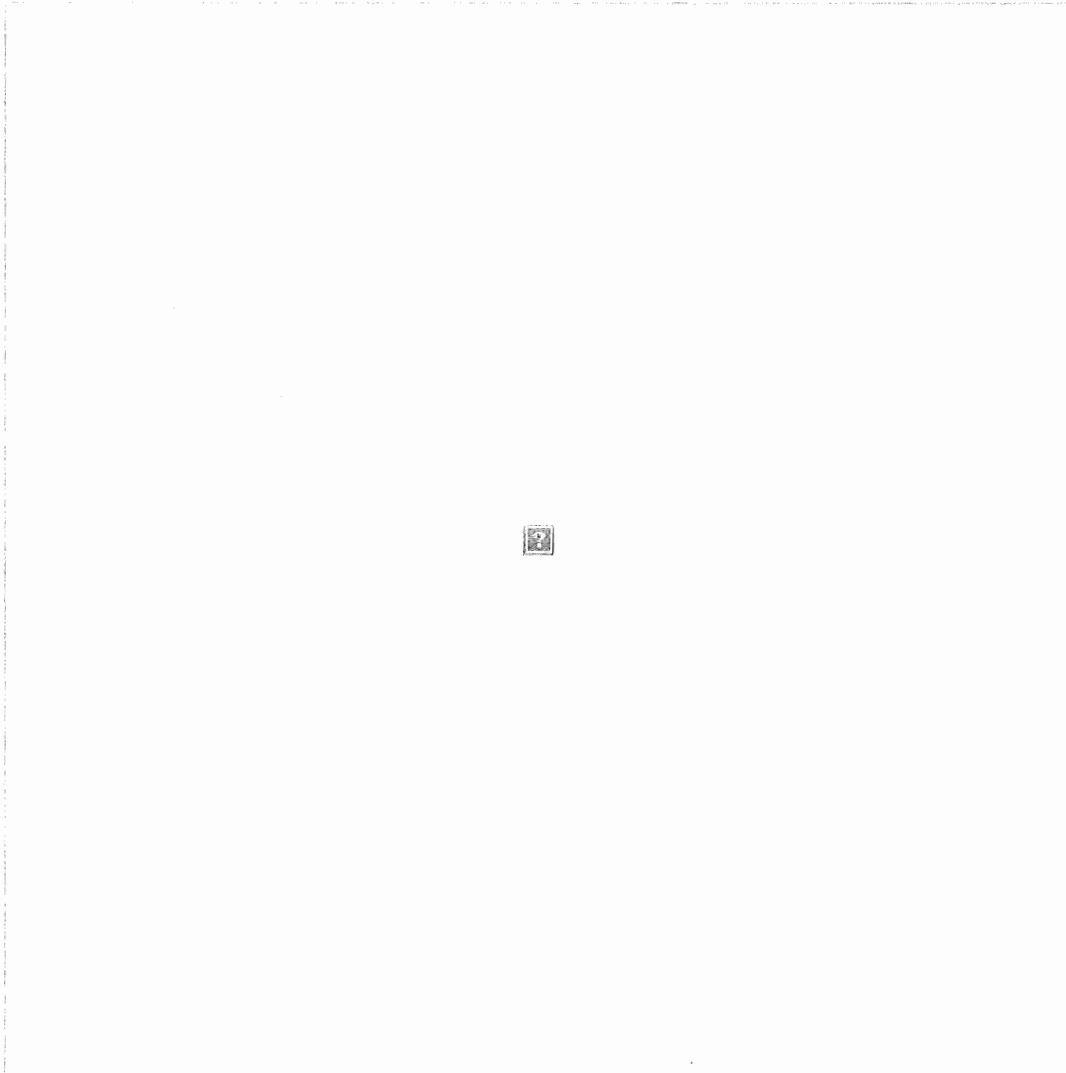
Wish to Adjust your AMO Communication Preferences ? [Click Here](#)



From: [Ontario Trillium Foundation](#)
To: [Cindy Pigeau](#)
Subject: OTF announces the Resilient Communities Fund to help the non-profit sector
Date: Wednesday, August 5, 2020 1:51:56 PM

[View this email in your browser / Voir ce courriel dans votre navigateur](#)

La version en français suit la version en anglais



The Ontario Trillium Foundation has introduced the one-time **Resilient Communities Fund** to invest in the recovery and rebuilding efforts of the non-profit sector impacted by COVID-19.

Due to the impact on capacity, increased demand, as well as the anticipated community needs for organizations to recover from the impacts of COVID-19, the Ontario Trillium Foundation is redirecting funds from the Grow grant and Capital grant cycles for 2020 into this new fund.

Non-profit organizations are struggling to operate and deliver their programs and services

and meet community needs. The Resilient Communities Fund will respond to the recovery needs non-profits and communities are challenged with as a result of the impacts of COVID -19 and will support them as they return to building healthy and vibrant communities.

With this one-time fund, OTF is supporting a flexible range of capital and non-capital activities to aid in the medium to longer-term recovery efforts of organizations to help with their stabilization and build their capacity and resiliency.

OTF is offering two application deadlines:

- September 2, 2020 at 5 pm ET.
- December 2, 2020 at 5 pm ET.

Visit the [Resilient Communities Fund resource page](#) to learn more about the fund and how to apply. Applications are being accepted.

Have Questions? Need support?

If you are looking for application support, information about the application process or require technical assistance:

- Contact our Support Centre at otf@otf.ca or 1 800 263-2887.
- Attend a live group Q&A session and have your questions answered. [Sign up today](#)
- Book a [15-minute support call with a Program Manager](#)

For regular OTF updates, sign up for our [newsletter](#) and follow us on [Twitter](#), [Facebook](#), [Instagram](#) and [LinkedIn](#).

From: Lucie Viel
To: Cindy Plouffe
Subject: FW: Call for Community Expression of Interest - CENGN Northern Ontario Residential Broadband Program
Date: Wednesday, August 5, 2020 8:51:07 AM
Attachments: image001.png
image002.png
Importance: High

From: Denise Sherritt [mailto:dsherritt@neco.on.ca]
Sent: Wednesday, August 5, 2020 8:43 AM

Subject: FW: Call for Community Expression of Interest - CENGN Northern Ontario Residential Broadband Program
Importance: High

Please see the information below from CENGN regarding the possible opportunity for your community to participate in a residential broadband program at no cost to your municipality. The details below will help you determine your eligibility for participation. Deadline for applications is August 21, 2020.

Denise

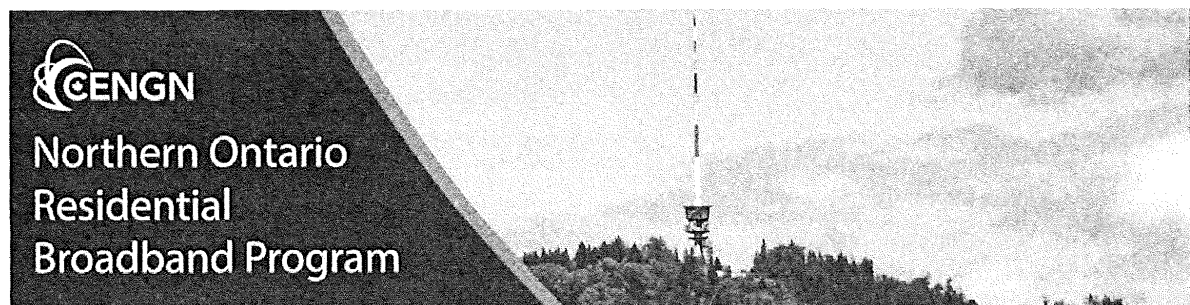
Denise Sherritt, Executive Director / Directrice générale

NECO Community Futures Development Corporation / Société d'aide au développement des collectivités
222 McIntyre Street West, Suite 312 / 222 rue McIntyre ouest, suite 312
North Bay ON P1B 2Y8

T: 705-476-8822
C: 705-477-5055
E: dsherritt@neco.on.ca
W: www.neco.on.ca

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From: Kirby Koster <kirby.koster@cengn.ca>
Sent: Tuesday, August 4, 2020 10:13 PM
To: Denise Sherritt <dsherritt@neco.on.ca>
Subject: Call for Community Expression of Interest - CENGN Northern Ontario Residential Broadband Program



Dear Denise Sherritt,

CENGN, Canada's Centre of Excellence in Next Generation Networks, would like to invite any Northern Ontario community located north of a line running west from Renfrew to Huntsville, then west from Huntsville to Parry Sound, to participate in the third Northern Ontario Residential Broadband Program project.

As a representative of your Northern Ontario community, you have the opportunity to have your community host a high-speed internet technology project. The project will provide a cost-effective, high-resilience, high performance residential broadband solution extending internet access service to homes 3-5 km across or around a large waterbody from a broadband point-of-presence (POP) in the host waterfront community.

The intention of the project is that there will be no cost to the host community. CENGN will contribute up to \$500,000 with a matching contribution by a private technology applicant, combining to a possible total of \$1 million towards the broadband project for the host community. The project will help test and validate a technology and associated business case to prove a new broadband solution for surrounding residents.

Eligible northern Ontario communities can submit an Expression of Interest (EOI) on or before **5:00 PM Friday, August 21, 2020**, to be considered for the project.

Please click the link below for additional information and to view the EOI application and process documents.
<https://www.cengn.ca/northern-ontario-broadband-program/>

About the Northern Ontario Residential Broadband Program

Under the Next Generation Network Program (NGNP), CENGN is looking to fund innovative projects across northern Ontario that demonstrate technology solutions that offer flexible, lower cost, higher performance residential broadband access for northern Ontario communities. These live technology projects are funded for 3-6 months and are designed to test new technologies and validate innovative business case solutions to improve high-speed internet access to residences within northern Ontario communities.

CENGN is currently accepting EOIs from both northern Ontario communities and technology companies. One northern Ontario community and a number of technology applicants will be selected using the CENGN EOI evaluation process. Selected technology applicants will then be requested to propose a detailed network design for the selected host community through the CENGN Request for Solution (RFS) process at a later date.

About CENGN

CENGN is a non-profit organization with a mission to accelerate the growth of the Canadian Information and Communications Technology (ICT) sector, enabling economic strength and prosperity, as well as innovation and competitiveness in this high-growth global multi-trillion dollar industry. As part of the CENGN mission, CENGN is funding technology projects to improve residential broadband access for northern and rural Ontario communities so that all Ontario residents can harness the economic and social benefits that come from enhanced connectivity.

For more information on CENGN click on the link below:

<https://www.cengn.ca/about-us/>

Want to stay up to date with all CENGN projects, programs, services, events, and content? [Subscribe to our newsletter by clicking here!](#)

Kirby Koster

Senior Manager, Broadband Programs



555 Legget Drive | Tower A | Suite 600 | Ottawa ON | K2K 2X3 |

Cell (613)291-0707

(613-963-1200 ext. 334)

www.cengn.ca Follow us @CENGNCanada

Cindy Pigeau

From: ICIP Culture (MOI) <ICIPculture@ontario.ca>
Sent: Friday, August 7, 2020 11:19 AM
To: Cindy Pigeau
Subject: Investing in Canada Infrastructure Program: Community, Culture, and Recreation Stream

BY EMAIL ONLY

RE: 2019-12-1-1424397408: Upgrades to Playground

Dear Cindy Pigeau:

I am writing to provide an update on the project that was submitted under the Community, Culture and Recreation funding stream of the Investing in Canada Infrastructure Program (ICIP).

Following an evidence-based provincial review process, your project, **Upgrades to Playground**, was not nominated for federal review and approval. The intake of this funding stream was highly competitive, and total demand reached upwards of \$10 billion against total available joint funding (federal-provincial-applicant) of nearly \$1 billion.

Projects that were nominated to the federal government for review and approval were those that most closely aligned with the provincial assessment criteria and federal requirements. The provincial assessment criteria included reviewing projects based on, Community Need, Community Support, Lack of Similar Services Accessible Nearby, Operational/Financial Capacity, Value for Money, Asset Management Planning, whether projects were open to the public and efficiencies through joint projects.

Your organization may be able to access other financial tools (e.g., IO loans) to support local projects.

If you have any questions, staff can be reached via email at ICIPculture@ontario.ca.

Sincerely,

[original signed by]

Julia Danos
Director of Intergovernmental Policy
Ministry of Infrastructure

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



AP5130

Page : 1

Date : Aug 06, 2020

Time : 4:24 pm

Supplier : 0000000 To PT00000007
 Batch : All
 Department : All

Cash Requirement Date : 06-Aug-2020
 Bank : 099 To 1
 Class : All

Supplier	Supplier Name	Batch	Inv Date	Inv Due Date	Amount
Invoice #	Invoice Description				
G.L. Account	CC1 CC2 CC3 GL Account Name				
DEPARTMENT 0101	LIABILITIES				
11033	LONDON LIFE INSURANCE				
PP#16 PENSIO	PP#16 Pension 2020	88	06-Aug-2020	06-Aug-2020	
1-2-0101-320	EMPLOYEE PENSION PAYABLE				680.74
13040	NORTHERN COMMUNICATIONS				
20947-08012021	Base Rate + Holiday Premium - Aug 2020	88	06-Aug-2020	06-Aug-2020	
1-5-0101-101	MATERIALS AND SUPPLIES - ADMIN				118.73
18011	RECEIVER GENERAL FOR CANADA				
2019 PIER REV	2019 PIER Review	88	06-Aug-2020	06-Aug-2020	
1-2-0101-331	RECEIVER GENERAL DEDUCTIONS				125.12
19021	SPECTRUM GROUP				
C1142549	August 2020 WIFI	88	01-Aug-2020	06-Aug-2020	
1-5-0101-115	COMPUTER EXPENSES				350.30
Department Total :					1,274.89

DEPARTMENT 0200	FIRE PROTECTION				
06079	FERN'S DELIVERY				
2019222	Courier from Inservus & TC Safety	88	01-Aug-2020	06-Aug-2020	
1-5-0200-106	MISCELLANEOUS-FIRE				50.85
13034	NORTH BAY CACC				
2020-07	Call Taking & Alerting Services- July 2020	88	06-Aug-2020	06-Aug-2020	
1-5-0200-137	COMMUNICATIONS - FIRE				120.00
20036	TRANS CANADA SAFETY				
14831	Fire Dept Foam Kit, Hoods & Helmets	88	06-Aug-2020	06-Aug-2020	
1-5-0200-102	VEHICLE/MILEAGE EXPENSE - FIRE				229.68
1-5-0200-101	MATERIALS & SUPPLIES-FIRE				2,751.55
14851	Fire Dept. Gloves	88	06-Aug-2020	06-Aug-2020	
1-5-0200-101	MATERIALS & SUPPLIES-FIRE				1,056.55
15639	Fire Dept. Supplies	88	21-Jul-2020	06-Aug-2020	
1-5-0200-102	VEHICLE/MILEAGE EXPENSE - FIRE				32.43
15797	Medical Supplies & Fire Line Tape	88	30-Jul-2020	06-Aug-2020	
1-5-0200-101	MATERIALS & SUPPLIES-FIRE				279.88
Department Total :					4,520.94

DEPARTMENT 0300	ROADS				
08010	BUMPER TO BUMPER - H.E. BROWN				
387204/D	Shop Supplies	88	30-Jul-2020	06-Aug-2020	
1-5-0300-150	OFFICE AND SHOP EXPENSE - ROADS				534.83
23008	WHALLEY CHRIS				
JULY 2020 EXP	Vehicle Mileage, Cell Phone Usage for July 2020 & DIA Permit	88	06-Aug-2020	06-Aug-2020	
1-5-0300-102	MILEAGE EXPENSE - ROADS				1,089.15
1-5-0300-103	TELEPHONE, CELL PHONE - ROADS				75.00
1-5-0300-110	SERVICES - ROADS				445.00
JUNE 2020 EXF	Vehicle Mileage & Cell Phone Usage - June 2020	88	06-Aug-2020	06-Aug-2020	
1-5-0300-102	MILEAGE EXPENSE - ROADS				1,065.30
1-5-0300-103	TELEPHONE, CELL PHONE - ROADS				75.00
Department Total :					3,284.28

DEPARTMENT 0311	DITCHING				
02049	BATTLEFIELD EQUIPMENT - ONTARI				
59018542	Excavator Rental for Ditching	88	27-Jul-2020	06-Aug-2020	
1-5-0311-110	SERVICES - DITCHING				8,093.06
Department Total :					8,093.06

DEPARTMENT 0325	TRUCK EXPENDITURES				
07011	GRANT FUELS INC.				

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



AP5130

Page : 2

Date : Aug 06, 2020

Time : 4:24 pm

Supplier : 0000000 To PT00000007
 Batch : All
 Department : All

Cash Requirement Date : 06-Aug-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 0325 TRUCK EXPENDITURES								
208108	Truck Clear Diesel 1,220.3L @ \$0.966/L						88 29-Jul-2020 06-Aug-2020	
1-5-0325-106						FUEL & OIL - TRUCK EXPEND.		1,178.99
10082	KAL TIRE ONTARIO							
855157704	Truck 76-05 Tires						88 27-Jul-2020 06-Aug-2020	
1-5-0325-101						REPAIRS AND MAINTENANCE-TRUCK		1,573.86
Department Total :								2,752.85

DEPARTMENT 0326 GRADER EXPENDITURES								
07011	GRANT FUELS INC.							
208109	35% Loader & 65% Grader Dyed Diesel 625.1L @ \$0.805/L						88 29-Jul-2020 06-Aug-2020	
1-5-0326-106						FUEL & OIL - GRADER EXPEND.		326.90
Department Total :								326.90

DEPARTMENT 0327 LOADER/HOE EXPENDITURES								
07011	GRANT FUELS INC.							
208109	35% Loader & 65% Grader Dyed Diesel 625.1L @ \$0.805/L						88 29-Jul-2020 06-Aug-2020	
1-5-0327-106						FUEL & OIL - LOADER/HOE EXP.		176.03
Department Total :								176.03

DEPARTMENT 0400 ENVIRONMENTAL								
12913	MILLER WASTE SYSTEMS							
501-000021287	Dump & Return, Container Fees- July 2020						88 31-Jul-2020 06-Aug-2020	
1-5-0400-175						BLUE BOX RECYCLING COSTS		1,047.70
20008	THE MATTAWA RECORDER							
59702	Landfill Student Job Ad						88 02-Aug-2020 06-Aug-2020	
1-5-0400-106						MISCELLANEOUS - ENVIRONMENT		134.76
Department Total :								1,182.46

DEPARTMENT 0700 RECREATION								
09050	IRON SLEEK INC.							
ORDER#35943	Ice Rink Liner						88 06-Aug-2020 06-Aug-2020	
1-5-0700-153						RINK & SPORTSCENTRE		1,710.46
19001	SAMPSON SALES							
897869	Whipper Snipper & Lawn Mower Blades						88 06-Aug-2020 06-Aug-2020	
1-5-0700-101						MATERIALS AND SUPPLIES (HALL)		237.25
23010	WILSON'S BUILDERS SUPPLIES							
92264	Building Materials						88 06-Aug-2020 06-Aug-2020	
1-5-0700-101						MATERIALS AND SUPPLIES (HALL)		449.66
Department Total :								2,397.37

DEPARTMENT 0900 BUILDING								
03180	CONRAD SHANE							
JUN-JULY 2020	Building Mileage - June & July 2020						88 06-Aug-2020 06-Aug-2020	
1-5-0900-102						MILEAGE EXPENSE - BUILDING		83.00
Department Total :								83.00

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



AP5130

Page : 3

Date : Aug 06, 2020

Time : 4:24 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 06-Aug-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 0900	BUILDING							

Unpaid Total : 24,091.78

Total Unpaid for Approval :	24,091.78
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><u>24,091.78</u></u>