

**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, DECEMBER 10<sup>TH</sup>, 2012  
7:00 P.M.**

**MUNICIPAL COUNCIL CHAMBERS  
160 WATER STREET  
MATTAWA, ONTARIO**

**THE CORPORATION OF THE TOWN OF MATTAWA  
A G E N D A  
MUNICIPAL COUNCIL CHAMBERS  
160 WATER STREET  
MATTAWA, ONTARIO  
MONDAY, DECEMBER 10<sup>TH</sup>, 2012 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
  - 4.1 MPAC – Re: 2012 Province-Wide Assessment Update  
General Government Services Committee – Clerk
  - 4.2 North Bay-Parry Sound District Health Unit – Re: December 6<sup>th</sup> Finance & Property  
Committee Agenda  
Health Services Committee – Clerk
  - 4.3 Ministry of Transportation – Re: Notice of Public Information Session  
Transportation Services Committee – Clerk
  - 4.4 Mattawa Lions Club – Re: Minor Improvement Plans for Lions Park  
Recreation, Tourism & Special Projects Committee – Director of Recreation, Tourism  
& Special Projects
  - 4.5 North Bay Parry Sound District Health Unit – Re: November 28<sup>th</sup> Board of Health Agenda  
Health Services Committee – Clerk
  - 4.6 Pitch-In Ontario – Re: Pitch-In Week Campaign Information  
Environmental Services Committee – Clerk
  - 4.7 Hydro One – Re: Ontario’s New Energy Requirements under the Green Energy Act  
Electricity, Gas & Telephone Committee – Clerk
  - 4.8 Mattawa & Area Snowmobile Club Inc. – Re: Land Use Permission Agreements  
General Government Services Committee – Clerk
  - 4.9 Ontario Provincial Police – Re: 2013 Municipal Policing Cost Estimate Billings  
Finance Committee – Clerk
  - 4.10 Federation of Canadian Municipalities – Re: 2013-14 Membership Fee Invoice  
General Government Services Committee – Clerk

**Monday, December 10, 2012**

**Correspondence – Cont'd**

4.11 DNSSAB – Re: October 16<sup>th</sup> Regular Board Meeting Minutes  
Social & Family Services Committee

**5. Questions/Comments (public & Council) about the Content of the Agenda**

**6. Municipal Report Number 656**

- Minutes of Previous Meeting (s)
- Presentation of By-laws/Resolutions
- Adoption of Report

**7. Committee Reports**

**8. Questions from the Floor**

**9. New/Old Business**

**10. 2/3 (Special Resolutions – not previously circulated)**

**11. In Camera (Closed)**

That Council proceed in Camera in order to address a matter pertaining to labour relations or employee negotiations;

**12. Return to Regular Session**

**13. Adjournment**

Monday, December 10, 2012

Members of Council,

Attached please find Municipal Report Number 656 for consideration by Council.

Respectfully submitted

Wayne P. Belter  
Administrator/Clerk/Treasurer

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**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: ADOPTION OF THE MINUTES**

Draft By-Law

Item

Policy Recommendation

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**Mayor D. Backer and Members of Council:**

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday November 26, 2012 be adopted as circulated.

Councillor L. Mick

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, November 26<sup>th</sup>, 2012 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer  
Councillor N. Walters  
Councillor C. Lacelle  
Councillor P. Dupras  
Wayne P. Belter, Clerk

\*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.

1. Meeting Called to Order
2. No Disclosure of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations
  - 3.1 Mr. George McFadden, MPAC – Re: Assessment Update Presentation
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 655

Page No. 178

*It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday November 12, 2012 be adopted as circulated.*

Carried

Page No. 179

*Attached is the Cheque Report for the month of October 2012 which is submitted for your approval.*

Carried

Page No. 180

*That the Town of Mattawa provide two recently donated Gordon Dufoe paintings to the Mattawa and District Museum in order to display them at the Museum or at the Mattawa General Hospital.*

Carried

Page No. 181

*That the Town of Mattawa in co-operation with the Santa Claus Parade, downtown shopping promotions and Mariette Productions (Champlain Theatre) will sponsor a "Free" Christmas movie on a Saturday in December (date to be determined) at a cost of \$300.00 at the Champlain Theatre.*

Carried

Page No. 182

*That Council authorize an RFP be prepared to invite 3 or more firms with experience in land development to tender proposals for the Brook Street light industrial park development and return to Council with the results and recommendation.*

Carried

Page No. 183

*That Council formally adopt the document entitled Public Works – Job Description Rev. Nov/12 as presented.*

Carried

Resolution Number 12-33

Moved by Councillor C. Lacelle

Seconded by Councillor P. Dupras

*That the Municipal Report Number 655 be adopted*

Carried

7. Committee Reports
8. Questions from the Floor
9. New/Old Business
10. 2/3 (Special Resolutions – not previously circulated)

Resolution Number 12-34

Moved by Councillor C. Lacelle

Seconded by Councillor P. Dupras

- 2/3 *That the request for permission to erect a 6' high fence at 561 Rankin Street be approved because of the new owners wishing to construct the fence before winter set in and they take possession on November 30, 2012*

Carried

11. In Camera (Closed) Session – No

- 12. Return to Regular Session – N/A
- 13. Adjournment

The regular meeting of Council Monday, November 26, 2012 adjourned at 8:21 p.m.

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Mayor

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Clerk



Date: MONDAY, DECEMBER 10<sup>TH</sup>, 2012

Page No: **188**

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: OCTOBER CHEQUE REPORT**

**Draft By-Law**

**Item**

**Policy Recommendation**

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**Mayor D. Backer and Members of Council:**

Attached is the Cheque Report for the month of November 2012 which is submitted for your approval.

Respectfully submitted

Councillor C. Lacelle

# Cheques

# The Town of Mattawa

For the period 2012/11/01 to 2012/11/30

<i>Cheque</i>	<i>Serial #</i>	<i>Issue Date</i>	<i>Vendor/Payee</i>	<i>Amount</i>	<i>Batch</i>	<i>Status</i>
B013031		2012/11/08	CANU01 CAN. UNION PUB. EMP.	567.60	AC01120	PRINTED
B013032		2012/11/08	DIRE05 DIRECTOR,	1,186.66	AC01120	PRINTED
B013033		2012/11/08	HYDR01 HYDRO ONE NETWORKS INC.	6,815.89	AC01120	PRINTED
B013034		2012/11/08	MINI03 MINISTER OF FINANCE	1,827.31	AC01120	PRINTED
B013035		2012/11/08	MINI07 MINISTER OF FINANCE	89,768.00	AC01120	PRINTED
B013036		2012/11/08	RECE01 RECEIVER GENERAL FOR CANADA	9,943.44	AC01120	PRINTED
B013037		2012/11/09	BANKPY THE BANK OF NOVA SCOTIA	20,819.36	AC01121	PRINTED
B013038		2012/11/09	CAISPY CAISSE POPULAIRE LTEE	18,273.38	AC01121	PRINTED
B013039		2012/11/15	BLAYEL BLAY ELECTRICAL	180.80	AC01122	PRINTED
B013040		2012/11/15	CARS01 CARSWELL	84.67	AC01122	PRINTED
B013041		2012/11/15	CASS01 CASSELLHOLME	3,818.00	AC01122	PRINTED
B013042		2012/11/15	COAST COAST TO COAST COMPUTER PRODU	380.00	AC01122	PRINTED
B013043		2012/11/15	FLAG01 FLAGS UNLIMITED INC.	610.28	AC01122	PRINTED
B013044		2012/11/15	JOHN01 JOHN DIXON LIBRARY	6,000.00	AC01122	PRINTED
B013045		2012/11/15	MATFOO MATTAWA FOODLAND	757.61	AC01122	PRINTED
B013046		2012/11/15	PAUL03 PAUL LAFRENIERE CONTRACTING	6,522.56	AC01122	PRINTED
B013047		2012/11/15	WAYN03 WAYNE BELTER	245.83	AC01122	PRINTED
B013048		2012/11/22	ALLSTR ALLSTREAM INC.	6.65	AC01123	PRINTED
B013049		2012/11/22	BELA07 BELANGER, REG	790.98	AC01123	PRINTED
B013050		2012/11/22	BELL03 BELL CANADA	16.78	AC01123	PRINTED
B013051		2012/11/22	BELL09 BELL MOBILITY	273.89	AC01123	PRINTED
B013052		2012/11/22	BELL10 BELL CANADA	238.47	AC01123	PRINTED
B013053		2012/11/22	BERN01 BERNARD ROCHEFORT LTD.	237.30	AC01123	PRINTED
B013054		2012/11/22	BERT01 BERT'S AUTOMOTIVE REPAIRS	5,597.78	AC01123	PRINTED
B013055		2012/11/22	BOUROG ROGER BOUDREAU CONSTRUCTION	870.10	AC01123	PRINTED
B013056		2012/11/22	EMCO01 EMCO LTD DISTRIBUTION	7,576.25	AC01123	PRINTED
B013057		2012/11/22	FERN01 FERN'S DELIVERY	158.20	AC01123	PRINTED
B013058		2012/11/22	GERR01 GERARD POIRIER	412.50	AC01123	PRINTED
B013059		2012/11/22	JACQ01 JACQUES THIBAUT(PIERREVILLE)	764.90	AC01123	PRINTED
B013060		2012/11/22	LAPO01 LAPORTE'S GARDEN CENTRE	362.68	AC01123	PRINTED
B013061		2012/11/22	LINDE LINDE CANADA LIMITED	151.54	AC01123	PRINTED
B013062		2012/11/22	MATT35 MATT DIST ASSOC COMM LIVING	50.00	AC01123	PRINTED
B013063		2012/11/22	MATT49 MATTAWA SEPTIC TANK CLEANERS	372.90	AC01123	PRINTED
B013064		2012/11/22	META01 METAL-AIR MECHANICAL SYS LTD	1,217.71	AC01123	PRINTED
B013065		2012/11/22	MILTEC MILLER TECHNOLOGY INC.	346.98	AC01123	PRINTED
B013066		2012/11/22	MINI01 MINISTER OF FINANCE	115.00	AC01123	PRINTED
B013067		2012/11/22	MONTO MONETTE'S TOWING	226.00	AC01123	PRINTED
B013068		2012/11/22	NEAR01 NEAR NORTH LABORATORIES INC,	2,371.88	AC01123	PRINTED
B013069		2012/11/22	NOBUSO NORTHERN BUSINESS SOLUTIONS	270.76	AC01123	PRINTED
B013070		2012/11/22	NORT03 NORTHERN COMMUNICATION SERVIC	194.19	AC01123	PRINTED
B013071		2012/11/22	OMER01 OMERS	12,926.72	AC01123	PRINTED
B013072		2012/11/22	R&DREC R & D RECYCLING	1,452.34	AC01123	PRINTED
B013073		2012/11/22	RECE01 RECEIVER GENERAL FOR CANADA	12,275.50	AC01123	PRINTED
B013074		2012/11/22	RELIND RELIABLE INDUSTRIAL SUPPLY LTD.	502.69	AC01123	PRINTED
B013075		2012/11/22	ROLISO ROYAL LIFESAVING SOCIETY	35.00	AC01123	PRINTED
B013076		2012/11/22	SIFT01 SIFTO CANADA CORP.	6,693.22	AC01123	PRINTED
B013077		2012/11/22	THEM01 THE MATTAWA RECORDER	211.00	AC01123	PRINTED
B013078		2012/11/22	TRAP01 TRAPPER CITY PAVING	3,796.80	AC01123	PRINTED
B013079		2012/11/22	VIANET VIANET INTERNET SOLUTIONS	233.31	AC01123	PRINTED
B013080		2012/11/22	WORK01 WORKPLACE SAFETY & INS BOARD	1,913.32	AC01123	PRINTED
B013081		2012/11/23	BANKPY THE BANK OF NOVA SCOTIA	15,758.76	AC01124	PRINTED

# Cheques

The Town of Mattawa

For the period 2012/11/01 to 2012/11/30

<i>Cheque</i>	<i>Serial #</i>	<i>Issue Date</i>	<i>Vendor/Payee</i>	<i>Amount</i>	<i>Batch</i>	<i>Status</i>
B013082		2012/11/23	CAISPY CAISSE POPULAIRE LTEE	17,340.91	AC01124	PRINTED
B013083		2012/11/29	BELBRO BELANGER BROWNWAY BUS LINES	169.50	AC01125	PRINTED
B013084		2012/11/29	BELL01 BELL CANADA	1,688.07	AC01125	PRINTED
B013085		2012/11/29	BLADAR DARREN BLAY	3,332.70	AC01125	PRINTED
B013086		2012/11/29	BLUWAV BLUEWAVE ENERGY	1,721.28	AC01125	PRINTED
B013087		2012/11/29	CARQ01 CARQUEST AUTO PARTS	3,138.51	AC01125	PRINTED
B013088		2012/11/29	DUMBAC DUMONT BACKHOE SERVICES	6,934.00	AC01125	PRINTED
B013089		2012/11/29	HIGH01 HIGHWAY SAND & GRAVEL	7,988.07	AC01125	PRINTED
B013090		2012/11/29	HODG01 HODGSON'S SHARPENING	228.83	AC01125	PRINTED
B013091		2012/11/29	KNIPIE KNIGHT PIESOLD CONSULTING	12,617.58	AC01125	PRINTED
B013092		2012/11/29	LAPCEC CECILE LAPIERRE	300.00	AC01125	PRINTED
B013093		2012/11/29	LEVELI ELIZABETH LEVESQUE	88.56	AC01125	PRINTED
B013094		2012/11/29	MATBON MATTAWA-BONFIELD ECONOMIC DEV	17,120.85	AC01125	PRINTED
B013095		2012/11/29	MATFOO MATTAWA FOODLAND	150.26	AC01125	PRINTED
B013096		2012/11/29	MATT11 MATTAWA IDA	165.71	AC01125	PRINTED
B013097		2012/11/29	MATT71 MATTAWA HARDWARE & GIFTS	225.01	AC01125	PRINTED
B013098		2012/11/29	MIKEPC MIKEY PC COMPUTER SERVICES	2,236.27	AC01125	PRINTED
B013099		2012/11/29	MINI01 MINISTER OF FINANCE	115.00	AC01125	PRINTED
B013100		2012/11/29	MYRT01 MYRT'S RESTAURANT	79.10	AC01125	PRINTED
B013101		2012/11/29	NBDI01 N.B PARRY SOUND DISTRICT HEALTH	5,038.40	AC01125	PRINTED
B013102		2012/11/29	NBSIGN NORTH BAY SIGNS	4,964.09	AC01125	PRINTED
B013103		2012/11/29	NIPD01 NIP DIS SOCIAL SERV ADMIN BD	19,330.59	AC01125	PRINTED
B013104		2012/11/29	PAUL03 PAUL LAFRENIERE CONTRACTING	6,522.56	AC01125	PRINTED
B013105		2012/11/29	RELHOM RELIANCE HOME COMFORT	273.52	AC01125	PRINTED
B013106		2012/11/29	RESU01 RESURFICE CORP.	112.05	AC01125	PRINTED
B013107		2012/11/29	SCOT03 KINTORA LTD C/O SCOTT'S DISCOUNT	99.93	AC01125	PRINTED
B013108		2012/11/29	SPEC01 SPECTRUM TELECOM GROUP LTD.	74.75	AC01125	PRINTED
B013109		2012/11/29	SPOSYS SPORT SYSTEMS UNLIMITED CORP.	1,000.05	AC01125	PRINTED
B013110		2012/11/29	STRONG STRONGCO EQUIPMENT	159.99	AC01125	PRINTED
B013111		2012/11/29	SUPE01 SUPERIOR PROPANE INC.	326.51	AC01125	PRINTED
B013112		2012/11/29	THEF05 THE FRIENDS OF ALGONQUIN PARK	113.78	AC01125	PRINTED
B013113		2012/11/29	UNIO01 UNION GAS LIMITED	2,102.50	AC01125	PRINTED
B013114		2012/11/29	WILS01 WILSON'S BUILDERS SUPPLIES	1,950.79	AC01125	PRINTED
B013115		2012/11/29	ZAMBON ZAMBONI COMPANY LTD.	1,473.56	AC01125	PRINTED
				85 PRINTED	\$365,406.77	

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: WAYNE P. BELTER

TITLE: SETTING OF 2012 RESERVES

Draft By-Law       Item       Policy Recommendation

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### Mayor D. Backer and Members of Council:

With the completion of the 2012 fiscal year a number of Operating and Capital accounts need to be transferred into Reserve Accounts to allow for funds to be specifically earmarked for certain projects/programs. By doing so, Council is demonstrating and reconfirming its commitment to various programs and this resolution gives clear direction to staff and the municipal auditors on how to account for the finances.

The following is a summary of the Reserve Accounts to be created or increased:

- 1) The municipality's position with respect to sick leave liability for employees with banked credits and the amount payable should employees leave for whatever reason is underfunded and the auditors normally suggest the reserves be increased to offset future payouts. Council budgeted \$25,000.00 in 2012 to be reserved to the Sick Leave account.
- 2) Council was able to create a Reserve from taxes received in 2012 and budgeted for a Reserve of \$187,408.53 which could be used in future years to assist with the 1.2 million dollar debenture for the Highway, Sewer and Water infrastructure project and hopefully increase the limited reserves for unexpected future expenditures.
- 3) The Public Works Department budgeted \$15,000.00 as a reserve from tipping fees at the Landfill Site and these funds are to be reserved for future landfill work.
- 4) Council budgeted \$20,000.00 to contribute to the water reserve for 2012 for future water infrastructure programs.
- 5) Council budgeted \$10,000.00 for a Water Pump Reserve for future pump needs.
- 6) Landfill Improvements budgeted \$50,000.00 to commence Certificate Amendment work which was to use Landfill Reserves. Work has been rescheduled for 2013 and the \$50,000 budgeted is transferred back to the Reserve Account.

- 7) Council budgeted \$25,000.00 from Reserves to be used towards costs associated with updating the municipality's Official Plan and Zoning By-law. This program has been delayed until 2013 and the \$25,000.00 is transferred back into Reserve for updating the Official Plan.
- 8) Council budgeted \$250,000 for 2012 expenditures for the start of the 1.2 million dollar Brook Street Light Industrial Development with \$207,500 allocated to NOHFC and FedNor and \$42,500 budgeted from the Operating Budget. The project received approval in November and no expenditures will occur in 2012. The \$42,500 municipal share is transferred to reserve for expenditures in 2013.

**Recommendation:**

Based on the above detailed report Council authorizes Reserves be created for the following accounts:

- 1) 1-20-210-509-060 Provision for Sick Leave  
\$25,000.00 to Reserve
- 2) 1-20-210-509-061 Reserve for Working Fund  
\$187,408.53 to Reserve
- 3) 1-60-612-509-000 Reserve for Landfill Tipping Fees  
\$15,000.00 to Reserve
- 4) 1-62-610-509-891 Water Reserve  
\$20,000.00 to Reserve
- 5) 1-62-610-509-890 Reserve for Pump (Water)  
\$10,000.00 to Reserve
- 6) 1-60-612-570-000 Reserve for Landfill Improvements  
\$50,000.00 to Reserve
- 7) 1-80-800-507-000 Reserve for updating Official Plan  
\$25,000 to Reserve
- 8) 1-80-800-574-800 Reserve for Brook Street Industrial Park  
\$42,500.00 to Reserve

Respectfully submitted

Councillor C. Lacelle

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: CANCELLATION OF REGULAR MEETING OF COUNCIL**

**Draft By-Law        X   Item      Policy Recommendation**

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**Mayor D. Backer and Members of Council:**

The next regular scheduled meeting of Council is on Monday, December 24, 2012.

It is normal for Council to cancel the second meeting in December because of Christmas and if a Special Meeting is required Mayor Backer will call the meeting.

For these reasons it is recommended:

**Recommendation:**

That the December 24, 2012 regular meeting of Council be cancelled due to the Christmas holiday and business normally conducted at that meeting be dealt with at the January 14, 2013 regular meeting of Council.

Respectfully submitted

Councillor L. Mick

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: MNR EXTENSION TO COTTAGE LEASES IN ALGONQUIN PARK**

Draft By-Law

Item

Policy Recommendation

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**Mayor D. Backer and Members of Council:**

In the correspondence section of the November 26, 2012 agenda, correspondence from MNR (4.7) and Councillor Tim Withey, (4.8), from Huntsville advised of the Ministry's proposal to allow continuation of land leases to cottage owners in Algonquin Park for an additional 21 years beyond the existing expiry date in 2017.

Councillor Withey is encouraging all impacted municipalities to support the extension proposal for the benefit of the cottage owners and the businesses the owners' support and suggested a resolution of support would be in order.

**Recommendation:**

That the Town of Mattawa supports the MNR extension to cottage leases in Algonquin Park for 21 years beyond the expiry date of 2017. The benefits associated with cottagers accessing local businesses is significant and Mattawa is in support of the MNR extension.

Respectfully Recommended

Councillor L. Mick

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: CALVIN TOWNSHIP'S REQUEST TO PURCHASE BULK WATER**

Draft By-Law

Item

Policy Recommendation

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**Mayor D. Backer and Members of Council:**

In the correspondence section of the November 12, 2012 agenda, a letter from Calvin Township (4.3) requested consideration for Mattawa to sell them water. Specifically, they wished to purchase bulk water through a private hauler to provide water for their municipal office/hall. Our Public Works Superintendent provided Council with a report attached to the November 12, 2012 Council agenda addressing the situation. Council discussed the request in detail at the last Council meeting and the consensus was liability along with other issues would not be in Mattawa's best interest to accommodate the request.

It is therefore recommended:

**Recommendation:**

That the Town of Mattawa declines the request of the Township of Calvin to purchase bulk water from Mattawa.

Respectfully Submitted

Councillor L. Mick



**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: APPRAISAL OF MUNICIPAL OWNED LAND ON PINE STREET**

Draft By-Law                       Item                       Policy Recommendation

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**Mayor D. Backer and Members of Council:**

Mr. Lee Therrien, in accordance with the “Municipal Surplus Land Policy”, deposited \$2,000.00 on October 31, 2012 requesting Council consideration of selling municipal property on Pine Street. The request was included in the November 12, 2012 correspondence section of the Agenda (4.22). The Municipal “Disposal of Municipal Surplus Lands” policy requires the request to be submitted to municipal departments for comment prior to Council consideration to declare the land surplus or not, and a Public Works report was requested and received (Schedule “A”).

A review by the Planning Department identified a number of issues concerning the subject lands, including the Public Works Department report, and a clarification letter was send to Mr. Therrien (Schedule “B”) on November 21, 2012. Mr. Therrien met with staff on December 3, 2012 and reviewed the content of the November 21, 2012 letter.

Mr. Therrien advised in writing (Schedule “C”) that he wishes to proceed, knowing the issues with the property.

In accordance with the surplus land policy the next step is for Council to decide if it wishes to proceed with sale of the property. If Council declares the land surplus a qualified appraisal of the property is acquired, (the Town uses Morland Real Estate Appraisals), and once received Mr. Therrien would then decide if he wishes to proceed with the purchase of the property for the appraisal amount. If everything is agreed to the municipality passes a By-law selling the property, has the legal work prepared and the applicant has an OLS survey of the land prepared. The applicant is responsible for all costs associated with the work according to the policy including legal and appraisal costs.

**Recommendation:**

That the Town of Mattawa, in response to the request by Mr. Lee Therrien, declares parts of Lots 22 and 23 on Pine Street surplus as per the disposal of Surplus Land Policy and authorizes the appraisal to be prepared.

Respectfully submitted

Councillor L. Mick

SCHEDULE 'A'

REPORT

**Date:** Monday, November 21, 2012  
**Re:** Pine Street Surplus Land Request  
**From:** Marc Mathon, Public Works Superintendent

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We have reviewed the site to which the above noted request refers and can report as follows from the Public Works Department. Although from the Public Works Department we have no objection to the development of the subject property we highlight the following:

- 1) As far as we can ascertain there is no sanitary services available for this property. The property owner will have to address sanitary sewers or septic system at their own expense.
- 2) There is bedrock and large boulder material in the vicinity of the property. We advise this as a caution to the proponent that he assumes all costs associated with development of the property including rock excavation should it be necessary.
- 3) Item 2) applies also to the installation of water services. The owner will be responsible for all rock excavation and related costs should we encounter rock in the action of providing water services to the property. We would recommend that the Owner be requested to post a deposit of \$6,000 prior to any water service installation work commencing.
- 4) The owner will need to install a culvert at the ditch line at the same time they install their driveway and that it be installed with specified plastic storm sewer pipe in a manner to the satisfaction of the Public Works Department. This should be at the sole cost of the owner. The Town will then assume responsibility for maintenance and future replacement of the culvert.

Trusting this report provides sufficient information to Administration to proceed with the process.



# Corporation of the Town of Mattawa *SCHEDULE B*

Telephone: (705) 744-5611 • Fax: (705) 744-0104  
160 Water Street — P.O. Box 390  
MATTAWA, ONTARIO P0H 1V0  
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*Copy of package  
sent to L. Therrien  
Nov. 26/12*

November 21, 2012

Mr. Lee Therrien  
620 Pine Street  
P. O. Box 1065  
Mattawa, ON  
P0H 1V0

Dear Sir:

Re: Your letter dated October 31, 2012

Further to your submission of a letter referenced above concerning your proposal to purchase parts of lots 22, 23, 24 and 25 which is municipal land on Pine Street, the correspondence was included in Council's November 12, 2012 agenda (4.22).

As per the municipal "Disposal of Municipal Surplus Lands" policy the document was circulated to Municipal Departments Section, (2c), and the ability to access municipal water and sewer would be addressed by the Public Works Department. The attached report (Appendix 1) from the Public Works Department identifies issues with water and sewer availability. Based on this report you may wish to reconsider your proposal to purchase the properties or if you decide to go forward we would present the information to Council and recommend disposal including conditions outlined in the Public Works report.

In addition the exact dimensions of the municipal lands you have identified that you wish to purchase may be considerably smaller than what you may think is available as parts of Lot 22, 23, 24 and 25. From the information taken from an adjacent survey to the lands you've indicated as being desirable, (copy attached as "Appendix 2") the municipal owned land may be approximately 17,135 square feet and the municipal owned land may only be part of Lot 22 and 23.

We also note the pending closure and/or removal of the CP rail road line adjacent to the property and future possible disposal/sale of the CPR land may impact/influence/support future development of adjacent lands to the CPR land.

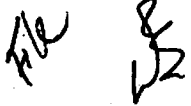
Notwithstanding the above possible complications with CP rail lands, the size of the land and the servicing issues, please advise us in writing if you wish to continue the proposed application to purchase municipal lands.

.../2

As detailed in the Surplus land Policy a report and recommendation to Council to declare the land surplus in the next step, if you direct us to proceed.

We will await your written decision.

Yours truly,



Wayne P. Belter  
Administrator/Clerk/Treasurer

*P.S. You may also wish to consult with the North Bay-Mattawa Conservation Authority to determine the possibility of a septic system being installed, similar to the Lot 21 scenario of municipal water and a private septic system.*

## REPORT

Appendix 1

**Date:** Monday, November 21, 2012  
**Re:** Pine Street Surplus Land Request  
**From:** Marc Mathon, Public Works Superintendent

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We have reviewed the site to which the above noted request refers and can report as follows from the Public Works Department. Although from the Public Works Department we have no objection to the development of the subject property we highlight the following:

- 1) As far as we can ascertain there is no sanitary services available for this property. The property owner will have to address sanitary sewers or septic system at their own expense.
- 2) There is bedrock and large boulder material in the vicinity of the property. We advise this as a caution to the proponent that he assumes all costs associated with development of the property including rock excavation should it be necessary.
- 3) Item 2) applies also to the installation of water services. The owner will be responsible for all rock excavation and related costs should we encounter rock in the action of providing water services to the property. We would recommend that the Owner be requested to post a deposit of \$6,000 prior to any water service installation work commencing.
- 4) The owner will need to install a culvert at the ditch line at the same time they install their driveway and that it be installed with specified plastic storm sewer pipe in a manner to the satisfaction of the Public Works Department. This should be at the sole cost of the owner. The Town will then assume responsibility for maintenance and future replacement of the culvert.

Trusting this report provides sufficient information to Administration to proceed with the process.

RANGE 'D'  
LOT 22

LOT 21

LOT 20

PINE STREET

BROOK STREET

REGISTERED  
LOT 20

PLAN  
LOT 21

INST 58778

PART 'C'

RANGE 'C'

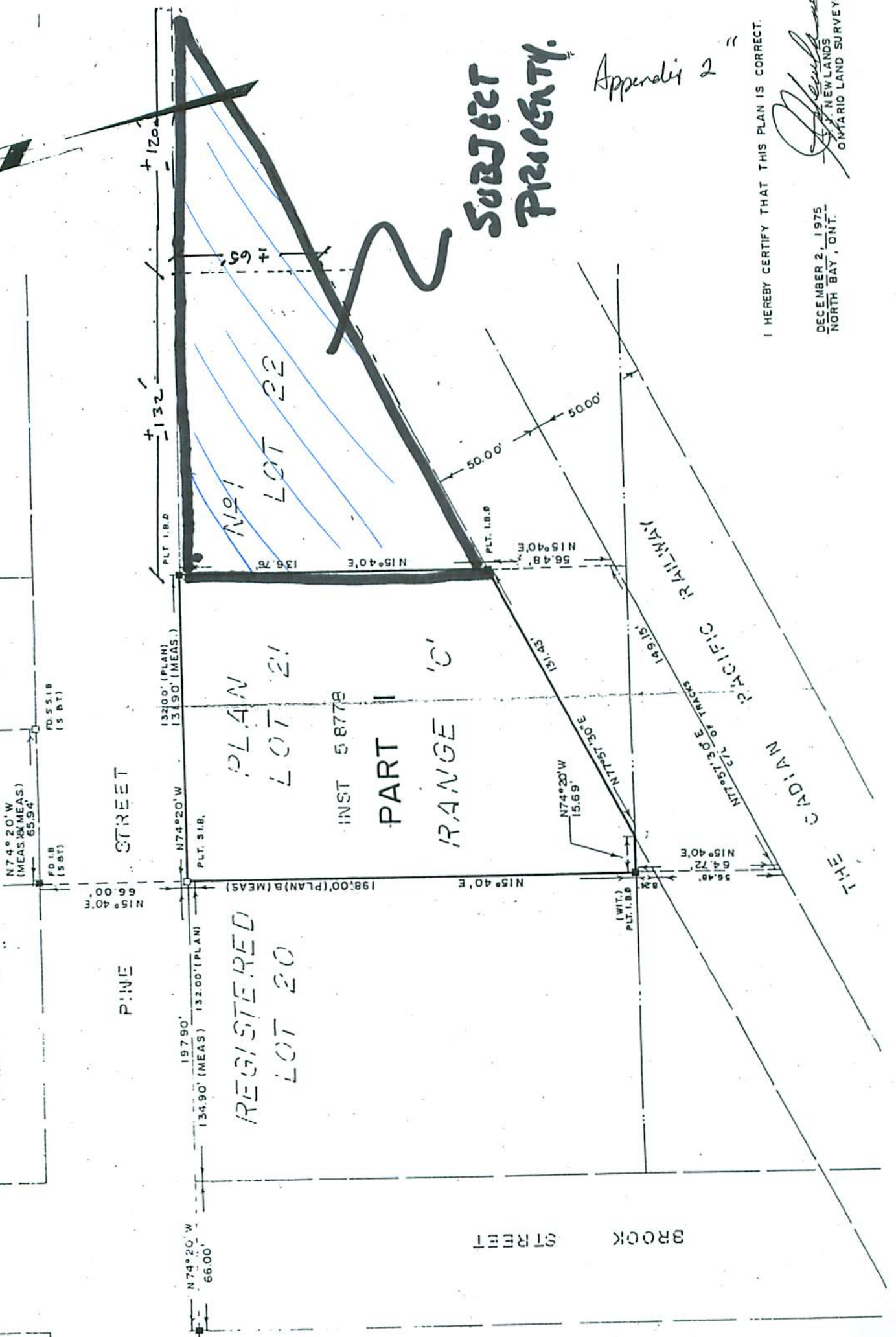
**SUBJECT  
PROPERTY.**

Appendix 2

I HEREBY CERTIFY THAT THIS PLAN IS CORRECT.

DECEMBER 2, 1975  
NEW LANDS  
NORTH BAY, ONT.

*[Signature]*  
ONTARIO LAND SURVEY



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Handwritten text, possibly a name or identifier, located at the top left of the page.





Schedule C'

December 3 2012.



Dear Mr. BELTER,

FURTHER TO YOUR LETTER DATED ~~NOVEMBER~~ 21, 2012  
I WOULD LIKE TO PROCEED WITH THE PURCHASE OF  
LOTS NUMBERED 22 AND 23 ON PINE ST.

THANK YOU,

A handwritten signature in black ink, consisting of a stylized first name and a last name.

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS**

**CHAIRPERSON: COUNCILLOR N. WALTERS**

**DEPT. HEAD: JACQUES BEGIN**

**TITLE: PURCHASE OF SNOWBLOWER**

Draft By-Law       Item       Policy Recommendation

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**Mayor D. Backer and Members of Council:**

The Recreation and Cultural Services Department needs to purchase a snow blower to carry out a multitude of snow moving chores during the winter months.

Staff for the past couple of years have been utilizing their personal snow blowers to remove snow from entrances/exits, around the zamboni room and also the outdoor rink. Large amounts of snow can accumulate very quickly on the outdoor rink thus requiring the use of a snow blower.

This acquisition is an unbudgeted item thus requiring Council approval. Quotes were received from Mattawa Sports and Marine (\$1,195.00) and Off Road Performance (\$1,395.00) plus applicable taxes.

**Recommendation:**

It is therefore recommended that the Corporation of the Town of Mattawa purchase a Poulin P145-30 Model from Mattawa Sports and Marine \$1,195.00 + applicable taxes.

Respectfully recommended

Councillor N. Walters

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: PROTECTION TO PERSONS & PROPERTY**

**CHAIRPERSON: COUNCILLOR L. PERREAULT**

**DEPT. HEAD: WAYNE P. BELTER**

**TITLE: PROPERTY STANDARDS REMEDIAL WORK ON NEW STREET**

     Draft By-Law                        X   Item                           Policy Recommendation

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**Mayor D. Backer and Members of Council:**

Last month a Property Standards Order was issued for a property at 522 New Street. The order was that the site be cleared of all buildings, structures, debris and refuse. Property Standards By-Law # 08-24, Part V, s. 53 (2) states:

- “(2) Should a person fail to demolish or repair the property in accordance with an Order as confirmed or modified, the municipality, in addition to other remedies:
  - (a) without further notice to the owner or other affected parties, shall have the right to demolish or repair the property accordingly as per section 15.4(1) of the Building Code Act and for this purpose of section (4) employees or agents of the Municipality may enter the property at any reasonable time without a warrant in order to repair or demolish the property as per section 15.4(2) of the Building Code Act; and
  - (b) shall not be liable to compensate such owner, occupant or another person having interest in the property by reason of anything done by or on behalf of the municipality under the provisions of this article as per section 15.4(3); and
  - (c) **TAKE FURTHER NOTICE** that if remedial work is performed by the officer or an authorized agent, pursuant to this Order, the cost of such remedial work may be recovered by way of lien on the real property and may be collected in the same manner and with the same priorities as municipal property taxes, and, if applicable, may have priority lien status as described in Section 1 of the *Municipal Act*, 2001.”

Two of our local contractors were asked to give a quote for this particular job and only one submission was received which is as follows:

**Site to be cleared of all buildings, structures, debris and refuse**  
Dumont Backhoe Services                      \$3238.58 taxes included.

**Recommendation:**

It is recommended that Council authorize Dumont Backhoe Services to perform the required work in the amount of \$ 3238.58 taxes included.

Respectfully submitted

Councillor L. Perreault