THE CORPORATION OF THE TOWN OF MATTAWA

AGENDA

REGULAR MEETING OF COUNCIL MONDAY, FEBRUARY 22ND, 2016 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, FEBRUARY 22ND, 2016 @ 7:00 P.M.

- 1. Call to Order
- 2. Disclosure of Pecuniary Interest and Nature Thereof
- 3. Petitions & Delegations
- 4. Correspondence
- 4.1 DNSSAB Re: Request for Proposals for Funding Healthy Communities Projects Social & Family Services Committee Clerk
- 4.2 AMO Re: Ontario Announces Green Social Housing Retrofits General Government Services Committee Clerk
- 4.3 OSUM Re: 2016 OSUM Conference & Trade Show May 4 6, 2016 General Government Services Committee Clerk
- 4.4 OFA Re: Farmers Symposium February 27, 2016 General Government Services Committee – Clerk
- 4.5 City of North Bay Re: Memorandum of Understanding for POA Protection to Persons & Property Committee Clerk
- 4.6 Citizens of Eastern Ontario Re: Algonquin Land Claim Petition General Government Services Committee Clerk
- 4.7 AMO Re: Policing Consultations Announced Protection to Persons & Property Services Committee Clerk
- Jesuits English Canada Re: Canadian Canoe Pilgrimage Summer 2017
 Recreation, Tourism & Special Projects Committee Director of Recreation,
 Tourism & Special Projects Committee
- 4.9 FONOM Re: FONOM & NOMA Launch Growing Ontario General Government Services Committee Clerk
- 4.10 Township of Cavan Monaghan Re: Ontario's Consultation on Primary, Home & Community Health Care
 Health Services Committee Clerk
- 4.11 Public Policy Forum Re: Conference of Municipal & School Board Stakeholders General Government Services Committee – Clerk

Monday, February 22, 2016 Correspondence – Cont'd

4.12	FONOM – Re: Support Resolution for Broader Municipal Investment Powers
	General Government Services Committee – Clerk

- 4.13 MFOA Re: Asset Management Assistance Programs General Government Services Committee – Clerk
- 4.14 MNR Re: National Wildfire Community Preparedness Day FireSmart Canada Protection to Persons & Property Committee Clerk
- 4.15 AMO Re: LAS 2016 Information / Education Seminars General Government Services Committee – Clerk
- 4.16 FONOM Re: Application to Host 2018 MMAH Conference General Government Services Committee Clerk
- 4.17 Pembroke Observer Re: Trans-Canada Stretch of Roads Not Serviced Protection to Persons & Property Committee Clerk
- 4.18 Ministry of Agriculture, Food & Rural Affairs Re: OCIF Application Based Component Intake 2
 General Government Services Committee Clerk
- 4.19 Ontario Energy Board Re: Public Hearing Notice Electricity, Gas & Telephone Committee Clerk
- 4.20 Township of Wainfleet Re: Resolution Requesting Ontario Cancel RFP for Added Wind Power Generation
 General Government Services Committee Clerk
- 4.21 Municipality of East Ferris Re: Report Writing to Council Workshop Through AMCTO General Government Services Committee Clerk
- 4.22 Town of Aurora Re: Resolution for Motion (a) Ontario Municipal Board Jurisdiction General Government Services Committee Clerk
- 4.23 Township of Nipissing Re: AMCTO Zone 7 Spring Meeting Agenda & Registration General Government Services Committee Clerk
- 5. Questions/Comments (public & Council) about the Content of the Agenda
- 6. Municipal Report Number 729
 - 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
 - 9.1 FONOM Conference May 11 13, 2016 Timmins ON
 - 9.2 Industrial Park Committee of Council
- 10. 2/3 (Special Resolutions not previously circulated)
- 11. In Camera (Closed)
 - 11.1 Personnel Matter
- 12. Return to Regular Session
- 13. Adjournment

Members of Council,

Attached please find Municipal Report Number 729 for consideration by Council.

Respectfully submitted

Francine Desormeau Clerk (Interim)

INDEX

<u>ITEM</u>	PAGE
ADOPTION OF THE MINUTES	45
2016 WATER RATES BY-LAW	46
FINANCIAL REPORT FOR THE MONTH OF JANUARY	47
SUPPORT RESOLUTION FOR THE CITY OF GREATER SUDBURY	48
WORLD AUTISM AWARENESS DAY	49
RECEPTION OFFICE CLERK	50
INSPECTION & MAINTENANCE OF WELL PUMP # 2	51
LAS (LOCAL AUTHORITY SERVICES) ENERGY WORKSHOP	52
MATTAWA LIGHT INDUSTRIAL PARK PROJECT	53

Date: MONDAY, FEBRUARY 22ND, 2016 Page No: 45

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 __X_ 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 February 8, 2016, the Special Meeting of Tuesday February 9, 2016 and the Special Meeting of Wednesday February 17, 2016 be adopted as circulated.

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, February 8, 2016 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

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.

- 1. Meeting Called to Order
- 2. No Disclosure of Pecuniary Interest and Nature Thereof
- 3. Petitions & Delegations
- 3.1 Mr. Jeremy Stevenson of the Mattawa Hospital made a presentation to Council on the Hospital's redevelopment plans.
- 3.2 Mr. Armand Robitaille did not attend the meeting to make his presentation.
- 4. Correspondence
- 5. No Questions/Comments about the Content of the Agenda
- 6. Municipal Report Number 728

Page No. 23

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday January 25, 2016 be adopted as circulated.

Carried

Page No. 24

That Council of the Town of Mattawa approve the attached Property Tax Collection Policy and authorize the Tax Department to implement this policy for the collection of tax arrears.

Carried

Councillor C. Lacelle declared a conflict of interest on Page No. 25 and removed himself from Council Chambers for the discussion and vote.

Page No. 25

That the Town of Mattawa hire Mr. Scott Lacelle as the Youth Administrative and Accounting Intern under the Northern Ontario Heritage Fund Corporation (NOHFC) – Northern Ontario Internship Program, formal job description attached. This internship program will begin on Tuesday February 16th, 2016 and end on Tuesday February 13, 2017. Carried

Councillor C. Lacelle returned to Council Chambers.

Page No. 26

It is therefore recommended that the following Committee Structure and Terms of Reference associated with the Mattawa Voyageur Days Committee be adopted.

TERMS OF REFERENCE

The Mattawa Voyageur Days Committee of Council shall act as advisors between Council and the Municipal Staff that are assigned to the operation of the Voyageur Days Festival.

Mattawa Voyageur Days Committee structure shall be composed of:

- The Chair of the Recreation, Tourism and Special Projects Committee;
- *The Chair of the Finance Committee;*
- The Mayor as ex-officio

Representing the Council of the Corporation of the Town of Mattawa; and

- *The Director of Recreation, Tourism and Special Projects;*
- *The Clerk 1*;
- The Clerk 2

Representing municipal staff.

The Chair of the Recreation, Tourism and Special Projects Committee shall Chair the Mattawa Voyageur Days Committee of Council, and the Committee shall meet at least three times in each calendar year.

The Committee shall:

- 1. Recommend annually an entertainment budget for Council consideration.
- 2. Report to Council on overall festival operations for informational purposes.

- 3. Review annual documents such as the Security Plan, insurance coverage, marketing plan and other plans and documents as deemed necessary.
- 4. Table recommendations for Council consideration on operational matters.
- 5. Provide an annual financial statement to Council highlighting significant information arising from their discussions with the auditor.
- 6. Advise the Council of the Corporation Town of Mattawa on any significant financial risks.
- 7. Provide opinions and recommendations to Council regarding the capacity, effectiveness, performance and future direction(s) of the festival.
- 8. Advise Council on the adequacy of funds available for proper planning and budgeting of the festival and report on the appropriateness of the Committees spending based on budget limitations set by Council.
- 9. Ensure that the Council provides adequate insurance coverage for the Committee Members, festival events, entertainment and programs that will address and manage significant risks.
- 10. The Council representatives on the Committee shall not change or contravene in the daily operations, program and entertainment decisions of the festival. It is understood that the operations and decisions of the programming and entertainment of Mattawa Voyageur Days festival will remain that of the municipal staff as their function.
- 11. The Committee shall have the authority to spend Voyageurs Days funds as required for the planning and operations of Mattawa Voyageur Days. The Committee will not have the authority to spend or commit other Municipal funds, unless such funds are specifically allocated by Council.
- 12. The Committee shall have the authority to retain counsel, accountants or other professionals to advise or assist the Committee with the prior approval from Council.
- 13. The Committee shall have the authority to access staff resource time for administrative support, set up/break-down, day to day festival operations and for emergency purposes to ensure a quality and safe festival.
- 14. The Council of the Corporation Town of Mattawa has the authority to reject decisions or recommendations of the Mattawa Voyageur Days Committee of Council.

Carried

Page No. 27

That Council approves the attached Request for Proposal for the supply of information technology hardware, software, support and related value added services and that the IT Committee review the submitted proposals and return to Council for formal approval.

Carried

Page No. 28

Now therefore be it resolved that the Council of the Town of Mattawa supports the resolution as passed by the City of Kingston on December 15th, 2015 which endorses a national discussion of a Basic Income Guarantee for all Canadians. And, further that copies of this resolution be sent to the city of Kingston, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, the Premier of Ontario and to the Prime Minister of Canada.

Carried

Page No. 29

That Council authorizes and permits a five foot fence around the front yard on the property known as 711 Mattawan Street.

Carried

Page No. 30

Now therefore be it resolved that the Council of the Town of Mattawa hereby requests that the Minister of Health and Long Term Care reinstate incentives for physicians to practice in rural areas of Ontario, and that the Minister return to the table with Ontario's doctors and work together through mediation-arbitration to reach a fair deal that protects the quality, patient-focused care Ontario's families deserve. And, be it further resolved that copies of this resolution be sent to the Premier of Ontario, the federal and provincial Ministers of Health and the Ontario College of Physicians and Surgeons.

Carried

Page No. 31

Now therefore be it resolved that the Council of the Town of Mattawa urges the Minister of Health and Long-Term Care to consider amending the qualifying criteria so that all roundtrips exceeding 100 km in total travelled distance be eligible for the Northern Travel Grant thus ensuring fair and equitable reimbursement for all Ontario residents who must travel outside of their community for specialized health care services. And, be it further resolved that a copy of this resolution be sent to the Minister of Health and Long-Term Care, to all Northern Ontario municipalities, to the Association of Municipalities of Ontario and to the Federation of Northern Ontario municipalities requesting their support in this important initiative.

Carried

Page No. 32

That Council of the Town of Mattawa authorizes Mr. Thomas Davis of Valin Partners, on behalf of the municipality, to prepare Notices of Vesting to be registered on title for the properties described as PIN 49101-0211 LT 661 Brydges Street & PIN 49102-0171 LT 522 New Street.

Carried

Page No. 33

That the Committee of Adjustment be appointed from the members of Council and By-Law Number 16-02 be approved which appoints Councillors Garry Larose, Lorne Mick and Clifford Bastien, Jr to the Committee for the year 2016 in accordance with Section 44(3) of the Planning Act. And, that this Committee review the three applications received and select one to join the Committee of Adjustment for the remainder of this term of Council.

Carried

Page No. 34

Now therefore be it resolved that the Council of the Town of Mattawa urges the Ministry of Transportation to expedite its re-classification of all winter highway classes in Northern Ontario to ensure that each one receives the appropriate level of maintenance required during the winter months thus ensuring the safety and security of all northern travellers. And, be it further resolved that a copy of this resolution be sent to the Minister of Transportation, to the Association of Municipalities of Ontario and to the Federation of Northern Ontario Municipalities requesting their support in this important matter.

Carried

Resolution Number 16-09 Moved by Councillor C. Lacelle Seconded by Councillor L. Mick

That the Municipal Report Number 728 be adopted.

Carried

- 7. Committee Reports
- 8. Questions from the Floor
- 9. New/Old Business

Councillors G. Thibert and L. Mick both declared a conflict of interest on correspondence number 4.10, letter from Ontario Aboriginal Services, and removed themselves from Council Chambers.

- 10. 2/3 (Special Resolutions not previously circulated)
- 11. In Camera (Closed) Session
- 12. Return to Regular Session

13. Adjournment	
The regular meeting of Council Monda	y, February 8 th , 2016 adjourned at 8:48 p.m.
	Mayor
	Wayor
	Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Tuesday, February 9, 2016 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**

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

Councillor Sarrazin arrived during the meeting at 7:02 p.m.

- 2. No Disclosure of Pecuniary Interest and Nature Thereof (None)
- 3. Committee Reports (None)
- 4. In Camera (Closed Session)
- 4.1 Light Industrial Park Report presented by Jp2g Consultants Inc.

Resolution Number 16-10 Moved by Councillor G. Larose

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

Councillor Thibert arrived during the in camera session at 7:07 p.m.

Councillor Thibert left meeting during the in camera session at 8:25 p.m.

Councillor Thibert returned to the meeting during the in camera session at 9:10 p.m.

Resolution Numbers 16-11 Moved by Councillor G. Thibert Seconded by Councillor G. Larose

2/3 That the special meeting reconvene from the In Camera session at 9:50 p.m. Carried

Mayor Backer stated the in-camera session was 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, February 9th adjourned at 9:51 p.m.

Mayor	
 Clerk	

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Wednesday, February 17, 2016 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer

Councillor C. Lacelle Councillor G. Thibert Councillor G. Larose** 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.

3. Meeting Called to Order

Councillor Larose arrived during the meeting at 7:01 p.m.

- 2. No Disclosure of Pecuniary Interest and Nature Thereof (None)
- 6. In Camera (Closed Session)
 - 3.1 Personnel Issue

Resolution Number 16-12

Moved by Councillor C. Lacelle Seconded by Councillor D. Sarrazin

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 16-13

Moved by Councillor C. Lacelle Seconded by Councillor D. Sarrazin

That the special meeting reconvene from the In Camera session at 7:55 p.m. Carried

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

- 7. Committee Reports / Discussions
 - 7.1 2016 Water Rates Council discussed the setting of the 2016 water rates. Staff presented the 2014 audited financial statements, 2015 unaudited financial statements and the 2016 Water and Wastewater Department budget forecasts. Council, after weighing their options, advised staff to prepare the 2016 water rates by-law with a zero percent increase.
- 8. Presentation of By-law/Resolutions/2/3 Special Resolutions: (None)
- 6. Return to Regular Session
- 7. Adjournment

The special meeting of Council Wednesday, February 17th, 2016 adjourned at 8:35 p.m.

Mayor
Clerk

Date: MONDAY, FEBRUARY 22ND, 2015 Page No: 46

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: 2016 WATER RATES BY-LAW

X_Draft By-Law ____ Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

Water rate increases for this year have been reviewed by Council and staff in recent meetings. A public meeting was held Monday February 8, 2016 seeking public input for the setting of the 2016 water and sewer rates and five people were in attendance. A Special meeting of Council was also held February 17, 2016 for Council to further discuss the Water and Wastewater Department's budgetary requirements for the current year.

A zero to two percent increase was discussed and a final decision was made to not increase the rates again for this year.

The fire suppression fixture flat rates of \$125.00 per year for a residential sprinkler system and \$250.00 per year flat rate for commercial, institutional and multi-residential units will continue at the flat rate previously established. It is also noted the policy of transferring existing water arrears to the tax bills has now been completed.

Recommendation:

That the Town of Mattawa adopt By-Law 16-03 which establishes the water and sewer rates for flat rate water users and water users on meters and represents a zero percent rate increase for the year 2016.

Respectfully submitted

Councillor C. Lacelle

CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 16-03

BEING a By-law to establish water rates for 2016.

WHEREAS the Municipal Act provides for municipalities to charge a service rate for the continuance, operation, repair and maintenance of the water and sewer systems.

AND WHEREAS Notice of the Public Meeting in the matter of setting the 2016 water and sewer rates was given by advertisement in the Mattawa Recorder on January 8, 2016 and on the municipal website, www.mattawa.ca.

AND WHEREAS a Public Meeting under the Municipal Act in the matter of the setting of water and sewer rates was held on February 8, 2016 at 6:15 p.m.

AND THEREFORE the Council of the Town of Mattawa enacts as follows:

- 1. That the annual rate for all consumers of water will not increase for the year 2016.
- 2. That the attached Schedule "A" establishes the water and sewer rates for the year 2016.
- 3. The water and sewer rates are effective as of January 1, 2016.
- 4. A flat rate of \$125.00 per year will be added to a residential water bill if incorporating a fire suppression sprinkler system in addition to the normal charges. A \$250.00 per year flat rate will be added to commercial, institutional and multi-residences incorporating a sprinkler system in addition to normal charges, which was established in 2010.
- 5. Water bills will be processed and due in March and August 2016. The metered consumers' water billings remain quarterly and will be due in March, May, August, and November 2016.
- 6. That a penalty or interest of 1.25% shall be charged on all outstanding amounts remaining unpaid on the first day following a billing due date and on the first day of each following month that the account remains unpaid.
- 7. The Clerk, upon notice from the Treasurer of the amounts due and the person by whom it is due and the lands upon which the supply of water and / or sewer services were supplied, or upon which any work was done in connection with the supply of water or sewer services, enter any unpaid amounts for such service or work upon the Tax Collector's roll and be collected in the same manner and with the same priority as municipal real property taxes. Any uncollected amount, following the full transfer, shall be subject to a penalty or interest of 1.25% per month as in accordance with Section 5 above.

READ, PASSED AND ADOPTED this day of	2016.
	Mayor
	Clerk

Date: MONDAY, FEBRUARY 22ND, 2016 Page No. 47

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: FINANCIAL REPORT FOR THE MONTH OF JANUARY

____ Draft By-Law _X_ Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

That the disbursements for the month of January 2016 in the amount of \$593,407.82 be adopted as submitted.

Respectfully submitted

Councillor C. Lacelle

Date: MONDAY FEBRUARY 22ND, 2016 Page No: 48

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: SUPPORT RESOLUTION FOR THE CITY OF GREATER SUDBURY

____ Draft By-Law _X_ Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

In the correspondence section of the February 8, 2016 regular meeting of Council, a letter from the City of Greater Sudbury (4.7) requested support of their resolution regarding the Ontario Provincial Police Search and Rescue Helicopter. Council spoke to this and agreed a resolution of support was in order.

In April 2015 the OPP search and rescue helicopter was redeployed from Sudbury to Orillia and since the announcement of this redeployment, concerns have been expressed over the protection of people in the North as the response time from Orillia is increased by a minimum of one hour to Sudbury. Orillia is located in a snow belt and helicopters are allegedly not always able to fly in an emergency as a result of the weather conditions.

Many areas in the North can only be accessed by air in a more timely manner and faster response times can mean the difference between life and death in certain conditions.

Recommendation:

Be it resolved that the Town of Mattawa supports the City of Greater Sudbury's resolution respectfully requesting that Premier Kathleen Wynne and Minister of Community and Correctional Services Yasir Abbas Naqvi, expedite the return of the OPP search and rescue helicopter to the Sudbury airport to better serve the needs of Northern communities; And be it further resolved that a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Yasir Abbas Naqvi, Minister of Community and Correctional Services, Glenn Thibeault, MPP for Sudbury, and France Gelinas, MPP for Nickel Belt.

Respectfully submitted

Councillor L. Mick

Date: MONDAY FEBRUARY 22ND, 2016 Page No: 49

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU, INTERIM CLERK

TITLE: WORLD AUTISM AWARENESS DAY

____ Draft By-Law _X_ Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

In the correspondence section of the February 8, 2016 regular meeting of Council, a letter from Autism Ontario (4.6) requested the municipality officially recognize April 4, 2016 as World Autism Awareness Day and participate in their 2016 "Raise the Flag" campaign.

This is a very worthwhile cause as there are people and families personally affected in our municipality by the Autism Spectrum Disorder (ASD). Therefore it is recommended:

Recommendation:

That the Town of Mattawa participate in Autism Ontario's "Raise the Flag" campaign and proclaims Monday April 4, 2016 as World Autism Awareness Day.

Respectfully submitted

Councillor L. Mick

Date: MONDAY, FEBRUARY 22ND, 2016 Page No: 50

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: RECEPTION OFFICE CLERK

____Draft By-Law _____ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

The administration office of the Corporation of the Town of Mattawa was in search of a job creation subsidy and would be pleased to offer Mr. Matthew Perreault employment within our Municipal Office as the Reception Office Clerk. Our expectation is that Matthew will help us provide our constituents with high quality customer service. The work schedule will consist of working Monday to Friday from 9:00 am to 5:00 pm for a total of 35 hours per week.

The position consists of a variety of duties and will include but not limited to payment receipts, providing information, mail distribution and providing assistance in various departments. The senior staff will provide training in various positions as described in the attached Reception Office Clerk "Description of Duties" document.

The Congress of Aboriginal Peoples' Aboriginal Skills and Employment Training Strategy (CAP – ASETS) as the funding organization has agreed to maximum total funding under this wage subsidy client initiative as follows:

Description	Cost	Total
Wage Subsidy	\$11.25/hour @ 35h/week for 6	\$9,450.00
	months or 840 hours.	

Recommendation:

That the Town of Mattawa hire Mr. Matthew Perreault as the Reception Office Clerk (job description attached) for a period of 35 hours per week for 6 months or a total of 840 hours at a rate of \$12.93 per hour. The Town's contribution will consist of \$1.68 per hour for 840 hours for a total contribution of \$1,411.12. The employer is responsible to ensure that the mandatory employment related costs are paid in accordance with provincial labour legislation.

Respectfully submitted, Councillor L. Mick Date: MONDAY FEBRUARY 22ND, 2016 Page No: 51

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: DAN FINNIGAN

TITLE: INSPECTION AND MAINTENANCE OF WELL PUMP #2

____ Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

The Town of Mattawa is supplied with drinking water from two groundwater wells located in our Water Treatment Plant on Bissett Street. These wells are our only source of drinking water, and the protection and maintenance of our source water and pumps is essential to our operations, and to the health of our community.

The larger of our two well pumps (Well Pump #1) was inspected and consequently overhauled (replaced) in November of 2011, after13 years of service. It was recommended at that time that an inspection and routine maintenance be carried out on Well Pump #2 as well. This has not yet been completed.

Well Pump #2 was installed in February 2002 and is now 14 years old. Inspection and maintenance on this pump is a prudent measure and could help to prevent a complete mechanical breakdown as was the case for Well Pump #1. The inspection will reveal any issues that might be developing and give us a chance to address them at an early stage.

International Water Supply has been our sole supplier of service and equipment for more than 50 years and are very familiar with our facility. The crucial importance of the function of this pump is such that we limit risk of failure by working with a contractor that is familiar with our plant, and they are committed to expediting the removal and re-installation of this pump in only a few days.

We will continue to set aside monies in reserve for complete pump replacement for both Well Pump #1 and Well Pump #2

Recommendation:

That Council authorize the Environmental Services Department to proceed with the Inspection and Maintenance of Well Pump #2 at the Mattawa Waterplant at a cost of \$15,213.25 + HST, with funding for this preventative maintenance coming from the 2016 budget.

Respectfully submitted, Councillor G. Thibert Date: MONDAY FEBRUARY 22ND, 2016 Page No: 52

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: LAS (LOCAL AUTHORITY SERVICES) ENERGY WORKSHOP

____ Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

The LAS (through the Association of Municipalities of Ontario) is offering an Energy Finance Workshop in Sudbury, Ontario on Monday March 7th, 2016. This workshop will help participants to better understand the regulatory requirements of O. Reg. 397/11, explore energy purchasing plans, and discover how to efficiently implement Energy Plans. Details of the workshop were provided to Council in the correspondence (4.15) at the February 8th, 2016 Council meeting.

This workshop can provide the Environmental Services Department with ideas and opportunities for cost savings as well as help staff efficiently meet our energy reporting requirements.

Recommendation:

It is therefore recommended that Council authorize Dan Finnigan (PCT) of the Environmental Services Department to attend this one day Energy Finance Workshop in Sudbury, Ontario at a cost of \$420.00 + HST. Normal travel policies will apply.

Respectfully submitted,

Councillor G. Thibert

Date: MONDAY, FEBRUARY 22ND, 2016 Page No: 53

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: MATTAWA LIGHT INDUSTRIAL PARK PROJECT

____Draft By-Law ___X___ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

Jp2g Consultants Inc. Engineers • Planners • Project Managers was commissioned November 9, 2015 by the Town of Mattawa as per resolution #15-126 to undertake a review of funding, contract documents and file correspondence from 2012 to 2015 regarding the proposed Town of Mattawa Light Industrial Park project.

The purpose of this analysis was to establish the current status of the Light Industrial Park project, identify items requiring further attention and provide recommendations on the next steps required to successfully achieve project completion.

Following the presentation from Jp2g Consultants Inc. at the Light Industrial Park Committee meeting of January 4th, 2016, it was recommended to, and approved by Council, for Jp2g Consultants Inc. to present their findings to all of Council at a Special Meeting on Tuesday February 9th, 2016.

Recommendation:

It is therefore recommended that the Mayor and Council adopt the Town of Mattawa Proposed Light Industrial Park Work Breakdown Structure & Budget document as presented to Council on February 9th, 2016. The document consists of:

- 1. CCTV Inspection
- 2. As Built Field Surveys/Drawings
- 3. Water Pressure Test & Hydraulic Analysis
- 4. Sanitary Sewer Analysis & Downstream Impacts
- 5. Conceptual Development Plan
- 6. Master Drainage Plan

The cost of this plan will be allocated into 2016 municipal budget. Our funding partners will also be contacted in order to apply the remaining funds available on the delivery of the work plan as presented to Council.

Respectfully submitted, Councillor G. Thibert