

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, NOVEMBER 28TH, 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, NOVEMBER 28TH, 2016 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 Cathy LeBreton, Royal Canadian Legion Campaign Office – Re: Purchase Support
Advertisement for Veterans
Finance Committee – Clerk
 - 4.2 Municipality of Mattawan – Re: Support Resolution
General Government Services Committee – Clerk
 - 4.3 Municipality of East Ferris – Re: Support Resolution
General Government Services Committee – Clerk
 - 4.4 Township of Georgian Bay – Re: Support Resolution
General Government Services Committee - Clerk
 - 4.5 Township of Bonfield – Re: Support Resolution
General Government Services Committee – Clerk
 - 4.6 Township of Bonfield – Re: Support Resolution
Protection to Persons & Property Committee – Clerk
 - 4.7 FONOM – Re: Fall Newsletter 2016
General Government Services Committee – Clerk
 - 4.8 AMO – Re: Expanding Medical Responses Through Fire Services
General Government Services Committee – Clerk
 - 4.9 Honourable Bill Mauro – Re: Bill 68, Modernizing Ontario’s Municipal Legislation Act
General Government Services Committee – Clerk
 - 4.10 Township of Madawaska Valley – Re: Support Resolution
General Government Services Committee – Clerk
 - 4.11 Township of North Frontenac – Re: Support Resolution
General Government Services Committee – Clerk

Monday, November 28, 2016

Correspondence – Cont'd

- 4.12 Lion Joe Daniel, Chairperson – Re: Lions Children's Christmas Telethon
Social & Family Services Committee – Clerk
- 4.13 Township of Georgian Bay – Re: Support Resolution
General Government Services Committee – Clerk
- 4.14 Ministry of Finance – Re: Release of Ontario Municipal Partnership Fund 2017
Finance Committee – Clerk
- 4.15 AMO – Re: 2017 Ontario Municipal Partnership Fund Allocations Announced
Finance Committee – Clerk

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

6. Municipal Report Number 747

- 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, November 28th, 2016

Members of Council,

Attached please find Municipal Report Number 747 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 November 14th, 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, November 14th, 2016 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
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. Mark & Mrs. Gayle Peplinskie made a presentation to Council concerning Shoreline Maintenance and Advisory Panel.
 - 3.2 Ms. Shawna Getson made a presentation to Council concerning assistance with organization of pickleball activity.
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 746

Page No. 227

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday October 24th, 2016 and the Special Meeting of Thursday October 27, 2016 be adopted as circulated.

Carried

Page No. 228

It is recommended that the Corporation of the Town of Mattawa offer the custodial cleaning contract for the Mattawa Municipal Office to Mrs. Linda Lacelle. This contract is for a two year period from December 1, 2016 to November 30, 2018 at the rate of \$400.00 per month, payable at the end of each month.

Carried

Page No. 229

That the Council of the Town of Mattawa supports Councillor Terry Kelly's re-appointment to the Board of Directors of the Federation of Northern Ontario Municipalities for the next Board Term to represent the Municipality of Calvin, the Township of Bonfield, the Municipality of East Ferris, the Township of Chisholm, The Municipality of Temagami, the Township of Mattawan, the Municipality of West Nipissing, the Township of Papineau-Cameron, the Town of Mattawa and the Township of South Algonquin in the District of Nipissing.

Carried

Page No. 230

That the Town of Mattawa adopt By-law 16-18 which authorizes the signing of a contribution agreement for funding under the Ontario Community Infrastructure Fund (OCIF) formula based component with the Ontario Ministry of Agriculture, Food and Rural Affairs.

Carried

Page No. 231

That the disbursements for the month of October 2016 in the amount of \$365,232.87 be adopted as submitted.

Carried

Page No. 232

Whereas the Treasurer will provide Council with a final account of the Mattawa Voyageur Days total liabilities; and

Whereas the municipality will credit Mattawa Voyageur Days assets such as bank balance, receivables and HST/GST receivables; and

Whereas the approved 2016 Municipal Budget provision of \$75,000.00 be applied to the deficit; and

Whereas the value of the Mattawa Voyageur Days depreciated List of Equipment as confirmed by the Municipal Auditors, be applied to the deficit; and

Whereas, as agreed through a resolution of Council, the municipality will assume all losses incurred by the Festival; and

Whereas the Town of Mattawa will cover the 2016 Mattawa Voyageur Days final established deficit from its Working Fund Reserves; and

Whereas this final deficit be repaid to the Work Fund Reserve by means of two equal payments through the 2017 and 2018 Municipal Budgets.

It is therefore recommended that the Mayor and Council of the Corporation of the Town of Mattawa authorize the Treasurer to deal with the Mattawa Voyageur Days financial deficit as recommended.

Carried – Recorded vote on Page 232 and the vote was unanimous

Page No. 233

That the Council of the Town of Mattawa wishes to formally invite Ms. Liana Bacon, Municipal Advisor, Ministry of Municipal Affairs & Ministry of Housing to the December 12th, 2016 regular meeting of Council to give a presentation on the municipality's 2015 Financial Indicator Thresholds and municipal profiles.

Carried

Page No. 234

It is therefore recommended that By-law 16-19 be adopted which will formally enter the municipality into a funding agreement with the Northern Ontario Heritage Fund Corporation for the hiring of a Mattawa Wellness Programmer and Manager Intern for a period of 52 weeks. The NOHFC will be provide 90% funding in the amount of \$31,500.00 and the Town of Mattawa will be responsible for the employer costs and Mattawa Wellness Inc. will contribute \$2,000.00 towards the municipal portion of the salary costs.

Carried

Resolution Number 16-81

Moved by Councillor G. Thibert

Seconded by Councillor L. Mick

That the Municipal Report Number 746 be adopted.

Carried

7. Committee Reports

7.1 Raymond Belanger – Re: Mattawa Museum Heating Study

7.2 Francine Desormeau – Re: Mattawa Food Bank Property Taxation

7.3 Francine Desormeau – Re: Zoning By-Law Amendment, R1-16, for Long-Term Care Home Redevelopment

7.4 Dan Finnigan – Re: Manhole Repairs

8. Questions from the Floor

9. New/Old Business

10. 2/3 (Special Resolutions – not previously circulated) – None

11. In Camera (Closed) Session

Resolution Number 16-82

Moved by Councillor G. Thibert

Seconded by Councillor G. Larose

That this Council proceed in Camera to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

Carried

Resolution Number 16-83

Moved by Councillor C. Bastien, Jr.

Seconded by Councillor D. Sarrazin

That the In Camera session reconvene at 8:45 p.m.

Carried

Mayor Backer stated the In-Camera session was pertaining to legal matters.

12. Return to Regular Session

13. Adjournment

The regular meeting of Council Monday, November 14th, 2016 adjourned at 8:58 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PLANNING & DEVELOPMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU

TITLE: ZONING BY-LAW 85-23 AMENDMENT

X Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

The purpose of this Zoning By-law Amendment is to rezone the properties identified to:

- Treat the area for the proposed long-term care facility and the existing hospital as an individual lot for zoning purposes which permit the use of institutional uses; and to
- Permit the proposed long-term care facility to be located 5.5 metres from Turcotte Park Road.

The zoning is being changed by rezoning the area from Residential Type 1 (R1) to Institutional (INS-1).

These lands are designated in the Town of Mattawa’s Official Plan as Residential which permits Institutional uses.

In 2003, Zoning By-law Amendment 03-08 was adopted which established special provisions to permit the construction of the new Mattawa Hospital and it is now necessary to repeal Sections 2 and 3 to implement the development of a long-term care facility on the same site.

Recommendation:

That By-law Number 16-20 be approved which will change the zone on the properties identified as Parts 1, 2, 3, 4 5 and 6 on Plan 36R-13947 and pt. of Part 1 on Plan 36R-4795 Turcotte Park Road from Residential Type 1, (R1), to Institutional Special Exception 1 (INS-1) and to also permit the minimum front yard setback on Turcotte Park Road to 5.5 metres.

Respectfully submitted
Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 16-20

Being a By-law to Amend By-law No. 85-23

WHEREAS By-law No. 85-23 regulates the use of land and the use and erection of buildings and structures within the Town of Mattawa;

AND WHEREAS the Council of the Corporation of the Town of Mattawa deems it advisable to amend By-law No. 85-23 as hereinafter set forth;

AND WHEREAS By-law No. 03-08 established special provisions for the hospital it is now necessary to repeal Sections 2 and 3 to implement the development of a long term care facility;

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

1. Sections 2 and 3 of By-law 03-08 are hereby repealed.
2. Notwithstanding the provisions of Schedule B (Permitted Uses in Zones) to the contrary, for the lands zoned INS, Institutional uses shall be permitted.
3. Notwithstanding the provisions of Schedule C (Zone Requirements) to the contrary, for the lands zoned INS, the zoning requirements for an Institutional use in Residential Zone shall apply.
4. Notwithstanding the provisions of Schedule C (Zone Requirements) and Section 2 to this by-law to the contrary, for the lands zoned INS, the area shall be treated as one lot for zoning purposes.
5. Notwithstanding the provisions of Schedule C (Zone Requirements) to the contrary, for the lands zoned INS-1, the minimum front yard setback (Turcotte Park Road) shall be 5.5 metres.
6. By-law No. 85-23 is hereby amended as follows:
 - i) Schedule A of By-law 85-23 is hereby amended in accordance with Schedule 'A' attached hereto;
 - ii) The areas shown on Schedule 'A' to this By-law shall henceforth be zoned Institutional Special Exception 1 (INS-1).
7. This By-law shall come into full force and effect in accordance with the *Planning Act*, R.S.O. 1990.

READ a first and second time this 28th day of November, 2016.

READ a third time and finally passed this 28th day of November, 2016.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: FRANCINE DESORMEAU

TITLE: AMENDMENT TO CAPITAL FINANCIAL ASSETS POLICY

 X Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Effective January 1, 2009 and each fiscal years following, the Public Sector Accounting Board required local governments to present information about the complete stock of their tangible capital assets and amortization in their summary financial statements. Therefore, in response to this provincial directive, By-law Number 09-18 was adopted which set the rules for the accounting treatment of Tangible Capital Assets for the municipality.

An amendment to the policy is now required in order to recognize, record and report the Mattawa Voyageur Days festival assets to the municipal inventory.

Recommendation:

That Council approve By-law 16-21 which will update the Tangible Capital Assets policy for the Corporation of the Town of Mattawa.

Respectfully submitted

Councillor C. Lacelle

**THE CORPORATION OF THE TOWN OF MATTAWA
BY LAW No. 16-21**

BEING A BY-LAW TO UPDATE THE POLICY TO PRESCRIBE THE
ACCOUNTING TREATMENT FOR TANGIBLE CAPITAL ASSETS

WHEREAS the Public Sector Accounting Board (PSAB), has approved the reporting of all tangible capital assets for municipalities, beginning January 1, 2009;

AND WHEREAS municipalities are required to adopt a policy to deal with the treatment for tangible capital assets;

AND WHEREAS the Canadian Institute of Chartered Accountants. (CICA), has developed guidelines to assist municipalities in the creation of a policy.

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

1. **THAT** Schedule 'A" being the policy to prescribe the accounting treatment for tangible capital assets, attached hereto, is updated in order to recognize, record and report the Voyageur Days' festival assets to the municipality's inventory.
2. **THAT** By-law 09-18 is hereby repealed.
3. **THAT** this by-law shall come into force and take effect upon the enactment thereof.

READ a first and second time this 28th day of November, 2016.

READ a third time and finally passed this 28th day of November, 2016.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

**TITLE: TOWN OF MATTAWA AND CUPE LOCAL 1465-01
NEGOTIATIONS – COLLECTIVE AGREEMENT**

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

In accordance with the requirements of the Collective Agreement between the Corporation of the Town of Mattawa and the Canadian Union of Public Employees (CUPE) and its Local 1465-01, a letter has been submitted to the CAO expressing the Union's desire to open negotiations for the renewal of the Collective Agreement with modifications thereof.

The Town needs to appoint its negotiating committee which historically has been composed of three elected officials, human resources consultant and staff. In the New Business section of the November 14, 2016 Regular Meeting, Council discussed and agreed to nominate the Finance Chair, Public Works Chair and Parks and Recreation Chair and to retain the services of Mr. Ward Jones as negotiating consultant.

Recommendation:

That the Mayor and Council of the Corporation of the Town of Mattawa agree to enter into negotiations of the Collective Agreement between the Town of Mattawa and the Canadian Union of Public Employees and its Local 1465-01.

The composition of this committee will include: Councillors C. Lacelle, G. Thibert and D. Sarrazin in addition to Administrative Staff and the retention of WARD JONES CONSULTING.

Respectfully submitted,

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU

TITLE: SUPPORT OF POLICE SERVICES BOARD INCREASE IN LEVY FOR 2017

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

The Mattawa and Area Police Services Board requested from the group of four municipalities an increase in their annual contribution levies to the board. A letter was included in Council's correspondence package, Item #4.8, at the regular meeting of November 14, 2016.

The Mattawa and Area Police Services Board wishes to become a member of the Ontario Association of Police Services Board at an annual cost of approximately \$700.00 and is therefore requesting an increase in the group of four municipalities contribution levies. The Town of Mattawa's annual levy share will increase from \$500.00 to \$780.00.

The municipalities of Calvin and Mattawan have also supported the increase in annual levies which a copy of their resolutions was included in the correspondence.

Council discussed this request and all agreed to support the board's request for an increase to the annual levy contribution.

Recommendation:

That the Town of Mattawa supports the Mattawa and Area's Police Services Board request for an increase to the annual municipal levy share from \$500.00 to \$780.00 beginning in 2017.

Respectfully submitted,

Councillor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BUILDING DEPARTMENT

CHAIRPERSON: COUNCILLOR GARRY LAROSE
(Council representative on Museum Board)

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: MATTAWA MUSEUM HEATING STUDY

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

J.L. Richards & Associates Limited (JLR) was retained to review the Mattawa Museum Heating System. The Town of Mattawa is of the opinion that there are more cost efficient methods for heating the Museum than the existing electric baseboard heaters. We have therefore requested that JLR review three (3) heating options (study attached) in order to obtain the most feasible and cost effective option.

All heating options submitted are expected to significantly reduce energy usage due to the cost difference between natural gas and electricity. The inclusion of dehumidification, ventilation and cooling will tend to offset some of the energy savings.

The Standards for Community Museums in Ontario were used to assess each option as this standard provides humidity control guidelines and compliance and may affect eligibility for funding. A relative humidity range from 30% (winter) to 60% (summer) is being considered to account for limitations of the building structure.

All three options will reduce the cost to heat the Museum, which was the focus of the report, but there are concerns with the level of humidity during the summer. This additional moisture can damage the wood structure of the building and any wood and paper artifacts displayed in the museum. Occupant and guest comfort should also be considered as warm space temperature with high humidity is very uncomfortable for visitors and staff.

With this in mind, JLR recommends upgrading the museum with an outdoor air handling unit. This is not the lowest operational cost option but would improve visitor comfort, lower relative humidity and meet the Standards for Community Museums in Ontario.

The Air Handling Option Review is higher in cost but also the simplest option that ensures that humidity levels are being controlled, gas heat is being utilized and ventilation is being provided when required. The use of distribution ducting will provide the best user comfort by placing air where it is needed.

Recommendation:

That the Mayor and Council authorize staff to proceed with the AIR HANDLING UNIT OPTION (Option 7.0) as described in the Mattawa Museum Heating Study which was prepared for the Corporation of the Town of Mattawa and submitted by J.L. Richards & Associates Limited dated November 2016.

Respectfully submitted,

Councillor G. Larose

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BUILDING DEPARTMENT

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: FRANCINE DESORMEAU

TITLE: REGISTERED CODE AGENCY SERVICE AGREEMENT

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

Mayor D. Backer and Members of Council:

The Mattawa Hospital is currently working on the final plans for the redevelopment of the long term care home on the present hospital site. They will be depositing to the municipality their final designs and building permit application by December 1, 2016.

Wayne Chaput, Chief Building Official, is currently not qualified to review the designs and other materials of building construction with the Ontario Building Code and inspection of the construction of this type of building for which a permit will be issued under the Building Code Act. Because of this, staff had to seek a qualified person or company to perform this activity on the municipality's behalf.

The Ontario Building Permits Review Inc. (OBPR) is the only registered code agency under the Building Code Act in the province that is registered by the Ministry of Municipal Affairs and Housing in all classifications and categories. A minimum amount of \$20,000 plus HST shall be paid to OBPR for the one year contract as stipulated in the attached Service Agreement. The duration of this building project will be between eighteen to twenty-four months therefore it is expected that this contract will be brought back to Council for a one-year renewal.

All expenses incurred by OBPR will be billed to the Mattawa Hospital as part of the building permit fees/costs.

Recommendation:

That By-law 16-22 be adopted which will enter the Town of Mattawa into an agreement with the Ontario Building Permits Review Inc. for the review of designs and inspections of the construction of the new long-term care home on the present Hospital site.

Respectfully submitted
Councillor G. Larose

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 16-22

BEING a by-law authorizing the signing of an agreement with Ontario Building Permits Review Inc. for the undertaking of the review of designs and other materials of building construction of the new long term care home for compliance with the Ontario Building Code, inspection of the construction of the building for which a building permit will be issued under the Building Code Act, issuance of Plan Review Certificates, Change Certificates and Final Certificates.

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

AND WHEREAS the firm, Ontario Building Permits Review Inc., have agreed to perform the required work as per the service agreement attached as per Appendix "A" to this By-law, at a minimum amount of \$20,000.00 for a period of one year beginning December 1, 2016;

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

1. The Mayor and Clerk are hereby authorized to execute the aforesaid Agreement on behalf of the Council of the Corporation of the Town of Mattawa, in accordance with the terms and conditions referred to in this agreement attached to this By-law and known as Appendix "A".
2. That this Agreement shall be effective as of December 1, 2016 for a period of one year 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 28th day of November, 2016.

READ a third time and finally passed this 28th day of November, 2016.

Mayor

Clerk