

**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, FEBRUARY 25<sup>TH</sup>, 2013  
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, FEBRUARY 25<sup>TH</sup>, 2013 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
  - 4.1 NBMCA – Re: Wellhead Protection Area Property Inspections of Heating Oil Tanks Conservation Authority Committee – Clerk
  - 4.2 AMO – Re: Accountable and Transparent Interest Arbitration System General Government Services Committee – Clerk
  - 4.3 MNCSCS – Re: Notice of Compliance of Mandatory Annual Emergency Management Exercise Protection to Persons & Property Committee – Clerk
  - 4.4 MMAH – Re: Consent Application for Castle Arms Seniors Apartments Planning & Development Services Committee – Clerk
- 5. Questions/Comments (public & Council) about the Content of the Agenda**
- 6. Municipal Report Number 660**
  - 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)**

**12. Return to Regular Session**

**13. Adjournment**

Monday, February 25, 2013

Members of Council,

Attached please find Municipal Report Number 660 for consideration by Council.

Respectfully submitted

Wayne P. Belter  
Administrator/Clerk/Treasurer

---

**INDEX**

<b><u>ITEM</u></b>	<b><u>PAGE</u></b>
<b>ADOPTION OF THE MINUTES</b>	<b>37</b>
<b>JANUARY 2013 CHEQUE REPORT</b>	<b>38</b>
<b>2013 WATER RATES BY-LAW</b>	<b>39</b>
<b>SERVICE FEES AND CHARGES BY-LAW</b>	<b>40</b>
<b>HIRING OF VOLUNTEER FIREFIGHTER</b>	<b>41</b>
<b>MUNICIPAL LAW ENFORCEMENT TRAINING (PART 1)</b>	<b>42</b>
<b>PURCHASE OF CHAIRS FOR RECREATION DEPARTMENT</b>	<b>43</b>

**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

---

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

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday February 11, 2013 be adopted as circulated.

Councillor L. Mick

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, February 11<sup>th</sup>, 2013 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer  
Councillor N. Walters  
Councillor C. Lacelle  
Councillor P. Dupras  
Councillor M. L. Arrowsmith  
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
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 659

Page No. 28

*It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday January 28, 2013 be adopted as circulated.*

Carried

Page No. 29

*It is recommended that Council authorizes Administration to take part in the City of North Bay's Household Hazardous Waste Program at a cost of approximately \$2,101 for 2013.*

Carried

Page No. 30

*It is respectfully recommended that the entire Main Street be closed for a period of 4 hours on Saturday May 25, 2013 from the Mattawa River Bridge to the Highway 17 intersection (from the post office to the TC corner) to host the Papa Joe Ride for Cancer event.*

Carried

Page No. 31

*That Council authorize the Recreation and Cultural Services Dept. to proceed with the Lawn Maintenance tender and that the results be brought back to Council for consideration.*

Carried

Page No. 32

*It is therefore recommended that the Corporation Town of Mattawa proceed with the Ontario Sports and Recreation Fund application with the assistance of Dave Saad at fee of \$800+HST.*

Carried

Page No. 33

*That Council authorize the Public Works Department to assign the Sewage Treatment Plant Phosphorous Study to DM Wills at their estimated fee schedule of \$10,950 + HST.*

Carried

Resolution Number 13-04

Moved by Councillor C. Lacelle

Seconded by Councillor N. Walters

*That the Municipal Report Number 659 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 13-05

Moved by Councillor C. Lacelle

Seconded by Councillor M. L. Arrowsmith

- 2/3 *That Councillor Lise Perreault is absent from Council due to illness and Council acknowledges her absence for medical reasons.*

Carried

11. In Camera (Closed) Session – None
12. Return to Regular Session – N/A

13. Adjournment

The regular meeting of Council Monday, February 11, 2013 adjourned at 7:36 p.m.

---

Mayor

---

Clerk



Date: MONDAY, FEBRUARY 25<sup>TH</sup>, 2013

Page No: 38

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: JANUARY 2013 CHEQUE REPORT**

Draft By-Law

Item

Policy Recommendation

---

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

Attached is the Cheque Report for the month of January 2013 which is submitted for your approval.

Respectfully submitted

Councillor C. Lacelle

# Cheques

# The Town of Mattawa

For the period 2013/01/01 to 2013/01/31

Cheque	Serial #	Issue Date	Vendor/Payee	Amount	Batch	Status
B013190		2013/01/02	CGISCT CGIS CENTRE	2,740.04	AC01132	PRINTED
B013191		2013/01/02	JOHN01 JOHN DIXON LIBRARY	7,000.00	AC01132	PRINTED
B013192		2013/01/02	MUNI07 MUNICIPAL ENGINEERS ASSOC.	101.70	AC01132	PRINTED
B013193		2013/01/02	MUNL01 MUNICIPAL LAW ENFORCEMENT OFFI	110.00	AC01132	PRINTED
B013194		2013/01/02	NORT03 NORTHERN COMMUNICATION SERVIC	2,457.12	AC01132	PRINTED
B013195		2013/01/02	ONTA11 ONT ASSOC. OF FIRE CHIEFS	254.25	AC01132	PRINTED
B013196		2013/01/02	ONTB01 ONT BUILD OFFICIALS ASSOC. INC	659.92	AC01132	PRINTED
B013197		2013/01/04	BANKPY THE BANK OF NOVA SCOTIA	15,756.47	AC01133	PRINTED
B013198		2013/01/04	CAISPY CAISSE POPULAIRE LTEE	18,244.81	AC01133	PRINTED
B013199		2013/01/07	BELL01 BELL CANADA	1,738.60	AC01134	PRINTED
B013200		2013/01/07	CANU01 CAN. UNION PUB. EMP.	537.88	AC01134	PRINTED
B013201		2013/01/07	DIRE05 DIRECTOR,	291.00	AC01134	PRINTED
B013202		2013/01/07	HYDR01 HYDRO ONE NETWORKS INC.	15,642.09	AC01134	PRINTED
B013203		2013/01/07	MINI01 MINISTER OF FINANCE	274.55	AC01134	PRINTED
B013204		2013/01/07	RECE01 RECEIVER GENERAL FOR CANADA	10,112.15	AC01134	PRINTED
B013205		2013/01/07	RELHOM RELIANCE HOME COMFORT	233.21	AC01134	PRINTED
B013206		2013/01/07	UNIO01 UNION GAS LIMITED	3,055.39	AC01134	PRINTED
B013207		2013/01/10	HIGH01 HIGHWAY SAND & GRAVEL	901.26	AC01135	PRINTED
B013208		2013/01/10	HODG01 HODGSON'S SHARPENING	128.82	AC01135	PRINTED
B013209		2013/01/10	HYDR01 HYDRO ONE NETWORKS INC.	8,593.39	AC01135	PRINTED
B013210		2013/01/10	MATBON MATTAWA-BONFIELD ECONOMIC DEV	1,028.53	AC01135	PRINTED
B013211		2013/01/10	MATT15 MATTAWA PETRO CENTRE	1,453.94	AC01135	PRINTED
B013212		2013/01/10	MINI03 MINISTER OF FINANCE	1,875.58	AC01135	PRINTED
B013213		2013/01/10	MINI07 MINISTER OF FINANCE	89,768.00	AC01135	PRINTED
B013214		2013/01/10	NEAR01 NEAR NORTH LABORATORIES INC,	2,717.12	AC01135	PRINTED
B013215		2013/01/10	NEOPOS NEOPOST CANADA	236.62	AC01135	PRINTED
B013216		2013/01/10	ROGOGL ROGER OGLETREE	192.50	AC01135	PRINTED
B013217		2013/01/10	SPEC01 SPECTRUM TELECOM GROUP LTD.	344.65	AC01135	PRINTED
B013218		2013/01/15	ALLSTR ALLSTREAM INC.	5.31	AC01136	PRINTED
B013219		2013/01/15	BELL10 BELL CANADA	238.47	AC01136	PRINTED
B013220		2013/01/15	MATT45 MATTAWA VOYAGEUR DAYS	80,000.00	AC01136	PRINTED
B013221		2013/01/15	MUNF01 MUN FINANCE OFFICERS ASSOC-ON	265.55	AC01136	PRINTED
B013222		2013/01/15	NORT03 NORTHERN COMMUNICATION SERVIC	134.79	AC01136	PRINTED
B013223		2013/01/15	ONTA25 MUNICIPAL PROPERTY ASSESS CORP	7,157.49	AC01136	PRINTED
B013224		2013/01/15	ONTWAT ONTARIO MUNICIPAL WATER ASSOCI	322.05	AC01136	PRINTED
B013225		2013/01/15	PAUL03 PAUL LAFRENIERE CONTRACTING	6,833.13	AC01136	PRINTED
B013226		2013/01/15	VSGROP VS GROUP	244.08	AC01136	PRINTED
B013227	4200	2013/01/18	BANKPY THE BANK OF NOVA SCOTIA	15,312.69	AC01137	PRINTED
B013228	4201	2013/01/18	CAISPY CAISSE POPULAIRE LTEE	16,589.77	AC01137	PRINTED
B013229	4202	2013/01/22	BELL09 BELL MOBILITY	294.10	AC01138	PRINTED
B013230	4203	2013/01/22	CARS01 CARSWELL	122.91	AC01138	PRINTED
B013231	4204	2013/01/22	RECE01 RECEIVER GENERAL FOR CANADA	13,115.90	AC01138	PRINTED
B013232	4205	2013/01/22	SOCA01 SOCAN	117.87	AC01138	PRINTED
B013233	4206	2013/01/22	VIANET VIANET INTERNET SOLUTIONS	233.31	AC01138	PRINTED
B013234	4207	2013/01/22	WAYN03 WAYNE BELTER	123.03	AC01138	PRINTED
B013235	4208	2013/01/29	BERT01 BERT'S AUTOMOTIVE REPAIRS	2,602.93	AC01139	PRINTED
B013236	4209	2013/01/29	BLUWAV BLUEWAVE ENERGY	3,064.95	AC01139	PRINTED
B013237	4210	2013/01/29	BOUL01 BOULANGER SERVICE STATION	222.73	AC01139	PRINTED
B013238	4211	2013/01/29	BRUMAN BRUMAN LEASING LTD.	735,084.53	AC01139	PRINTED
B013239	4212	2013/01/29	CANPAR CANPAR TRANSPORT L.P.	17.19	AC01139	PRINTED
B013240	4213	2013/01/29	CARQ01 CARQUEST AUTO PARTS	1,596.27	AC01139	PRINTED

# Cheques

# The Town of Mattawa

For the period 2013/01/01 to 2013/01/31

<b>Cheque</b>	<b>Serial #</b>	<b>Issue Date</b>	<b>Vendor/Payee</b>	<b>Amount</b>	<b>Batch</b>	<b>Status</b>
B013241	4214	2013/01/29	DIXON DIXON ELECTRIC	117.23	AC01139	PRINTED
B013242	4215	2013/01/29	EMCO01 EMCO LTD DISTRIBUTION	2,830.83	AC01139	PRINTED
B013243	4216	2013/01/29	FERN01 FERN'S DELIVERY	101.70	AC01139	PRINTED
B013244	4217	2013/01/29	GING01 GIN-COR INDUSTRIES INC.	175.74	AC01139	PRINTED
B013245	4218	2013/01/29	GRAN03 GRAND & TOY	435.25	AC01139	PRINTED
B013246	4219	2013/01/29	HODG01 HODGSON'S SHARPENING	100.01	AC01139	PRINTED
B013247	4220	2013/01/29	JGFITZ J.G. FITZGERALD & SONS LTD.	23,786.50	AC01139	PRINTED
B013248	4221	2013/01/29	MATFOO MATTAWA FOODLAND	569.72	AC01139	PRINTED
B013249	4222	2013/01/29	MATT11 MATTAWA IDA	18.93	AC01139	PRINTED
B013250	4223	2013/01/29	MATT65 MATTAWA SPORT & MARINE	1,616.21	AC01139	PRINTED
B013251	4224	2013/01/29	MATT71 MATTAWA HARDWARE & GIFTS	83.36	AC01139	PRINTED
B013252	4225	2013/01/29	MIKEPC MIKEY PC COMPUTER SERVICES	1,672.37	AC01139	PRINTED
B013253	4226	2013/01/29	MILTEC MILLER TECHNOLOGY INC.	189.94	AC01139	PRINTED
B013254	4227	2013/01/29	MINI07 MINISTER OF FINANCE	1,200.00	AC01139	PRINTED
B013255	4228	2013/01/29	NEAR01 NEAR NORTH LABORATORIES INC.	1,696.71	AC01139	PRINTED
B013256	4229	2013/01/29	NORT33 NORTHERN ENERGY SYSTEMS	439.88	AC01139	PRINTED
B013257	4230	2013/01/29	OMER01 OMERS	9,690.98	AC01139	PRINTED
B013258	4231	2013/01/29	R&DREC R & D RECYCLING	1,376.08	AC01139	PRINTED
B013259	4232	2013/01/29	REGA01 REGAL OVERHEAD DOORS	423.76	AC01139	PRINTED
B013260	4233	2013/01/29	RELIND RELIABLE INDUSTRIAL SUPPLY LTD.	754.04	AC01139	PRINTED
B013261	4234	2013/01/29	SCOT03 KINTORA LTD C/O SCOTT'S DISCOUNT	30.83	AC01139	PRINTED
B013262	4235	2013/01/29	STROMA STROMA ENGINEERING	2,905.69	AC01139	PRINTED
B013263	4236	2013/01/29	TASKTR TANGIBLE SKILLS TRAINING INC.	5,559.60	AC01139	PRINTED
B013264	4237	2013/01/29	THEM01 THE MATTAWA RECORDER	564.60	AC01139	PRINTED
B013265	4238	2013/01/29	WILS01 WILSON'S BUILDERS SUPPLIES	498.27	AC01139	PRINTED
B013266	4239	2013/01/29	WORK01 WORKPLACE SAFETY & INS BOARD	1,627.00	AC01139	PRINTED
B013267	4240	2013/01/30	BELL01 BELL CANADA	1,646.83	AC01140	PRINTED
B013268	4241	2013/01/30	BELL03 BELL CANADA	25.99	AC01140	PRINTED
B013269	4242	2013/01/30	DUMBAC DUMONT BACKHOE SERVICES	6,934.00	AC01140	PRINTED
B013270	4243	2013/01/30	HYDR01 HYDRO ONE NETWORKS INC.	2,132.17	AC01140	PRINTED
B013271	4244	2013/01/30	JOHN01 JOHN DIXON LIBRARY	6,000.00	AC01140	PRINTED
B013272	4245	2013/01/30	LAPCEC CECILE LAPIERRE	300.00	AC01140	PRINTED
B013273	4246	2013/01/30	MATPOL MATTAWA & AREA POLICE SERVICES	500.00	AC01140	PRINTED
B013274	4247	2013/01/30	MORL01 MORLAND REAL ESTATE APPRAISALS	452.00	AC01140	PRINTED
B013275	4248	2013/01/30	NIPD01 NIP DIS SOCIAL SERV ADMIN BD	19,330.59	AC01140	PRINTED
B013276	4249	2013/01/30	NORT39 NORTHSTAR FIREWORKS ENTERTAIN	2,825.00	AC01140	PRINTED
B013277	4250	2013/01/30	PAUL03 PAUL LAFRENIERE CONTRACTING	6,833.13	AC01140	PRINTED
B013278	4251	2013/01/30	SAADAV DAVE SAAD	272.12	AC01140	PRINTED
B013279	4252	2013/01/30	UNIO01 UNION GAS LIMITED	4,549.07	AC01140	PRINTED
B013280	4253	2013/01/31	BANKPY THE BANK OF NOVA SCOTIA	15,691.50	AC01141	PRINTED
B013281	4254	2013/01/31	CAISPY CAISSE POPULAIRE LTEE	18,445.93	AC01141	PRINTED
				92 PRINTED	\$1,214,552.20	

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: 2013 WATER RATES INCREASE**

X  Draft By-Law                            Item                            Policy Recommendation

---

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

Water rate increases for 2013 have been reviewed in light of the Water Department’s past year’s activity and planned work this year.

Mattawa’s water supply has been and is safe and pure and is produced at a relatively low cost compared to other municipalities. However, the Walkerton event, more than ten years ago has required all municipal water systems to meet increased minimum Provincial standards. Mattawa’s improvements through this process were identified and OSTAR 1 major program improvements have been completed and improvements are ongoing.

Three of our more recent large water and sewer infrastructure improvements included the Pine Street water and sewer reconstruction project which cost more than \$700,000.00 with the municipality’s share being \$237,000.00. We also completed the Mattawan Street water project accommodating the new Hospital which cost the municipality \$320,000.00 and we also constructed a new water line under the Mattawa River Bridge at a cost of \$185,000.00.

In 2011 the Highway 17 Sewer and Water project was completed and Mattawa’s 1.1 million share of the cost has been debentured (commenced July 2012), at a cost of \$102,000.00 per year for fifteen years.

In addition we are in the process of hiring a new qualified water/sewer employee to assist with the ongoing operation of the water and sewer department. There are expected and ongoing pump repairs and replacements occurring on a regular basis and resolving the phosphorous problems associated with the sewage lagoons could be costly.

These developments are in addition to substantial increases in hydro, insurance, equipment and labour costs. Hydro costs for the Sewer and Water Departments were in excess of \$100,000 in 2012 and with projected future hydro increases these costs are excessive but have to be paid. Future capital projects will require considerable municipal financial participation and include water line improvements in Rosemount which we have applied for Infrastructure funding on a number of

occasions but have not been approved. This project will be reconsidered when future infrastructure funding programs are released.

These are some of the challenges and expected developments in the water and sewer departments. The responsibility and management of this department is obviously rather complicated and critical to the long term success of our community.

Municipal water and sewer revenues in 2012 were approximately \$766,700.00. For the past seven years when Council reviewed our water rate levy, the increase was 7.9%, 9.4%, 9.0%, 4.5%, 4.5%, 4.5% and 4.5% last year. The Public Works Department is expecting to be busy again this year and the cost will be considerable.

Council weighed all these requirements in light of the present economic difficulties in the area, held a public meeting on February 11, 2013 for public input with three people in attendance when our needs were discussed. A 3.5% increase seems reasonable based on the facts surrounding the need for water and sewer improvements and the projected costs associated with operations and long term debt. The potential Valley project cost in addition to full cost recovery being a Provincial requirement is a reality. However for this year, especially faced with the area's economic conditions, pressure to keep the rate lower was strongly considered.

A 3.5% increase translates into an increase of approximately \$27.00 on an average yearly water bill, which also includes the sewer surcharge. An average water bill for 2013 will be approximately \$787.00 which is about \$2.15 per day for an average residence in the Town of Mattawa to basically have an unlimited safe supply of water and the ability to use the sewer system. This is a great service for an extremely reasonable cost.

The fire suppression fixture flat rates of \$125.00 per year for a residential sprinkler system and \$250.00 per year flat rate for commercial, institutional and multi-residential units will continue at the flat rate previously established. It is also noted the policy of transferring existing water arrears to the tax bills has now been implemented.

**Recommendation:**

That the Town of Mattawa adopt By-Law 13-05 which increases the water rate for flat rate water users and water users on meters by 3.5% for 2013 in order to maintain our water and sewer system. An average water bill will increase by approximately \$27.00 to approximately \$787.00.

Respectfully submitted

Councillor C. Lacelle

## **CORPORATION OF THE TOWN OF MATTAWA**

### **BY-LAW NUMBER 13-05**

BEING a By-law to establish water rates for 2013.

WHEREAS the Municipal Act provides for municipalities to charge a service rate for the continuance, operation, repair and maintenance of the water and sewer systems.

WHEREAS due to Bill 175 and Bill 195 and escalating costs of maintenance and improvements to the water and sewer system, and the need to fund various water improvement projects it is necessary to increase the annual water rate in 2013 to all consumers receiving water through the municipal water system, whether on flat or meter rates including non-residents.

AND THEREFORE the Council of the Town of Mattawa enacts as follows:

1. That the annual rate for all consumers of water is hereby increased by 3.5%. The consumption rate based on gallonage for metered residents and non-residents will increase accordingly.
2. This increase is effective as of January 1, 2013.
3. A flat rate of \$125.00 per year will be added to a residential water bill if incorporating a fire suppression sprinkler system in addition to the normal charges. A \$250.00 per year flat rate will be added to commercial, institutional and multi-residences incorporating a sprinkler system in addition to normal charges, which was established in 2010.
4. Water bills will be processed and due in March and August 2013. The metered consumers' water billings remain quarterly and will be due in March, May, August, and November 2013.
5. "The Clerk, upon notice from the Treasurer of the amounts due and the person by whom it is due and the lands upon which the supply of water and / or sewer services were supplied, or upon which any work was done in connection with the supply of water or sewer services, enter any unpaid amounts for such service or work upon the Tax Collector's roll and be collected in the same manner and with the same priority as municipal real property taxes.
6. An administration/transfer fee of \$50.00 will apply to this action in accordance with the appropriate municipal policy approved by Council governing how this activity is exercised."
7. A Fee of \$40.00 will be charged for Water Certificates, a service charge of \$40.00 will be applied to any returned payments/per item and also a \$10.00 fee will be applied for a printed copy of water information (statement of account) per property. A fee of \$20.00 for research on water information per account per year.

READ, PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: SERVICE FEES AND CHARGES BY-LAW**

X  Draft By-Law                            Item                            Policy Recommendation

---

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

The municipality has the power under the Municipal Act to pass By-laws establishing fees and charges for activities provided or performed by the municipality. The fees range across the various departments of the municipality and the attached By-law summarizes the charges levied in 2013. We are bringing a number of charges under one consolidated By-law.

**Recommendation:**

That By-law 13-06 is adopted which summarizes and authorizes the fees and charges set by the Town of Mattawa.

Respectfully submitted

Councillor C. Lacelle



**CORPORATION OF THE TOWN OF MATTAWA  
BY-LAW NUMBER 13-06**

BEING a By-law to establish fees and charges for services provided by or on behalf of the Corporation of the Town of Mattawa.

WHEREAS Section 391 (1) (a) of the Municipal Act, 2001, c.25, as amended, provides that despite any Act, a municipality and a local board may pass by-laws imposing fees or charges on any class of persons for services or activities provided or performed by or on behalf of it;

AND WHEREAS the Council of the Corporation of the Town of Mattawa deems it expedient to enact such a By-law;

NOW THEREFORE the Council of the Town of Mattawa hereby enacts as follows:

1. Council hereby establishes the fees and charges as set out in Schedule "A" to this By-law.
2. The fees as listed in Schedule "A" to this By-law are subject to Harmonized Sales Tax (HST) where applicable.
3. The By-law shall be known as the "Fees and Charges By-law".
4. Schedule "A" shall be deemed as forming part of this By-law.
5. All fees and charges as set out above, are payable at the time of service.
6. The fees set out in the schedule(s) to this By-law may be reduced or waived at the discretion of the Clerk and or Council.
7. That this By-law come into force and effect on the date of its passing.

READ, PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2013.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



Schedule "A" to By-law 13-06 to establish fees and charges

**Administration/Clerk/Services**

Description of Service/Document	Fee
Photocopies (per page 8.5X11 – 8.5X14)	\$ .50
Photocopies (per page 11X17)	\$1.00
Facsimile Transmission – local	\$1.00
Facsimile Transmission – long distance	\$2.00
Facsimile Transmission – incoming	\$1.00
Burial Permit Fee (Form 19)	\$40.00
Council Chambers Room Rental Fee – per day	\$100.00*

\*plus HST

**Financial Services**

Description of Service/Document	Fee
Tax or Water Certificate (per certificate)	\$40.00
Tax or Water Account Research Fee (per year)	\$20.00
Proof of Payment of Taxes or Water	\$10.00
Property Tax Sale Registration Fee	\$1,000.00
Non Sufficient (NSF) cheque	\$40.00
Building Department Work Order Inquiries – Written	\$40.00
Zoning Department Inquiries - Written	\$40.00
Fire Department Inquiries – Written	\$40.00
Fire Department Burning Permit Fee – Annual	\$20.00

**Water & Sewer Department Services**

Description of Service/Document	Fee
Water on or off Service Fee	\$30.00*
Water on or off Service Fee (after hours)	\$60.00*
Water Service Connection – New connection	\$2,000.00*
Sewer Service Connection – New connection	\$2,000.00*

\*plus HST

**Planning & Development Department Services**

Description of Service/Document	Fee
Minor Variance (Committee of Adjustment) Application	\$325.00
Rezoning Application	\$500.00
Official Plan Amendment Application	\$750.00
Copy of Zoning By-law	\$10.00
Copy of Official Plan	\$10.00

*Fees and charges include HST where applicable unless indicated otherwise*

**Recreation and Cultural Services Department**

Description of Service/Document	Fee
<b>Hall/Community Centre:</b>	
Hall Rental per day	\$220.00
Hall and Kitchen Rental per day	\$320.00
Hall, Bar and Kitchen Rental per day	\$565.00
<b>Ice Rental:</b>	
Youth Rental Fee – per hour	\$55.00
Adult Rental Fee – per hour	\$80.00
Non-Resident/Team Fee – per hour	\$80.00
<b>Floor Rental:</b>	
Arena Floor Rental Fee - per day	\$650.00
Youth Events Floor Rental Fee - per hour	\$15.00
Adult Events Floor Rental Fee - per hour	\$30.00
<b>Ballfield Rental:</b>	
Hourly Rental Fee	\$25.00
Half Day Tournament Rental Fee	\$75.00
Full Day Tournament Rental Fee	\$100.00

**Waterfront Marina**

<b>Docking Fees:</b>			
Dock Size	30 FT (8)	20 FT (16)	16 FT (24)
SEASONAL	\$550.00	\$440.00	\$220.00
MONTHLY	\$275.00	\$225.00	\$150.00
WEEKLY	\$110.00	\$85.00	\$60.00
OVERNIGHT	\$25.00	\$20.00	\$15.00
<b>NOTE — Fees include tax and use of shower facilities</b>			
Description of Service/Document			Fee
<b>Marina Extra Fees:</b>			
Sewage Pump-Outs			\$25.00
Launch Ramp Fees – per day			\$5.00
Launch Ramp Fees – per season			\$50.00
Shore Power Fees – per day			\$20.00
Shore Power Fees – per week			\$70.00
Shore Power Fees – per month			\$100.00
Shore Power Fees – per season			\$200.00
Fuel			Cost +.12
Showers – use of			\$5.00
Overnight Parking – per night (no parking week of Voyageur Days)			\$5.00

*Fees and charges include HST where applicable unless indicated otherwise*

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FIRE DEPARTMENT**

**CHAIRPERSON: COUNCILLOR M. L. ARROWSMITH**

**DEPT. HEAD: FIRE CHIEF CHAD BELANGER**

**TITLE: HIRING OF VOLUNTEER FIREFIGHTER**

     Draft By-Law

  X   Item

     Policy Recommendation

---

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

Albert Belanger recently resigned from his position as a volunteer firefighter. He has found employment in Sudbury and cannot find the time to make our training sessions and is out of town for the majority of our calls so this opens up a position with our department.

Mr. Caleb Jodouin has recently applied for a position with us. The Fire Chief has met with Mr. Jodouin and feels he would be a welcomed addition to the department. Of course this position would be probationary until a medical has been completed with a physician.

**Recommendation:**

That Council of the Town of Mattawa hire Mr. Caleb Jodouin as a Volunteer Firefighter subject to the conditions of hiring within the Fire Department.

Respectfully submitted

Councillor M. L. Arrowsmith

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BY-LAW DEPARTMENT

CHAIRPERSON: COUNCILLOR L. PERREAULT

DEPT. HEAD: WAYNE P. BELTER

TITLE: MUNICIPAL LAW ENFORCEMENT TRAINING (PART 1)

Draft By-Law

Item

Policy Recommendation

---

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

There is a Part 1 Municipal Law Enforcement Foundations Training Program being offered later this year in Gravenhurst, Ontario at the Ontario Fire College. The one-week program is intended to provide the proper training and certification needed for By-Law Enforcement Officers.

The training program is offered on two separate occasions this year. The first course runs from May 6<sup>th</sup> to May 10<sup>th</sup>, 2013 but it is presently full and so Wayne would be put on the waiting list. The second course runs from October 28<sup>th</sup> to November 1st, 2013 and if he cannot attend the first one he will be guaranteed a spot for the fall course. The cost to attend this course is \$1130.00 which includes accommodations, all meals, training materials and exam.

### Recommendation:

It is recommended that Council authorize the By-Law Officer, Wayne Chaput to register and attend the Municipal Law Enforcement Foundations training program later this year at a cost of \$1130.00 plus travel expenses. Normal travel policy will apply.

Respectfully submitted

Councillor L. Perreault

**THE CORPORATION TOWN OF MATTAWA**

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

**CHAIRPERSON: COUNCILLOR N. WALTERS**

**DEPT. HEAD: JACQUES BEGIN**

**TITLE: PURCHASE OF CHAIRS FOR RECREATION DEPARTMENT**

Draft By-Law

Item

Policy Recommendation

---

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

The Mattawa Golden Age Club will be selling their existing chairs which are the same as the ones here in the Council Chambers and in the Community Hall. They have 100 chairs available and are asking \$15.00 each.

The Recreation Department is badly in need of chairs and will request to purchase new chairs during the budget process. The purchase of these chairs will mean less new chairs will be required and thus a cost savings in the total budget request for this item.

**Recommendation:**

It is therefore recommended that the Corporation Town of Mattawa purchase 100 used chairs from the Mattawa Golden Age Club at a cost of \$15.00 each for a total of \$1,500.00.

Respectfully submitted

Councillor N. Walters