

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, MARCH 11TH, 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, MARCH 11TH, 2013 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 KJ Conway Communications Inc. – Re: Raise the Flag for World Autism Awareness Day
General Government Services Committee – Clerk
 - 4.2 Ontario Federation of Snowmobile Clubs – Re: Exploring the Province’s Trail Network
Recreation, Tourism & Special Projects Committee – Director of Recreation, Tourism &
Special Projects
 - 4.3 Royal Canadian Legion Branch 254 – Re: Legion Zone Convention Meeting Invitation
General Government Services Committee – Clerk
 - 4.4 Near North District School Board – Children’s Reading Program Invitation
General Government Services Committee – Clerk
 - 4.5 Min. of Community, Safety & Correctional Services – Re: EMO Compliance Notification
Protection to Persons & Property Committee – Clerk
 - 4.6 Minister Responsible for Seniors – Re: 2013 Senior of the Year Award
General Government Services Committee – Clerk
- 5. Questions/Comments (public & Council) about the Content of the Agenda**
- 6. Municipal Report Number 661**
 - **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, March 11, 2013

Members of Council,

Attached please find Municipal Report Number 661 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

Mayor D. Backer and Members of Council:

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday February 25, 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 25th, 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
David Burke, Deputy-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 660

Page No. 37

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

Carried

Page No. 38

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

Carried

Page No. 39

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.

Carried

Recorded Vote on Page 39 and the vote was unanimous

Page No. 40

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

Carried

Resolution Number 13-06

Moved by Councillor M. L. Arrowsmith

Seconded by Councillor C. Lacelle

2/3 *That Page 41 be amended to include Cody Aucoin as Volunteer Firefighters along with Mr. Caleb Jodouin.*

Carried

Page No. 41

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.

Carried

Page No. 42

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 \$1,130.00 plus travel expenses. Normal travel policy will apply.

Carried

Page No. 43

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.

Carried

Resolution Number 13-07

Moved by Councillor C. Lacelle

Seconded by Councillor N. Walters

That the Municipal Report Number 660 be adopted as amended.

Carried

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

Resolution Number 13-08

Moved by Councillor P. Dupras

Seconded by Councillor C. Lacelle

2/3 *That Council authorize the Public Works Department to purchase two replacement human machine interface units at a cost not to exceed \$8,700.00 + HST for both.*

Carried

11. In Camera (Closed) Session – None

12. Return to Regular Session – N/A

13. Adjournment

The regular meeting of Council Monday, February 25, 2013 adjourned at 7:50 p.m.

Mayor

Clerk

Date: MONDAY, MARCH 11TH, 2013

Page No: 38

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: WAYNE P. BELTER

TITLE: FEBRUARY 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 February 2013 which is submitted for your approval.

Respectfully submitted

Councillor C. Lacelle

Cheques

The Town of Mattawa

For the period 2013/02/01 to 2013/02/28

| Cheque | Serial # | Issue Date | Vendor/Payee | Amount | Batch | Status |
|---------|----------|------------|--|-----------|---------|---------|
| B013282 | 4255 | 2013/02/07 | CANU01 CAN. UNION PUB. EMP. | 549.85 | AC01142 | PRINTED |
| B013283 | 4256 | 2013/02/07 | DIRE05 DIRECTOR, | 291.00 | AC01142 | PRINTED |
| B013284 | 4257 | 2013/02/07 | EXPE01 EXPERT PEST CONTROL | 583.08 | AC01142 | PRINTED |
| B013285 | 4258 | 2013/02/07 | HYDR01 HYDRO ONE NETWORKS INC. | 22,181.27 | AC01142 | PRINTED |
| B013286 | 4259 | 2013/02/07 | MINI01 MINISTER OF FINANCE | 224.34 | AC01142 | PRINTED |
| B013287 | 4260 | 2013/02/07 | MINI07 MINISTER OF FINANCE | 89,320.00 | AC01142 | PRINTED |
| B013288 | 4261 | 2013/02/07 | NBDI01 N.B PARRY SOUND DISTRICT HEALTH | 10,076.80 | AC01142 | PRINTED |
| B013289 | 4262 | 2013/02/07 | PELTIM TIM PELLERIN | 200.00 | AC01142 | PRINTED |
| B013290 | 4263 | 2013/02/07 | RECE01 RECEIVER GENERAL FOR CANADA | 11,764.42 | AC01142 | PRINTED |
| B013291 | 4264 | 2013/02/07 | RELHOM RELIANCE HOME COMFORT | 757.66 | AC01142 | PRINTED |
| B013292 | 4265 | 2013/02/14 | ALLSTR ALLSTREAM INC. | 50.00 | AC01143 | PRINTED |
| B013293 | 4266 | 2013/02/14 | BAKE01 BAKER AND ASSOCIATES | 7,747.28 | AC01143 | PRINTED |
| B013294 | 4267 | 2013/02/14 | BELL10 BELL CANADA | 238.47 | AC01143 | PRINTED |
| B013295 | 4268 | 2013/02/14 | BLADAR DARREN BLAY | 211.54 | AC01143 | PRINTED |
| B013296 | 4269 | 2013/02/14 | BLAYEL BLAY ELECTRICAL | 316.40 | AC01143 | PRINTED |
| B013297 | 4270 | 2013/02/14 | BLUSKY THE BLUE SKY ECONOMIC GROWTH C | 7,452.00 | AC01143 | PRINTED |
| B013298 | 4271 | 2013/02/14 | EMCO01 EMCO LTD DISTRIBUTION | 313.10 | AC01143 | PRINTED |
| B013299 | 4272 | 2013/02/14 | FONO01 FEDERATION OF NORTHERN ON MUNI | 210.00 | AC01143 | PRINTED |
| B013300 | 4273 | 2013/02/14 | MARC11 MARC MATHON | 31.87 | AC01143 | PRINTED |
| B013301 | 4274 | 2013/02/14 | MARKW MARK'S WORK WEARHOUSE LTD. | 236.90 | AC01143 | PRINTED |
| B013302 | 4275 | 2013/02/14 | MINI03 MINISTER OF FINANCE | 1,713.05 | AC01143 | PRINTED |
| B013303 | 4276 | 2013/02/14 | NOBUSO NORTHERN BUSINESS SOLUTIONS | 331.94 | AC01143 | PRINTED |
| B013304 | 4277 | 2013/02/14 | NORT33 NORTHERN ENERGY SYSTEMS | 168.37 | AC01143 | PRINTED |
| B013305 | 4278 | 2013/02/14 | OMER01 OMERS | 12,991.42 | AC01143 | PRINTED |
| B013306 | 4279 | 2013/02/14 | PAUL03 PAUL LAFRENIERE CONTRACTING | 6,833.13 | AC01143 | PRINTED |
| B013307 | 4280 | 2013/02/14 | VIANET VIANET INTERNET SOLUTIONS | 233.31 | AC01143 | PRINTED |
| B013308 | 4281 | 2013/02/15 | BANKPY THE BANK OF NOVA SCOTIA | 16,245.14 | AC01144 | PRINTED |
| B013309 | 4282 | 2013/02/15 | CAISPY CAISSE POPULAIRE LTEE | 17,468.12 | AC01144 | PRINTED |
| B013310 | 4283 | 2013/02/20 | MATT15 MATTAWA PETRO CENTRE | 1,120.00 | AC01145 | PRINTED |
| B013311 | 4284 | 2013/02/20 | SPIHS SPI HEALTH & SAFETY INC. | 1,272.32 | AC01145 | PRINTED |
| B013312 | 4285 | 2013/02/21 | MINI01 MINISTER OF FINANCE | 50.00 | AQ00048 | PRINTED |
| B013313 | 4286 | 2013/02/22 | BELL03 BELL CANADA | 37.96 | AC01146 | PRINTED |
| B013314 | 4287 | 2013/02/22 | BELL09 BELL MOBILITY | 277.40 | AC01146 | PRINTED |
| B013315 | 4288 | 2013/02/22 | BLUWAV BLUEWAVE ENERGY | 2,365.43 | AC01146 | PRINTED |
| B013316 | 4289 | 2013/02/22 | BOUL01 BOULANGER SERVICE STATION | 23.73 | AC01146 | PRINTED |
| B013317 | 4290 | 2013/02/22 | CANT01 CANTOL CORP. | 3,947.87 | AC01146 | PRINTED |
| B013318 | 4291 | 2013/02/22 | FERN01 FERN'S DELIVERY | 220.35 | AC01146 | PRINTED |
| B013319 | 4292 | 2013/02/22 | HODG01 HODGSON'S SHARPENING | 484.21 | AC01146 | PRINTED |
| B013320 | 4293 | 2013/02/22 | LORN01 LORNE MICK | 65.30 | AC01146 | PRINTED |
| B013321 | 4294 | 2013/02/22 | MATFOO MATTAWA FOODLAND | 223.32 | AC01146 | PRINTED |
| B013322 | 4295 | 2013/02/22 | MATT11 MATTAWA IDA | 104.17 | AC01146 | PRINTED |
| B013323 | 4296 | 2013/02/22 | MATT19 MATTAWA BONFIELD CHAMBER OF C | 95.00 | AC01146 | PRINTED |
| B013324 | 4297 | 2013/02/22 | MATT71 MATTAWA HARDWARE & GIFTS | 154.72 | AC01146 | PRINTED |
| B013325 | 4298 | 2013/02/22 | MIKEPC MIKEY PC COMPUTER SERVICES | 112.98 | AC01146 | PRINTED |
| B013326 | 4299 | 2013/02/22 | MINI01 MINISTER OF FINANCE | 269.57 | AC01146 | PRINTED |
| B013327 | 4300 | 2013/02/22 | MINI07 MINISTER OF FINANCE | 1,800.00 | AC01146 | PRINTED |
| B013328 | 4301 | 2013/02/22 | POLARH POLAR HEATING & COOLING | 551.44 | AC01146 | PRINTED |
| B013329 | 4302 | 2013/02/22 | PROF01 PROFESSIONAL ENGINEERS ONTARIO | 248.60 | AC01146 | PRINTED |
| B013330 | 4303 | 2013/02/22 | R&DREC R & D RECYCLING | 1,772.70 | AC01146 | PRINTED |
| B013331 | 4304 | 2013/02/22 | RECE01 RECEIVER GENERAL FOR CANADA | 13,331.19 | AC01146 | PRINTED |
| B013332 | 4305 | 2013/02/22 | SMIL01 SMILE INFORMATION SERVICES | 194.86 | AC01146 | PRINTED |

Cheques

The Town of Mattawa

For the period 2013/02/01 to 2013/02/28

| <i>Cheque</i> | <i>Serial #</i> | <i>Issue Date</i> | <i>Vendor/Payee</i> | <i>Amount</i> | <i>Batch</i> | <i>Status</i> |
|---------------|-----------------|-------------------|---|---------------|--------------|---------------|
| B013333 | 4306 | 2013/02/22 | SUPE01 SUPERIOR PROPANE INC. | 752.49 | AC01146 | PRINTED |
| B013334 | 4307 | 2013/02/22 | THEM01 THE MATTAWA RECORDER | 1,999.83 | AC01146 | PRINTED |
| B013335 | 4308 | 2013/02/22 | WORK01 WORKPLACE SAFETY & INS BOARD | 1,715.06 | AC01146 | PRINTED |
| B013336 | 4309 | 2013/02/28 | BERT01 BERT'S AUTOMOTIVE REPAIRS | 4,164.26 | AC01147 | PRINTED |
| B013337 | 4310 | 2013/02/28 | CARQ01 CARQUEST AUTO PARTS | 3,557.54 | AC01147 | PRINTED |
| B013338 | 4311 | 2013/02/28 | CITY01 CITY OF NORTH BAY | 2,104.00 | AC01147 | PRINTED |
| B013339 | 4312 | 2013/02/28 | DUMBAC DUMONT BACKHOE SERVICES | 6,934.00 | AC01147 | PRINTED |
| B013340 | 4313 | 2013/02/28 | GRAN03 GRAND & TOY | 183.12 | AC01147 | PRINTED |
| B013341 | 4314 | 2013/02/28 | LAPCEC CECILE LAPIERRE | 300.00 | AC01147 | PRINTED |
| B013342 | 4315 | 2013/02/28 | NBDI01 N.B PARRY SOUND DISTRICT HEALTH | 5,038.40 | AC01147 | PRINTED |
| B013343 | 4316 | 2013/02/28 | NEAR01 NEAR NORTH LABORATORIES INC, | 1,505.17 | AC01147 | PRINTED |
| B013344 | 4317 | 2013/02/28 | NIPD01 NIP DIS SOCIAL SERV ADMIN BD | 19,330.59 | AC01147 | PRINTED |
| B013345 | 4318 | 2013/02/28 | NORT03 NORTHERN COMMUNICATION SERVIC | 194.19 | AC01147 | PRINTED |
| B013346 | 4319 | 2013/02/28 | NORTRA NORTRAX | 241.10 | AC01147 | PRINTED |
| B013347 | 4320 | 2013/02/28 | PAUL03 PAUL LAFRENIERE CONTRACTING | 6,833.13 | AC01147 | PRINTED |
| B013348 | 4321 | 2013/02/28 | RELHOM RELIANCE HOME COMFORT | 273.52 | AC01147 | PRINTED |
| B013349 | 4322 | 2013/02/28 | SCOT03 KINTORA LTD C/O SCOTT'S DISCOUNT | 22.55 | AC01147 | PRINTED |
| B013350 | 4323 | 2013/02/28 | STRONG STRONGCO EQUIPMENT | 425.84 | AC01147 | PRINTED |
| B013351 | 4324 | 2013/02/28 | WILS01 WILSON'S BUILDERS SUPPLIES | 609.80 | AC01147 | PRINTED |
| | | | | 70 PRINTED | \$293,648.17 | |

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR P. DUPRAS

DEPT. HEAD: MARC MATHON, P. ENG

TITLE: MUNICIPAL FUEL PURCHASING

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

In the past we have tendered out the supply of pumped fuel from local gas stations. Historically, tendered prices came in at between 1.2 and 2.0 cents per liter off the pump price. In order to offer the opportunity to all local gas stations to provide us with fuel, we propose to prepare an offering to the local gas stations to provide the municipal fleet with unleaded gas at a discounted price of 1.5 cents per liter off their pump price. We are prepared to divide our purchases between the gas stations who elect to participate equally in blocks of the year. If we get 2, we will purchase from one for 6 months and the other for 6 months. If we get 3, we will purchase from all 3 in 4 month blocks. This allows us to spread the purchasing among local suppliers contributing more evenly to the local economy.

Recommendation:

That Council authorize the Public Works Superintendent to proceed with the preparation of an offering to the local gas stations to supply the municipality with unleaded gas at a discounted price of 1.5 cents per liter off their regular pump price for a 2 year trial period.

Respectfully submitted

Councillor P. Dupras

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR P. DUPRAS

DEPT. HEAD: MARC MATHON

TITLE: LANDFILL ANNUAL MONITORING REPORT

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Our Certificate of Approval for our landfill site requires us to prepare an annual report on the ground water monitoring of our landfill site operations. In the past, Proctor and Redfern, AECOM and recently Knight Piesold have prepared the report for us because the personnel has been familiar with our landfill site. This year Knight Piesold presented us with more than a \$2,000 increase in cost to prepare the landfill monitoring report. We asked Paterson Group, having an office in North Bay to provide us with a proposal. They have done work for us in that past as they provided us with soils investigation for the Zamboni garage foundation. The two proposals are as follows:

Knight Piesold \$10,500/yr + a note about potential extras related to dealing with Near North Labs.

Paterson Group \$7,950 for 2012, \$8,250 for 2013 and \$8,500 for 2014 with no extras noted.

This recommendation represents cost certainty for the preparation of our landfill monitoring report for the next 3 years producing savings of \$6,800.

Recommendation:

That Council approve the assignment to prepare the 2012, 2013 & 2014 Landfill Site Annual Monitoring Report to Paterson Group of 63 Gibson St., North Bay at the proposed fees of \$7,950 for 2012, \$8,250 for 2013 and \$8,500 for 2014.

Respectfully submitted

Councillor P. Dupras

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR N. WALTERS

DEPT. HEAD: JACQUES BEGIN

TITLE: SPORTS GRANT

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

The Ministry of Tourism, Culture and Sport is pleased to announce the launch of the **Ontario Sport and Recreation Communities Fund**. The OSRCF is a grant program that supports a vision of getting and keeping Ontarians active in community sport, recreation and physical activity. The fund will:

- increase opportunities for participation in sport and recreation by developing new programs or increasing access to existing programs to encourage individuals to become more active and keep those who are, engaged throughout their lives
- support implementation of physical literacy as a foundation for lifelong physical activity among individuals enabling them to make healthier activity choices
- strengthen the community sport and recreation sector by providing training in areas such as coaching, youth development, and volunteer development to provide enhanced service and quality programming

The Corporation Town of Mattawa is eligible to submit an application to receive funding for this program. The application entails a great amount of detail and is a very complicated process. Therefore, assistance is needed to complete the application in a timely manner. Staff do not have the expertise or the resources at hand to provide the detailed information required by the Ministry. Discussions have been held with Dave Saad who has successfully completed 2 other Grants Ontario applications (Drug Strategy Funding and Mattawa Children and Youth Program). He is ready to assist the Town of Mattawa complete this application. The fee is \$800.00 but the return, if successful will be in the neighborhood of +\$25,000.

The funding request is to top up existing part-time staff hours from the Mattawa Children and Youth Program for a one year period to assist with and enable community groups with introducing new sports and increasing registrations in existing sports by attracting new participants especially those at risk. This message was made very clear at a recent public input meeting discussion the drugs and alcohol misuse issues in our community. This will be a “full court press” and push to having our children, youth and adults into a healthier and active lifestyle.

Recommendation:

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.

Respectfully submitted

Councillor N. Walters

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR N. WALTERS

DEPT. HEAD: JACQUES BEGIN

TITLE: PURCHASE AND INSTALLATION OF NEW FURNACE

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

There was an emergency repair and replacement of the furnace at the Mattawa Travel Information Centre last week. Staff entered the Info Centre on Monday morning to a very strong exhaust smell. Polar Heating was immediately contacted and found a critical failure with the furnace heating system. They sourced out a replacement furnace at a cost of approx \$3,200 installed plus applicable taxes. We had to make a decision quickly and authorized the order. Mayor Backer, Wayne Belter and I were informed of this decision by Jacques Begin.

Recommendation:

It is therefore recommended that Council is aware and authorizes the removal of and installation of a new furnace at the Mattawa Travel Information Centre due to an emergency repair and replacement due to a critical failure.

Respectfully recommended

Councillor N. Walters

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR N. WALTERS

DEPT. HEAD: JACQUES BEGIN

TITLE: LAWN MAINTENANCE CONTRACT

Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

Tenders were requested to carry out lawn maintenance services for the Corporation of the Town of Mattawa for 2013. A one-year contract was agreed to be let, with the addition of a one plus one year option (2014 & 2015). These additional years would be let at the option of the Corporation with the bid price already submitted. The bidders were requested to submit a tender accordingly, a lump sum on the high maintenance areas and an individual cost per cut upon request on the low maintenance areas.

The Corporation received two bids. The first tender did not have a tender deposit included. The second bid had the proper tender deposit and the proper municipal procedures and tender terms and conditions were followed. The tender deposit from the successful bidder will be cashed and kept until the end of the contract as per policy.

The bids were as follows:

- 1) Anita Fortin – did not include a tender deposit
 - 2013 High Maintenance Areas \$12,019
 - 2013 Low Maintenance Areas, based on est. 5 cuts= \$1,750 total all areas
 - Total = \$13,769

- 2) Paul Chayer – proper tender deposit submitted
 - 2013 High Maintenance Areas \$12,200
 - 2013 Low Maintenance Areas, based on est. 5 cuts= \$1,300 total all areas
 - Total = \$13,500

The 2013 tender received from Paul Chayer followed the tender policies and included the proper tender deposit and is also the low bid.

Recommendation:

It is therefore recommended that the bid to carry out the lawn maintenance services for 2013 from Paul Chayer in the amount of \$12,200 for the high maintenance areas and further that the low maintenance areas be cut upon request as per the bid submitted be accepted. It is further recommended that the attached By-law 13-07 be adopted which will formalize the Lawn Maintenance Services contract.

Respectfully submitted

Councillor N. Walters

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NO. 13-07

BEING a by-law authorizing the signing of an agreement with Paul Chayer for the lawn maintenance services for Corporation of the Town of Mattawa.

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 Letter of Agreement, Schedule "B", on behalf of the Corporation of the Town of Mattawa.

AND WHEREAS Schedule "A" and "B" are attached and form part of this By-law.

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

1. The Mayor and Clerk are authorized to execute the Letter of Agreement, Schedule "B" on behalf of the Corporation of the Town of Mattawa, which will enter into an agreement with the Paul Chayer for the Lawn Maintenance Services for the year 2013.

READ, PASSED AND ADOPTED this _____ day of _____ 2013.

Mayor

Clerk

Schedule "A" to By-law13-07

2013 Grass Contract

**Between the Corporation of the Town of Mattawa
and Paul Chayer
for
maintenance of grass cutting in the amount of
\$12,200.00**

| | |
|---------------------------------|------------------|
| 6 Pumping Stations | \$ 25.00 |
| Bridge Island ----- | \$ 30.00 |
| Turcotte Park Road ----- | \$ 30.00 |
| Mattawa Island | \$ 100.00 |
| Bissett Street ----- | \$ 75.00 |

\$ 260.00 Low Maintenance Areas

Schedule "B" to By-law 13-07

Letter of Agreement

Between

The Corporation of the Town of Mattawa
hereinafter called the Corporation
of the first part

And

Paul Chayer
Hereinafter called the Contractor
of the second part

WHEREAS the Contractor wishes to provide lawn maintenance services as described in the tender documents, Schedule "A" of By-law Number 13-07 for the Corporation.

AND WHEREAS the Corporation agrees with the Contractor in all respects complied with the provisions of this contract will be paid for in respect of the works the sum of:

\$12,200.00 for 2013

in accordance with the bid sheet as submitted by the Contractor and included with the tender documents in Schedule "A".

AND WHEREAS the Contractor acknowledges and agrees that this "Letter of Agreement" forms part of the tender document Schedule "A".

AND WHEREAS the Contractor agrees that this tender is irrevocable and shall be binding and remain in effect for the term of the contract upon execution.

NOW THEREFORE the parties hereto set their hands and seals attested by their respective proper officers in that behalf;

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

THE CORPORATION OF THE TOWN OF MATTAWA

Date

Mayor

Witness

Clerk

Contractor