



**COMMITTEE OF THE WHOLE  
AGENDA  
TUESDAY FEBRUARY 17, 2026 AT 6:00 P.M.**

**DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS  
160 WATER STREET, MATTAWA ON**

<b>Zoom Meeting Access: 1-647-374-4685</b>
<b>Meeting ID Code: 822 2157 4516</b>
<b>Passcode: 231942</b>

- 1. Meeting Called to Order**
- 2. Announce Electronic Participants**
- 3. Adoption of Agenda**
  - 3.1 To Adopt the agenda as presented or amended
- 4. Disclosures of a Conflict of Interest**
- 5. Presentations and Delegations**
- 6. Notice of Motions**
- 7. Information Reports – Motions**
  - 7.1 Setting of the 2026 Water & Wastewater Rates – Report # 26-06R  
Report from Paul Laperriere, CAO/Treasurer
  - 7.2 Purchase of Lots 375, 376 & Rankin Street Unopened Road Allowance – Report # 26-07R  
Report from Wayne Chaput, Chief Building Official/By-law Enforcement Officer
- 8. In Camera (Closed) Session**
  - 8.1 Adoption of Previous Closed Meeting Minutes
  - 8.2 Personnel Matter  
In accordance with the Municipal Act, 2001 Section 239 (2)(b)  
b) personal matters about an identifiable individual, including municipal or local board employees
- 9. Return to Regular Session**
  - 9.1 That the Council Return to Regular Session
- 10. Motions Resulting from Closed Session**
- 11. Adjournment**
  - 11.1 Adjournment of the meeting

DATE: TUESDAY FEBRUARY 17, 2026

3.1

**THE CORPORATION TOWN OF MATTAWA**

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

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

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**BE IT RESOLVED THAT** this meeting agenda dated Tuesday February 17, 2026 be adopted.



## INFORMATION REPORT

**PREPARED FOR: MAYOR BÉLANGER AND MEMBERS OF COUNCIL**

**PREPARED BY: PAUL LAPERRIERE, CAO/TREASURER**

**TITLE: SETTING OF THE 2026 WATER & WASTEWATER RATES**

**DATE: TUESDAY FEBRUARY 17, 2026**

**REPORT NO: 26-06R**

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### **BACKGROUND**

The annual water and wastewater rates have historically been presented to Council in February of each year to allow for the preparation and issuance of the 1st water billing of the year. Specifically, flat water billings are issued in two instalments, March and August. Metered water billings are issued in March, May, August and October.

### **ANALYSIS AND DISCUSSION**

The Water Capital Financial Plan, prepared by our auditors, Baker Tilly, and adopted by Council in 2019, recommended a 3% annual increase in alignment with the 10-year plan. This recommendation has been implemented for all years since, right up to and including, 2025.

The water and wastewater revenues and expenses are a function of the net operating budget and the capital budget. Attached is a 5-year financial plan (2025 – 2029) showing revenue and expenses. Water and sewer revenue are increased 3% per year in the financial plan.

Annual shortfall, due to capital projects, far exceeds the approximate \$30,000 in increased revenues (3%).

One could make a case for increased water rates more than 3%, however, the general belief is that residents are already heavily taxed and increases beyond expected levels would not be well received. For this reason, staff will be looking at maintaining the 3% increase again this year.

A notice of public meeting for February 17, 2026, has been sent out.

### **FINANCIAL CONSIDERATION**

3% increase in water rates equates to approximately \$30,000 in additional revenue.

### **RELEVANT POLICY/LEGISLATION:**

### **ATTACHMENTS:**

Five Year Financial Plan

### **RECOMMENDATION:**

It is recommended that Council for the Town of Mattawa receives this report and further that Council directs staff to issue a public notice indicating the proposed rates and these new rates be brought back to Council as a bylaw to be approved.

**BE IT RESOLVED THAT** Council of the Town of Mattawa receives report # 26-06R titled Setting of 2026 Water & Wastewater Rates.

**BE IT RESOLVED THAT** Council approves the proposed 3% rate increase for the 2026 Water & Wastewater Rates.

**AND FURTHER THAT** Council directs staff to issue a public notice for the intent of passing the rates by-law at the regular meeting of Monday February 23, 2026.

**AND FURTHER THAT** Council directs the Clerk to bring forward the by-law for formal adoption at the next regular meeting.

# TOWN OF MATTAWA

## Water Operation

### Financial Plan - 2025 - 2029

	2025	2026	2027	2028	2029				
	Actual	Forecast							
<strong>REVENUE</strong>									
Water billings									
Flat rate	544,990	561,339	578,179	595,525	613,391				
Metered	93,450	96,254	99,141	102,116	105,179				
Frontage	980	1,010	1,040	1,071	1,103				
Swimming pools	1,830	1,800	1,800	1,800	1,800				
Open/close water	2,050	2,100	2,100	2,150	2,200				
Sewer surcharge	466,246	480,233	494,640	509,480	524,764				
	<strong>1,109,546</strong>	<strong>1,142,736</strong>	<strong>1,176,901</strong>	<strong>1,212,141</strong>	<strong>1,248,437</strong>				
<strong>EXPENSES</strong>									
WATER									
Contracted Services (OCWA)	347,393	356,078	364,980	374,104	383,457				
Wages and benefits	165,402	169,537	173,775	178,119	182,572				
Training/employee certificates	3,373	3,457	3,544	3,632	3,723				
After hours emergency fees	732	750	769	788	808				
Telephone and internet	3,554	3,643	3,734	3,827	3,923				
Advertising and subscriptions	-	-	-	-	-				
Office	192	197	202	207	212				
DWQMS & SCADA & licensing	170	174	179	183	188				
Water testing	-	-	-	-	-				
Health & Safety	-	-	-	-	-				
Repairs & Mtnce	17,562	18,001	18,451	18,912	19,385				
Reservoir R&M	-	-	-	-	-				
Pumps R&M	-	-	-	-	-				
Hyrdants R&M	-	4,000	4,100	4,203	4,308				
UV R&M	-	-	-	-	-				
Contracted Services - digs	52,204	28,075	28,777	29,496	30,234				
Material - water digs	-	-	-	-	-				
Hydro - reservoir	1,376	1,410	1,446	1,482	1,519				
Hydro - waterpumps	84,954	87,078	89,255	91,486	93,773				
CPKCR lease	4,087	4,189	4,294	4,401	4,511				
Water write-offs	-	-	-	-	-				
Debenture Financing	7,072	3,988	5,655	24,484	44,072				
Amortization	-	-	-	-	-				
Water reserve	-	-	-	-	-				

# TOWN OF MATTAWA

## Water Operation

### Financial Plan - 2025 - 2029

	2025	2026	2027	2028	2029
	Actual	Forecast			
<b>SEWER</b>					
Lagoon PILS	5,431	5,566	5,706	5,848	5,994
Repairs & Mtnce	195	200	205	210	216
Hydro	51,062	52,339	53,647	54,988	56,363
Bell	728	746	765	784	803
Maintenance	20	21	21	22	22
Contracted services	263	269	276	283	290
Pumping station hydro	14,645	15,011	15,386	15,771	16,165
Pumping station material	5,896	6,043	6,194	6,349	6,508
Waste warter empl certificate	490	502	515	528	541
	<b>766,799</b>	<b>761,274.65</b>	<b>781,873.80</b>	<b>820,108.36</b>	<b>859,586.46</b>
<b>Balance before the following:</b>	<b>342,747</b>	<b>381,462</b>	<b>395,028</b>	<b>392,033</b>	<b>388,851</b>
OCWA capital projects	83,200	231,700.00	250,700.00	250,700.00	250,700.00
Water distribution study	50,000	50,000.00	50,000.00		
HEWSF application - Round 1					
HEWSF application - Round 2	4,500				
HEWSF application - Round 3	15,000				
Replacement pump - Mattawan		90,000.00			
Replacement pump - Bissett		90,000.00			
Town's share of HSWS work (27%)		40,500	540,000.00	540,000.00	469,500.00
<b>ANNUAL SHORTFALL</b>	<b>190,047</b>	<b>(120,738)</b>	<b>(445,672)</b>	<b>(398,667)</b>	<b>(331,349)</b>



**7.2**

## **INFORMATION REPORT**

**PREPARED FOR: MAYOR BÉLANGER AND MEMBERS OF COUNCIL**

**PREPARED BY: WAYNE CHAPUT, CHIEF BUILDING OFFICIAL / BY-LAW ENFORCEMENT OFFICER**

**TITLE: PURCHASE OF LOTS 375, 376 & RANKIN STREET UNOPENED ROAD ALLOWANCE**

**DATE: TUESDAY FEBRUARY 17, 2026**

**REPORT NO: 26-07R**

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### **BACKGROUND**

On January 27, 2026, staff received an email from property owners requesting to purchase lot 376 and a 33' x 165' unopened parcel of Rankin Street Road allowance that is adjacent to the west side of Ninth Street. Lots 375 & 376 which are both 66' x 165' and lies to the south and abuts the unopened portion of Rankin Street Road allowance and is also adjacent to the west side of Ninth Street. Both of these parcels of land are owned by the Town. The property owners have purchased lots 382 and 383 that abut these two properties from the west end.

### **ANALYSIS AND DISCUSSION**

In the past residents have made similar requests to purchase parcels of municipal land and unopened Road Allowances and have been granted. Our records through MPAC show that the north half, a 33' x 260' irregular shape section of the unopened Rankin Street Road allowance has been purchased and added to lots 377, 378 & 381, municipally known as 410 Ninth Street. A 33' x 119' irregular shape section was purchased and added to lot 382 as well, leaving a 33' x 165' unopened parcel of Rankin Street Road allowance remaining which the property owners wish to purchase.

There is a process that must be followed through Schedule "A" of By-law No. 16-17 which is a Policy for the Sale and Disposition of Land and Schedule "B" of By-law No. 16-17 which is a Policy for the Closing and Sale of Municipal Road Allowances (copies attached).

Council has to declare the land surplus by resolution in an open meeting before they can sell any land. Council also has to consider if the unopened road allowance is deemed to be not required for current or future municipal use. If Council declares lot 376 as surplus land and has deemed the closing of the unopened portion of the remaining road allowance, a By-law will be brought to Council for formal approval.

### **FINANCIAL CONSIDERATION**

The parcel will be appraised of the fair market value and an appraised value will be given for sale of the land.

Tax revenue will be generated from this transaction.

### **RELEVANT POLICY/LEGISLATION:**

Municipal Act, S.O.2001. c. 25 as amended.

Town of Mattawa By-law No. 16-17 Schedule "A" Sale and Disposition of Land Policy and Schedule "B" Closing and Sales of Municipal Road Allowances Policy

**ATTACHMENTS:**

Email request from Sylvain Bellehumeur and mapping showing the lands that are being requested.

**RECOMMENDATION:**

It is recommended that Council for the Town of Mattawa receives this report, declares the lands surplus to allow staff to begin the process for the sale and declares the unopened road allowance closed and directs staff to follow the Sale & Disposition of Land policy and Closing & Sale of Municipal Road Allowance policy.

**BE IT RESOLVED THAT** Council of the Town of Mattawa receives report # 26-07R titled Purchase of Lots 375, 376 & Rankin Street Unopened Road Allowance.

**BE IT RESOLVED THAT** Council declares Lot 375 Plan 2 and Lot 376 Plan 2 as surplus to allow for the sale of the lots.

**AND FURTHER THAT** Council declares Part 1 Rankin Street Road allowance as closed which is adjacent to the west side of Ninth Street to allow for the sale of the unopen road allowance.

**AND FURTHER THAT** Council directs staff to follow the Sale & Disposition of Land Policy and Closing & Sale of Municipal Road Allowance Policy moving forward with the properties.

**From:** [sylvain bellehumeur](#)  
**To:** [Wayne Chaput](#)  
**Cc:** [Amy Leclerc](#)  
**Subject:** Re: Letter to Council  
**Date:** Thursday, February 12, 2026 10:07:17 AM  
**Attachments:** [image001.png](#)

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here is our request for the road allowance "closing and sale of municipal road allowances schedule B to BY\_LAW 16-17"

"Request to stop-up and close up a road allowance"

- description

-PART 1 of RANKIN street adjacent to part 2, part 3 and lot 376, kiddy corner to lot 382

-we (Sylvain and Jessica Bellehumeur) already own lot 383, 382 and Rankin Part 2

-also in this application, we would like the request to purchase lot #'s 376 and 375, adjacent north/east of lots 382 and 383, (which we own)

- reason for request to close part 1 of road allowance, to be part of future development

-reason for request to purchase

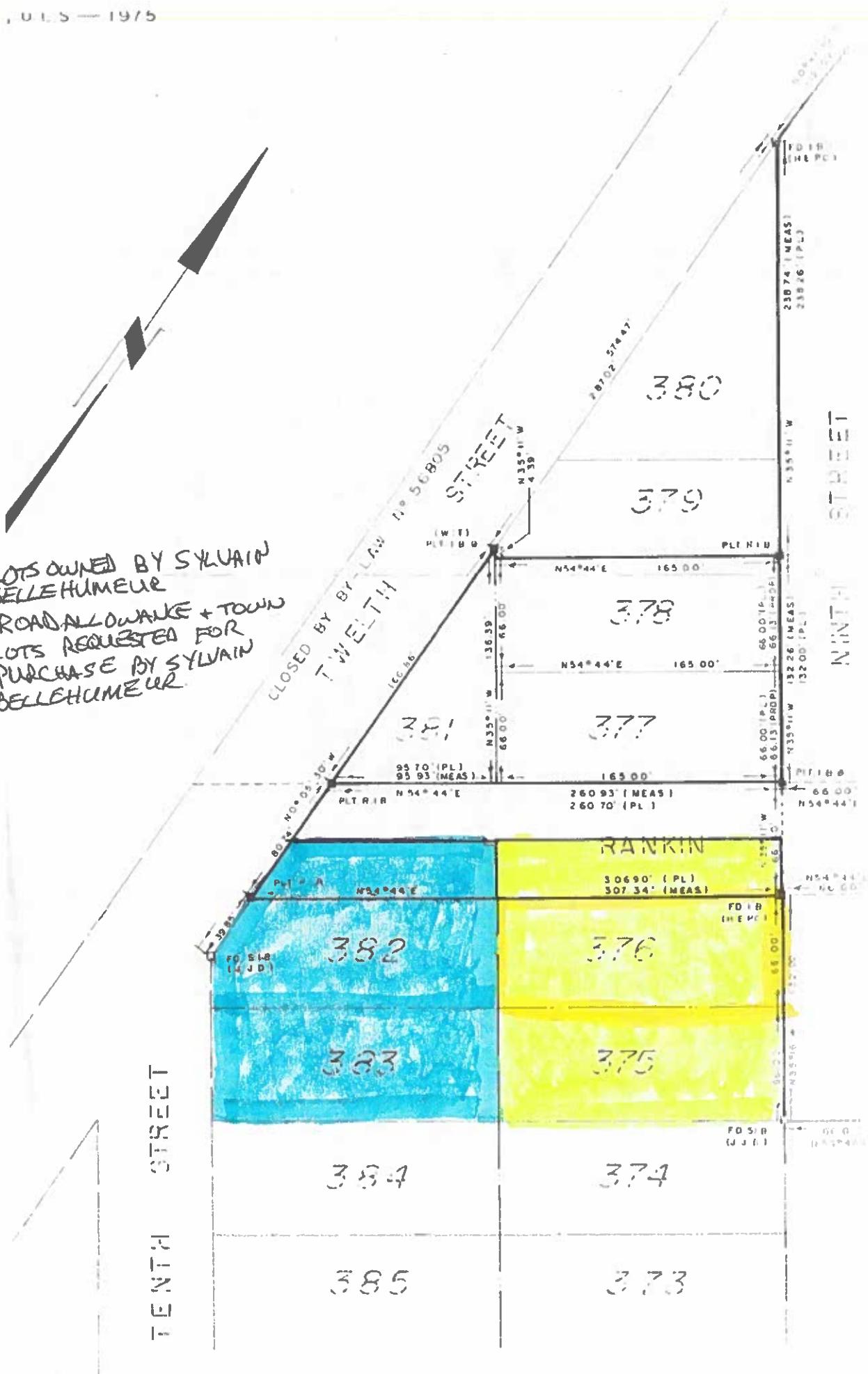
- for future development of either of the following

Please advise if you require further information

**Sylvain Bellehumeur**  
**President**  
**BEL-TECH Development inc.**  
**705-825-1460**

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- LOTS OWNED BY SYLVAIN  
BELLEHUMEUR
- ROAD ALLOWANCE + TOWN  
LOTS REQUESTED FOR  
PURCHASE BY SYLVAIN  
BELLEHUMEUR



ROAD ALLOCATION + TOWN OWNED LOTS REQUESTED FOR PURCHASE  
BY S. V. VAIN RELETHUMER

LOTS OWNED BY SYLVAIN BELLEHUMEUR

Plan 36R - 4580

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**THE CORPORATION TOWN OF MATTAWA**

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

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

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**BE IT RESOLVED THAT** Council proceed In Camera (Closed) session pursuant to section 239(2) of the Municipal Act, 2001, as amended at \_\_\_\_\_ p.m. in order to address the following:

- Item 8.2 personnel matter under personal matters about an identifiable individual, including municipal or local board employees.

DATE: TUESDAY FEBRUARY 17, 2026

**9.1**

**THE CORPORATION TOWN OF MATTAWA**

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

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

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**BE IT RESOLVED THAT** the Committee of the Whole meeting reconvene at \_\_\_\_\_ p.m.

DATE: TUESDAY FEBRUARY 17, 2026

11.1

**THE CORPORATION TOWN OF MATTAWA**

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

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

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**BE IT RESOLVED THAT** this meeting adjourn at \_\_\_\_\_ p.m.