

**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, OCTOBER 24<sup>TH</sup>, 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, OCTOBER 24<sup>TH</sup>, 2016 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
  - 3.1 Normand Champagne – Re: Mattawa Museum
- 4. Correspondence**
  - 4.1 Nico Walters – Re: Rails for Skate Park  
Recreation, Tourism & Special Projects Committee – Director of Recreation,  
Tourism & Special Projects Committee
  - 4.2 MPAC – Re: 2016 Assessment Update Notices For Farm & Business Properties  
Planning & Development Services Committee – Clerk
  - 4.3 Nico Walters – Re: Trees in Parks  
Conversation Authority Committee – Clerk
  - 4.4 Mark Peplinskie – Re: Town’s Beautification Ideas  
General Government Services Committee - Clerk
  - 4.5 FONOM – Re: Representative on FONOM Board of Directors  
General Government Services Committee – Clerk
  - 4.6 Ernie Hardeman – Re: Statement on Local Government Week  
General Government Services Committee – Clerk
  - 4.7 Municipality of East Ferris – Re: Representative on FONOM Board of Directors  
General Government Services Committee – Clerk
  - 4.8 FONOM – Re: Greater Sudbury for Board of Directors Meeting October 7, 2016  
General Government Services Committee – Clerk
  - 4.9 Municipality of Grey Highlands – Re: Support of Resolution  
General Government Services Committee – Clerk
  - 4.10 Minister Mauro – Re: The Municipal Elections Modernization Act, 2016  
General Government Committee – Clerk

## **Monday, October 24, 2016**

### **Correspondence – Cont'd**

- 4.11 Municipality of Grey County – Re: Support of Resolution  
General Government Services Committee – Clerk
- 4.12 Township of Madawaska Valley – Re: Support of Resolution  
General Government Services Committee – Clerk
- 4.13 Ministry of Natural Resources & Forestry – Re: Amend the Aggregate Resources Act  
Environmental Services Committee – Clerk
- 4.14 AMO – Re: Requesting Council Resolution of Support  
General Government Services Committee – Clerk
- 4.15 Victor Fedeli, MPP – Re: Focus on Finance Unaudited Annual Report  
General Government Services Committee – Clerk
- 4.16 Hydro One Networks Inc. – Re: Save on Energy Retrofit Program Incentive Cheque  
Finance Committee – Clerk

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

## **6. Municipal Report Number 745**

- **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, October 24<sup>th</sup>, 2016

Members of Council,

Attached please find Municipal Report Number 745 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

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**Mayor D. Backer and Members of Council:**

It is respectfully recommended to Council that the minutes of the Regular Meeting of Tuesday, October 11<sup>th</sup>, 2016 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 11<sup>th</sup>, 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
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 744

Page No. 214

*It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday, September 26<sup>th</sup>, 2016 be adopted as circulated.*

Carried

Page No. 215

*That the disbursements for the month of September 2016 in the amount of \$546,297.24 be adopted as submitted.*

Carried

Page No. 216

*Be it resolved that the Members of Council of the Corporation of the Town of Mattawa make our municipality part of Canada 150 celebration of Confederation by appointing the following three community leaders:*

1. *Mayor Dean Backer*
2. *Councillor Clifford Bastien Jr.*
3. *Jacques Begin, Director of Recreation, Tourism & Special Projects*

*And furthermore, authorize staff to submit these appointments to the Federation of Canadian Municipalities in order to identify our Community Leaders for Canada 150.*

Carried

Resolution Number 16-75

Moved by Councillor C. Lacelle

Seconded by Councillor L. Mick

*That the Municipal Report Number 744 be adopted.*

Carried

7. Committee Reports

- 7.1 Raymond Belanger – Re: CBO Salary
- 7.2 Raymond Belanger – Re: Hiring of Secretary/General Office Clerk
- 7.3 Dan Finnigan – Re: Accreditation Audit
- 7.4 Dan Finnigan – Re: Systems Audit
- 7.5 Dan Finnigan – Re: Landfill Inspection Report
- 7.6 Jacques Begin – Re: NOHFC Youth Internship
- 7.7 Jacques Begin – Re: Big Joe Statue – Explorers Point
- 7.8 Jacques Begin – Re: Poplar Trees – Explorers Point
- 7.9 Jacques Begin – Re: Timmins Park Paris Playground Structure
- 7.10 Jacques Begin – Re: Potential New Change Rooms Mike Rodden Arena & Community Centre
- 7.11 Jacques Begin – Re: Waterfront Fuel TSSA Inspection

8. Questions from the Floor

- 9. New/Old Business
- 10. 2/3 (Special Resolutions – not previously circulated)

Resolution Number 16-76

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

- 2/3 *Be it resolved that the Mayor and Council of the Corporation of the Town of Mattawa approve a retroactive to September 27, 2016 wage adjustment of \$6,000.00 per year for the By-Law Enforcement Officer / Chief Building Official.*

*Furthermore, that any other wage adjustment will be taken care of, if warranted, when Council will review job descriptions, adopt necessary by-laws and establish an appropriate salaried staff salary grid for final recommendation.*

Carried

Resolution Number 16-77

Moved by Councillor C. Lacelle  
Seconded by Councillor L. Mick

- 2/3 *It is recommended that that the Mayor and Council of the Corporation of the Town of Mattawa give the authority to the CAO to offer employment to Mrs. Sabrina Lefebvre-Poullas as the Secretary / General Office Clerk for a 6-month contract.*

*The position is to reflect existing pay scale which consist of \$28,210.00 annually or \$15.50 per hour plus associated legislated benefit such as vacation pay, Canadian Pension Plan, Employment Insurance and WSIB.*

Carried

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

The regular meeting of Council Tuesday, October 11<sup>th</sup>, 2016 adjourned at 8:48 p.m.

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Mayor

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Clerk



**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

**DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER**

**TITLE: INVESTMENT POLICY**

     Draft By-Law

  X   Item

     Policy Recommendation

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**Mayor D. Backer and Members of Council:**

AMO is responsible for the administration of the Municipal Funding Agreement for the Transfer of the Federal Gas Tax Funds on behalf of the federal government in Ontario. As administrators, they have agreed to provide Canada with assurances the funds are being used in accordance with the terms and conditions of the Agreement. Under the risk-based framework, AMO has established that a sample of municipalities is sufficient to provide assurance to Canada on municipal compliance.

For the period ending December 31, 2015, the Town of Mattawa was selected for a compliance audit. AMO has retained Grant Thornton LLP as the auditor for this task. A compliance audit was completed by June 30, 2016 in order to minimize the impact on municipal year end and budget cycles. It is also important to note that in order for the Town of Mattawa to receive the July 2016 payment this audit had to be completed.

A draft of the compliance audit for the Town of Mattawa for use of Federal Gas Tax Funds was shared with us a couple of months ago. Attached is the final copy. Several exceptions were noted. In particular it was noted that we had no interest earned on funds kept in a checking account.

Under section 6.6 of the Municipal Funding Agreement, municipalities are required to place Federal Gas Tax Funds in a separate, interest bearing account. To further clarify what this means at a minimum a municipality expending funds in the year received should have set up a separate account within the general municipal account with interest attributed appropriately. If a municipality is banking funds for a future project the funds should be in an interest bearing reserve fund or invested in accordance with the municipality's investment policy. In both cases, there is a municipal process established at the end of each fiscal year to ensure interest is attributed appropriately.

**Recommendation:**

That the Mayor and Council of the Corporation of the Town of Mattawa endorse and adopt the Municipal Investment Policy with the attachment known as the eligible securities as prescribed under O.Reg 438/97.

Respectfully submitted,

Councillor C. Lacelle

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

**DEPT. HEAD: JACQUES BEGIN**

**TITLE: MIKE RODDEN ARENA & COMMUNITY CENTRE ICE PLANT  
MAINTENANCE**

Draft By-Law

Item

Policy Recommendation

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**Mayor D. Backer and Members of Council:**

Request for Proposals (RFP) were requested to carry out regular and emergency maintenance to the Mike Rodden Arena and Community Centre Ice Plant. The RFP term is for 2 years Oct 25, 2016 – June 1, 2018 or as amended by Council.

The RFP was sent to four (4) known companies who carry out this type of work in the Region and was also posted on our Town of Mattawa website.

Two tenders were submitted in accordance with the terms of the RFP. Taxes are extra but include WSIB and all other employee burden costs, overhead and profit.

- |                   |  |
|-------------------|--|
| 1. TOROMONT CIMCO | \$68.00 per hour + .45 per kilometre mileage |
| 2. METAL AIR      | \$67.95 per hour + .45 per kilometre mileage |

The Town of Mattawa has worked with Metal Air for approximately 25 years and have been more than satisfied with the services provided. Metal Air has been consistent with their work both during regular services and emergency services. They recently provided the glycol condenser unit during the emergency breakdown in 2015 and just completed the installation of the new chiller on schedule in 2016.

**Recommendation:**

It is therefore recommended that the Corporation Town of Mattawa accept the Request for Proposal to carry out regular and emergency maintenance to the Mike Rodden Arena and Community Centre Ice Plant from Metal Air at a fee of \$67.95 per hour plus HST and \$0.45 per kilometer mileage.

Respectfully recommended  
Councillor D. Sarrazin