

**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, JANUARY 14<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, JANUARY 14<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 Vic Fedeli, MPP Nipissing – Re: Invitation to Attend Energy Town Hall Meeting  
Electricity, Gas & Telephone Committee – Clerk
  - 4.2 Stewardship Ontario – Re: Municipal Blue Box Recycling for 2012 Program Year  
Environmental Services Committee – Clerk
  - 4.3 AMO – Re: New AODA Accessibility Standards  
Protection to Persons & Property Committee – Clerk
  - 4.4 AMO – Re: Ontario’s New Child Care Funding Framework and Funding Formula  
Social & Family Services Committee – Clerk
  - 4.5 Cambium Environmental – Re: Municipal Waste & Environmental Management Services  
Environmental Services Committee – Clerk
  - 4.6 DNSSAB – Re: Ten Year Housing & Homelessness Plan Steering Committee  
Social & Family Services Committee – Clerk
  - 4.7 Industry Canada – Re: Addition & Rehabilitation of Dressing Rooms at Arena  
Recreation, Tourism & Special Projects Committee – Director of Recreation, Tourism  
& Special Projects
  - 4.8 AMO – Re: Provincial Auditor’s 2012 Report  
General Government Services Committee – Clerk
  - 4.9 Papineau-Cameron Township – Re: Resolution on Shared Services Meeting  
General Government Services Committee – Clerk
  - 4.10 Ministry of Municipal Affairs & Housing – Re: Notice of Decision for 571 Pine Street  
Planning & Development Services Committee – Clerk

**Monday, January 14, 2013**

**Correspondence – Cont'd**

- 4.11 Ministry of Natural Resources – Re: Operation of Samuel de Champlain Provincial Park  
General Government Services Committee – Clerk
- 4.12 Municipality of West Nipissing – Re: Request for Support Resolution  
Planning & Development Services Committee – Clerk
- 4.13 MBEDC – Re: Invoice for Participation in Long-Term Care Home Consulting Services  
Planning & Development Services Committee – Clerk
- 4.14 NBMCA – Re: November 28<sup>th</sup> Meeting Minutes  
Conservation Authority Committee – Clerk
- 4.15 TransCanada – Re: Partnership Funding for a Fire Rescue Vehicle  
Fire Department Committee – Fire Chief
- 4.16 NBPSDHU – Re: September 26<sup>th</sup> Meeting Minutes  
Health Services Committee – Clerk
5. **Questions/Comments (public & Council) about the Content of the Agenda**
6. **Municipal Report Number 657**
  - **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, January 14, 2013

Members of Council,

Attached please find Municipal Report Number 657 for consideration by Council.

Respectfully submitted

Wayne P. Belter  
Administrator/Clerk/Treasurer

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Date: MONDAY, JANUARY 14<sup>TH</sup>, 2013

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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 December 10, 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, December 10<sup>th</sup>, 2012 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer  
Councillor C. Lacelle  
Councillor L. Mick  
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 656

Page No. 187

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

Carried

Page No. 188

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

Carried

**\*\*Councillor M. L. Arrowsmith arrived for the meeting while Page 189 was being presented**

Page No. 189

*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*

Carried

Page No. 190

*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.*

Carried

Page No. 191

*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 are significant and Mattawa is in support of the MNR extension.*

Carried

Page No. 192

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

Carried

*Mayor D. Backer declared a Conflict of Interest and requested Councillor Lacelle to Chair the item and removed themselves from Council Chambers for the discussion and adoption of Page 83.*

Page No. 193

*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.*

Carried

Page No. 194

*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.*

Carried

Page No. 195

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

Carried

Resolution Number 12-35

Moved by Councillor P. Dupras

Seconded by Councillor C. Lacelle

*That the Municipal Report Number 656 be adopted*

Carried

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

Resolution Number 12-36

Moved by Councillor P. Dupras

Seconded by Councillor C. Lacelle

- 2/3 *That this Committee proceed in Camera in order to address a matter pertaining to labour relations or employee negotiations.*

Carried

12. Return to Regular Session – N/A

Resolution Number 12-37

Moved by Councillor P. Dupras

Seconded by Councillor C. Lacelle

- 2/3 *That the In-Camera session reconvene at 8:34 p.m.*

Carried

*Mayor Backer provided a verbal summary of the general content of the in-camera session: "Staffing needs in the municipality was discussed".*



13. Adjournment

The regular meeting of Council Monday, December 10, 2012 adjourned at 8:38 p.m.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: BORROWING BY-LAW NUMBER 13-01**

**13-01 Draft By-Law                      \_\_\_ Item                      \_\_\_ Policy Recommendation**

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

The attached By-law is customarily passed at the beginning of each year, which authorizes the Town to borrow money, if needed, to meet expenditures until taxes and grants are received. In the event of short-term cash requirements, it is necessary to have the By-law approved to allow us to borrow.

**Recommendation:**

It is respectfully recommended that the attached By-Law and Agreement with ScotiaBank be approved which will allow the municipality to borrow money, if necessary, until grants and taxes are received.

Respectfully submitted

Councillor C. Lacelle

**BORROWING BY-LAW  
MUNICIPALITIES**

**BY-LAW NO. 13-01**

WHEREAS the Mattawa Council of the Corporation of the Town of Mattawa, (the Corporation) deems it necessary to borrow the sum of Five Hundred Thousand dollars (\$500,000.00) to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year.

**BE IT THEREFORE ENACTED** as a By-Law of the Corporation as follows:

1. The Mayor, Finance Chair, General Government Chair, Treasurer, Deputy-Treasurer or Accounting Clerk is/are hereby authorized to borrow on behalf of the Corporation from THE BANK OF NOVA SCOTIA (the 'Bank') from time to time by way of promissory note or bankers' acceptance a sum or sums not exceeding at any one time Five Hundred Thousand Dollars, (\$500,000.00) to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year 2013.
2. The Any two of the persons listed above in #1 is/are hereby authorized to sign, make or draw on behalf of the Corporation and to furnish to the Bank from time to time promissory notes or bankers acceptances for the sum or sums so borrowed with Interest or any other charges at such rate as the Bank may from time to time determine.
3. The Treasurer hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.
4. All sums borrowed from the Bank and any interest thereon and any other charges in connection therewith shall, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received and that the Treasurer is/are hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements of the Corporation charging the said revenues of the Corporation with payment of all terms borrowed from the Bank and any interest thereon and any other charges in connection therewith.
5. The Treasurer is/are hereby authorized and directed to apply in payment of all sums borrowed from the Bank, and of any Interest thereon and any other charges in connection therewith, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the monies collected or received from any other source.

**CERTIFICATE**

I hereby certify that the foregoing is a true copy of By-Law No. 13-01 of the Corporation of the Town of Mattawa in the District of Nipissing duly passed at a meeting of the Council of the said Corporation duly held on the 14<sup>th</sup> day of January 2013 that the said By-Law is under the seal of the said Corporation and signed by its proper officers as required by law and that the said By-law is in full force and effect.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**S E C U R I T Y   A G R E E M E N T  
M U N I C I P A L I T I E S   A N D   S C H O O L   B O A R D S**

To: THE BANK OF NOVA SCOTIA, (the "Bank")

WHEREAS by a 'By-law or Resolution passed by the Council of the Corporation of the Town of Mattawa on the 14<sup>th</sup> day of January, 2013 authority was given to the Mayor, Finance Chair, General Government Chair, Treasurer, Deputy-Treasurer or Accounting Clerk to borrow from the Bank the sum or sums therein mentioned and this Agreement was authorized.

AND WHEREAS the Corporation desires to borrow the said sum or sums from the Bank.

NOW IT IS HEREBY AGREED by the Corporation that in consideration of the Bank advancing or providing the said sum or sums to the Corporation that all the revenues of the Corporation of whatever nature and kind are hereby charged to and in favour of the Bank, as security for payment of the monies so advanced or provided by the Bank and any interest thereon and any other charges in connection therewith and the Bank shall have a lien upon all such revenues until the charge hereby and by the said By-law or Resolution created is satisfied.

The Corporation represents and warrants that the whole or any part or parts of the revenues of the Corporation are not subject to any prior charge, except as disclosed to the Bank in writing.

IN WITNESS THEREOF the Corporation has caused this agreement to be executed by its proper officers as required by law this 14<sup>th</sup> day of January, 2013.

WITNESS:	)	By: Sign
	)	
	)	Title
	)	
	)	c/s
	)	Sign
	)	
	)	Title
	)	

DATE RECEIVED

RECORDED-

APPROVED-

E.O.

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE P. BELTER

TITLE: ASSET MANAGEMENT PLAN FUNDING

Draft By-Law

Item

Policy Recommendation

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

Correspondence was recently received from the Ministry of Agriculture, Food and Rural Affairs regarding the municipality's funding for the preparation of a Municipal Asset Management Program. A resolution was brought forward and carried at the October 9, 2012 meeting, (Resolution Number 12-30) but additional specific wording is required as a condition to receiving the allocated funds. Therefore, the following is recommended:

### Recommendation:

That Council of the Town of Mattawa certifies:

- that the information in the Expression of Interest is factually accurate; and
- the Town of Mattawa is committed to the development of a comprehensive Asset Management plan that includes all of the information and analysis described in *Building Together: Guide for Municipal Asset Management Plans* is a priority.

Respectfully submitted

Councillor L. Mick

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

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

**TITLE: POLICE SERVICES BOARD REPRESENTATIVE**

     Draft By-Law                        X   Item                           Policy Recommendation

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

Mayor Backer has advised Council that an employment opportunity exists for him but there may be a Conflict of Interest with respect to him being on the Police Services Board. For these reasons Mayor Backer has resigned from the Police Services Board.

Mattawa has provided one representative on the Police Services Board for this term of office, (Page 176 of Resolution Number 10-62), and to complete the term Councillor Corey Lacelle has advised he will let his name stand as the Council replacement.

**Recommendation:**

That Council of the Town of Mattawa appoint Councillor C. Lacelle as the Council representative on the Group of Four Police Services Board to replace Mayor Dean Backer.

Respectfully submitted

Councillor L. Mick

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: BY-LAW DEPARTMENT**

**CHAIRPERSON: COUNCILLOR L. PERREAULT**

**DEPT. HEAD: WAYNE CHAPUT**

**TITLE: REFRESHMENT VEHICLES AT EXPLORER'S POINT DURING  
MATTAWA VOYAGEUR DAYS**

     Draft By-Law                        X   Item                           Policy Recommendation

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

The Mattawa Voyageur Days Committee is requesting that food vendors be permitted at Explorer's Point during Voyageur Days July 25-28, 2013. If Council approves locating food vendors at Explorer's point, vendors will be responsible to follow all regulations involved in By-Law 09-14.

**Recommendation:**

It is therefore recommended that refreshment vehicles regulated under By-law 09-14 be permitted to locate at Explorer's Point July 25-28, 2013 during Voyageur Days festival as requested by the Mattawa Voyageur Days Committee. Refreshment vehicle operators will be responsible for the following:

- 1) Obtain all approvals before operating from the North Bay and District Health Unit, Fire Dept. and Building Dept. under sections 6 and 7 of By-Law 09-14.
- 2) Notify the By-law Department with all approvals no later than July 22, 2013 at 5:00 p.m. prior to installation at Explorer's Point.
- 3) Be responsible to ensure that the immediate area is cleaned at all times.
- 4) Exit Explorer's Point no later than Monday, July 29<sup>th</sup>, 2013 at 5:00 p.m.

Fees regulated under Schedule "B" of By-Law 09-14 are exempt for Mattawa Voyageur Days at Explorers Point.

Respectfully submitted

Councillor L. Perreault

**THE CORPORATION TOWN OF MATTAWA**

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

**CHAIRPERSON: COUNCILLOR N. WALTERS**

**DEPT. HEAD: JACQUES BEGIN**

**TITLE: VOYAGEUR DAYS – COMMITTEE OF COUNCIL**

Draft By-Law

Item

Policy Recommendation

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

Mattawa Voyageur Days Committee will be hosting its 16<sup>th</sup> Annual festival from July 25-28, 2013.

Mattawa Voyageur Days is requesting that it be recognized as a Committee of Council and further requires insurance coverage through the municipal insurance program.

**Recommendation:**

It is therefore recommended that the Corporation of the Town of Mattawa recognizes “Mattawa Voyageur Days” as a Town event and designates the organizers as a Committee of Council. The Council representative with the Mattawa Voyageur Days Committee is Councillor N. Walters. It is further recommended that the Mattawa Voyageur Days Festival and Committee be insured through the Municipal Insurance Program. Mattawa Voyageur Days Committee ultimately reports to the Council of the Corporation Town of Mattawa.

Respectfully submitted

Councillor N. Walters



**THE CORPORATION TOWN OF MATTAWA**

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

**CHAIRPERSON: COUNCILLOR N. WALTERS**

**DEPT. HEAD: JACQUES BEGIN**

**TITLE: VOYAGEUR DAYS – S. O. P. EXPLORER’S POINT**

Draft By-Law                       Item                       Policy Recommendation

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

Mattawa Voyageur Days 16<sup>th</sup> Annual festival will be held July 25-28, 2013 and the Mattawa Voyageur Days Committee will be making application to the Liquor Licence Board of Ontario for a liquor license which requires approval and endorsement by the Corporation of the Town of Mattawa.

The Building Department is aware and has no objections to alcohol beverages being served under a tent at Explorer’s Point.

As part of the requirements from the LLBO for acquiring a Special Occasion Permit, Council must fully endorse and support Mattawa Voyageur Days Festival as an event of municipal significance.

**Recommendation:**

It is therefore recommended that The Corporation of the Town of Mattawa permits the sale of alcoholic beverages at Explorer’s Point on Thursday July 25, 2013 Friday July 26, 2013 Saturday July 27, 2013 and Sunday July 28, 2013 and further that the Council of the Town of Mattawa endorses and supports the Voyageur Days Festival as an event of municipal significance.

Respectfully submitted

Councillor N. Walters

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR N. WALTERS

DEPT. HEAD: JACQUES BEGIN

TITLE: MATTAWA VOYAGEUR DAYS - SPONSORSHIP

Draft By-Law

Item

Policy Recommendation

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

Mattawa Voyageur Days will be held July 25-28, 2013. Our festival has grown to become a major regional, provincial and nationally recognized event. The Committee has again worked very enthusiastically to ensure that there will be a great list of events. There will be lots of food, great sales, races, displays, shows, Business Marketplace and of course a superb musical entertainment package. Weekend wristbands have sold out the past 5 consecutive years. Mattawa Voyageur Days has also been named TOP100 Festivals and Events in Ontario also in the past 5 consecutive years and is again nominated in 2013

The musical line-up held on Explorer's Point during the four day festival is amongst the best anywhere. The festival will kick off on Thursday EVENING WITH THE STARS. Friday night features New Country Rock and Saturday is 12-12 Rock Where The Rivers Meet followed by Sunday's Wrap Up including incredible fireworks displays to close off the festival.

Sponsorship for the events has been incredible especially in these economic times. The community really believes in this festival and is fully supporting the events. There is also a huge economic impact to the community and especially for our business community estimated at more than \$1.4 million. The Corporation Town of Mattawa is a very important sponsor of Mattawa Voyageur Days. The Committee is requesting the same level of sponsorship and support as in past years.

### Recommendation:

It is therefore recommended that the Corporation Town of Mattawa support the Mattawa Voyageur Days festival held July 25-28, 2013 with a cash sponsorship of \$5,000.00.

Respectfully recommended

Councillor N. Walters

**THE CORPORATION TOWN OF MATTAWA**

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

**CHAIRPERSON: COUNCILLOR N. WALTERS**

**DEPT. HEAD: JACQUES BEGIN**

**TITLE: MATTAWA VOYAGEUR DAYS – CASH ADVANCE**

Draft By-Law

Item

Policy Recommendation

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

Mattawa Voyageur Days will be held July 25 – 28, 2013.

The Corporation of the Town of Mattawa annually advances funds to the Mattawa Voyageur Days Committee. Funds are required for deposits on the entertainment package. The Committee is requesting an advance the same as was for 2012 as the entertainment package has increased significantly over the past few years. These funds are repaid to the Corporation following the annual report to Council. The festival could not operate without these funds.

**Recommendation:**

It is therefore recommended that the Corporation of the Town of Mattawa advance the sum of \$75,000.00 in way of a loan to the Mattawa Voyageur Days Committee.

Respectfully submitted

Councillor N. Walters

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR N. WALTERS

DEPT. HEAD: JACQUES BEGIN

TITLE: 19<sup>TH</sup> ANNUAL PAPA JOE RIDE FOR CANCER

Draft By-Law

Item

Policy Recommendation

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

A request is made annually from Mr. Roger Ogletree regarding the "Papa Joe Ride" which will occur on Saturday May 25, 2013.

Approximately 400 motorcycle drivers ride to raise money for cancer research each year. The Municipality of Mattawa has been the destination of choice by the organizers for many years due to our co-operation and a positive experience. The business community welcomes the riders who park directly on Main Street. This creates a very effective atmosphere and good experience for the riders also.

Council is requested to officially close Main Street for a period of four hours so that the riders can park their motorcycles and enjoy our Mattawa hospitality. The Ministry of Transportation requires a resolution and detour plan during this four hour period.

The Recreation Staff will make the necessary applications to MTO as well inform all emergency services of the closing and re-routing of traffic and emergency traffic as well as setup of barricades prior the event.

**Recommendation:**

It is respectfully recommended that Main Street be closed for a period of 4 hours on Saturday May 25, 2013 from the Bangs Street intersection to the top of Main Street to host the Papa Joe Ride for Cancer event.

Respectfully recommended

Councillor N. Walters

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: ADDITION & REHABILITATION OF DRESSING ROOMS IN THE MIKE RODDEN ARENA**

13-02 Draft By-Law      \_\_\_ Item      \_\_\_ Policy Recommendation

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

The Corporation of the Town of Mattawa recently received funding through the Community Infrastructure Improvement Fund (CIIF) for the construction of two new dressing rooms and replacement of the flooring in the existing dressing rooms.

Attached is the legal agreement between “**HER MAJESTY THE QUEEN IN RIGHT OF CANADA** (“Her Majesty”) hereby represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario **AND: Town of Mattawa** (“Recipient”) a local government.

In summary, Council originally applied for CIIF funding in July 2012, (Page 130 of Resolution Number 12-24), which committed Council to fund \$125,000 of the \$187,000 project by using municipal reserves to fund the municipal portion of the project. It was proposed and accepted by Council that the municipal portion would be paid back by the Recreation Department to Municipal Reserves over a five year period in five equal payments of \$25,000 per year.

With the approval of this agreement Mitchell Architects will commence with the design and engineering work immediately and construction is expected to commence in April 2013.

**Recommendation:**

That the Town of Mattawa adopt By-law 13-02 which authorizes the signing of a contribution agreement for funding under the Community Infrastructure Improvement Fund for the Addition and Rehabilitation of Dressing Rooms in the Mike Rodden Arena.

Respectfully submitted

Councillor C. Lacelle

**THE CORPORATION OF THE TOWN OF MATTAWA**

**BY-LAW NUMBER 13-02**

BEING a by-law to authorize the signing between Her Majesty the Queen in Right of Canada hereby represented by the Minister responsible for Federal Economic Development Agency for Southern Ontario and the Corporation of the Town of Mattawa for the Addition and Rehabilitation of Dressing Rooms in the Mike Rodden Arena.

WHEREAS Section 5, subsection (3) of the Municipal Act S.O. 2001, c.25, as amended, authorizes the Council to pass by-laws enacting agreements.

AND WHEREAS it is desirable to permit the Mayor and Clerk to sign the agreement, Appendix "A", on behalf of the Corporation of the Town of Mattawa for funding in the amount of \$61,815.00.

AND WHEREAS Appendix "A" is attached and forms part of this By-law.

NOW THEREFORE, the Council of the Corporation Town of Mattawa enacts as follows:

1. The Mayor and Clerk are authorized to execute the Agreement, Appendix "A", on behalf of the Corporation Town of Mattawa, which will enter into a contribution agreement for funding under the Community Infrastructure Improvement Fund for the Addition and Rehabilitation of Dressing Rooms in the Mike Rodden Arena.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PLANNING AND DEVELOPMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE P. BELTER

TITLE: COMMITTEE OF ADJUSTMENT MEMBERS FOR 2013

13-03 Draft By-Law                      \_\_\_ Item                      \_\_\_ Policy Recommendation

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

The Town of Mattawa has an approved Official Plan and Zoning By-Law which guides and regulates development within the municipality.

Zoning By-Law Number 85-23 is a document that sets standards for development and is not flexible in its interpretation. Council is empowered by way of Section 44(3) of the Planning Act R.S.O., 1990 to appoint a Committee of Adjustment to consider minor variances to the Zoning document. This Committee has the power to reduce the By-law provisions normally required by the Zoning By-law.

The Committee must be appointed by By-Law each year and can be made up of a minimum of three people and historically the Committee is made up of Councillors although the public may be members. It is now recommended that the three Councillors be appointed to the Committee for 2013.

### Recommendation:

That the Committee of Adjustment be appointed from the members of Council and By-Law Number 13-03 be approved which appoints Councillors Lise Perreault, Paul Dupras and Lorne Mick to the Committee for the year 2013 in accordance with Section 44(3) of the Planning Act.

Respectfully submitted

Councillor L. Mick

**THE CORPORATION OF THE TOWN OF MATTAWA**

**BY-LAW NUMBER 13-03**

WHEREAS, Council adopted By-Law Number 85-26 which established a Committee of Adjustment.

AND WHEREAS Council now wishes to appoint three Committee of Adjustment members for the year 2013.

NOW THEREFORE it is enacted as a by-law of the Town of Mattawa that:

1. Councillors L. Perreault, P. Dupras and L. Mick be appointed to the Committee of Adjustment for the Town of Mattawa.
2. The term of office for the members of the Committee of Adjustment be for the year 2013.

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PLANNING AND DEVELOPMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE P. BELTER

TITLE: PLANNING & ENGINEERING SERVICES FOR LIGHT  
INDUSTRIAL PARK PROJECT

Draft By-Law

Item

Policy Recommendation

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

The Town of Mattawa applied to the Federal and Provincial Governments for financial assistance, in early 2012, to develop a Light Industrial Park south of Brook Street on municipal property.

FedNor has approved a financial contribution of \$370,000 and NOHFC has approved \$555,000 which will be used to develop the industrial park with a 1.1 million estimated budget.

The first step in making this development a reality is to comply with Provincial requirements to ensure Environmental, Planning and Engineering policies and Acts have been complied with.

Council authorized an RFP be prepared in November inviting three Engineering firms to submit proposals to do this specialized work. Three proposals were received, reviewed by staff and JL Richards' proposal was selected to make a presentation to Council at the Committee of the Whole meeting January 7, 2013.

Mr. T. Chadder of JL Richards gave a detailed explanation of the process required for the planning and environmental assessments in order to satisfy the requirements of Provincial legislation and in turn provide the municipality with a viable project which will meet our needs, the funding partners' needs and provide a desirable location for potential industrial companies to establish and locate in Mattawa's Light Industrial Park.

Mr. Chadder summarized the studies which would be prepared by experts in various disciplines including a Geotechnical sub-consultant, a Natural Environment sub-consultant and an Archeological sub-consultant in addition to the expertise of JL Richards' engineers and planners. The work plan includes Planning and Rezoning, Municipal Class Environmental Assessment, Detailed Design, and contract preparation and tender support.

An upset budget of \$99,445.00 was estimated with an April 2013 completion date if there are no delays by other parties that are beyond JL Richards' control.

It is therefore recommended:

**Recommendation:**

That the Town of Mattawa, having received FedNor and NOHFC financial assistance to create a municipal light industrial park, has requested proposals for professional services for the engineering and planning services required to comply with Provincial regulations, and received a detailed explanation from Mr. T. Chadder of JL Richards and Associates at the Committee of the Whole meeting January 7, 2013, now authorizes the firm of JL Richards and Associates to undertake the Planning and Engineering program as proposed in their December 2012 submission with an upset limit of \$99,495.00 and a completion date of April 2013.

Respectfully submitted

Councillor L. Mick

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR P. DUPRAS

DEPT. HEAD: MARC MATHON

TITLE: HIRING OF NEW SEWER & WATER FIELD OPERATOR

Draft By-Law

Item

Policy Recommendation

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

On November 12, 2012 Council authorized the Public Works Department to issue a posting in accordance with the collective agreement to fill a new position of Sewer & Water Field Operator. Presently we have one person in that position and as a result of the changing legal requirements for operating a water plant we are in need of a second person at this position. Further, these same legislation imposed changes to how all municipal water supply facilities are operated have resulted in a distinct change in the make-up of staffs across the province.

The legal requirements imposed over the last 11 years, has led to significantly higher workloads for qualified operators. Consequently, the Public Works Department has less work available for laborers and a significantly increased workload for fully qualified sewer and water operators having a minimum Level 2 Water Operator License and Level 1 Sewer Operator License.

As such we are seeking authorization from Council to eliminate one of the 2 existing laborer positions we presently have and hire a second qualified Sewer & Water Field Operator.

We posted for this position internally and there were no applications from within the bargaining unit as there was no existing staff holding the required qualifications. We then posted externally and advertised in the local newspaper. We received one applicant and interviewed him. He possesses all the necessary qualifications and in addition has extensive experience operating similar Ultra-Violet reactors and other equipment and electronic controls we have installed on our plant.

**Recommendation:**

That Council authorize the Public Works Department to eliminate one of the 2 existing laborer positions and hire Dan Finnigan, the lone qualified applicant, into the position of Sewer & Water Field Operator position in accordance with our hiring policy and the CUPE collective agreement.

Respectfully submitted

Councilor P. Dupras

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: ENVIRONMENTAL SERVICES**

**CHAIRPERSON: COUNCILLOR P. DUPRAS**

**DEPT. HEAD: MARC MATHON**

**TITLE: RFP for SEWAGE TREATMENT PLANT PHOSPHORUS STUDY**

Draft By-Law                       Item                       Policy Recommendation

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

Our Sewage Treatment Plant certificate of approval indicates that our level of phosphorous that leaves our plant should be under 2.5 mg/l. The actual levels over the years have ranged normally between 1.0 and 1.7 mg/l. However in the past 2 years there has been a gradual increase that has increased resulting in some results being over 2.5 mg/l. Although we have attempted to examine this activity internally we need the help of engineering consultants to assist with determining the cause, treatment of the cause and addressing the challenge of reducing the level of phosphorous in our effluent.

Our recent MOE inspection of the sewage treatment plant highlighted this as well and recommends that we immediately seek out a consultant to help with reducing the level of phosphorous in our effluent. We therefore need authorization from Council to issue an RFP to engineering firms with expertise in the biology of sewage treatment to provide us with the necessary services.

**Recommendation:**

That Council authorize the Public Works Department to issue an RFP to 3 qualified engineering consultants to assist with resolving the phosphorous levels issue we are experiencing at the Mattawa sewage treatment plant. The Department will report back to Council with a recommendation.

Respectfully submitted,

Councilor P. Dupras