

CORPORATION OF THE MUNICIPALITY OF CALVIN

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

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

October 8, 2020

NOTICE OF REGULAR MEETING

To: Mayor and Council

The Regular Meeting of Council will be held electronically at 7 p.m. on Tuesday October 13, 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 October 13, 2020 at 7:00 p.m.
ELECTRONICALLY

- | | | |
|-----------|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | CALL TO ORDER | |
| 2. | WRITTEN DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST | |
| 3. | PETITIONS AND DELEGATIONS | None |
| 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, September 22/20 |
| B) | By-Law 2020-022 | To Confirm the Proceedings of Council from July 1 to September 30, 2020 |
| C) | Report from Clerk-Treasurer | 2020CT42 Report to Council – Emergency Control Group Meeting Summary – September 30, 2020 |
| D) | Report from Clerk-Treasurer | 2020CT40 Report to Council – Film Industry Handbook |
| E) | Municipality of Calvin – Administration | Approval of Fee for a Film Permit |
| F) | Report from Clerk-Treasurer | 2020CT41 Report to Council - Drainage on Mount Pleasant Road? |
| G) | Report from Clerk-Treasurer | 2020CT43 Report to Council – Background Information Regarding Siting Policy |
| H) | Municipality of Calvin – Administration | Investigation into Contract Renewals |
| I) | Councillor Dean Grant | Contract Renewals |
| J) | Councillor Dean Grant | Discussion of Communication between Staff and Council |
| K) | Report from Clerk-Treasurer | 2020CT45 Report to Council – Co-op Student |
| L) | Municipality of Calvin – Administration | Authorize Co-op Student |

7. INFORMATION LETTERS

A)	Association of Municipalities of Ontario	Feedback on AMO OPP Detachment Board Discussion Paper
B)	Town of Amherstburg	Request for Consideration of Amendments to Bill 108 Re: The Ontario Heritage Act
C)	Town of Amherstburg	AODA Website Compliance Extension Request
D)	Municipal Property Assessment Corporation	Municipal Levy Letter
E)	Municipality of East Ferris	Support for Municipality of Calvin Resolution RE: Broadband
F)	The Federation of Northern Ontario Municipalities	Starlink Program
G)	OPP Municipal Policing Bureau Financial Services	2021 Annual Billing Letter for Municipalities
H)	Tribunals Ontario – Assessment Review Board	Invitation to be a Member of the Appeals Management Committee (AMC)
I)	Vic Fedeli, MPP Nipissing	Thank you Letter RE: Broadband Resolution
J)	BlueSky Economic Growth Corp.	Update for application to ICON program
K)	Call2Recycle	Compensation for offering household battery collection program to residents
L)	Association of Municipalities of Ontario	New Long Term Care Funding, Measures and Community Paramedicine to Address Covid 19
M)	Association of Municipalities of Ontario	2020 Federal Throne Speech Lays out Priorities
N)	Association of Municipalities of Ontario	Covid 19 Fall Plan, Covid 19 Modelling, Social Assistance Recovery & Renewal Plan, Food & Organic Waste Policy Statement and Pre-Budget Submissions
O)	Ministry of Natural Resources and Forestry	Central Ontario Orthophotography Project (SWOOP) - 2021
P)	Ministry of Municipal Affairs and Housing	Federal-Provincial Safe Restart Agreement
Q)	Ministry of Indigenous Affairs	Ongoing Treaty Negotiations with the Algonquins of Ontario
R)	Town of Wasaga Beach	Recent Car Rally
S)	Association of Municipalities of Ontario	Federal Gas Tax Fund 2019 Report
T)	Solicitor General	Anti-Racism
U)	Association of Municipalities of Ontario	Covid 19 Public Health Measures, Municipal Relief Phase 2 Funding and Inspector General of Policing

V)	Association of Municipal Clerks and Treasurers of Ontario (AMCTO)	Bill 204, Helping Tenants and Small Businesses Act 2020
W)	Township of North Glengarry	Safe Restart Agreement – Support to Include Capital Costs
X)	North Bay Parry Sound Health Unit	Municipal Levy Revision for 2020
Y)	Fire Marshall's Office	Staffing Levels and Firefighter Safety
Z)	Township of Asphodel Norwood	Cannabis Production
AA)	Municipality of East Ferris	Remembrance Day Ceremony
BB)	Association of Land Surveyors	Role of Surveyors in Municipal Work & Distribution of Plans of Survey
CC)	Association of Municipalities of Ontario	Main Street Recovery Plan & Increased Mental Health Services, Economic Recovery Legislation, Firefighter Safety, Child Care
DD)	City of St. Catharines	Development Approval Requirements for Landfills – Bill 197

8. INFORMATION LETTERS AVAILABLE

Ombudsman Ontario Annual Report 2019-2020 – link to see report is www.ombudsman.on.ca/resources/reports-and-case-summaries/annual-reports

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 10-08-2020

PREPARED BY: Roads Superintendent – Chris Whalley

SUBJECT: Roads Report – Roads Department Sept 4 to Oct 8 2020

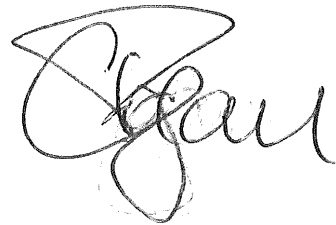
Council Report;

- 1. We are still having engine trouble with our 2005 International dump truck 76-05. Last Wednesday it started to miss and run rough. We limped it back to the township garage and tried to figure out the problem. We drove it up to Peterbuilt NBay who are a Cummins engine dealer. They did a diagnostic check and found the #5 injector failed to open. They also found a code for the fuel peddle actuator and found some wires had rubbed through On the frame and were shorting out. After that was repaired, they did another diagnostic check and found a code for the EGR regulator failed. (Exhaust Gas Regulator). They are in the process of replacing the EGR, and hopefully have it back to us asap.**
- 2. We have found another source for our annual A gravel. The only thing is, we sometimes have to load ourselves, either with our backhoe or the company's big loader. Either way it's has been working well and we have hauled 135 loads as of Oct 6th with approximately 55 loads left to haul to complete our Gravel Resurfacing budget amount. So far we have graveled parts of MtPleasant rd, Peddlers dr, and are currently graveling parts of Brule rd. Once the gravel haul is done we will be installing the snow plows and the wings on the trucks in preparation for the winter season.**
- 3. September 8th we started hauling in our winter sand. The 2 twp trucks along with 5 other tri axle trucks hauled screened sand from the Bonfield pit to Calvin, Sand Dome. The sand from Bonfield pit has more small stone and heavier per volume. A total of 3136 tonne was hauled in and stacked in the Sand Dome.**
- 4. A new entrance permit was applied for a new lot development on Homestead rd. Entrance was approved by the roads dept. As usual, the residence supply's the approved size of culvert and the roads dept does the installation.**
- 5. Brandt Tractor completed the 2000 hr service on our backhoe. This includes all oil and filter changes ,oil sample analysis, re-setting the engine valves and diagnostic check. One of the rear stabilizer cylinders was leaking due to a dent in the outer cylinder casing, causing damage to the inner piston seal. It would have been very expensive to repair or replace the cylinder, but due to some ongoing issues with the backhoe,**

Brandt Tractor covered the cylinder under warranty. They have also installed new updated programme into the computer that we hope will solve the high Exhaust Gas Temperature codes we have been getting. The parts manual CD we originally got with the new backhoe was the wrong one. Brandt Tractor will supply us with a new parts manual CD, for the 310SL model.

6. I've talked to the Sales Rep. for Brandt Tractor and they have some options for a quick attach brusher/grass cutter for the front of the backhoe. I'm exploring different makes and models to find the best option for us, and best pricing.
7. We have several places throughout the two roads that there is an outcrop of bedrock/boulders. I plan to rent the same excavator we used for ditching, with a rock breaker attachment, and break out some of these rocks and make improvements to the roads and ditches. We have money left over in the ditching GL to cover a weeks rental. Possible in November, pending weather, and work load.
8. We have had some complaints about dust on MtPleasant road, especially since we started graveling. We have some flake calcium in bags, and will spread some in the areas as needed, if it continue to be dusty. We have also had a complaint as to why the roadside grass cutting wasn't done this year. It was explained to the residence that it was, due to budget cut this year in regards to COVID-19
9. One roads dept staff member will be off on holidays the last week of October and 1st week of November and other roads dept staff member will be off Oct 13-16th.

Chris Whalley
Roads Superintendent
Municipality of Calvin

A handwritten signature in black ink, appearing to read 'C. Whalley', with a large, stylized initial 'C'.

Municipality of Calvin Fire department monthly report

Report Date: September,2020

Originator: Dean Maxwell-Fire Chief

Responded Alarm's

Sept,1,20/15:53 Smoke near hydro line @2923 Hwy 630. location in Lauder Twp. MNR advised.

Sept,16,20/13:36 MVC Tractor trailer in ditch Hwy 17 east. On scene doing traffic control little over 5 hours.

Meeting nights/Training

Sept,3,20/ Meeting night:Debrief call/Truck checks.

Sept,10,20/ Meeting night:Pumped water with trucks and flushed them out after pump test.

Sept,17,20/ Meeting night:Debrief MVC/worked on trucks.

Sept24,20/ Meeting night:Auto ex training @ land fill. Car donated by Donny Laframboise.

Fleet Status report

Pumpers fuel tank rusted out and had to be removed and sent out for repair. Thanks to Gin-Cor for doing a tough repair, Pumper is back up and running with little down time.

Rescue had 2 of its batteries replaced as they had failed.

Chief's report

Firefighters appreciation day

5 Years of service

Chayse Walls

Liam Maxwell

10 Years of service

Paul Sivret

30 years of service

Wayne Brown

Firefighter of the year

OJ Keown

Thanks to Vicky & Bill Moreton for hosting this event.

A stylized, handwritten signature in black ink, appearing to read 'DM', written over a horizontal line.

Dean Maxwell

A handwritten signature in black ink, appearing to read 'C Pigeau', written over a horizontal line.

Cindy Pigeau

MUNICIPALITY OF CALVIN
REPORT TO COUNCIL
Recreation, Cemetery, Landfill JG2020-14

REPORT DATE: 07/10/2020
PREPARED BY: Jacob Grove; Landfill, Cemetery, Recreation Superintendent
Municipal Enforcement Officer
SUBJECT: Council Report

Recreation

We have been regularly sanitizing at the Community Center and outdoor facilities. During these procedures we have notice that one of the products left surfaces “oily” and another left a film. Due to this, it has additional time is required to clean up after events. We are continuing to try new COVID approved sanitizing products in an effort to reduce the time needed to clean up between events.

Landfill

The landfill has been running well. We have added sanitization of the sorting bins. This is being done on an “as needed” basis.

The Waste Electrical & Electronic Equipment (WEEE) is set to transition January 1st 2021. I have been looking into different Producer Responsibility Organizations (PROs) but there is still limited information on this. I have not been able to find any PROs that have registered with Resource Productivity and Recovery Authority (RPPRA). There are several webinars on the WEEE transition over the coming weeks that I plan to attend, I am hopeful that there will be some information on RPPRA approved PROs.

I have been approached by one company that has indicated they intend to collect WEEE. They have provided us with a contract indicating materials accepted and a price per tonne. I would like to find more PROs to compare contracts to ensure we are getting the best deal for the materials collected.

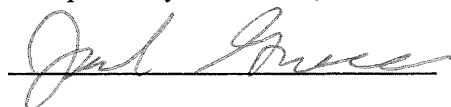
Cemetery

There were 3 burials this month.
Fall clean-up at the cemetery is expected to start this month weather permitting.

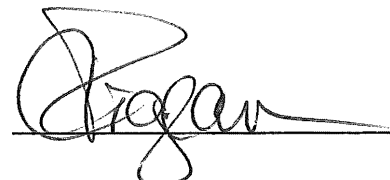
Municipal Enforcement

There have been three new cases 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

1355 PEDDLERS DRIVE, MATTAWA ON, POH 1V0

Tel: (705) 744-2700 • Fax: (705) 744-0309

building@calvintownship.ca • www.calvintownship.ca

BUILDING REPORT

MONTH: September, 2020

1. NUMBER OF PERMITS ISSUED	4
2. TOTAL MONTHLY VALUE	\$305,000
3. TOTAL FEES COLLECTED	\$1,180
4. TOTAL BUILDING VALUE TO DATE	\$940,100
5. TOTAL FEES COLLECTED TO DATE	\$5,465

COMMENTS:

Permit:	Type:	Value:	Fee:
23-2020	Carport	\$5,000	\$100
24-2020	New Modular Home	\$240,000	\$520
25-2020	Garage	\$ 20,000	\$220
26-2020	Garage	\$40,000	\$340

SHANE CONRAD
CHIEF BUILDING OFFICIAL

CORPORATION OF THE MUNICIPALITY OF CALVIN
MINUTES OF THE REGULAR COUNCIL MEETING TUESDAY, SEPTEMBER 22, 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 and Clerk-Treasurer, Cindy Pigeau.

Regrets: 0 Guests: 0

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

PECUNIARY/CONFLICT OF INTEREST: None

PRESENTATIONS/DELEGATIONS: None

2020-297 MINUTES OF REGULAR COUNCIL MEETING

Moved by Coun Cross and seconded by Coun Grant that the Minutes of the regular meeting of Council held on Tuesday, September 8, 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	

2020-298 ONE YEAR EMPLOYMENT CONTRACT RENEWAL WITH FIRE CHIEF, DEAN MAXWELL

Moved by Coun Olmstead and seconded by Coun Grant that Council hereby authorizes a renewal of a 1 year employment contract between the Municipality and Dean Maxwell, for the Position of Fire Chief and that the term of the renewal contract shall be from September 30, 2020 up to and including September 30, 2021.

Recorded Vote as per Electronic Meeting Best Practices

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

2020-299 ONE YEAR EMPLOYMENT CONTRACT RENEWAL WITH ON-CALL/STANDBY ROADS
EQUIPMENT OPERATOR, BRANDON MAYHEW

Moved by Coun Maxwell and seconded by Coun Cross that Council hereby authorizes a renewal of a 1 year employment contract between the Municipality and Brandon Mayhew, for the Position of On-Call/Standby Roads Equipment Operator and that the term of the renewal contract shall be from September 30, 2020 up to and including September 30, 2021.

Recorded Vote as per Electronic Meeting Best Practices

Councillor Cross	Yea
Councillor Maxwell	Yea

Councillor Olmstead	Yea
Councillor Grant	Yea
Mayor Pennell	Yea
Carried	

2020-300 FUNDING FOR BROADBAND INTERNET AND CITIZEN PARTICIPATION

Moved by Coun **Maxwell** and seconded by Coun **Olmstead** that WHEREAS, we the Nipissing communities of the Nipissing-Temiskaming riding, Antoine First Nations, Mattawa/North Bay Algonquin First Nations, Bonfield (Bonfield, Rutherglen), Callander, Calvin, East Ferris (Astorville, Corbeil), Mattawa, Mattawan, Nipissing, North Bay, Papineau-Cameron, Powassan (Powassan, South Himsworth, Trout Creek), Chisholm and Redbridge, seek fast, reliable and affordable internet and e-connectivity for our citizens, our businesses, our non-profit organizations and our visitors; and WHEREAS, we form part of Blue Sky Net where internet speed in our communities has been confirmed as substantially lacking as reported in the recently published report entitled "The Speed of Northern Ontario Broadband" ; and WHEREAS, our companies find it difficult to operate in a business environment that is becoming increasingly digitalized; and WHEREAS, our citizens are frustrated as the school season resumes and their children require internet for their education program; and WHEREAS, we are concerned that applications for the Improving Connectivity for Ontario (ICON) was severely over-subscribed; and WHEREAS, we are equally concerned there has yet to be Federal Government funding announced in support of the ICON fund; and WHEREAS, we are more so concerned that our voice will be lost in the sea of funding demands for improved internet and e-connectivity currently being made by communities across our region, our province and our country; THEREFORE BE IT RESOLVED that the Municipality of Calvin encourages the citizens of our area to raise their voice in support of their municipalities and Blue Sky Economic Growth Corporation (Blue Sky Net) as they look to secure funding for internet for our Nipissing communities; and THEREFORE BE IT RESOLVED that we encourage our MP Anthony Rota and our MPP Victor Fedeli to examine the opportunity to re-instate the role played by our northern economic development agencies (FedNor and NOHFC) in the delivery of internet funding in Northern Ontario as they are best positioned to understand the needs of our region; and THEREFORE BE IT RESOLVED that we encourage our Federal Government to release funding for a National Broadband Initiative that encompasses the critical needs of communities and citizens that fall under the Blue Sky Net (Nipissing) umbrella; and THEREFORE BE IT RESOLVED that communities in the Blue Sky Net (Nipissing) area are committed to supporting the anticipated deployment and adoption of this infrastructure in our communities.

Recorded Vote as per Electronic Meeting Best Practices

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

2020-301 DRAFT SITING TELECOMMUNICATIONS FACILITIES

Moved by Coun Grant and seconded by Coun Cross that Council hereby authorizes that Clerk-Treasurer to proceed with a DRAFT Siting Telecommunications Facilities Policy.

Recorded Vote as per Electronic Meeting Best Practices

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

VOTE TO DEFER ONLY

Defer to after background information is brought back to Council from BlueSky

2020-302 ROAD AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF CALVIN
AND DARKO & CRISTINA MIHELIC

Moved by Coun Maxwell and seconded by Coun Olmstead that Council hereby authorizes the Road Agreement between The Corporation of the Municipality of Calvin and Darko and Cristina Mihelic.

Recorded Vote as per Electronic Meeting Best Practices

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

2020-303 MUNICIPAL OFFICE AND LANDFILL CHRISTMAS HOURS

Moved by Coun Cross and seconded by Coun Olmstead that Council hereby authorizes that over the 2020 Holiday Season that the Municipal Office shall be closed at 1pm on Thursday, December 24, 2020 thru Friday, January 1, 2021 and will reopen as usual on Monday, January 4, 2021 at 8:30 a.m. and; further that the Landfill will be closed on Saturday, December 26th, 2020 and that regular Landfill hours will resume on Tuesday, December 29, 2020 and January 2, 2021.

Recorded Vote as per Electronic Meeting Best Practices

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

2020-304 DISBURSEMENTS

Moved by Coun Maxwell and seconded by Coun Grant that the disbursements dated September 17, 2020 in the amount of \$69,965.53 and September 22, 2020 in the amount of \$857.47 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

2020-305 ADJOURNMENT

Moved by Coun Grant and seconded by Coun Cross that this regular meeting of Council now be adjourned at 9:17 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

CORPORATION OF THE MUNICIPALITY OF CALVIN

BY-LAW NO. 2020-022

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL.

WHEREAS it is the desire of Council to confirm all proceedings, motions and by-Laws:

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

1. THAT the Confirmatory Period of this By-Law shall be for all Regular and Special Council meetings from July 1, 2020 up to and including September 30, 2020;
2. THAT all By-Laws passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed;
3. THAT all resolutions passed by the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed;
4. THAT all other proceedings, decisions and directives of the Council of the Corporation of the Municipality of Calvin during the period mentioned in Section 1 are hereby ratified and confirmed.

Read a first time this 13th day of October, 2020.

Read a second time this 13th day of October, 2020.

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

MAYOR

CLERK-TREASURER

MUNICIPALITY OF CALVIN

2020CT42 REPORT TO COUNCIL

REPORT DATE: **October 6, 2020**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Emergency Control Group Meeting Summary – September 30, 2020**

The Emergency Control Group met electronically on Wednesday, September 30, 2020 by Zoom.

In regards to Key Legislation changes – The Emergency Orders were extended until October 22. We are now considered to be in the second wave of the Covid 19 pandemic. We have more cases now than when the pandemic began but this is most likely due to the increase in testing that now takes place versus when the pandemic began. The most notable change is that fines for hosting a social gathering have increase significantly and we have moved out of the educational phase of fines and are now in implementation.

The Emergency Control Group duties have not changed with the exception that the Community Emergency Management coordinator (CEMC) will be attending Ministry Webinars up to 2 times a week as the Ministry feels it necessary due to being in the second wave to increase the number of webinars to keep CEMC's informed.

The Emergency Response Plan will have an additional appendix added to it regarding pandemic. The meetings with Papineau-Cameron and the Ministry are taking place in early October and the appendix should be completed by the end of the month of October.

Regulations regarding Hunting groups remain in effect – namely not more than 10 people indoors and 25 outdoors. Please see the information posted on our website from the North Bay Parry Sound District Health Unit regarding hunting for further details.

The Municipal State of Emergency still remains in effect.

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

MUNICIPALITY OF CALVIN

2020CT40 - REPORT TO COUNCIL

REPORT DATE: September 30, 2020

ORIGINATOR: Cindy Pigeau; Clerk-Treasurer

SUBJECT: Film Industry Handbook

RECOMMENDATION

That the proposed Film Industry Handbook developed in conjunction with the surrounding regional municipalities be approved by the Municipal Council of Calvin so we all have the same or similar requirements/fees in the area.

There is also a fee involved with submitting a film industry application. Included along with the final DRAFT Handbook is a motion regarding this application fee. If the motion is approved by Council, the fee will be included in the update to the Fees and Charges By-Law that will be brought forth at the October 27, 2020 Regular Council Meeting.

BACKGROUND

The Municipality and its surrounding rural and small urban areas have become popular filming locations.

The development of a handbook was discussed in the summer of 2019 with Council as the CAO/Clerk-Treasurer of The Township of Chisholm reached out to the surrounding municipalities. The reasoning behind developing the handbook together was that we wanted to create stronger guidelines to the production agencies to follow while working in this region. There was interest and a small working group was created. The group consisted of the Municipality of East Ferris, the Town of Powassan, the Town of Mattawa, the Town of Callander, the Municipality of Mattawan, the Township of Papineau-Cameron, the Township of Chisholm and the Municipality of Calvin.

At our first meeting we discussed the challenges and benefits of having the filming industry in our area.

Challenges in your communities with the filming industry

- Speeding, blowing thru stop signs
- No respect for the town
- Lack of traffic control
- Need everything right away
- Municipal staff time spent on the industry
- They are not organized
- Everything last minute
- Industry not following thru on promises
- Borrowing and sometimes losing municipal property ex. Road signs

Benefits to your communities

- Financial benefits to some supplies and other businesses
- Financial benefit to some restaurants but unionized food caterers could cut into using local restaurants
- Exposure for the municipality
- Locals getting to be extras in the productions
- Short term rentals for the production crews and actors
- Using multiple locations – homes, restaurants, arenas, halls, parking lots

The idea was to come up with a package that worked for all us and so that there would be consistency across the area for the expectations of the production companies.

Please find the final draft of the Filming Handbook that was created by the working group. Each municipality that is using it can make small changes for specifics in their own municipality.

The Township of Chisholm and the Township of Papineau-Cameron have approved the policy thus far.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

Municipality of Calvin

Filming Handbook

A step-by-step guide to filming in the rural and small urban areas of the Nipissing and East Parry Sound Districts.



Created: January 22, 2020

2nd Draft: March 3, 2020

3rd Draft: September 10, 2020

Final Draft: September 15, 2020

Revised:

Contents

WELCOME	4
1.0. The Film Industry in Rural and Small Urban Areas of Nipissing and East Parry Sound Districts	4
1.1. Community Profile	4
FILM POLICY	5
2.0. Policy Statement	5
2.1. Purpose	5
2.2. Applicability	5
2.3. Municipal Support	5
2.4. Key Contact	5
FILM PERMITS	6
3.0. Application Process	6
FILM PERMIT DETAILS & CONDITIONS	7
4.0. Notification	7
4.1. Quality of Place: Consideration to Citizens, Conduct & Clean Up	7
4.2. Right-of-Way Closures/Interruptions	8
4.3. Street Signs & Public Infrastructure/Fixtures	8
4.4. Parking	8
4.5. Special Effects	9
4.6. Environmental Consideration Using Chemicals	9
4.7. Municipally-Owned & Operated Property & Facilities	10
4.8. Restrictions	10
4.9. Safety	10
4.10. Indemnification/Save Harmless	11
4.11. Workplace Safety and Insurance Board (WSIB)	11
4.12. Insurance	11
4.13. Expenses and Permit Fees	11
4.14. Local Sourcing	12
4.15. Freedom of Information	12
4.16. Acknowledgement	12
4.17. Disclaimer	12
FILM PERMIT APPLICATION & TEMPLATES	14
APPENDIX A: Production Information Sheet	14
APPENDIX B: Application for Location Permits to Film	16
APPENDIX C: Sample Parking Plan	18
APPENDIX D: Sample Special Effects Filming Map	19
APPENDIX E: Sample Filming Notification Letter to Businesses/Residents	20
APPENDIX F: Code of Conduct for Cast & Crew	21
APPENDIX G: Chemical Substance/Product use by Film & TV Production	22
APPENDIX H: Road Occupancy Plan	23

WELCOME

1.0. The Film Industry in Rural and Small Urban Areas of Nipissing and East Parry Sound Districts

We welcome the opportunity to work with you on all elements of your film production.

A steering committee was created in the fall of 2019 consisting of representatives from the following municipalities:

Township of Chisholm

Municipality of East Ferris

Municipality of Powassan

Town of Mattawa

Township of Calvin

Township of Papineau Cameron

Municipality of Callander



Our goal was to create a filming package that all the municipalities in the rural areas surrounding North Bay could use. Having a similar filming program across the area would provide consistent expectations to film productions working across multiple municipalities.

Our area offers a variety of filming locations from country side, farming, water courses, small town main streets, small business and restaurant locations, to sports fields and arenas, small industrial and parking lots.

Our municipalities are considered to be anywhere from 3.5 to 4.5 hours north of the GTA and the only city in our area would be the City of North Bay. The City of North Bay is a strong supporter of the Filming Industry and have a website for additional area resources at <https://www.investinnorthbay.ca/community/filming-in-north-bay-and-region/>

1.1. Community Profile

The Municipality of Calvin and the surrounding region takes pride in its varied natural resources and an abundance of picturesque views. It is nestled south of the Mattawa River along Highway 17 and just north of Ontario's world famous Algonquin Park. The area offers Samuel de Champlain Provincial Park, the Canadian Ecology Centre, the Eau Claire Gorge Conservation Area, and the Voyageur Multi-Use Trail System. Visitors are pleased with the appealing surroundings and the warm hospitality awaiting them where the 17th and 21st centuries meet.

In the book "Calvin Remembers One Hundred Years 1887-1987" by Richard Gould, researched and published by the Calvin Township Centennial Committee in 1987, the 2nd paragraph of the Forward states: "Those early pioneers worked the land, struggled against adversity, conquered the rugged terrain, the numbing cold and snow prisons of winter, and undaunted went on to make it work for them. Their greatest reward was the freedom they had obtained." p. XII In Chapter Three entitled "Dileno D. Calvin", the history of the Municipality of Calvin's namesake is told. Dileno Dexter Calvin was M.P.P. for Frontenac County 1868-1883. Even though the reason for naming a township after him is unknown, D.D. Calvin's activity in the lumber industry on Garden Island near Kingston may have been a factor, "In 1865 his company was one of the largest timber operations in Canada..." p. 22

Established as a township in 1881, Calvin Township was then surveyed, enabling residents to register deeds for their property. On Dec. 10, 1881, the Provincial Land Surveyor, Lawrence Tallan, wrote in his notes to the Hon. Commissioner of Crown Lands on p. 34: "Taking a low estimate, I consider 60% of Calvin fit for agricultural, and much larger for grazing purposes." In 1887 when Calvin Township was incorporated, 96 lots were deeded to various individuals. The Canadian

Central Railway reached the Amable du Fond River from Mattawa in October 1881 and to Mackey's Mill at the head of Crooked Chute Lake by the end of the year.

	Spring (April)	Summer (July)	Autumn (October)	Winter (January)
High	11°C (52°F)	27°C (81°F)	10°C (50°F)	-8°C (46°F)
Low	1°C (34°F)	14°C (57°F)	1°C (34°F)	-17°C (1°F)
Precipitation	60 mm (2.4")	75 mm (3.0")	80 mm (3.1")	65 mm (2.6")
Sunrise	6:30 am	5:45 am	7:45 am	8:00 am
Sunset	8:15 pm	9:00 pm	6:30 pm	5:00 pm

FILM POLICY

2.0. Policy Statement

The Municipality of Calvin recognizes the important economic and social benefits of film, television, music and video production in our community. More so, the community recognizes the short and long-term impact that the growth of this sector will have in our area.

The rights, safety and privacy of the citizens and businesses are very important to our community and therefore the municipality requires all film, television, and video production to be reported and coordinated with the CAO Clerk Treasurer or designate of the municipality (see section 2.4).

2.1. Purpose

This *Filming Handbook* has been developed to provide guidelines and outline policies for a coordinated approach to film and television production in the area and on streets and properties falling under the jurisdiction of the municipality.

2.2. Applicability

The following guidelines apply to all film recording that takes place on **public property** within the municipality except for current affairs, newscasts, student school projects and personal recordings. Additionally, we require that all projects that intend to film on **private property** require a filming permit. (Appendix B)

2.3. Municipal Support

The CAO Clerk Treasurer or designate may provide assistance on the following but not limited to:

- Streamlining all necessary permits and approvals by working with other departments
- Assisting with scouting for appropriate site locations
- Facilitating arrangements for facilities
- Accessing the local talent pool and logistics providers
- Liaising with community partners and utilities
- Assisting with Regulatory needs

2.4. Key Contact

The production company should contact the CAO, Clerk Treasurer or designate as early in the location identification process as possible, in order to better serve and facilitate the project, including the permit application process. Refer to the *Application Process* section below for lead time requirements.

Contact: Cindy Pigeau, Clerk-Treasurer, 705-744-2700 or clerk@calvintownship.ca

FILM PERMITS

3.0. Application Process

Applications for Location Permits to Film with the municipality by the production company will be accepted by the CAO Clerk Treasurer or designate and channeled through the necessary municipal departments for review. The CAO Clerk Treasurer and/or designate, has the authority to issue **Permits**.

All **Applications for Location Permits to Film** requesting approval for location filming within the municipality should be submitted in writing to the CAO Clerk Treasurer or designate according to the lead time requirements below. The following are the applicant's responsibility and the information **must** be on file with the CAO Clerk Treasurer or designate **prior to any film industry activity**. Detailed instructions and templates are listed in the **Appendix** of this handbook.

Required in all cases:

- ✓ Completed **Production Information Sheet (Appendix A)**
- ✓ Completed **Application for Location Permits to Film (Appendix B)**, one form per location request)
- ✓ Certificate of insurance (refer to section 4.10 for insurance levels)
- ✓ Clearance certificate with WSIB
- ✓ Shooting locations schedule and notification of any amendments to schedule

Required with this application, if applicable:

- ✓ Municipal facilities requests and proof of payment (i.e. facility rental, building permits, road closures, etc.)
- ✓ Parking plan map (**Appendix C**)
- ✓ Road occupancy plan (**Appendix H**)
- ✓ Special effects filming site map (**Appendix D**)
- ✓ Notifications to residents/businesses (**Appendix E**)
- ✓ Proof of Paid Duty Police Officer contract
- ✓ Proof of permission granted for third party right-of-way interruption (ei. Ministry of Transportation)
- ✓ Proof of permission from neighbouring municipalities for right of way interruptions

In order to avoid unnecessary delays, the CAO Clerk Treasurer or designate should be notified as early as possible of all location scouting and filming. The following guidelines cover the estimated time it takes to process your request, notify the relevant departments or stakeholders and address issues that may arise.

ACTIVITY*	PROCESSING TIME**
Simple commercial filming involving handheld equipment only, maximum five person crew	Estimated at five business days
All other filming, including but not limited to multiple road and parking permissions, aerial filming, street furniture removal, street lighting control, stunts or use of special effects. Council approval may be required.	Estimated at Up to 15 business days

***Depending on location requirements or potentially hazardous activities, more lead time may be required. This will be determined on a case-by-case basis.**

****Processing time is provided for complete Applications for Location Permits to Film. If information in the application request is missing or changed, staff will require additional time to process requests.**

Your application will be reviewed and you will be advised of any conflicts, concerns or if further conditions are warranted, e.g.: notification to neighbourhood associations. Once approved the **Film Permit** must be signed by an employee of the production company and the CAO Clerk Treasurer and/or designate to be valid.

FILM PERMIT DETAILS & CONDITIONS

4.0. Notification

Refer to **Appendix E: Sample Notification Letter to Businesses/Residents**.

Community:

The applicant is required to notify affected residents, occupants and businesses three (3) business days in advance of filming. Information such as duration, location of filming, planned special effects, road and/or lane closures, sidewalk usage and street parking restrictions in addition to Production Company contact information must be communicated in writing to all areas affected by filming activity. A copy of all notification letters must be submitted to the CAO Clerk Treasurer or designate for reference and distribution as required. The CAO Clerk Treasurer or designate may assist the applicant in obtaining a map of those properties within a 60 metre radius (200 feet), or appropriate, of the site that require notification of filming.

Staff:

Senior Staff will be notified by the CAO Clerk Treasurer or designate three (3) business days prior to all filming activity through internal means of communication.

Police, Fire, Ambulance and Municipal Departments:

Depending on the nature and requirements of the production, the applicant may require the approval from the above-mentioned organizations or municipal departments. Police, Fire and Ambulance Services must be notified three (3) business days in advance of any approved detonation of special effects or traffic intermittent stoppages/road closures. The CAO Clerk Treasurer or designate will help facilitate this process.

4.1. Quality of Place: Consideration to Citizens, Conduct & Clean Up

Residents and area business operators should not experience undue hardship resulting from the production. This includes, but is not limited to:

- Night filming must not proceed between 11:00 pm and 7:00 am without proper notification to residents/businesses.
- The applicant must comply with the municipal by-laws governing noise. As such, all generators used on streets or in public areas must be equipped with silencing attachments as required.
- Lighting for filming should be oriented away from neighbouring residences.
- Alcohol is not to be consumed on designated municipal properties.
- Vehicles are not permitted to unnecessarily idle.
- Smoking is not permitted in municipal parks and associated facilities.
- Plans must be in place to address property, vehicular, pedestrian and special needs access to adjacent properties. This includes making necessary arrangements and covering the costs if garbage collection must be rescheduled.
- Removal, alteration and/or cutting vegetation/public infrastructure is prohibited unless approved by the municipality.
- Production crews are responsible for cleaning the location at the end of the shoot day in order to return the location to its original condition with minimum noise and disruption.
- Materials and debris are not to be washed into area catch basins, if applicable. The production company must arrange for the proper disposal of all waste, hazardous waste (including batteries, medications, paint, etc.) and recyclable materials. Film companies are required to provide appropriate types of solid waste receptacles.
- Standards in place through the Ministry of Natural Resources, Ministry of the Environment and Department of Fisheries.

Refer to **Appendix F** for the **Code of Conduct for Cast & Crew**. These expectations of cast/crew conduct are to be included on the reverse side of the film notification letters distributed to affected businesses and residents.

Exceptions to the above conditions require the approval of the majority of affected residents and the relevant local departments and/or Council. In the event of any damage to public or private property, the production company or applicant will be responsible for all fees associated with restoration.

Production companies also have the opportunity to join leaders worldwide in greatly reducing their environmental impact with a few simple efforts. The Association of Independent Commercial Producers recommends [these Green Guidelines](#). Reducing the carbon footprint of locally shot film productions is important to municipality and it is recommended that the applicant evaluate the impact through the use of [CUT!CO2 The Carbon Film Quote](#), an online app to automatically calculate the carbon dioxide emissions in the production quote and for use in planning effective production alternatives.

4.2. Right-of-Way Closures/Interruptions

See link for detailed maps and/or street guides: <http://calvintownship.ca/content/general-information/municipality-calvin-roads>

Filming requests that impact a municipal right-of-way (sidewalks, roads and lanes) are to be coordinated through the CAO Clerk Treasurer or designate and noted on the Film Permit Application. The applicant is strongly encouraged to maintain the right-of-way with intermittent traffic interruptions over full closures where safety permits.

Municipal right-of-way closures, temporary traffic light alterations or traffic pattern changes must be approved and in consultation with Police, Emergency Medical Service and/or Fire Prevention.

Traffic and pedestrian control will be carried out by the Paid Duty Officer or equivalent authority and in compliance with the arrangements made in the Film Permit. Production vehicles are to comply with appropriate traffic regulations unless special permissions are outlined on the Film Permit and only as directed by a Paid Duty Officer. Intermittent traffic stoppages should be limited to a maximum of three (3) minutes, unless otherwise stated on the Film Permit. Every opportunity must be allowed to ensure access to vehicle or pedestrian traffic, or people with disabilities.

It is the applicant's responsibility to arrange and cover costs for Paid Duty Police Officers. Additional municipal fees may apply depending on the location, nature and length of road/lane closure and/or light alteration and will be applied on a cost recovery basis.

Road closures on all Provincial Highways are subject to Ministry of Transportation Approval and will not be included as part of municipal approval. Traffic matters involving Provincial Highways under Ontario Provincial Police (OPP) jurisdiction should be referred to the OPP for consultation.

4.3. Street Signs & Public Infrastructure/Fixtures

Please be advised that if any street signs and fixtures (street names, traffic signs, directional signs, etc.) need to be altered, removed and/or reinstalled due to filming, changes need to be approved and carried out by the municipality. Fees may vary depending on the location, nature and length of road/lane closure and/or light alteration and will be applied on a cost recovery basis.

Authorization to dig must be requested at the time of the ***Application for Location Permits to Film***. When digging has been authorized by the municipality for public property, on-site locates are required. Water, waste water and storm water considerations must be vetted through the municipality and utility considerations should be vetted through [ON1Call](#) by calling 1- 800-400-2255.

4.4. Parking

Production crews should be conscientious when parking within the municipality. Production vehicles must adhere to parking regulations of the municipality and shall not block fire hydrants including sprinklers and standpipe connections, impede emergency vehicle access, or park within nine meters of an intersecting street. In all circumstances, production vehicles cannot block bus stops, pedestrian crosswalks, signalized intersections, driveways,

accesses/egresses/ingresses, ramps, parking lot entrances and accessible parking for persons with disabilities or interrupt the regular flow of traffic. Exceptions must be identified on the Film Permit. The production company must also comply with any other requirements as specified on Film Permits issued from the requisite department.

Production and crew vehicles should be parked off major municipal road allowances whenever possible.

A parking plan must be submitted to the CAO Clerk Treasurer or designate along with the Film Permit Application. The plan should include the following information:

- Dates and times of parking restrictions
- Map indicating meter numbers and left/right side of streets
- Number of production vehicles

If the parking plan includes on-street parking that is not in a designated parking lot or at meters, a Road Occupancy Plan may be required.

If required, a review and approval of the proposed plan will then be conducted by the Public Works Department. Police, Fire and Emergency Services, may be consulted.

It is the responsibility of the production company to secure parking spaces, as agreed upon in the above plan. The municipality will not be responsible for towed or impounded vehicles.

4.5. Special Effects

Applicants must identify their intent to use guns, gunfire, pyrotechnics, bomb/mock ups, flash powder, detonators, and flammable liquids/material including the filming of dangerous stunts as part of the Film Permit application.

A permit is required for the use of any special effects listed above and can be obtained by filling in **Appendix B** with the relevant information. The application must provide a copy of the filming site map, which explains where all special effects will occur. The municipal fire chief will be consulted on all special effects and will approve all plans. Paid Duty Officers and/or Fire Prevention Officers and/or Emergency Medical Services personnel may be required when detonating pyrotechnic special effects or filming dangerous situations on a case-by-case basis. Additional fees may be charged for the Fire Department involvement.

All open air burning must be approved by the fire chief. The burning must be with clean, organic materials. All pyrotechnic special effects and fireworks handling and discharge shall conform to the [Natural Resources Canada Display Fireworks Manual](#) and the [Natural Resources Canada Standard for Pyrotechnic Special Effects](#). A site inspection must be carried out by Fire Prevention Officers prior to discharge of any pyrotechnics within a building.

Any work in or near water courses regulated by the North Bay Mattawa Conservation Authority may need a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses (DIA) permit.

4.6. Environmental Consideration Using Chemicals

This section is intended to ensure the safety and health of the environment and the residents of the municipality.

Definitions:

Chemical substance / product: is a form of matter that has constant chemical composition and characteristic properties. These can be chemical elements, chemical compounds, ions or alloys.

Qualified Person (QP): is a person who, because of their knowledge, training and experience, is qualified to make the decision safely and properly. The required qualifications for a QP are: a) the person holds a license, limited license or temporary license under the Professional Engineers Act; or b) the person holds a certificate of registration under the Professional Geoscientists Act, 2000, and is a practicing member, temporary member or limited member of the Association of Professional Geoscientists of Ontario.

EPA: Environmental Protection Act

Owner: The municipality

This section is to be used in the event a film or television production company is interested in releasing a chemical substance in the municipality. It is the responsibility of the production company to determine what chemical substances and/or products they will be using for their filming needs. The production company is responsible to ensure the product(s) being used are safe for the application they are using them in.

The production company shall provide confirmation that the proposed substance/approach has been reviewed and approved by a Qualified Person (QP). The Chemical Substance/Product Use Request Form (Appendix G) must be completed and submitted to the CAO Clerk Treasurer or designate along with any additional supporting information. Production Company will need to provide this form along with supporting documentation ten (10) working days in advance of permitting to allow for review by municipal staff. A filming permit will not be released until the municipal staff have reviewed the proposed substance and approved its use.

The QP review / approval must address impacts of the planned usage and address issues including but not limited to: solution mix, frequency of use, application method, conditions, procedures, clean-up plan, contamination mitigation plan, restricted areas where no releases are allowed (for example: no releases directly into waterways). Please note that the QP review/approval can be for the entire production and is not required to be site specific.

The Owner will not make exhaustive or continuous on-site inspections to check the quality or quantity of product use. The production company has sole responsibility in regards to product use/release. The production company will be fully responsible for any adverse effect as defined by the EPA that may result from the release of the proposed substance.

This section is subject to changes and updates without notice.

4.7. Municipally-Owned & Operated Property & Facilities

If the applicant wishes to film at a municipal picnic area, sport field, arena, community centre or other property they must rent the facilities accordingly. Requests to film on other municipally owned property should be communicated at the time of Film Permit Application in order to secure the appropriate approvals from the respective departments. The CAO Clerk Treasurer or designate can facilitate these arrangements.

4.8. Restrictions

There may be sensitive areas and/or properties in the municipality where filming is restricted. The appropriate municipal officials will consider decisions about the nature and extent of filming in or around these properties. Each request will be looked at on a case-by-case basis and is subject to the approvals.

Priority of use will be granted to prior bookings and based on purpose of use. Access to some facilities may be limited by seasonality and operational commitments.

4.9. Safety

It is the responsibility of the applicant to ensure that the production crew operates in a safe and professional manner in the course of their duties. This applies to filming on public and private property.

The production company must adhere to all applicable laws, regulations, rules and by-laws of the federal, provincial and municipal governments including but not limited to:

- The Ontario Ministry of Labour [Safety Guidelines for the Film & Television Industry in Ontario](#).
- The Ontario Ministry of Transportation Traffic Manual, in particular as [Book #7](#) relates to temporary conditions of roadway operations.
- The [Ontario Fire Code](#), and may be subjected to a fire safety inspection and be asked to produce a fire safety plan to the satisfaction of the municipality.
- The [Ontario Electrical Safety Code](#), in particular all electrical work and electrical equipment must be inspected and/or approved by the Electrical Safety Authority's Inspection and interior signs on buildings must not be

covered (i.e. fire exit signs) unless agreed upon prior to filming. Covering of fire exits is permitted only if all people in the area have been advised of location exits in case of emergency.

- Grounding film equipment to fire hydrants is not permitted.

The applicant shall promptly report to the CAO Clerk Treasurer or designate and to the [Ministry of Labour](#) any potentially serious accidents or claims for liability or loss with respect to these policies.

4.10. Indemnification/Save Harmless

The applicant shall indemnify and save harmless the municipality from and against all claims, actions, damages, injuries, costs, expenses or losses whatsoever, which may arise or be brought against the municipality as a result of or in connection with the use of said location(s) by the applicant, its employees, contractors, agents or representatives. The municipality will not be responsible for any liability arising from these activities with respect to advertising, copyright or trademark infringements.

4.11. Workplace Safety and Insurance Board (WSIB)

The applicant shall provide proof of WSIB coverage in good standing prior to commencing the work and upon request from time to time during the term of the agreement. The applicant shall maintain proper WSIB coverage throughout the course of the work. The municipality reserves the right to impose a condition on the release of any payments requiring the presentation of a WSIB clearance certificate.

4.12. Insurance

The applicant shall, at its own expense, including the cost of deductibles, provide and maintain insurance coverage from an insurance company registered to do business in the Province of Ontario. A certificate of insurance shall be provided to the CAO Clerk Treasurer or designate and be acceptable prior to issuance of the Film Permit. In all policies the municipality must be named as an additional insured and a cross-liability clause must be included.

- A comprehensive general liability policy or commercial general liability policy in the amount of not less than \$2,000,000 (two million dollars) inclusive limit for any occurrence required. Where a Road Occupancy Permit is required, this must be in the amount of \$5,000,000 (five million dollars).
- Automobile third-party liability insurance in the amount of not less than \$1,000,000 (one million dollars) inclusive limit covering all vehicles used in connection with the filmmaking activities required.
- Tenants' legal liability coverage in the amount of not less than \$100,000 (one hundred thousand dollars), which may be increased based on the value of the building occupied during filming.
- Additional insurance (i.e. Aircraft Liability, Pyrotechnics Liability, Fire, Legal Liability, etc.) may be required depending on other specific activities, in which case the amount will be determined by the CAO Clerk Treasurer or designate in consultation with their insurance company.
- It is the responsibility of the production company to maintain insurance coverage for contents and equipment, rentals, liability for all activities, business interruption, automotive exposures and other risk and to limits of coverage amounts usual to that of a prudent company in the filming business operating at the same capacity.

A thirty- (30) day notification prior to the cancellation of policy must be included.

4.13. Expenses and Permit Fees

All out-of-pocket expenses and fees related to the use of municipal properties and services are the responsibility of the production company. These may relate to parking, roads, facilities, parks, equipment or additional staffing such as janitorial, security and site preparation.

Fees related to the permitting process are as follows:

- **Film Permit \$50 at submission of application, non-refundable**

Upon receipt of the Film Permit application, the company shall be provided with an estimate of costs prior to permitting and/or film activity. Total fees will be estimated according to plan, time permitting, subject to change upon actual usage.

If municipal facilities are being used, the municipal rental agreement process will be followed.

The applicant may be required to provide a certified cheque or letter of credit as deemed necessary by the CAO Clerk Treasurer or designate commensurate with the scale and scope of the production. The deposit shall be returned when all conditions, including location restoration and payments as applicable, have been met. Should the scale and scope of the production change mid-production, the security deposit may be increased.

When filming takes place on municipal property, if the municipality must incur additional costs to restore the location to its original state, such costs will be subtracted from the security deposit and if the deposit is insufficient to cover the costs of restoration or damages the applicant shall be required to provide any balance owing to the municipality forthwith. If expenses include staffing, cost adjustments will be dealt with after the fact by deducting the balance from the security deposit. This process takes approximately thirty (30) days. If a shoot wraps earlier than scheduled, this will not necessarily result in a reimbursement adjustment.

4.14. Local Sourcing

The production company will make every effort to utilize certified local businesses and services throughout the course of production activity, including pre- and post-production work. Visit the municipal website at www.calvintownship.ca or the City of North Bay Film Portal at <https://www.investinnorthbay.ca/film-portal/services/> for information on industry resources in the area.

4.15. Freedom of Information

Submissions received by the municipality are confidential because they contain third party information. However, since *the Municipal Freedom of Information and Protection of Privacy Act* applies to municipalities and sets out certain rules regarding the release of third party information held by the municipality, this is not a guarantee that information submitted will not be released.

To assist the municipality in maintaining Submissions as confidential documents, it is the responsibility of the Proponent to include a written notice within the Submission as to which specific components of the Submission are submitted in confidence. The notice must also include the nature of the confidential information and what harm(s) would result from the release of this information. Reasons for confidentiality under the *Act* include trade secrets, scientific, technical, commercial, financial, and/or labour relations/human resources information. The Submission should also be clearly marked "CONTAINS CONFIDENTIAL COMPONENTS". Under no circumstances can the entire Submission be identified as confidential by the Proponent, unless identified in advance by the municipality for security reasons, etc.

Once an application process has been closed, pricing and specification information will be made available to the public. There may be a charge for this information. Requests for additional information may be subject to a fee as per the Fees By-law.

4.16. Acknowledgement

The Municipality wishes to enhance its ability to attract commercial, video and film production. To promote our Municipality we ask for:

- Confirmation that the Municipality will be mentioned in the credits, including municipal logo.
- Confirmation to use the film title and production company in any promotional information used by the Municipality

4.17. Disclaimer

The municipality reserves the right to refuse to allow filming or issuance of a Permit to an applicant that does not comply with and/or satisfy the criteria outlined in these guidelines, or to terminate the Permit. Decisions will be made on an individual basis.

Please submit forms to the Clerk-Treasurer:

By Mail At: Municipality of Calvin
1355 Peddlers Dr.
Mattawa, ON P0H 1V0

By Fax At: 705-744-0309

By Email At: clerk@calvintownship.ca

Payment Options:

- Using the drop box just outside the Municipal Office Door using cash or cheque (sorry **no debit/credit cards YET**). If dropping off cash, please drop off during Municipal Office Hours. We are not responsible for payments until they are received in the office.
- By mail (cheque or money order)
- Canadian customers may use the following bill payment remittance services at participating financial institutions (e.g. Caisse Populaire/Desjardins, CIBC or Scotiabank):
 - a. automated banking machine (ABM), or
 - b. over the counter, or
 - c. online, or
 - d. telephone
- ePayment - You will require internet access and a major credit card.
To start using ePayment:
 1. Go to www.calvintownship.ca and click on **"Make an ePayment"**
 2. Click on **"Register"** and enter required information
 3. When Email verification received click on link in email
 4. Enter user ID, password, and verification code provided in email
 5. Enter 19 digit property roll number, name, phone number, and amount
 6. Click **"Make Payment"** (*note there is a 3% convenience fee paid directly to the service provider, not to the municipality*)
 7. Pay with your major credit card or Paypal account



FILM PERMIT APPLICATION & TEMPLATES

APPENDIX A: Production Information Sheet

Applicant Information		
Production company:		Production title:
Date:		
Name of Applicant:		Position/Title:
Production Company:		Parent production company:
Name of Producer:		Name of Director:
Name of Locations Manager:		Name of Production Manager:
Locations Manager cell:		Locations Manager e-mail:
Local production Office Address:		
Local production office phone:		Local production office fax:
Billing address (if different from above):		
Production information		
Production title:		
Production type: <input type="checkbox"/> Feature film <input type="checkbox"/> Commercial	<input type="checkbox"/> TV movie <input type="checkbox"/> Student project	<input type="checkbox"/> TV series <input type="checkbox"/> Music video <input type="checkbox"/> Other (specify)
Production's country of origin: <input type="checkbox"/> Canadian <input type="checkbox"/> US	<input type="checkbox"/> Canadian/US co-venture <input type="checkbox"/> Other (specify)	
Total budget (\$):	Spent in the municipality (\$):	
Date it will air:	Channel/broadcaster:	
Pre-production date:	Camera date:	Wrap date:
Total # of days (prep, camera, wrap):	Total # of different locations:	
Number of cast and crew (total):	Number of cast and crew (local):	
What is the perceived economic/financial impact for the municipality?	List any other benefits to the municipality.	
Brief plot synopsis		

I certify that all of the information above is to the best of my knowledge true, correct and complete. I have read and understand the Filming Handbook and remitted the payment of \$50 with this application. I also understand that the municipality will use and rely on this information in issuing the requisite permit(s). I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may be justification for permit(s) refusal or immediate permit(s) termination without recourse.

Signature _____

APPENDIX B: Application for Location Permits to Film

Applicant Information		
Production Company:		Production Title:
Name of Applicant:		Position/Title:
Billing Address:		
City:	Province:	Postal Code:
Cell Phone:	Production Office Phone:	E-mail:
Location Sites		
A completed Appendix B is required for each shooting location.		
Location Sites (All public roads and properties – attach extra pages as required):		
1)		
2)		
3)		
4)		
Date – commencement of prep work:	Time:	<input type="checkbox"/> AM PM
Date – completion of filming:	Time:	<input type="checkbox"/> AM PM
Date – completion of restoration:	Time:	<input type="checkbox"/> AM PM
ACTIVITY DESCRIPTION		
(State purpose of property use – attach extra pages or maps as required)		
<p>Check as appropriate:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Intermittent traffic stoppages (PDO required) <input type="checkbox"/> Road closure required (PDO required) <input type="checkbox"/> Travelling shot (PDO required) <input type="checkbox"/> Other reason for PDO required (specify) <input type="checkbox"/> Sidewalk or other right-of-way occupancy (specify) <input type="checkbox"/> Parking plan required <input type="checkbox"/> Use of municipal facilities/property (specify) <input type="checkbox"/> Special effects (specify) <input type="checkbox"/> Alteration or construction of temporary structures, including signage (specify) <input type="checkbox"/> Modification of municipal infrastructure (specify) <input type="checkbox"/> Noise by-law exemption or filming at unusual hours (specify) <input type="checkbox"/> Utility and site locates required (specify) 		
CHECKLIST of applicant's responsibilities		
The following are the applicant's responsibility and the information must be on file with the municipality prior to filming according to the required lead time. Detailed instructions and required lead times are listed in the <i>Filming Handbook</i> .		

Required in all cases:

- ☐ Completed Production Information Sheet (Appendix A)
- ☐ Production Information Sheet(s) (Appendix B)
- ☐ Certificate of insurance and insurance claims contact information
- ☐ Clearance Certificate with WSIB
- ☐ Shooting locations schedule

Required if applicable:

- ☐ Municipal facilities requests and proof of payment (i.e. facility rental, building permits, road closures, etc.)
- ☐ Parking plan for production vehicles (Appendix C)
- ☐ Special effects filming site map (Appendix D)
- ☐ Copy of all notifications to residents/businesses with Code of Conduct for Cast and Crew (Appendix E and F)
- ☐ Proof of Paid Duty Police Officer contract
- ☐ Proof of permission granted for right-of-way interruption
- ☐ Proof of permission from neighbouring municipalities for right of way interruptions
- ☐ Proof of building permits for temporary structures
- ☐ Chemical Substance/Product use by Film & TV Production (Appendix G)
- ☐ Road Occupancy Plan (Appendix H)

OFFICE USE ONLY – Special conditions

I certify that all of the information above is to the best of my knowledge true, correct and complete. I understand that the municipality will use and rely on this information in issuing the requisite permit(s). I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may be justification for permit(s) refusal or immediate permit(s) termination without recourse.

Signature

APPENDIX C: Sample Parking Plan

A parking plan must be submitted when production vehicles and/or trailers are used at each filming location. If required, a review and approval of parking will then be conducted by the municipality and related municipal department representatives in association with the Police Service, Fire and Ambulance Services.

Sketches to Include:

- Identify North direction
- Identify existing landmarks/infrastructure (i.e. bus stops, traffic lights, etc.)
- Identify street names
- Identify location and number of production vehicles
- Identify location of camera/dolly track, equipment, etc.
- Identify movement of scenes, traffic/pedestrian interruptions, barricades, etc.
- Identify parking meter numbers and/or parking lot names as applicable

I certify that all of the information above is to the best of my knowledge true, correct and complete. I understand that the municipality will use and rely on this information in issuing the requisite permit(s). I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may be justification for permit(s) refusal or immediate permit(s) termination without recourse.

Signature

APPENDIX D: Sample Special Effects Filming Map

A special effects filming site map must be submitted when guns, gunfire, explosives, bomb/mock ups, flash powder, detonators, and flammable liquids/materials will be used and/or other dangerous stunts will be performed.

The applicant must provide a copy of the map, which explains where all special effects will occur, to the municipality who will work with the Police, Fire and Ambulance Services on necessary approvals.

Sketches to Include:

- Identify North direction Identify existing infrastructure (i.e. hydrants, traffic lights, etc.)
- Identify street names Identify location of production vehicles Identify location of camera/dolly track, equipment, etc.
- Identify movement of scenes, traffic/pedestrian interruptions, barricades, etc.
- Identify location and type of specialeffect(s)
- Name and contact information of on-site Certified Special Effects Supervisor

I certify that all of the information above is to the best of my knowledge true, correct and complete. I understand that the municipality will use and rely on this information in issuing the requisite permit(s). I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may be justification for permit(s) refusal or immediate permit(s) termination without recourse.

Signature

APPENDIX E: Sample Filming Notification Letter to Businesses/Residents

(Insert your logo and company information here)

FILMING NOTIFICATION

Dear Property Owner,

Please be advised that filming in your immediate area will occur *(insert date)* to *(insert date)*.

Production crews will be operating at film location *(insert address and/or location description)* during this period.

The filming of this production will include: *(insert appropriate activities and descriptions as appropriate)*

- ✓ Temporary street closures
- ✓ Intermittent traffic interruptions
- ✓ Parked production crew vehicles
- ✓ Alterations to the neighbourhood
- ✓ Costumed cast and props
- ✓ Controlled special effects including: *(insert nature of special effect i.e. explosion)*

Thank you in advance for your cooperation and understanding. *(Insert production company name)* has been working with the municipality in order to minimize disruption while filming in the community. Please see the Cast & Crew Conduct expectations on the reverse of this letter.

We appreciate your generous support and welcome you to observe filming from a safe distance without compromising the set.

For further information please contact:

(Insert Production Crew contact name and phone number/e-mail address)

Or

Your local Municipal Office

APPENDIX F: Code of Conduct for Cast & Crew

TO THE PUBLIC

If you find this production company is not adhering to this Code of Conduct, please call the municipal office.

Title of Production

Production Manager

Phone Number

- 1) When filming in a neighbourhood or business district, proper notification is to be provided to each merchant or resident directly affected by filming activity (this includes parking and base camp areas). The filming notice shall include:
 - a. Name of production company, title of production
 - b. Production type (feature film, movie of the week, mini-series, TV pilot, TV special, etc.)
 - c. Type, duration and description of activity (i.e. times, dates and number of days, including prep and strike)
 - d. Company contact:

Location Manager (LM)

Assistant Location Manager (ALM)

- 2) The code of conduct shall be attached to every filming notification which is distributed in the neighbourhood or business district.
- 3) Any production company intending to film on public property must first obtain approval from the municipality.
- 4) Production vehicles shall park one-by-one, turning off engines as soon as possible. Cast and crew vehicles are not covered by the location filming permit and shall observe designated parking areas noted by location managers. Filming only takes place between 7:00 am and 11:00 pm unless there is proper notification to the residents.
- 5) Moving or towing of any vehicle is prohibited without the express permission of the owner of the vehicle or the municipality.
- 6) Production vehicles shall not block, or park in, driveways without the expressed permission of the driveway owner.
- 7) Pedestrian traffic shall not be obstructed at any time. All cables and similar items must be channeled. Approved traffic interruptions must not exceed 3-minute intervals.
- 8) Cast and crew shall not trespass on residents' or merchants' property. They must remain within the boundaries of the property that has been permitted for filming.
- 9) No alcoholic beverages or banned substances are permitted at any time on any set or location.
- 10) Cast and crew meals shall be confined to the area designated in the location agreement or permit. Individuals shall eat within their designated meal area, during scheduled crew meals. All trash must be disposed of properly upon completion of the meal. All napkins, plates, and coffee cups used in the course of the work day shall be disposed of in the proper receptacles. All catering, crafts service, construction, strike and personal trash must be removed from the location, ensuring that all locations are returned to their original condition.
- 11) Cast and crew shall observe designated smoking areas and always extinguish cigarettes in appropriate containers.

- 12) Removing, trimming and/or cutting of vegetation or trees are prohibited unless approved by the relevant municipal authority or property owner.
- 13) Film crew shall not remove City street signs. This must be done by municipal staff.
- 14) Use of any municipal infrastructure, such as fire hydrants, is not permitted unless explicitly approved by the municipality.
- 15) Every member of the cast and crew shall keep noise levels as low as possible at all times. Cast and crew will refrain from the use of lewd or improper language.
- 16) Every member of the crew shall wear a production pass (badge) when required by the location.
- 17) The cast and crew shall not bring guests or pets to the location, unless expressly authorized in advance by the company.
- 18) It is up to the film company to make alternative parking arrangements for residents whose vehicles are displaced by the filming activity. Relocating vehicles by towing to accommodate filming or parking will not be permitted.
- 19) The company will comply at all times with the provisions of the Filming Handbook. A copy of the Filming Handbook shall be on location at all times with the location department.
- 20) The production company appreciates your cooperation and assistance in upholding the code of conduct. Failure to comply with this code of conduct can result in disciplinary action by the production company or your Union, Guild or Association.

APPENDIX G: Chemical Substance/Product use by Film & TV Production

Production Company Name: _____
Address: _____
Contact Person: _____ Tel: _____
Email: _____

Parent Production Company Name: _____
Address: _____
Special Effects Company: _____
Address: _____
Contact Person: _____ Tel: _____
Email: _____

Permission is hereby requested to release the following chemical product/substance onto municipal owned property:

Chemical Substance/Product Name: _____

The following documents MUST be submitted with this application a minimum of 10 days prior to the filming date (please check which apply):

- ☐ MSDS / SDS Sheet for specific substance/product
- ☐ Qualified Person Review and Approval
- ☐ Site map showing chemical substance use locations
- ☐ Solution mix
- ☐ Frequency of Use
- ☐ Application Method
- ☐ Environmental impact mitigation procedures
- ☐ Clean up Procedures
- ☐ QA/QC Procedures

I certify that all of the information above is to the best of my knowledge true, correct and complete. I understand that the municipality will use and rely on this information in issuing the requisite permit(s). I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may be justification for permit(s) refusal or immediate permit(s) termination without recourse.

Signature

APPENDIX H: Road Occupancy Plan

A Road Occupancy Plan is required when any work, regardless of impacting traffic or not, is completed within municipal Right-of-Way (ROW). The ROW includes the asphalt/gravel roadway surface, gravel or paved shoulders, sidewalks, curb and open ditches.

Location:

Start date:

End date:

1. Include a Sketch/Diagram/Map indicating the location of the Road Occupancy. If submitting permit application by email, the drawing may be submitted as an attachment to the email in pdf., tiff., or jpg. format.
2. Include a Traffic Control Plan that meets Ontario Traffic Manual (OTM) Book 7 Temporary Conditions, describing the traffic impact (i.e. Lane Shift, Lane Closure, etc.) and procedures for implementing the Traffic Control Plan.

I certify that all of the information above is to the best of my knowledge true, correct and complete. I understand that the municipality will use and rely on this information in issuing the requisite permit(s). I understand and agree that any false information, misrepresentation, or omission of facts in this application and the application process may be justification for permit(s) refusal or immediate permit(s) termination without recourse.

Signature

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: October 13, 2020 NO.

MOVED BY

SECONDED BY

“That the Council of the Corporation of the Municipality of Calvin accepts and approves the use of the Filming Handbook and further that the charge of \$50 for a film permit fee be added to the Fees and Charges By-Law under Schedule A.”

CARRIED

DIVISION VOTE

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

MUNICIPALITY OF CALVIN

2020CT41 - REPORT TO COUNCIL

REPORT DATE: September 30, 2020

ORIGINATOR: Cindy Pigeau; Clerk-Treasurer

SUBJECT: Drainage on Mount Pleasant Road?

BACKGROUND

An investigation regarding the stakes that were in a field at the corner of Mount Pleasant and Peddlers Dr. as requested by Mayor Pennell. The Roads Superintendent and our Drainage Superintendent were contacted and neither of them put the stakes in the field at this above intersection.

There are drain channels in the North-East quadrant but there are no Municipal drains. The stakes therefore do not have anything to do with Municipal work. They may have something to do with a severance or someone putting up a fence but this is only suggestions of what the stakes could be for.

Thank you.

Respectfully submitted;
Cindy Pigeau
Clerk Treasurer

MUNICIPALITY OF CALVIN

2020CT43 REPORT TO COUNCIL

REPORT DATE: **October 6, 2020**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Background Information Regarding Siting Policy**

Industry Canada regulates how towers are installed in a community. It is Federal Legislation that must be followed by all providers of broadband (installation of towers).

Unless the Municipality has a siting policy, they have very little say in where the provider puts the tower. If the Municipality does not have a siting policy then the provider will use the federal legislation. In the BlueSky Net Executive Director's experience, that means that the provider could put the tower almost anywhere. The examples given by BlueSky Net of why a siting policy would be important were if the municipality wants all towers painted green to blend with the surroundings, or if they want it a certain distance from waterways. This is the type of thing that could be put into a siting policy.

The siting policy is in preparation of when broadband does come here. So while it is not urgent, we (the Executive Director of BlueSky Net and myself) would highly recommend that we have this policy in place before any funding is awarded or contracts are signed, etc..... Scrambling at the last minute to put it together in BlueSky's experience is never a good thing and very often holds things up. The siting policy is not meant to be a document for a specific circumstance. If a provider wants to do something that is against the policy that is in place then it would be Council's prerogative to make an amendment to the policy to provide for the exception in that specific circumstance.

The public consultation timeframes are up to the municipality. The typical timeframe for public consultation is 30-45 days.

AMO is also preparing a document to help guide Municipalities through this process. The Executive Director of BlueSky felt that it would be coming out shortly and AMO will definitely provide a copy of it to us when it is available. I have also requested and received (see attached) a copy of an Antenna System Siting Protocol Template that was developed by FCM (Federation of Canadian Municipalities) in conjunction with Industry Canada and the Canadian Wireless Telecommunications Association.

The following link was provided in the Council package of September 22, 2020 but it has been included again as there is a great deal of information found at this link regarding the application process as well as the installation of towers. A lot of the regulations revolve around the height (size) of the tower and it is important to note that towers must be approved by the federal government after they meet very strict safety regulations. https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

Here are some other links that provide further details:

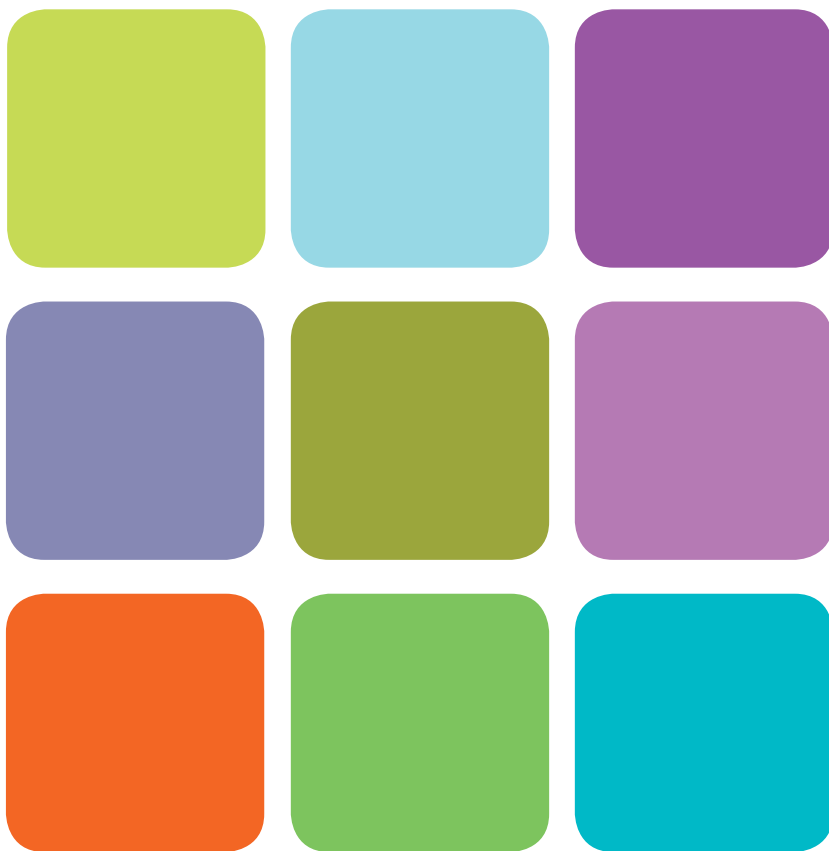
<https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>

<https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11443.html>

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

ANTENNA SYSTEM SITING PROTOCOL TEMPLATE

CWTA/FCM JOINT PROTOCOL - REVISED DECEMBER 2014



www.fcm.ca

www.cwta.ca



PURPOSE:

(TO BE REMOVED FROM FINAL PROTOCOL)

The purpose of this protocol template is to provide Municipalities with a tool to develop customized protocols for the siting of Antenna Systems within their Municipality.

As the template was developed jointly by the FCM and the CWTA, and is consistent with Industry Canada rules on Antenna System consultations, its use should result in consistent and predictable Antenna System siting protocols. This template encourages the development of local protocol guidelines that fully express the Municipality's location and design preferences. It is desirable for protocols to highlight local knowledge and expertise by suggesting preferred sites in all zoning designations and community development plans, including in Residential Areas, as well as design and screening preferences.

Additionally, all examples of local customization provided in the Appendix are endorsed by the wireless industry as being reasonable and practical components of an antenna siting protocol. Some of these examples are better suited to urban, suburban or rural Municipalities, depending on the Municipality from which they derive, but they serve as 'best practices' and should be considered by Municipalities as they examine options for developing their own local protocols. Municipalities should remove all items from this template that are not relevant considering its municipal policies and preferences before finalizing its protocol.

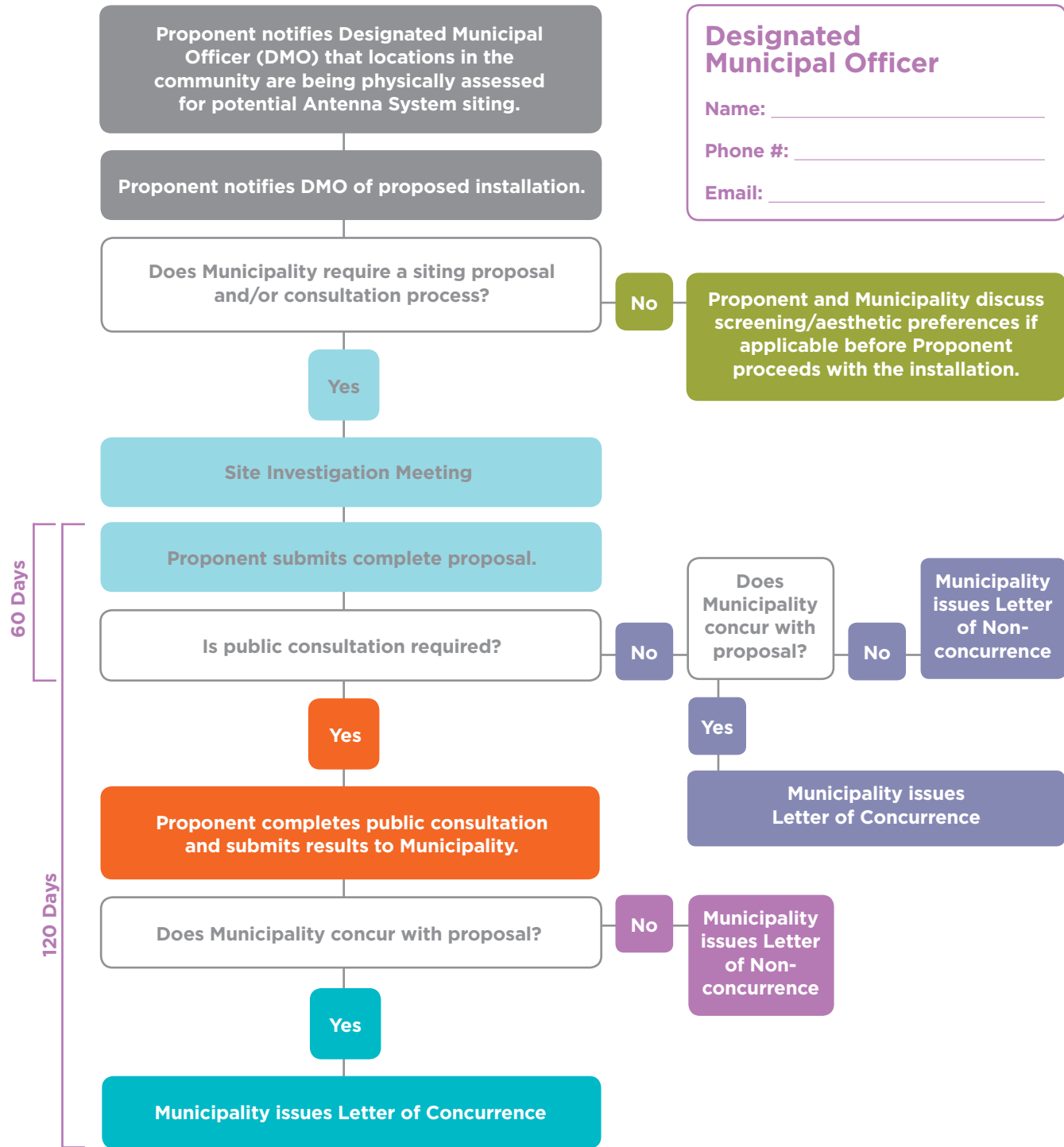
The following sections set out recommended language that may be adopted or adapted by Municipalities wishing to develop a customized protocol in a manner that reflects local circumstances.



TABLE OF CONTENTS

1. OBJECTIVES	3
2. JURISDICTION AND ROLES	4
3. DEFINITIONS	6
4. EXCLUDED STRUCTURES	8
4.1 Exemptions from Antenna System Siting Proposal Review and Public Consultation	8
4.2 Notification and Municipal Review of Exempt Antenna Systems	9
4.3 Additional Exemptions	11
4.4 Siting on Municipal-Owned Properties	11
5. PRE-CONSULTATION WITH THE MUNICIPALITY	12
5.1 Notification	12
5.2 Site Investigation Meeting with Municipality	12
5.3 Confirmation of Municipal Preferences and Requirements	13
6. DEVELOPMENT GUIDELINES	14
6.1 Location	14
6.2 Development and Design Preferences	15
7. PROPOSAL SUBMISSION	17
7.1 Proposal Submission Requirements	17
7.2 Fees	18
8. PUBLIC CONSULTATION PROCESS	19
8.1 Notice Recipients	19
8.2 Notice Requirements	19
8.3 Written Consultation Process	20
8.4 Public Information Session	21
8.5 Post Consultation Review	21
9. STATEMENT OF CONCURRENCE OR NON-CONCURRENCE	23
9.1 Concurrence and Concurrence with Conditions	23
9.2 Non-concurrence	23
9.3 Rescinding a Concurrence	23
9.4 Duration of Concurrence	24
9.5 Transfer of Concurrence	24
10. CONSULTATION PROCESS TIMEFRAME	25
11. LETTER OF UNDERTAKING	26
12. REDUNDANT ANTENNA SYSTEM	27
APPENDIX A	28
Location	29
Development and Design Preferences	30

Antenna System Siting Process Flowchart



Section 1

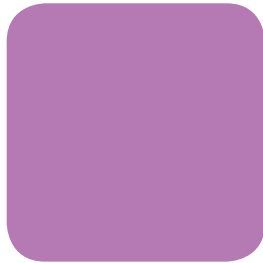


OBJECTIVES

The objectives of this Protocol are:

- (1) To establish a siting and consultation process that is harmonized with Industry Canada's *Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular* (CPC-2-0-03) and *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols* for reviewing land use issues associated with Antenna System siting proposals;
- (2) To set out an objective process, criteria and guidelines that are transparent, consistent and predictable for the evaluation of Antenna System siting proposals that:
 - a. Minimize the number of new antenna sites by encouraging co-location;
 - b. Encourage designs that integrate with the surrounding land use and public realm;
 - c. Establish when local public consultation is required; and
 - d. Allow Industry Canada and the communications industry to identify and resolve any potential land use, siting or design concerns with the Municipality at an early stage in the process.
- (3) To provide an expeditious review process for Antenna System siting proposals;
- (4) To establish a local land use consultation framework that ensures the Municipality and members of the public contribute local knowledge that facilitates and influences the siting – location, development and design (including aesthetics) – of Antenna Systems within municipal boundaries;
- (5) To contribute to the orderly development and efficient operation of a reliable, strong radiocommunication network in the Municipality; and
- (6) To provide the Municipality with the information required to satisfy the requirements of Industry Canada regarding local land use consultation, resulting in an informed statement of concurrence, concurrence with conditions, or non-concurrence from the Municipality to Industry Canada at the end of the process.

Section 2



JURISDICTION AND ROLES

INDUSTRY CANADA: Under the *Radiocommunication Act*, the Minister of Industry has sole jurisdiction over inter-provincial and international communication facilities. The final decision to approve and licence the location of Antenna Systems is made only by Industry Canada. In June 2014, Industry Canada issued an update to its *Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular* (CPC-2-0-03) which outlines the process that must be followed by Proponents seeking to install or modify Antenna Systems, effective July 15, 2014.¹

Industry Canada also requires that Proponents intending to install or modify an Antenna System notify and consult with Municipality (Land Use Authority), and the local community within a Prescribed Distance from the proposed structure. Industry Canada also published a *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols* in January 2008, stating that it “considers that the Municipality’s and local residents’ questions, comments and concerns are important elements to be considered by a Proponent seeking to install, or make modifications to, an antenna system.” The CPC also establishes a dispute resolution process to be used where the Proponent and Municipality have reached an impasse.

ROLE OF THE MUNICIPALITY: The ultimate role of the Municipality is to issue a statement of concurrence or non-concurrence to the Proponent and to Industry Canada. The statement considers the land use compatibility of the Antenna System, the responses of the affected residents and the Proponent’s adherence to this Protocol. The Municipality also guides and facilitates the siting process by:

- **Communicating** to Proponents the particular amenities, sensitivities, planning priorities and other relevant characteristics of the area;
- **Developing the design guidelines** for Antenna Systems contained in Section 6 of this Protocol; and
- **Establishing** a community consultation process, where warranted.

¹ For additional information regarding Industry Canada’s mandate and the application of its authority in the wireless telecommunications process, please consult Industry Canada’s Spectrum Management and Telecommunications Sector at <http://ic.gc.ca/spectrum>.



By working with Proponents throughout the siting process, beginning with preliminary notification and the site investigation meeting, the Municipality seeks to facilitate Antenna System installations that are sensitive to the needs of the local community.

ROLE OF THE PROPONENT: Proponents need to strategically locate Antenna Systems to satisfy technical criteria and operational requirements in response to public demand. Throughout the siting process, Proponents must adhere to the antenna siting guidelines in the CPC, including:

- Investigating sharing or using existing infrastructure before proposing new antenna-supporting structures (consistent with CPC-2-O-17 *Conditions of Licence for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements*) ;
- Contacting the Municipality to determine local requirements regarding Antenna Systems; and
- Undertaking public notification and addressing relevant concerns as is required and appropriate.

OTHER FEDERAL LEGISLATION: Proponents additionally must comply with the following federal legislation and/or regulations, where warranted:

- Health Canada's Safety Code 6 - Limits of Human Exposure to Radiofrequency Electromagnetic Fields in the Frequency Range from 3 KHZ to 300 GHZ - Safety Code 6 (2009);²
- The *Canadian Environmental Assessment Act*; and
- NAV Canada and Transport Canada's painting and lighting requirements for aeronautical safety.

² The Municipality does not assess any submission for an Antenna System with respect to health and radiofrequency exposure issues or any other non-placement or non-design related issues. Any questions or comments the public may wish to make regarding health issues related to cell phones, cell towers and radiofrequency exposure guidelines (Safety Code 6) should be directed to Health Canada on-line at healthcanada.gc.ca and to the Proponent's representative.

Section 3



DEFINITIONS

ANTENNA SYSTEM: an exterior transmitting device – or group of devices – used to receive and/or to transmit radio-frequency (RF) signals, microwave signals, or other federally-licensed communications energy transmitted from, or to be received by, other antennas. Antenna Systems include the antenna, and may include a supporting tower, mast or other supporting structure, and an equipment shelter. This protocol most commonly refers to the following two types of Antenna Systems:

1. **Freestanding Antenna System:** a structure (e.g. tower or mast) built from the ground for the expressed purpose of hosting an Antenna System or Antenna Systems;
2. **Building/Structure-Mounted Antenna System:** an Antenna System mounted on an existing non-tower structure, which could include a building wall or rooftop, a light standard, water tower, utility pole or other.

CO-LOCATION: the placement of antennas and equipment operated by one or more Proponents on a telecommunication Antenna System operated by a different Proponent, thereby creating a shared facility.

COMMUNITY SENSITIVE LOCATIONS: land on which the siting of new Antenna Systems is discouraged, or requested to be subject to greater consultation than otherwise dictated by the standard protocol. Such locations may be defined in local zoning bylaws, community plans, or statutory plans.

DESIGNATED COMMUNITY ASSOCIATION: area- or neighbourhood-specific group that is recognized by the Municipality.

DESIGNATED MUNICIPAL OFFICER (AND HIS OR HER DESIGNATE): the municipal staff member(s) tasked with receiving, evaluating and processing submissions for telecommunication Antenna Systems. The Designated Municipal Officer's name and contact information is provided in the Antenna System Siting Flowchart provided in this protocol.



ELECTED MUNICIPAL OFFICIAL: the political leader of the demarcated area of the Municipality (e.g. ward) in which the Antenna System is proposed.

HERITAGE STRUCTURES/AREAS: buildings and structures (e.g. monuments) or areas/neighbourhoods receiving a heritage designation by the Municipality.

MUNICIPAL DEPARTMENTS: branches of municipal government that administer public services and are operated by city staff.

OTHER AGENCIES: bodies (e.g. boards or commissions) that administer public services but are not operated or staffed by the Municipality.

PRESCRIBED DISTANCE: [TO BE DETERMINED BY THE MUNICIPALITY³], measured horizontally from the outside perimeter of the supporting structure of the proposed Freestanding or Building/Structure-Mounted Antenna System. The outside perimeter begins at the furthest point of the supporting mechanism, be it the outermost guy line, building edge, face of the self-supporting tower, etc.

PROPONENT: a company or organization proposing to site an Antenna System (including contractors undertaking work for telecommunications carriers and third-party tower owners) for the purpose of providing commercial or private telecommunications services, exclusive of personal or household users.⁴

RESIDENTIAL AREA: lands used or zoned to permit residential uses, including mixed uses (i.e. where commercial use is permitted at-grade with residential apartments/condominiums above).

³ Industry Canada recommends in the CPC a distance of three times the height of the proposed tower. The CPC also states that "Proponents are advised that municipalities may set reasonable public notification distances appropriate for their communities when establishing their own protocols." Existing municipal protocols have adopted a range of prescribed distances, e.g. six times the height of the proposed tower, a minimum of 100 metres, a minimum of 120 metres.

⁴ While the best practices established in this Protocol reflect an agreement between FCM and the telecommunications industry as represented by the CWTA, the CPC applies to "anyone who is planning to install or modify an antenna system regardless of type. This includes telecommunications carriers, businesses, governments, Crown agencies, operators of broadcasting undertakings and the public (including for amateur radio operation and over-the-air TV reception)." For applications from other proponents (i.e. not telecommunications carriers or third parties operating on behalf of telecommunications carriers), the Municipality may wish apply this Protocol or a separate review process, or defer to the CPC.

Section 4



EXCLUDED STRUCTURES

This section outlines the criteria for identifying Antenna Systems excluded from the consultation process by Industry Canada, the need to consider local circumstances for all exempt structures, and the process for Proponents to notify and discuss proposed exempt structures with the Municipality.

4.1 EXEMPTIONS FROM ANTENNA SYSTEM SITING PROPOSAL REVIEW AND PUBLIC CONSULTATION

For the following types of installations, Proponents are generally excluded by Industry Canada from the requirement to consult with the Municipality and the public, but must still fulfill the General Requirements outlined in Section 7 of the CPC:

- (1) New Freestanding Antenna Systems: where the height is less than 15 metres above ground level. This exclusion does not apply to Antenna Systems proposed by telecommunications carriers, broadcasting undertakings or third party tower owners;
- (2) Existing Freestanding Antenna Systems: where modifications are made, antennas added or the tower replaced⁵, including to facilitate sharing, provided that the total cumulative height increase is no greater than 25% of the height of the initial Antenna System installation⁶. No increase in height may occur within one year of completion of the initial construction. This exclusion does not apply to Antenna Systems using purpose built antenna supporting structures with a height of less than 15 metres above ground level operated by telecommunications carriers, broadcasting undertakings or third party tower owners;

⁵ The exclusion for the replacement of existing Freestanding Antenna Systems applies to replacements that are similar to the original design and location.

⁶ Initial Antenna System installation refers to the system as it was first consulted on, or installed.



- (3) Building/Structure-Mounted Antenna System: antennas on buildings, water towers, lamp posts, etc. may be excluded from consultation provided that the height above ground of the non-tower structure, exclusive of appurtenances, is not increased by more than 25%;
- (4) Temporary Antenna Systems: used for special events or emergency operations and must be removed within three months after the start of the emergency or special event; and
- (5) No consultation is required prior to performing maintenance on an existing antenna system.

The CPC also states that: Individual circumstances vary with each Antenna System installation and modification, and the exclusion criteria above should be applied in consideration of local circumstances. Consequently, it may be prudent for the Proponents to consult the Municipality and the public even though the proposal meets an exclusion noted above. Therefore, when applying the criteria for exclusion, Proponents should consider such things as:

- the Antenna System's physical dimensions, including the antenna, mast, and tower, compared to the local surroundings;
- the location of the proposed Antenna System on the property and its proximity to neighbouring residents;
- the likelihood of an area being a Community-Sensitive Location; and
- Transport Canada marking and lighting requirements for the proposed structure.



4.2 NOTIFICATION AND MUNICIPAL REVIEW OF EXEMPT ANTENNA SYSTEMS

Notwithstanding Industry Canada's exemption criteria for certain Antenna Systems, Municipalities should be informed of all new Antenna System installations within their boundaries so they can:

- Be prepared to respond to public inquiries once construction/installation has begun;
- Be aware of site Co-location within the Municipality;
- Maintain records to refer to in the event of future modifications and additions; and
- Engage in meaningful dialogue with the Proponent with respect to the appearance of the Antenna System and structure prior to the Proponent confirming a final design.

Therefore, Proponents are required to undertake the following steps for **all exempt Antenna System installations before commencing construction**.

4.2.1 Building/Structure-Mounted Antenna Systems:

The Proponent will in all cases provide the following information for all new Antenna Systems or modifications⁷ to existing Antenna Systems that are mounted to an existing structure, including (but not limited to) a building/rooftop, water tower, utility pole or light standard, and which are exempted from public consultation in Section 4.1(3):

- (1) The location of the Antenna System (address, name of building, rooftop or wall mounted, etc.);
- (2) Description of proposed screening or stealth design measures with respect to the measures used by existing systems on that site and/or the preferences expressed in Section 6;
- (3) The height of the Antenna System;
- (4) The height of any modifications to existing systems.

The Municipality may notify the Proponent of any inconsistency with the preferences and sensitivities expressed in Section 6 and the parties will work towards a mutually agreeable solution.

⁷ Notification is required for modifications that materially or noticeably changed the appearance of the system. Maintenance works that do not result in such changes are excluded from the notification requirement.



4.2.2 Additions that Increase the Height of Freestanding Antenna Systems:

The Proponent will confirm to the Municipality that an addition that extends the height of an existing Freestanding Antenna System as defined in Section 4.1(2), meets the exclusion criteria in Section 4.1 by providing the following:

- (1) The location, including its address and location on the lot or structure;
- (2) A short summary of the proposed addition including a preliminary set of drawings or visual rendering of the proposed system; and
- (3) A description of how the proposal meets one of the Section 4.1 exclusion criteria.

The Municipality will review the documentation and will contact the Proponent where there is a site-specific basis for modifying the exemption criteria based on the preferences and sensitivities expressed in Section 6 of this Protocol. In such cases, the Municipality and the Proponent will work toward a mutually agreeable solution, which may include the Municipality requesting the proposal be subject to all or part of the pre-consultation, proposal submission and public consultation process defined in Sections 5, 7 and 8 of this protocol, as applicable, concluding with a letter of concurrence or non-concurrence.

4.3 ADDITIONAL EXEMPTIONS

Municipalities may exclude from all or part of the consultation process any antenna system installation in addition to Industry Canada's basic exemptions listed in subsection 4.1.

- (1) New Antenna Systems which will be located outside the Prescribed Distance (as identified in Section 3) from the nearest Residential Area are exempt from the public consultation requirement.
- (2) Notwithstanding subsection (1) above, the Municipality may additionally, on a case-by-case basis, exempt a Proponent from all or part of the consultation requirements under Section 8 of this Protocol.⁸ For example, exemptions may be granted where the proposed location is separated from a Residential or Heritage area or structure by an arterial roadway, and/or is buffered by substantial tree cover, topography, or buildings.

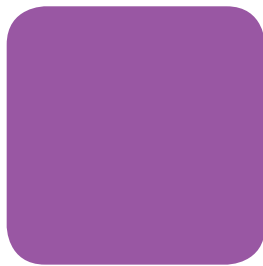
4.4 SITING ON MUNICIPAL-OWNED PROPERTIES

Any request to install an Antenna System on lands owned by the Municipality shall be made to the appropriate official dealing with municipal properties, in accordance with Municipal policy.⁹

⁸ For example, a Municipality may decide to exclude certain proposals from the requirement to hold a public meeting, but not from issuing a public notification to affected property owners/tenants within the Prescribed Distance.

⁹ Existing municipal procedures related to the leasing/selling of municipal-owned land to third parties may necessitate a consultation process irrespective of whether an exemption is provided under this Protocol.

Section 5



PRE-CONSULTATION WITH THE MUNICIPALITY

Pre-consultation is one of the most important elements in the antenna siting process as it generally occurs at a point before the Proponent is committed to a site or design. As a result it represents the best opportunity to influence the siting decision since the Proponent will more likely become committed to a site once the detailed engineering has been completed. While a discussion of submission requirements is appropriate the proposal will benefit most from early direction on matters of siting and design. Proponents are strongly encouraged to initiate pre-consultation as early as possible in the antenna siting process for exempt and non-exempt structures.

Prior to submitting an Antenna System proposal that does not meet any of the exemptions listed in Section 4.1 the Proponent will undertake the following preliminary consultations with the Municipality.

5.1 NOTIFICATION

Proponents will notify the Designated Municipal Officer that locations in the community are being physically assessed for potential Antenna System siting.

5.2 SITE INVESTIGATION MEETING WITH MUNICIPALITY

Prior to submitting an Antenna System siting proposal, the Proponent will initiate a site investigation meeting with the Municipality.

The purpose of the site investigation meeting is to:

- Identify preliminary issues of concern;
- Identify requirements for public consultation (including the need for additional forms of notice and a public information session);
- Guide the content of the proposal submission; and
- Identify the need for discussions with any Municipal Departments and Other Agencies as deemed necessary by the Designated Municipal Officer.

Where the Municipality has an initial concern with the proposed siting of the proposal they will make known to the Proponent alternative locations within the Proponent's search area for consideration.



The Proponent will bring the following information to the site investigation meeting¹⁰:

- (1) The proposed location;
- (2) Potential alternative locations;
- (3) The type and height of the proposed Antenna System; and
- (4) Preliminary drawings or visual renderings of the proposed Antenna System superimposed to scale; and
- (5) Documentation regarding the investigation of co-location potentials on existing or proposed Antenna Systems within 500 metres of the subject proposal.

If desired by both the Proponent and the Municipality, multiple Antenna System siting proposals may be reviewed at a site investigation meeting.

5.3 CONFIRMATION OF MUNICIPAL PREFERENCES AND REQUIREMENTS

Following the site investigation meeting, municipal staff will provide the Proponent with an information package that includes:

- (1) This Protocol, which outlines the approval process, excluded structures, requirements for public consultation and guidelines regarding site selection, co-location, installation, design and landscaping;
- (2) Proposal submission requirements;
- (3) A list of plans and studies that may be required (i.e. environmental impact statements);
- (4) A list of Municipal Departments and Other Agencies to be consulted; and
- (5) An indication of the Municipality's preferences regarding Co-location for the site(s) under discussion.

To expedite the review of the proposal, the Proponent will review this information package before the proposal is submitted so that the interests of Municipal Departments are taken into account. The Proponent is encouraged to consult with affected Departments as well as the local Elected Municipal Official and/or Designated Municipal Officer, and adjacent Municipalities within a Prescribed Distance¹¹, before submitting the proposal.

¹⁰ Proponents may prefer to attend the site investigation meeting without some of the required documents – particularly preliminary drawings – if it is waiting on Municipality feedback before settling on a final location, structure height or design. This should be confirmed with the Municipality. Such documents will be required to be provided following the meeting and prior to the Municipality providing the Proponent with the information package.

¹¹ The CPC states that “there may be more than one land-use authority with an interest in the proposal. Where no established agreement exists between such land-use authorities, proponents must, as a minimum, contact the land-use authority(ies) and/or neighbouring land-use authorities located within a radius of three times the tower height, measured from the tower base or the outside perimeter of the supporting structure, whichever is greater.”

Section 6

DEVELOPMENT GUIDELINES

BACKGROUND (TO BE REMOVED FROM FINAL PROTOCOL):

Municipalities are advised to provide as much detail as possible in this section in order to guide the development of Antenna Systems in their community in a manner that respects local sensitivities and land-use compatibility while providing transparency and predictability to Proponents. Various common criteria for development guidelines are included below. Suggestions for specific guidelines that have been identified as best practices from other Municipal protocols are provided in the Appendix as a reference point. Municipalities are encouraged to populate this guidelines section (or remove any inapplicable categories) as is appropriate to identify their local sensitivities.

Municipalities should ensure that all relevant Zoning By-law regulations are cited in this section as deemed necessary.

Antenna Systems should be sited and designed to respect local sensitivities and preferences as identified by the Municipality.

The Municipality has set out a number of guidelines under the following criteria for the selection of sites and/or construction of new Antenna Systems:

- **Location, including Co-location; and**
- **Development and Design Preferences**

The Proponent should review the guidelines identified below as early as possible, and should attempt to resolve any outstanding issues prior to submitting its Antenna System siting proposal and undertaking the public consultation, where required by the Municipality. Because expressed preferences may be location- or site-specific, the Proponent is encouraged to discuss the guidelines fully with the Municipality at the site investigation meeting.

Proponents are also required to obtain all applicable building permits for additions and/or modifications to existing buildings.



6.1 LOCATION

Co-location:

Before submitting a proposal for an Antenna System on a new site, the Proponent must explore the following options:

- Consider sharing an existing Antenna System, modifying or replacing a structure if necessary;
- Locate, analyze and attempt to use any feasible existing infrastructure, including (but not limited to) rooftops, water towers, utility poles or light standards.

Where Co-location on an existing Antenna System or structure is not possible, a new Antenna System should be designed with Co-location capacity, including in Residential Areas when identified as the Municipality's preference.

The Municipality recognizes that the objective of promoting Co-location and the objective of making Antenna Systems less noticeable may sometimes come into conflict. Nevertheless, the Municipality intends to review each submission on its merits with a view to promoting both objectives and, where necessary, will determine the appropriate balance between them. The Proponent should, in all cases, verify the Municipality's site-specific design preferences during the pre-submission consultation process before investing in a final design or site.

Preferred Locations:

When new Antenna Systems must be constructed, **where technically feasible**, the following locations are preferred:

-

Discouraged Locations

New Antenna Systems should avoid the following areas:

-



6.2 DEVELOPMENT AND DESIGN PREFERENCES

Antenna Systems should be designed in terms of appearance and aesthetics to respect their immediate surroundings (e.g. Residential, parkland, Heritage district, etc.), including being unobtrusive and inconspicuous, minimizing visual impact, avoiding disturbance to natural features, and reduce the need for future facilities in the same area, where appropriate. The Municipality's preferred design and development preferences are described below.

The Municipality will identify to the Proponent which of the following development and design preferences are encouraged in the proposed location.

Style and Colour:

-

Buffering and Screening:

-

Structure:

-

Height:

-

Yards, Parking and Access:

-

Equipment Cabinets in Public Spaces:

-

Signage and Lighting:

-

Rooftop Equipment:

-

Section 7



For a proposed Antenna System, except for cases in which consultation is not required as per Sections 4.2 or 4.3, the Proponent will submit to the Municipality an Antenna System siting proposal and the applicable fee.

7.1 PROPOSAL SUBMISSION REQUIREMENTS

The Proponent must include the following information when submitting an Antenna System siting proposal:

- (1) A letter or report from the Proponent indicating the need for the proposal, the proposed site, the rationale for site selection, coverage and capacity of existing Antenna Systems in the general area and a summary of opportunities for Co-location potentials on existing or proposed Antenna Systems within 500 metres of the subject proposal;
- (2) Visual rendering(s) of the proposed Antenna System superimposed to scale;
- (3) A site plan showing the proposed development situated on the site;
- (4) A map showing the horizontal distance between the property boundary of the proposed site and the nearest property in residential use;
- (5) For Antenna Systems requiring public consultation, a map showing all properties located within the Prescribed Distance from the proposed Antenna System;¹²
- (6) Confirmation of legal ownership of the lands subject to the proposal, or a signed letter of authorization from the registered property owner of the land, their agent, or other person(s) having legal or equitable interest in the land;
- (7) An attestation that the Antenna System will respect Health Canada's Safety Code 6 which sets safe radiofrequency emission levels for these devices; and
- (8) Any other documentation as identified by the Municipality following the site investigation meeting.¹³

¹² The Proponent may request to use the Municipality's mapping system.

¹³ For example, in cases where the Proponent commits to a design that includes Co-location capacity, the Municipality may require the Proponent to verify that other Proponents in the area have been notified of the potential Co-location opportunities.



A determination on the completeness of an application or request for additional information will be provided within **five working days** of receipt of the proposal.

Upon receipt of a complete proposal submission, the Municipality will circulate the proposal for review and comment to:

- (1) Affected Municipal Departments;
- (2) Any adjacent Municipalities within the Prescribed Distance;¹⁴ and
- (3) The local Elected Municipal Official.

7.2 FEES

Remove reference to fees if not applicable to your Municipality.

The Proponent must pay any applicable application fee to the Municipality.

The Proponent is responsible for securing applicable applications or permissions from all relevant municipal departments and paying any applicable application fees or charges as required to the Municipality.

¹⁴ As part of inter-municipal processes, the Municipality may also request that the Proponent notify adjacent Municipalities at greater distances, subject to review by the Municipality or at the request of the adjacent Municipality.

Section 8



PUBLIC CONSULTATION PROCESS

BACKGROUND (TO BE REMOVED FROM FINAL PROTOCOL):

Industry Canada believes that nearby residents should be consulted regarding non-excluded antenna proposals. Consultation allows the community to be involved and ultimately influences the proposal's siting. Discussions allow stakeholders to work towards a consensus.

While Industry Canada provides a default public consultation process in the CPC, Municipalities are free to structure their public consultation process to meet their needs. Most often, Municipalities customize their public consultation process in two ways:

- By prescribing which information must be included in the public notification; and
- Requiring that either a face-to-face public consultation (i.e. open-house, drop-in or public meeting) process or a written (or other) consultation process take place.

If the proposed Antenna System is not exempt from the public consultation process as per the requirements in Section 4, the Proponent will initiate the following public consultation process, including issuing notice, undertaking written consultation, hosting a public information session where required and reviewing the consultation results with the Municipality.

8.1 NOTICE RECIPIENTS

After the Proponent has submitted an Antenna Systems siting proposal, the Proponent will give notice to:

- (1) All affected residential properties within the Prescribed Distance;
- (2) All Designated Community Associations within the Prescribed Distance.
- (3) Any adjacent municipalities within the Prescribed Distance;
- (4) The local Elected Municipal Official;
- (5) The Designated Municipal Officer; and
- (6) The Industry Canada regional office.



The Municipality will assist the Proponent in compiling a mailing list of addresses of the affected residences within the Prescribed Distance from the proposed Antenna System.¹⁵ The Municipality may charge a fee for this service.

8.2 NOTICE REQUIREMENTS

The notice will be sent by regular mail or hand delivered, a minimum of 30 days before the public information session (where a public information session is required), and include:

- (1) the proposed Antenna System's purpose, including height and location requirements, the reasons why existing Antenna Systems or other infrastructure cannot be used, a list of other structures that were considered unsuitable and future sharing possibilities for the proposal;
- (2) the proposed location within the community, the geographic coordinates and the specific property or rooftop, including a 21 cm x 28 cm (8 1/2" x 11") size copy of the site plan submitted with the application;
- (3) an attestation¹⁶ that the general public will be protected in compliance with Health Canada's Safety Code 6 including combined effects within the local radio environment at all times;
- (4) identification of areas accessible to the general public and the access/demarcation measures to control public access;
- (5) information on the environmental status of the project, including any requirements under the *Canadian Environmental Assessment Act, 2012*;
- (6) a description of the proposed Antenna System including its height, dimensions, type, design and colour, a description of any antenna that may be mounted on the supporting structure, and simulated images of the proposal;
- (7) Transport Canada's aeronautical obstruction marking requirements (whether painting, lighting or both) if available; if not available, the proponent's expectation of Transport Canada's requirements together with an undertaking to provide Transport Canada's requirements once they become available;
- (8) an attestation that the installation will respect good engineering practices including structural adequacy;
- (9) reference to any applicable local land-use requirements such as local processes, protocols, etc.;
- (10) notice that general information relating to antenna systems is available on Industry Canada's Spectrum Management and Telecommunications website (<http://www.ic.gc.ca/towers>);

¹⁵ Notices may be delivered to a condo/strata corporation instead of to each unit owner.

¹⁶ Example: I, (*name of individual or representative of company*) attest that the radio installation described in this notification package will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public, including any combined effects of nearby installations within the local radio environment.



- (11) contact information for the Proponent, the Designated Municipal Officer and the local Industry Canada office;
- (12) The date, time and location of the public information session (where required); and
- (13) A deadline date for receipt by the Proponent of public responses to the proposal:
 - a. Where a public information session is required, the deadline date must be no more than five days before the date of the session.
 - b. Where a public information session is not required, the deadline date must be at least 30 days after the notices are mailed.

The notification shall be sent out in an envelope addressed to the “Occupant” and shall clearly show in bold type on the face of the envelope the statement:

“NOTICE FOR RESIDENTS WITHIN [INSERT PRESCRIBED DISTANCE] OF A NEW PROPOSED CELL TOWER. INFORMATION IS ENCLOSED.”

The Municipality may also require the Proponent, based on local conditions such as a high proportion of rental accommodation in the vicinity of the site, to provide such additional forms of notice as deemed necessary. Additional notification requirements will be identified by the Municipality during or following the site investigation meeting. Other forms of notification may include, but are not limited to:

- A large format notice board sign or signs, posted on the site of the proposed Antenna System, that is clearly visible from any roadway abutting the site;
- Publication of the notice in a local newspaper(s); and/or,
- Hand delivery of notices to specified buildings.

In addition to the public notification requirements noted above, proponents of an antenna system proposed to be 30 metres or more in height must place a notice in a local community newspaper circulating in the proposed area.¹⁷ Height is measured from the lowest ground level at the base, including the foundation, to the tallest point of the antenna system. Depending on the particular installation, the tallest point may be an antenna, lightning rod, aviation obstruction lighting or some other appurtenance. Any attempt to artificially reduce the height (addition of soil, aggregate, etc.) will not be included in the calculation or measurement of the height of the antenna system.

¹⁷ The notice must be synchronized with the distribution of the public notification package. It must be legible and placed in the public notice section of the newspaper. The notice must include: a description of the proposed installation; its location and street address; proponent contact information and mailing address; and an invitation to provide public comments to the proponent within 30 days of the notice. In areas without a local newspaper, other effective means of public notification must be implemented. Proponents may contact the local Industry Canada office for guidance. Municipalities may choose to provide a standardized template for newspaper advertisements in their local customized protocols.



8.3 WRITTEN CONSULTATION PROCESS

Following the delivery of the notification, the Proponent will allow the public to submit written comments or concerns about the proposal.

The Proponent will:

- (1) Provide the public at least 30 days to submit questions, comments or concerns about the proposal;
- (2) Respond to all questions, comments and concerns in a timely manner (no more than 60 days from the date of receipt); and
- (3) Allow the party to reply to the Proponent's response (providing at least 21 days for public reply comments).
- (4) Keep a record of all correspondence that occurred during the written consultation process. This includes records of any agreements that may have been reached and/or any concerns that remain outstanding.
- (5) Provide a copy of all written correspondence to the Municipality and the regional Industry Canada office.

8.4 PUBLIC INFORMATION SESSION

The municipality may request the Proponent chair a public information session in cases where there is significant public interest in the proposed Antenna System. The type of public meeting to be conducted (open house, drop-in or town hall format) is up to the discretion of the Proponent, however:

- An appropriate date, time and location for the public information session will be determined in consultation with the Designated Municipal Officer.
- The Proponent will make available at the public information session an appropriate visual display of the proposal, including a copy of the site plan submitted with the application and an aerial photograph of the proposed site.

The Proponent will provide the Municipality with a package summarizing the results of the public information session containing at a minimum, the following:

- (1) List of attendees, including names, addresses and phone numbers (where provided voluntarily);
- (2) Copies of all letters and other written communications received; and
- (3) A letter of response from the Proponent outlining how all the concerns and issues raised by the public were addressed.

8.5 POST CONSULTATION REVIEW

The Municipality and the Proponent will communicate following completion of the public consultation process (and arrange a meeting at the Municipality's request) to discuss the results and next steps in the process.

Section 9



STATEMENT OF CONCURRENCE OR NON-CONCURRENCE

9.1 CONCURRENCE AND CONCURRENCE WITH CONDITIONS

The Municipality will provide a letter of concurrence to Industry Canada (copying the Proponent) where the proposal addresses, to the satisfaction of the Municipality, the requirements as set out within this Protocol and the Municipality's technical requirements, and will include conditions of concurrence, if required.¹⁸

The Municipality will issue the letter of concurrence within the timeframe established in Section 10.

9.2 NON-CONCURRENCE

The Municipality will provide a letter of non-concurrence to Industry Canada (copying the Proponent) if the proposal does not conform to Municipality requirements as set out within this Protocol. The Municipality will also forward to Industry Canada any comments on outstanding issues, including those raised during the public consultation process.

The Municipality will issue the letter of non-concurrence within the timeframe established in Section 10.

9.3 RESCINDING A CONCURRENCE

The Municipality may rescind its concurrence if following the issuance of a concurrence, it is determined by the Municipality that the proposal contains a misrepresentation or a failure to disclose all the pertinent information regarding the proposal, or the plans and conditions upon which the concurrence was issued in writing have not been complied with, and a resolution cannot be reached to correct the issue.

In such cases, the Municipality will provide notification in writing to the Proponent and to Industry Canada and will include the reason(s) for the rescinding of its concurrence.

¹⁸ The Municipality may, on case-by-case basis, include in writing specific conditions of concurrence such as design, screening or Co-location commitments.



9.4 DURATION OF CONCURRENCE

A concurrence remains in effect for a maximum period of three years from the date it was issued by the Municipality. If construction is not completed within this time period the concurrence expires except in the case where a proponent secures the agreement of the Municipality to an extension for a specified time period in writing.¹⁹ Once a concurrence expires, a new submission and review process, including public consultation as applicable, is necessary prior to any construction occurring.

In addition, if construction has not commenced after two years from the date the concurrence was issued, the Municipality requests that the Proponent send a written notification of an intent to construct to the Designated Municipal Officer, the Elected Municipal Official and any Designated Community Association once the work to erect the structure is about to start. This notification should be sent 60 days prior to any construction commencing. No further consultation or notification by the Proponent is required.

9.5 TRANSFER OF CONCURRENCE

Once concurrence has been issued, that concurrence may be transferred from the original Proponent to another Proponent (the current Proponent) without the need for further consultation provided that:

- (1) All information gathered by the original Proponent in support of obtaining the concurrence from the Municipality is transferred to the current Proponent;
- (2) The structure for which concurrence was issued to the original Proponent is what the current Proponent builds; and
- (3) Construction of the structure is commenced within the Duration of Concurrence period.

¹⁹ A copy of the agreement must be provided to the local Industry Canada office.

Section 10



Consultation with the Municipality is to be completed within 60 days of the proposal being accepted as complete²⁰ by the Municipality as explained in Section 7 of this Protocol.

Where public consultation is required, consultation with the Municipality and public consultation are both to be completed within 120 days of the proposal being accepted as complete by the Municipality.

The Municipality or Proponent may request an extension to the consultation process timeline. This extension must be mutually agreed on by both parties.

In the event that the consultation process is not completed in 270 days, the Proponent will be responsible for receiving an extension from the Municipality or reinitiating the consultation process to the extent requested by the Municipality.

²⁰ According to the CPC, "The 120-day consultation period commences only once proponents have formally submitted, in writing, all plans required by the land-use authority, and does not include preliminary discussions with land-use authority representatives."

Section 11



LETTER OF UNDERTAKING

The Proponent may be required, if requested by the Municipality, to provide a Letter of Undertaking, which may include the following requirements:

- (1) The posting of a security for the construction of any proposed fencing, screening and landscaping;
- (2) A commitment to accommodate other communication providers on the Antenna System, where feasible, subject to the usual commercial terms and Industry Canada Conditions of Licence for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements (CPC-2-0-17); and
- (3) All conditions identified in the letter of concurrence.

Section 12



Municipalities can issue a request to network operators to clarify that a specific Antenna System is still required to support communication network activity. The network operator will respond within 30 days of receiving the request, and will provide any available information on the future status or planned decommissioning of the Antenna System.

Where the network operators concur that an Antenna System is redundant, the network operator and Municipality will mutually agree on a timeframe to remove the system and all associated buildings and equipment from the site. Removal will occur no later than 2 years from when the Antenna System was deemed redundant.



APPENDIX

Industry Canada's *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols* suggests that protocols can include promoting the placement of antennas in optimal locations from a land-use point of view,²¹ or excluding certain lands and rooftops from protocol requirements.

The protocol should identify areas of historic, cultural or environmental importance to the community and the need to minimize the impact of the proposal on these areas, and identify local preferences for antenna siting. **In particular, the Municipality should define Community Sensitive Areas in which the siting of new Antenna Systems is discouraged, as may be defined in local zoning bylaws or community plans.** Industry Canada also requires Proponents to use existing antenna towers or infrastructure (such as rooftops, water towers, etc.) where possible, and the Municipality may wish to provide guidance as to its own preferences regarding Co-location.

Suggestions for specific location and design guidelines that have been identified as best practices from other Municipality protocols, and can be used to customize Section 6 of your protocol, are provided below as a reference point.

²¹ The land-use compatibility of Antenna Systems may be guided by municipal plans, design bylaws, relevant planning work (i.e. neighbourhood plans and antenna site pre-selection studies) and/or any other municipal guiding document or policy.



LOCATION

Preferred Locations:

- Areas that maximize the distance from Residential Areas.
- Industrial and commercial areas.
- Mounted on buildings or existing structures within the downtown area.
- Areas that respect public views and vistas of important natural or manmade features.
- Agricultural areas.
- Transportation and utility corridors.
- As near as possible to similarly-scaled structures.
- Institutional uses where appropriate, including, but not limited to, those institutions that require telecommunications technology: emergency services, hospitals, colleges and universities.
- Adjacent to parks, green spaces and golf courses.
- Located in a manner that does not adversely impact view corridors.
- Other non-Residential Areas where appropriate.

Discouraged Locations

- Locations directly in front of doors, windows, balconies or residential frontages.
- Ecologically significant natural lands.
- Riverbank lands.
- Inappropriate sites located within Parks and Open Space Areas (with the exception of sites zoned to permit utilities and/or unless designed to interact with the area's character).
- Sites of topographical prominence.
- Heritage areas (unless visibly unobtrusive) or on heritage structures unless it forms an integrated part of the structure's overall design (i.e. through the use of stealth structures).
- Pitched roofs.
- Community Sensitive Locations (as may be defined by the Municipality prior to being included in this Protocol).



DEVELOPMENT AND DESIGN PREFERENCES

Style and Colour:

- The architectural style of the Antenna System should be compatible with the surrounding neighbourhood and adjacent uses (Example: monopole near Residential Area or lattice-style in industrial areas).
- In all instances the Proponent should mitigate negative visual impacts through the use of appropriate landscaping, screening, stealth design techniques, etc.
- An Antenna System may be designed or combined as a landmark feature to resemble features found in the area, such as a flagpole or clock tower, where appropriate, subject to any zoning approvals required for the landmark feature.
- In the downtown area, the design of Antenna Systems should generally be unobtrusive and consistent with Downtown Design Guidelines.
- Towers and communication equipment should have a non-reflective surface.
- Special design treatments should be applied to Antenna Systems proposed to be located within parks and open space areas or on listed Heritage buildings and/or sites to make the system unobtrusive.
- Cable trays should generally not be run up the exterior faces of buildings.
- Antennas that extend above the top of a supporting utility pole or light standard should appear (e.g. in colour, shape and size) to be a natural extension of the pole.

Buffering and Screening:

- Antenna Systems and associated equipment shelters should be attractively designed or screened and concealed from ground level or other public views to mitigate visual impacts. Screening could include using existing vegetation, landscaping, fencing, or other means in order to blend with the built and natural environments.
- A mix of deciduous and coniferous trees is preferred to provide year-round coverage.
- Where adjacent to a principal building, equipment shelters should be constructed of a material similar in appearance to at least one of the materials used in the facades of the principal building and one of the same colours used in the principal building.



Structure:

- Single operator loaded towers (i.e., monopoles) are generally unobtrusive and of low impact and may therefore be located near living areas.
- New structures in residential or high-traffic areas should consider multi-use design (street lighting, electric vehicle charging, parking payment terminals, signage, Wi-Fi etc.).
- Individual wall-mounted antennas should be fixed as close to the wall as possible and should not project above the height of the wall face they are mounted on, in order to avoid visual clutter, and should be painted to match the wall colour for stealth.
- Facilities located on rooftops should be not be visible (to the extent possible) from the street.
- The appropriate type of telecommunication antenna structure for each situation should be selected based upon the goal of making best efforts to blend with the nearby surroundings and minimize the visual aesthetic impacts of the telecommunication antenna structure on the community.
- Pinwheel telecommunication antennas are discouraged (or encouraged).
- The use of guy wires and cables to steady, support or reinforce a tower is discouraged (or encouraged).

Height:

- The Municipality prefers that Freestanding Antenna Systems be a maximum of [TO BE DETERMINED BY THE Municipality] in height, except in industrial areas.
- Height for a Freestanding Antenna System must be measured from grade to the highest point on the structure, including lighting and supporting structures.
- Where Building/Structure-Mounted Antenna Systems will exceed 25% of the height of the existing building, the Municipality prefers that the height not exceed [TO BE DETERMINED BY THE Municipality] measured from the top of the roof or [TO BE DETERMINED BY THE Municipality] above the highest point of the elevator penthouse, whichever is higher.

Yards, Parking and Access:

- Adequate yards, to be determined on a site-by-site basis, should separate Antenna Systems from adjacent development without unduly affecting the development potential of the lot over the lease period.



- Parking spaces, where provided at each new Antenna System site, should have direct access to a public right-of-way at a private approach that does not unduly interfere with traffic flow or create safety hazards.

Equipment Cabinets in Public Spaces²²:

- Cabinets shall be designed in a manner which integrates them into their surroundings, including use of decorative wraps that are graffiti-resistant.
- Cabinet dimensions shall be as minimal as possible.
- Cables and wires must be concealed or covered.

Signage and Lighting:

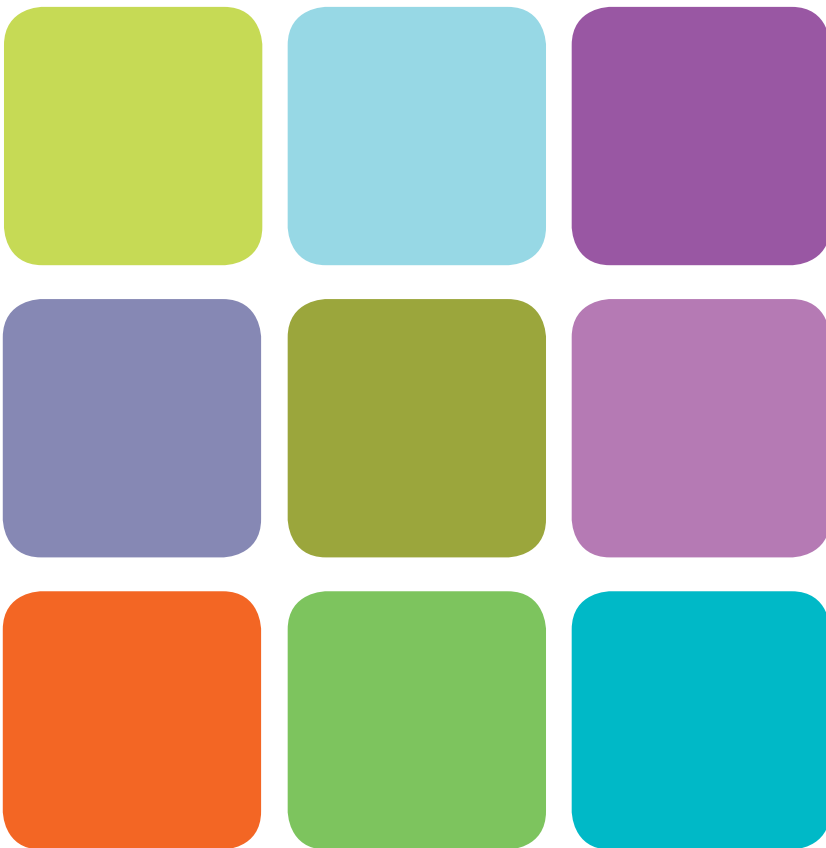
- Small owner identification signs up to a maximum of 0.19 square metres may be posted on Antenna Systems and associated equipment shelters or perimeter fencing.
- No advertising sign or logo is permitted.
- Appropriate signage may also be used as part of screening or disguise.²³
- Unless specifically required by Transport Canada and/or NAV Canada, the display of any lighting is discouraged.
- Where Transport Canada and/or NAV Canada requires a structure to be lit, the lighting should be limited to the minimum number of lights and the lowest illumination allowable, and any required strobe lightning should be set to the maximum strobe interval allowed by Transport Canada.
- The lighting of Antenna Systems and associated equipment shelters for security purposes is supportable provided it is shielded from adjacent residential properties, is kept to a minimum number of lights and illumination intensity, where possible, is provided by a motion detector or similar system.

Rooftop Equipment:

- Equipment shelters located on the roof of a building should be set back from the roof edge to the greatest extent possible, and painted to match the penthouse/building.

²² This section is intended to apply to mechanical equipment cabinets that are located in public spaces (e.g. at the bottom of a utility pole) and do not apply to cabinets that are located inside fenced in areas (e.g. in industrial areas or on rooftops).

²³ Municipality concurrence under this protocol does not include approval for associated signage. Proponents are required to obtain any necessary approvals for signage through the Municipality's development process or sign by-law as applicable.



www.fcm.ca

www.cwta.ca

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: October 13, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby requests the Clerk-Treasurer to further investigate the requirements of contract reviews, including any policies that would need to be developed and/or amended to incorporate a time frame within which all contracts are reviewed.

And further that a report be brought back to Council regarding contract reviews for the November 10th, 2020 regular Council meeting. ”

CARRIED

DIVISION VOTE

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

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: October 13, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby requests that all contracts that the Municipality is party to be presented to Council a minimum of 6 weeks in advance of their renewal.”

CARRIED

DIVISION VOTE

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

Cindy Pigeau

From: Dean Grant <councillordeangrant@gmail.com>
Sent: Thursday, September 24, 2020 10:34 AM
To: Cindy Pigeau; Dan Maxwell; Heather Olmstead; Ian Pennell; Sandy Cross
Subject: motion for contract renewals for next meeting

Motion about contract renewals

I emailing to add a motion for directive to next meetings agenda that states;

“All contracts that the municipality is party to are presented to council minimum 6 weeks in advance of their renewal.”

I was disappointed to see two employment contracts come to council the meeting before they were to expire. If council wanted to make any changes to these contracts it would have been unfair to all parties involved. The purpose of signing contracts is to have the ability to update and make changes if necessary upon them expiring. I'm hoping this directive will pass and provide instruction to staff to present contract renewals in a way that allows appropriate time to review contract renewals.

Thanks, Councillor Dean Grant

From: Dean Grant [<mailto:councillordeangrant@gmail.com>]
Sent: Thursday, September 24, 2020 10:54 AM
To: Cindy Pigeau <cclerk@calvintownship.ca>; Dan Maxwell <Dnlmxwll@gmail.com>; Heather Olmstead <councillorHeatherOlmstead@outlook.com>; Ian Pennell <mayorpennell@gmail.com>; Sandy Cross <councillorcross1@gmail.com>
Subject: Communication between management and council

Hi, Cindy

I would like to see improved communication between department heads and council. There are many situations where the residents have informed me as a councilor about an issue or event that I had no idea was occurring. I will use the recent movie at the Gorge as an example. The Clerk should notify by email council and other department heads once it was established the production would be using the parking lot and the Gorge. I'm looking for better sharing of information through email communication among department heads and council. I don't believe its necessary for council to have to wait till the agenda is completed on Thursday or often Friday to be informed about upcoming issues that in some cases may have occurred almost two weeks prior. I'm not sure if the Mayor is being informed on a somewhat regular basis if so I would simply like to be informed as well. I am requesting a discussion of this topic at the next council meeting as an agenda item or under old and new business. Is it necessary I put forth a motion to initiate this?

Thanks, Councilor Dean Grant

MUNICIPALITY OF CALVIN

2020CT45 REPORT TO COUNCIL

REPORT DATE: **October 7, 2020**
ORIGINATOR: **Cindy Pigeau – Clerk-Treasurer**
SUBJECT: **Co-op Student**

RECOMMENDATION

That Council hereby approved the Municipality accepting an unpaid co-op student from F.J. McElligott Secondary School, to gain valuable work experience in the Roads, Recreation, Landfill and Cemetery department for a minimum of 200 hours to fulfill the requirement of the secondary school course.

On Thursday, September 24th, we were contacted by Keith Dillabough, OCT from F. J. McElligott Secondary School to see if we would accept a co-op student for the upcoming term. The student is a resident of Calvin, is described as a hard worker and enjoys the outdoors. He has previously done co-op placements in the Township of Papineau-Cameron and when the Township was contacted, they confirmed the student's work ethic.

It was requested that the student be involved in the Roads and/or Recreation Departments because he enjoys the outdoors. When the placement was discussed with both the Roads Superintendent and the Recreation Supervisor both were in agreement with taking on a co-op student for this term. With the increase in workload for all departments due to Covid 19, the additional help of a co-op student is greatly welcomed.

Questions were asked of the representative from F.J. McElligott regarding the spread of Covid 19, insurance, liability, WSIB coverage, any costs that the municipality may incur by taking on the co-op student. There are strict rules that the student must follow besides our protocols in order to minimize the spread of Covid 19, the student is covered by the Ministry's insurance and WSIB so there is minimal liability for the Municipality and there is no wage associated with this co-op position.

The Clerk-Treasurer also consulted with the Mayor for his thoughts regarding the Municipality accepting a co-op student for this term.

Staff feels that this would not only help a young member of our community with gaining work experience but it will also help Municipal Staff in their duties.

Respectfully submitted;
Cindy Pigeau
Clerk-Treasurer

CORPORATION OF THE MUNICIPALITY OF CALVIN

Resolution

DATE: October 13, 2020 NO.

MOVED BY

SECONDED BY

“That Council hereby approves the Municipality accepting an unpaid co-op student from F. J. McElligott Secondary School, to gain valuable work experience in the Roads, Recreation, Landfill and Cemetery departments for a minimum of 200 hours to fulfill the requirements of the secondary school course.”

CARRIED

DIVISION VOTE

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

Sent via email to: fonom.info@gmail.com

September 21, 2020

Mr. Mac Bain
Executive Director
Federation of Northern Ontario Municipalities (FONOM)
615 Hardy Street
North Bay, ON
P1B 8S2

Re: Feedback on AMO OPP Detachment Board Discussion Paper

Dear Mr. Bain,

We are responding to the feedback we have received on the AMO OPP Discussion Paper for the development of new OPP Detachment Boards released last spring. The negative response from FONOM and several northern municipalities was followed by several supportive resolutions from various DSSABs.

AMO has heard the initial concern expressed by FONOM around the idea of exploring the potential use of DSSABS for new OPP Detachment Boards in the north. AMO staff presented the nature of the feedback received to the AMO Board of Directors at their August 2020 meeting. After discussion, it was directed that AMO discontinue exploration around the idea of using DSSABs for new OPP Detachment Boards moving forward.

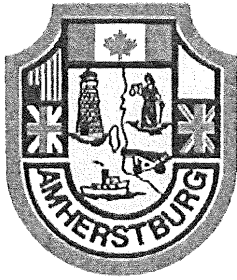
As new OPP Detachment Boards are established through regulation, AMO is appreciative of the feedback on the discussion paper. AMO will continue to receive additional input and advocate for the key principles that support connecting police and democratic governance as the goal behind creating new OPP Detachment Boards.

We thank you for your feedback and are pleased to respond accordingly after a full and informative discussion.

Sincerely,



Graydon Smith
AMO President
Mayor of the Town of Bracebridge



The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

Hon. Lisa McLeod, Minister of Heritage, Sport, Tourism and Culture Industries
6th Flr, 438 University Ave,
Toronto, ON
M7A 1N3

Re: Request for Consideration of Amendments to Bill 108 re. The Ontario Heritage Act

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-258:

"WHEREAS Royal Assent has been granted to Bill 108 entitled 'More Homes, More Choice Act, 2019' on June 6, 2019; and,

WHEREAS Schedule 11 of Bill 108 contains amendments to the Ontario Heritage Act which require appeals under the Ontario Heritage Act to be heard by the Local Planning Appeal Tribunal not the Conservation Review Board; and,

WHEREAS the Conservation Review Board is an adjudicative tribunal that, through the mandate provided by the Ontario Heritage Act, considers a number of matters such as:

- The proposed designation of a property as having cultural heritage value or interest;
- Applications for the repeal of a By-law on a specific property;
- Applications related to the alteration of a property covered by a By-law; and,
- Matters related to archaeological licensing. AND,

WHEREAS Schedule 11 of Bill 108 will come into effect on a date to be proclaimed by the Lieutenant Governor; and,

WHEREAS the Local Planning Appeal Tribunal are not experts in heritage matters unlike members of the Conservation Review Board; and,

WHEREAS the Local Planning Appeal Tribunal decisions are binding decisions unlike the Conservation Review Board non-binding recommendations; and,

WHEREAS the Ontario Heritage Act provides a means for municipalities to protect and preserve the cultural heritage value or interest of the municipality for generations to come; and,

WHEREAS the Conservation Review Board currently provides reports to municipal council's setting out its findings of fact, and its recommendations so that a final decision can be rendered by municipalities about what is valuable in their community;

WHEREAS the Town of Amherstburg remains committed to the preservation and protection of property of cultural heritage value or interest;

NOW THEREFORE BE IT RESOLVED THAT the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to remove the powers provided to the Local Planning Appeal Tribunal, retaining authority for hearing certain appeals by the Conservation Review Board; and,

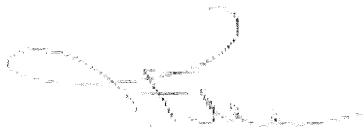
BE IT FURTHER RESOLVED THAT the Town of Amherstburg strongly recommends that Schedule 11 of Bill 108 be amended to return the authority for final decisions to municipal council's as the elected representative of the communities wherein the property and its features of cultural heritage value exist; and,

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Honourable Doug Ford, Premier of Ontario, Lisa McLeod the Minister of Heritage, Sport, Tourism and Culture Industries, Andrea Horwath, MPP and Leader of the Official Opposition and the Ontario NDP Party, MPP John Fraser Interim Leader of the Ontario Liberal Party, Mike Schreiner MPP and Leader of the Green Party of Ontario, Taras Natyshak MPP Essex County; and,

BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Association of Municipalities of Ontario (AMO), all MPP's in the Province of Ontario, the County of Essex and all Municipalities in Ontario for their consideration."

We strongly recommend that the Ontario government consider amendments to Bill 108 to return the final authority to municipal Council's to determine what is of cultural heritage value or interest in their communities with the benefits of the expert and professional advice provided by the Conservation Review Board.

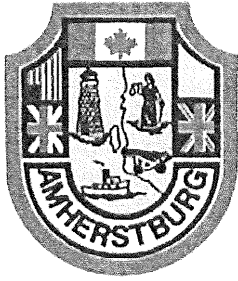
Regards,



Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Hon. Doug Ford, Premier of Ontario
Andrea Horwath, MPP, Leader of the Official Opposition and the Ontario NDP Party
John Fraser, MPP and Interim Leader of the Ontario Liberal Party
Mike Schreiner, MPP and Leader of the Green Party of Ontario
Taras Natyshak, MPP of Essex County
All Ontario Municipalities



The Corporation of The Town of Amherstburg

September 21, 2020

VIA EMAIL

The Right Honourable Raymond Cho, Minister for Seniors and Accessibility
College Park 5th Flr, 777 Bay St,
Toronto, ON
M7A 1S5

Re: AODA Website Compliance Extension Request

At its meeting of September 14, 2020, Council passed the following for your consideration:

Resolution # 20200914-281

- "1. **WHEREAS** Section 14(4) of O.Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021;
2. **AND WHEREAS** the municipality remains committed to the provision of accessible goods and services;
3. **AND WHEREAS** the municipality provides accommodations to meet any stated accessibility need, where possible;
4. **AND WHEREAS** the declared pandemic, COVID-19, has impacted the finances and other resources of the municipality;
5. **AND WHEREAS** the Accessibility for Ontarians with Disabilities Act contemplates the need to consider the technical or economic considerations in the implementation of Accessibility Standards;
6. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario extend the compliance deadline stated in Section 14(4) of O.Reg 191/11 to require designated public sector organizations to meet the compliance standards, by a minimum of one (1) year to at least January 1, 2022; **AND**,
7. **BE IT THEREFORE RESOLVED THAT** the municipality requests that the Province of Ontario consider providing funding support and training resources to meet these compliance standards."

The impacts of the pandemic on municipal finances and resources affect the ability of municipalities to meet the January 1, 2021 deadline for full compliance with WCAG 2.0 Level AA.

We humbly request the Ontario government consider an extension request, in addition to financial support and training due to the unprecedented impacts of the global pandemic.

Regards,



Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

The Right Honourable Doug Ford, Premier of Ontario
The Association of Municipalities of Ontario
All Ontario Municipalities

From: [Board Chair](#)
To: [Cindy Pigeau](#)
Subject: Municipal Levy Letter
Date: Wednesday, September 23, 2020 3:45:10 PM

Good afternoon Cindy,

We want to take this opportunity to thank you for the work you are doing to keep our communities safe and healthy. We recognize the disruptions and challenges the pandemic has caused for our partners and, in consultation with our Municipal Liaison Group, we have continued to review our priorities, strategies and approaches to find new and efficient ways to deliver services and supports to municipalities and property owners.

Our pandemic support plan has three elements: controlling MPAC costs, supporting municipal priorities and finding new ways to deliver services.

Controlling costs: 2021 Provincial Municipal Levy

In light of the challenges posed by COVID-19, MPAC's Board of Directors has approved the corporation's 2021 operating budget with a total municipal levy increase of 0%. This budget reflects our understanding of the financial challenges faced by municipalities and the need for us to continue to deliver on our service commitments.

Like many businesses, MPAC responded to the uncertainty created by COVID-19 by putting hiring on hold and stopping travel, resulting in cost savings. We have strictly managed our cash flow and have worked to identify efficiencies and cost reductions to maintain our budget at the current level for 2021. That means the total levy amount is the same as 2020, without any reduction to service levels.

Municipal billing partners can expect to receive more details about their individual 2021 levy, which is determined by a formula based on costs, your assessment base and number of properties within each municipality, later this year. Municipalities can contact their Account Manager with inquiries in the interim.

Supporting priorities: extended timeline to capture 2020 new construction and additions, renovations

We know that funding from new construction, additions and renovations are a critical stream of new revenue for municipalities, and more so now than ever as municipalities manage the impacts of the pandemic. In response to a suggestion by our Municipal Liaison Group, we have identified opportunities to speed up our processes in order to deliver approximately \$1-billion in additional new assessment for municipalities this year.

New ways to deliver services: easier, faster access to assessment data

While the pandemic may have fueled disruptions in our communities and businesses, it has also taught us the importance of flexibility and decisiveness in decision-making. We want to support you with insightful data and analysis as you navigate the future.

We are developing the next iteration of Municipal Connect, our data-sharing tool with municipalities, in-house and have accelerated the project to meet the needs of municipalities. The new system will create the foundation for a highly collaborative, transformational tool that improves the user experience to make information easier to access. It will also enable the opportunity to expand the ways municipalities can use MPAC's data and support municipal governments into the future.

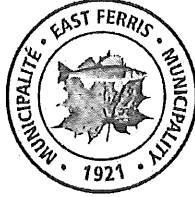
We know that the challenges we face from the pandemic will not end overnight and we are committed to continuing to look for new ways to serve you better.

Thank you for your dedication and work in our communities.

Alan Spacek
Chair, MPAC Board of Directors

Nicole McNeill
President and Chief Administrative Officer, MPAC

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY



390 HIGHWAY 94, CORBEIL, ONTARIO P0H 1K0
TEL.: (705) 752-2740 FAX.: (705) 752-2452
Email: municipality@eastferris.ca

REGULAR COUNCIL MEETING HELD September 22nd, 2020

2020-229

Moved by Councillor Trahan
Seconded by Councillor Kelly

THAT Council of the Municipality of East Ferris supports resolution No. 2020-270 from the Municipality of Calvin and calls on the Federal Government to match or exceed the funding announced by the Provincial government for rural broadband and cellular connectivity and further investing in the economic, education, social and health development of those who live in rural areas of Canada, by improving connection speed.

Carried Mayor Rochefort

CERTIFIED to be a true copy of
Resolution No. 2020-229 passed by the
Council of the Municipality of East Ferris
on the 22nd, day September, 2020.

Monica L. Hawkins, AMCT
Clerk

Cindy Pigeau

From: Lucie Viel
Sent: Friday, September 25, 2020 9:21 AM
To: Cindy Pigeau
Subject: FW: Broadband Draft Resolution
Attachments: MOTION - Starlight Program (1).docx

From: FONOM Office/ Bureau de FONOM [mailto:fonom.info@gmail.com]
Sent: Thursday, September 24, 2020 2:27 PM
Subject: Broadband Draft Resolution

Good morning

At the recent FONOM Board meeting, Broadband dominated the discussion yet again. FONOM endorsed the Starlink Satellite System as an option to address the lack of strong, reliable, and affordable internet. Attached is a Draft Resolution some Municipalities have asked for on this issue.

Also, President Whalen has sent a letter to many members of the Federal, Provincial Government, and Chairs of several Municipal Organizations, asking them to consider our suggestion and position.

Please let us know if we can answer any of your council's questions.

Talk soon, Mac

Mac Bain
Executive Director
The Federation of Northern Ontario Municipalities
615 Hardy Street North Bay, ON, P1B 8S2
Ph. 705-478-7672

MOTION

Subject: Starlink Program

File No.

Moved by Councillor:

Seconded by Councillor:

WHEREAS community social and economic well-being is dependent on fast, reliable, and affordable broadband connectivity and better cellular coverage;

AND WHEREAS Municipal, Provincial and Federal Governments as well as healthcare, education and other sectors will continue to depend on the internet to communicate, provide services and ensure accessibility to information;

AND WHEREAS digital literacy skills are essential to collaborate, innovate, and compete both regionally and globally and require appropriate and affordable broadband;

AND WHEREAS the availability of broadband that is on par with larger, urban areas in Canada is essential for Northern Ontario to achieve economic sustainability and social well-being;

AND WHEREAS in 2016 the Federation of Northern Ontario Municipalities (FONOM) requests that the internet be designated as an essential service and those efforts are undertaken to ensure all municipalities have access to affordable, fast, and reliable broadband;

AND WHEREAS the Federation of Northern Ontario Municipalities (FONOM) agreed that an option to explore and hopefully support would be the Starlink Program, by SpaceX.

THEREFORE BE IT RESOLVED THAT the _____ agrees that that Broadband is an essential service, and that the Canadian Radio-television and Telecommunications Commission (CRTC) should allow SpaceX and other private ventures to compete with those presently acting in the communication field, as they have the private financial ability to move forward.

BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to the Federal Minister of Science, Innovation, and Economic Development, the Provincial Minister of Economic Development, Employment and Infrastructure, the Provincial Minister of Northern Development and Mines, the Canadian Radio-television Telecommunications Commission (CRTC), Northeastern MPs and MPPs, the Leaders of the Opposition Parties, and the Federation of Northern Ontario Municipalities.

Carried ☐ Carried as amended ☐ Lost ☐

Conflict _____
Chair _____

Endorsement of

Yeas _____

Nays _____

Record of Vote (*Upon Request of Councillor* _____)

Signature of Clerk _____

From: [OPP MPB Financial Services Unit \(OPP\)](#)
To: [Cindy Pigeau](#)
Subject: 2021 OPP Annual Billing Statement - Calvin M
Date: Tuesday, September 29, 2020 6:30:11 PM
Attachments: [2021 Annual Billing Letter for Municipalities Eng.pdf](#)
[Calvin.pdf](#)
[2021 Annual Billing Letter for Municipalities Fr.pdf](#)
[CalvinFrench.pdf](#)

Good afternoon.

Please find attached a letter and the 2021 OPP Annual Billing Statement package for your municipality. The OPP is once again using e-mail distribution for the 2021 Billing Statement packages.

This year's package contains the 2019 cost reconciliation; 2019 is the last year we will reconcile with year-over-year per property cost increase/decrease, subject to caps. Year 2019 marks the end of the five-year phase-in period of the OPP Billing Model.

We wish to advise you that this year's package does not contain information about the 2021 Court Security Prisoner Transportation (CSPT) grant allotment. The Ministry of Solicitor General has not provided the OPP with information regarding the 2021 grant program to date. When this information becomes available we will advise municipalities via e-mail. We will be issuing the balance of the 2020 CSPT grant by September 30, 2020.

We hope to hold a webinar in November to provide highlights of interest with respect to the billing package information. In the meantime, if you have any questions about the package, please contact OPP.MPB.Financial.Services.Unit@opp.ca.

If you have any questions about the package, please contact OPP.MPB.Financial.Services.Unit@opp.ca.

Respectfully,

Your Municipal Policing Bureau Financial Services Team

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Municipal Policing Bureau
Bureau des services policiers des municipalités**

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-20

September 28, 2020

Dear CAO/Treasurer,

Please find attached the OPP municipal policing 2021 Annual Billing Statement package.

This year's billing package includes a statement for the 2019 year-end reconciliation. The final cost adjustment calculated as a result of the 2019 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2021 calendar year.

The final reconciliation of the 2021 annual costs will be included in the 2023 Annual Billing Statement.

For more detailed information on the 2021 Annual Billing Statement package please refer to the resource material available on the internet, www.opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An e-mail invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please e-mail
OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander,
Municipal Policing Bureau

OPP 2021 Annual Billing Statement

Calvin M

Estimated costs for the period January 1 to December 31, 2021

Please refer to www.opp.ca for 2021 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	287		
	Commercial and Industrial	16		
	Total Properties	<u>303</u>	177.48	53,775
Calls for Service	(see summaries)			
	Total all municipalities	168,336,779		
	Municipal portion	0.0204%	113.31	34,333
Overtime	(see notes)		15.10	4,574
Prisoner Transportation	(per property cost)		2.11	639
Accommodation/Cleaning Services	(per property cost)		<u>4.68</u>	<u>1,418</u>
Total 2021 Estimated Cost			<u>312.67</u>	<u>94,740</u>

OPP 2019 Reconciled Year-End Summary

Calvin M

Reconciled cost for the period January 1 to December 31, 2019

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	284		
	Commercial and Industrial	<u>16</u>		
	Total Properties	<u>300</u>	191.43	57,428
Calls for Service				
	Total all municipalities	158,415,856		
	Municipal portion	0.0227%	119.61	35,883
Overtime			9.22	2,767
Prisoner Transportation	(per property cost)		2.03	609
Accommodation/Cleaning Services	(per property cost)		<u>4.91</u>	<u>1,473</u>
Total 2019 Reconciled Cost			<u>327.20</u>	<u>98,160</u>
Year Over Year Variance (reconciled cost for the year is not subject to phase-in adjustment)				
2018 Reconciled Cost per Property			325.13	
2019 Reconciled Cost per Property (see above)			<u>327.20</u>	
Cost per Property Variance	Increase		2.07	

OPP 2021 Annual Billing Statement

Mattawa Group of Four

Estimated costs for the period January 1 to December 31, 2021

Please refer to www.opp.ca for 2021 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	2,003		
	Commercial and Industrial	122		
	Total Properties	<u>2,125</u>	177.48	377,136
Calls for Service	(see summaries)			
	Total all municipalities	168,336,779		
	Municipal portion	0.2388%	189.18	402,006
Overtime	(see notes)		23.06	49,013
Prisoner Transportation	(per property cost)		2.11	4,484
Accommodation/Cleaning Services	(per property cost)		<u>4.68</u>	<u>9,945</u>
Total 2021 Estimated Cost			<u>396.51</u>	842,584
2019 Year-End Adjustment	(see summary)			860
Grand Total Billing for 2021				<u>843,444</u>
2021 Monthly Billing Amount				70,287

OPP 2019 Reconciled Year-End Summary
Mattawa Group of Four
Reconciled cost for the period January 1 to December 31, 2019

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	1,991		
	Commercial and Industrial	<u>124</u>		
	Total Properties	<u><u>2,115</u></u>	191.43	404,870
Calls for Service				
	Total all municipalities	158,415,856		
	Municipal portion	0.2495%	186.91	395,325
Overtime			18.22	38,543
Prisoner Transportation	(per property cost)		2.03	4,293
Accommodation/Cleaning Services	(per property cost)		<u>4.91</u>	<u>10,385</u>
Sub-Total 2019 Reconciled Cost			<u>403.51</u>	853,416
2019 Phase-In Adjustment Billing Summary				
2019 Phase-In Adjustment	Mattawan M			<u>542</u>
2019 Reconciled Cost After Phase-In Adjustment			<u>403.76</u>	853,958
2019 Billed Amount				<u>(853,098)</u>
2019 Year-End-Adjustment				<u><u>860</u></u>

Note

The Year-End Adjustment above is included as an adjustment on the 2021 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2021.

Tribunals Ontario
Assessment Review Board

655 Bay Street, Suite 1500
Toronto ON M5G 1E5
Tel: 1-866-448-2248
Website: www.arb.gov.on.ca

Tribunaux décisionnels Ontario
Commission de révision de l'évaluation foncière

655 rue Bay, bureau 1500
Toronto ON M5G 1E5
Tél. : 1-866-448-2248
Site Web : www.arb.gov.on.ca



September 29, 2020

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

RE: Invitation to be a Member of the Appeals Management Committee (AMC)

Further to the ARB letter dated July 23, 2020 the Board engaged in three stakeholder's sessions on July 15, 2020. During our sessions the ARB signalled to the community that a new stakeholder committee would be formed.

The letter requested feedback as to the frequency and format of the stakeholder meetings along with providing any other information setting out stakeholder needs.

After reviewing the feedback received the ARB developed a Terms of Reference that provides an outline of the purpose, composition, and frequency of the committee.

This letter will serve as an invitation for a call for membership. If you are interested in participating on the committee please send your email to ARB.Registar@ontario.ca
Subject Line: Member Request – AMC (please include an alternate if appropriate) Due date for submissions is October 14, 2020.

Once the Board reviews all requests, you will be advised via email if you have been chosen to be a committee member.

We are planning the first meeting in November 2020 and a call for agenda items will be sent out shortly before the meeting.

Please do not hesitate to contact us should you have any questions.

Yours truly,

Maureen Helt
A/Associate Chair

Dirk VanderBent
Vice Chair

Kelly Triantafilou
Registrar

From: [Fedeli-co, Vic](#)
To: [Cindy Pigeau](#)
Subject: RE: Calvin Resolution Re: Broadband
Date: Tuesday, September 29, 2020 9:24:32 AM

Hi Cindy,

Thank you for reaching out and sharing your Resolution regarding Broadband.

As our province continues to safely and gradually reopen, we are supporting our economic recovery efforts by continuing to expand broadband and cellular service across the province. Now more than ever, people across Ontario need to be connected to the modern digital economy through reliable broadband so they can easily work, learn and connect with friends and family.

This digital divide has been made worse by the COVID-19 pandemic, as we've heard from people about their frustrations as they try to work and study from home. That's why we launched Improving Connectivity for Ontario, or ICON, a new \$150 million program to support local collaborative projects to connect more unserved and underserved homes and businesses, often in rural, remote and northern communities.

The province's investment of \$150 million for the ICON program is part of the \$315 million Up to Speed: Ontario's Broadband and Cellular Action Plan. This action plan has the potential to leverage up to \$1 billion in partner funding for broadband infrastructure investments.

The intake for applications opened on July 9, 2020. Initial applications for the first intake were due on August 21, 2020. We are targeting the first projects to break ground by Spring 2021. The program will have a second intake for more projects that require additional time to develop in early winter 2020/21.

We know there is more work to do, but through these investments, we are continuing to bridge the digital divide and improve the quality of life for all Ontarians.

Thank you for taking the time to write.

Sincerely,

Vic Fedeli
MPP Nipissing

From: Cindy Pigeau <clerk@calvintownship.ca>
Sent: September 24, 2020 4:31 PM
To: Elaine Gunnell <egunnell@callander.ca>; Jason Trottier <jason.trottier@eastferris.ca>; chiefjoanisse@rogers.com <chiefjoanisse@rogers.com>; 'rcmclaren@sympatico.ca' <rcmclaren@sympatico.ca>; 'Peter McIsaac' <PMcIsaac@Powassan.net>; Maureen Lang <MLang@powassan.net>; ntpiper@gmail.com <ntpiper@gmail.com>; Charles Barton

(cao@nipissingtownship.com) <cao@nipissingtownship.com>; Rob Noon <snoon25@gmail.com>; 'Al McDonald (mayor@cityofnorthbay.ca)' <mayor@cityofnorthbay.ca>; David.Euler@cityofnorthbay.ca <David.Euler@cityofnorthbay.ca>; Linda Cook <Linda.Cook@cityofnorthbay.ca>; mattawan@xplornet.ca <mattawan@xplornet.ca>; Dexture Sarrazin <dexcsarrazin@gmail.com>; j.leblond@chisholm.ca <j.leblond@chisholm.ca>; 'mayorpennell@gmail.com' <mayorpennell@gmail.com>; councillorcross1@gmail.com <councillorcross1@gmail.com>; Jason McMartin (clerk@papineaucameron.ca) <clerk@papineaucameron.ca>; mayorbob@hotmail.com <mayorbob@hotmail.com>; Dean Backer <backerdean@hotmail.com>; Peter Murphy (murphp@sympatico.ca) <murphp@sympatico.ca>; Francine Desormeau <francine.desormeau@mattawa.ca>

Cc: Pauline Rochefort - External <paulinerochefort17@gmail.com>; Susan Church <susan.church@blueskyregion.ca>; jeff Buell <Jeff.Buell@blueskynet.ca>; Fedeli, Vic <vic.fedeli@pc.ola.org>; Anthony.Rota@parl.gc.ca <Anthony.Rota@parl.gc.ca>

Subject: RE: Calvin Resolution Re: Broadband

Good Afternoon,

Please see the attached resolution passed by the Council of the Municipality of Calvin at its Regular Council Meeting held on September 22, 2020.

Thank you.

Stay Safe! Stay Healthy!


**Sincerely,
Cindy Pigeau**

Clerk-Treasurer; Corporation of the Municipality of Calvin

1355 Peddlers Dr., R.R.#2, Mattawa, ON. P0H 1V0

Ph: 705-744-2700 Ext. 201 | Fax: 705-744-0309

clerk@calvintownship.ca

 Please consider the environment before printing this e-mail.

DISCLAIMER: This e-mail and any attachments may contain personal information or information that is otherwise confidential. If you are not the intended recipient, any use, disclosure or copying of any part of it is prohibited. The Municipality of Calvin accepts no liability for damage caused by any virus transmitted in this message. If this e-mail is received in error, please immediately reply and delete or destroy any copies of it. The transmission of e-mails between an employee or agent of the Municipality of Calvin and a third party does not constitute a binding contract without the express written consent of an authorized representative of The Corporation of the Municipality of Calvin.

Subject: ICON Update Re: South East Nipissing District Broadband Project
Date: Tuesday, September 29, 2020 9:53:12 AM

Happy to advise that we received the following email regarding our application to the Provincial ICON Program.

"Good morning,

After reviewing the applications you submitted for ICON Stage 1, we would like to inform you that your proposal has passed the evaluation criteria and moved to Stage 2. Please see below the case number for the proposal that has passed:

- 2020-07-1-1448339374

You will be contacted soon once Stage 2 Program Guidelines are published to proceed with your submission and inform you about the timelines. In the meantime, you can contact ICONprogram@ontario.ca if you have any question.

Best regards,

ICON Program Team "

--

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

The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon, this information by persons or entities other than the intended recipient is prohibited.



Leading the charge for recycling.™

September 15, 2020

Call2Recycle Municipal Bulletin

Re: Compensation for offering household battery collection program to residents.

Hello,

With the new Ontario Batteries Regulation in effect, Call2Recycle®, a registered Ontario Producer Responsibility Organization (PRO), is inviting smaller Ontario municipalities to offer household battery recycling to residents in return for municipal collections compensation.

To provide background, Call2Recycle has been operating a voluntary collection program in Ontario for both single-use and rechargeable batteries since 1997. With the new Ontario Batteries Regulation in effect, we are already collecting used single-use and rechargeable consumer household batteries from hundreds of Ontario municipalities. We value our municipal partnerships and look forward to partnering with you under the new regulation to keep batteries out of landfill.

Collections, Compensation and Events

Call2Recycle collects through Depot collections and through events, and collection boxes offered at municipal offices, community centres, ice rinks, libraries, etc., and through curbside or a combination of all the above. Collection locations are determined by the municipality.

Municipalities collecting under the Call2Recycle program receive \$.55 per kilogram collected, a blended rate based on collecting and shipping in bulk. For more information on compensation for events, curbside collections and depot collections, please refer to our online Ontario Municipal Q&A Guide.

For collections during third-party-managed household hazardous waste events, Call2Recycle will compensate municipalities directly for batteries collected at a rate of \$1.20 per kilogram for used consumer household batteries. Compensation is intended to contribute to costs associated with running events, including supplies, materials, mobilization, and handling of containers. Remote municipalities located more than five hours from their service provider will be compensated at a rate of \$2.40 per kilogram for used consumer household batteries collected at a household hazardous waste event.

Shipping Collected Batteries

While there is no requirement to sort batteries, Transport Canada safety regulations require that the terminals of certain battery types be protected to prevent contact with each other, as this can cause sparks and lead to a fire. Upon registration, Call2Recycle will provide you with



Leading the charge for recycling.

all necessary resources for safe battery collection and shipping. Call2Recycle works with most current transport service providers so you may determine which service provider you prefer to work with and inform Call2Recycle.

Contract and Payment

The Call2Recycle municipal collection contract is a standard vendor contract that can be tailored to the requirements of each municipal collection program. If you would like to join the program as a new collector, we invite you to register at www.call2recycle.ca/become-a-collection-partner and a Call2Recycle team member will contact you to complete your contract. Once you have pre-registered and completed a contract and vendor payment form, Call2Recycle will compensate you for batteries collected through an automatic payment system.

For additional information about the Call2Recycle program for municipalities, please visit www.call2recycle.ca/ontario and If you have any questions, please contact me at mmacdonald@call2recycle.ca or at (647) 484-2670.

I look forward to hearing from you.

Regards,

A handwritten signature in black ink, appearing to be "M MacDonald".

Michael MacDonald,
Director, Ontario
mmacdonald@call2recycle.ca
(647) 484-2670

Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Tuesday, September 29, 2020 4:50 PM
To: Cindy Pigeau
Subject: AMO Policy Update – New Long-Term Care Funding, Measures, Community Paramedicine to Address COVID-19

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



September 29, 2020

AMO Policy Update – New Long-Term Care Funding, Measures, and Community Paramedicine to Address COVID-19

Today the government announced new investments of close to \$540 million for long-term care as part of the government's COVID-19 Fall Preparedness Plan. The funding is intended to help protect residents, caregivers, and staff in long-term care homes from future surges and waves of COVID-19. It will be spent on necessary renovations and measures to improve infection prevention and control, increasing personal protective equipment (PPE) stockpiles, and building a strong health care workforce.

These investments include a new investment of \$2.8 million to extend the High Wage Transition Fund to ensure that gaps in long-term care staffing can continue to be addressed during the pandemic. The government has also committed to work with municipal partners to use community paramedics to help people on the long-term care waitlist stay in their own homes longer. This is part of their work to look at innovative solutions to provide more care where and when people need it.

The full list of new provincial investments includes:

- \$405 million to help homes with operating pressures related to COVID-19
- \$61.4 million for minor capital repairs and renovations in homes to improve infection prevention and control
- \$40 million to support homes that have been impacted by the changes in occupancy numbers due to COVID-19

- \$30 million to allow long-term care homes to hire more infection prevention and control staffing, including \$20 million for additional personnel and \$10 million to fund training for new and existing staff
- \$2.8 million to extend the High Wage Transition Fund to ensure that gaps in long-term care staffing can continue to be addressed during the pandemic
- providing all long-term care homes with access to up to eight weeks of supply of PPE so they are prepared in case of outbreaks
- working with municipal partners to use community paramedics to help people on the long-term care waitlist stay in their own homes longer.

Finally, the government is also revising visitor policies to prevent the spread of infection in long-term care homes. Effective Monday, October 5, 2020, visitors to long-term care homes in these areas will be restricted to staff and essential visitors only, which includes essential caregivers.

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.



Please consider the environment
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](#)



Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Wednesday, September 23, 2020 6:31 PM
To: Cindy Pigeau
Subject: AMO Update: 2020 Federal Throne Speech Lays Out Priorities Including Climate Action, Expanding Rural Broadband, Improved Housing Access, Child Care and Long-Term Care Standards

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



September 23, 2020

AMO Update: 2020 Federal Throne Speech Lays Out Priorities Including Climate Action, Expanding Rural Broadband, Improved Housing Access, Child Care and Long-Term Care Standards

Her Excellency, Governor General Julie Payette, delivered the Trudeau government's Speech From The Throne today in the Senate. Throne Speeches lay out broad directions and priorities the government proposes to implement through legislation, policy, spending and other actions during the coming Parliamentary session. Prime Minister Trudeau will address Canadians regarding the priorities in the Speech later this evening.

The federal government is in a minority government situation and a Throne Speech requires the confidence of the House of Commons. This means that the government will require the support of opposition members to pass the Speech. The government and opposition parties will now be assessing the ability to pass the Speech.

Headline Speech commitments include expanding COVID-19 testing capacity to reduce delays; targeted financial support in the event of future localized lockdowns; and creation of 1 million jobs.

Significant commitments of interest to Ontario municipal governments include:

- Keeping the Canada Emergency Response Benefit (CERB) into 2021 and changing Employment Insurance in the long-term to include gig workers, the self-employed;
- Keeping supports such as the Canada Employment Wage Subsidy (CEWS) and the creation of a new disability benefit;
- Investments in infrastructure such as public transit and active transportation; flooding and fire prevention; clean energy and building energy efficiency upgrade supports; affordable housing and reduction of homelessness – including recent initiatives for rapid housing;
- Rural broadband expansion through “accelerating the timelines and ambitions” of the Universal Broadband Fund;
- Action on long-term care with national standards, supports for ageing in place and “*Criminal Code* amendments to explicitly penalize those who neglect seniors under their care;”
- Investing in a childcare and early learning system as well as creating a strategy for women in the economy;
- Banning single use plastics next year and improving recycling as well as creating a Canadian Clean Water Agency;
- Modernizing the *Environmental Protection Act* and legislating the goal of net-zero energy emissions by 2030 as well as expanding electric vehicle charging; and
- Targeted support for travel and tourism, cultural and performing arts, and hospitality industries that have been hardest hit from the pandemic.

Of specific interest to municipal governments, the Speech promised action to continue municipal ability to ban handguns; expanding urban parks and access to greenspace and changes to improve civilian oversight of policing including the RCMP as part of its priority to reduce systemic racism.

Many of the items included in the speech were proposed by AMO to the federal and provincial government as investments that could help communities recover from the economic fall out of the pandemic. Municipal officials are encouraged to watch or read the Throne Speech to assess items of interest for their own communities. AMO will continue to analyze the Speech and monitor the progress of commitments made within it and report to members on relevant developments.

AMO Contact:

Craig Reid, Senior Advisor, creid@amo.on.ca, 647-200-7189.

*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.

Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Wednesday, September 30, 2020 4:16 PM
To: Cindy Pigeau
Subject: AMO Policy Update – COVID-19 Fall Plan, COVID-19 Modelling, Social Assistance Recovery/Renewal Plan, Food/Organic Waste Policy Statement, Pre-Budget Submissions

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



September 30, 2020

AMO Policy Update – COVID-19 Fall Plan, COVID-19 Modelling, Social Assistance Recovery & Renewal Plan, Food & Organic Waste Policy Statement, and Pre-Budget Submissions

Provincial COVID-19 Fall Plan

The Ontario government has released their \$2.8 billion COVID-19 fall preparedness plan to make sure that the Province's health care, long-term care, and education systems are prepared for the immediate challenges of the fall, including a second wave of COVID-19 and the upcoming flu season. The full provincial plan [*Keeping Ontarians Safe: Preparing for Future Waves of COVID-19*](#) was developed by the Province to quickly identify, prevent, and respond to surges and waves of the virus to protect the health and safety of all Ontarians.

COVID-19 Modelling

The Province has released its [updated COVID-19 modelling](#) today which confirms that the Province is experiencing a second wave in cases similar to what other jurisdictions have experienced. This updated model provides the public with some powerful information about the potential health consequences if we are not all collectively following the well-known public health measures.

Social Assistance Recovery & Renewal Plan

The government has now announced their plan for social assistance recovery and renewal, as part of the effort to support employment and economic recovery from the COVID-19 emergency. It will change the way that both municipally administered Ontario Works and the provincial Ontario Disability Support Programs are delivered and structured. There are no indications that it will increase municipal costs. A primary goal is to redirect human resources from doing administration to providing more frontline service to clients.

The first recovery phase will be rolled out in the coming months. The focus will be on improved access to employment and training services, developing new digital tools and modern service options, and ways to process financial assistance faster.

Moving beyond recovery into renewal, a new provincial-municipal transformation vision will be developed collaboratively. The government is committing to a co-design process with municipal governments and District Social Service Administration Boards that administer and co-fund social assistance.

Provincial Food and Organic Waste Policy Statement Amendments

This morning, Minister Yurek announced proposed changes to the Food and Organic Waste Policy Statement. A number of amendments are proposed including:

- clarifying and expanding the materials collected in municipal source separated organics programs,
- improving tracking and reporting of organic waste diversion or reduction efforts, and
- clarifying that efforts to meet targets apply past 2025.

Most notable is the strengthened direction (from 'encouraged' to 'should') related to the need for municipal and Industrial, Commercial, and Institutional (ICI) source separated organic programs to accept compostable products, packages, and offerings such as coffee pods at organic processing facilities. The Minister was clear in his comments at the press conference that the government was not making this mandatory (i.e. 'shall') but this would be considered in future years. The proposal is posted on the Environmental Registry for a 45-day consultation period. AMO will be providing comments on behalf of our members.

In our view, it is critical that producers of these materials be made fully responsible for their management at end-of-life, which AMO has advocated for in the new Packaging, Paper and Packaging-Like Products (Blue Box) Regulation.

Provincial Pre-Budget Submission Process and Deadline

Here is the official process [link](#) for submissions to inform the provincial budget which legislatively must be tabled by November 15th. The deadline for submissions is October 15th.

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.



Please consider the environment
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](#)



Need Access to Imagery in Central Ontario?

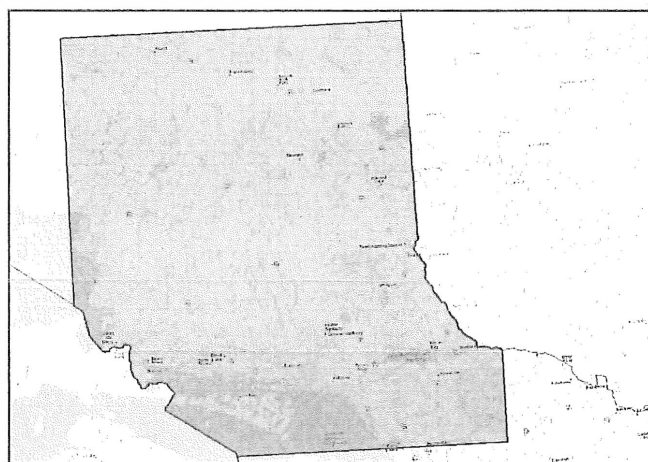
**Become a Partner and Save on
Collection Costs**

Central Ontario Orthophotography Project

Land Information Ontario (LIO) is looking for partners to acquire aerial imagery for Central Ontario in the spring of 2021.

The project will capture 20 cm resolution, leaf-off, multi-spectral imagery that is accurate within 60 cm "on the ground". Partners will have access to all imagery products including the orthophotography, stereo data and digital elevation surface models.

LIO covers 40 percent of the acquisition costs. Remaining costs are shared by partner organizations. As more partners join, costs decrease for each partner. As a result, partners realize significant costs savings when compared to acquiring the imagery on their own.



General project target area—to be refined

Partnership Benefits:

- ✓ Access to up-to-date, high-quality imagery for mapping, analysis and interpretation.
- ✓ Save on acquisition costs—in some cases over 90 percent.
- ✓ Input into the final capture area.



LIO Imagery Aquisition Program:

Up-to-date imagery is critical for mapping as well as land use planning, asset management, research, analysis, emergency planning, compliance enforcement and much more. The Program coordinates partnerships to acquire new imagery on five-year refresh cycles. Since 2013, over 320,000 square kilometres of aerial imagery has been captured throughout Ontario.

How to Participate:

Participation requires a minimum payment of \$1,000. Total funding commitment is based on the number of 1 km² tiles within the organization's area of interest. Organizations also have an option to order imagery "as needed" at a special rate.

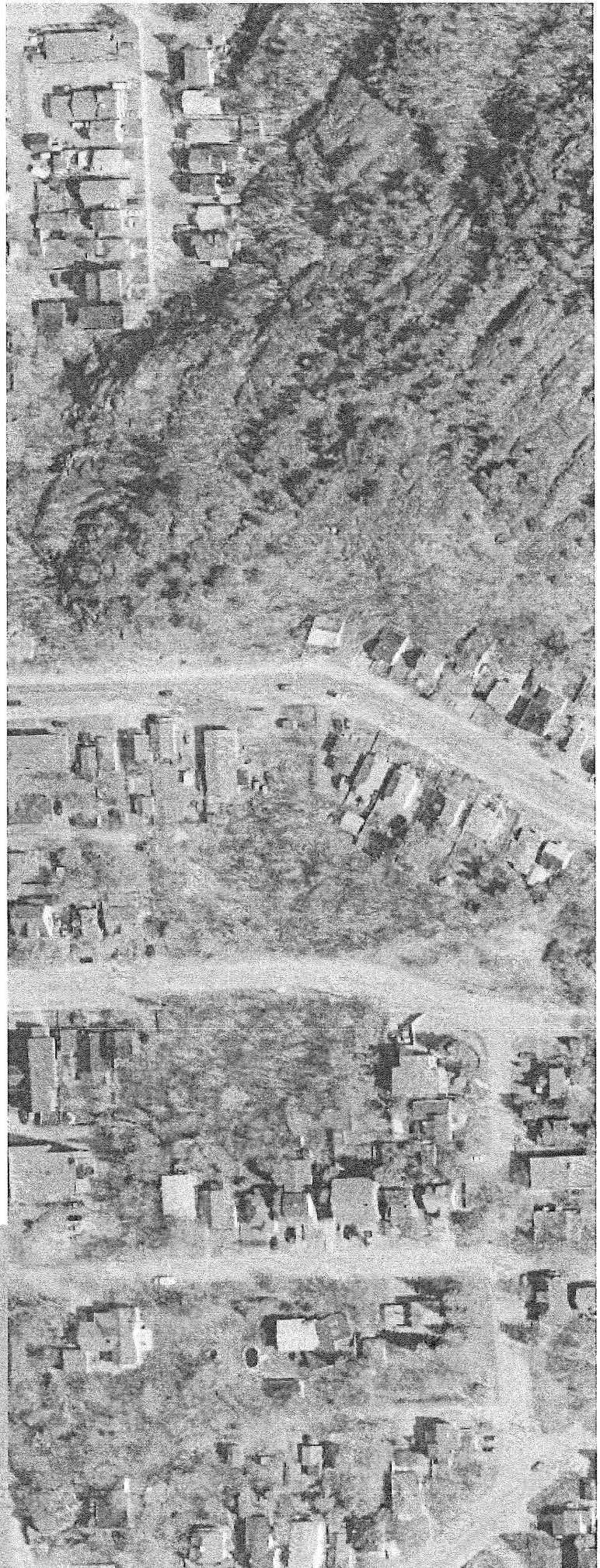
An agreement between partners and the Ministry of Natural Resources and Forestry will govern funding and identify the terms and conditions of data use. The Queen's Printer for Ontario retains ownership of the data.

A steering committee of project partners and LIO representatives provides oversight for the project, support the development of partnerships across public and private sectors and assist with logistics prior to acquisition.

For More Information

email: imagery@ontario.ca

visit: ontario.ca/lio



<<<DATE>>>

Ontario Ministry of Natural Resources and Forestry
Corporate Management and Information Division
Mapping and Information Resources Branch
Mapping and Geomatics Services Section
Spatial Data Support Unit
300 Water Street
2nd Floor, North Tower
Peterborough, Ontario
K9J 3C7

Attention: Mapping and Geomatics Project Manager, Spatial Data Support Unit

Re: Central Ontario Orthophotography Project (SWOOP) – 2021

Letter of Intent to Commit Funding – Area of Interest Option

To whom it may concern,

This letter is to inform you that the <<< **Insert Organization Name** >>> intends to participate in the partnership to acquire leaf off, digital orthophotography in central Ontario during the spring of 2021. We acknowledge that the Ministry of Natural Resources and Forestry (MNRF) is the lead for this project and requires this Letter of Intent to Commit Funding as the first component of organizational commitment to the project. It is expected that this letter gives the MNRF the ability to continue with the management and implementation of the project, which will include formalizing the funding partnership and developing the funding model. Subject to the appropriate financial approvals, <<< **Insert Organization Name** >>> agrees that they will genuinely pursue funding and a firm commitment for this project but recognize that, should their Council or Board not approve such an expenditure, they will have no legal obligation to provide funding.

It is understood that the development of the COOP2021 partnership will be implemented in a phased approach, prior to organizations making a final commitment to the amount of funding required. We accept the phases for the project, as described below:

1. A minimum funding contribution of \$1,000.00 is required to become a COOP2021 participant. No funding is required until the agreements have been finalized.
2. Organizations provide MNRF with a Letter of Intent to Commit Funding, along with an Esri shapefile outlining their area(s) of interest, using the COOP2021 tile index. **(Deadline – November 3, 2020)**

3. MNRF will use the shapefiles provided by each organization, apply the funding model (based on the value of the accepted contract for the acquisition), and provide all organizations with the calculated cost for their portion of the project area.
4. Organizations will then accept their funding commitment, or decide not to participate in the partnership, by notifying the MNRF Project Manager.
5. Upon receipt of acceptance (or withdrawal) from the registered organizations MNRF will rerun the funding model and provide adjusted costs to all participating organizations.
6. Once the final calculations have been completed, and each organization has acknowledged their commitment, a legal agreement will be provided to formalize the funding commitment and participation of each organization.

An ESRI shape file will be provided to the MNRF Mapping and Geomatics Project Manager with the submission of this letter. The ESRI shape file will define the area of interest for <<< **Insert Organization Name** >>> so that it can be used to calculate the shared costs required for the project.

Provided that sufficient funding has been committed by December 18, 2020, to complete the entire project, the undersigned agrees to attempt to formalize the funding commitment through the signature of a legal agreement. If funding for the entire project is insufficient, a meeting will be held to determine whether to limit the scope of the project (extent or products), cancel the project, or seek additional funding. In the event that the scope of the project is limited, the commitment above will be reconsidered.

This partnership presents a unique opportunity for public and private sector organizations to collaborate in a project of this magnitude in order to satisfy a wide variety of business needs. We look forward to seeing this project realized and offer our support in the goals and objectives of developing this partnership.

Sincerely,

<<<**Name**>>>

<<<**Position**>>>

<<<**Organization**>>>

<<<**Phone#:**>>>

<<<**E-mail Address:**>>>

**Ministry of
Municipal Affairs
and Housing**

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

**Ministère des
Affaires municipales
et du Logement**

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



234-2020-4339

October 1, 2020

Dear Head of Council:

Under the federal-provincial Safe Restart Agreement, the Ontario government is providing up to \$4 billion in emergency assistance so that municipalities are supported as they respond to COVID-19. Funding for municipalities under the Safe Restart Agreement is being provided through four streams: the Social Services Relief Fund and Municipal Operating Funding that are being implemented by my ministry, as well as funding streams for public health and transit being administered by the Ministry of Health and Ministry of Transportation respectively. On August 12, 2020, I wrote to advise of your municipality's allocation under Phase 1 of the Municipal Operating Funding stream. The ministry is currently in the process of making those payments. Today, I am writing to provide information on applying for additional funding under Phase 2 of the Municipal Operating Funding stream.

Our government recognizes that municipalities play a key role in delivering the services that Ontarians rely on and are at the frontlines of safely reopening our economy. Through Phase 2, we are committed to providing further financial support to those municipalities that require additional funds to address extraordinary operating expenditures and revenue losses arising from COVID-19 in 2020, over and above the allocation provided under Phase 1.

Our government chose to distribute a very significant level of funding to municipalities under Phase 1 – \$695 million in total – because we wanted to ensure all municipalities across our province could continue to deliver the important services their residents and businesses rely on while supporting the safe reopening of our economy. For a majority of municipalities, I anticipate this Phase 1 funding, together with the actions you have taken to find efficiencies and address shortfalls, will be sufficient to manage 2020 financial pressures arising from COVID-19. However, for the group of municipalities that has been hardest hit financially by COVID-19, additional funding may be needed.

Requests for Phase 2 funding are due on October 30, 2020 and detailed information about how to apply is now available to municipalities through the Transfer Payment Ontario (TPON) system.

One of the requirements is a council resolution requesting financial assistance under Phase 2. I want to emphasize that councils are responsible for assessing the financial situation of their municipalities and proceeding with an application under Phase 2 only if further assistance is needed to address COVID-19 pressures in 2020. Municipalities that cannot demonstrate 2020 COVID-19 financial pressures in excess of their Phase 1 funding allocation will not be considered for additional funding under Phase 2.

In addition to a resolution of your municipal council, a reporting template must be completed by the municipal treasurer as part of a municipality's Phase 2 application package. This report is designed to provide an overall picture of the municipality's 2020 financial position and information about service adjustments, use of reserves, and other measures being taken to manage 2020 COVID-19 operating impacts. Our government will allocate Phase 2 funds to only those municipalities that need additional financial assistance. The report also asks for information about your municipality's strategies for finding efficiencies and modernizing services. I look forward to learning about the transformative work that I know is happening across Ontario's municipal sector and your efforts to keep taxes low for families in your communities.

We are not requiring municipalities to submit information about COVID-related costs and revenue losses on a line-by-line basis, and as such the program will not offer a direct line-by-line reimbursement for all COVID-related operating expenditures and revenue losses reported. The federal government has stepped up. Our government is providing an unprecedented level of provincial funding to support municipalities. And we recognize that municipalities also have a critical role to play in finding efficiencies and taking all available measures to address the financial challenges brought by COVID-19 so that they can continue to invest in infrastructure and deliver the services their communities rely on during this extraordinary time.

As noted above, detailed information about how to apply for Phase 2 funding is now available on Transfer Payment Ontario. The ministry will also offer webinars to support treasurers and other municipal officials in understanding Phase 2 application requirements and how to complete the required reporting template. **Please note that the deadline to submit applications is October 30, 2020.** Municipalities may request an extension November 6, 2020, but as noted in my letter of August 12, 2020, we will be unable to consider applications received after this date. I understand this timeline is tight, but it is necessary to allow us to allocate funds to municipalities prior to the end of the municipal fiscal year and meet our commitment to municipalities that need additional help to manage 2020 financial impacts arising from COVID-19. Municipalities who are eligible and approved to receive funding under Phase 2 will be informed before the end of the calendar year and can expect to receive a payment in early 2021.

I will continue to be a strong champion for municipalities as our government charts a path to a safe, strong economic recovery. I extend my thanks to all 444 municipal heads of council for your continued efforts to keep all of our communities across this province safe and to deliver the services your residents and businesses need. Working together, we will get Ontario back on track.

Sincerely,

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

Steve Clark
Minister of Municipal Affairs and Housing

c. Chief Administrative Officers and Treasurers

Information Centre
Algonquin Land Claim

Centre d'information
Revendication territoriale

31 Riverside Drive
Pembroke, ON K8A 8R6

31 rue Riverside
Pembroke, ON K8A 8R6

Tel: (613) 732-8081
Toll Free: 1-855-690-7070

Tél: (613) 732-8081
Numéro vert: 1-855-690-7070



website: Ontario.ca/algonquinlandclaim

October 1, 2020

Memo to: Municipal Elected Representatives

This letter is to update you on current developments in the ongoing treaty negotiations involving Canada, Ontario and the Algonquins of Ontario. We continue to make progress in a number of areas that are relevant to municipalities, and I thank you for the ongoing input and support Ontario has received from the municipal sector.

Public Consultation

Following the public consultation period on Ontario's 2017 publication of a Draft Environmental Evaluation Report, Ontario and the Algonquins of Ontario (AOO) engaged in further negotiations. The objective was to refine the package of provincial lands proposed for future transfer to the AOO as part of the land claim settlement. Changes were based on input received through the consultations Ontario conducted as well as enhanced information about the Algonquins' intended uses for the lands.

On July 10, 2020, Ontario sent letters to people who own property within 120 metres of the Crown lands where changes have been negotiated, as well as to anyone who holds an existing legal interest such as a permit or license on those lands. Letters were also sent to interested Indigenous communities and municipalities.

We are now preparing for the next stage of broader public consultation on the updated proposed lands package. This will include an expanded mail-out to all those with known or potential interests in the Crown lands proposed for transfer, and updates to the Algonquin Land Claim webpages posted on the Ontario.ca website (www.ontario.ca/algonquinlandclaim). This stage of consultation will also include information about provincial park boundary regulation amendments for the recommended addition to Lake St. Peter Provincial Park and the recommended new Whiteduck Provincial Park in Frontenac County.

Input received will be reflected in a Final Environmental Evaluation Report related to the proposed settlement lands and the EA Summary Report related to the provincial park and conservation reserve boundary amendments that we expect to publish before the end of this calendar year.

Municipal Jurisdiction

Once settlement lands are transferred, the lands will be privately owned in fee simple by the Algonquins of Ontario, and subject to municipal planning and development approvals. Ontario staff have been working with municipal staff for a number of years to develop initial official plan designations and zoning that will be applied to the settlement land parcels at the time of transfer. This is being done to minimize the time and costs for municipalities as the lands transfer from Crown control into municipal jurisdiction. We will continue to work with municipalities until time of transfer to ensure the proposed land use designations and zoning are compatible with current local planning documents.

Regional maps are available for review online at: www.tanakiwin.com/our-treaty-negotiations/treaty-negotiations-update/

Proposed Treaty Provisions for the Crown Duty to Consult

While lands are an important element for the settlement of a land claim, there are many other areas to be covered in a modern treaty. Our current work includes drafting treaty provisions that will establish a process for federal and provincial consultation with the AOO once the treaty is in place. This includes draft provisions addressing the province's duty to consult and accommodate where appropriate with respect to certain land use planning matters and municipal boundary changes. Municipal engagement with the AOO on official plans and restructuring proposals facilitates their review and approval. The proposed treaty provisions will provide a mechanism for municipalities to engage with the AOO on these types of decisions.

Under section 1.2.2 of the 2020 Provincial Policy Statement (PPS), planning authorities shall engage with Indigenous communities and coordinate on land use planning matters. The 2020 PPS does not set out specific subject matters for which engagement might be appropriate. Ontario's intent with the draft provisions, by contrast, is to identify and limit requirements for municipal engagement to the following matters affecting settlement lands and identified as priorities by the AOO:

- new municipal official plans, revisions to official plans including 5 year updates and secondary plans amending or forming part of an official plan
- restructuring proposals that municipalities may put forward that result in boundary changes or amalgamations.

This would mean that other planning approvals, such as applications by a private person or corporation for a site specific official plan amendment, zoning by-laws or zoning by-law amendments, applications for a minor variance or plans of subdivision would not trigger engagement under the proposed treaty provisions, and would continue to be addressed under *Planning Act* processes.

It is the negotiation parties' shared expectation and intent that the proposed treaty provisions will provide a focus on matters of priority and significantly reduce the workload of both the municipal sector and the AOO. The proposed consultation framework under the treaty will not impose roles on municipalities that go beyond engagement on provincial decisions that would trigger a duty to consult.

The AOO "door" will be open for other engagement activities outside of the treaty provisions, such as those that could focus on developing partnerships and economic opportunities between the AOO and municipalities. Culture and heritage are also important matters for the AOO. We understand they will be seeking opportunities to work with municipalities to recognize and protect these significant resources.

Ontario's approach to the drafting of the treaty provisions has been informed by informal discussions with representatives of senior municipal staff within the AOO Settlement Area, and by the Association of Municipalities of Ontario's (AMO) April 10, 2019 publication 'Municipal Governments and the Crown's Duty to Consult – Towards a Process that Works for Local Communities'.

We note that in that document AMO recommends that the Crown work with municipal and Indigenous leadership to:

1. Clarify Responsibility for the Duty to Consult and the Duty to Accommodate, where appropriate.
2. Establish a Practical Process with Municipalities and Indigenous Governments to address the requirements for consultation.
3. Provide Necessary Funding, Resources and Supports in Duty to Consult Proceedings.
4. Promote Municipal-Indigenous Relationship-building and Local Cooperation; and
5. Involve Municipal Governments in Land Claim and Treaty Implementation Scenarios Affecting Municipal Jurisdiction.

These principles have helped to guide Ontario's approach to drafting of the municipal engagement provisions. We are providing this preliminary information in light of the final AMO recommendation.

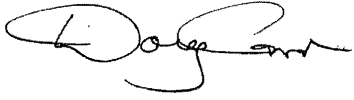
Next Steps

Should representatives of your municipality require further information or wish to arrange a time to discuss this, please contact the Ontario negotiation team via the Ontario Information Centre letterhead on this memo. We would be happy to arrange such a discussion, subject to relevant public health restrictions and best practices.

Should your municipality receive questions from ratepayers regarding Ontario's consultation on the lands proposed for transfer to the AOO we encourage you to direct them to the Ontario Information Centre.

Thank you for your ongoing interest in the AOO treaty negotiations. We look forward to continuing to work with the municipal sector to develop arrangements that will work in a practical way in eastern Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'Doug Carr', with a stylized, flowing script.

Doug Carr
Ontario Chief Negotiator



30 LEWIS STREET
WASAGA BEACH, ONTARIO
CANADA L9Z 1A1
www.wasagabeach.com

October 1, 2020

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

BY EMAIL ONLY

Dear Premier:

I am writing today to follow-up on our conversation about the recent car rally that took place in our Town.

The Town of Wasaga Beach was thankful for the efforts of the officers from the Huronia West OPP Detachment, the OPP Traffic Safety Division, as well as officers from York and Peel regions who joined forces this past weekend to address an unauthorized car rally in Wasaga Beach.

Over the weekend, officers worked around the clock to ensure the safety of residents, visitors, and businesses during extremely trying circumstances and I applaud them for their amazing work. The event disrupted people's enjoyment of their property and put people's safety at risk. This is not acceptable and it must stop. The arrogant and selfish behavior shown over the weekend is costing all Ontarians financially due to the resources required to deal with these impromptu community invasions.

Not everyone here this past weekend was inconsiderate. However, it puts a dark cloud over true car enthusiasts and events such as show and shines that can be great family entertainment and are welcomed in communities. I have heard from true car enthusiasts who do not want to be lumped in with this group.

Kudos to Police Services for implementing "Project Drift" and "Project E.R.A.S.E." which are addressing concerns regarding stunt driving and high-speed chases.

I believe mayors and councils of every municipality in Ontario must support the Premier and Provincial Government in developing tougher laws with larger financial penalties than currently exist when dealing with unauthorized car rallies and participants. Another municipality may be invaded next.

Administration: (705) 429-3844
Fax: 429-6732
Planning: 429-3847

Building: 429-1120
By-Law: 429-2511
Parks & Rec: 429-3321

Arena: 429-0412
Public Works: 429-2540
Fire Department: 429-5281

Our Provincial Government must take the lead in increasing penalties and fines. Every municipality should be reviewing their by-laws to ensure that measures are in place to allow the OPP to act on their behalf when events such as these unauthorized car rallies take over a community or parking lot. For example, Wasaga Beach authorized the OPP to enforce no trespassing laws this past weekend to ensure safety of the town's property and the community. This allows the OPP to consider damage to the town's property as mischief and is considered a criminal offence.

While common sense needs to be used by officers when dealing with every day regular people not associated with rallies or street racing, some potential infractions that could benefit from **significantly** higher fines when dealing with these situations and act as a deterrent could be:

- **Licence Plates** must be on the front and back of a vehicle - current fine for not adhering to this is \$85.00/\$110.00.

Increase in fine is suggested. In the event of rallies such as the one in Wasaga Beach, there was lots of camera footage of inappropriate behavior. It is harder to identify vehicles with only one plate. Two properly installed license plates would assist in recording the cars not adhering to the law to allow charges.

- **Loud/Unnecessary Noise/Improper Exhaust** (also missing muffler) - current fine \$85.00/\$110.00.

Increase in fine is suggested. In the event of rallies such as the one in Wasaga Beach, part of the enjoyment for participants is to have loud cars. A larger fine will be a deterrent.

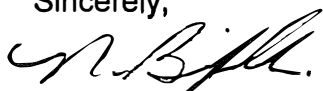
- **Prohibited Nitrous Oxide Fuel Systems** are putting the driver, passenger, others on the road and emergency responders in accident situations in added danger and needs to result in a significant financial fine. Currently there is no set fine. Permanent confiscation of the vehicle followed by destruction of the vehicle would make the message clear and be a deterrent.
- **Insurance** Police require the authority to not just confirm with an insurance agency that a vehicle is insured but they need to be permitted to advise the company that modifications have occurred to a vehicle that they have insured on behalf of an owner. If insurance is hard to get for these modified vehicles or too costly, it is yet another deterrent. Tougher convictions are required for people caught attempting insurance fraud associated with these events.
- **Impoundment** Currently a vehicle can be impounded for 1 week. This needs to increase with all costs being born by the vehicle owner. Impounding it for a greater length of time (1-2 months) would be inconvenient, expensive and be a significant deterrent.
- **Border Crossing Prevention** Street racers or law breakers from other Provinces or Countries need to be banned from crossing into Ontario for a period. If breached a large fine will be a deterrent.
- **Automatic License Suspensions** for a significant period of time for those endangering the public by street racing, performing stunts or any other activity that may cause injury to a bystander.

- **Municipal Authority to Close our Borders** In the event a municipality is made aware of such an event being planned for their community, consideration needs to be given to the municipal council having the authority to close their borders with OPP assistance to turn away anyone who is not a resident or property owner.
- **Access to Hospital Information when Dealing with a Crime** We were told that at these events people “take care of their own.” If someone is hurt they drop them off at the hospital for care. Under the current rules it is my understanding that officers are not permitted to know if a hospital patient is someone they are looking for in an active investigation/situation. The Police could spend hours or days looking for someone who is actually sitting in the hospital. This rule may need to change in several situations to avoid unnecessary time being spent by officers which also costs the taxpayers of Ontario.
- **Other considerations**
 - With this growing trend, should there be more access for officer training and equipment to deal with these situations.
 - This could happen to any municipality without notice and suggest that a municipal awareness program including the public may be beneficial.
 - Tougher convictions for people associated with the promotion of these events (i.e.: administrators of social media sites) as well as industries found to be associated with assisting these events such as tow companies and auto modification shops.
 - Authority provided to the OPP to do an “Air Drop” on the spot of any video footage captured by attendees’ cell phones that would aid in possible investigations.

I feel that serious consideration needs to be given to deterring these types of events province-wide. We don’t want to just push them out of our community so they can land in another community causing the same disruption, disrespect and cost to the tax payer. It is only through penalties that cause severe financial hardship that we can deter these unsanctioned and dangerous events from happening in our communities.

In closing, I want to again commend you for the great leadership during these difficult times and I look forward to hearing from you.

Sincerely,



Nina Bifulchi

Mayor

Town of Wasaga Beach

- c. Sylvia Jones, Solicitor-General
- Doug Downey, Attorney General
- Thomas Carrique, OPP Commissioner
- Dwight Peer, OPP Chief Superintendent
- Philip Browne, OPP Commander
- Derek Banks, OPP Sergeant
- Kevin Winiarski, OPP Sergeant
- Association of Municipalities of Ontario
- All Mayors of Ontario
- Wasaga Beach Town Council Members

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 325-0408
MCSCS.Feedback@Ontario.ca

Solliciteur général

Bureau de la sollicitrice générale

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél.: 416 325-0408
MCSCS.Feedback@Ontario.ca



132-2020-3484
By email

October 2, 2020

Dear Head of Council:

The Ministry of the Solicitor General is committed to keeping communities across Ontario safe, supported and protected. I would like to take this opportunity to share some information with your municipality regarding the anti-racism initiatives of my ministry and the Anti-Racism Directorate (ARD), the regulatory work being done to bring the *Community Safety and Policing Act, 2019*, into force, new police oversight measures, police training as it relates to de-escalation, mental health and diverse communities, mental health and addictions initiatives and investments, Community Safety and Well-Being (CSWB) Planning and police-hospital transition protocol.

Anti-Racism

Our government has zero tolerance for hate, racism or discrimination in all its forms. We share a responsibility to speak out and act against racism and hate and build a stronger society. Our government is committed to addressing racism and building a stronger, more inclusive province for us all.

I am proud to be the minister responsible for Ontario's Anti-Racism Directorate (ARD), which leads strategic initiatives to advance anti-racism work across government with a plan that is grounded in evidence and research. Through the ARD, the government continues to invest in community-led research, public education and awareness initiatives. This includes investments to the Canadian Mental Health Association (CMHA) Ontario to undertake research that seeks to identify key mental health issues impacting survivors of victims of homicide violence in Ontario.

Community Safety and Policing Act, 2019

Our government is also committed to addressing racism at a systemic level through the regulatory framework under the *Anti-Racism Act, 2017*, and through the work we are doing to bring the *Community Safety and Policing Act, 2019*, into force. As we work to develop regulations under the *Community Safety and Policing Act, 2019*, we will continue to engage racialized groups, including Black, South Asian, First Nation, Inuit and Métis organizations. We are committed to ensuring that Ontario's communities are well supported and protected by law enforcement and that all interactions between members of the public and police personnel are conducted without bias or discrimination, and in a manner that promotes public confidence and keeps our communities safe.

.../2

The *Community Safety and Policing Act, 2019*, which is part of the *Comprehensive Ontario Police Services Act, 2019*, provides policing and police oversight legislation. Once in force, the *Community Safety and Policing Act, 2019*, will address a number of recommendations made by Justice Michael H. Tulloch, including:

- Mandatory training for all police service board members, the Inspector General, inspectors, police officers and special constables on human rights, systemic racism as well as training that promotes the diverse, multiracial and multicultural character of Ontario society and the rights and cultures of First Nation, Inuit and Métis Peoples;
- The requirement for each municipality that maintains a municipal board to prepare and publish a diversity plan to ensure members of the board are representative of the diversity of the population of the municipality;
- Not releasing the names of officials and witnesses in SIU investigations;
- Ensuring information made available to the public about an SIU investigation helps them understand the decision made by the SIU director; and
- Ensuring the SIU continues to publish investigative reports on its website.

New Measures for Police Oversight

Inspector General of Policing

The *Community Safety and Policing Act, 2019*, will establish an Inspector General (IG) of Policing who will be required to monitor and conduct inspections related to compliance with the Act and regulations. The IG will work with policing entities to ensure consistent application of policing across the province by measuring compliance with prescribed standards.

Key functions of the IG include:

- Consulting with, advising, monitoring and conducting inspections of police service boards, Ontario Provincial Police (OPP) detachment boards, First Nation OPP boards, OPP Advisory Council, chiefs of police, special constable employers, police services and other policing providers regarding compliance with the Act and regulations.
- Receiving and investigating, if warranted, public complaints about members of police service boards, OPP detachment boards, First Nation OPP boards and the OPP Advisory Council regarding misconduct and policing complaints regarding the provision of adequate and effective policing, failure to comply with the Act and regulations, and policies and procedures.
- Reporting inspection findings, issuing directions to remedy or prevent non-compliance with the Act and imposing measures if the direction is not complied with, or, reprimanding, suspending or removing a board member if board member misconduct is identified.
- Conducting analysis regarding compliance with the Act and regulations.
- Reporting on the activities of the IG annually, including inspections conducted, complaints dealt with, directions issued and measures imposed; and compliance with the Act and regulations.

The Act also gives the IG and its inspectors the right to access closed police service board meetings.

Law Enforcement Complaints Agency

The *Community Safety and Policing Act, 2019* will continue the office of the Independent Police Review Director as the Law Enforcement Complaints Agency (LECA), headed by the Complaints Director.

The LECA will receive and screen complaints from the public about the conduct of police officers. In addition, the LECA will have the authority to initiate an investigation in the absence of a public complaint if, in the Complaints Director's opinion, it is in the public interest to do so.

The Complaints Director may also undertake reviews of issues of a systemic nature that have been the subject of public complaints or investigations, or that may contribute or otherwise be related to misconduct.

The Special Investigations Unit

The *Special Investigations Unit Act, 2019*, (SIU Act), once in force, will set out a new legal framework for the SIU. The SIU Act will focus and clarify the mandate of the SIU to better ensure more timely, efficient, reasonable and transparent investigations. Key changes contained in the Act will focus the SIU's investigative resources where they are needed most – on criminal activity.

The Ministry of the Attorney General will continue to consult with law enforcement, community organizations and advocates to ensure their input is incorporated into the development of regulations under the SIU Act.

Police Training

Training is developed and delivered in a manner that reinforces principles of fairness, equity and compliance with the *Ontario Human Rights Code* and *Canadian Charter of Rights and Freedoms*.

All Basic Constable Training (BCT) recruits undergo diversity-focused training designed to improve their ability to engage with the public and respond to victims of crime. This training focuses on improving recruits' understanding of the experiences of, and systemic barriers faced by, diverse communities, including racialized, Indigenous, First Nations and Metis, and Lesbian, Gay, Bisexual, Transgender, Queer and/or Questioning and Two-Spirited (LGBTQ2S) people.

Diversity and anti-racism training includes:

- Human rights framework for policing;
- Equity and inclusion;
- Harassment and discrimination;

- Defining police professional;
- Collection of Identifying Information in Certain Circumstances regulation;
- History of profiling in policing and the impact of racial profiling on the community;
- Profiling practices and the mindset behind it;
- Stereotyping;
- Bias free policing – racial profiling vs. criminal profiling;
- Hate crimes and bias incidents of a non-criminal nature; and
- Practical skills scenario that reinforces academic learning on hate crimes.

Training on Indigenous issues includes:

- Indigenous culture;
- Residential schools;
- Land claims and treaties;
- First Nations Policing;
- Cultural appropriation;
- Cultural practices; and
- Practical skills scenario that reinforces academic learning on Indigenous issues.

The Serving with Pride organization attends each intake to deliver a presentation to all recruits entitled “LGBTQ2S 101” which covers a number of issues related to the LGBTQ2S communities including historical events, current and appropriate terminology, gender expression, gender identity and other topics.

In addition to the standalone sessions, the above noted issues are interwoven and reinforced throughout the BCT program. For example, recruits are taught to respond to victims in a trauma-informed manner for all victims of crime acknowledging potentially vulnerable groups.

De-escalation and Mental Health Crisis Response Training

The Ontario Police College’s current de-escalation training emphasizes communication techniques such as establishing rapport, threat management and conflict resolution and mediation.

The training specifically addresses scenarios in which police interact with people in crisis with a goal of resolving conflicts in a manner that protects the safety of the public, the person in crisis and police officers. Officers must also undertake follow-up training every 12 months. Police services are also encouraged to have policies and procedures in place as set out in the “Use of Force” Guideline. This includes procedures for impact weapons, aerosol weapons, conducted energy weapons, firearms and use of force reporting.

Training on the BCT program is reviewed and updated to reflect the most current information after every BCT intake.

Once in force, the *Community Safety and Policing Act, 2019*, will require all police officers, special constables and board members to successfully complete training related to human rights, systemic racism and the rights and cultures of Indigenous Peoples. This training will also be required for the new Inspector General of Policing, its inspectors, the Complaints Director at LECA and LECA investigators. This is part of the government's commitment to ensure that all interactions are conducted without bias or discrimination, and in a manner that promotes public confidence and keeps communities safe.

Mental Health and Addictions Initiatives and Investments

Dedicated Funding for Mental Health and Addictions Programs

Ontario's community mental health services include:

- assertive community treatment teams, case management, crisis intervention, early psychosis intervention, eating disorders programs, vocational programs, supportive housing and consumer/survivor initiatives, peer supports and other programs; and
- initiatives to keep people with serious mental health issues out of the criminal justice system which include, but are not limited to, court support and diversion, crisis intervention and safe beds.

In July 2018, Ontario announced its commitment to invest \$3.8 billion over 10 years, with the support of the Government of Canada, to develop and implement a comprehensive and connected mental health and addictions strategy. This includes \$174 million for mental health and addictions programs in 2019-20. As part of the \$174 million commitment of funds to support mental health and addictions in 2019-20, my ministry partnered with the Ministry of Health to announce \$18.3 million in new funding to support those affected by mental health and addictions challenges in the justice sector.

Specifically, in 2019-20, the Ministry of Health provided funding for an integrated set of mobile crisis services that assist in the de-escalation and stabilization of persons in crisis and their connection to community programming and supports to address their physical and mental well-being over the longer term, in order to prevent further crises. Five teams were implemented in 2019-20 with \$6.95 million of the \$174 million in new, annualized funding to develop and enhance mobile crisis services. Mobile crisis services partner police with community mental health organizations to respond to persons in mental health and addictions (MHA) crises and determine if the crisis:

- can be de-escalated and resolved at the scene;
- warrants further psychiatric attention at hospital emergency rooms; or
- requires short-term community stabilization and reintegration.

Part of the \$18.3 million in new funding also includes \$2.5 million for various programs run by the ministry, one of which includes de-escalation training.

Ministry of the Solicitor General Grant Programs

Apart from the dedicated funding for mental health and addictions programs highlighted above, the ministry also offers a number of grant programs that are primarily available to police services, working in collaboration with municipal and community partners, to support local Community Safety and Well-Being (CSWB) initiatives, including mental health-related programs. For example, under the 2019-20 to 2021-22 Community Safety and Policing Grant local and provincial priorities funding streams, the ministry is providing funding to 27 police services/boards for projects involving an integrated response between police and a mental health worker to respond to situations of crisis (e.g., Mobile Crisis Response Teams).

Community Safety and Well-Being Planning

The ministry developed the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet, which includes the CSWB Planning Framework and a toolkit of practical guidance documents to assist municipalities, First Nations and their community partners as they engage in the CSWB planning process. The Framework encourages communities to work with various partners across sectors to proactively identify and address local priority risks in the community before they escalate and result in situations of crisis (e.g., crime, victimization or suicide). This involves reducing the number of incidents that require enforcement by shifting to more proactive, preventative programs and strategies that improve the social determinants of health (e.g., education, housing, mental health).

In support of this work, effective January 1, 2019, the government mandated municipalities lead the development of CSWB plans which identify and address local priority risks to safety and well-being, working in partnership with police services/boards and various other sectors, including health/mental health, education, community/social services and children/youth services.

Complementary to the Framework, a Situation Table is one type of multi-sectoral risk intervention model that is being implemented across our province.

The ministry also offers the Risk-driven Tracking Database (RTD), which allows for the collection of risk-based data and helps to inform the CSWB planning process, free of charge to communities across Ontario that are engaged in multi-sectoral risk intervention models, such as Situation Tables. As of June 2020, 60 sites have been on-boarded to the RTD and any communities who are interested in being on-boarded to the RTD is encouraged to contact the ministry.


Police-Hospital Transition Protocol

Additionally, to improve front-line response to persons experiencing a mental health or addictions-related crisis, my ministry partnered with the Ministry of Health to support the Provincial Human Services and Justice Coordinating Committee and CMHA of Ontario to develop a framework for local police emergency room transition protocols for persons apprehended under the *Mental Health Act*.

On June 3, 2019, the Ministry of the Solicitor General and the Ministry of Health jointly endorsed the release of *Improving Police-Hospital Transitions: A Framework for Ontario*, as well as the supporting toolkit, *Tools for Developing Police-Hospital Transition Protocols in Ontario*. The purpose of the framework and toolkit is to assist police services and hospitals with developing joint emergency department transition protocols, which are responsive to unique local needs, in order to ensure the seamless transfer of care for persons in a mental health or addictions crisis brought to a hospital by police officers.

I hope you find this information useful and I appreciate your municipality's support during this time of uncertainty.

Sincerely,



Sylvia Jones
Solicitor General
Minister Responsible for Anti-Racism

c: Chief Administrative Officers

Municipal Clerks

Cindy Pigeau

From: AMO Communications <Communicate@amo.on.ca>
Sent: Friday, October 2, 2020 3:02 PM
To: Cindy Pigeau
Subject: AMO Policy Update – COVID-19 Public Health Measures, Municipal Relief Phase 2 Funding, Inspector General of Policing

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



October 2, 2020

AMO Policy Update – COVID-19 Public Health Measures, Municipal Relief Phase 2 Funding, and an Inspector General of Policing

Additional COVID Public Health Measures

Given the rising number of new COVID cases, the Province has added new public health measures for both across the province as well as some targeted regional measures to prevent the increasing spread and to avoid future lockdowns as we experienced in the spring.

These new restrictions are outlined through the amended order O. Reg 364/20 (Rules for Areas in Stage 3 under the *Reopening Ontario [A Flexible Response to COVID-19] Act, 2020*).

They include mandated use of face coverings in **all** public indoor settings across the province with limited exemptions as of Saturday, October 3rd at 12:01 am. AMO and municipal leaders have been asking for such a provincial order to improve public clarity on requirements which unfortunately has not been possible with the current patchwork of local mandatory mask bylaws and s.22 orders.

Targeted measures will also be implemented in Ottawa, Peel, and Toronto as a result of their higher than average rates of transmission. These include:

- setting an indoor capacity limit to restrict occupancy at restaurants, bars and other food and drink establishments (including nightclubs), and other requirements;

- restricting group exercise classes at gyms and other fitness settings to 10 individuals, as well as restricting the total number of people allowed at these facilities to a maximum of 50; and
- setting a limit on the number of people allowed at meeting and event facilities, including banquet halls, to six people per table and 50 people per facility.

In addition, the government is:

- extending the pause on any further reopening of businesses, facilities, and organizations for an additional 28 days, unless already permitted to open under O. Reg 364/20;
- pausing social circles and advising that all Ontarians allow close contact only with people living in their own household and maintain two metres physical distancing from everyone else; individuals who live alone may consider having close contact with another household; and
- finalizing additional guidance for seniors (70 and over) on how to minimize their risk of acquiring COVID-19, including for upcoming annual gatherings such as Thanksgiving and Remembrance Day.

Note: Municipal leaders have been asking for such public health guidance with these upcoming community events coming soon.

There are also provincial changes to the COVID-19 Testing procedures which include:

- transitioning to appointment-based testing at Ontario assessment centres beginning Tuesday, October 6, 2020, to provide certainty to patients as to when they can receive a test during the winter and allowing assessment centres to conduct enhanced screening to ensure adherence to the guidelines released on September 24, 2020;
- beginning on Sunday, October 4, 2020, assessment centres will discontinue walk-in testing services, so the Province's lab network can make progress in processing tests and to allow assessment centres the necessary time to be prepared for the new appointment-based model;
- continuing mobile testing and pop-up testing centres to reach vulnerable populations and provide targeted testing for long-term care, congregate care, and other vulnerable populations;
- expanding the number of pharmacies where people with no symptoms within provincial testing guidance can get tested; and
- implementing updated testing guidance for children to help parents determine when it is most appropriate for students, children, and their families to seek a test for COVID-19.

Safe Restart Agreement – Phase 2 Funding for Municipal Operating Relief

The Honourable Steve Clark, Minister, Municipal Affairs and Housing, wrote to all Heads of Council late yesterday with instructions for the Phase 2 funding as part of the Safe Restart Agreement. This second phase of funding targets municipal

governments that require additional financial support to address extraordinary operating expenditures and/or revenues losses arising from the COVID-19 pandemic for 2020.

Phase 1 funding totaled \$695 million and was directly distributed to all municipalities across Ontario. For Phase 2, another \$695 million is available to municipalities through an application process. This will require a Council resolution to request the additional assistance and a formal application completed by a municipal treasurer. To be eligible, the application for this second phase requires municipal governments to demonstrate additional financial pressures that were not alleviated as part of the Phase 1 stream.

To request Phase 2 funding, the Ministry will seek more detailed information through the application forms which need to be submitted using the [Transfer Payment Ontario System](#) by the **deadline of October 30th, 2020**. For additional support, the Ministry of Municipal Affairs and Housing will offer webinars to help better understand the application requirements and process.

AMO is pleased that joint support from the Federal and Provincial government has made \$1.39 billion available to provide operating funding relief for municipalities in Ontario. This unprecedented funding will allow municipal governments to remain financially whole and to continue to provide needed services to their communities during the ongoing pandemic.

Ontario Appoints First Inspector General of Policing

The Ontario government has today appointed [Devon Clunis](#) as the Province's first Inspector General of Policing. This arm's length role will seek to provide policing oversight and ensure effective policing services are provided across Ontario.

In addition, an Inspectorate will be created with responsibilities to:

- conduct inspections of police services to ensure compliance with the *Community Safety and Policing Act* (CSPA) and its regulations;
- conduct inspections of police service boards to prevent police misconduct; and impose measures where necessary;
- investigate complaints related to the provision of adequate and effective policing services;
- conduct analyses regarding compliance with the CSPA and publish inspection results and annual reports.

It should be noted that AMO will continue to request that the Inspector General of Policing have a role in supporting police service boards in fulfilling their mandates.

AMO would like to offer our congratulations to Devon Clunis on being appointed Ontario's first Inspector General of Policing.

Cindy Pigeau

From: AMCTO | The Municipal Experts <amcto@amcto.com>
Sent: Tuesday, October 6, 2020 9:31 AM
To: Cindy Pigeau
Subject: Advocacy Update: Bill 204 receives royal assent

Province passes new legislation on the municipal voters' list
[View this email in your browser.](#)



[About AMCTO](#) | [Education & Events](#) | [Advocacy & Policy](#)



October 6, 2020

AMCTO Advocacy Update

Bill 204, Helping Tenants and Small Businesses Act, 2020 receives royal assent

We are pleased to see that the province has passed new legislation for Bill 204, *Helping Tenants and Small Businesses Act*, 2020. The bill received royal assent on October 1 making it law that the 'municipal voters' list' will be developed out of a single registry of electors under the responsibility of Elections Ontario as of January 1, 2024.

The accuracy of this list is *essential* to our members, who are responsible for administering local government elections. This is particularly important should alternative voting mechanisms such as internet voting or wider mail-in voting be utilized to administer an election during an emergency such as the COVID-19 health pandemic.

"We are pleased to see the government take action after years of advocacy on behalf and by our members," says AMCTO President, Rob Tremblay. "We look forward to working with Elections Ontario on next steps."

This has been a leading issue for AMCTO members for the past sixteen years. Visit our policy blog to read more about our municipal voters' list advocacy journey.

We know that our members across Ontario are already turning their attentions to preparing for the 2022 municipal election. It is particularly top of mind because municipalities must consider how to deliver safe and accessible elections during a pandemic which could still be lingering in 2022.

We want to know what your municipality is doing now to prepare for 2022. The following form should only take approximately five minutes to complete and will allow us to track and curate these inputs to share with members as a one-stop resource. We are piloting this tracker to assist you, our members, in your preparation in-between elections and in order to get a sense of the direction Ontario municipalities are taking in these uncertain times. Your feedback will also help to inform our advocacy efforts with regard to the Municipal Elections Act.

SUBMIT FEEDBACK

**CORPORATION OF THE
TOWNSHIP OF NORTH GLENGARRY**

Resolution #

6

Date:

Monday, September 28, 2020

Moved by: Jeff Manley

Seconded by: Johanne Wensink

THAT Council of the Township of North Glengarry adopt the following resolution:

WHEREAS the Ontario government has provided emergency assistance funding to municipalities through the Safe Restart Agreement to offset the financial impact due to the COVID-19 pandemic;

AND WHEREAS the Province has specified funding must be used for operating costs and pressures due to COVID-19;

AND WHEREAS due to the nature of the pandemic and the necessity to make physical retrofits to offices to accommodate staff and the public in a safe environment, capital costs will be incurred by municipalities;

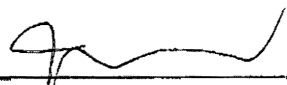
AND WHEREAS the Township has been advised by SDG County, through the Ministry of Finance that COVID-19 related capital costs are ineligible for Safe Restart Agreement Funding;

THEREFORE, BE IT RESOLVED THAT the Township of North Glengarry urges Ontario to allow capital expenditures under the Safe Restart Agreement, and that a copy of this resolution be forwarded to Premier Doug Ford, Jim McDonell, MPP and the Association of Municipalities of Ontario (AMO).

Carried

Deferred

Defeated



Mayor / Deputy Mayor

October 5, 2020

DELIVERED BY E-MAIL

Ms. Cindy Pigeau
Clerk-Treasurer
Municipality of Calvin
1355 Peddlers Drive, RR#2
Mattawa, ON P0H 1V0

Dear Ms. Pigeau:

RE: Municipal Levy Revision for 2020

In these uncertain times, we are happy to inform you that the municipal levy for 2020 is being reduced. In August, the Ministry of Health announced an increase in the mitigation funding provided to assist municipalities with the transition to the new cost-sharing formula of 30/70 (municipal/provincial).

The Board of Health elected to return municipal reserve funds used to offset the 2020 levy back into the reserve, leaving a levy reduction of \$310,678 to be split between member municipalities. The following documents are attached to explain the details of the levy reduction, and the breakdown by municipality:

- Board of Health Resolution #BOH/2020/09/04
- Municipal Levy and Population Reconciliation for 2020
- Revised 2020 Levy Payment Schedule

Please note that your December 2020 levy payment is reduced to: \$51.87.

Mitigation funding for 2021 has also been confirmed at the same amount, so you can use your total revised 2020 levy to plan for 2021. Additional mitigation funding has not been confirmed at this time. If there is no further funding, the new 30/70 cost-sharing formula will be in effect for 2022.

-/2

To: Municipality of Calvin

Page 2

Date: October 5, 2020

Please contact me if you would like any clarification regarding the mitigation funding.

Yours truly,



Isabel Churcher, BBA, CPA, CA
Executive Director, Finance

/sm

Enclosures

Copy to: Board of Health

NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT BOARD OF HEALTH

RESOLUTION

DATE: September 23, 2020

MOVED BY: Scott Robertson

RESOLUTION: #BOH/2020/09/04

SECONDED BY: Mike Poeta

Whereas, the Board of Health previously approved the 2020 Municipal levy on December 4, 2019; and

Whereas, the Ministry of Health has provided funding to reduce the required levy; and

Whereas, the municipalities have already paid a portion of the annual levy; and

Whereas, a portion of the 2020 municipal levy has been paid from the Municipal Reserve (#BOH/2019/12/04);

Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the municipal levy be reduced by a total of \$494,413, with the \$183,735 paid from the Municipal Reserve in December 2019 being returned to the Municipal Reserve, leaving a \$310,678 reduction on the amount owing by municipalities for December 2020, on a per capita basis; and

Furthermore Be It Resolved, that the member municipalities be informed of the changes to the municipal levy payment schedule as soon as possible.

CARRIED: ☒ AMENDED: ☐ DEFEATED: ☐ CHAIRPERSON: Mike Poeta

CONFLICT OF INTEREST DECLARED AND SEAT(S) VACATED:

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	✓			Stuart Kidd	✓		
Don Brisbane	✓			Mike Poeta	✓		
Dave Butti	✓			Scott Robertson	✓		
Blair Flowers	N/A			Dan Roveda	✓		
Gary Guenther	N/A			Marianne Stickland	✓		
Nancy Jacko	✓			Tanya Vrebosch	✓		

North Bay Parry Sound District Health Unit
Municipal Levy & Population Reconciliation for 2020

Municipality	2020 Original Levy Data		Paid from Reserve	Original Levy Payable	Mitigation Reduction	Final Levy Payable	
	*MPAC Population 2018		Total \$	Total \$	Total \$	Total \$	Total \$
	%	#					
Armour	1.14	1,126	\$ 46,082	\$ 2,095	\$ 43,987	\$ 3,542	\$ 40,445
Bonfield	1.85	1,832	\$ 74,975	\$ 3,408	\$ 71,567	\$ 5,763	\$ 65,804
Burk's Falls	0.72	708	\$ 28,975	\$ 1,317	\$ 27,658	\$ 2,227	\$ 25,431
Callander	3.49	3,444	\$ 140,947	\$ 6,407	\$ 134,540	\$ 10,833	\$ 123,707
Calvin	0.48	477	\$ 19,521	\$ 887	\$ 18,634	\$ 1,500	\$ 17,134
Carling	1.24	1,220	\$ 49,929	\$ 2,270	\$ 47,659	\$ 3,838	\$ 43,821
Chisholm	1.18	1,161	\$ 47,514	\$ 2,160	\$ 45,354	\$ 3,652	\$ 41,702
East Ferris	4.27	4,219	\$ 172,664	\$ 7,848	\$ 164,816	\$ 13,271	\$ 151,545
Joly	0.23	223	\$ 9,126	\$ 415	\$ 8,711	\$ 701	\$ 8,010
Kearney	0.70	694	\$ 28,402	\$ 1,291	\$ 27,111	\$ 2,183	\$ 24,928
Machar	0.77	761	\$ 31,144	\$ 1,416	\$ 29,728	\$ 2,394	\$ 27,334
Magnetawan	1.18	1,167	\$ 47,760	\$ 2,171	\$ 45,589	\$ 3,671	\$ 41,918
Mattawa	1.83	1,808	\$ 73,993	\$ 3,363	\$ 70,630	\$ 5,687	\$ 64,943
Mattawan	0.14	142	\$ 5,811	\$ 264	\$ 5,547	\$ 447	\$ 5,100
McDougall	2.29	2,266	\$ 92,737	\$ 4,215	\$ 88,522	\$ 7,128	\$ 81,394
McKellar	1.08	1,066	\$ 43,626	\$ 1,983	\$ 41,643	\$ 3,353	\$ 38,290
McMurrich/Monteith	0.65	641	\$ 26,233	\$ 1,192	\$ 25,041	\$ 2,016	\$ 23,025
Nipissing	1.55	1,527	\$ 62,493	\$ 2,841	\$ 59,652	\$ 4,803	\$ 54,849
North Bay	44.37	43,828	\$ 1,793,678	\$ 81,531	\$ 1,712,147	\$ 137,860	\$ 1,574,289
Papineau-Cameron	0.82	810	\$ 33,150	\$ 1,507	\$ 31,643	\$ 2,548	\$ 29,095
Parry Sound	5.02	4,958	\$ 202,908	\$ 9,223	\$ 193,685	\$ 15,595	\$ 178,090
Perry	1.83	1,805	\$ 73,870	\$ 3,358	\$ 70,512	\$ 5,678	\$ 64,834
Powassan	3.01	2,975	\$ 121,753	\$ 5,534	\$ 116,219	\$ 9,358	\$ 106,861
Ryerson	0.56	550	\$ 22,509	\$ 1,023	\$ 21,486	\$ 1,730	\$ 19,756
Seguin	3.31	3,272	\$ 133,908	\$ 6,087	\$ 127,821	\$ 10,292	\$ 117,529
South River	0.90	892	\$ 36,505	\$ 1,659	\$ 34,846	\$ 2,806	\$ 32,040
Strong	1.24	1,222	\$ 50,011	\$ 2,273	\$ 47,738	\$ 3,844	\$ 43,894
Sundridge	0.82	808	\$ 33,068	\$ 1,503	\$ 31,565	\$ 2,542	\$ 29,023
The Archipelago	0.72	711	\$ 29,098	\$ 1,323	\$ 27,775	\$ 2,236	\$ 25,539
West Nipissing	11.78	11,635	\$ 476,168	\$ 21,644	\$ 454,524	\$ 36,598	\$ 417,926
Whitestone	0.83	821	\$ 33,600	\$ 1,527	\$ 32,073	\$ 2,582	\$ 29,491
Totals	100.00	98,769	\$ 4,042,158	\$ 183,735	\$ 3,858,423	\$ 310,678	\$ 3,547,747
Municipal Share			\$4,042,160	\$183,735		\$310,678	
Per Capita			\$40.93				\$35.92

October 5, 2020

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

REVISED
2020 LEVY PAYMENT SCHEDULE

2020 Annual Levy	\$19,521.00
Paid Through Mitigation Funding	\$2,388.00
Revised Net 2020 Levy	\$17,133.00

Monthly Payment Schedule effective January 1, 2020	Amount
January 1	1,552.83
February 1	1,552.83
March 1	1,552.83
April 1	1,552.83
May 1	1,552.83
June 1	1,552.83
July 1	1,552.83
August 1	1,552.83
September 1	1,552.83
October 1	1,552.83
November 1	1,552.83
December 1	51.87
Total	\$17,133.00

Levy based on population of: 477

Per Capita Rate: \$40.93

Due Date: The first day of every month

Interest is charged at 1.25% per month on outstanding balances.

Please remit to: North Bay Parry Sound District Health Unit
 Attention: Finance Department
 345 Oak Street West, North Bay, ON P1B 2T2
 Or Direct Deposit to: Account # 03442 003 1287499

COMMUNIQUE

du commissaire des incendies

October 6, 2020

No. 2020-18

Staffing Levels and Firefighter Safety

The Office of the Fire Marshal (OFM) is aware of the Interest Arbitration decision involving the City of Greater Sudbury dated August 31, 2020ⁱ. In light of the discussions arising as a result of the decision, I have determined that it is appropriate to provide an interpretation of the *Fire Protection and Prevention Act, 1997* (“the Act”)ⁱⁱ. These considerations are made in accordance with my Order in Council and fully based on the powers, duties, and responsibilities as set out in the Act. I provide the following information for municipal consideration, as applicable.

The intent of the Act is to establish minimum mandatory service levels with respect to public education and fire prevention, as well as to provide municipal council the authority to determine, based on community needs and circumstances, a desired level of fire protection services beyond the minimum requirements and including emergency response capabilities. As set out in legislation, a fire chief is the person who is ultimately responsible to their municipal council for the delivery of fire protection services. Municipal council sets or amends the fire protection service levels within their respective municipality. The establishment of fire protection service levels for emergency response within a municipality is the legislative responsibility and prerogative of municipal council, informed by the advice and guidance of the fire chief. The OFM has the authority to monitor, review and advise municipalities respecting the provision of fire protection services and to make recommendations to municipal councils for improving the efficiency and effectiveness of those services.

In 2018, Ontario enacted the Community Risk Assessment, a regulation under the Act (O. Reg 378/18)ⁱⁱⁱ. A community risk assessment is a process of identifying, analyzing, evaluating and prioritizing risks to public safety to inform decisions about the provision of fire protection services. Municipalities set the level of service and delivery methods based on their needs and circumstances as informed by the community risk assessment, in consideration of the advice and guidance of the fire chief.

Fire departments are required to respond to numerous types of emergency calls, including (but not limited to), motor vehicle collisions, medical emergencies, rescue, hazardous materials and other technical operations and fire suppression. In terms of appropriate staffing levels on first arriving vehicles, consideration must be given to the following:

- Standard Operating Guidelines/Procedures (SOG/Ps) must be in place and enforced to align with the fire protection services provided under the Establishing and Regulating By-law. These should address, among other things, the issue of firefighter safety.
- Within the SOG/Ps, the discretion of trained and competent Incident Commanders must be empowered and supported to make on-scene decisions based on the specifics of the incident.

- All firefighters must be trained to comply with the SOG/Ps and the direction of the Incident Commander.
- An initial response, with four or more firefighters represents a self-sufficient unit able to perform a substantial number of tasks required at an emergency response without additional resources. Anything less than four firefighters typically requires staffing levels to be augmented to safely perform all required functions based on circumstances.
- Deployment models of fewer than 4 staff members on an initial response apparatus is not necessarily a firefighter safety concern, however actions/capabilities and tasks they can perform will be limited. Local deployment models and procedures are required to establish adequate resources to safely provide fire protection services as set out by the municipal Establishing & Regulating By-law. Therefore, the simultaneous arrival of four firefighters on one apparatus is not required under the Act, regardless of full-time, volunteer or part-time.
- In the case of fire suppression calls, initial crews of less than four firefighters should not attempt interior suppression or rescue operations except in very limited circumstances (such as a victim collapsed in close proximity to a window or exterior doorway, or where the fire is confined to a very small, readily accessible area).

While the council of each municipality is responsible for establishing their respective fire protection service levels, as the employer, they must ensure that employees (under the direction of the fire chief) are provided with SOG/Ps, equipment and training to safely carry out the mandated duties. Council decides if these services are to be delivered by volunteer, composite or full-time departments.

Therefore, in my opinion and considering all of the above factors, the decision to set, alter or adjust fire protection service levels in any municipality lies with the council of that municipality, in consideration of advice and guidance provided by the fire chief.

The OFM remains available to provide advice and assistance to municipal council and fire chiefs, through your local fire protection adviser.

Endnotes

ⁱ Interest Arbitration - The City of Greater Sudbury and the Sudbury Professional Fire Fighters Association Local 527, International Association of Fire Fighters and Ontario Volunteer Firefighters Association, Christian Labour Association of Canada Local 92. Re: Val Therese Staffing Issue

ⁱⁱ Fire Protection and Prevention Act, 1997

Definitions

1 (1) In this Act,

“fire chief” means a fire chief appointed under subsection 6 (1), (2) or (4); (“chef des pompiers”)

“fire department” means a group of firefighters authorized to provide fire protection services by a municipality, group of municipalities or by an agreement made under section 3; (“service d’incendie”)

“firefighter” means a fire chief and any other person employed in, or appointed to, a fire department and assigned to undertake fire protection services, and includes a volunteer firefighter; (“pompier”)

“Fire Marshal” means the Fire Marshal appointed under subsection 8 (1); (“commissaire des incendies”)

“fire protection services” includes,

- (a) fire suppression, fire prevention and fire safety education,
- (b) mitigation and prevention of the risk created by the presence of unsafe levels of carbon monoxide and safety education related to the presence of those levels,
- (c) rescue and emergency services,
- (d) communication in respect of anything described in clauses (a) to (c),
- (e) training of persons involved in providing anything described in clauses (a) to (d), and
- (f) the delivery of any service described in clauses (a) to (e); (“services de protection contre les incendies”)

Municipal responsibilities

2 (1) Every municipality shall,

- (a) establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention; and
- (b) provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances.

Services to be provided

(3) In determining the form and content of the program that it must offer under clause (1) (a) and the other fire protection services that it may offer under clause (1) (b), a municipality may seek the advice of the Fire Marshal.

Fire chief, municipalities

6 (1) If a fire department is established for the whole or a part of a municipality or for more than one municipality, the council of the municipality or the councils of the municipalities, as the case may be, shall appoint a fire chief for the fire department.

Responsibility to council

(3) A fire chief is the person who is ultimately responsible to the council of a municipality that appointed him or her for the delivery of fire protection services.

Appointment of Fire Marshal

8 (1) There shall be a Fire Marshal who shall be appointed by the Lieutenant Governor in Council.

Powers of Fire Marshal

9 (1) The Fire Marshal has the power,

- (a) to monitor, review and advise municipalities respecting the provision of fire protection services and to make recommendations to municipal councils for improving the efficiency and effectiveness of those services;
- (c) to advise and assist ministries and agencies of government respecting fire protection services and related matters;

Duties of Fire Marshal

(2) It is the duty of the Fire Marshal,

- (b) to advise municipalities in the interpretation and enforcement of this Act and the regulations;

iii O. Reg. 378/18 Community Risk Assessments

Office of the Mayor

Rodger Bonneau

October 7, 2020

Sent via E-mail

Re: Cannabis Production

Dear Ministers, Members of Parliament, and Members of Provincial Parliament,

Please be advised that the Council for the Corporation of the Township of Asphodel-Norwood passed the following resolution at its regular meeting of September 22, 2020:

Motion No. 239/20 | Moved by: Councillor Walsh | Seconded by: Deputy Mayor Burt

WHEREAS the Ontario Federation of Agriculture has adopted the position that licenced cannabis production for medical and/or recreational-use purposes should be considered a farming activity;

AND WHEREAS the Government of Canada introduced Bill C-45 (the Cannabis Act) to create the foundation for a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, importation, exportation, and possession;

AND WHEREAS Section 7 of the Cannabis Act requires that any person who intends to submit an application for a licence for cultivation, a licence for processing, or a licence for sale that authorizes the possession of cannabis must provide written notice to: a) The local government, b) The local fire authority, and c) The local police force or the Royal Canadian Mounted Police detachment responsible for providing policing services to the area in which the site is referred to in the application;

AND WHEREAS Section 35(1) of the Act requires a holder of a licence for cultivation, a licence for processing, or a licence for sale that authorizes the possession of cannabis to provide a written notice to the local authorities within 30 days of issuance, amendment, suspension, reinstatement or revocation of a licence and provide a copy of said notice to the Minister; and


FURTHER BE IT RESOLVED THAT the Township of Asphodel-Norwood requests a governing body in cannabis production that:

1. Takes a unified approach to land use planning restrictions;
2. Enforces the regulations under the Cannabis Act on behalf of the licencing agency and ensures local authorities are in fact provided with notification of any licence issuance, amendment, suspension, reinstatement, or revocation within their region;
3. Communicates more readily with local governments; and
4. Provides local governments with more support.

AND FURTHER BE IT RESOLVED THAT the Township of Asphodel-Norwood will forward this motion to the following partners: All municipalities in Ontario, the MP and MPP of Northumberland-Peterborough South, the MP and MPP of Peterborough-Kawartha, the Minister of Agriculture, Food and Rural Affairs, and the Minister of Agriculture and Agri-Food with the request that they enact legislation to support local governments with land use management and enforcement issues.

Thank you for your time and consideration.

Sincerely,

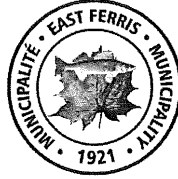
A handwritten signature in cursive script, appearing to read "Rodger Bonneau".

Rodger Bonneau, Mayor
Township of Asphodel-Norwood

- c. E. Hardeman, Minister of Agriculture, Food and Rural Affairs
M. Bibeau, Minister of Agriculture and Agri-Food
D. Piccini, MPP Northumberland-Petrborough South
P. Lawrence, MP Northumberland-Petrborough South
D. Smith, MPP Peterborough –Kawartha
M. Monsef, MP Peterborough-Kawartha
All municipalities in Ontario

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY

390 Hwy. 94
CORBEIL, ONTARIO
P0H 1K0



TEL.: 705-752-2740
FAX: 705-752-2452
email: municipality@eastferris.ca

September 25, 2020

RECEIVED

#20

SEP 30 2020

Municipality of Calvin,
1355 Peddlers Drive, R.R. #2,
MATTAWA, ON P0H 1V0
Attn: Mayor and Council

Dear Mayor and Council Members:

As you may be aware, the Province of Ontario is still operating under Stage 3 of its reopening plan concerning the coronavirus (COVID-19) pandemic and the Federal Government is predicting a second wave of the virus this fall. At this time, it is still suggested that the public limit social contact and avoid public gatherings in accordance with Provincial Orders. Furthermore, there are limits to how many people can gather indoors and restrictions on serving food at events.

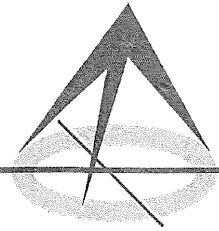
For the health and safety of our staff, members of the community, military personnel and veterans who participate at our Remembrance Day Ceremony, the Municipality of East Ferris has made the decision to cancel its annual Remembrance Day Ceremony scheduled for November 9th, 2020 in its entirety.

It is unfortunate that the Municipality had to make this decision but following the advice from health agencies and having to comply with Provincial Orders, it is the best decision for the health and safety of all participants. We will, however, do our utmost to promote Remembrance Day to our residents so that all past, present and future veterans who sacrificed their lives to give us what we have today can be honoured.

We hope the year 2021 brings an end to the COVID-19 pandemic and Canadians can return to normal activities. We look forward to hosting the community at our Remembrance Day Ceremony in November 2021.

Sincerely,

Monica L. Hawkins, AMCT
Clerk



October 1st, 2020

To: Municipal Clerk

Subject: Role of Surveyors in Municipal Work

RECEIVED

OCT 02 2020

Dear Sir/Madam:

I am writing you to remind you of the important role that professional surveyors play in municipal government. Surveyors play many roles depending on the organization including:

- Reducing or eliminating risk to the organization with respect to land related matters
- Developing and maintaining land related policies
- Establishing standards and specification for the acquisition of survey services including topographic plans for engineering design and capital works programs
- Improving land information related processes that meet key government needs
- Providing real-property advice
- Maintaining and managing spatial databases
- Performing and overseeing a range of surveys

These roles are critical in protecting your rights of ways, land holdings and infrastructure for the public benefit. As a result, I encourage you to consider using an Ontario Land Surveyor to help achieve the above noted roles if you are not already doing so.

Having a registered or licensed land surveyor on staff to advise on land related matters is essential to the success of a Municipality. All Ontario Land Surveyors operate under a code of ethics, with mandatory continuing education and peer competence review helping ensure quality services that you can depend on.

The Association of Ontario Land Surveyors has noted a general decline in the number of surveyors employed in government. We recognize that this could be due to recruiting challenges, since the number of surveyors has declined and salary levels in the private sector have risen. It may also be a conscious choice on your part as you deal with fiscal pressures. There are several advantages to having a licensed surveyor on staff or outsourcing survey services. These include ensuring appropriate standards, specifications and quality of land related information are upheld to ultimately provide value to the public.

...../2



We are concerned that the loss of professional surveyors in government roles increases risk faced by the public sector. Surveyors play a crucial role in developing sound public policy and processes and they ensure the quality of contracts and work required to protect public land and infrastructure are in place.

In the event you do not have an Ontario Land Surveyor on staff, we would ask that you ensure that any municipal work related to determining boundaries and acquiring survey services is completed by a licensed surveyor. In accordance with the Surveyors Act, Cadastral or boundary surveys in Ontario can only be undertaken by a licensed Ontario Land Surveyor. We believe Municipalities hold themselves up to a higher standard of care than most other organizations and therefore, believe that Municipalities set policies that are in accordance with existing laws.

Lastly, we believe that professional land surveyors can assist with the key leadership skills required to help you meet your challenging role.

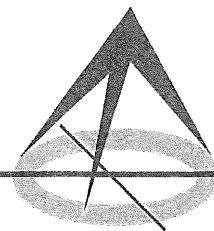
We hope this helps you consider the roles your surveyors are playing in and for your organization.

Should you wish to explore further how an Ontario Land Surveyor can be of benefit to your organization, please contact our office.

Sincerely,

Brian Maloney, O.L.S.
Executive Director
Association of Ontario Land Surveyors
Email: brian@aols.org

Association of Ontario Land Surveyors



October 1st, 2020

To: Municipal Clerk

Subject: Distribution of Plans of Survey

Dear Sir/Madam:

I write to you on behalf of the Association of Ontario Land Surveyors (AOLS) concerning the use and distribution of plans of survey without prior consent of the authoring surveyor.

The Association of Ontario Land Surveyors (AOLS) was established in 1892. We are a self-governing association, responsible for the licensing and governance of professional land surveyors under the *Surveyors Act*. As with all self-governing professions, the AOLS has a responsibility to ensure that the public interest is paramount.

The AOLS recognizes that many municipalities in Ontario provide copies of plans of surveys to the public. We further recognize and understand the importance of maintaining accessible and open government services, and of complying with the intent and provisions of the *Municipal Freedom of Information and Protection of Privacy Act*. However, as a professional organization we wish to take this opportunity to inform you of our concerns and the potential risks with providing such information to the public.

In Canada, Copyright law protects all original creative works, provided the said work is compliant with the terms and conditions set forth by the *Copyright Act*. Under the provisions of the Act, copyright is defined as the sole right to print, publish, perform, film, or record any original literary, artistic, or musical material, and to authorize others to do the same. To be classified as an original work, it must be more than a copy of an existing work, and the author must demonstrate that skill and judgment were used in its creation. The AOLS is of the opinion that a Plan of Survey prepared and signed by a Professional Ontario Land Surveyor are largely classed as original works, thus protected under the *Copyright Act*.

...../2



Furthermore, the AOLS is of the opinion that providing out-of-date survey information could be misleading and provide inaccurate information to the public. The information shown on a Plan of Survey is certified to be true and correct at a specific date in time, and is compliant with applicable requirements, regulations and standards of the day. The use of old survey information does not guarantee its compliancy with current standards, it does not verify that the boundary shown on the existing plan is correct, nor does it guarantee that the boundary remains unchanged. Therefore, a municipality may be causing harm to the public by providing an out-of-date Plan of Survey.

Lastly, we believe that plans of survey are protected from release under section 10 of the *Municipal Freedom of Information and Protection of Privacy Act* and that if they are released there should be consent from the surveyor involved. Plans of survey are prepared specifically for a client and not for broader distribution. Without understanding the limitations and intended additional uses, release of the plan may cause public harm and unnecessary liability for the surveyor.

For the above stated reasons, the AOLS is recommending that municipalities cease to provide copies of plans of survey to the public. We further recommend that a municipality provide members of the public with the name and contact information for the firm which prepared the survey, who can then provide the individual with a copy of the plan or other information at their discretion if appropriate.

Should you wish to discuss or require additional information, please feel free to contact the AOLS office at your earliest convenience. We welcome any comments or suggestions that you may have.

Sincerely,

Kevin Wahba, B. Eng., LL.B. O.L.S., Barrister & Solicitor
Registrar
Association of Ontario Land Surveyors
Email: Kevin@aols.org

From: AMO Communications <Communicate@amo.on.ca>
Sent: Wednesday, October 7, 2020 3:31 PM
To: Cindy Pigeau
Subject: AMO Policy Update – Main Street Recovery Plan, Increased Mental Health Services, Economic Recovery Legislation, Firefighter Safety, Child Care

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



October 7, 2020

AMO Policy Update – Main Street Recovery Plan & Increased Mental Health Services, Economic Recovery Legislation, Firefighter Safety, Child Care

Main Street Recovery Plan and Mental Health & Addictions Services Expansion

Today the Province announced Ontario's Main Street Recovery Plan and its intention to introduce new legislation shortly (*Main Street Recovery Act, 2020*). The proposed legislation, if passed, would provide supports and modernize rules for small main street businesses. This involves a \$60 million funding grant for personal protective equipment (PPE) for small businesses to help businesses reopen safer, rehire faster, and recover from COVID-19.

The Province also announced it would invest an additional \$176 million this year to help expand access for critical mental health and addictions services during COVID-19. This is part of the Province's commitment to invest \$3.8 billion over 10 years into mental health and addictions services.

The funding includes an investment of \$3.5 million for in-home/mobile withdrawal management services to increase access to community withdrawal management services for hard to service clients, including those located in rural areas. Other priority areas include community-based services in both English and French; supportive housing for individuals with serious mental health and addictions challenges; and increased Indigenous supports for peoples, families, and communities.

Province's *Better for People, Smarter for Business Act, 2020*

Yesterday the Province introduced the *Better for People, Smarter for Business Act, 2020*, as part of a made-in-Ontario plan to strengthen the Province's economic recovery, support businesses on the ground, and help government deliver clear and effective rules that promote public health and safeguard the environment without sacrificing innovation, growth, and opportunity.

The package proposes legislative changes within 15 different Ministries. AMO staff are in the process of reviewing this legislation and will provide more information about next steps shortly.

Office of the Fire Marshal (OFM) Clarification on Staffing Levels and Firefighter Safety

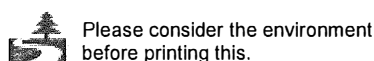
The Ontario Fire Marshal, Jon Pegg, has provided an interpretation of the *Fire Protection and Prevention Act* in light of the recent City of Greater Sudbury interest arbitration decision. His conclusion, after considering the full range of factors, is that the decision to set, alter, or adjust fire protection service levels in any municipality lies with the council of that municipality, in consideration of advice and guidance provided by the fire chief.

Ontario Releases Child Care Reports and Plans New Actions to Improve Child Care

The Ontario government has reviewed the *Child Care and Early Years Act*, and announced the release of two reports, Strengthening Early Years and Child Care in Ontario and the Early Years and Child Care Annual Report 2020. The government is planning to pursue new actions to: increase quality, create more choice, increase access, support the sector workforce, link to more services for special needs children, support Indigenous-led and culturally relevant programming, reduce administrative burden, and address technical gaps and issues.

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.



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

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



October 7, 2020

Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Flr,
777 Bay St, Toronto, ON M7A 2J3

Sent via email: minister.mecp@ontario.ca

**Re: Development Approval Requirements for Landfills - (Bill 197)
Our File 35.2.2**

Honourable and Dear Sir,

At its meeting held on October 5, 2020, St. Catharines City Council approved the following motion:

WHEREAS Schedule 6 of Bill 197, COVID-19 Economic Recovery Act, 2020 considers amendments to the Environmental Assessment Act relating to municipal autonomy and the principle that municipalities can veto a development outside their municipal boundary in an adjacent municipality; and

WHEREAS Bill 197 empowers multiple municipalities to 'veto' development of a landfilling site within a 3.5 km zone inside the boundary of an adjacent municipality; and

WHEREAS Bill 197 establishes a dangerous precedent that could be expanded to other types of development; and

WHEREAS Bill 197 compromises municipal autonomy and the authority of municipal councils to make informed decisions in the best interest of their communities and municipal taxpayers; and

WHEREAS amendments in Schedule 6 could cause conflict in the effective management of landfill sites, put significant pressure on existing landfill capacity, and threaten the economic activity associated with these sites;

THEREFORE BE IT RESOLVED That the City of St. Catharines calls upon the Government of Ontario (Ministry of the Environment, Conservation and Parks (MOECP) to amend Bill 197, COVID-19 Economic Recovery Act, 2020, to eliminate the development approval requirement provisions from adjacent municipalities and that the 'host' municipality be empowered to render final approval for landfills within their jurisdiction; and



BE IT FURTHER RESOLVED that a copy of this motion be forwarded to Premier Doug Ford, Jeff Yurek the Minister of Environment, Conservation and Parks, Steve Clark the Minister of Municipal Affairs and Housing, local MPP's., the Association of Ontario Municipalities (AMO) and Ontario's Big City Mayors (formerly Large Urban Mayors Caucus of Ontario-LUMCO)

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to all Ontario municipalities with a request for supporting motions to be passed by respective Councils and copies of the supporting motion be forwarded to Premier Doug Ford, Jeff Yurek the Minister of Environment, Conservation and Parks, Steve Clark the Minister of Municipal Affairs and Housing, the local MPP's, the Association of Ontario Municipalities (AMO).

If you have any questions, please contact the Office of the City Clerk at extension 1506.

Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:ra

Cc. Hon. Premier Doug Ford premier@ontario.ca
Hon. Steve Clark, Minister of Municipal Affairs, Housing minister.mah@ontario.ca
Jennifer Stevens, MPP - St. Catharines, JStevens-CO@ndp.on.ca
Jeff Burch, MPP - Niagara Centre, JBurch-QP@ndp.on.ca
Wayne Gates, MPP - Niagara Falls, wgates-co@ndp.on.ca
Sam Oosterhoff, MPP - Niagara West-Glanbrook, sam.oosterhoff@pc.ola.org
Association of Municipalities of Ontario amo@amo.on.ca
Chair of Ontario's Big City Mayors, Cam Guthrie mayor@queph.ca
All Ontario Municipalities (via email)

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



AP5130

Page : 1

Date : Oct 08, 2020

Time : 3:47 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 08-Oct-2020

Bank : 099 To 1

Class : All

Supplier	Supplier Name								
Invoice #	Invoice Description					Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0101	ADMINISTRATION								
07050	GRAND & TOY LIMITED								
R284189	Office Supplies & Paper					112	17-Sep-2020	08-Oct-2020	
1-5-0101-101				MATERIALS AND SUPPLIES - ADMIN					102.59
08010	BUMPER TO BUMPER - H.E. BROWN								
406394/D	Sprayer & Sanitizer for Landfill					112	30-Sep-2020	08-Oct-2020	
1-5-0101-174				HEALTH AND SAFETY					181.75
11033	LONDON LIFE INSURANCE								
PP#20 PENSIO	PP#20 Pension 2020					112	08-Oct-2020	08-Oct-2020	
1-2-0101-320				EMPLOYEE PENSION PAYABLE					668.84
13040	NORTHERN COMMUNICATIONS								
20947-10012020	Base Rate, Holiday Premium & Time Charges - Oct 2020					112	01-Oct-2020	08-Oct-2020	
1-5-0101-101				MATERIALS AND SUPPLIES - ADMIN					120.99
18011	RECEIVER GENERAL FOR CANADA								
SEPT 2020 REM	September 2020 Remittance					112	08-Oct-2020	08-Oct-2020	
1-2-0101-331				RECEIVER GENERAL DEDUCTIONS					11,055.44
18014	RUSSELL CHRISTIE LLP								
19-108-072(3)	Legal Fees- Correspondence					112	01-Oct-2020	08-Oct-2020	
1-5-0101-120				LAWYER FEES					135.77
19021	SPECTRUM GROUP								
C1149813	October 2020 WIFI					112	01-Oct-2020	08-Oct-2020	
1-5-0101-115				COMPUTER EXPENSES					350.30
19068	SECURTEK MONITORING SOLUTIONS								
R0010809702	Annual Security 2020- Office					112	01-Oct-2020	08-Oct-2020	
1-5-0101-101				MATERIALS AND SUPPLIES - ADMIN					271.20
22001	VAUGHAN PAPER								
2376219	Gloves					112	01-Oct-2020	08-Oct-2020	
1-5-0101-174				HEALTH AND SAFETY					315.27
23031	WSIB ONTARIO								
JUL-SEPT 2020	July to September 2020 Remittance					112	08-Oct-2020	08-Oct-2020	
1-2-0101-322				EMPL. BENE.(WSIB & EHT) PAYABLE					2,992.58
Department Total :									16,194.73

DEPARTMENT 0200	FIRE PROTECTION								
06079	FERN'S DELIVERY								
2019266	Courier from Lewis & TC Safety					112	30-Sep-2020	08-Oct-2020	
1-5-0200-106				MISCELLANEOUS-FIRE					62.15
07014	GRANT ENERGY INC								
183001492	Heat for Firehall- Oct 2020					112	05-Oct-2020	08-Oct-2020	
1-5-0200-108				HEATING FUEL - FIRE					714.98
07050	GRAND & TOY LIMITED								
R284189	Office Supplies & Paper					112	17-Sep-2020	08-Oct-2020	
1-5-0200-106				MISCELLANEOUS-FIRE					34.58
07084	GRAFF GERALD								
20200930	Radio Batteries					112	30-Sep-2020	08-Oct-2020	
1-5-0200-102				VEHICLE/MILEAGE EXPENSE - FIRE					203.17
08090	HUARDS FRESHMART								
200915	Firefighters Appreciation Day Supplies					112	15-Sep-2020	08-Oct-2020	
1-5-0200-106				MISCELLANEOUS-FIRE					77.63
Department Total :									1,092.51

DEPARTMENT 0300	ROADS								
07014	GRANT ENERGY INC								
183001493	Garage Heat- Oct 2020					112	05-Oct-2020	08-Oct-2020	
1-5-0300-108				HEATING FUEL - ROADS					1,446.39
08010	BUMPER TO BUMPER - H.E. BROWN								
410010/D	Shop Supplies					112	07-Oct-2020	08-Oct-2020	
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					17.85
19068	SECURTEK MONITORING SOLUTIONS								
R0010809703	Annual Security 2020- Garage					112	01-Oct-2020	08-Oct-2020	



AP5130

Page : 2

Date : Oct 08, 2020

Time : 3:47 pm

Supplier : 0000000 To PT00000007

Batch : All

Department: All

Cash Requirement Date : 08-Oct-2020

Bank : 099 To 1

Class : All

Supplier	Supplier Name								
Invoice #	Invoice Description					Batch	Inv Date	Inv Due Date	
G.L. Account	CC1	CC2	CC3	GL Account Name					Amount
DEPARTMENT 0300	ROADS								
1-5-0300-150				OFFICE AND SHOP EXPENSE - ROADS					271.20
Department Total :									1,735.44

DEPARTMENT 0325		TRUCK EXPENDITURES		
07011	GRANT FUELS INC.			
209188	Truck Clear Diesel 1,432.5L @ \$0.90/L	112	23-Sep-2020	08-Oct-2020
1-5-0325-106	FUEL & OIL - TRUCK EXPEND.			1,291.75
08010	BUMPER TO BUMPER - H.E. BROWN			
405592/D	Equipment Lube	112	24-Sep-2020	08-Oct-2020
1-5-0325-106	FUEL & OIL - TRUCK EXPEND.			142.04
406681/D	Oil for Equipment	112	28-Sep-2020	08-Oct-2020
1-5-0325-106	FUEL & OIL - TRUCK EXPEND.			394.29
408022/D	Truck Exhaust Fluid 76-15	112	30-Sep-2020	08-Oct-2020
1-5-0325-106	FUEL & OIL - TRUCK EXPEND.			112.89
408447/D	Truck Repairs & Maint.	112	01-Oct-2020	08-Oct-2020
1-5-0325-101	REPAIRS AND MAINTENANCE-TRUCK			217.05
Department Total :				2,158.02

DEPARTMENT 0326		GRADER EXPENDITURES			
07011	GRANT FUELS INC.				
209189	35% Loader & 65% Grader Dyed Diesel 549.8L @ \$0.74/L	112	23-Sep-2020	08-Oct-2020	
1-5-0326-106	FUEL & OIL - GRADER EXPEND.				264.51
08010	BUMPER TO BUMPER - H.E. BROWN				
405592/D	Equipment Lube	112	24-Sep-2020	08-Oct-2020	
1-5-0326-106	FUEL & OIL - GRADER EXPEND.				71.02
406681/D	Oil for Equipment	112	28-Sep-2020	08-Oct-2020	
1-5-0326-106	FUEL & OIL - GRADER EXPEND.				197.14
Department Total :					532.67

DEPARTMENT	0327	LOADER/HOE EXPENDITURES				
07011		GRANT FUELS INC.				
209189		35% Loader & 65% Grader Dyed Diesel 549.8L @ \$0.74/L	112	23-Sep-2020	08-Oct-2020	
1-5-0327-106		FUEL & OIL - LOADER/HOE EXP.				142.43
08010		BUMPER TO BUMPER - H.E. BROWN				
405592/D		Equipment Lube	112	24-Sep-2020	08-Oct-2020	
1-5-0327-106		FUEL & OIL - LOADER/HOE EXP.				71.02
406681/D		Oil for Equipment	112	28-Sep-2020	08-Oct-2020	
1-5-0327-106		FUEL & OIL - LOADER/HOE EXP.				197.14
Department Total :						410.59

DEPARTMENT 0400 ENVIRONMENTAL				
12913 MILLER WASTE SYSTEMS				
501-000021451: Dump & Return, Container Fees- Sept 2020		112	30-Sep-2020	08-Oct-2020
1-5-0400-175	BLUE BOX RECYCLING COSTS			615.52
Department Total :				615.52

DEPARTMENT	0500	HEALTH SERVICES			
13010		NORTH BAY PARRY SOUND DIST. HE			
NOV 2020 LEV^	November 2020 Levy		112	08-Oct-2020	08-Oct-2020
1-5-0500-108		HEALTH UNIT			1,552.83
					1,552.83
			Department Total :		1,552.83

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



AP5130

Page : 3

Date : Oct 08, 2020

Time : 3:47 pm

Supplier : 0000000 To PT00000007

Batch : All

Department : All

Cash Requirement Date : 08-Oct-2020

Bank : 099 To 1

Class : All

Supplier	Supplier Name								
Invoice #	Invoice Description					Batch	Inv Date	Inv Due Date	Amount
G.L. Account	CC1	CC2	CC3	GL Account Name					
DEPARTMENT 0600	SOCIAL SERVICES								
03001	CASSELLHOLME HOME OF AGED								
NOV 2020 LEV	November 2020 Levy					112	08-Oct-2020	08-Oct-2020	
1-5-0600-112				CASSELLHOLME					4,019.00
13056	DIST. OF NIPISSING SOCIAL SERV								
2020-0197	October 2020 Levy					112	01-Oct-2020	08-Oct-2020	
1-5-0600-110				COMMUNITY & SOCIAL SERVICES					19,824.13
Department Total :									23,843.13

DEPARTMENT 0700	RECREATION								
07014	GRANT ENERGY INC								
183001494	Heat for Hall/Office- Oct 2020					112	05-Oct-2020	08-Oct-2020	
1-5-0700-108				HEATING FUEL-HALL					252.79
Department Total :									252.79

DEPARTMENT 0800	PLANNING AND DEVELOPMENT								
12915	MUNICIPAL PROPERTY ASSESSMENT								
1800026670	MPAC QTR 4 2020					112	01-Oct-2020	08-Oct-2020	
1-5-0800-162				ASSESSMENT SERVICES					3,411.82
20099	TUNNOCK GLENN								
992	Planning Services - ZBL & OP Sept 30/18-Sept 30/20					112	02-Oct-2020	08-Oct-2020	
1-5-0800-110				SERVICES - PLANNING					1,000.00
Department Total :									4,411.82

DEPARTMENT 0900	BUILDING								
20014	TOWNSHIP OF PAPINEAU/CAMERON								
2020-26	CBO Services - Sept 2020					112	02-Oct-2020	08-Oct-2020	
1-5-0900-110				CBO/INSPECTION SERVICES - BUILDING					1,750.74
Department Total :									1,750.74

Unpaid Total : 54,550.79

Total Unpaid for Approval :	54,550.79
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 :	54,550.79