



**PUBLIC SERVICES COMMITTEE MEETING  
AGENDA  
MONDAY, FEBRUARY 5, 2024 AT 6:00 P.M.  
DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS  
160 WATER STREET, MATTAWA ON**

<p><b>Zoom Meeting Access: 1-647-374-4685 Meeting ID Code: 882 6742 6958 Passcode: 259515</b></p>
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- 1. Meeting Called to Order**
- 2. Announce Electronic Participants**
- 3. Adoption of Agenda**
  - 3.1 To Adopt the agenda as presented or amended
    - That the agenda dated February 5, 2024 be adopted
- 4. Disclosures of a Conflict of Interest**
- 5. Adoption of Minutes**
  - 5.1 Regular Meeting of November 6, 2023
    - That the November 6, 2023 minutes be adopted as presented or amended
- 6. Presentations and Delegations**
- 7. Notice of Motions**
- 8. Correspondence**
  - 8.1 Association of Ontario Road Supervisors –Application for Skills Development Fund
  - 8.2 County of Prince Edward – Fire Apparatus Life Span
  - 8.3 Town of Mono – Declares Road Safety Emergency
- 9. Committee Reports**
  - 9.1 Updates in Parks & Recreation Department – Report # 24-01PS
  - 9.2 Updates in Public Works Department – Report # 24-02PS
  - 9.3 Updates in Fire Department – Report # 24-03PS
- 10. In Camera (Closed) Session**
- 11. Return to Regular Session**
- 12. Motions Resulting from Closed Session**
- 13. Adjournment**
  - 13.1 Adjournment of the meeting
    - That the February 5, 2024 meeting adjourn at \_\_\_\_\_ p.m.

DATE: MONDAY, FEBRUARY 5, 2024

3.1

**THE CORPORATION TOWN OF MATTAWA  
PUBLIC SERVICES COMMITTEE**

MOVED BY COUNCILLOR \_\_\_\_\_

SECONDED BY COUNCILLOR \_\_\_\_\_

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**BE IT RESOLVED THAT** the agenda dated Monday, February 5, 2024 be adopted.

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Public Services Committee held Monday, November 6<sup>th</sup>, 2023 at 6:00 p.m. in the Dr. S.F. Monestime Council Chambers.

Committee Present: Mayor Raymond A. Bélanger, Ex-Officio  
 Chair Dexture Sarrazin, Vice Chair Fern Levesque  
 Councillor Loren Mick (online), Councillor Laura Ross

Staff Present: Paul Laperriere, Interim CAO/Treasurer  
 Amy Leclerc, Municipal Clerk/Revenue Services Clerk  
 Sabrina Poullas, Front Counter Clerk/Lottery Licence Officer  
 Barry Jackson, Public Works Supervisor  
 Paul Lafreniere, Interim Fire Chief

\*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. Call to Order

Meeting Called to Order by the Chair at 6:00 p.m.

#### 1.1 Resolution to Suspend Rules and Procedures

##### **Resolution Number 23-22 PS**

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

**BE IT RESOLVED THAT** the Corporate Services Committee temporarily suspend the rules of the procedural by-law for the meeting of Monday, November 6<sup>th</sup>, 2023.

**CARRIED** – unanimous

### 2. Disclosures of Pecuniary Interest and Nature Thereof

### 3. Petitions & Delegations

Councillor Loren Mick arrived online for the meeting at 6:02 p.m.

#### 3.1 William Ferguson, Fire Up – Re: Initiation of Railway Attraction

William Ferguson of Fire Up 503 made a presentation to the Public Services Committee requesting support for the initiative on a steam locomotive tour from North Bay to Bonfield and occasional stop in Mattawa for holiday seasons.

### 4. Correspondence

#### 4.1 Town of Rainy River – Re: Expand Water Treatment Training Opportunities

#### 4.2 United Townships of Head, Clara & Maria – Re: Appreciation for Fire Services Provided

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

### 6. Adoption of Previous Minutes

#### 6.1 Minutes of Tuesday, August 8<sup>th</sup>, 2023

**Resolution Number 23-23 PS**

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

**BE IT RESOLVED THAT** the minutes of the Public Services Committee meeting of Tuesday, August 8<sup>th</sup>, 2023 be adopted as circulated.

**CARRIED** – unanimous

**7. Presentation of By-laws/Resolutions**

**8. Committee Reports**

**8.1 Public Works**

- Public Works Update – Report # PS-23-12

**Resolution Number 23-24 PS**

Moved by Councillor Fern Levesque

Seconded by Councillor Laura Ross

**BE IT RESOLVED THAT** the Public Services Committee receives Report # PS-23-12 titled Activity Highlights in Public Works Department from August 8<sup>th</sup> to October 27<sup>th</sup>, 2023.

**CARRIED** – unanimous

**8.2 Culture, Tourism and Special Projects**

- Beautification Committee Information – Report # PS-23-13

**Resolution Number 23-25 PS**

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

**BE IT RESOLVED THAT** the Public Services Committee receives Report # PS-23-13 titled Beautification Committee Terms of Reference.

**CARRIED** – unanimous

**8.3 Parks & Recreation**

- Recreation Department Updates – Report # PS-23-14

**Resolution Number 23-26 PS**

Moved by Councillor Laura Ross

Seconded by Councillor Fern Levesque

**BE IT RESOLVED THAT** the Public Services Committee receives Report # PS-23-14 titled Recreation Department Updates.

**AND FURTHER THAT** the Public Services Committee recommends to Council that the repairs be approved for the roof and front steps at the Mattawa Curling Club at a total cost of \$11,348.00.

**CARRIED** – Recorded vote and the vote was unanimous

- 8.4 Fire Department  
• Fire Department Update – Report # PS-23-15

**Resolution Number 23-27 PS**

Moved by Councillor Fern Levesque  
Seconded by Councillor Laura Ross

**BE IT RESOLVED THAT** the Public Services Committee receives Report # PS-23-15 titled Fire Department Update.

**CARRIED** – unanimous

**9. Question Period**

**10. New/Old Business**

10.1 Council Chambers Broadband Connectivity Upgrade

The Interim CAO/Treasurer provided an update to the Committee on the fibre line being installed by Bell for the Council Chamber Broadband Connectivity Upgrade.

10.2 Pont Mauril Bélanger Bridge Pedestrian Walkway/Pet Friendly Walkway

The Mayor advised the Committee that an application was submitted years prior for the Connecting Links and was denied on this project.

**11. 2/3 (Special Resolutions – not previously circulated)**

**12. In Camera (Closed)**

**13. Return to Regular Session**

**14. Adjournment**

14.1 Resolution to Adjourn Meeting

**Resolution Number 23-28 PS**

Moved by Councillor Laura Ross  
Seconded by Councillor Fern Levesque

**BE IT RESOLVED THAT** the Public Services Committee Meeting of Monday, November 6<sup>th</sup>, 2023 adjourn at 7:12 p.m.

**CARRIED** – unanimous

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Chair

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Clerk

**DATE: MONDAY, FEBRUARY 5, 2024**

**THE CORPORATION TOWN OF MATTAWA  
PUBLIC SERVICES COMMITTEE**

**MOVED BY COUNCILLOR \_\_\_\_\_**

**SECONDED BY COUNCILLOR \_\_\_\_\_**

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**BE IT RESOLVED THAT** the minutes of the Public Services Committee meeting of Monday, November 6, 2023 be adopted as presented.



January 8, 2024

Dear Head of Council, Deputy Head of Council and Councillors,

Your local Public Works department provides invaluable services within your community. Without the dedicated public works employees that you are fortunate to have, many basic functions in your community would not be able to happen. Without maintained roads, your emergency services (police, fire, and ambulance) would not be able to respond to calls, school buses could not run to get children to school, and your residents would not be able to leave to work, school, appointments, children's extra-curriculars and any other activity important to them. Additionally, as you work with the provincial government to tackle the housing crisis, your communities require more core infrastructure to handle the growth. For the health and safety of our communities it is important we keep our Public Works department staff complement full, and well trained.

Public Works departments across the province have already begun to feel the impacts of labour shortages, and as we will begin to see many retirements across the province, the shortage will become even more exasperated. From a recent survey that AORS completed with public works departments from across Ontario, we know that 91.5% of respondents will be hiring entry level positions in the next three to five years. However, we are already seeing the start of the labour shortage. From our survey, we found that 70% of respondents already reported getting less than five applications for entry level positions when posted, and the top three challenges municipalities are currently facing is a lack of applicants, applicants that do apply not meeting the required qualifications and municipalities having to compete with private sector positions.

Over the last year, AORS has been dedicating much of our advocacy to encouraging youth to consider careers in public works through career fairs, local government presentations to students, developing printed resources for guidance counsellors and much more. AORS has also been working closely with Fanshawe College Corporate Training Solutions to develop a Municipal Operator Course that would train potential municipal equipment operators to come to your municipality with the basic knowledge they need to begin maintaining your core infrastructure. This would be the first course of its kind that would attract potential students from across the Province of Ontario. To fund this endeavor, AORS has applied for a Skills Development Fund through the Province's Ministry of Labour, Training, Immigration and Skilled Trades. We are reaching out to you for your support in our application and your advocacy to the province on why having more – and qualified – applicants to our public works departments are so imperative.

We would ask that you consider passing the following motion:

*WHEREAS, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;*

*AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as*

*emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;*

*AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;*

*AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.*

*THEREFORE IT BE RESOLVED, that (INSERT MUNICIPALITY NAME) supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;*

*AND THAT, (INSERT MUNICIPALITY NAME) calls on the Province of Ontario's Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;*

*AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, (INSERT MUNICIPALITY'S NAME)'s Member of Provincial Parliament (INSERT LOCAL MPP NAME) and the Association of Ontario Road Supervisors.*

We appreciate your on-going support and should you have any questions or concerns, please do not hesitate to contact AORS for all things municipal public works!

Best regards,



John Maheu  
AORS Executive Director



Dennis O'Neil  
AORS Member Services Coordinator



Christie Little  
AORS Training and Programming Coordinator



Kelly Elliott  
AORS Marketing and Communications Specialist



January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

**RESOLUTION NO. 2024-46**

**DATE: January 16, 2024**

**MOVED BY: Councillor Nieman**

**SECONDED BY: Councillor Branderhorst**

**WHEREAS** By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

**AND WHEREAS** apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

**AND WHEREAS** fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

**AND WHEREAS** Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

**AND WHEREAS** on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

**AND WHEREAS** no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

**THAT** the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

**THAT** this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

**THAT** this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

**CARRIED**

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown





Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)  
[minister.mto@ontario.ca](mailto:minister.mto@ontario.ca)

January 15, 2024

Hon. Doug Ford  
Premier of Ontario

Hon. Prabmeet Sarkaria  
Minister of Transportation

Dear Premier Ford and Minister Sarkaria:

On January 9<sup>th</sup>, 2024, Council for the Town of Mono passed the following resolution declaring a **Road Safety Emergency**, calling on the province to take action to address traffic safety through measures including public education, increased Highway Traffic Act fines and expanded use of Automated Speed Enforcement.

*Resolution #4-1-2024*

*Moved by Elaine Capes, Seconded by Melinda Davie*

**WHEREAS** road safety is of continuing and increasing concern to Ontarians;

**AND WHEREAS**, the number of traffic collisions, injuries and fatalities are at unacceptable levels[i];

**AND WHEREAS**, recent statistics and media reports show increasing fatalities and police roadway activities[ii];

**AND WHEREAS**, speeding is a leading contributing factor in many accidents including fatalities[iii];

**AND WHEREAS**, fines for basic speeding have not increased for three decades or more thus losing at least 50% of their deterrent value through inflation;

**AND WHEREAS**, over 60% of all other Highway Traffic Act (HTA) Set Fines remain at \$85, an amount also suggesting no increase in decades[iv];

**AND WHEREAS**, municipalities are frustrated in their attempt to roll out Automated Speed Enforcement (ASE) with current rules that restrict it to less than 80 km/h speed zones and make it contingent upon declaring Community Safety Zones where not warrant except to use ASE;

**AND WHEREAS**, Administrative Monetary Penalties (AMPs) are the logical and efficient means of dealing with offences including parking violations, red light camera infractions and ASE charges, the Regulations involving its use are mired in red tape leading to unnecessary complexity and cost.

**BE IT RESOLVED** that we call on other municipalities and the Province of Ontario to recognize a Road Safety Emergency and take the following actions;

1. Launch a province wide road safety educational program to be funded from a portion of monies currently spent by the Ontario Lottery and Gaming Corporation (OLG) to advertise games of chance and lotteries in Ontario.
2. Review and increase all HTA fines and penalties to reflect a deterrent amount and consequence that sends a message that driving is a privilege subject to conditions.
3. Permit municipalities to deploy ASE in 80 km/h zones or less without having to declare Community Safety Zones and without onerous conditions.
4. Establish a Working Group with municipalities to identify and recommend elimination of regulatory red tape associated with the use of ASE and AMPs.
5. Develop mechanisms that ensure POA fines and penalties do not lose their deterrent effect over time.
6. Work with municipalities to create better means of collecting outstanding POA fines and Victim Surcharge monies estimated to exceed \$1 billion as far back as 2011 <sup>[v]</sup>.

**"Carried"**

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<sup>[i]</sup> The Preliminary 2022 Ontario Road Safety Annual Report indicates a total of 25,165 fatal and personal injury collisions and of that, some 530 fatal collisions (3.9 persons per 100,000 in Ontario).

<sup>[ii]</sup> [https://www.caledonenterprise.com/news/map-fatal-collisions-nearly-doubled-in-caledon-in-2023/article\\_3131acaf-acae-5b21-bee4-a67a33600c33.html](https://www.caledonenterprise.com/news/map-fatal-collisions-nearly-doubled-in-caledon-in-2023/article_3131acaf-acae-5b21-bee4-a67a33600c33.html). Since publication of this article, the number of Caledon fatalities has increased to nearly 20 last year. The Town of Mono has experienced an explosion of traffic stop occurrences, up over 300% since 2019.

<sup>[iii]</sup> Speeding convictions account for over 50% of all HTA convictions - see <https://www.ontariocourts.ca/ocj/statistics/>.

<sup>[iv]</sup> <https://www.ontariocourts.ca/ocj/provincial-offences/set-fines/set-fines-i/schedule-43/>.

<sup>[v]</sup> <http://oapssb.ca/wp-content/uploads/2021/05/OAPSB-POA-WHITE-PAPER-FINAL-1-Nov-2011.pdf>. This report, prepared by the Ontario Association of Police Services Boards,

*suggests a number of effective mechanisms to collect unpaid fines including garnishment of Federal income tax refunds and other payments as is currently done in other provinces.*

Respectfully,

**Fred Simpson**

Digitally signed by Fred Simpson  
Location: Town of Mono  
Date: 2024-01-15 13:56-05:00

Fred Simpson, Clerk

Copy: Minister of Finance  
Honourable Sylvia Jones, Dufferin-Caledon MPP  
Association of Municipalities of Ontario  
All Ontario municipalities



## STAFF REPORT

**PREPARED FOR:** PUBLIC SERVICES COMMITTEE  
**PREPARED BY:** PAUL LAPERRIERE, INTERIM CAO/TREASURER  
**TITLE:** UPDATES FROM PARKS AND RECREATION  
**DATE:** MONDAY FEBRUARY 5, 2024  
**REPORT NO:** 24-01PS

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### **BACKGROUND**

The Public Services Committee meets every four months. The following is an update on various matters;

### **ANALYSIS & DISCUSSION**

#### **Summer Youth Programs**

In anticipation of running summer youth programs and the summer camp again this summer, summer students applications have been submitted to both the Federal and Provincial governments for students (total of 20 students have been applied for).

We likely won't be approved for all but the concept is that with the government funding the full minimum wage, we will should be in a position to have a robust summer program.

#### **Museum**

The new museum president, John Pineau reached to me to advise that First General out of North Bay have been awarded the contract to perform the accessibility improvements as funded by the Province of Ontario. In brief, the project is to install 2 sets of stairlifts (to upstairs and downstairs), renovate the 2 bathrooms and making one them in full compliance with current accessibility requirements under the building code. Application for a building permit is soon expected.

#### **Voyageur Days**

With council's approval to hold the Festival in 2024, planning has begun for this event a festival plan and budget is being prepared for presentation to Council on February 12, 2024.

#### **Mike Rodden Arena**

The plan is have the ice until the end of March at which time the ice plant will be taking off-line till next fall. During the summer, we will repair the score clock and change the advertising as agreed with Wilson's Building Supply.

#### **Curling Club**

We are working jointly with the Curling Club for a funding application which opens February 7 and is due March 6. Under the current capital grant application, a total of \$200,000 is available per application and the Town will ask for funds for the building including possible new equipment for the Fitness Centre.

## **Fitness Centre**

The Mattawa Fitness Centre is under the direction of the Recreation Department and has been busy. Registration is going well with 121 people currently on the list.

The Fitness Centre offers corporate memberships to businesses for \$500 plus HST which then offers their employees discounted rates.

Membership rates can be done five ways which can be done with the following basis:

Yearly, 6 months, 3 months, 1 month and 1 week

Anyone wishing to become a member contact the Information Centre.

## **FINANCIAL IMPLICATIONS**

## **RELEVANT POLICY/LEGISLATION**

## **RECOMMENDATIONS/RESOLUTION**

It is recommended that the Public Services Committee receives and accepts this report.

**BE IT RESOLVED THAT** the Public Services Committee receives Report # 24-01PS titled Updates from Parks and Recreation Department.



**ATTENTION**

**FOR GYM INQUIRIES  
AND/OR CONCERNS**

**PLEASE CALL**

**705-744-0222**

**OR**

**705-498-2397**





## Membership Rates

### **Student 16+/Senior 60+ Membership**

**1 Year: \$197.75**

**6 Months: \$141.25**

**3 Months: \$84.75**

**1 Month: \$39.55**

### **Adult Membership**

**1 Year: \$282.50**

**6 Months: \$163.85**

**3 Months: \$113.00**

**1 Month: \$62.15**

**1 week: \$15.00**

*Above prices include applicable tax*

**Sign up for your membership today or  
register your company as a corporate member  
at the Mattawa Information Centre!  
For questions please call: 705-744-0222**



# STAFF REPORT

**PREPARED FOR:** PUBLIC SERVICES COMMITTEE  
**PREPARED BY:** BARRY JACKSON, PUBLIC WORKS SUPERVISOR  
**TITLE:** UPDATES FROM PUBLIC WORKS DEPARTMENT  
**DATE:** MONDAY FEBRUARY 5, 2024  
**REPORT NO:** 24-02PS

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## **BACKGROUND**

Public Works Monthly Progress Report for January 2024:

## **ANALYSIS & DISCUSSION**

Please find attached three (3) documents outlining the activities completed by our Public Works department in January.

The largest volumes of work completed are as follows:

Snow Removal & Haulage: 30.5625 Labourdays  
Snow Plowing & Sanding: 44.875 Labourdays  
Overtime – Winter Roads: 22.6875 Labourdays

The balance of Public Works activities are outlined on the attached summary sheets.

Local Direct Service Providers for January 2024:

Anderson Trucking – Triaxle Dump Truck Haulage: 2.0 days  
Loader Haulage: 3.0 days

Novack Sand & Gravel – Triaxle Dump Truck Haulage: 3.0 days

## **FINANCIAL IMPLICATIONS**

## **RELEVANT POLICY/LEGISLATION**

## **RECOMMENDATIONS/RESOLUTION**

It is recommended that the Public Services Committee receives and accepts this report.

**BE IT RESOLVED THAT** the Public Services Committee receives Report # 24-02PS titled Updates from Public Works Department.

## Public Works Department Progress Report - January 2024

To: Paul Laperriere, Interim CAO Cc

From: Barry Jackson

### Completed:

Snow Plowing / Sanding	Crews spent 14.75 persondays on Snow Plowing and Sanding Maintenance.
Walkways Plowing / Sanding	Crews spent 30.125 persondays on Walkways Plowing and Sanding Maintenance.
Snow Removal & Haulage	Crews spent 30.55 persondays on Snow Removal & Haulage.
Cold Mixing Potholes:	Crews spent 1.8125 persondays on Cold Mixing Potholes.
Equipment Maintenance & Shop:	Crews spent 8.625 persondays changing out equipment attachments, maintenance & shop work.
Landfill Maintenance & Attendants:	Crews spent 3.125 persondays working at Landfill.
Water:	Crews spent 6.25 persondays locating, flushing, & serviceline repairs.
Sewer Maintenance:	Crews spent 1.185 persondays locating, flushing, & serviceline repairs.
Sick Leave:	Crews spent 3.5 persondays on Sick Leave.
Short Term Disability:	Crews spent 19.0 persondays on Short Term Disability.
Statutory Holidays:	Crews spent 6.0 persondays on Statutory Holidays.
Vacation:	Crews spent 4.5 persondays on Vacation.
Time-in-Lieu:	Crews spent 1.3125 persondays on Time-in-Lieu.
Overtime - Roads:	Crews spent 22.6875 persondays on Overtime for road works
Overtime - Water:	Crews spent 0.625 persondays on Overtime for Water & Sewer repairs.

### Planned:

Crews are currently focusing on Winter Road Maintenance and any priority issues as directed by Council and Staff.

### Attachments:

Public Works Labour Summary - January 2021

Public Works Equipment Hours Summary - January 2021

**Public Works Labour Summary - January 2024**

DESCRIPTION															Hours	Days
STORM DRAINS DITCHING							1.0								1.0	0.125
SNOW PLOWING SANDING	4.0	38.5	11.0		27.0				15.5	17.0		5.0			118.0	14.75
WALKWAYS SIDEWALKS SANDING/SALTING/PLOWING	22.0		16.0		4.0	45.0	39.0	32.5		13.0		9.0	54.0	6.5	241.0	30.125
SNOW REMOVAL & HAULAGE		2.0			2.5		2.5	24.5	43.5	44.0		42.0	26.0	57.5	244.5	30.5625
COLD MIX POT HOLE REPAIR PATCHING		8.0			1.0	3.0	2.5								14.5	1.8125
EQUIP MAINTENANCE SHOP WORK		10.5			26.0	11.0	16.5	3.0						2.0	69.0	8.625
LANDFILL ATTENDANT/MAINTENANCE/SORTING	3.0					8.5	0.5	4.0	4.0					5.0	25.0	3.125
WATER	3.0	8.0	26.0		5.5	3.0	0.5		1.0	3.0					50.0	6.25
SEWER			3.0		3.0	1.0	5.0			3.0					15.0	1.875
SICK LEAVE							4.0					24.0			28.0	3.5
SHORT TERM DISABILITY				72.0								80.0			152.0	19
STATUTORY HOLIDAY		8.0	8.0	8.0	8.0	8.0	8.0								48.0	6
VACATION		4.0	8.0						16.0					8.0	36.0	4.5
TIME-IN-LIEU TAKEN		1.0	8.0				0.5							1.0	10.5	1.3125
OVERTIME WORKED ROADS		13.0	7.0		23.5	2.0	12.5	12.0	15.0	32.0		27.5	27.5	9.5	181.5	22.6875
OVERTIME WORKED WATER	1.0	1.0			1.0	1.0	1.0								5.0	0.625
<b>TOTAL HOURS</b>	<b>33.0</b>	<b>94.0</b>	<b>87.0</b>	<b>80.0</b>	<b>101.5</b>	<b>82.5</b>	<b>93.5</b>	<b>76.0</b>	<b>95.0</b>	<b>112.0</b>	<b>80.0</b>	<b>107.5</b>	<b>107.5</b>	<b>89.5</b>	<b>1239.0</b>	<b>154.875</b>





## STAFF REPORT

**PREPARED FOR:** PUBLIC SERVICES COMMITTEE  
**PREPARED BY:** PAUL LAFRENIERE, INTERIM FIRE CHIEF  
**TITLE:** UPDATES FROM FIRE DEPARTMENT  
**DATE:** MONDAY FEBRUARY 5, 2024  
**REPORT NO:** 24-03PS

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### **BACKGROUND**

The following are updates from the Fire Department.

### **ANALYSIS & DISCUSSION**

Working with training officers to develop our 2024 schedule for upcoming training.

The department continues to focus on getting staff fully licensed to operate our vehicles and have set dates with MTO to driver exams (Practical's) completed in Mattawa. The Ministry of Labour driver training recommendations are going well.

The new Fire Q program that is up and running is proving to be a extremely valuable upgrade in reporting and identifying fire response in many areas. From hydrant location, street addresses, pre plan, building type and any special message attached to the address (i.e. police required for building access). The crews are working with and learning the growth potential of this new program and are enthused with the available resources it provides. I would encourage any member from council to take time and visit with our crew to see what this new program has brought to the department.

The department currently has two fire fighters off duty due to medical reasons and are eager to return back to work once medically cleared. We have received the resignation of a fire fighter who was a great asset as he brought years of professional fire fighting knowledge to our department.

The Fire Chief along with Chief Building Official are currently working on inspections of our numerous commercial units throughout the community that will require a plan of action in order to meet a fire safety standard as outlined in the fire code. Most recently one commercial unit was inspected and recommendations for repairs to this unit were out lined referencing both building and fire codes. We are waiting for drawings and outline of work to be done to remedy current fire safety issues that were identified during inspection.

The final incident reports for 2023 were submitted to the Ministry of Solicitor General and are waiting for verification on any further information that may be required from our department to close this file. There were 51 reportable incidents in the 2023 period and other than one highway call all went well in terms of execution of service. Follow up with OPP regarding roles of each agency has led to development and updates to all SOP. They will be provided to the municipality to review and adopt into the guidelines for our department at a later date.

### **FINANCIAL IMPLICATIONS**

**RELEVANT POLICY/LEGISLATION**

**RECOMMENDATIONS/RESOLUTION**

It is recommended that the Public Services Committee receives and accepts this report.

**BE IT RESOLVED THAT** the Public Services Committee receives Report # 24-03PS titled Updates from Fire Department.

DATE: MONDAY, FEBRUARY 5, 2024

13.1

**THE CORPORATION TOWN OF MATTAWA  
PUBLIC SERVICES COMMITTEE**

MOVED BY COUNCILLOR \_\_\_\_\_

SECONDED BY COUNCILLOR \_\_\_\_\_

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**BE IT RESOLVED THAT** the February 5, 2024 meeting adjourn at \_\_\_\_\_ p.m.