

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, APRIL 23RD, 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, APRIL 23RD, 2018 @ 7:00 P.M.

1. Call to Order

2. Disclosure of Pecuniary Interest and Nature Thereof

3. Petitions & Delegations

3.1 Sudawan & Qaisar Butt, Le Voyageur Inn – Re: Tax Arrears

4. Correspondence

4.1 Steven Guilbeault – Re: Snow Plowing on Bangs/Timmins Street
Transportation Services Committee – Public Works Supervisor

4.2 North East LHIN – Re: ONE Project Initiative
General Government Services Committee – Clerk

4.3 Town of Amherstburg – Re: Resolution on Offering School Property to Municipalities
General Government Services Committee – Clerk

4.4 Ministry of Agriculture, Food & Rural Affairs – Re: 2018 Premier’s Award for Agri-Food
Innovation Excellence
General Government Services Committee – Clerk

4.5 Regional Municipality of Halton – Re: Resolution on Court Application Involving CN
Truck-Rail Development in Town of Milton
Planning & Development Services Committee – Clerk

4.6 Township of Baldwin – Re: Resolution to Explain Concern on Bill C-71
General Government Services Committee – Clerk

4.7 Community Living Mattawa – Re: Request for BBQ on Main Street May 18, 2018 and
August 24, 2018
By-Law Department Committee – By-Law Enforcement Officer

4.8 Ministry of Tourism, Culture & Sport – Re: Approval for Summer Experience Program
Recreation, Tourism & Special Projects Committee – Re: Recreation & Facilities Services
Manager

4.9 DNSSAB – Re: Initiative on Homelessness
Social & Family Services Committee – Clerk

Monday, April 23, 2018
Correspondence – Cont'd

- 4.10 Canadian Heritage – Re: National Anthem of Canada
General Government Services Committee – Clerk
- 4.11 NBPSDHU – Re: 2017 Annual Report
Health Services Committee – Clerk
- 4.12 Ernie Hardeman, MPP – Re: Municipalities Right Over Landfill Site
Environmental Services Committee – Clerk
- 4.13 Township of Killaloe, Hagarty & Richards – Re: Resolution on Landfill Projects in
Municipalities
Environmental Services Committee – Clerk
- 4.14 AMO – Re: 2018 Provincial Election Tool Kit
General Government Services Committee – Clerk
- 4.15 Royal Canadian Legion Branch 254 – Re: Request for Donation for 2018 Ladies Auxiliary
General Government Services Committee – Clerk
- 4.16 Ministry of Citizenship & Immigration – Re: Nomination for Lincoln M. Alexander Award
General Government Services Committee – Clerk
- 4.17 MNDM – Re: NOHFC Staff Announcement
General Government Services Committee – Clerk
- 4.18 Canadian Heritage – Re: Approval of Canada Day Celebration Application
Recreation, Tourism & Special Projects Committee – Re: Recreation & Facilities Services
Manager
- 4.19 MOECC – Re: Regulatory Decisions Clean Water Act & Safe Drinking Water Act
Environmental Services Committee – Clerk
- 4.20 FONOM – Re: 2018 FONOM MMA Conference Flyer
General Government Services Committee – Clerk

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

6. Municipal Report Number 779

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

- 7. Committee Reports**
- 8. Questions from the Floor**
- 9. New/Old Business**
 - 9.1 MBEDC Budget and Organizational Focus
- 10. 2/3 (Special Resolutions – not previously circulated)**
- 11. In Camera (Closed)**
- 12. Return to Regular Session**
- 13. Adjournment**

Monday, April 23rd, 2018

Members of Council,

Attached please find Municipal Report Number 779 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

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday, April 9th, 2018, the Closed Meeting of April 9th, 2018, the Special Meeting of Monday April 16th, 2018 and the Closed Meeting of Monday April 16th, 2018 be adopted as circulated.

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, April 9th, 2018 at 7:00 p.m. in the Municipal Council Chambers.

Present: Councillor C. Lacelle
Councillor G. Larose
Councillor L. Mick
Councillor D. Sarrazin
Raymond Belanger, CAO/Treasurer
Francine Desormeau, Clerk/Deputy Treasurer

Absent: Mayor D. Backer
Councillor G. Thibert
Councillor C. Bastien, Jr.

*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.

Resolution Number 18-15

Moved by Councillor L. Mick

Seconded by Councillor G. Larose

That Councillor C. Lacelle Chair the meeting in Mayor Backer's absence.

Carried

2. No Disclosure of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations
4. Correspondence
5. No Questions/Comments about the Content of the Agenda
6. Municipal Report Number 778

Page No. 51

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday, March 26th, 2018 be adopted as circulated.

Carried

Page No. 52

That Council of the Town of Mattawa approve a donation in the amount of \$100.00 to the Mattawa Historical Society/Mattawa and District Museum Board to assist with some of the expenses for the upcoming 3rd annual free music festival to be held at Explorer's Point Saturday June 9th, 2018.

Carried

Page No. 53

It is recommended that Council of the Corporation of the Town of Mattawa appoint Mayor Dean Backer as the Municipal Representative on the VMUTS Board of Directors effective April 9th, 2018 to March 31st, 2019.

Carried

Page No. 54

That the Mayor and Council of the Corporation of the Town of Mattawa authorize the Public Works Department to provide Joe Johnson Equipment Inc. with a Letter of Intent to purchase their last available 2017R Trackless RMT5 remanufactured all season tractor. Once the 2018 Budget has been finalized, Council will proceed with a resolution to purchase.

Carried

Page No. 55

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of Ontario;

AND WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees from provincial and municipal governments and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens;

Be it resolved that We, the Mayor and Council of the Town of Mattawa, do hereby designate the week May 20-26, 2018 as National Public Works Week; I urge all our people to join with representatives of the Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety and quality of life.

Carried

Page No. 56

That the disbursements for the month of March 2018 in the amount of \$503,805.13 be adopted as submitted.

Carried

Page 59

Resolution Number 18-14

Moved by Councillor G. Thibert

Seconded by Councillor C. Lacelle

That the Municipal Report Number 778 be adopted as amended.

Carried

7. Committee Reports

7.1 Francine Desormeau, Clerk/Deputy-Treasurer – Re: 2018 Municipal Elections Policies

7.2 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Main Street Revitalization Funding

7.3 Raymond Belanger, CAO/Treasurer – Re: MBEDC Budget and Organizational Focus

Department Activity Reports

Recreation Committee Report – Recreation & Facilities Services Manager, Lucie Desrochers
Read by Councillor D. Sarrazin

Property Standards/By-Law/Building Committee Report – CBO, Wayne Chaput
Read by Councillor G. Larose

Environmental Services Report – Process & Compliance Technician, Dan Finnigan
Read by CAO, Raymond Belanger

Public Works Committee Report – Public Works Supervisor, Terry Bangs
Read by CAO, Raymond Belanger

8. Questions from the Floor

Ratepayer inquired about the MBEDC and the Library Board issues.

9. New/Old Business

9.1 Filming Crew in Mattawa

10. 2/3 (Special Resolutions – not previously circulated) – None

11. In Camera (Closed) Session

Resolution Number 18-17

Moved by Councillor G. Larose

Seconded by Councillor D. Sarrazin

That this Committee proceed in Camera in order to address a matter pertaining to labour relations or employee negotiations.

Carried

Resolution Number 18-18

Moved by Councillor L. Mick

Seconded by Councillor G. Larose

That the In Camera session reconvene at 8:45 p.m.

Carried

Councillor C. Lacelle stated the In Camera session was to discuss a Labour Relations Matter.

12. Return to Regular Session

13. Adjournment

The regular meeting of Council Monday, April 9th, 2018 adjourned at 8:49 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, April 9th, 2018 at 8:22 p.m. in the CAO's Office.

Council Present: Councillors C. Lacelle, G. Larose, L. Mick, D. Sarrazin

Council Absent: Mayor D. Backer
Councillors G. Thibert, C. Bastien, Jr.

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) (d).

Topics for discussion:

1. Under Section 239 (2) (d) of the Municipal Act – d) labour relations or employee negotiations
 - See Regular Meeting Resolution: 18-17 and 18-18

The closed meeting session adjourned at 8:45 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Monday, April 16th, 2018 at 6:00 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 A. Belanger, CAO/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 6:00 p.m.

Resolution Number 18-19

Moved by Councillor D. Sarrazin
Seconded by Councillor C. Lacelle

- 2/3 *That Council appoint CAO, Raymond Belanger, to clerk the special meeting of Council.*
Carried

2. No Disclosure of Pecuniary Interest and Nature Thereof (None)
3. Committee Reports / Discussions
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions:
5. In Camera (Closed Session)

5.1 Labour Relations Matter

Resolution Number 18-20

Moved by Councillor D. Sarrazin
Seconded by Councillor C. Lacelle

That this Committee proceed in Camera in order to address a matter pertaining to labour relations or employee negotiations.

Carried

Resolution Number 18-21

Moved by Councillor D. Sarrazin

Seconded by Councillor C. Bastien, Jr.

That the In Camera session reconvene at 6:50 p.m.

Carried

Mayor Backer stated the In Camera session was to discuss a Labour Relations Matter.

6. Adjournment

***Councillor G. Thibert arrived at the meeting at 6:50 p.m.*

The special meeting of Council Monday, April 16th, 2018 adjourned at 6:51 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, April 16th, 2018 at 6:05 p.m. in the Municipal Council Chambers.

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

Council Absent: Councillors G. Thibert, L. Mick

Staff: Raymond A. Belanger, CAO/Treasurer

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

Topics for discussion:

2. Under Section 239 (2) (d) of the Municipal Act – d) labour relations or employee negotiations
 - See Regular Meeting Resolution: 18-20 and 18-21

The closed meeting session adjourned at 6:50 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BY-LAW DEPARTMENT

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: WAYNE CHAPUT, BY-LAW ENFORCEMENT OFFICER

TITLE: REQUEST FOR BBQ'S ON MAIN STREET

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

A letter was received from Community Living Mattawa (4.7 of April 23rd, 2018 Agenda) requesting permission to hold two fundraising barbecues on the sidewalk in front of Foodland. The barbecues will be held on Friday May 18, 2018 from 10:00 am – 3:00 pm and on Friday August 24, 2018 from 10:00 am – 3:00 pm. The fundraisers are being held to raise money for a variety of Community Living Mattawa activities.

Recommendation:

That the Town of Mattawa authorizes Community Living Mattawa to conduct barbecues on the sidewalk in front of Foodland on Friday May 18, 2018 from 10:00 am – 3:00 pm and on Friday August 24, 2018 from 10:00 am – 3:00 pm in order to raise money for a variety of Community Living Mattawa activities.

Respectfully submitted

Councilor G. Larose

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

**DEPT. HEAD: LUCIE DESROCHERS, RECREATION & FACILITIES SERVICES
MANAGER**

TITLE: KICKBOXING EVENT SPONSORSHIP

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Action's School of Fitness and Arts held kickboxing events for the past few years in conjunction with Mattawa Voyageur Days. The event adds diversity to the annual summer festival and Council supported the club in the past by providing a cash sponsorship in the amount of \$500.00 which assisted with the considerable costs associated with organizing such an event.

This year the club is hosting its sixth event during Voyageur Days on Saturday July 28, 2018. Due to the great success of the first five events, it is recommended that the Mayor and Council once again support in the form of a sponsorship and by declaring the event as an event of municipal significance for the purpose of acquiring a Special Occasion Permit from the Province of Ontario's ACGO.

Recommendation:

That the Mayor and Council of the Town of Mattawa, in recognition of Action's School of Fitness and Arts Kickboxing Event, approve a \$500.00 cash sponsorship for the event which will assist the club in hosting and defraying the costs associated with organizing such an event which also adds to the total Voyageur Days entertainment mix. And further, that Council endorses and supports Action's School of Fitness and Arts event on Saturday July 28, 2018 as an event of municipal significance for the purpose of acquiring a Special Occasion Permit from the Province of Ontario's ACGO.

Respectfully recommended

Councillor C. Lacelle

Date: MONDAY, APRIL 23RD, 2018

Page No: **66**

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PLANNING & DEVELOPMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: FRANCINE DESORMEAU, CLERK/DEPUTY TREASURER

TITLE: SALE OF LAND – 747 JOHN STREET

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

The municipal property located at 747 John Street is now ready for sale. The Public Works Department recently completed the demolition of the existing dwelling on this property and a land appraisal of the now vacant land was performed. The market value of the property is determined to be \$15,500.00; a copy of the appraisal is attached.

Staff will prepare the newspaper advertisement to sell the property with a minimum tender amount to be set at \$15,500.00 as per the sale and disposition of land policy. Notices will also be placed on the municipal website and if any tenders are received Council reserves the right to accept or decline any tender for surplus land.

Recommendation:

That Council of the Town of Mattawa authorize staff to advertise the sale of municipal property located at 747 John Street legally described as Pt. Lot 6 N/S Wood Street, 7 N/S Wood Street, Plan 1, Village of Mattawan Pt 1, 2 36R2960 being PIN 49102-0241 LT for the minimum tender amount of \$15,500.00.

Respectfully submitted

Councillor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: DAN FINNIGAN, PROCESS & COMPLIANCE TECHNICIAN

TITLE: LIFT STATION CHECK VALVE REPLACEMENT

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

On Saturday April 7th we received a trouble alarm at our largest sewage lift station, located at 450 Bissett Street. Operators attended within minutes of receiving the call, and an inspection revealed a major “blow-out” on the body of a large 8 inch cast-iron check valve. The pump was shut down and the valve was isolated. Although this fixed the immediate problem of either burning out the pumps or creating an overflow situation, the component is critical to the station operation and it is imperative that the component gets replaced as soon as possible. A photo of the broken valve has been included as a reference.

Requests for quotations were put out first thing Monday morning (April 9th), both for the replacement part and for mechanical contractors that are willing and able to perform the work in a Confined Space. It was quickly discovered that the supplier of the part (from Sweden) was unable to procure a spare for at least 6 weeks or more. However, the supplier was able to ship us a “like new condition” used check valve for a discounted price that will arrive within one week. We have been assured the valve will last at least as long as the one that failed.

This station was built in 1992, and has had very little (if any) mechanical maintenance since the original commissioning. As Mattawa’s largest sewage pumping station, this station sends about 8 hundred thousand to 1.2 million litres of sewage to our lagoon every day. Should the second pump fail while we wait for repairs, we would be forced to by-pass this sewage to the Mattawa River until a portable backup pump can be rented and run until repairs are complete. At the very least another check valve should be purchased and installed to proactively prevent a failure on the other pump. An additional check valve was ordered for this reason.

We are waiting on two quotes for mechanical contractors to enter the lift station and replace the parts. Using our own crews is also being looked at as an option for cost savings, as long as we have the manpower and tools required. If and when a mechanical contractor is chosen to perform the

replacement, we will be looking to them to make suggestions on proactive maintenance items that can and should be done on this and other stations.

The existing budget for parts / maintenance for our lift stations has already been met. Council should be made aware that purchasing the used valve immediately, and ordering a new valve (for delivery within four weeks) means the budget for lift station parts will be exceeded by approximately \$4900.00. The funds for the extra valves and labour would need to come from Reserves (between \$4900 and \$15,000 depending on the installation quotes). A small contingency is built into this amount to pay for the mechanical contractor and other parts if required.



Recommendation:

It is recommended that council authorize funds with an upset limit of \$15,000 to be taken from reserves and placed into Account #1-60-608-740-602 (Pumping Station: Material) to pay for the replacement of two check valves and any other appurtenance deemed inoperable. A report on the total cost and any recommendations for the station will be presented to council after repairs are completed.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

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

TITLE: 2018 MUNICIPAL ELECTIONS PROCEDURES

X Draft By-Law _____ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

A policy to establish the rules of procedures for the 2018 municipal elections is required to be in place by the start of the nomination period which is May 1st. The Municipal Elections Modernization Act (Bill 181) made changes to the Municipal Elections Act and key highlights of the changes are:

- Shortened municipal nomination period
- Changes to the nomination process
- Banning of corporation and trade union donations
- New campaign finance compliance rules
- Regulation of Third Party Advertising
- Ranked Ballot Option.

The Modernizing Ontario's Municipal Legislation Act Bill 68) brought in further changes such as:

- Change in term of Council with a transition period
- Maximum contributions to a candidate's own campaign
- Change in maximum contributions to candidates and third party advertisers from \$750 to \$1200.

The attached elections procedures includes all aspects of conducting a traditional paper ballot/manual count election and one important change to also note is the voting location on voting day will be the Mike Rodden Arena and Community Centre. As per legislation there will also be a voting station at the Algonquin Nursing Home.

Recommendation:

That Council of the Town of Mattawa adopt By-Law 18-09 to establish the procedures for the 2018 municipal elections.

Respectfully submitted
Councillor L. Mick

CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 18-09

**BEING a By-law to establish the procedures
for the 2018 Municipal Election**

WHEREAS section 42 (3) (4) of the Municipal Elections Act, 1996, as amended, requires all municipalities to establish the procedures for the 2018 Municipal Election;

NOW THEREFORE the Council of the Corporation of the Town of Mattawa hereby enacts as follows:

1. That this Council does hereby adopt the Clerk's procedures for the conduction of the 2018 Municipal Election, attached hereto as "Schedule A".
2. That Schedule "A" forms part of this by-law.

READ A FIRST and SECOND time this 23rd day of April, 2018.

READ A THIRD time and FINALLY PASSED this 23rd day of April, 2018.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

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

TITLE: USE OF MUNICIPAL RESOURCES FOR ELECTION PURPOSES

X Draft By-Law _____ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

Section 88.18 of the Municipal Elections Act, 1996, as amended, requires municipalities to establish rules and procedures with respect to the use of municipal resources during the election campaign period.

A report to Council was provided for Council's review at the last regular meeting of Council, April 9th, 2018.

This policy must be adopted by By-law and in place by May 1st.

Recommendation:

That Council of the Town of Mattawa adopt By-Law 18-10 to establish the rules and procedures with respect to the use of municipal resources during the election.

Respectfully submitted

Councillor L. Mick

CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 18-10

**BEING a By-law to Adopt the Use of
Municipal Resources for Election Purposes Policy**

WHEREAS section 88.18 of the Municipal Elections Act, 1996, as amended, requires all municipalities to establish rules and procedures with respect to the use of municipal resources during the election campaign period;

NOW THEREFORE the Council of the Corporation of the Town of Mattawa hereby enacts as a By-law of the Corporation as follows:

1. That this Council does hereby adopt the Use of Municipal Resources for Election Purposes Policy, attached hereto as Schedule "A".
2. That Schedule "A" forms part of this by-law.

READ A FIRST and SECOND time this 23rd day of April, 2018.

READ A THIRD time and FINALLY PASSED this 23rd day of April, 2018.

Mayor

Clerk