

**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, NOVEMBER 12TH, 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, NOVEMBER 12TH, 2018 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 Mattawa & Area Food Bank – Re: Christmas Basket Fund Raising
Finance Committee – Clerk
 - 4.2 Mattawa Hospital & Algonquin Nursing Home – Re: Community Representation on Joint
Accessibility Committee
Health Services Committee – Clerk
 - 4.3 ROMA – Re: November 2018 Newsletter ROMA Insider
General Government Services Committee – Clerk
 - 4.4 Municipality of East Ferris – Re: Representative on FONOM Board of Directors
General Government Services Committee – Clerk
 - 4.5 NBMCA – Re: Meeting Minutes of September 26, 2018 & Source Protection Minutes of
April 25, 2018
Conservation Authority Committee – Clerk
 - 4.6 Royal Canadian Legion Branch 254 – Re: 2018 Poppy Campaign Receipt & Appreciation
General Government Services Committee – Clerk
 - 4.7 MCSCS – Re: Essentials of Municipal Fire Protection Seminars Beginning January 2019
Fire Department Committee – Fire Chief
 - 4.8 ROMA – Re: 2019 – 2023 ROMA Board of Directors Call for Nominations
General Government Services Committee – Clerk
 - 4.9 Township of McKellar – Re: Governance Models Resolution of Support
General Government Services Committee – Clerk
 - 4.10 AMO – Re: 2019 ROMA AGM & Annual Conference
General Government Services Committee – Clerk

Monday, November 12, 2018

Correspondence – Cont'd

- 4.11 Community Living Mattawa – Re: Recognition for Corporate Sponsorship
General Government Services Committee – Clerk
- 4.12 MPP Fedeli – Re: Change to Firefighter Certification Press Release
Fire Department Committee – Fire Chief
- 4.13 FONOM – Re: Representative on FONOM Board of Directors
General Government Services Committee – Clerk
- 4.14 North East LHIN – Re: Jeremy Stevenson North East LHIN Blog
Health Service Committee – Clerk
- 4.15 NBPSDHU – Re: Board of Health Appointment for Town of Mattawa
Health Services Committee – Clerk
- 4.16 Prime Minister's Award – Re: 2019 Prime Minister's Awards Competition Now Open
General Government Services Committee – Clerk
- 4.17 Marty Williams – Re: November 27, 2018 Meeting AOO & RJM Members
General Government Services Committee – Clerk
- 4.18 Town of Laurentian Hills – Re: Request for Support for MTO Highway 17
Transportation Services Committee – Clerk
- 4.19 Ministry of Tourism, Culture & Sport – Re: Nominations for Ontario medal for Good
Citizenship Open
General Government Services Committee – Clerk
- 4.20 MCSCS – Re: Information on Fire Regulation Changes
Fire Department Committee – Fire Chief
- 4.21 AMO – Re: Bill 36 Ontario Cannabis Statute Law Amendment Act
General Government Services Committee – Clerk
- 4.22 City of Hamilton – Re: NAFTA Dairy Supply Management Program Resolution of Support
General Government Services Committee – Clerk
- 4.23 Municipality of Mattawan – Re: Request for Aid in Case of Emergency
General Government Services Committee – Clerk
- 4.24 AMO – Re: Bill 36 Ontario Cannabis Statute Law Amendment Act
General Government Services Committee – Clerk

Monday, November 12, 2018

Correspondence – Cont'd

4.25 NBMCA – Re: Meeting Minutes of August 15, 2018
Conservation Authority Committee – Clerk

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

6. Municipal Report Number 791

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

7. Committee Reports

7.1 Raymond Bélanger, CAO/Treasurer – Re: Vacation / Time-In-Lieu Policy

7.2 Raymond Bélanger, CAO/Treasurer – Re: Timmins Memorial Park / Splash Pad

7.3 Dan Finnigan, Process & Compliance Technician – Re: Reservoir Inspection Report

8. Questions from the Floor

9. New/Old Business

9.1 Cannabis Act Information

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

11. In Camera (Closed)

12. Return to Regular Session

13. Adjournment

Monday, November 12th, 2018

Members of Council,

Attached please find Municipal Report Number 791 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 Tuesday, October 9th, 2018 and the Special Meeting of Monday October 29th, 2018 be adopted as circulated.

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

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

Council Present: Mayor D. Backer
Councillor G. Thibert
Councillor G. Larose
Councillor L. Mick
Councillor C. Bastien, Jr.
Councillor D. Sarrazin

Council Absent: Councillor C. Lacelle

Staff Present: Raymond Belanger, CAO/Treasurer
Francine Desormeau, Clerk/Deputy Treasurer
Lucie Desrochers, Recreation & Facilities Services Manager
Terry Bangs, Public Works Supervisor
Wayne Chaput, Chief Building Official/By-Law Officer

Staff Absent: Dan Finnigan, Process & Compliance Technician
Chad Belanger, Fire Chief

*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.

1. Meeting Called to Order at 7:00 p.m.
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 790

Page No. 163

It is respectfully recommended to Council that the minutes of the Regular Meeting of Monday, September 24th, 2018 be adopted as circulated.

Carried

Page No. 164

It is therefore recommended that Council authorize staff to enter into an agreement with National Grinding Inc. to proceed with the Mattawa Landfill Site grinding contract (Project No. 2018-001 Landfill) for the amount of \$13,500 plus HST. Funding for this contract has been approved in the 2018 Budget, and will come under the line item “Contracted Services” Account No. 1-60-612-684-603.

Carried

Page No. 165

That the Mayor and Council of the Corporation of the Town Mattawa declare the 1995 MT5 Trackless as surplus equipment and further accept the bid of \$8,545.00 received through GovDeals.com.

Carried

Page No. 166

That the disbursements for the month of September 2018 in the amount of \$651,302.32 be adopted as submitted.

Carried

Resolution Number 18-38

Moved by Councillor G. Thibert

Seconded by Councillor L. Mick

That the Municipal Report Number 790 be adopted.

Carried

7. Committee Reports

Department Activity Reports

Public Works Report – Public Works Supervisor, Terry Bangs

Read by Councillor G. Thibert

Process & Compliance Technician Report – Process & Compliance Technician, Dan Finnigan

Read by Councillor G. Thibert

By-Law/Building Report – Chief Building Official, 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 – None

9. New/Old Business
10. 2/3 (Special Resolutions – not previously circulated) – None
11. In Camera (Closed) Session – None
12. Return to Regular Session
13. Adjournment

The regular meeting of Council Tuesday, October 9th, 2018 adjourned at 7:29 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Monday, October 29th, 2018 at 7:00 p.m. in the Municipal Council Chambers.

Council Present: Mayor D. Backer
Councillor C. Lacelle
Councillor G. Thibert
Councillor G. Larose
Councillor L. Mick
Councillor D. Sarrazin

Council Absent: Councillor C. Bastien, Jr.

Staff Present: Raymond A. Belanger, CAO/Treasurer
Amy Honen, Executive Assistant/Deputy-Clerk

*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 (None)
3. Committee Reports / Discussions
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions:

4.1 Ontario Infrastructure Loan Debenture

Resolution Number 18-39

Moved by Councillor G. Thibert

Seconded by Councillor C. Lacelle

That Council of the Corporation of the Town of Mattawa approve By-Law #18-23 being a By-law which authorizes the Mayor and CAO/Treasurer to enter into a \$300,000.00 long term borrowing agreement with Infrastructure Ontario (OILC).

Carried

5. In Camera (Closed Session) – None
6. Adjournment

The special meeting of Council Monday, October 29th, 2018 adjourned at 7:03 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

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

TITLE: FINANCIAL REPORT FOR THE MONTH OF OCTOBER

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

That the disbursements for the month of October 2018 in the amount of \$339,250.07 be adopted as submitted.

Respectfully submitted

Councillor C. Lacelle

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

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

TITLE: INAUGURAL MEETING OF COUNCIL

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

Procedure By-law 11-08 reads as follows:

6. *The inaugural Meeting of Council after a regular election shall be held on the second Monday in December at 6:00 p.m. in the Council Chambers.*
7. *Council may, by resolution, alter the date and/or time and/or location of a regular meeting provided that adequate notice of change is posted and published in accordance with the Notice Provisions.*

The Mayor has requested that the inauguration of the newly elected Council take place on Monday, December 3rd, 2018 at 7:00 p.m. in the S.F. Monestime Council Chambers. Their first Regular Meeting of Council will take place on Monday, December 10th, 2018 as per the regular schedule of meetings.

Due to the fact that the fourth Monday of December falls on Christmas Eve, Council wishes to cancel that scheduled Regular Meeting of Council.

Recommendation:

That the Mayor and Council of the Corporation of the Town of Mattawa schedule Monday, December 3rd, 2018 as the inaugural Meeting of Council to be held in the S.F. Monestime Council Chambers at 7:00 p.m. Further, due to the Christmas holidays that the Regular Meeting of Council scheduled for December 24th, 2018 be cancelled.

Respectfully submitted,

Councillor L. Mick

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT SERVICES

CHAIRPERSON: COUNCILLOR L. MICK

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

TITLE: INTEGRITY MANAGEMENT CONSULTING GROUP SEMINAR

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

Following the “Workplace Harassment and Bullying” seminar, Integrity Management Consulting Group has announced the “Workplace Investigation: Discipline, Harassment and Absenteeism” seminar. This workshop will consist of a case-based and hands-on session, participants will dive into the practical issues surrounding arranging interviews, documenting evidence, following-up on loose ends, and completing any necessary letters and reports. Participants will come away with a solid understanding of management rights surrounding workplace investigations.

This Performance Management in the Workplace program structure will provide seminar participants the ability to have contextual understanding of workplace harassment, an ability to navigate through the Employer’s legal obligations, and the confidence to be able to properly complete a workplace investigation on harassment.

This full day seminar for Employers will take place on November 16, 2018 in Sudbury at a cost of \$350 plus HST per participant.

Recommendation:

It is recommended that the Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer, Public Works Supervisor, and the Recreation and Facilities Services Manager to attend the Integrity Management Consulting Group’s “Workplace Investigation: Discipline, Harassment and Absenteeism” seminar being held in Sudbury on November 16, 2018 at a cost of \$350.00 per participants for a total cost of \$1,050.00 plus HST and that normal travel policy will apply.

Respectfully submitted,

Councillor L. Mick