



**Corporation of the Municipality of Calvin**  
Regular Council Meeting  
Meeting Minutes  
April 25, 2023, 7:00 p.m.  
Council Chambers

**In attendance:** Mayor Gould; Councillor Grant; Councillor Latimer (by videoconference); Councillor Manson; Councillor Moreton.  
**Staff:** Incoming CAO/Clerk Treasurer Rheal Forgette; Interim Clerk Donna Maitland.

**1. CALL TO ORDER**

**RESOLUTION: 2023-093**

Moved by: Councillor Moreton  
Seconded by: Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** the meeting be called to order at 7:00 p.m. **and**  
**THAT** the Procedural By-law be suspended for the duration of this meeting.

**Carried: Mayor Gould**

On behalf of Council as a whole, Mayor Gould welcomed R. Forgette, who began as CAO Clerk Treasurer on April 24<sup>th</sup>, 2023, and thanked D. Maitland for her time these past months. She will be staying on to assist during the transition as requested and as per her availability.

**2. APPROVAL OF AGENDA**

**RESOLUTION: 2023-094**

Moved by: Councillor Latimer  
Seconded by: Councillor Grant

**NOW THEREFORE BE IT RESOLVED THAT** the agenda be adopted as presented with the addition of item 8.1.9 a By-law to appoint a CAO-Clerk/Treasurer

**Carried: Mayor Gould**

**3. WRITTEN DISCLOSURE OF PECUNIARY INTEREST/ CONFLICT OF INTEREST - NONE**

**4. APPROVAL OF PREVIOUS MEETING MINUTES: April 11, 2023, April 14, 2023**

**RESOLUTION: 2023-095**

Moved by: Councillor Manson  
Seconded by: Councillor Moreton

**NOW THEREFORE BE IT RESOLVED THAT** the Minutes of April 11, 2023, and April 14, 2023, be approved as presented.

**Carried: Mayor Gould**

**5. BUSINESS ARISING FROM PREVIOUS MEETINGS:**

**5.1 Renewal of Dog Pound Agreement - Township of Bonfield** - Deferred until new CAO

Bonfield familiarizes herself with the Agreement and communicates with new CAO/ Clerk  
Treasurer

**5.2 Fire Chief Posting Update** - Posted on municipal website, shared on various social media sites, and in the Mattawa Recorder. 1 application received to date; deadline to apply is April 30<sup>th</sup>, 2023.

**5.3 Minutes of November 25, 2022**

**RESOLUTION: 2023-096**

Moved by: Councillor Grant

Seconded by: Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** the Council for the Municipality of Calvin, instruct the CAO and/or Clerk to inform the Municipality's Legal Counsel and the Ombudsman's Office that minutes of the November 25<sup>th</sup>, 2022, meeting(s) of Council, its' 2<sup>nd</sup> meeting(s) of its term were not prepared by Andrew Sprunt **and**

since attempts to contact him for a response to provide them have gone unanswered that the record for this date's meeting(s) will be incomplete, **and**

as noted in the file by a previous Clerk, that minutes for all and any Closed Council meetings of the previous Council held between Feb 18<sup>th</sup>, 2022, and June 13<sup>th</sup> 2022, (inclusively), **and**

between June 15<sup>th</sup>, 2022, and November 1, 2022 (inclusively),

are noted to also be missing from the record.

**Carried: Mayor Gould**

**6. DELEGATIONS – NONE**

**7. LEGISLATIVE MATTERS**

**7.1 CONSENT AGENDA ITEMS**

**RESOLUTION: 2023-097**

Moved by: Councillor Latimer

Seconded by: Councillor Moreton

**NOW THEREFORE BE IT RESOLVED THAT** the Council for the Corporation of the Municipality of Calvin hereby receives the Consent Agenda items as circulated, less any requested for separate review and discussion.

-FONOM and Police Services Board – Bail Reform & Impacts on Property Damage

-District of Nipissing Social Services Administration Board re Housing Needs & Supply RFP Scope Draft

-Town of Perry Township 2023-112 Bill 5

**Carried: Mayor Gould**

**7.2 BY-LAWS**

**7.2.1 North Bay & District Humane Society Agreement**

**BY-LAW: 2023-018**

Moved by: Councillor Moreton

Seconded by: Councillor Grant

**NOW THEREFORE BE IT RESOLVED THAT** the Corporation of the Municipality of Calvin enter into a 3-year Service Contract Agreement with the North Bay & District Humane Society for the provision of animal shelter services, **and**

**THAT** the Service Contract between both parties attached to this By-Law be signed by the Mayor and Clerk and sealed with the Corporate Seal.

**Carried: Mayor Gould**

**8. ADMINISTRATIVE MATTERS**

**8.1.1 Treasurer Report**

**8.1.1a Council Renumeration & Expense Statement fiscal year 2022 RESOLUTION: 2023-098**

Moved by: Councillor Moreton

Seconded by: Councillor Latimer

Council hereby receives the 2022 Council Renumeration & Expense Statement prepared by the Treasurer.

**Carried: Mayor Gould**

**8.1.1b Potential errors identified in Council Renumeration & Expenses fiscal year 2022**

**RESOLUTION: 2023-099**

Moved by: Councillor Moreton

Seconded by: Councillor Latimer

**WHEREAS** the current Treasurer for the Corporation of the Municipality of Calvin reports potential errors in the actual amount of funds paid to Council Members for the calendar year 2022 as per By-law 2022-053, a By-Law to Establish Remuneration for Council, Committees of Council, and its Local Boards to Provide for Reimbursement of Expenses,

**THEREFORE, BE IT RESOLVED THAT** Council requests a detailed report from the Treasurer outlining all inconsistencies, **and** her recommendation for remedying any errors, if and where they are found to exist.

**Carried: Mayor Gould**

**8.1.1c Treasurer Report and Payables**

**RESOLUTION: 2023-100**

Moved by: Councillor Manson

Seconded by: Councillor Moreton

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin hereby receive the financial report provided by the Treasurer and approve the accounts payable circulated with the agenda.

**Carried: Mayor Gould**

**8.1.2 Landfill Report - Mars Botbyl**

**8.1.2a**

**RESOLUTION: 2023-101**

Moved by: Councillor Moreton

Seconded by: Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin receive the Landfill Attendant report as submitted.

**Carried: Mayor Gould**

**8.1.2b**

**RESOLUTION: 2023-102**

Moved by: Councillor Moreton

Seconded by: Councillor Latimer

**WHEREAS** the Landfill Attendant reports a need for consistent assistance at the landfill, **and**

**WHEREAS** the Landfill Attendant reports the need for a sand bin to prevent slips and falls during freezing weather conditions,

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin directs the CAO to meet with the Landfill Attendant to discuss and plan for meeting the landfill's staffing needs and the purchase sand bin.

**Carried: Mayor Gould**

**8.1.3 Improvements to the Mechanism for Calvin Residents when Filing Complaints Related to the Code of Conduct or the Municipal Act**

**8.1.3a**

**RESOLUTION: 2023-103**

Moved by: Councillor Latimer

Seconded by: Councillor Grant

**WHEREAS** Council for the Corporation of the Municipality of Calvin should consider improvements to the mechanism for residents when filing complaints related to violations of the Code of Conduct or the Municipal Act,

**BE IT THEREFORE NOW RESOLVED THAT** a working composed of a minimum of two or three members of Council and the Clerk/CAO be struck to meet and consider options for such improvements **AND**,

**THAT** this working group report back to Council at the May 23rd Regular Meeting of Council with recommended options for discussion and a decision by Council on the path forward.

**Carried: Mayor Gould**

**8.1.3b** *There was keen interest expressed by Council members in participating in the working group, therefore Council elected to use the term “committee” when appointing its makeup.*  
**Committee Composition – Improvements to the Mechanism for Calvin Residents when Filing Complaints Related to the Code of Conduct or the Municipal Act**

**RESOLUTION 2023-104**

Moved by: Councillor Latimer  
Seconded by: Councillor Manson

**WHEREAS** the Council for the Corporation of the Municipality of Calvin has delegated the task of recommending improvements to the mechanism for residents when filing complaints related to the Code of Conduct or the Municipal Act to a Committee,

**NOW THEREFORE BE IT RESOLVED THAT** the following persons serve on that Committee:

Councillor: Latimer  
Councillor: Manson  
Councillor: Grant  
CAO Rheal Forgette

**Carried: Mayor Gould**

**8.1.4 Town of Cobourg Resolution 114-23 Municipalities Retaining Surplus Proceeds from Tax Sales**

**RESOLUTION: 2023-105**

Moved by: Councillor Grant  
Seconded by: Councillor Moreton

**WHEREAS** at their Regular Council meeting held on April 25, 2023, Council for the Corporation of the Municipality of Calvin considered correspondence from the Town of Cobourg, the Town of Essex, and the Town of Plympton-Wyoming regarding Municipalities Retaining Surplus Proceeds from Tax Sales,

**NOW THEREFORE BE IT RESOLVED THAT** Council direct Staff to send a copy of this resolution to all relevant taxation bodies, including to the Ministry of Municipal Affairs, urging them to reinstate a previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in the jurisdiction **and,**

**THAT** a copy of the resolution be circulated to all other Municipalities in Ontario urging them to support it.

**Carried: Mayor Gould**

**8.1.5 Lake Talon Dock Condition Meeting**

**RESOLUTION: 2023-108**

Moved by: Councillor Moreton

Seconded by: Councillor Latimer

**WHEREAS** the Township of Bonfield's Mayor has called a meeting for Wed. April 26<sup>th</sup>, 2023, of Lake Talon Cottage Owners and Council representation from the Corporation of the Municipality of Calvin, amongst others, to discuss the Lake Talon public dock repair needs,

**Now therefore be it resolved that** Mayor Gould be appointed to represent Council at this and future meetings held for this purpose.

**Carried: Mayor Gould**

**8.1.6 PCL 26648 Sec Nip; PT LT 36 CON 11 Calvin PT 2; 36R3901. Municipal address 142 Talon Lake Road - Unsolicited Offer to Purchase**

**RESOLUTION: 2023-106**

Moved by: Councillor Manson

Seconded by: Councillor Latimer

**WHEREAS** the Clerk has advised Council that an unsolicited offer to purchase PCL 26648 Sec Nip, PT LT 36 CON 11 Calvin PT2; 36R3901, Municipal Address 142 Talon Lake Road, property owned by the Municipality, has been received,

**AND WHEREAS** Council has received as part of its agenda package information related to this property for review,

**AND WHEREAS** neither the purchase offer amount or identifiable information of the purchaser and/or his/her agent has not been disclosed to Council,

**NOW HEREBY BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin direct the CAO to bring back to Council's June 13<sup>th</sup> meeting, a recommendation for how to proceed, and if that recommendation will be to declare the property surplus to the Municipality's needs, a recommended property sale price or minimum tender bid.

**Carried: Mayor Gould**

**8.1.7 Part of Broken Lot 24 Con 2, Being Part 1 on PL 36R14991; Calvin; District of Nipissing, approval of the transaction at the advice of the East Nipissing Planning Board**

**RESOLUTION: 2023-107**

Moved by: Councillor Moreton  
Seconded by: Councillor Latimer

**WHEREAS** Council has received legal documents and correspondence from the East Nipissing Planning Board regarding a transfer of land,

**AND WHEREAS** the said land is described as PART OF BROKEN LOT 24 CON 2, BEING PART 1, ON PL 36R14991, DISTRICT OF NIPISSING,

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin hereby approves this transaction at the advice of the East Nipissing Planning Board, which includes that all costs to complete the transfer of land to the Municipality incurred as a result of this transaction completed will be borne by the sellers of this property.

**AND THAT** Council directs the CAO/Clerk to forward all documentation pertinent to this transfer to be completed by the Municipality's lawyer and between the sellers' lawyer,

**AND THAT** no further dealings once this resolution is passed will be handled by the CAO/Clerk.

**Carried: Mayor Gould**

**8.1.8 Information – Roundtable Mayor and Councillors**

- Councillor Moreton reminded all of 2 upcoming Fire Dept events: Pancake Breakfast April 29<sup>th</sup> and Spring Clean Up May 6<sup>th</sup>, 11: 30 to 3:00 p.m.
- Clerk D. Maitland informed all of an upcoming OTF Capital grant application deadline. Refer to [www.otf.ca](http://www.otf.ca) for more information.
- Councillor Manson suggested Council could work towards creating less formal Council proceedings, serve coffee/tea, have music in advance of Call to Order and that since being part of a delegation to Council can be intimidating to some, creating this type of change would be helpful.
- Mayor Gould deferred to R. Forgette to say a few words about joining the Municipality and ideas he has to engage the community in providing input to various municipal plans (asset management plan, strategic plan etc.) and meet and greets with the CAO/Council.
- Councillor Grant voiced that he was in favour of this agenda item and would like to see it continue in the future.



**8.1.9 By-law to Appoint Rheal Forgette as CAO/Clerk/Treasurer BY-LAW 2023-020**

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 25<sup>TH</sup> DAY OF APRIL 2023.

**Being a By-Law to appoint a CAO-Clerk/Treasurer**

**WHEREAS** under the provisions of Section 228 and Section 229 of the Municipal Act, R.S.O.2001 C.25, as amended, a municipality shall appoint a Clerk and a Chief Administrative Officer (CAO), respectively, who shall have all the powers and duties of said offices under the Municipal Act and every other Act;

**AND WHEREAS** under the provisions of Section 286 of the Municipal Act, R.S.O. 2001 C.25 as amended, a municipality shall appoint a Treasurer and tax collector who is responsible for handling all the financial affairs of the municipality on behalf of and in the manner directed by the Council of the Municipality;

**AND WHEREAS**, the Municipal Council of the Corporation of the Municipality of Calvin deems it expedient to combine the said offices of CAO, Clerk and Treasurer and to appoint a CAO/Clerk Treasurer for the Municipality of Calvin.

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

1. That Rheal Forgette is hereby appointed to the office of CAO-Clerk/Treasurer.
2. Pursuant to Section 288(4)(5) of the Municipal Act, 2001, Chapter 25, the Clerk may delegate in writing to any person other than a member of Council, any of the Clerk's powers and duties under this or any other Act, and that despite of this delegation, may continue to exercise the delegated powers and duties.
3. That all other by-laws inconsistent with this by-law are hereby repealed.
4. This by-law shall come into force and take effect upon final passing thereof.

## 9. CLOSED SESSION

**RESOLUTION: 2023-109**

Moved by: Councillor Moreton  
Seconded by: Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** Council proceeds to in-camera session at 8:40 p.m. to discuss confidential human resource matters, pursuant to section 239(2)(b) and to deal with a personal matter about an identifiable individual, including municipal employees, and

pursuant to section 219(2)(b), advice that is subject to solicitor-client privilege, including communication necessary for that purpose.

**Carried: Mayor Gould**

## 10. RETURN TO OPEN SESSION

**RESOLUTION: 2023-110**

**Moved by:** Councillor Moreton  
**Seconded by:** Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of The Municipality of Calvin, return to Open Session of Council at 9:54 p.m. **AND**

reports that there are no resolutions coming out of the closed session.

**Carried: Mayor Gould**

## 11. CONFIRMATORY BY-LAW Numbered 2023-019

**RESOLUTION: 2023-111**

Moved by: Councillor Moreton  
Seconded by: Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** by-law 2023-019 being a by-law to confirm the proceedings of Council's Regular Meeting held this 25<sup>th</sup> day of April 2023, be read and adopted.

**Carried: Mayor Gould**

## **12. ADJOURNMENT**

**RESOLUTION: 2023-112**

Moved by: Councillor Moreton

Seconded by: Councillor Manson

**NOW THEREFORE BE IT RESOLVED THAT** Council for the Corporation of the Municipality of Calvin adjourns this meeting of April 25, 2023, at 9:56 p.m.

**Carried: Mayor Gould**