

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 26TH, 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, OCTOBER 26TH, 2015 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
 - 3.1 Hector Rathier – Re: Concerns Regarding Road Allowance Adjacent to Property
 - 3.2 Dr. Chirico, NBPSDHU – Re: Accommodation Plan
- 4. Correspondence**
 - 4.1 Northeast Treasurers’ Forum – Re: Agenda for November 4th & 5th, 2015
Finance Committee – Clerk
 - 4.2 Royal Canadian Legion Branch 254 – Re: Letter of Appreciation & Gratitude
General Government Services Committee – Clerk
 - 4.3 AMO – Re: Development Charges & Planning Reform Referred to Standing Committee
General Government Services Committee – Clerk
 - 4.4 OGRA – Re: Nominations for Board of Directors
Transportation Services Committee – Clerk
 - 4.5 Head Clara & Maria – Re: 1 Day Change Management Workshop Outline
General Government Services Committee – Clerk
- 5. Questions/Comments (public & Council) about the Content of the Agenda**
- 6. Municipal Report Number 722**
 - **Minutes of Previous Meeting (s)**
 - **Presentation of By-laws/Resolutions**
 - **Adoption of Report**
- 7. Committee Reports**
 - 7.1 Mattawa Youth & Senior Recreation Programmer
- 8. Questions from the Floor**
- 9. New/Old Business**

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

11. In Camera (Closed)

11.1 Internal Posting

11.2 Property Assessment Arrears

12. Return to Regular Session

13. Adjournment

Monday, October 26th, 2015

Members of Council,

Attached please find Municipal Report Number 722 for consideration by Council.

Respectfully submitted

Francine Desormeau
Clerk (Interim)

INDEX

<u>ITEM</u>	<u>PAGE</u>
ADOPTION OF THE MINUTES	241
MUNICIPAL SURPLUS VEHICLE PUBLIC SALE	242
NORTH BAY MATTAWA CONSERVATION AUTHORITY	243
NORTHEAST TREASURERS' FORUM	244
COMMUNITY LIVING MATTAWA CORPORATE SPONSORSHIP	245

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 Tuesday October 13, 2015 and the Special Meeting of Tuesday October 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 Tuesday, October 13, 2015 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer
Councillor G. Thibert
Councillor G. Larose
Councillor L. Mick
Councillor C. Bastien, Jr.
Councillor D. Sarrazin
Raymond Belanger, CAO/Treasurer

*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.

1. Meeting Called to Order
2. No Disclosure of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations
4. Correspondence

Mayor Backer declared a conflict of interest on correspondence number 4.20 and removed himself from Council Chambers

5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 721

Page No. 233

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday September 28, 2015 be adopted as circulated.

Carried

Page No. 234

Be it resolved that because of the many positive outcomes of a safe railway crossing provided for the community, Council is recommending that VMUTS be exempt of the \$5,711.63 debt balance, and that this amount be written off from our accounts receivables.

Carried

Page No. 235

That the disbursements for the month of September 2015 in the amount of \$659,406.78 be adopted as submitted.

Carried

Resolution Number 15-117

Moved by Councillor C. Bastien, Jr.

Seconded by Councillor G. Thibert

That the Municipal Report Number 721 be adopted

Carried

7. Committee Reports
- 7.1 Assessment of Intersection at Bissett & 12th Street
- 7.2 James Street Unopened Road Allowance
- 7.3 Criminal Courtroom Council Chambers Rental
- 7.4 McKenzie Street Water Main Loop Project
- 7.5 NBMCA & LSHSC Business Plan
- 7.6 Jr 'A' Hockey Loan & Facility Agreement
8. Questions from the Floor
9. New/Old Business
10. 2/3 (Special Resolutions – not previously circulated)

Resolution Number 15-118

Moved by Councillor G. Thibert

Seconded by Councillor L. Mick

- 2/3 *That Council supports the initiative of the Light Industrial Park Committee to prepare and deliver a Request for Proposal (RFP) to hire a professional consultant to carry out a study. The work performed to this date and the work to be done moving forward will then be reported to the committee. This report will also be presented to Council.*

Carried

Resolution Number 15-119

Moved by Councillor G. Thibert

Seconded by Councillor G. Larose

2/3 *That Council directs the CAO to enter into an agreement with Kenalex Construction to complete the McKenzie Street Water Main Loop extension between Fifth and Sixth Streets in the amount of \$131,794.48. Funding options will be discussed with Finance Chair and reported to Council.*

Carried

11. In Camera (Closed) Session (None)

12. Return to Regular Session

13. Adjournment

The regular meeting of Council Tuesday, October 13th, 2015 adjourned at 8:20 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

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

Present: Mayor D. Backer
Councillor C. Lacelle
Councillor G. Thibert
Councillor L. Mick
Councillor C. Bastien Jr.
Councillor D. Sarrazin
Raymond Belanger, CAO/Treasurer
Francine Desormeau, Clerk (Interim)

*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 (None)
4. In Camera (Closed Session)

Resolution Number 15-120

Moved by Councillor G. Thibert
Seconded by Councillor C. Lacelle

- 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 15-121

Moved by Councillor C. Lacelle
Seconded by Councillor C. Bastien, Jr.

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

Mayor Backer stated the in-camera session was to address a matter pertaining to Personal matters about an identifiable individual, including municipal or local board employees.

5. Presentation of By-law/Resolutions/2/3 Special Resolutions: (None)

6. Return to Regular Session

7. Adjournment

The special meeting of Council Tuesday, October 20, 2015 adjourned at 8:11 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM, & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR D. SARRAZIN

DEPT. HEAD: JACQUES BEGIN

TITLE: MUNICIPAL SURPLUS VEHICLE PUBLIC SALE

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

Council has declared the 2002 Ford F150 as a surplus vehicle to the municipality. The Recreation Department has not yet replaced this vehicle in our municipal fleet.

We have placed an ad in the Mattawa Recorder inviting a minimum sealed bid of \$500.00 from the public for the sale of this surplus item. A bid form which included details of the vehicle, and other information pertaining to the process, was made available for pick up at the Municipal Office as of October 5, 2015. Bids had to be submitted in accordance with the form by Friday, October 16, 2015.

We have received one sealed bid and it was opened in the presence of the Clerk, By-Law Officer, and the Treasurer on October 22, 2015. Mr. Robert Rockburn of 241 Fifth Street in Mattawa submitted a \$510.00 bid accompanied with a 10% deposit.

Recommendation:

That the Council of the Town of Mattawa accepts the bid submitted by Mr. Robert Rockburn in the amount of \$510.00 for the municipal surplus vehicle public sale of the 2002 Ford F150.

Respectfully submitted

Councillor D. Sarrazin

THE CORPORTION OF THE TOWN OF MATTAWA

COMMITTEE: FINANCE COMMITTEE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: NORTH BAY-MATTAWA CONSERVATION AUTHORITY

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

The North Bay-Mattawa Conservation Authority (NBMCA) owns the land, buildings and ski lifts in the Laurentian Escarpment Conservation Area which provide for the operation of a ski hill. The Laurentian Ski Hill and Snowboarding Club (LSHSC) has been responsible for all expenses related to the operation and maintenance of the ski hill, including the NBMCA-owned fixed assets.

The LSHSC, together with NBMCA, engaged BDO to perform a Business Strategic Review of the ski hill operations and develop a Business Plan that would set a new path forward. The Plan also recognizes that the LSHSC cannot shoulder the financial burden of maintaining the NBMCA-owned fixed assets.

The upkeep of the fixed assets will require an average of \$65,000 over the next 5 years. Separation of the major fixed capital requirements from operational activities will ensure that the ski hill management team can focus on operational results.

The Board is asking each of the 10 member municipalities to commit to assisting with funding these NBMCA-owned fixed assets for the next five years. This is not a levy, but an “ask” that is based on the apportionment formula provided by the province.

Recommendation:

That the Town of Mattawa commits to assisting with funding the North Bay-Mattawa Conservation Authority owned fixed assets at the Laurentian Ski Hill and Snowboarding Club with an annual contribution of \$745 for the next five years.

Council supports the importance of a feeder system for the long term survival of Antoine Mountain and also recognizes this funding assistance to the NBMCA as an economic development opportunity.

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: NORTHEAST TREASURERS' FORUM

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

The Ministry of Municipal Affairs and Housing will be hosting the Northeastern Treasurer's Forum at the Holiday Inn on Regent Street in Sudbury on November 4 and 5, 2015. This is a free event hosted by the Ministry and we are strongly encouraged for members of our staff to attend.

This two day Forum will consist of topics such as: **"Internal Controls for Small Municipalities"**, **"Tax Collection Procedures Tips/Tricks"**, **"Federal Gas Tax-Program Update"**, **"Infrastructure Ontario, Program Updates"**, **"Risk Management-Asset Management Planning"**, and **"Asset Management Plans-Leading Practices Discussions"** on Day 1.

Day 2 will follow up with the following topics: **"Better Capital Planning"**, **"Understanding Your OMPF Workbooks"**, **"Municipal Services Corporations-Legal Considerations"**, **"Supporting Strong Municipal Financial Practices Through Analysis of Infrastructure Intensity and Assessment at Risk Indicators"**.

Recommendation:

Be it resolved that authorization is granted for Lucie Viel, Deputy Treasurer/Accounting Clerk to attend Day 1 and 2 and for Francine Desormeau, Clerk to attend Day 1 of the Northeast Treasurers' Forum being hosted by the Ministry of Municipal Affairs and Housing in Sudbury on November 4th and 5th, 2015. This workshop being offered free of charge and that only the normal travel policy will apply.

Respectfully submitted,

Councillor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: SOCIAL AND FAMILY SERVICES

CHAIRPERSON: COUNCILLOR C. BASTIEN, JR.

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: COMMUNITY LIVING MATTAWA CORPORATE SPONSORSHIP

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

In the correspondence section of the October 13, 2015 agenda (4.2), a letter from Community Living Mattawa explaining the benefits the organization provides to area residents with development disabilities and their impact on the community with employment opportunities and local spending of their \$1.9 million annual budget. A part of their program is to solicit corporate sponsorship which is a \$50.00 annual fee. Council spoke of this request and suggested a resolution of support and donation to Community Living Mattawa would be appropriate.

Recommendation:

That the Town of Mattawa endorses the Mattawa Community Living organization and supports their initiatives by providing a \$50.00 corporate annual sponsorship for 2015-2016.

Respectfully submitted

Councillor C. Bastien, Jr.