

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, JULY 27TH, 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, JULY 27TH, 2015 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 OGRA – Re: Request for Volunteers for Quality of Asphalt Pavement Task Force
Transportation Services Committee – Clerk
 - 4.2 MNR – Re: Crown Land Acquisition Opportunities to Support Cottage Lot Development
Planning & Development Services Committee – Clerk
 - 4.3 Special Investigations Unit – Re: 25th Annual Report
General Government Services Committee – Clerk
 - 4.4 Brenda Harvey – Re: 2015 Fall Workshops
General Government Services Committee – Clerk
 - 4.5 Cassellholme – Re: Financial Statements
Finance Committee – Clerk
 - 4.6 Township of Papineau-Cameron – Re: Proposed MTO Highway 17 Route Planning Study
Transportation Services Committee – Clerk
 - 4.7 AMO – Re: Municipal Energy Finance Workshop
General Government Services Committee – Clerk
 - 4.8 Health Unit – Re: Laws to Protect Public Apply to Everyone
Health Services Committee – Clerk
 - 4.9 MBEDC – Re: Physician Recruitment Committee RFP
Health Services Committee – Clerk
 - 4.10 AMO – Re: LAS/MFOA Municipal Investment Basics Seminars
General Government Services Committee – Clerk
 - 4.11 AMO – Re: LAS/Frank Cowan Company Risk Management Symposium
General Government Services Committee – Clerk

Monday, July 27, 2015

Correspondence – Cont'd

4.12 Places to Grow – Re: Implementation Fund
General Government Services Committee – Clerk

4.13 AMO – Re: Policy Update What's Next Ontario
General Government Services Committee – Clerk

4.14 Stewardship Ontario – Re: Industry Funding for Municipal Blue Box Recycling
Environmental Services Committee – Clerk

4.15 MCSC – Re: Strategy for Safer Ontario
Protection to Persons & Property Committee – Clerk

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

6. Municipal Report Number 716

- **Minutes of Previous Meeting (s)**
- **Presentation of By-laws/Resolutions**
- **Adoption of Report**

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)

12. Return to Regular Session

13. Adjournment

Monday, July 27, 2015

Members of Council,

Attached please find Municipal Report Number 716 for consideration by Council.

Respectfully submitted

Raymond A. Belanger
CAO/Treasurer

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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

Mayor D. Backer and Members of Council:

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.

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, July 13, 2015 at 7:00 p.m. in the Municipal Council Chambers.

Present: Councillor C. Lacelle
Councillor G. Thibert**
Councillor G. Larose
Councillor L. Mick
Councillor C. Bastien, Jr.
Councillor D. Sarrazin
Raymond Belanger, CAO
Francine Desormeau, 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

Resolution Number 15-85

Moved by Councillor L. Mick

Seconded by Councillor C. Bastien, Jr.

2/3 That Councillor C. Lacelle chair the meeting in the absence of Mayor Backer.

Carried

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 715

Page No. 170

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday June 22, 2015 and the Special Meeting of Monday July 6, 2015 be adopted as circulated.

Carried

Page No. 171

That the disbursements for the month of June 2015 in the amount of \$829,622.59 be adopted as submitted.

Carried

Page No. 172

That the Town of Mattawa approves By-law 15-27 in order to retain Mr. Gerry Dupuis as the Chief Building Official for a period of up to six (6) months for \$1,000.00 monthly plus a fee of \$50.00 per hour for in office services.

Carried – Recorded vote on Page 172 and the vote was unanimous

Resolution Number 15-86

Moved by Councillor C. Bastien, Jr.

Seconded by Councillor L. Mick

2/3 *That Page 173 is amended by adding to the recommendation: “and exam” after “Building Officials & Designers course...”*

Carried

Page No. 173

It is recommended that Council authorize Wayne Chaput to register and attend the Legal Process for Building Officials & Designers course and exam this September at a cost of \$1242.45 plus travel expenses. Normal travel policy will apply.

Carried

Page No. 174

That the Town of Mattawa authorizes staff of the John Dixon Library to conduct a barbecue on the sidewalk in front of Foodland on Friday August 28th, 2015 from 10:00 am to 2:00 pm in order to raise money and inform the community of what the John Dixon Public Library has to offer.

Carried

Page No. 175

That the Town of Mattawa dispose of the old Waterway docks, by way of sale, to Mr. Brent Belanger for the total price of \$505.00.

Carried

Resolution Number 15-87

Moved by Councillor L. Mick

Seconded by Councillor C. Bastien, Jr.

That the Municipal Report Number 715 be adopted as amended

Carried

7. Committee Reports
- 7.1 Museum Energy Efficiency Report
8. Questions from the Floor
9. New/Old Business
- 9.1 Industrial Park Project Update
- 9.2 Main Street/Waterfront Lights
10. 2/3 (Special Resolutions – not previously circulated)

** Councillor G. Thibert left meeting at 8:29 p.m.

Resolution Number 15-88

Moved by Councillor L. Mick

Seconded by Councillor G. Larose

- 2/3 *That Council authorize the CAO to advertise the Public Works Superintendent Position by way of the municipal website, the Mattawa Recorder, the North Bay Nugget, Community Voices, Indded.com and ontariomunicipaljobs.com. And, further that applications be accepted until Friday, August 7, 2015.*

Carried

11. In Camera (Closed) Session – None
12. Return to Regular Session
13. Adjournment

The regular meeting of Council Monday, July 13th, 2015 adjourned at 8:34 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Monday, July 20, 2015 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer
Councillor C. Lacelle
Councillor G. Thibert
Councillor G. Larose
Councillor L. Mick
Councillor C. Bastien Jr.
Councillor D. Sarrazin
Francine Desormeau, Clerk (Interim)
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.

2. Meeting Called to Order
2. No Disclosure of Pecuniary Interest and Nature Thereof (None)
3. Committee Reports
- 3.1 Brydges Street Project Update
4. In Camera (Closed Session)

Resolution Number 15-89

Moved by Councillor L. Mick

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 15-90

Moved by Councillor L. Mick

Seconded by Councillor C. Lacelle

- 2/3 *That the In Camera session reconvene at 8:11 p.m.*
Carried

5. Return to Regular Session

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

6. Presentation of By-law/Resolutions/2/3 Special Resolutions:

Resolution Number 15-91

Moved by Councillor C. Lacelle

Seconded by Councillor L. Mick

2/3 *That Council direct the CAO to deal with the personnel matter.*
Carried

7. Adjournment

The special meeting of Council Monday, July 20, 2015 adjourned at 8:12 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR D. SARRAZIN

DEPT. HEAD: JACQUES BEGIN

**TITLE: WATERFRONT LEASE AGREEMENT WITH FISHERIES &
OCEANS CANADA**

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

Mayor D. Backer and Members of Council:

The Corporation of the Town of Mattawa enters into a lease agreement with Fisheries and Oceans Canada. Fisheries and Oceans Canada has now forwarded the Small Craft Harbours Branch Lease Agreements for April 1, 2014 to March 31, 2019. These agreements confirm continued occupancy and use of the Waterfront for the period stated above.

Recommendation:

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.

Respectfully recommended

Councillor D. Sarrazin

CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 15-28

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN
AGREEMENT BETWEEN THE CORPORATION OF THE TOWN OF MATTAWA
AND HER MAJESTY THE QUEEN IN RIGHT OF CANADA AS REPRESENTED
BY THE MINISTER OF FISHERIES AND OCEANS CANADA,
SMALL CRAFT HARBOURS BRANCH**

WHEREAS Subsection 8 of the Ontario Municipal Act 2001, S. O. 2001, c. 25 empowers and authorizes a municipality to enter into agreements to enable them to govern their affairs as they consider appropriate;

AND WHEREAS the municipality wishes to enter into an agreement with Fisheries and Oceans Canada for the continued use of the Mattawa Waterfront premises;

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

1. The Mayor and Clerk are hereby authorized and empowered to execute the aforesaid Agreement on behalf of the Council for the Corporation of the Town of Mattawa and to affix thereto the Corporate Seal.
2. That the attached Agreement between the Corporation of the Town of Mattawa and Fisheries and Oceans Canada, Schedule "A" shall form part of this By-law.
3. That this agreement shall be effective and shall remain in effect and force in accordance with the terms of the agreement subject to any amendments thereto or the termination of the said agreement.

READ A FIRST and SECOND time, this 27th day of July, 2015.

READ A THIRD time and FINALLY PASSED this 27th day of July, 2015.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: INFRASTRUCTURE LOAN WITH OILC

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

The Town of Mattawa applied to Ministry of Infrastructure under the Small, Rural and Northern Municipal Infrastructure Fund – Capital Program for funding in order to replace the water main and water services along Brydges Street between First and Tenth Streets. The province approved our application for 90% of the projected costs needed to get this infrastructure construction project done.

The Brydges Street project was awarded to Kenalex Construction for \$1,599,429.49 and they are roughly 50% completed, the construction is closely monitored for timelines and budget purposes. Following the annual budget deliberations, it was agreed that the total project cost would be financed by the approved grant of \$1,267,587.00 and the Ontario Community Infrastructure Fund (OCIF) formula based funding of \$25,721.00 which leaves \$306,121.49 to fund from reserves and/or debenture loan through Ontario Infrastructure and Land Corporation (OILC).

OILC has been established by the Province to provide low cost financing to assist municipalities fund their long-term debt and to provide construction/bridge financing while the project is underway. The process includes the municipality to applying to OILC for financial assistance and the requirement of a municipally approved By-Law to formalize the agreement and allow funding to materialize

Recommendation:

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.

Respectfully recommended

Councillor C. Lacelle

**THE CORPORATION OF THE TOWN OF MATTAWA
BY-LAW NUMBER 15-29**

A BY-LAW TO AUTHORIZE CERTAIN CAPITAL WORKS OF THE CORPORATION OF THE TOWN OF MATTAWA (THE “MUNICIPALITY”); TO AUTHORIZE THE SUBMISSION OF AN APPLICATION TO THE ONTARIO INFRASTRUCTURE AND LANDS CORPORATION (“OILC”) FOR FINANCING SUCH CAPITAL WORKS; TO AUTHORIZE TEMPORARY BORROWING FROM OILC TO MEET EXPENDITURES IN CONNECTION WITH SUCH WORKS; AND TO AUTHORIZE LONG TERM BORROWING FROM OILC FOR SUCH WORKS THROUGH THE ISSUE OF DEBENTURES

WHEREAS the *Municipal Act, 2001* (Ontario), as amended, (the “Act”) provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is now deemed to be expedient to authorize for the municipal purposes of the Municipality the new capital works described in column (2) of Schedule “A” (individually a “**Project**”, collectively the “**Projects**”) attached hereto and forming part of this By-law (“**Schedule “A”**”) in the amount of the estimated expenditure set out in column (3) of Schedule “A”, subject in each case to approval by OILC of the financing for such Projects that will be requested by the Municipality in the Application as hereinafter described;

AND WHEREAS in accordance with section 4 of Ontario Regulation 403/02, the Council of the Municipality has had its Treasurer update its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the “**Updated Limit**”), and, on the basis of the authorized expenditure for each Project as set out in column (3) of Schedule “A” (“**Authorized Expenditure**”), the Treasurer has calculated the estimated annual amount payable in respect of each Project (collectively the “**Project Limits**”) and has determined that the aggregate of the Project Limits does not exceed the Updated Limit, and accordingly the approval of the Ontario Municipal Board under the *Ontario Municipal Board Act* (Ontario), as amended, is not required before any such Project is authorized by Council;

AND WHEREAS subsection 405(1) of the Act provides that a municipality may authorize temporary borrowing to meet expenditures made in connection with a work to be financed in whole or in part by the issue of debentures if,

- (a) the municipality is an upper-tier municipality, a lower-tier municipality in a county or a single-tier municipality and it has approved the issue of debentures for the work;
- (b) the municipality is a lower-tier municipality in a regional municipality and it has approved the work and the upper-tier municipality has approved the issue of debentures for the work; or
- (c) the municipality has approved the issue of debentures for another municipality or a school board under section 404;

AND WHEREAS subsection 401(1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS the Act also provides that a municipality shall authorize long term borrowing by the issue of debentures or through another municipality under section 403 or 404 of the Act;

AND WHEREAS OILC has invited Ontario municipalities desirous of obtaining temporary and long term debt financing in order to meet capital expenditures incurred after December 31, 2003 in connection with eligible capital projects to make application to OILC for such financing by completing and submitting an application on the form provided by OILC (the “**Application**”);

AND WHEREAS the Municipality has submitted an Application to OILC to request financing for the Projects by way of long term borrowing through the issue of debentures to OILC and by way of temporary borrowing from OILC pending the issue of such debentures;

AND WHEREAS OILC has accepted and has approved the municipality’s application;

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

1. The Council of the Municipality hereby confirms, ratifies and approves the completion by the CAO/Treasurer of an Application and the submission by such authorized official of an Application, duly executed by such authorized official, to OILC for the financing of the Projects in the maximum aggregate principal amount of \$300,000 substantially in the form of Schedule “B” hereto and forming part of this By-law, with such changes thereon as such authorized official approved.
2.
 - (a) Construction of each Project in the amount of the respective estimated Authorized Expenditure set out in column (3) of Schedule “A” is hereby approved and authorized;
 - (b) any one or more of the Mayor and the CAO/Treasurer are hereby authorized to conclude contracts on behalf of the Municipality for the construction of the Projects in accordance with the Municipality’s usual protocol;
 - (c) where applicable, the Engineer of the Municipality will forthwith make such plans, profiles and specifications and furnish such information as in the opinion of the Engineer is necessary for the construction of the Projects; and
 - (d) where applicable, the construction of the Projects shall be carried on and executed under the superintendence and according to the direction and orders of such Engineer.
3. The Mayor and the CAO/Treasurer are hereby authorized to negotiate and enter into, execute and deliver for and on behalf of the Municipality a financing agreement (a “**Financing Agreement**”) with OILC that provides for temporary and long term borrowing from OILC in respect of the Projects on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.

4. The Mayor and/or the CAO/Treasurer are hereby authorized, pending the substantial completion of a Project or as otherwise agreed with OILC, to make temporary borrowings pursuant to section 405 of the Act in respect of each Project, on the terms and conditions provided in the Financing Agreement and on such other terms and conditions as such authorized officials may agree, and to sign such evidence of indebtedness as OILC may require (a “**Note**”); and the Treasurer is authorized to sign such certifications as OILC may require in connection with such borrowings in respect of the Projects; provided that the amount of borrowings allocated to any Project does not exceed the Authorized Expenditure for such Project and does not exceed the loan amount set out in column (4) of Schedule “A” in respect of such Project.
5. Subject to the terms and conditions of the Financing Agreement and such other terms and conditions as OILC may otherwise require, the Mayor and the CAO/Treasurer are hereby authorized to enter into long term borrowing in respect of the Projects and to issue debentures to OILC on the terms and conditions provided in the Financing Agreement and on such other terms and conditions as such authorized officials may agree (“**Debentures**”); provided that the principal amount of such Debentures issued in respect of a Project does not exceed the Authorized Expenditure for such Project and does not exceed the loan amount set out in column (4) of Schedule “A” in respect of such Project.
6. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, as security for the payment by the Municipality of the indebtedness of the Municipality to OILC under the Debentures (the “**Obligations**”), the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay OILC on account of the Obligations and to pay such amounts to OILC from the Consolidated Revenue Fund.
7. For the purposes of meeting the obligations of the Municipality in respect of the Note and any Debentures, the Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year under the Note and any outstanding Debenture, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
8. (a) The Mayor and/or the CAO/Treasurer are hereby authorized to execute and deliver the Note, the Mayor and the CAO/Treasurer are hereby authorized to enter into, execute and deliver the Financing Agreement and to cause Debentures to be issued, the Clerk and CAO/Treasurer are severally hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the obligations of the Municipality under the Financing Agreement and to carry out the issuance of the Note and Debentures, and the CAO/Treasurer is authorized to affix the Municipality’s municipal seal to any such documents and papers.

- (b) The proceeds realized in respect of the Note and Debentures, after providing for the expenses related to their issue, if any, shall be apportioned and applied for the respective Projects and for no other purpose except as permitted by the Act.

9. This By-law takes effect on the day of passing.

READ A FIRST and SECOND time, this 27th day of July, 2015.

READ A THIRD time and FINALLY PASSED this 27th day of July, 2015.

Mayor

Clerk