

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, MAY 11TH, 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, MAY 11TH, 2015 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
 - 3.1 Downtown Beautification Committee – Re: Updates and Concerns in Downtown Area
- 4. Correspondence**
 - 4.1 James O'Hare – Re: Local Mattawa OPP Constable Mike Piche Protection to Persons & Property Committee – Clerk
 - 4.2 Micheline Perreault – Re: Letter Requesting Clean Up of Municipal Property General Government Services Committee – Clerk
 - 4.3 AMO – Re: Province Releases SAMS Report General Government Services Committee – Clerk
 - 4.4 AMO – Re: 2015 AMO AGM & Conference General Government Services Committee – Clerk
 - 4.5 DNSSAB – Re: Proclaim Week of May 24, 2015 as Paramedic Services Week Health Services Committee – Clerk
 - 4.6 Ministry of Citizenship – Re: Nominations for Ontario Medal for Good Citizenship General Government Services Committee – Fire Chief
 - 4.7 North Bay Mattawa Conservation Authority – Re: Minutes of April 1, 2015 Conservation Authority Committee – Clerk
 - 4.8 Union Gas – Re: Notice of Application Electricity, Gas & Telephone Committee – Clerk
 - 4.9 AMO – Re: Launching a Membership Discussion General Government Services Committee – Clerk
 - 4.10 OGRA – Re: Winter Highway Maintenance Recommendations Transportation Services Committee – Clerk
 - 4.11 Pinehill Cemetery Board – Re: Board Resolution Passed January 13, 2015 General Government Services Committee – Clerk

Monday, May 11, 2015

Correspondence – Cont'd

- 4.12 DNSSAB – Re: April CAO Report
Social & Family Services Committee – Clerk
- 4.13 TransCanada – Re: Community Link Volume 3 Issue 1 Energy East Pipeline Project
Environmental Services Committee – Clerk
- 4.14 AMO – Re: Policing Modernization Report
General Government Services Committee – Clerk
- 4.15 Brenda Harvey – Re: Fred Dean’s 2015 Workshop Building & Managing Relationships
General Government Services Committee – Clerk
- 4.16 AMO – Re: 2015 Ontario Budget Highlights
General Government Services Committee – Clerk
- 4.17 MPAC – Re: 2014 Annual Report & Financial Statements
General Government Services Committee – Clerk
- 4.18 College of Physicians & Surgeons of Ontario – Re: Nominations for Physicians
Health Services Committee – Clerk
- 4.19 Township of Carling – Re: Request to Support Ontario Hydro One Rates Resolution
Electricity, Gas & Telephone Committee – Clerk

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

6. Municipal Report Number 711

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

7. Committee Reports

- 7.1 LED Street Light Retrofit Review & Report
- 7.2 Garage & Storage Shed Designs
- 7.3 2015 – 2016 Municipal Insurance Renewal
- 7.4 Bucket Truck Services

8. Questions from the Floor

Monday, May 11, 2015
Correspondence – Cont'd

- 9. New/Old Business**
- 10. 2/3 (Special Resolutions – not previously circulated)**
- 11. In Camera (Closed)**
 - 11.1 Personnel Matter
- 12. Return to Regular Session**
- 13. Adjournment**

Monday, May 11, 2015

Members of Council,

Attached please find Municipal Report Number 711 for consideration by Council.

Respectfully submitted

Francine Desormeau
Clerk (Interim)

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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 April 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, April 27, 2015 at 7:00 p.m. in the Municipal Council Chambers.

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

<p>*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.</p>

1. Meeting Called to Order

** Councillor C. Bastien, Jr. joined the meeting via teleconference

2. No Disclosure of Pecuniary Interest and Nature Thereof – Mayor Backer declared a Conflict of Interest for Pages 98, 99 and 100 and requested Councillor G. Thibert present the items

** Councillor Mick arrived at 7:02 pm during the 3.1 (Mr. A. Donnan/Mattawa Blackhawks) discussion

3. Petitions & Delegations

3.1 Mr. Allan Donnan, Owner of the Mattawa Junior 'A' Blackhawks hockey team, made a presentation to Council concerning the loan agreement and the relocation of the hockey team.

4. Correspondence

5. No Questions/Comments about the Content of the Agenda

6. Municipal Report Number 710

Page No. 97

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

Carried

** Mayor Backer left the Council Chambers for the discussion and voting of Pages 98, 99 and 100.

Page No. 98

That the Corporation of the Town of Mattawa, in collaboration with the Mattawa Group of Four municipalities (Corporation of the Town of Mattawa, Corporation of the Municipality of Mattawan, Corporation of the Municipality of Calvin and the Corporation of the Township of Papineau-Cameron) enter into a contract agreement (Section 10 PSA) with the Minister of Community Safety and Correctional Services for the provision of Police Services by the Ontario Provincial Police for a four year term with no enhancements. Be it further resolved that upon the passing of similar resolutions by each of the member municipalities a By-law be prepared authorizing the signing of a four-year contract agreement beginning July 1, 2015.

Carried

Page No. 99

That Council of the Town of Mattawa adopt By-law 15-16 which formally establishes the Chief Administrative Officer position, attached as Schedule "A" and forming part of this by-law.

Carried

Page No. 100

Be it resolved that Mr. Raymond Belanger, be appointed by By-law as Chief Administrative Officer and Treasurer effective April 28, 2015 as per his letter of offer of employment, Schedule "A" which is attached and forms part of this By-law.

Carried – Recorded vote on Page 100 and the vote was unanimous

** Mayor Backer re-convened into Council Chambers.

Page No. 101

That Council authorize staff to place an advertisement in the Mattawa Recorder and on the municipal website calling for bids for the disposal of the 2003 GMC Pickup truck with a minimum bid of \$500.00 and return to Council with the results for consideration.

Carried – Recorded vote on Page 101 and the vote was unanimous

Page No. 102

That the Town of Mattawa adopt By-Law Number 15-18 which will amend Section 51(2) of By-Law No. 08-24 that will allow residents of the Town of Mattawa to be appointed as members of the Property Standards Committee.

Carried

Page No. 103

That Council hereby proclaims the entire month of June to be Seniors' Month in the Town of Mattawa and encourages all citizens to recognize and celebrate the accomplishments of our seniors.

Carried

Resolution Number 15-60

Moved by Councillor G. Thibert

Seconded by Councillor G. Larose

That the Municipal Report Number 710 be adopted

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

Resolution Number 15-61

Moved by Councillor G. Thibert

Seconded by Councillor G. Larose

- 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 Numbers 15-62

Moved by Councillor G. Larose

Seconded by Councillor G. Thibert

- 2/3 *That the special meeting reconvene from the In Camera session at 9:25 p.m.*

Carried

Mayor Backer stated that the in-camera session was concerning a personnel matter.

12. Return to Regular Session

Resolution Number 15-63

Moved by Councillor C. Lacelle

Seconded by Councillor L. Mick

2/3 *That Council direct staff to contact Mr. Ward Jones concerning a personnel matter.*
Carried

13. Adjournment

The regular meeting of Council Monday, April 27th, 2015 adjourned at 9:27 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: MATTAWA WALLEYE STOCKING ASSOCIATION DONATION

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

Correspondence was received from the Mattawa District Walleye Stocking Association requesting funding assistance to operate the Mattawa fish hatchery in Mattawa. This is a non for profit organization whose group focus is to preserve the walleye population in the Mattawa region. They are a 100% volunteer group that work tremendously hard at very at odd and late hours to net walleye then strip the female of their eggs and milk the males. It is actually a very interesting process but it does take time. The Town of Mattawa wishes to thank all those who volunteer their time and efforts with the Association.

Sport fishing is an important part of our tourism industry thus bringing much needed dollars to our businesses. Fishing is also a lifetime sport as witnessed with the Lion Brian Bangs Kids Fishing Derby during Voyageur Days to the Pro Bass Tour held annually here in Mattawa. Children fish with their parents and grandparents creating a lifetime bond.

Recommendation:

It is therefore recommended that the Corporation Town of Mattawa contribute \$500.00 to the Mattawa Walleye Stocking Association.

Respectfully submitted

Councillor C. Lacelle

Date: MONDAY, MAY 11TH, 2015

Page No: **110**

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: FINANCIAL REPORT FOR THE MONTH OF APRIL

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

That the disbursements for the month of April 2015 in the amount of \$297,280.20 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: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: SUPPORT RESOLUTION FOR HYDRO RATES

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

In the correspondence section of April 27, 2015 meeting agenda, item number 4.21, the Township of Madawaska Valley requested Ontario municipalities support and endorse their resolution calling on Premier Wynne and the Province of Ontario to take immediate action to prevent hydro rate increases from being implemented.

Council spoke to this and agreed a resolution of support would be in order.

Recommendation:

It is therefore recommended that the Council of the Town of Mattawa support the resolution enacted by the Corporation of the Township of Madawaska Valley which calls on Premier Wynne and the Province of Ontario to take immediate action to prevent these hydro rate increases from being implemented;

And further be it resolved that Premier Wynne and the Province of Ontario be encouraged to do something to bring these rates down to a reasonable level and to do so as quickly as possible;

And further be it resolved that this motion be circulated to all Ontario Municipalities for support.

Respectfully submitted

Councillor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BUILDING DEPARTMENT

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: MARC MATHON

TITLE: GARAGE PERMIT DRAWINGS POLICY

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Over the last 10 years the many Ontario Building Code changes that have taken place have created a number of added challenges to homeowners for obtaining building permits. One of those challenges deals with design drawings for garages. Many builder supply stores can supply detached garage drawings that comply with the requirements of the Ontario Building Code. Concrete Slabs for residential storage garages require engineered design for slabs larger than 538 ft².

A report was produced and circulated for Council on the topic. Council can consider a policy that will allow homeowners to assume authorship of drawings penned by builder supply store and a standard slab design to be used in Mattawa under acceptable soils conditions. This policy will also help streamline the building permit application & issuance process and provide improved customer service.

The following policy is recommended: **DETACHED GARAGE or STORAGE SHED DESIGN POLICY**

For proposed detached garages on residential property, the Building Department will accept drawings penned by builder supply stores or others in Computer Aided Drafting (CAD) form for which the homeowner accepts full responsibility as the author of the drawing for the purpose of obtaining a building permit for a garage. The drawings will be reviewed for building code compliance and if not compliant will be returned for amendments required to bring the drawing into compliance before the issuance of a building permit can be considered. The Owner will sign a declaration form so declaring his authorship of the design drawings.

For proposed detached garages on residential property, the Building Department will accept Owner signed and completed "Concrete Slab Sample Plan for a Detached Garage or Storage Shed" drawings 1 & 2 (prepared by the Town of Mattawa) as acceptable engineered design for concrete slabs to be used for building permit purposes for garages or storage sheds only.

The Building Department has prepared sample form drawings for Site Plan, Elevations and cross-sections for detached garage to assist the homeowner in making their building permit submissions.

Recommendation:

That Council direct staff to implement the above Detached Garage or Storage Shed Design Policy on a trial basis for 2015 and return to Council for consideration for the 2016 building season.

Respectfully submitted,
Councilor G. Larose

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PLANNING & DEVELOPMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: RANKIN STREET ROAD CLOSING & SALE OF LAND

X Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Mr. James Cunningham and Mr. & Mrs. Rioux, owners of two properties (Lot 21 and Lot 22) adjacent to Rankin Street unopened road allowance between Second and Third Street made application to the municipality in 1991 to close up and sell the 66' X 165' portion of the road allowance adjacent to the properties in order for each property owner to enlarge their property by 33' X 165'. On March 28, 1995, Council of the day, in accordance with the Surplus Land Policy, declared the unopened road allowance to be surplus. However over the years, the application never moved forward.

Earlier this year, Mr. Cunningham re-affirmed his continued interest in completing the purchase of his half of the Rankin Street unopened road allowance. Mr. & Mrs. Rioux were contacted to confirm their ongoing interest in purchasing their half of the road allowance and after exploring their options and meeting with municipal staff they confirmed they no longer desired to purchase the land however they outlined some conditions such as a request for a right-of-way for access to their property (Lot 22). Council discussed both requests at their regular meeting of March 27, 2015 and agreed in principle to authorize the sale of the 33' X 165' portion adjacent to Mr. Cunningham's property (Plan 2, Lot 21).

The land appraisal has been completed by Morland Real Estate Appraisal Ltd., attached as Schedule "A", with a value of \$9,500.00. Since the municipality will only be selling half of the portion of the subject property, the adjusted land appraisal value is \$4,750.00 which Mr. Cunningham has agreed upon and has paid a 10% deposit of \$500.00 as per the Surplus Land Policy. Mr. Cunningham has also provided a legal survey of the property which is required to finalize the road closing process and authorization to sell the 33' X 165' parcel of land, Rankin Street unopened road allowance situated between Second and Third Streets.

Now therefore the following is recommended:

Recommendation:

That Council of the Town of Mattawa approve By-law 15-19 which authorizes the road closing of a 33' X 165' parcel of the Rankin Street, as per the attached legal survey Plan 36R-13774 Part 1, Part of Rankin Street Registered Plan No. 2, BTN Secondary Hwy 533 & Third Street, and authorizes the sale of this land to Mr. James Cunningham.

Respectfully submitted

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 15-19

**BEING A BY-LAW TO STOP UP, CLOSE AND CONVEY
PART OF RANKIN STREET, REGISTERED PLAN NO. 2,
DESIGNATED AS PART 1, PLAN 36R-13774, TOWN OF MATTAWA**

WHEREAS it is deemed expedient and in the interest of the Town of Mattawa that a portion of Rankin Street designated as Part 1 Plan 36R-13774 be closed, stopped up and sold;

AND WHEREAS Plan 36R-13774 registered in the Land Titles Office for Nipissing, attached as Schedule "B", form part of this By-law;

AND WHEREAS Council for the Corporation of the Town of Mattawa declared the land surplus on March 28, 1995;

AND WHEREAS Council for the Corporation of the Town of Mattawa authorizes the sale of the said land to Mr. James Cunningham, as per Schedule "A", land appraisal, for the sum of Four thousand seven hundred and fifty dollars (\$4,750.00).

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

1. That Part of Rankin Street, Designated as Part 1 Plan 36R-13774 is hereby closed, stopped up and conveyed;
2. That Part of Rankin Street, Designated as Part 1 Plan 36R-13774, be sold and transferred to Mr. James Cunningham for the sum of Four thousand seven hundred and fifty dollars (\$4,750.00);
3. That Schedule "A", being the land appraisal and Schedule B, being Reference Plan 36R-13774 form part of this By-law.
4. That the Mayor and Clerk for the Corporation of the Town of Mattawa are hereby authorized to execute such documents as may be necessary and to attach the corporate seal thereto.
5. This By-law shall come into force and take effect upon the date it is passed and when a certified copy is registered in the Land Registry Office, at North Bay, Ontario, pursuant to Subsection 34 (1) of the Municipal Act, 2001.

READ, PASSED AND ADOPTED THIS _____ DAY OF _____, 2015.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: MARC MATHON

TITLE: LED STREETLIGHT PROJECT

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Over the course of the last several years LED street light technology has improved and Ontario Power Authority has improved its incentives for street light retrofit projects. With Council's approval the Public Works Department released a comprehensive Request for Proposals for which we received 9 proposals ranging in costs from between \$125,000 and \$429,120. With the development of testing standards and a number of performance measures for LED we undertook a review that involved a scoring system to evaluate the various proposals.

It is important to note that LED technology is still evolving and that will lead to new testing standards. However at present we have taken the best information available and the recommendation reflects what is thought of as being the product that stands the best chance of performing consistently for the life cycle period of 20 years with consideration being given to the project cost. The evaluation report along with the scoring grid has been provided to Council along with some supporting documentation.

Recommendation:

It is recommended that Council accept the Street Light Retrofit Proposal from LED Roadway Lighting at a base cost of \$139,842 and authorizes the Treasurer to issue a Purchase Order once the Ontario Power Authority incentive has been applied for an approved. It is also recommended that Council set the budget for this project at \$130,000 to be funded from reserves and direct staff to establish a reserve replacement line item under Street Lighting for \$32,500 for 2015 through 2020 inclusive to recapture the investment.

Respectfully submitted

Councillor G. Thibert

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: MARC MATHON

TITLE: SAFETY EQUIPMENT PURCHASE

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

With the recent failure of our gas detector for confined space entry we had to consider repair or replacement. Given that there are 3 detector modules in the detector itself and with one failing the replacement of the entire detector is preferable to the repair of the 3 modules.

By regulation they need to be calibrated / bump tested regularly. We presently don't have the equipment to bump test the detector and by rule the detector should be bump tested to ensure they are operational, every time we use them. Given that the Fire Department uses a similar detector by Altair we obtained quotes for the Altair gas detector and bump test equipment from two suppliers.

	<u>New Gas Detector</u>	<u>Bump Test Kit</u>	<u>Total Quote</u>
Acklands Granger	\$719.94	\$3,538.81	\$4,258.75
SPI	\$732.95	\$3,583.89	\$4,316.84

This equipment is required anytime we enter a wet well, sewage manhole or any confined space. With the bump test equipment, the Fire Department will be able to bump test their Altair gas detector as well on a regular basis. We have historically had to send our tester to Marsh Instrumentation for calibration / bump testing. This cost will be eliminated.

Recommendation:

That Council authorize the purchase of the gas detection and calibration equipment from Acklands Granger at a cost of \$4,258.75 + HST.

Respectfully submitted,
Councillor G. Thibert