

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, FEBRUARY 26TH, 2018
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, FEBRUARY 26TH, 2018 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 Chat's Lake Stewarts – Re: Request for Support on CPR Right-of-Way Dispute
General Government Services Committee – Clerk
 - 4.2 North Bay PRIDE Committee – Re: Request for Financial Support
Finance Committee – Clerk
 - 4.3 FONOM – Re: Environmental Bill of Rights Submission on Endangered Species Act
Planning & Development Services Committee – Clerk
 - 4.4 FONOM – Re: Winter Newsletter
General Government Services Committee – Clerk
 - 4.5 FONOM – Re: Municipal Elections Act Amendments
General Government Services Committee – Clerk
 - 4.6 AMO – Re: Submission Made on Bill 175, Safer Ontario Act
General Government Services Committee – Clerk
 - 4.7 Ernie Hardeman, MPP Oxford – Re: Activities at OGRA Conference
General Government Services Committee – Clerk
 - 4.8 Ministry of Education – Re: Draft Amendments Pupil Accommodation Review Guideline
General Government Services Committee – Clerk
 - 4.9 DNSSAB – Re: Travellink Project Update Report
Transportation Services Committee – Clerk
 - 4.10 FONOM/NOWA – Re: Increase Expected in Number of Long-Term Care Beds for the
North
Social and Family Services Committee – Clerk
 - 4.11 Township of Norwich – Re: Ontario Building Code Amendments Impact on Municipalities
Building Department Committee – Clerk

Monday, February 26, 2018

Correspondence – Cont'd

4.12 North Bay-Parry Sound District Health Unit – Re: 2017 Report on Cost of Healthy Eating Health Services Committee – Clerk

4.13 North Bay Parry Sound District Health Unit – Re: Public Disclosure Requirement of Inspection Results Health Services Committee – Clerk

4.14 Town of Essex – Re: Request for Support on Offering of School Property to Municipalities Planning & Development Services Committee – Clerk

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

6. Municipal Report Number 775

- Minutes of Previous Meeting (s)
- Presentation of By-laws/Resolutions
- Adoption of Report

7. Committee Reports

7.1 Francine Desormeau – Re: Sale of Land at 661 Brydges Street

7.2 Francine Desormeau - Re: Speed Reduction on Highway 17/McConnell/John Street

7.3 Dan Finnigan – Re: 2017 Water & Wastewater Compliance 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, February 26th, 2018

Members of Council,

Attached please find Municipal Report Number 775 for consideration by Council.

Respectfully submitted

Francine Desormeau
Clerk

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THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU, CLERK/DEPUTY-TREASURER

TITLE: ADOPTION OF THE MINUTES

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

It is respectfully recommended to Council that the minutes of the Finance Meeting of Monday, February 12th, 2018, the Regular Meeting of Monday, February 12th, 2018 and the Closed Meeting of Monday, February 12th, 2018 be adopted as circulated.

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the public finance meeting of Council held Monday, February 12th, 2018 at 6:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer
Councillor G. Larose**
Raymond A. Belanger, CAO/Treasurer
Francine Desormeau, Clerk/Deputy-Treasurer

Absent: Councillor C. Lacelle
Councillor G. Thibert
Councillor L. Mick
Councillor C. Bastien, Jr.
Councillor D. Sarrazin

*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.

In the absence of the Finance Chair Councillor Lacelle the meeting was chaired by Mayor Backer

1. Meeting Called to Order at 6:00 p.m.

**Councillor G. Larose arrived during the discussion of the Draft Fees and Charges By-law at 6:08 p.m.

2. No Disclosure of Pecuniary Interest and Nature Thereof (None)

3. Committee Reports / Discussions

3.1 2018 Setting of Water & Wastewater Rates

3.2 Draft Fees and Charges By-law

4. Presentation of By-laws/Resolutions/2/3 Special Resolutions - None

5. In Camera (Closed Session) – None

6. Adjournment

The public finance meeting of Council Monday, February 12th, 2018 adjourned at 6:10 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, February 12, 2018 at 7:00 p.m. in the Municipal Council Chambers.

Present: Mayor D. Backer
Councillor C. Lacelle
Councillor G. Thibert
Councillor G. Larose
Councillor C. Bastien, Jr.
Councillor D. Sarrazin
Raymond Belanger, CAO/Treasurer
Francine Desormeau, Clerk/Deputy-Treasurer

Absent: Councillor L. Mick

*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 at 7:00 p.m.
2. No Disclosure of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations
 - 3.1 Mr. Michael Chalifoux made a presentation to Council with respect to his concerns of the water runoff from the mountain onto his property.
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 774

Page No. 19

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday, January 22nd, 2018 and the Special Meeting of Monday January 29th, 2018 be adopted as circulated.

Carried

Page No. 20

That the disbursements for the month of January 2018 in the amount of \$286,295.01 be adopted as submitted.

Carried

Resolution Number 18-06

Moved by Councillor G. Larose

Seconded by Councillor G. Thibert

That the Municipal Report Number 774 be adopted.

Carried

7. Committee Reports

7.1 Terry Bangs, Public Works Supervisor – Re: 1995 Trackless MT5

7.2 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Property Tax Arrears

Department Activity Reports

Public Works Committee Report – Public Works Supervisor, Terry Bangs

Read by Councillor G. Thibert

By-Law Committee Report – By-Law Officer, Wayne Chaput

Read by Councillor G. Larose

Recreation Committee Report – Recreation & Facilities Services Manager, Lucie

Desrochers

Read by Councillor D. Sarrazin

8. Questions from the Floor

9. New/Old Business

10. 2/3 (Special Resolutions – not previously circulated)

11. In Camera (Closed) Session

11.1 Tax Arrears

11.2 CUPE Negotiations

Resolution Number 18-07

Moved by Councillor G. Larose

Seconded by Councillor G. Thibert

That this Committee proceed in Camera in order to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees; and labour relations or employee negotiations.

Carried

Resolution Number 18-08

Moved by Councillor G. Thibert

Seconded by Councillor G. Larose

That the In Camera session reconvene at 8:35 p.m.

Carried

Mayor Backer stated the In Camera session was to discuss a tax arrears matter and an update with CUPE Employment Negotiations.

12. Return to Regular Session

Resolution Number 18-09

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Thibert

2/3 *That Council authorize staff to communicate with La Voyageur Inn regarding the tax arrears matter and that the tax collection policy be applied. And further that all future communications concerning tax arrears be dealt with by municipal staff.*

Carried

13. Adjournment

The regular meeting of Council Monday, February 12th, 2018 adjourned at 8:40 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, February 12th, 2018 at 7:51 p.m. in the CAO's Office.

Council Present: Mayor D. Backer
Councillors C. Lacelle, G. Thibert, G. Larose, C. Bastien, Jr., D. Sarrazin

Council Absent: Councillor L. Mick

Staff: Raymond A. Belanger, CAO/Treasurer
Francine Desormeau, Clerk/Deputy-Treasurer

The meeting was held under the Municipal Act, 2001, S.O. 2001, c.25 Section 239 (2) (b) and (d).

Topics for discussion:

1. Under Section 239 (2) (b) of the Municipal Act – b) personal matters about an identifiable individual, including municipal or local board employees
2. Under Section 239 (2) (d) of the Municipal Act – d) labour relations or employee negotiations
 - See Regular Meeting Resolution: 18-07 and 18-08

The closed meeting session adjourned at 8:35 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: DAN FINNIGAN

TITLE: HOUSEHOLD HAZARDOUS WASTES

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Presently the Mattawa Landfill Site is not permitted to accept any household hazardous wastes such as chemicals, paints, thinners, aerosol cans, batteries, oils, etc.

The City of North Bay has once again extended an invitation to participate in their Household Hazardous Waste Depot program for a cost of \$2 per household. There are 45,000 households in North Bay and surrounding municipalities using the service and the cost of operating the facility is close to \$200,000. Our cost to participate in this program in 2017 was \$2,124. This year our participation in the program is \$2,104.

The North Bay Household Hazardous Waste Facility operates year round now and is open from Wednesday through Saturday from 8:00 am to 6:00 pm. The facility also includes a paint exchange area for residents offering free paints / stains that have been deemed usable by the facility operator.

By taking part in this program we will continue to have an answer to the frequent questions from the public regarding household hazardous wastes.

Recommendation:

It is recommended that Council authorizes Administration to take part in the City of North Bay's Household Hazardous Waste Program at a cost of \$2,104 for 2018.

Respectfully submitted

Councillor G. Thibert

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: DAN FINNIGAN

TITLE: 2017 SUMMARY WATERWORKS REPORT

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Ontario Regulation 170/03 requires the annual Summary Waterworks Report to be completed by March 31st of the year following the reporting year. In addition this report must be given to Council members. Formal council acceptance of the 2017 report provides confirmation that it has been presented to Council.

A copy of the 2017 Summary Waterworks Report has been distributed to all of Council and published in the Reports Section of this meeting's package. A copy of this report will be available for viewing by the public at the front counter at the Town Hall, where copies of same are also available upon request.

Recommendation:

It is recommended that Council formally accept the 2017 Summary Waterworks Report as submitted by the PCT from the Environmental Services Department.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: 2018 WATER RATES BY-LAW

X Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Both the Environmental and Treasury Department staff analyzed, reviewed, and projected Water and Wastewater rates for 2018. A Special meeting of Council was held on January 29th, 2018 for Council to further discuss the Water and Wastewater Department budgetary requirements for the current year. A public meeting was held Monday February 12th, 2018 inviting the public for input for the setting of the 2018 water and wastewater rates and one person was in attendance.

A zero to eight and one half percent increase was discussed and the 8.5% increase is being recommended for the setting of the 2018 water rates.

An 8.5% increase translates into an increase of \$55.82 on an average residential water bill, which also includes the sewer surcharge. The average water bill for 2018 will be roughly \$712.00 which is approximately \$1.95 per day for the average residence in the Town of Mattawa to basically consume a generous supply of safe drinking water in addition to the right to use the municipal collection and treatment sanitary sewer systems. This is a great service for an extremely reasonable cost.

Some of the impact items that support the proposed rate increase are:

- Replacement of sanitary sewer line at the Long Term Care Home (\$115,000.00)
- CWWF Reservoir and Water Wells Project (\$143,885.81)
- Well #2 Casing Scouring and Pump Replacement (\$60,000.00)
- Lift Station Upgrade (\$25,000.00), Lift Station Material (\$12,000.00)

Recommendation:

That the Mayor and Council of the Corporation of the Town of Mattawa adopt By-Law 18-07 which establishes the water rates for flat rate water users and water users on meters and represents a 8.5 percent rate increase for the year 2018.

Respectfully submitted
Councillor C. Lacelle

CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 18-07

BEING a By-law to establish water rates for 2018.

WHEREAS the Municipal Act provides for municipalities to charge a service rate for the continuance, operation, repair and maintenance of the water and wastewater systems.

AND WHEREAS Notice of the Public Meeting in the matter of setting the 2018 water and sewer rates was given by advertisement in the Mattawa Recorder on January 13, and February 5, 2018.

AND WHEREAS a Public Meeting under the Municipal Act in the matter of the setting of water and sewer rates was held on February 12, 2018 at 6:00 p.m.

AND THEREFORE the Council of the Town of Mattawa enacts as follows:

1. That the flat water rates for 2018 are hereby increased by 8.5%. The consumption rate based on gallonage for metered residents and non-residents will increase accordingly.
2. That the attached Schedule "A" establishes the water and sewer rates for the year 2018.
3. The water and sewer rates are effective as of January 1, 2018.
4. A flat rate of \$125.00 per year will be added to a residential water bill if incorporating a fire suppression sprinkler system in addition to the normal charges. A \$250.00 per year flat rate will be added to commercial, institutional and multi-residences incorporating a sprinkler system.
5. Water bills will be processed and due in March and August 2018. The metered consumers' water billings remain quarterly and will be due in March, May, August, and November 2018.
6. That a penalty or interest of 1.25% shall be charged on all outstanding amounts remaining unpaid on the first day following a billing due date and on the first day of each following month that the account remains unpaid.
7. The Clerk, upon notice from the Treasurer of the amounts due and the person by whom it is due and the lands upon which the supply of water and / or sewer services were supplied, or upon which any work was done in connection with the supply of water or sewer services, enter any unpaid amounts for such service or work upon the Tax Collector's roll and be collected in the same manner and with the same priority as municipal real property taxes. Any uncollected amount, following the full transfer, shall be subject to a penalty or interest of 1.25% per month as in accordance with Section 5 above.

READ A FIRST and SECOND time this 26th day of February, 2018.

READ A THIRD time and FINALLY PASSED this 26th day of February, 2018.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: RAYMOND BELANGER, CAO/TREASURER

TITLE: AMENDMENT TO CONSOLIDATED FEES AND CHARGES BY-LAW

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

The user fees and charges by-law was consolidated last year (By-law 17-06) establishing individual fee schedules for each municipal department.

Department Heads have reviewed their respective department's schedules of fees and charges and only a few changes have been identified to need updates to fees and/or wording.

As per the requirements of the Municipal Act, public notices were published in the Mattawa Recorder January 14th and February 4th, and on the municipal website advising ratepayers of the public meeting which was held Monday February 12th. One ratepayer attended and provided comments on the administration fee charged to seasonal water users and asked general questions on other fees and charges.

Schedule F is being updated to add Non-Resident Water and Sewer Service Connection Fees subject to Council approval. Schedule G is being updated to add an hourly fee for the community hall rental, a kitchen rental fee for use during Arena events and a hall and bar combined daily rental fee. Changes to Schedule G also include overnight vehicle and RV parking fees. Schedule I is being updated to reflect more accurate fees for Pinehill Cemetery services. And, Schedule J for the Landfill fees is being updated to amend the Hours of Operations for Contractors by appointment only, a change of wording to the Asbestos category and an update to reflect updated municipal equipment.

Recommendation:

It is therefore recommended that the Town of Mattawa adopt By-law 18-08 to amend the Consolidated Fees and Charges By-law 17-06 for goods and services rendered by the municipality.

Respectfully submitted

Councillor C. Lacelle

**THE CORPORATION OF THE TOWN OF MATTAWA
BY-LAW NUMBER 18-08**

**BEING A BY-LAW TO AMEND THE SCHEDULE OF
FEES AND CHARGES FOR THE TOWN OF MATTAWA**

WHEREAS the *Municipal Act, 2001*, S.O. 2001, c.25, Section 391, authorizes a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of any other municipality; for the use of its property, including property under its control; and for capital costs payable by it for sewage and water services or activities which will be provided or done by or on behalf of it after the fees or charges are imposed; and

WHEREAS the Planning Act, R.S.O. 1990, Chapter P.13, Section 69, provides that the Council of a municipality may prescribe a tariff of fees for the processing of applications made in respect to planning matters; and

WHEREAS the Building Code Act, S.O. 1992, Section 7, Chapter 23, as amended, authorizes the Council of a municipality to pass a by-law requiring the payment of fees on applications for and issuance of permits and prescribing the amounts thereof; and

WHEREAS fees respecting the Pinehill Cemetery are authorized under Section 27 of the Cemeteries Act; and

WHEREAS all fees or charges imposed pursuant to the By-law are due and payable by the person invoiced therefore, immediately upon receipt of the invoice; and

WHEREAS unpaid fees or charges imposed pursuant to the By-law are subject to an interest rate of one and one quarter per cent per month; and

WHEREAS the fees or charges imposed pursuant to this By-law constitute a debt owing to the Corporation of the Town of Mattawa, and without limiting any collection remedy otherwise available to the municipality, the Corporation of the Town of Mattawa may add outstanding fees and charges, including interest on the unpaid balance pursuant to the preceding paragraph of this By-law, to the tax roll for any real property within the municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in a like manner as municipal taxes; and

WHEREAS a Public Meeting under the *Municipal Act* in the matter of the fees and charges set by the municipality was held on the 12th day of February, 2018; and

WHEREAS Council adopted a consolidated fees and charges By-law in 2017 (By-law 17-06) for fees and charges for a variety of services the municipality provides;

WHEREAS it now deemed necessary to amend the consolidated fees and charges by-law for the Corporation of the Town of Mattawa.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF MATTAWA DOES HEREBY ENACT AS FOLLOWS:

1. THAT Schedules “F, G, H, I and J” attached hereto are hereby deleted in their entirety and replaced and forming part of this By-law:

Environmental Services Department	Schedule F
Recreation and Cultural Services Department	Schedule G
Public Works Services Department	Schedule H
Cemetery Services	Schedule I
Landfill Services	Schedule J

2. That the fees as listed in amended Schedules “F, G, H, I and J” will be subject to Harmonized Sales Tax (HST) where applicable.
3. This By-law amendment shall come into force and effect on the date of its passing.

READ A FIRST and SECOND time this 26th day of February, 2018.

READ A THIRD time and FINALLY PASSED this 26th day of February, 2018.

Mayor

Clerk



Schedule "F" to By-law 18-08

Environmental Services Department

Water & Sewer Department Services

	Description of Service/Document	Fee
1	Water on or off Service Fee	\$30.00*
2	Water on or off Service Fee (after hours)	\$90.00*
3	Administration Fee for seasonal water on/off billings	\$50.00
4	Delinquent Account Transfer to Property Taxes – Administration Fee	\$50.00
5	OIC/ORO inspection fee for any municipal water or sewer connection (Monday to Friday from 07:00—16:00): minimum one hour charge	\$30.00*/hour
6	OIC/ORO inspection fee for any municipal water or sewer connection (After hours, weekends and statutory holidays: minimum 2 hour charge	\$45.00*/hour
7	Water Service Connection with new Roll number	\$1,000.00*
8	Sewer Service Connection with new Roll number	\$1,000.00*
9	Water Service Connection –New connection where there was no previous tie-in to the existing municipal water main	Full cost recovery + \$1000.00*
10	Water Service Connection—NON RESIDENT	Full cost recovery + \$4000.00*
11	Sewer Service Connection—New connection where there was no previous tie-in to the existing municipal sewer main	Full cost recovery + \$1000.00*
12	Sewer Service Connection—NON RESIDENT	Full cost recovery + \$4000.00*
13	Hydrant Usage-Emergency by agreement ONLY Operator check of operations Winterization of Hydrant (Nov. 01-Mar 31) Water usage (per cubic meter)	\$90.00* \$35.00* \$1.50*
14	Hydrant water usage-Special events Water on or off Service Fee Water on or off Service Fee (after hours) Metered rate (per cubic meter)	\$30.00* \$90.00* \$1.50*

*plus HST

NOTES:

1. No change from last year
2. Operators are paid 2 hrs at 1.5x hourly rate. This covers that cost after 4:00 p.m., weekends and Statutory holidays
3. Administration Fee for additional billings calculations for seasonal water consumers
4. Administration Fee in accordance with water arrears collection policy (2011)
5. A licensed operator should always be present for a connection to a municipal water or sewer service. This ensures proper disinfection and design specs are followed. This fee covers an operator and a truck at regular time.
6. This fee covers an operator that inspects/monitors a connection on overtime (call-out)
7. This is to recover costs associated with installing sewer and water services that are related to lifespan of our assets (water/sewer viable for approximately 50 to 60 years before replacement is required), fixing leaks and/or breaks on the "Town side" of the service, installing new mains, etc. This means that the following would be charged the \$1000 fee:
 - a. A vacant lot that already has a standpipe where there is no current roll number
 - b. A house that was purchased that has an inactive roll number: (i.e. a house that burned down and was sold to another individual
8. See number 7 above
9. Using the machine schedule, Municipal employees perform the work, and recover the costs associated with the operators' labour time using the schedule above, and the machinery time using the "Machine Time Fee Schedule". All materials and labour are recovered at "cost" + 5% admin fee. A \$1000.00 deposit is required before work will begin.
10. New Fee
11. See number 9 above
12. New Fee
13. This is based on a "Mutual Aid" agreement that allows Papineau-Cameron access to our Fire Hydrant that are located near municipal boundaries (i.e: Valois Rest., Donald Street, Mill Street, Eleventh and Twelfth Streets, and First and Bissett Street) in exchange for mutual aid at the Landfill site. The costs associated with verifying the operation and winterizing the hydrants after use is recovered based on this schedule. Water used in P/C tankers is charged at the listed rate. Their 1200 gallon tanker (5.5 m³) would be charged \$8.25 and their 1600 gallon tanker (7.3m³) would be \$10.95.
14. These fees are associated with recovering the cost to turn on and off a hydrant (regular time or overtime as applicable), provide water (and a water meter) for any special events that have been approved by the Environmental Services Department.



Schedule "G" to By-law 18-08

Recreation Department

Recreation and Cultural Services Department

Description of Service/Document	Fee
Hall/Community Centre:	
Hall Rental per day	\$250.00
Hall Rental per hour	\$35.00
Kitchen Rental per day (Arena Event Only)	\$100.00
Hall and Kitchen Rental per day	\$350.00
Hall and Bar Rental per day	\$495.00
Hall, Bar and Kitchen Rental per day	\$595.00
Ice Rental: -	
Youth Rental Fee – per hour	\$60.00
Adult Rental Fee – per hour	\$90.00
Non-Resident/Team Fee – per hour	\$105.00
Floor Rental: -	
Arena Floor Rental Fee - per day (kitchen not incl.)	\$700.00
Youth Events Floor Rental Fee - per hour	\$20.00
Adult Events Floor Rental Fee - per hour	\$35.00
Ballfield Rental:	
Hourly Rental Fee	\$25.00
Half Day Tournament Rental Fee	\$100.00
Full Day Tournament Rental Fee	\$150.00

All rates include HST

*Increase in youth and adult ice/floor rental fees will be allocated to a special capital replacement reserve specifically earmarked for future capital costs of the Mike Rodden Arena.

Waterfront Marina

Docking Fees:	Fee
Seasonal	
Dock Size 30 FT (8)	\$585.00
Dock Size 20 FT (16)	\$475.00
Dock Size 16FT (24)	\$255.00
Monthly	
Dock Size 30 FT (8)	\$300.00
Dock Size 20 FT (16)	\$250.00
Dock Size 16FT (24)	\$175.00
Weekly	
Dock Size 30 FT (8)	\$125.00
Dock Size 20 FT (16)	\$100.00
Dock Size 16FT (24)	\$75.00
Overnight	
Dock Size 30 FT (8)	\$30.00
Dock Size 20 FT (16)	\$25.00
Dock Size 16FT (24)	\$20.00

All rates include HST

Marina Extra Fees:	Fees
Launch Ramp Fees – per day	\$5.00
Launch Ramp Fees – per season	\$60.00
Shore Power Fees – per day	\$25.00
Shore Power Fees – per week	\$100.00
Shore Power Fees – per month	\$150.00
Shore Power Fees – per season	\$250.00
Fuel	Remove
Showers – use of	\$10.00
RV Parking Fee (daily-overnight) **	\$25.00
Vehicle Parking Fee (daily-overnight)**	\$5.00

All rates include HST

** No parking week of Voyageur Days

Equipment Rental

#	description	Fees per day
2	20' x 20' tent	\$450.00
1	15' x 15' tent	\$375.00
2	10' x 20' tent	\$325.00
3	10' x 10' tent	\$250.00
1	10' x 10' tent - easy install	\$200.00
80	10' L x 6' H fence	\$10.00 per section
80	Clamps for 10 x 6 fence	incl.
81	Support base for 10 x 6 fence	incl.
170	10' L x 4' H fence	\$5.00
171	support base for 10 x 4 fence	incl.
1	portable sound system large	\$300.00
	Sound Tech-mandatory	\$20.00 per hour
1	portable sound system small	\$100.00
1	stage lights	\$100.00
	Delivery, install & pick up (includes basic installation, additional time required will be billed at \$90.00 per hour)	\$180.00
	Tables (outside of arena)	\$5.00 per table
	Chairs (outside of arena)	\$1.00 per chair

all rentals subject to HST

NOTE: Equipment rental agreement required with all rentals.

A refundable deposit equal to 50% of the total rental costs is required one week prior to scheduled rental date of tents, sound system and stage lights. Deposit is returned upon return/pick up and inspection of equipment if no damage has occurred.



Schedule "H" to By-law 18-08

Public Works Department

Public Works Department Services

Description of Service/Document	Fee
Municipal Equipment Rental Per Hour	
2007 Ford F150 PW Crew Unit # T-03	\$45.00
2010 GMC Sierra WD Crew Unit # T-04	\$45.00
2006 Ford F150 4x4 Reg Cab Unit # T-06	\$45.00
2010 Ford Ranger Unit # T-07	\$45.00
2012 Ford F150 Unit # T-08	\$45.00
1989 Ford S/A Dump Truck Unit # T-02	\$80.00
2001 Freightliner SA Dump Truck Unit # T-01	\$80.00
2017 Freightliner T/A Plow/Sander Combo Unit # T-05	\$135.00
1989 Champion Road Grader Unit # GR-01	\$140.00
1995 Volvo L-70-C Wheel Loader Unit # LD-01	\$110.00
2016 John Deere 310 S/L Backhoe Unit # BH-01	\$100.00
1995 Trackless MT-5 Plow/Sander Unit # MT -01	\$75.00
2005 Elgin Sweeper/Vac Truck Unit # SW-01	\$95.00

*All equipment subject to HST

The list above reflects actual figures of equipment rates at today's industry standard. Please note all include operators in this schedule. If municipal staff are required to undertake any work or supply any parts or equipment for a connection to the municipal water supply or sewer collection system the property owner will be billed back an amount equal to the actual labour, part and/or equipment.



**Schedule "I" to By-law 18-08
Cemetery Department**

CARE AND MAINTENANCE FUND

Trusting Provisions are in effect and are shown as the Care and Maintenance Fee as prescribed under Section 166 of *Ontario Regulation 30/11* made under the *Funeral, Burial and Cremation Services Act, 2002*, S.O. 2002, c.33, as amended (FBCSA), the Bereavement Authority of Ontario and such amounts shall be credited to the Care and Maintenance Fund.

Lots: 40% of the purchase price or \$250.00, whichever is greater.

SALE OF INTERMENT RIGHTS

Description	General fund	Care & Maintenance Fund	Total
Lot	\$459.00	\$306.00	\$765.00 plus HST
Cremation Lot	\$225.00	\$150.00	\$375.00 plus HST

INTERMENT FEES:

Description	Fee
Casket Interment- Adult	\$750.00 plus HST
Casket Interment – Adult Oversized	\$850.00 plus HST
Casket Interment-Child up to 2yrs	\$600.00 plus HST
Cremation Interment	\$350.00 plus HST
Weekend (Sat/Sun) Interment Fee	\$150.00 plus HST

*Additional fees are reflective of additional charges by Ste Anne's Cemetery for metal vault fee for casket encasement.

ADDITIONAL INTERMENT FEES:

Description	Casket- Adult	Casket-Child up to 2yrs OR Cremation
	Fee	Fee
Disinterment & Re-Interment	\$1,000.00 plus HST	\$800.00 plus HST

SUPPLIES AND SERVICES:

Description	Fee
Transfer of Interment Rights	\$40.00 plus HST
Duplicate Certificate of Interment Rights	\$40.00 plus HST
Monument or Marker Staking Order Fee	\$40.00 plus HST
Vault Fee	\$200.00 plus HST

CONTRIBUTIONS TO CARE AND MAINTENANCE FOR MARKERS AND MONUMENTS:

Every person installing a marker or monument shall pay to the Town of Mattawa the amounts as prescribed under Section 166 of *Ontario Regulation 30/11* made under the *Funeral, Burial and Cremation Services Act, 2002*, S.O. 2002, c.33, as amended (FBCSA), the Bereavement Authority of Ontario and such amounts shall be credited to the Care of Maintenance Fund.

Description	Fee
1. Flat marker measuring less than 1,116.13 square centimeters (173 square inches)	\$0.00
2. Flat marker measuring at least 1,116.13 square centimetres (173 square inches)	\$50.00 plus HST
3. Upright marker measuring 1.22 metres (Four Feet) or less in height and 1.22 metres (Four feet) or less in length, including the base	\$100.00 plus HST
4. Upright marker measuring more than 1.22 metres (four feet) in either height or length, including the base	\$200.00 plus HST
5. A person on behalf of whom a marker is installed in a cemetery to replace the marker that has been damaged and cannot be repaired and the cemetery operator are exempt from subsections 53(9) and (10) of the Act. O. reg. 30/11 s. 166 (2)	\$0.00

This schedule will not come into force or take effect until it is filed with, and approved by the Registrar under Section 151 of Ontario Regulation 30/11 made under the Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33, as amended (FBCSA) and the Bereavement Authority of Ontario.



Schedule "J" to By-law 18-08

Landfill Department

Landfill Department Services – Fees

MATTAWA LANDFILL SITE TIPPING FEES

DESCRIPTION	UNIT	TIPPING FEE
Regular Refuse		
Cars with garbage bags	per bag	\$ 1.00
Pick-Up 1/2 ton or 3/4 ton	load	\$ 15.00
Trailer	load	\$ 20.00
Large Trailer (eg. Dump Trl)	load	\$ 30.00
Tandem Truck (16 Cu. Yd)	load	\$ 160.00
Triaxle Truck (18 Cu. Yd)	load	\$ 180.00
All other loads (roll off bins, etc.)	per Cu. Yd	\$ 10.00
Wood waste for grinding / chipping		
Brought in by homeowner / resident	load	No charge
Brought in by contractor (tandem truck load or greater)	per Cu. Yd	\$ 5.00
Mixed load	per Cu. Yd	\$ 20.00
Hydro-Carbon Impacted Soils & Service Charges		
Tandem Dump (16 Cu. Yd)	load	\$ 400.00
Triaxle Dump (18 Cu. Yd)	load	\$ 450.00
All other loads (roll off bins, etc.)	Cu. Yd	\$ 25.00
Asbestos & other regulated loads		
Basis of \$40 per Cu. Yd		
Bags (1/4 Cu. Yd / bag)	per bag	\$ 10.00
Labour & Machine time for additional burying / handling services (minimum)		\$ 100.00

Hours of Operations

The Landfill is open on Saturday from 09:00 -- Noon		No Charge
Contractors can enter By Appointment Only on Tuesdays & Thursdays from 8:00am to 11:45 am and 1:15pm to 4:00pm with 24 hrs notice.	per hour	\$ 30.00
***Landfill open charge during off hours	per hour	\$ 100.00

Notes:

- Appliances (fridges, freezers and A/C units) will only be accepted after the refrigerant has been removed and tagged by a MOECC certified technician. If a tagged unit is brought in, a one day credit of \$25.00 will be applied to the customer. Units NOT tagged will be refused at the landfill and reported.
- NO Household Hazardous Waste accepted. Residents can dispose of this at the North Bay Household Hazardous Waste depot located at 112 Patton Street in North Bay.
- Electronic Waste is not permitted! Residents can drop off their E-waste at the Mattawa Public Works Yard located at 1276 Mill Street from 7:00 am to 4:00 pm Monday to Friday.
- A load is considered mixed when it contains wood waste, metals or rubble that can be separated before landfilling (eg. wood decking, pallets, shipping crates, appliances, metal roofing, concreted steps, etc)
- The following separate examples are provided as a guide for estimating purposes:
 - A full pickup truck with a trailer (of regular refuse) will be charged \$15.00 + \$20.00
 - A tri-axle truck load of mixed material would be \$360.00
 - A tandem truck load of wood/brush would be \$80.00
 - A load brought in that also has a tagged appliance: subtract \$25.00 from the total charge

Machine Time Cost Sharing Rationale

Landfill machine time (to be allocated for cost sharing invoice purposes) shall be calculated using the following methodology:

- All machine time (every usage) shall be logged using a “Landfill Machine Time Log” to account for all time spent performing a billable service to the landfill.
- The hours billed for each machine is a pre-calculated cost that accounts for the hourly wage of an operator plus the hourly charge for the machine combined.

Description of Service/Document	Fee
Municipal Equipment Rental Per Hour	
2007 Ford F150 PW Crew Unit # T-03	\$45.00
2010 GMC Sierra WD Crew Unit # T-04	\$45.00
2006 Ford F150 4x4 Reg Cab	\$45.00
2010 Ford Ranger	\$45.00
2012 Ford F150	\$45.00
1989 Ford S/A Dump Truck Unit # T-02	\$80.00
2001 Freightliner SA Dump Truck Unit # T-01	\$80.00
2017 Freightliner T/A Plow/Sander Combo Unit # T-05	\$135.00
1989 Champion Road Grader Unit # GR-01	\$140.00
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1995 Trackless MT-5 Plow/Sander Unit # MT -01	\$75.00
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THE CORPORATION TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: FRANCINE DESORMEAU, CLERK/DEPUTY-TREASURER

TITLE: COMMUNITY TRANSPORTATION GRANT PROGRAM

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

The Ministry of Transportation released a new round of funding for community transportation initiatives. The Township of Papineau-Cameron was successful in acquiring funding in 2015 and in partnership with Belanger Brownway Bus lines the Nipissing Travellink pilot program was established in 2016. Because of the program's success in our communities the Township of Papineau-Cameron will be submitting another application in effort to continue this worthwhile initiative as this two-year pilot project will end March 31st of this year.

The District of Nipissing Social Services Administration Board, (DNSSSAB) has assisted with this program and pending approval has committed to continuing to assist as a community partner going forward. Correspondence Item #4.9 of this agenda demonstrates the pilot project's success.

The Township is seeking letters of support to accompany their application and for these reasons the following is recommended:

Recommendation:

Be it resolved that the Town of Mattawa supports the Township of Papineau-Cameron's funding application to the Ministry of Transportation's Community Transportation Grant Program – Municipal Stream in efforts to continue the Nipissing Travellink pilot project that will be ending March 31, 2018.

Respectfully submitted

Councillor G. Thibert

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION & CULTURAL SERVICES

CHAIRPERSON: COUNCILLOR D. SARRAZIN

DEPT. HEAD: LUCIE DESROCHERS, RECREATION AND FACILITIES SERVICES MANAGER

TITLE: 2018 MATTAWA WELLNESS INC. & TOWN OF MATTAWA AGREEMENT

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Mattawa Wellness and Life Enrichment, Inc., (Mattawa Wellness), a local non-profit organization has obtained funding to provide Mattawa and area seniors with fitness programs. The funding partner is the North East Local Health Integration Network (NELHIN) in cooperation with the North Bay Parry Sound District Health Unit.

Mattawa Wellness and the Corporation of the Town of Mattawa have combined efforts to have the Mattawa Wellness Programmer and Manager to be the instructor and offer two free fitness classes for seniors 65 years old and over:

- 1) **Senior Community Exercise Classes;** and
- 2) **Still Standing Program.**

Both of these programs are for Mattawa and area seniors 65 years of age and older. The programs include instructor training, certification, equipment, advertising and a portion of salary.

For the **Senior Community Exercise Classes**, Mattawa Wellness will contribute the following:

- \$2000 a year (paid at the end of each quarter, conditional with continued LHIN funding) towards the municipal portion of the Mattawa Wellness Programmer and Manager's salary costs: (one-hour sessions held twice a week: 1 hr. x 2/wk. x 48 weeks = 96 hours).

For the **Still Standing Program**, Mattawa Wellness will contribute the following:

- \$1000 towards the municipal portion of the Mattawa Wellness Programmer and Manager's salary cost for program planning, training and instruction – (January through March 31, 2018); and
- \$500 quarterly, (paid at the end of each quarter, conditional with continued LHIN funding) towards the municipal portion of the Mattawa Wellness Programmer and Manager's salary

costs: (one-hour sessions held twice a week: 1 hr. x 2/wk. x 48 weeks = 96 hours) – Starting April 1, 2018 through March 31, 2019, and provided that the funding is approved and provided to Mattawa Wellness through LHIN funding.

The Town of Mattawa will provide:

- Exercise space as needed at the Mike Rodden Community Centre and/or other community partnership centers, as required; and
- Office space and equipment as needed for program and execute the exercise programs including planning, exercise, and advertising; and
- Insurance coverage for the instructor, program, exercise participants and include a COI for Mattawa Wellness and Life Enrichment, Inc.; and
- Agreement that the Mattawa Wellness Programmer will take direction from Mattawa Wellness for work related to the two above described exercise programs.

Recommendation:

It is therefore recommended that the above funding agreement be adopted with Mattawa Wellness Inc.;

And may it be resolved that the Corporation of the Town of Mattawa will provide:

- The above described insurance; and
- The above described community space and office use; and
- The use of the Mattawa Wellness Programmer and Manager, as above specified.

And may it be resolved that Mattawa Wellness will contribute:

- \$2,000.00 towards the municipal portion of the Mattawa Wellness Programmer and Manager's salary costs for the **Senior Community Classes** from April 1st, 2018 to March 31st, 2019 (billed and paid quarterly, provided that the funding is approved and provided to Mattawa Wellness);
- \$1000.00 for the entire program preparation and the said quarterly instruction time for **Still Standing Program** from January 1st, 2018 to March 31st, 2018; and
- \$2000.00 for instruction time for **Still Standing Program** from April 1st, 2018 to March 31st, 2019 (billed and paid quarterly, provided that the funding is approved and provided to Mattawa Wellness).

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: RAYMOND A. BÉLANGER, CAO/TREASURER

TITLE: NON-RESIDENT SEWER AND WATER CONNECTION

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

At both the December 11, 2017 and the January 22, 2018 Regular Meetings of Council, a request for a non-resident sewer/water connection was discussed by Council. Staff was directed to provide Council with policy information and options. The January 19, 2018 report to Council: "Request for Non-Resident Sewer/Water Connection on Donald Street" (attached) provided Council with information on the past and present status with connecting non-residents to the municipal water and sanitary sewer services.

Currently, there are 8 non-residents connected to the municipal water system; 7 are located in Papineau-Cameron (6 on Donald Street and 1 at the west end of John Street/Highway 17) and the other is located at the end of Brydges Street in the municipality of Mattawan. 7 of the 8 non-residents are on a flat water fee based system and pay **double** the basic service fee in comparison to town residents. The 2017 annual basic rate is \$211.94 and the non-resident basic rate is set at \$423.88. Currently there are no non-residents connected to the municipal sanitary sewer system.

The Environmental Department Process and Compliance Technician (PCT) has provided the following technical information:

- The existing sanitary on Donald Street is sub-standard, being a 6 inch sewer instead of a normal 8 inch diameter. However, there are no current issues with capacity, and unless we are considering adding all the residents on to the sanitary a study is not needed.
- The water line is old cast iron 4 inch water line and is in need of replacing. However, adding a service to accommodate Mr. Turenne before any upgrades to the water main would not be an issue.

If Council wishes to support this request, staff is strongly advising to have our Solicitor prepare a legal document which would include all pertaining costs and conditions. The legal agreement will ensure that all associated costs and fees including future repairs and/or maintenance to the services be totally assumed by the customer. This legal agreement should and must also contain fair but stern steps to be followed should the account be late with payment e.g. Suspend/shut off service after 30,

60, or 90 days. This could also provide the municipality with an opportunity to streamline all non-resident services as we could have them all sign off under the same terms.

Municipal schedule of fees is set at \$1,000.00 per service (water and sewer) connection fee plus all associated restoration costs. A recommendation to Council to amend the appropriate schedule of fees is in place which would include a non-resident fee of \$4,000 per service (water and sewer) connection plus all associated restoration costs. Such request must be addressed, in writing, to council as each application would be approved or rejected on an individual basis.

Recommendation:

It is therefore recommended that the Council of the Corporation of the Town of Mattawa authorize staff to retain Mr. Thomas Davis, from the firm of Valin Partners LLP, to draft a legal document which would outline all associated costs and conditions to be implemented in such a case that Council approval would be granted for a non-resident water and/or sanitary sewer connection.

Respectfully submitted

Councillor G. Thibert