



**SPECIAL MEETING OF COUNCIL
AGENDA
THURSDAY FEBRUARY 20, 2025 AT 5:00 P.M.**

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

**Zoom Meeting Access: 1-647-374-4685
Meeting ID Code: 820 2313 4215
Passcode: 879124**

- 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 20, 2025 be adopted
- 4. Disclosures of a Conflict of Interest**
- 5. Presentations and Delegations**
- 6. Notice of Motions**
- 7. Standing Committee Recommendations/Reports – Motions**
- 8. Information Reports – Motions**
 - 8.1 Setting of the 2025 Water & Wastewater Rates – Report # 25-06R
Report from Paul Laperriere, CAO/Treasurer
- 9. In Camera (Closed) Session**
- 10. Return to Regular Session**
- 11. Motions Resulting from Closed Session**
- 12. Adjournment**
 - 12.1 Adjournment of the meeting
 - That the February 20, 2025 meeting adjourn at _____ p.m.

DATE: THURSDAY FEBRUARY 20, 2025

3.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT the meeting agenda dated Thursday February 20, 2025 be adopted.



INFORMATION REPORT

PREPARED FOR: MAYOR BÉLANGER AND MEMBERS OF COUNCIL
PREPARED BY: PAUL LAPERRIERE, CAO/TREASURER
TITLE: SETTING OF THE 2025 WATER AND WASTEWATER RATES
DATE: THURSDAY FEBRUARY 20, 2025
REPORT NO: 25-06R

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 & 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, and continues to be, implemented by staff.

The water and wastewater revenues and expenses are a function of the net operating budget, therefore, the rates presented in this report may be subject to amendment at the time of the final approval of the annual 2025 Operating Budget.

The Ontario Clean Water Agency (OCWA), who are contracted to operate the water and wastewater distribution system for the municipality, have provided major maintenance recommendations (copy attached) for 2025 to 2029, the end of the 10-year plan. These will be prioritized and included in the annual budget as appropriate.

A copy of the public notice advising residents that the 2025 water/wastewater rates will be discussed at the February 18, 2025, Council meeting is attached. This is to provide residents with the opportunity to ask questions with respect to the proposed rates, also attached.

FINANCIAL IMPLICATIONS

Water and wastewater rates are calculated based on a full cost recovery model, such that generated revenues are sufficient to meet net operating expenses. 2024 results are not yet audited and subject to change.

In 2025, the municipality will be submitting a funding application to the Province under the Health and Safety Water Stream (HSWS). This program funds 73% of water infrastructure projects to a maximum of \$30 million. The application will be for the Municipal Landbank #1.

RELEVANT POLICY/LEGISLATION

ATTACHMENTS

Water Capital Financial Plan, Water Major Maintenance Recommendations, Notice of Public Meeting, Water Rate Comparison

RECOMMENDATIONS/RESOLUTION

It is recommended that Council receives this report and further that Council approves the 2025 water rates as presented.

BE IT RESOLVED THAT Council of the Town of Mattawa receives Report # 25-06R titled Setting of the 2025 Water & Wastewater Rates.

AND FURTHER THAT Council approves the recommendation of the CAO/Treasurer and increase the 2025 water rates by 3%.

AND FURTHER THAT Council directs staff to return at the next meeting of Council with a By-law for formal adoption of the 2025 Water & Wastewater Rates.

29 Nov 24

Paul Laperriere
 Town of Mattawa
 160 Water St.
 Mattawa, ON
 POH 1V0

RE: 2025 Major Maintenance Recommendations

Paul,

On behalf of the Ontario Clean Water Agency (OCWA), we have enclosed a rolling six-year list of major maintenance recommendations as per our Services Agreement. OCWA suggests the following improvements/upgrades to ensure the long-term health and operation of your facilities. Please note that as per the requirements of the Drinking Water Quality Management Standard (DWQMS) version 2.0, the outcomes of the risk assessment conducted for your water facility/facilities were considered and any related items have been included in the recommendations.

At a time amenable to both parties, OCWA's Operations Manager will meet with the Town's representatives to discuss the recommendations, projected expenses, and to decide on a course of action. Dialogue with and approvals from the Town are key components of the process. Please find a summary of the report in the chart below.

FACILITY	2025	2026	2027	2028	2029	2030
Mattawa Water Treatment	\$25,000	\$15,000	\$0	\$0	\$0	\$0
Mattawa Reservoir	\$0	\$0	\$0	\$0	\$10,000	\$38,000
601 McKenzie St. SLS	\$900	\$900	\$50,900	\$900	\$900	\$900
451 Bisette St. SLS	\$900	\$900	\$900	\$900	\$900	\$900
300 Mattawan SLS	\$900	\$900	\$900	\$900	\$900	\$900
101 First St. SLS	\$900	\$50,900	\$900	\$900	\$80,900	\$900
Louis St. SLS	\$50,900	\$900	\$900	\$80,900	\$900	\$900
Brook St. SLS	\$900	\$80,900	\$900	\$900	\$900	\$900
1101 Bisette St. SLS	\$900	\$900	\$80,900	\$900	\$900	\$900
Mattawa Lagoons	\$1,900	\$1,900	\$1,900	\$76,900	\$1,900	\$1,900
Total	\$83,200	\$153,200	\$138,200	\$163,200	\$98,200	\$46,200

As your service provider, OCWA has a comprehensive understanding of the strengths, unique issues and challenges associated with operating your water and wastewater facilities. It is OCWA's intention to work with the Town to determine the scope, budget, and timelines to complete any approved work.

We look forward to continuing to work with you as a trusted partner and advisor in the years to come.

Sincerely,



Paul Dyrda
 Sr. Operations Manager

6-Year Recommended Capital/Major Maintenance from 2025 to 2030

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref. No.	Scope of Work	Cost Estimate					
		2025	2026	2027	2028	2029	2030
Mattawa Water Treatment, 400 Bissett St.							
1	Wells #1 and #2	\$15,000	\$15,000				
2	Drill New Wells	TBD					
3	Wellhouse Building	TBD					
4	Well Pumps						
5	Electrical System						
6	Chlorine Pumps						
7	Analyzers						
8	UV System						
9	Flow Meters						
10	Valves and Well house piping						
11	Distribution Pipes						
12	Municipal Drinking Water License Renewal (MDWL) or PTTW						
13	SCADA and PLC						
14	Generator: See notes						
15	VFD's or Soft Starts	\$10,000					
Total Estimate - Recommended Capital		\$25,000	\$15,000	\$0	\$0	\$0	\$0
Mattawa Reservoir							
1	Reservoir (see notes)	TBD				\$10,000	
2	Reservoir Feed Line (see notes)	TBD					
3	Radio Communication						

6-Year Recommended Capital/Major Maintenance from 2025 to 2030

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref. No.	Scope of Work	Cost Estimate					
		2025	2026	2027	2028	2029	2030
4	Structure						\$20,000
5	Roof Slab						\$16,000
6	Reservoir Building						
7	Electrical System						
8	Ladders						\$2,000
Total Estimate - Recommended Capital		\$0	\$0	\$0	\$0	\$10,000	\$38,000
Wastewater Treatment, 601 McKenzie St. SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System			\$50,000			
7	Louvres						
8	Generator						
Total Estimate - Recommended Capital		\$900	\$900	\$50,900	\$900	\$900	\$900
Wastewater Treatment, 451 Bissett St. SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System						
7	Generator						
Total Estimate - Recommended Capital		\$900	\$900	\$900	\$900	\$900	\$900
Wastewater Treatment, 300 Mattawan SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System						
7	Generator						
Total Estimate - Recommended Capital		\$900	\$900	\$900	\$900	\$900	\$900
Wastewater Treatment, 101 First St. SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System		\$50,000				

6-Year Recommended Capital/Major Maintenance from 2025 to 2030

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref. No.	Scope of Work	Cost Estimate					
		2025	2026	2027	2028	2029	2030
7	Lifting Devices						
8	Generator					\$80,000	
Total Estimate - Recommended Capital		\$900	\$50,900	\$900	\$900	\$80,900	\$900
Wastewater Treatment, Louis St. SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System	\$50,000					
7	Generator				\$80,000		
Total Estimate - Recommended Capital		\$50,900	\$900	\$900	\$80,900	\$900	\$900
Wastewater Treatment, Brook St. SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System						
7	Generator		\$80,000				
Total Estimate - Recommended Capital		\$900	\$80,900	\$900	\$900	\$900	\$900
Wastewater Treatment, 1101 Bissett St. SLS							
1	Wet Well	\$900	\$900	\$900	\$900	\$900	\$900
2	Level Sensor						
3	Pumps						
4	Pipes						
5	Valves						
6	Electrical System						
7	Generator			\$80,000			
Total Estimate - Recommended Capital		\$900	\$900	\$80,900	\$900	\$900	\$900
Mattawa Lagoons - 130 Moosehead Rd.							
1	Primary Cell						
2	Secondary Cell						
3	Maintenance/Emergency Cell						
4	Berms						
5	Collection Chamber	\$900	\$900	\$900	\$900	\$900	\$900
6	Discharge Chamber						
7	Flow Meter						
8	Valves						
9	Generator						
10	Building						
11	Lagoon UV Sensor	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000

6-Year Recommended Capital/Major Maintenance from 2025 to 2030

The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval.

Ref.	Scope of Work	Cost Estimate					
		2025	2026	2027	2028	2029	2030
12	Lagoon UV System				\$75,000		
Total Estimate - Recommended Capital		\$1,900	\$1,900	\$1,900	\$76,900	\$1,900	\$1,900
Total Capital Estimate		\$83,200	\$153,200	\$138,200	\$163,200	\$98,200	\$46,200

** NOTE: a requirement of DWQMS v. 2.0 is to consider the outcomes of the risk assessment (RA) documented under Element 8 as part of the system's infrastructure review*

Legend:

- H High priority recommended to be completed in upcoming year
- M Medium priority recommended to be completed in 1 to 3 years
- L Low priority recommended to be completed in years 4 to 5



NOTICE OF PUBLIC MEETING

In the matter of setting water and wastewater rates for 2025

The Council of the Corporation of the Town of Mattawa will hold a Public Meeting on the February 20, 2025 at 5:00 p.m. to consider a proposed by-law adopting the 2025 water and wastewater rates.

Any person may attend the Public Meeting and/or make written or oral representation either in support of or in opposition to the proposed rates.

Any written submissions and material in support of or in opposition to the proposed amendments will be received by the Municipal Clerk on or before the meeting.

Additional information relating to the proposed water and wastewater rates can be directed to the CAO/Treasurer during regular office hours.

Amy Leclerc
Municipal Clerk
Revenue Services Clerk
Town of Mattawa
160 Water Street, PO Box 390
Mattawa, ON P0H 1V0
705-744-5611 ext. 204
Email: clerk@mattawa.ca

Dated at Mattawa this 19th day of February, 2025



2025 FLAT WATER/WASTEWATER RATE COMPARISON CHART

Charge	Type	2024 Semi Annual Rate	With Proposed 3% Increase
ADDITIONAL ROOM	Flat	\$ 9.90	\$ 10.20
BASIC UNIT - 4 ROOMS	Flat	\$ 137.15	\$ 141.26
BASIN RES DWELLING	Flat	\$ 26.43	\$ 27.22
BATHTUB-RESIDENTIAL	Flat	\$ 34.65	\$ 35.69
TOILET-RESIDENTIAL	Flat	\$ 34.65	\$ 35.69
SEWER SURCHARGE(FLAT)	75%	\$ 182.09	\$ 187.55
Total Semi-Annual Rate		\$ 424.87	\$ 437.61
Total Annual Rate		\$ 849.74	\$ 875.22

DATE: THURSDAY FEBRUARY 20, 2025

12.1

THE CORPORATION TOWN OF MATTAWA

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT the February 20, 2025 meeting adjourn at _____ p.m.