

**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, JANUARY 13<sup>TH</sup>, 2014  
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 13<sup>TH</sup>, 2014 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
  - 4.1 Ombudsman Ontario – Re: Annual Report on Investigations of Closed Municipal Meetings  
General Government Services Committee – Clerk
  - 4.2 Mattawa & Area Snowmobile Club – Re: Land Use Agreements  
General Government Services Committee – Clerk
  - 4.3 City of North Bay – Re: Participation in Household Hazardous Waste Program  
Environmental Services Committee – Clerk
  - 4.4 Ministry of Agriculture & Food – Re: 2014 Premier’s Award Program  
General Government Services Committee – Clerk
  - 4.5 Stewardship Ontario – Re: Municipal Blue Box Recycling Funding for 2013  
Environmental Services Committee – Clerk
  - 4.6 Municipality of Huron Shares – Re: Proposed OPP Billing Model  
General Government Services Committee – Clerk
  - 4.7 City of North Bay – Re: Small, Rural and Northern Municipal Infrastructure Fund Program  
General Government Services Committee – Clerk
  - 4.8 Helene Pare – Re: Suggestions for Local Paper and Municipal Website  
General Government Services Committee – Clerk
  - 4.9 Township of Nairn and Hyman – Re: Proposed OPP Billing Model  
General Government Services Committee – Clerk
  - 4.10 OPP – Re: Use of Force Guideline for Conducted Energy Weapon Protection to Persons & Property Committee – Clerk
  - 4.11 FONOM – Re: Small Increase in Annual Membership Fees  
General Government Services Committee – Clerk

## **Monday, January 13, 2014**

### **Correspondence – Cont'd**

- 4.12 MPAC – Re: Municipal Payment for Services Update & 2014 Invoice Estimates  
Finance Committee – Clerk
- 4.13 Head, Clara & Maria Township – Re: Request for Resolution of Support  
General Government Services Committee – Clerk
- 4.14 Champlain Township – Re: Proposed OPP Billing Model  
General Government Services Committee – Clerk
- 4.15 Office of the County Warden – Re: Request for Resolution of Support  
General Government Services Committee – Clerk
- 4.16 Min. of Tourism, Culture and Sport – Re: Ontario Sport & Recreation Communities  
Fund  
Recreation, Tourism & Special Projects Committee – Director of Recreation, Tourism &  
Special Projects
- 4.17 Papineau-Cameron Township – Re: Highway Fire Emergency Calls on Highway 17  
Fire Department Committee – Fire Chief
- 4.18 Townships of Seguin, Archipelago, McDougall, Limerick, Tay Valley, Fort Frances &  
the Village of Oil Springs – Re: OPP Proposed Billing Model  
General Government Services Committee – Clerk
- 4.19 Township of Algonquin Highlands – Re: OPP Proposed Billing Model  
General Government Services Committee – Clerk
- 4.20 AMO – Re: Transit Panel Recommendations and Municipal Election Act Bill  
General Government Services Committee – Clerk
- 4.21 Landfill Advisory Committee – Re: Update on Algonquin Land Claim  
General Government Services Committee – Clerk
- 4.22 Michael Lee Valois – Re: Property Taxes and Water/Sewer Account  
General Government Services Committee – Clerk
- 4.23 Ministry of Training, Colleges & Universities – Re: Building Skills Together Report  
General Government Services Committee – Clerk
- 4.24 Township of Limerick – Re: Proposed OPP Billing Model  
General Government Services Committee – Clerk
- 4.25 Jay Aspin, MP – Re: Gas Tax Fund Announcement Meeting  
General Government Services Committee – Clerk

## **Monday, January 13, 2014**

### **Correspondence – Cont'd**

- 4.26 AMO – Re: New Child Care Legislation Introduced  
Social & Family Services Committee – Clerk
  - 4.27 Township of Archipelago – Re: Proposed OPP Billing Model  
General Government Services Committee – Clerk
  - 4.28 Ministry of Energy – Re: Long-Term Energy Plan  
Environmental Services Committee – Clerk
  - 4.29 Ministry of Citizenship and Immigration – Re: Ontario Medals for Young Volunteers  
General Government Services Committee – Clerk
  - 4.30 Ontario Parks – Re: Algonquin Provincial Park Private Cottage Tenure Term Extension  
General Government Services Committee – Clerk
  - 4.31 Autism Ontario – Re: World Autism Awareness Day  
Social & Family Services Committee – Clerk
  - 4.32 VMUTS – Re: Sale of Trail Passes  
Recreation, Tourism & Special Projects Committee – Director of Recreation, Tourism &  
Special Projects
  - 4.33 Contact North – Re: Connecting Residents to Educational Opportunity  
General Government Services Committee – Clerk
  - 4.34 North Bay-Mattawa Conservation Authority – Re: October 23<sup>rd</sup> Meeting Minutes  
Conservation Authority Committee – Clerk
  - 4.35 East Ferris Township – Re: Small, Rural & Northern Municipal Infrastructure Fund  
General Government Services Committee – Clerk
- 5. Questions/Comments (public & Council) about the Content of the Agenda**
- 6. Municipal Report Number 680**
- 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) None**
12. **Return to Regular Session**
13. **Adjournment**

Monday, January 13, 2014

Members of Council,

Attached please find Municipal Report Number 680 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>1</b>
<b>DECEMBER CHEQUE REPORT</b>	<b>2</b>
<b>BORROWING BY-LAW WITH SCOTIABANK</b>	<b>3</b>
<b>DISPOSAL OF SURPLUS EQUIPMENT</b>	<b>4</b>
<b>CITY OF NORTH BAY'S HOUSEHOLD HAZARDOUS WASTE PROGRAM</b>	<b>5</b>
<b>SEWER &amp; WATER INSTALLATION SERVICES CONTRACT FOR LIGHT INDUSTRIAL PARK</b>	<b>6</b>

**Date: MONDAY, JANUARY 13<sup>TH</sup>, 2014**

**Page No: 1**

**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 December 9, 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, December 9, 2013 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer  
Councillor N. Walters\*\*  
Councillor L. Mick  
Councillor L. Ross  
Councillor M. L. Arrowsmith  
David J. Burke, Deputy-Clerk/Treasurer

\*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 679

Page No. 206

*It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday November 25, 2013 be adopted as circulated.*

Carried

Page No. 207

*That the Town of Mattawa adopts By-Law 13-22, which will amend By-Law # 08-25, as amended, in order to designate the entire property of the Hôpital de Mattawa Hospital as being smoke-free.*

Carried

Page No. 208

It is therefore recommended that the Corporation of the Town of Mattawa advance the sum of \$100,000.00 in way of a loan to the Mattawa Voyageur Days Committee.

Carried

Page No. 209

*It is therefore recommended that Jacques Begin attend the Festivals and Events Ontario Conference in Richmond Hill Ontario February 27 - March 2, 2014. The total cost to the Corporation of the Town of Mattawa will be approximately \$1,000.00 plus travel.*

Carried



Page No. 210

*That the Mattawa Fire Department proceed with the purchase of three 4500 cubic foot storage bottles at a cost of approximately \$3200.00.*

Carried

Page No. 211

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

Carried

Page No. 212

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) 1-20-210-509-350 *Reserve for Working Fund  
\$453,353.00 to Reserve*
- 3) 1-20-210-509-061 *Reserve from OMPF Reconciliation to Working Fund  
\$30,800.00 to Reserve*
- 4) 1-80-810-996-892 *Reserve for Brook Street Light Industrial Park Project  
\$42,500.00 to Reserve*  
1-80-810-996-603 *Federal Gas Tax Reserve  
\$162,000.00 to Reserve*
- 5) 1-60-612-509-000 *Reserve for Landfill Tipping Fees  
\$15,000.00 to Reserve*
- 6) 1-20-210-554-233 *Reserve for Salary Adjustments  
\$28,000.00 to Reserve*
- 7) 1-30-300-509-451 *Reserve for Rescue Van Replacement  
\$30,000.00 to Reserve*
- 8) 1-62-610-509-891 *Water Reserve  
\$20,000.00 to Reserve*
- 9) 1-62-610-509-890 *Reserve for Pump (Water)  
\$10,000.00 to Reserve*
- 10) 1-60-612-570-000 *Reserve for Landfill Improvements  
\$50,000.00 to Reserve*
- 11) 1-70-710-570-000 *Reserve for Recreation Capital (Timmins Park)  
\$25,000.00 to Reserve*
- 12) 1-80-800-507-000 *Reserve for updating Official Plan  
\$25,000 to Reserve*

Carried

Page No. 213

*That the December 23, 2013 Regular Meeting of Council be cancelled due to everyone's busy Christmas holiday schedule and business normally conducted at that meeting be dealt with at the January 13, 2014 Regular Meeting of Council.*

Carried

Page No. 214

*That the Town of Mattawa contribute \$200.00 to the Christmas Day community dinner which will be held at the Mattawa Legion by a group of good Samaritans from 5-8 pm.*

Carried

Page No. 215

*That the Town of Mattawa supports and endorses the District of Nipissing Social Services Administration Board with the submission to the Ministry of Municipal Affairs and Housing of the 10-Year Housing and Homelessness Plan and encourages the Province to approve and assist with the implementation of the Housing Plan going forward.*

Carried

Resolution Number 13-44

Moved by Councillor L. Mick

Seconded by Councillor L. Ross

*That the Municipal Report Number 679 be adopted as amended.*

Carried

7. Committee Reports

8. Questions from the Floor

\*\*Councillor N. Walters arrived for the meeting during the New/Old Business section of the Agenda

9. New/Old Business

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

Resolution Number 13-45

Moved by Councillor L. Ross

Seconded by Councillor M. L. Arrowsmith

2/3 *That Council authorize the Public Works Department to purchase a used sand spreader for our MT5 from Joe Johnson Equipment (stock #U 281) at a cost of \$2,500 + HST and a used 2008 V plow serial number HV5-225 at a cost of \$1,500 + HST.*

Carried

11. In Camera (Closed) Session (None)

12. Return to Regular Session

13. Adjournment

The regular meeting of Council Monday, December 9, 2013 adjourned at 7:45 p.m.

---

Mayor

---

Clerk

Date: MONDAY, JANUARY 13<sup>TH</sup>, 2014

Page No: **2**

**THE CORPORATION TOWN OF MATTAWA**

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: WAYNE P. BELTER

TITLE: DECEMBER 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 December 2013 which is submitted for your approval.

Respectfully submitted

Councillor C. Lacelle

**THE CORPORATION TOWN OF MATTAWA**

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: WAYNE P. BELTER

TITLE: BORROWING BY-LAW NUMBER 14-01

X  Draft By-Law                           Item                           Policy Recommendation

---

**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. 14-01**

**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 **2014**.
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. 14-01 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 13<sup>th</sup> day of January 2014 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 \_\_\_\_\_ 2014.

---

Mayor

---

Clerk





**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: TRANSPORTATION SERVICES**

**CHAIRPERSON: COUNCILLOR P. DUPRAS**

**DEPT. HEAD: MARC MATHON**

**TITLE: DISPOSAL OF SURPLUS EQUIPMENT**

Draft By-Law

Item

Policy Recommendation

---

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

With the recent acquisition of a newer plow truck and pickup truck, the 1987 dump truck and the recreation department's F-350 flatbed truck have now become surplus. We recommend that we look to dispose of these pieces of equipment by way of advertised tender. It is proposed that a minimum bid of \$1,000 for the dump truck and \$400 for the F-350 be included in the advertisement.

**Recommendation:**

That Council authorize the staff to place an advertisement calling for bids for the disposal of the 1987 GMC dump truck and the recreation F-350 flatbed truck.

Respectfully submitted,

Councilor P. Dupras

**THE CORPORATION TOWN OF MATTAWA**

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR P. DUPRAS

DEPT. HEAD: MARC MATHON

TITLE: CITY OF NORTH BAY'S HOUSEHOLD HAZARDOUS WASTE PROGRAM

Draft By-Law       Item       Policy Recommendation

---

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

Presently the Mattawa Landfill Site is not permitted to accept any household hazardous wastes, such as chemicals, paints, thinners, aerosol cans, batteries, oils, etc...

We have been offered to participate in the City of North Bay's household hazardous waste depot program for a cost of \$2 per household. There are 45,000 households in the North Bay and surrounding municipalities using the service and the cost of operating the facility is close to \$200,000. Our cost to participate in this program in 2013 was approximately \$2,100. This year our participation in the program will be approximately \$2,200, and the Hazardous Waste Facility will be open year round.

The North Bay Household Hazardous Waste Facility operates year round now and is open from Wednesday through Saturday from 8:00 am to 6:00 pm. The facility also includes a paint exchange area for residents offering free paints / stains that have been deemed usable by the facility operator.

By taking part in this program we will continue to have an answer to the frequent questions from the public regarding household hazardous wastes.

**Recommendation:**

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 \$2,200 for 2014.

Respectfully submitted

Councillor P. Dupras

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: ENVIRONMENTAL SERVICES**

**CHAIRPERSON: COUNCILLOR P. DUPRAS**

**DEPT. HEAD: MARC MATHON**

**TITLE: SEWER & WATER INSTALLATION SERVICES CONTRACT FOR LIGHT INDUSTRIAL PARK**

X Draft By-Law      \_\_\_ Item      \_\_\_ Policy Recommendation

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

At the regular Council Meeting of July 8, 2013, Council authorized the Public Works Department to invite contractors to provide quotes to install sewer and water lines from Brooke Street to Dorion Street for servicing our newly rezoned industrial land. At the November 25<sup>th</sup>, 2013 regular meeting Council accepted Bruman Construction’s bid. This item is for the passing of a By-Law to enter into contract with Bruman Construction to carry out the work.

The Tendered Price from Bruman based on estimated quantities and unit prices for the contract items was presented as follows:

<u>Bidder</u>	<u>Sewer &amp; Water</u>	Provisional <u>Rock Removal</u>	<u>Granular B</u>	<u>Culvert</u>
Bruman Construction	\$705,668.50	\$136.42 / m3	\$18.86 / tonne	\$294.09/ m

The provisional price for rock removal will only be in effect if we incur rock while installing the pipe works. We have reduced the extents of the pipe being installed along Dorion St to 200m which will service the immediate future industrial tenants and will reduce the estimated sewer and water costs to approximately \$620,000 inclusive of the railroad crossing OVR costs.

Our project budget is just over \$1M and with the approximate \$125,000 spent on engineering and re-zoning we should be left with just over \$250,000 for roadwork on Dorion Street. It is expected that this will be sufficient for some re-alignment and paving of the road and minimal grade reduction. The roadwork is expected to take place in spring of 2014 and be completed in June.

This item is to pass a by-law to enter into a formal contract with Bruman Construction for the undertaking of the project as bid with the adjusted estimated quantities as shown below. The adjustment to the quantities will be formalized in the form of a change order to the Contractor.

**Recommendation:**

That Council adopt By-law 14-02 to enter into contract with Bruman Construction Inc. for the

undertaking of the project to extend sanitary and water services to Dorion Street as depicted in the accepted tender documents with quantities to be adjusted to reflect no more than 200 m of sewer and water lines installed along Dorion Street.

Respectfully submitted,

Councilor P. Dupras

**THE CORPORATION OF THE TOWN OF MATTAWA**

**BY-LAW 14-02**

BEING a By-law authorizing the signing of an agreement with Bruman Construction Inc. for the extension of sanitary and water services to Dorion Street which comprises of 810m of 250mm watermain and appurtenances, and 810m of 200mm sanitary sewer and appurtenances servicing Dorion Street from the existing municipal systems in the Town of Mattawa.

WHEREAS this agreement will permit the municipality to extend their water and sewer services south from Brook and Pine Streets up to Dorion Street as part of the Light Industrial Park Project.

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

AND WHEREAS it is desirable to permit the Mayor and Clerk to sign the agreement, Schedule "A", on behalf of the Corporation of the Town of Mattawa.

AND WHEREAS Schedule "A" is attached and forms 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 Agreement, Schedule "A" on behalf of the Corporation of the Town of Mattawa, which will enter into an agreement with Bruman Construction Inc.
2. That this By-law shall come into full force upon the passing thereof.

READ, PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk