

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, JANUARY 27TH, 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 27TH, 2014 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 Survey Monkey – Re: Municipal Elected Officials Survey Request
General Government Services Committee – Clerk
 - 4.2 Municipal Employer Pension Centre of Ontario – Re: 2012 Annual Report
General Government Services Committee – Clerk
 - 4.3 North Bay-Mattawa Conservation Authority – Re: Summary of Assessment Report Changes
Conservation Authority Committee – Clerk
 - 4.4 Randy Pettapiece, MPP – Re: Request for Resolution of Support
General Government Services Committee – Clerk
 - 4.5 AECOM – Re: Notice of Public Information Meeting on Highway 17 Planning Study
General Government Services Committee – Clerk
 - 4.6 AMO – Re: Land Use Planning and Appeals System Consultation
Planning & Development Services Committee – Clerk
 - 4.7 Ontario Federation of Anglers & Hunters – Re: Proposal for Spring Bear Hunt
General Government Services Committee – Clerk
 - 4.8 Northeastern Fire Education Conference – Re: Annual Conference Registration Information
Fire Department Committee – Clerk
 - 4.9 Township of Whitewater Region – Re: Opposition to Proposed OPP Billing Model
General Government Services Committee – Clerk
 - 4.10 FONOM – Re: January Newsletter
General Government Services Committee – Clerk
 - 4.11 North Bay Parry Sound District Health Unit – Re: 2014 Levy Information
Health Services Committee – Clerk

Monday, January 27, 2014

Correspondence – Cont'd

- 4.12 Ministry of the Environment – Re: Environmental Compliance Approval for Dorion Street Environmental Services Committee – Clerk
- 4.13 City of North Bay – Re: Support of the City of North Bay's Efforts to Attract 2nd Air Carrier General Government Services Committee – Clerk

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

6. Municipal Report Number 681

- 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 27, 2014

Members of Council,

Attached please find Municipal Report Number 681 for consideration by Council.

Respectfully submitted

Wayne P. Belter
Administrator/Clerk/Treasurer

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Date: MONDAY, JANUARY 27TH, 2014

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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 January 13, 2014 and the Special Meeting of Monday January 20, 2014 be adopted as circulated.

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, January 13, 2014 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer
Councillor N. Walters
Councillor C. Lacelle
Councillor L. Mick
Councillor P. Dupras
Councillor L. Ross
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 680

Page No. 1

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday December 9, 2013 be adopted as circulated.

Carried

Page No. 2

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

Carried

Page No. 3

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.

Carried

Page No. 4

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.

Carried

Page No. 5

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.

Carried

Page No. 6

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.

Carried

Resolution Number 14-01

Moved by Councillor L. Mick

Seconded by Councillor L. Ross

That the Municipal Report Number 680 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)
11. In Camera (Closed) Session (None)
12. Return to Regular Session
13. Adjournment

The regular meeting of Council Monday, January 13, 2014 adjourned at 8:10 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Monday, January 20, 2014 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer
Councillor N. Walters
Councillor C. Lacelle
Councillor P. Dupras
Councillor L. Ross
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.

2. Meeting Called to Order

2. No Disclosure of Pecuniary Interest and Nature Thereof

3. Committee Reports

3.1 Mike Rodden Arena – Proposed Dressing Room Construction

Jacques Begin, Director of Recreation, Tourism & Special Projects, presented a written report on the proposed portable dressing room which was favourably received by Council. Pending CIIF Funding approval Council would consider a resolution recommending the purchase and installation of improvements at the Mike Rodden Arena at the regular meeting of Monday January 27, 2014.

3.2 Succession Planning – Pending retirement of Administrator/Clerk/Treasurer

4. In Camera (Closed Session)

Resolution Number 14-02

Moved by Councillor N. Walters

Seconded by Councillor L. Ross

2/3 *That this Committee proceed in Camera in order to address a matter pertaining to Personal Matters about an identifiable individual, including municipal or local board employees;*

Carried

Council requested Wayne Belter, Clerk, remove himself, after he gave a brief outline of possible Council options, for the discussion of the upcoming retirement and succession planning in the Administration Department. A resolution was passed to appoint a temporary clerk.

Resolution Number 14-03

Moved by Councillor N. Walters

Seconded by Councillor L. Ross

- 2/3 *That this Committee appoint Councillor Laura Ross to act as Temporary Clerk during the closed meeting session January 20, 2014 for the matter of discussing the retirement of Administrator/Clerk/Treasurer.*

Carried

12. Return to Regular Session

Resolution Numbers 14-04

Moved by Councillor N. Walters

Seconded by Councillor L. Ross

- 2/3 *That the In Camera session reconvene at 8:10 p.m.*

Carried

Mayor Backer stated the in-camera session commenced Council discussions concerning succession planning in the Administration Department.

13. Adjournment

The special meeting of Council Monday, January 20, 2014 adjourned at 8:11 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE P. BELTER

TITLE: AMCTO MUNICIPAL ELECTIONS TRAINING

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

The Association of Managers, Clerks and Treasurers of Ontario, (AMCTO), is hosting a one day Municipal Elections Training workshop in North Bay February 5, 2014.

This workshop will bring municipal staff up to speed on the upcoming Municipal Elections and it is recommended that David Burke, Deputy-Clerk/Treasurer and Francine Desormeau, Administrative Assistant both attend as the information provided will teach the current concepts to fulfill the municipality's legal election management responsibilities.

The cost of the one day workshop for both staff to attend will be \$675.74 including HST. Staff have attended this workshop in the past and found it very informative and a key part of preparing for the election.

Recommendation:

That David Burke, Deputy-Clerk/Treasurer, and Francine Desormeau, Administrative Assistant, both attend AMCTO's Municipal Elections Training February 5, 2014 at a total cost of \$675.74 which will be held in North Bay. Normal travel policy will apply.

Respectfully submitted,

Councilor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES COMMITTEE

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE P. BELTER

TITLE: CITY OF NORTH BAY'S EFFORTS TO ATTRACT SECOND AIR CARRIER

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

In the correspondence section of this agenda, (4.13), Mayor Al McDonald from the City of North Bay is requesting Council's support in attracting a second air carrier, West Jet Encore, to the North Bay Airport.

Mayor McDonald explained the benefits of attracting new transportation and infrastructure to the north and for these reasons it is recommended Council support this position.

Recommendation:

That Council supports and endorses Mayor McDonald and the City of North Bay's intention to attract a second air carrier and an appropriate letter of support be prepared for Mayor Backer's signature

Respectfully submitted,

Councilor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE P. BELTER

**TITLE: CAPACITY FUNDING CONTRIBUTION AGREEMENT FOR
ASSET MANAGEMENT PLAN**

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

Mayor D. Backer and Members of Council:

The Ontario Ministry of Agriculture, Food and Rural Affairs, (OMAFRA), approved funding in the amount of \$21,302.29 to assist our municipality with the implementation of an Asset Management Plan.

In order to receive the funding, an agreement must be signed which will finalize our participation and funding under the Small Rural and Northern Municipal Infrastructure Fund – Capacity Program (SRN-CPY).

Recommendation:

That the Town of Mattawa approve By-law 14-04 which is a By-law authorizing the signing of an agreement with the Ontario Ministry of Agriculture, Food and Rural Affairs under the Small Rural and Northern Municipal Infrastructure Fund – Capacity Program to provide for funding to implement the municipality’s Asset Management Plan.

Respectfully submitted

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 14-04

BEING a by-law authorizing the signing of an agreement with HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO as represented by the Minister of Rural Affairs and the Corporation of the Town of Mattawa, to assist with the implementation of an Asset Management Plan.

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, Appendix “A”, on behalf of the Corporation of the Town of Mattawa.

AND WHEREAS Appendix “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, Appendix “A” on behalf of the Corporation of the Town of Mattawa, which will enter into an agreement with the Minister of Rural Affairs.

READ, PASSED AND ADOPTED this _____ day of _____, 2014.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BUILDING DEPARTMENT

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: MARC MATHON

TITLE: SUPPORT FOR OPPOSITION OF RECERTIFICATION OF BUILDING OFFICIALS

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

After reviewing the new regulation O.Reg 332/12 (knowledge and maintenance examinations) we realized that the financial demands and resource drain it will cost far outweighs the minimal benefits it will bring to the industry. As such we oppose the requalification components of O.Reg 332/12.

We ask that the following resolution be adopted and circulated to the Minister, Ontario Building Officials Association and AMO:

Recommendation:

Whereas, municipal building officials are the main practitioners of the Ontario Building Code (OBC) and use the OBC on a daily basis in the carrying out of their duties;

And whereas Bill 124 that passed in 2005 required all municipal building officials to undertake a series of qualification exams;

And whereas a subsequent regulation 332/12 (knowledge and maintenance examinations) requires our already qualified officials to requalify by taking a similar series of qualification exams again;

And whereas Ontario Building Code knowledge updating and maintenance training program could achieve the same objective much more effectively and at much less cost.

And whereas this requalification process will put municipalities to financial hardships in terms of registration costs, travel costs, days away from the office to undertake their regular duties in performing timely inspections that is expected by the building industry;

And whereas, municipal building officials acknowledge the need to stay current with legislation and to undergo necessary training to do so;

And whereas, the builders and home owners will suffer slower response time for building permits and

inspections until all of the building officials are requalified;

Now, therefore, The Corporation of the Town of Mattawa, in support of the Southwestern Chapter of the Ontario Building Officials Association resolves:

That any amendments to the OBC include provisions for training opportunities rather than requalification examinations as the means by which building officials remain current of changes to the OBC.

That municipal building officials, as the primary practitioners of the OBC, receive the same treatment as plumbers, electricians, professional engineers and architects with regards to exemption from requalification.

That the negative impact and delays that Ontario regulation 332/12 will have on the issuance of permits, Inspections and response times to inquiries by municipal building officials should be taken in to consideration.

That municipalities and taxpayers be spared the cost of 'knowledge and maintenance examinations' under the proposed amendment to the OBC which will provide undue hardship to municipalities through lost productivity, early retirement and costs associated with the 13 categories of examinations required by fully qualified inspectors.

Respectfully submitted,

Councillor L. Ross

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BUILDING DEPARTMENT

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: MARC MATHON

TITLE: MATTAWA & AREA FOOD BANK AUTHORIZATION FOR
ISSUANCE OF BUILDING PERMIT

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

As it is in the best interest of the community for the municipality to continue to be host to the Mattawa and Area Food Bank there are two things that need to be addressed. The first is taking advantage of the generous contribution from the Sisters towards the construction of a new permanent building to be located on the arena property and secondly the formalization of our relationship with them by way of agreement.

In order to construct the building considering that the property is owned by the municipality, there needs to be approval from Council to issue authorization to the Mattawa and Area Food Bank to obtain a building permit for the construction of the building on the municipality's behalf. They have consultants that have designed the building and will oversee its construction and all appears to be in order from a Building Code perspective.

Secondly, this is to authorize staff to prepare an agreement formalizing the relationship between the Mattawa and Area Food Bank and the Town of Mattawa. Specifically it will note that the Town will be owner of all fixed physical assets once completed and the Mattawa and Area Food Bank will be tenants.

Recommendation:

That in order to facilitate the progress of the project of building an additional new Mattawa and Area Food Bank building, Council approves of the issuance of an Owner's Consent Form to authorize the Mattawa and Area Food Bank to obtain a building permit on the municipality's behalf and carry out the construction of the building in complete accordance with the building permit conditions. Staff will return to Council with an agreement for consideration detailing its assumption of ownership of the fixed physical assets and the tenancy of the Mattawa and Area Food Bank for the long term.

Respectfully Recommended

Councillor L. Ross

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PROTECTION TO PERSONS AND PROPERTY

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: WAYNE P. BELTER

TITLE: CONTRACT AGREEMENT EXTENSION WITH OPP

X Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Council received a copy of the draft renewal agreement from the Ontario Provincial Police in December 2013 extending the current agreement until the end of 2014 when a new Provincial funding formula and appropriate contract will be presented to Council for consideration.

The four municipalities forming the Group of Four Police Services Board have been forwarded a copy and we are assuming they are all in agreement with extending the contract.

The existing contract expires April 30, 2014 and a renewal proposal for policing provides for two options. The current option we presently have provides for policing under Section 10 PSA contract arrangement which is basically an all inclusive contract providing maximum policing for a set cost. The second option and previously not chosen by the Group of Four is a non-contract option which excludes certain OPP activities and although potentially a cheaper option the Group of Four preferred the value received for service under a Section 10 PSA contract.

It is recommended Council continue with the Section 10 PSA contract option which is the status quo for service received in past contracts.

Recommendation:

That the Town of Mattawa entire into an agreement with the Ministry of Community Safety and Correctional Services for the provision of Police Services and By-law 14-03 is adopted which authorizes the signing of the agreement.

Respectfully submitted

Councillor L. Ross

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 14-03

BEING a by-law to authorize the execution of an agreement with the Minister of Community Safety and Correctional Services of Ontario for the provision of police services in the Town of Mattawa.

WHEREAS Section 10 of the said Act provides that municipalities may enter into an agreement with the Minister of Community Safety and Correctional Services for the provision of police services for the municipality by the Ontario Provincial Police.

AND WHEREAS a Section 10 PSA contract has been prepared setting out the mutual rights and obligations of the Minister of Community Safety and Correctional Services and the Mattawa Group of Four, consisting of the Town of Mattawa, Township of Papineau-Cameron, Township of Calvin and the Township of Mattawan.

AND WHEREAS it is deemed useful and expedient for the Town of Mattawa to enter into an agreement.

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

1. The Mayor and Clerk are authorized to execute an agreement with the Minister of Community Safety and Correctional Services for the provision of police services by the Ontario Provincial Police.
2. The agreement is attached as Schedule "A" which forms part of this By-law.
3. The By-law shall come in to force and take effect on the date of its passing.

READ, PASSED AND ADOPTED this _____ day of _____ 2014.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR N. WALTERS

DEPT. HEAD: JACQUES BEGIN

TITLE: PORTABLE DRESSING ROOM AT MIKE RODDEN ARENA

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Three years ago, The Town of Mattawa was approached by an interested party wishing to locate a Greater Metro Hockey League Junior “A” Team in Mattawa. They came here with full expectations of success and icing a competitive team. The Town of Mattawa and the Mattawa citizens were excited about the prospect of having this calibre of team playing in Mattawa.

As a result, the Town of Mattawa agreed to some upgrades to the facilities and also agreed to provide some dedicated space within the facilities. Upgrades included safety meshing around the rink boards, upgrades to the dressing rooms which included a new doorway installed between rooms 4 & 5 and a new door installed to access room 4 from the ice area. The GMHL team built player stalls in the rooms and some other minor upgrades. The Town spent approximately \$10,000 with these upgrades.

However, a significant problem arose as a result of dedicated dressing rooms. A shortage occurred for our Minor Hockey Association on a constant basis especially a need for a girls’ dressing room for games. The other problem that is ongoing is the foul odour permeating from the room even with laundering clothes and uniforms.

As a result, the Town of Mattawa made application to receive funds under the Community Infrastructure Improvement Fund, (CIIF), for the construction of additional space for dressing room purposes and new flooring for all dressing rooms and hallway. However, the contract bids received were in excess of the budget allocation for such construction. The Town of Mattawa completed the flooring portion on the existing rooms but turned back the CIIF funds for the construction.

There is interest from another Ownership group to locate a Junior Hockey team here in Mattawa once the Voyageurs season is completed. Initial discussions include a six-year contract with an additional four-year extension option. They too are requesting dedicated dressing room space as well as many other concessions in an attempt to be a viable entity in Mattawa.

Preliminary discussions with representatives of the Federal Economic Development Agency for Southern Ontario whom provided the CIIF funding have taken place requesting if they would reallocate the funds previously dedicated to the construction of a new dressing room. This would be considered conditional upon a few things but most importantly a completion date of March 31, 2014 with no extension permitted. We have recently been informed of the possibility of acquiring a professionally designed portable hockey dressing room that would house and meet the needs of the new team. This would be absolutely ideal as this room would alleviate the vast majority, if not all our existing space concerns and further resolve the odour issues.

Staff met with a representative from ModSpace who design portable dressing rooms for general use all the way up to Professional Team room requirements (eg. Toronto Argonauts). They will provide a couple of layout options for our consideration. Location is a key factor in the final design. The Building Department (Marc Mathon) is reviewing our location options prior to final design and prices.

Preliminary budget figures indicate that this project can be completed at near or under the original project funding provided by CIIF(33%) and the Town of Mattawa (66%). Final estimated figures were not ready for this meeting but will be available shortly. Council approval in principal is requested to move forward with getting details for final approval so that the project can be completed prior to March 31, 2014.

Recommendation:

It is therefore recommended that the Corporation of the Town of Mattawa proceed in principal with the purchase and installation of a portable dressing room at the Mike Rodden Arena and Community Centre. Council will be presented with cost estimates prior to final approval. Representatives from the Federal Economic Development Agency for Southern Ontario, under the Community Infrastructure Improvement Fund, (CIIF), Program is presently reviewing our request to provide 33% funding for the project.

Respectfully recommended

Councillor N. Walters

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 2014

14-05 Draft By-Law Item Policy Recommendation

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 2014.

Recommendation:

That the Committee of Adjustment be appointed from the members of Council and By-Law Number 14-05 be approved which appoints Councillors Laura Ross, Paul Dupras and Lorne Mick to the Committee for the year 2014 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 14-05

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 2014.

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

1. Councillors L. Ross, 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 2014.

READ, PASSED AND ADOPTED this _____ day of _____ 2014.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR P. DUPRAS

DEPT. HEAD: MARC MATHON

TITLE: LANDFILL SITE DESIGN & OPERATION ECA AMENDMENT

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

At the regular Council Meeting of October 27, 2013, Council authorized the Public Works Department work with R.V. Anderson Associates Limited towards carrying out a work plan for obtaining an amendment to our Environmental Certificate of Approval to change the footprint of our landfill site in an effort to increase the life cycle of the landfill site and to delay and spread the cost of closure well into the future.

We have begun work on the project and established a plan of attack which has led to the development of an agreement for the services to be rendered. The recommendation from October 27th, 2013 was to prepare and enter into an MEA / CEO agreement with an upset limit of \$74,983.80 for the services outlined in the accepted proposal.

This item is to adopt a By-Law to enter into a formal contract with R.V. Anderson Associates Limited as described above.

Recommendation:

That Council adopt By-law #14-06 to enter into a MEA / CEO agreement with RV Anderson for the undertaking of the project to amend our Environmental Certificate of Approval to change our approved landfill footprint and revise our Design and Operations Plan for our landfill site.

Respectfully submitted,

Councilor P. Dupras

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW 14-06

BEING a By-law authorizing the signing of an agreement with R. V. Anderson Associates Limited to develop a revised Design and Operations report for the Mattawa Landfill site in support of an Environmental Certificate of Approval amendment.

WHEREAS this agreement will permit the municipality to change the footprint of the landfill site in an effort to increase its life cycle and to delay and spread the cost of closure well into the future.

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 R. V. Anderson Associates Limited.
2. That this By-law shall come into full force upon the passing thereof.

READ, PASSED AND ADOPTED this _____ day of _____, 2014.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FIRE DEPARTMENT

CHAIRPERSON: COUNCILLOR M. L. ARROWSMITH

DEPT. HEAD: WAYNE P. BELTER

TITLE: ANNUAL NORTHEASTERN FIRE EDUCATION CONFERENCE

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

The 16th Annual Northeastern Fire Education Conference is being held March 20-23, 2014 this year. As you are aware this conference deals with all aspects of effectively maintaining a Fire Department and deals with administration, training, volunteer retention and fire prevention.

Fire Chief Belanger, Deputy Chief Dupras and I would like to attend this year as we have for the last ten years. The cost for the Fire Chief and Deputy Chief to attend would be approximately \$1600.00 (\$285.00 for registration, \$600.00 for the 3 days in lieu of wages, \$150.00 for travel and \$300.00 for one night accommodations). Since the conference is out of town we are also requesting to purchase banquet tickets for the Fire Chief and Deputy Chief's wives. The cost for a Councillor to attend is approximately \$285.00 for registration, \$300.00 for the Councillor per diem and \$150.00 for one night's accommodations. Normal travel policy applies.

Recommendation:

It is therefore recommended that the Fire Chief, Deputy Chief and myself, as the Fire Department Chairperson, attend the 16th annual Northeastern Fire Education Conference in North Bay on March 20-23rd, 2014 as per the above report. Normal travel policy will apply.

Respectfully submitted

Councillor M. L. Arrowsmith

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: WAYNE P. BELTER

TITLE: INTERIM TAX LEVY BY-LAW

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

The Municipal Act authorizes Council to pass an interim tax levy by-law before the adoption of the yearly budget.

This by-law will permit the municipality to collect 50% of last year's levied taxes. These funds are normally collected before the budget is struck. The Town will encounter regular monthly expenses before the budget is struck and in order to meet these financial requirements, the interim tax levy provides for these funds. Historically, the municipality collects interim taxes in February and April and follow-up with the second and final tax bill due in July and September.

Tax Bills are mailed 21 days prior to the due date, and there is considerable work required to prepare for printing and mailing of the interim tax bill which must be completed before the end of the first week in February for two installments, one at the end of February and one at the end of April. Therefore we need to adopt this Interim Tax By-law at this meeting.

Recommendation:

That the attached By-Law Number 14-07 being the 2014 Interim Tax Levy By-Law based on the 2013 tax levy be approved.

Respectfully submitted

Councillor C. Lacelle

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 14-07

“A By-Law to provide for an Interim Tax Levy on property classes within the frozen assessment listing and to provide for the payment of Taxes”

WHEREAS provides that the Council of a local municipality may pass a by-law to impose an interim levy on the assessment in the frozen assessment listing, as most recently revised, for property in the municipality rateable for local municipality purposes;

AND WHEREAS the Municipal Act, as it applies provides a set of rules for determining the interim tax payable, which are also subject to the municipality’s discretion under the Municipal Act, to decrease or increase the interim tax payable where it is felt that the interim amount would otherwise be too high or too low in relation to the total taxes that are anticipated to be levied on the property in the year;

AND WHEREAS Section 22 of Ontario Regulation 7/99, as enacted by Section 3 of Ontario Regulation 602/99, provides that the interim levy in 2014 shall not exceed fifty per cent (50%) of the 2013 final taxes for properties coded as either Commercial, Industrial or Multi-Residential;

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

1. An interim tax payment in an amount determined by applying a percentage of Fifty percent (50%) to the total 2013 tax levy including supplemental taxes that have been levied for 2013 under Section 34 of the Assessment Act, Chapter A. 31, R. S. O. 1990, as amended, and tax adjustments processed for 2013 up to and including January 31, 2014 under Section 39.1 and 40 of the Assessment Act, Chapter A. 31, R. S. O. 1990, as amended, and the Municipal Act, for real property that has only Residential and Farm Class; Multi-Residential; Commercial; Industrial; Railway Right of Way; or, Pipeline Class according to the last revised assessment roll is hereby levied. The Multi-Residential, Commercial and Industrial tax classes will realize a 50% adjustment based on the 2013 capping process.
2. The said amount of tax levied for real property that has Residential and Farm Class; Multi-Residential; Commercial; Industrial; Railway Right of Way; or, Pipeline Class shall be payable in two equal installments as follows:
 - First Installment - Payable Friday February 28, 2014
 - Second Installment – Payable Wednesday April 30, 2014
3. The Finance Department is hereby authorized and directed to give to the person taxed a written or printed notice specifying the amount of the taxes payable by delivering the notice or causing it to be delivered to or for that person at the person’s residence or place of business or upon the premises in respect of which the taxes are payable.
4. This by-law shall come into full force and effect upon the final passing thereof.

5. The aforesaid installments of real property taxes shall be paid into the Municipal Office of the Corporation of the Town of Mattawa on or before the respective due dates hereinbefore set forth.
6. The Town Treasurer is hereby authorized to accept part payment from time to time on accounts of any taxes due or to become due and to give a receipt for such part payment, provided that the acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable in respect of non-payment of any taxes or of any installment thereof.
7. In default of payment of any installment of Real Property Taxes levied herein, by the required due date for the payment thereof, a percentage charge of one and one-quarter percent (1.25%) is hereby imposed as a penalty for non-payment of such taxes, or an installment thereof remaining unpaid on the first day of each calendar month thereafter in which default continues, but not after December 31 of the current year.

READ, PASSED AND ADOPTED this _____ day of _____ 2014.

Mayor

Clerk