

**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, AUGUST 10<sup>TH</sup>, 2015  
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, AUGUST 10<sup>TH</sup>, 2015 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
  - 4.1 Ellie Humphrey – Re: Add “Dead End” Sign to McConnell/Poplar Street  
Protection to Persons & Property Committee – Clerk
  - 4.2 Information & Privacy Commissioner – Re: Transparency, Privacy & Internet  
General Government Services Committee – Clerk
  - 4.3 Henri Giroux – Re: Invitation to Round Table Discussion  
General Government Services Committee – Clerk
  - 4.4 MNDM – Re: Business Retention & Expansion Coordinator Training  
General Government Services Committee – Clerk
  - 4.5 Haldimand County – Re: Vacancy Rebate Program  
General Government Services Committee – Clerk
  - 4.6 Township of Havelock-Belmont-Methuen – Re: Opposed to Sale of Hydro One  
Electricity, Gas & Telephone Committee – Clerk
  - 4.7 AMO – Re: Infrastructure Funding  
General Government Services Committee – Clerk
  - 4.8 FONOM – Re: Board Travels to President’s Community of Kapuskasing  
General Government Services Committee – Clerk
  - 4.9 Candace Esch – Re: Thank You Letter for Bursary  
Recreation, Tourism & Special Projects Committee – Director of Recreation, Tourism &  
Special Projects Committee
  - 4.10 FONOM – Re: Information for FONOM Membership  
General Government Services Committee – Clerk

**Monday, August 10, 2015**  
**Correspondence – Cont'd**

- 4.11 Union Gas Limited – Re: Notice of Application 2017 Dawn Parkway  
Electricity, Gas & Telephone Committee – Clerk
- 4.12 Andrea Stoppa – Re: Letter from MPP Fedeli  
General Government Services Committee – Clerk
- 4.13 Randy Pettapiece, MPP – Re: Resolution for Fairness in Provincial Infrastructure Funds  
General Government Services Committee – Clerk
- 4.14 MMAH – Re: Northeastern Ontario Planning Authorities Technical Workshop  
General Government Service Committee – Clerk

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

**6. Municipal Report Number 717**

- 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, August 10, 2015

Members of Council,

Attached please find Municipal Report Number 717 for consideration by Council.

Respectfully submitted

Francine Desormeau  
Clerk (Interim)

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**INDEX**

<b><u>ITEM</u></b>	<b><u>PAGE</u></b>
<b>ADOPTION OF THE MINUTES</b>	<b>187</b>
<b>INFORMATION CENTRE FLOORING</b>	<b>188</b>
<b>OFFICIAL PLAN AMENDMENT NO. 10</b>	<b>189</b>
<b>ZONING BY-LAW AMENDMENT</b>	<b>190</b>
<b>LAS/MFOA INVESTMENT BASICS &amp; BEYOND WORKSHOP</b>	<b>191</b>
<b>FINANCIAL REPORT FOR THE MONTH OF JULY</b>	<b>192</b>
<b>TOWN HALL FLOORING</b>	<b>193</b>
<b>FINANCIAL ASSISTANCE TO MUSEUM FOR STAFFING COSTS</b>	<b>194</b>

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK**

**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 July 27, 2015 be adopted as circulated.

Councillor L. Mick

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, July 27, 2015 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer  
Councillor G. Larose\*\*  
Councillor L. Mick  
Councillor C. Bastien, Jr.  
Councillor D. Sarrazin  
Raymond Belanger, CAO

\*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 – None
3. Petitions & Delegations
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 716

\*\*Councillor G. Larose arrived at 7:05 p.m during Page No. 181

Page No. 181

*It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday July 13, 2015 and the Special Meeting of Monday, July 20, 2015 be adopted as circulated.*

Carried

Page No. 182

*That the Town of Mattawa approves By-law 15-28 which authorizes the Lease Agreements between the Town of Mattawa and Her Majesty The Queen, in right of Canada, as represented by the Minister of Fisheries and Oceans for the period of April 1, 2014 to March 31, 2019.*

Carried

Page No. 183

*That the Corporation of the Town of Mattawa approves By-Law 15-29 which is a By-law authorizing the financing and temporary borrowing from Ontario Infrastructure and Land Corporation (OILC) for the Small, Rural and Northern Municipal Infrastructure Fund project which will upgrade our Brydges Street infrastructure.*

Carried

Resolution Number 15-92

Moved by Councillor D. Sarrazin

Seconded by Councillor C. Bastien, Jr.

*That the Municipal Report Number 716 be adopted as amended*

Carried

7. Committee Reports
- 7.1 Community Schools Alliance
- 7.2 Ball Field Light Upgrades/Replacement
8. Questions from the Floor
9. New/Old Business
10. 2/3 (Special Resolutions – not previously circulated)
11. In Camera (Closed) Session

Resolution Number 15-93

Moved by Councillor D. Sarrazin

Seconded by Councillor C. Bastien, Jr.

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

Carried

Resolution Number 15-94

Moved by Councillor D. Sarrazin

Seconded by Councillor C. Bastien, Jr.

- 2/3 *That the In Camera session reconvene at 7:47 p.m.*

Carried

12. Return to Regular Session

Mayor Backer stated the in-camera session was to deal with a personnel matter.

13. Adjournment

The regular meeting of Council Monday, July 27<sup>th</sup>, 2015 adjourned at 7:48 p.m.

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Mayor

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Clerk

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: RECREATION DEPARTMENT**

**CHAIRPERSON: COUNCILLOR DEXTURE SARRAZIN**

**DEPT. HEAD: JACQUES BEGIN, RECREATION DIRECTOR**

**TITLE: INFORMATION CENTRE FLOORING**

     Draft By-Law

  X   Item

     Policy Recommendation

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

The Corporation Town of Mattawa invited qualified suppliers and contractors to submit a Request for Quotation (RFQ) for the installation of subflooring and floor tiles in the Community Hall, Information Centre and Town Hall.

Because it had to be completed before Voyageur Days, Council has since approved the replacement of the VCT tiles and subflooring at the Community Hall. The existing tiles and subflooring were removed by municipal labour and disposed at the Municipality's cost. The Contractor/Supplier was responsible for all preparatory work to ensure that the floor was level, and the installation of proper subflooring and of the new tiles.

The Corporation has expressed the desire to remove carpeting from the stairs and upstairs office area in the Travel Information Centre. The Contractor/Supplier will be responsible for the removal of the carpeting, all preparatory work to ensure that the floor and stairs are level, installation of proper subflooring and of rubber stair treads and new tiles on the floor. This work to be carried out on an agreed upon weekend and the disposal of old carpeting will be the responsibility of the Town of Mattawa.

**Recommendation:**

That Council approve the RFQ received for the tendered amount of \$1,875.00 + HST for materials and \$2,190.00 + HST for labour from Stradwicks Carpet One for the installation of the stairs and upstairs office area flooring at the Travel Information Centre.

Respectfully submitted,

Councillor D. Sarrazin

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: PLANNING & DEVELOPMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK**

**TITLE: OFFICIAL PLAN AMENDMENT NO. 10**

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

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

The North Bay-Mattawa Source Protection Plan was approved by the Ministry of Environment and Climate Change March 5, 2015 with an effective date of July 1, 2015. Eight municipalities within our district are required to implement prohibitions of certain land uses in areas where they would pose a threat to drinking water sources. As part of the implementation process, the municipality's Official Plan and Zoning By-law must be amended to reflect the Land Use Policies.

A public meeting was held Monday June 22, 2015, in accordance with the Planning Act, and no comments were received verbally nor were there any written comments received.

The amendment, once adopted by Council, will be forwarded to the Ministry of Municipal Affairs and Housing for final approval.

**Recommendation:**

That Council approve By-law 15-30 which will amend the Town of Mattawa's Official Plan, as Amendment No. 10, for the purpose of implementing the North Bay-Mattawa Conservation Authority Source Protection Plan as required under the provincial Clean Water Act, 2006.

Respectfully recommended

Councillor L. Mick

**CORPORATION OF THE TOWN OF MATTAWA**

**BY-LAW NUMBER 15-30**

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**(Town of Mattawa– Source Protection Plan)**

**Being a by-law of the Town of Mattawa to adopt  
Amendment No. 10 to the Town of Mattawa’s Official Plan**

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**WHEREAS** the Council of the Corporation of the Town of Mattawa finds it expedient to amend the Town of Mattawa Official Plan, as amended:

**AND WHEREAS** the Council of the Corporation of the Town of Mattawa has fulfilled the requirements of Sections 17 and 22 of the *Planning Act*, R.S.O.,1990, as amended.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF MATTAWA ENACTS AS FOLLOWS:**

1. That Amendment No. 10 to the Town of Mattawa Official Plan, consisting of the attached explanatory text and schedule, “Schedule C”, is hereby adopted.
2. That the Mayor and Clerk are hereby authorized and directed to affix the seal of the Corporation to Amendment No. 10 and to make application to the authority having jurisdiction for approval of the said amendment; and
3. THAT this by-law shall come into force on the final passing thereof.

READ A FIRST and SECOND time, this 10<sup>th</sup> day of August, 2015.

READ A THIRD time and FINALLY PASSED this 10th day of August, 2015.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: PLANNING & DEVELOPMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK**

**TITLE: ZONING BY-LAW AMENDMENT**

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

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

The North Bay-Mattawa Source Protection Plan was approved by the Ministry of Environment and Climate Change March 5, 2015 with an effective date of July 1, 2015. Eight municipalities within our district are required to implement prohibitions of certain land uses in areas where they would pose a threat to drinking water sources. As part of the implementation process, the municipality's Zoning By-law 85-23 must be amended to reflect the Land Use Policies.

A public meeting was held Monday June 22, 2015, in accordance with the Planning Act, and no comments were received verbally nor were there any written comments received.

**Recommendation:**

That Council approve By-law 15-31 which will amend the Town of Mattawa's Zoning By-law 85-23, as amended for the purpose of implementing the North Bay-Mattawa Conservation Authority Source Protection Plan as required under the provincial Clean Water Act, 2006.

Respectfully recommended

Councillor L. Mick

# THE CORPORATION OF THE TOWN OF MATTAWA

## BY-LAW 15-31

### BEING A BY-LAW TO AMEND ZONING BY-LAW 85-23, AS AMENDED

**WHEREAS** the Council of the Corporation of the Town of Mattawa deems it advisable to amend By-law No. 85-23, as amended (the Comprehensive Zoning By-law of the Town of Mattawa);

**NOW THEREFORE** the Council of the Corporation of the Town of Mattawa ENACTS in accordance with Section 34 of the Planning Act, R.S.O. 1990, as amended, the following:

1. That a new sub-section be added in Section 5 – General Provisions immediately following sub-section 5.27 as follows:

“5.28

On the lands shown hatched on Schedule “D” identified as Source Water Well Head Protection Areas “A” and “B” (SW WHPA-A and -B) the following activities shall be prohibited specifically including;

- the use of land for a new gas bar, marina, automobile service station, cardlock/keylock facility, private outlet, farm, refinery, bulk plant and any commercial or industrial land use involving the handling and storage of fuel other than for heating;
- pesticide storage, that involves the storage of pesticides including the retail sale, manufacturing, processing, and wholesaling thereof;
- a road salt storage facility greater than 5,000 tonnes;
- the storage of agricultural source material;
- the handling and storage of non-agricultural source material;
- the handling and storage of commercial fertilizer;
- the use of land as livestock grazing or pasturing land;
- an outdoor confinement area or farm- animal yard;
- the storage of road salt and as a snow storage facility or snow dump (areas where snow is likely to be transported from offsite)
- the storage of tailings from mines or a mine tailings pond;
- an area designated to be injected with liquid industrial waste;
- an area for land farming of petroleum refining waste;
- the land filling of hazardous or municipal waste;
- the land filling of solid non-hazardous industrial or commercial waste”

“5.29

On the lands shown cross-hatched on Schedule “D” identified as Source Water Well Head Protection Area “C” (SW WHPA-C) the following activities shall be prohibited specifically including:

- an area designated to be injected with liquid industrial waste;

- the land filling of municipal waste;
  - the land filling of solid non-hazardous industrial or commercial waste”
2. That a new definition be added in Section 3 – Definitions immediately following Section 3.3 Aerodrome as follows:”
 

“3.3.1 **Agricultural Source Material:** material used for land application of nutrients that originate from agricultural activities such as livestock operations. May include manure, livestock bedding, runoff water from animal yards or manure storage and compost (see *Nutrient Management Act*, 2002 for legal description).”
  3. That a new definition be added in Section 3 – Definitions immediately following Section 3.32 Institutional Use as follows:
 

“3.32.1 **Landfarming:** means the biodegradation of petroleum refining wastes by naturally occurring soil bacteria by means of controlled application of the wastes to land followed by periodic tilling.”
  4. That a new definition be added in Section 3 – Definitions immediately following Section 3.37 Mobile Home as follows:
 

“3.37.1 **Non-Agricultural Source Material:** used to apply to land as nutrients that do not originate from agricultural activities. Includes pulp and paper biosolids, sewage biosolids, non-agricultural compost and any other material capable of being applied to land as a nutrient that is not from an agricultural source (see *Nutrient Management Act*, 2002 for legal description).”
  5. That Schedule “D” is inserted in zoning by-law number 85-23, as amended immediately following Schedule “C”.
  6. Schedule “D”, attached hereto, is hereby made part of this by-law.
  7. Subject to Subsections 24(2) and 24(2.1)(b) of the Planning Act, this by-law shall come into force on the day of passage and take effect on the day that the Official Plan Amendment necessary to establish the conformity described in Section 24(2) of the Planning Act comes into force and takes effect.

READ A FIRST and SECOND time, this 10<sup>th</sup> day of August, 2015.

READ A THIRD time and FINALLY PASSED this 10th day of August, 2015.

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Mayor

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Clerk

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

**DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER**

**TITLE: LAS/MFOA INVESTMENT BASICS & BEYOND WORKSHOP**

     Draft By-Law

  X   Item

     Policy Recommendation

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

Municipal staff require a sound understanding of investment rules and opportunities to help with the investment of municipal funds to meet short, medium, and long-term infrastructure funding challenges.

LAS and MFOA is offering a one day seminar to help better understand the investment options available to municipalities, and how to best leverage them to make the most of every tax dollar. This session will address the following topics:

- The Municipal Act’s investment regulation
- Investment options & strategies available to the sector
- Investments as part of asset management planning
- Long-term financial planning in municipalities
- Economic update

This session is on October 15, 2015 in North Bay and will provide an overview of investment rules and options for our municipality. This workshop is of interest to our Accounting Clerk/Deputy Treasurer, Lucie Viel and the cost to attend is \$225.00 + HST.

**Recommendation:**

Be it resolved that Lucie Viel, Accounting Clerk/Deputy Treasurer, is authorized to attend the LAS and MFOA “Investment Basics and Beyond” workshop being held in North Bay on October 15, 2015 at a cost of \$225.00 + HST and that the normal travel policy will apply.

Respectfully submitted,

Councillor C. Lacelle

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

**DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER**

**TITLE: FINANCIAL REPORT FOR THE MONTH OF JULY**

**Draft By-Law**

**Item**

**Policy Recommendation**

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

That the disbursements for the month of July 2015 in the amount of \$1,145,743.80 be adopted as submitted.

Respectfully submitted

Councillor C. Lacelle

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT SERVICES**

**CHAIRPERSON: COUNCILLOR L. MICK**

**DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER**

**TITLE: TOWN HALL FLOORING**

     Draft By-Law

  X   Item

     Policy Recommendation

---

**Members of Council:**

The Corporation Town of Mattawa invited qualified suppliers and contractors to submit a Request for Quotation (RFQ) for the installation of subflooring and floor tiles in the Community Hall, Information Centre and Town Hall.

Because it had to be completed before Voyageur Days, Council has since approved the replacement of the VCT tiles and subflooring at the Community Hall. The existing tiles and subflooring were removed by municipal labour and disposed at the Municipality's cost. The Contractor/Supplier was responsible for all preparatory work to ensure that the floor was level, and the installation of proper subflooring and of the new tiles.

The Corporation has expressed the desire to remove carpeting from the main office area and of the CAO office in the Town Hall. The Contractor/Supplier will be responsible for the removal of the carpeting, all preparatory work to ensure that the floor is level, installation of proper subflooring (if necessary) and installation of new tiles. This work must be carried out on an agreed upon weekend and the disposal of old carpeting will be the responsibility of the Town of Mattawa.

**Recommendation:**

That Council approve the RFQ received for the tendered amount of \$1,635.00 + HST for materials and \$1,700.00 + HST for labour for the office area, and of \$477.00 + HST for materials and \$590.00 + HST for labour for the CAO Office, both tenders are from Stradwicks Carpet One for flooring installation at the Town Hall.

Respectfully submitted,

Councillor L. Mick

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: SOCIAL AND FAMILY SERVICES**

**CHAIRPERSON: COUNCILLOR G. LAROSE**  
(Council representative on Museum Board)

**DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER**

**TITLE: FINANCIAL ASSISTANCE TO MUSEUM FOR STAFFING COSTS**

Draft By-Law                       Item                       Policy Recommendation

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

Historical Society President, Mr. John Whalen, made a presentation to Council in the spring of 2012 requesting financial assistance to ensure the efficiency of the Museum’s efforts to maintain and promote the Mattawa and area history. Council followed this request with the approval of a grant in the amount of \$15,000 for 2012, 2013 and 2014 to the Mattawa and Area Museum.

Council truly appreciates the work and efforts provided by the Museum, and four years ago agreed to assume responsibility of the museum building and by doing so took over the repair and maintenance schedule of the building. This action permitted the Board to concentrate on programming and not worry about operating costs.

Council is complimentary of the Museum’s record and generally is in favour of contributing additional funds to assist with their administrative and staffing costs. Again this year, a \$15,000.00 grant will be issued to the Museum, and Council will revisit this decision in 2016.

**Recommendation:**

That the Town of Mattawa will provide financial assistance with a \$15,000.00 grant to the Mattawa and Area Museum to go towards their 2015 administrative and staffing costs. Council also strongly encourages the Museum Board to seek other sources of revenue from various levels of Government including the other area municipalities who are also part of the history on display at the Museum.

Respectfully submitted,

Councillor G. Larose