



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, JANUARY 27<sup>TH</sup>, 2020  
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, JANUARY 27<sup>TH</sup>, 2020 @ 7:00 P.M.**

**1. Call to Order**

**2. Disclosure of Pecuniary Interest and Nature Thereof**

**3. Petitions & Delegations**

- 3.1 Mayor Backer will present Jean Guy & Lynn Seguin with a token of appreciation for their years of service and dedication to our community as the owners of Carquest.

**4. Correspondence**

- 4.1 NBPSDHU – Re: Board of Health Agendas for January 22, 2020  
Health Services Committee – Clerk
- 4.2 Solgen Input – Re: Invitation to OPP Regional Roundtable Sessions  
Protection to Persons & Property Committee – Clerk
- 4.3 Ontario Power Generation – Re: OPG Information Session February 5, 2020  
General Government Committee – Clerk
- 4.4 Municipality of Shuniah – Re: Support Resolution of Conservation Authorities  
Conservation Authority Committee – Clerk
- 4.5 MMAH – Re: Township of Bonfield Funding Approval for Municipal Modernization  
General Government Committee – Clerk
- 4.6 Mattawa & Area Police Services Board – Re: 2020 Levy Invoice  
Finance Committee – Clerk
- 4.7 DNSSAB – Re: 2020 Apportionment on Assessment 2019 Tax Ratio  
Finance Committee – Clerk
- 4.8 MPAC – Re: 2019 Year End Assessment Report  
General Government Committee – Clerk
- 4.9 OGRA – Re: 2020 OGRA Conference Small Town Forum  
Transportation Services Committee – Clerk
- 4.10 Communities in Bloom – Re: 2020 Scotts Gro for Good Grants  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services  
Manager

## **Monday, January 27, 2020**

### **Correspondence – Cont'd**

- 4.11 City of Quinte West – Re: Support Resolution of Conservation Authorities  
Conservation Authority Committee – Clerk
- 4.12 Solicitor General – Re: Upcoming Engagement Opportunities for OPP Related Matters  
Protection to Persons & Property Committee – Clerk
- 4.13 OPP – Re: January 2020 New Bulletin  
Protection to Persons & Property Committee – Clerk
- 4.14 Municipality of West Nipissing – Re: DNSSAB Municipal Levies  
Social & Family Services Committee – Clerk
- 4.15 AMO – Re: Call for Action for Resolution About Transition of Blue Box to Full Producer  
Responsibility  
Environmental Services Committee – Clerk
- 4.16 Mattawa Voyageur Days Committee – Agenda of January 20, 2020  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services  
Manager
- 4.17 Investing in Canada Infrastructure Green Stream – Re: Municipal Application Submitted  
General Government Committee – Clerk
- 4.18 NBPSDHU – Re: Public Health Bulletin # 2020-003, Novel Coronavirus  
Health Services Committee – Clerk

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

## **6. Municipal Report Number 818**

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

## **7. Committee Reports**

- 7.1 Raymond A. Bélanger, CAO/Treasurer – Re: 2019 Wastewater Treatment & Collection  
Report – Report # 2020-04R
- 7.2 Raymond A. Bélanger, CAO/Treasurer – Re: OCWA-2019 Fourth Quarter Operations  
Report – Report # 2020-05R
- 7.3 Raymond A. Bélanger, CAO/Treasurer – Re: Algonquin Nursing Home – Expression of  
Interest – Report # 2020-06R

- 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, January 27<sup>th</sup>, 2020

Members of Council,

Attached please find Municipal Report Number 818 for consideration by Council.

Respectfully submitted

Francine Desormeau  
Clerk

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**Date: MONDAY, JANUARY 27<sup>TH</sup>, 2020**

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## **THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: ADOPTION OF THE MINUTES**

☐ **Draft By-Law**

☒ **Item**

☐ **Policy Recommendation**

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**Mayor D. Backer and Members of Council:**

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Monday, January 13<sup>th</sup>, 2020 and the Closed Meeting of Monday, January 13<sup>th</sup>, 2020 be adopted as circulated.

Councillor D. Sarrazin

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, January 13<sup>th</sup>, 2020 at 7:00 p.m. in the Municipal Council Chambers.

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

Council Absent: None

Staff Present: Raymond Belanger, CAO/Treasurer  
Francine Desormeau, Clerk/Deputy Treasurer  
Lucie Desrochers, Recreation & Facilities Services Manager  
Wayne Chaput, Chief Building Official/By-Law Officer  
Barry Jackson, Public Works Supervisor  
Paul Lafreniere, Fire Chief (Interim)  
Amy Leclerc, Executive Assistant/Deputy-Clerk

Staff Absent: None

\*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. Disclosures of Pecuniary Interest and Nature Thereof – None
3. Petitions & Delegations:
  - 3.1 Mr. James Hunton & Mr. Ed Shulz of Jp2g Consultants Inc. made a presentation to Council with updates on the Pont Mauril Belanger Mattawa River Bridge, Mattawa River Watermain Crossing repairs, Museum pergola stage, Mattawan Street flood protection berm, Waterfront Marina restoration strategy and next steps on Asset Management Study.
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 817

Page No. 1

***BE IT RESOLVED THAT*** the minutes of the Regular Meeting of Monday, December 9<sup>th</sup>, 2019 and the Special Meeting of Monday, December 23<sup>rd</sup>, 2019 be adopted as circulated.

Carried

Page No. 2

***BE IT RESOLVED THAT*** Council of the Town of Mattawa adopt By-Law 20-01 to appoint Councillors Garry Larose, Dexture Sarrazin and Garry Thibert to the Committee of Adjustment for the year 2020 in accordance with Section 44(3) of the Planning Act.

Carried

Page No. 3

***BE IT RESOLVED THAT*** Council of the Town of Mattawa approve the purchase of the Wedge SE Trenchless Service Line Replacement Tool from Wamco at a cost of \$2,549.54 which includes taxes.

Carried

Page No. 4

***BE IT RESOLVED THAT*** Council of the Town of Mattawa approve the purchase of a new Karcher High Pressure Washer from Equipment World at a cost of \$4,995.00 plus HST.

Carried

Page No. 5

*It is respectfully recommended that the attached By-Law with ScotiaBank be approved which will allow the municipality to borrow money for the current year, if necessary, until grants and taxes are received.*

Carried

Resolution Number 20-01

Moved by Councillor G. Thibert

Seconded by Councillor L. Ross

*That the Municipal Report Number 817 be adopted.*

Carried

7. Committee Reports

7.1 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Part of Wood Street & McConnell Street – Request for Access Agreement – Report # 2020-01R

7.2 Raymond A. Bélanger, CAO/Treasurer – Re: Workplace Discrimination, Harassment & Violence Prevention Policy – Report # 2020-02R

7.3 Raymond A. Bélanger, CAO/Treasurer – Re: Mattawa Waterworks 2019-2020 Inspection Report & QEMS Procedure Analysis & Action Plan – Report # 2020-03R



**Department Activity Reports**

Recreation Department Report – Recreation & Facilities Services Manager, Lucie Desrochers  
Read by Councillor L. Ross

General Government Department Report – Clerk/Deputy-Treasurer, Francine Desormeau  
Read by Councillor D. Sarrazin

By-Law & Building Department Report – Chief Building Official, Wayne Chaput  
Read by Councillor G. Thibert

8. Questions from the Floor – None
9. New/Old Business – None
10. 2/3 (Special Resolutions – not previously circulated)

Resolution Number 20-02

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

***BE IT RESOLVED THAT*** Mayor and Council of the Corporation of the Town of Mattawa endorses and authorizes staff to submit an application to the Investing in Canada Infrastructure Program – Green Stream Funding Stream for the Flood Protection & Storm Water Management Project along the Mattawa River.

Carried

11. In Camera (Closed) Session

11.1 Personnel Matter

Resolution Number 20-03

Moved by Councillor G. Thibert  
Seconded by Councillor L. Ross

*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.*

Carried

12. Return to Regular Session

Resolution Number 20-04

Moved by Councillor G. Thibert

Seconded by Councillor L. Ross

*That the regular session reconvene at 9:45 p.m.*

Carried

Mayor Backer stated the In Camera session was to discuss a personnel matter.

Resolution Number 20-05

Moved by Councillor G. Larose

Seconded by Councillor G. Thibert

2/3 ***BE IT RESOLVED THAT*** Council authorizes the CAO/Treasurer to post for two CUPE positions as per Article #13 of the Collective Agreement dated December 31, 2019 and the Corporation of the Town of Mattawa Hiring Policy dated July 25, 2017.

Carried

13. Adjournment

The regular meeting of Council Monday, January 13<sup>th</sup>, 2020 adjourned at 9:50 p.m.

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Mayor

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Clerk

## **THE CORPORATION OF THE TOWN OF MATTAWA**

The minutes of the Closed Meeting session of Council held Monday, January 13<sup>th</sup>, 2020 at 9:04 p.m. in the CAO's Office.

Council Present: Mayor D. Backer,  
Councillors D. Sarrazin, C. Lacelle, G. Larose, G. Thibert, L. Mick, L. Ross

Council Absent: None

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

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

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – b) personal matters about an identifiable individual, including municipal or local board employees.
  - See Regular Meeting Resolution: 20-03 and 20-04

The closed meeting session adjourned at 9:45 p.m.

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Mayor

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Clerk

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: ENVIRONMENTAL SERVICES**

**CHAIRPERSON: COUNCILLOR G. THIBERT**

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

**TITLE: SUPPORT OF CONSERVATION AUTHORITIES**

     Draft By-Law

  X   Item

     Policy Recommendation

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**Mayor D. Backer and Members of Council:**

At the last regular meeting of Council, Council requested a Resolution in support of Conservation Authorities therefore the following is recommended:

**Recommendation:**

**WHEREAS** the Corporation of the Town of Mattawa is committed to planning for and protecting the future sustainability of its resources and environment;

**AND WHEREAS** the Corporation of the Town of Mattawa is within the jurisdiction of the North Bay-Mattawa Conservation Authority;

**AND WHEREAS** the Province of Ontario is currently reviewing the mandate and operation of Conservation Authorities and;

**AND WHEREAS** Conservation Authorities provide essential services to municipalities in their watersheds;

**AND WHEREAS** smaller municipalities do not have capacity or the financial resource to employ staff with the technical expertise that Conservation Authorities provide;

**AND WHEREAS** development near watercourses can have significant effects both upstream and downstream.

**THEREFORE BE IT RESOLVED** that the Corporation of the Town of Mattawa encourages the province to continue to support the principle of planning on a watershed basis in the on-going review and prioritize the allocation of adequate funding to support the core mandate of Conservation Authorities.

**AND FURTHER THAT** this resolution be forwarded to the Minister of Environment, Conservation and Parks, Premier Doug Ford, MPP Vic Fedeli, the Association of Municipalities of Ontario, the North Bay-Mattawa Conservation Authority and all municipalities within the District of Nipissing.

Respectfully submitted,  
Councillor G. Thibert

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: 2020 INTERIM TAX LEVY BY-LAW**

20-03 Draft By-Law                      \_\_\_\_\_ Item                      \_\_\_\_\_ Policy Recommendation

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**Mayor D. Backer and Members of Council:**

Section 317 of the Municipal Act, 2001 allows a municipality to levy on all taxable properties, an interim tax levy prior to the adoption of final budgets for each tax year.

The maximum allowable interim levy is fifty percent (50%) of the prior year's annualized taxes. As per normal practice, the 2020 interim tax levy will be payable in two installments, one at the end of February and the other payable at the end of April.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa adopt By-Law Number 20-03 authorizing the 2020 interim tax levy based on 50% of the prior year's annualized taxes.

Respectfully submitted

Councillor C. Lacelle

# THE CORPORATION OF THE TOWN OF MATTAWA

## BY-LAW NUMBER 20-03

### BEING A BY-LAW TO PROVIDE FOR AN INTERIM TAX LEVY FOR 2020

**WHEREAS** Section 317(1) of the Municipal Act, 2001, S. O. 2001, C. 25, provides that the Council of a local municipality may, before the adoption of the annual operating budget for 2020, adopt a by-law to levy on the whole of the assessment for taxable property for local municipal purposes;

**AND WHEREAS** the Council of the Corporation of the Town of Mattawa wishes to impose an interim tax levy, as authorized by the Municipal Act, 2001, S. O. 2001, c. 25, as amended;

**AND WHEREAS** section 342 of the Municipal Act, 2001 authorizes a Council to pass by-laws for the payment of taxes by installments and the dates in the year for which taxes are imposed on which the taxes or installments are due;

**AND WHEREAS** section 345 of the Municipal Act, 2001 authorizes a local municipality to pass by-laws to impose late payment charges for the non-payment of taxes or any installment by the due date.

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

1. **THAT** the Council of the Corporation of the Town of Mattawa hereby imposes an interim tax levy for 2020 in an amount of fifty percent (50%) of the prior year's annualized taxes, according to real property in all tax classes in the last revised assessment roll:

<b><u>CLASS</u></b>	<b><u>MUN RATE</u></b>	<b><u>EDUCATION</u></b>	<b><u>TOTAL RATE</u></b>
RESIDENTIAL	0.019196043965	0.001610	0.020806043965
MULTI-RES	0.026976200584	0.001610	0.028586200584
COMM - OCCUPIED	0.030667599839	0.010300	0.040967599839
COMM - EXCESS LAND/VACANT	0.021467319887	0.008755	0.030222319887
INDUSTRIAL – OCCUPIED	0.041632380152	0.010300	0.051932380152
INDUSTRIAL - EXCESS LAND/VACANT	0.027061047099	0.008498	0.035558547099
PIPELINE	0.022582226121	0.010300	0.032882226121
RAILWAY(R-O-W) – ACRES	38.89	24.78	63.67

2. **THAT** the taxes levied for real property by this by-law shall be due and payable in equal installments as per the following schedule:

First Installment - Payable Friday February 28, 2020  
Second Installment – Payable Thursday April 30, 2020

3. **THAT** a charge of one and one-quarter percent (1 ¼%) shall be imposed as a penalty for non-payment of taxes in accordance with section 345 (2) the Municipal Act, 2001, S. O. 2001, c. 25, and shall be added to the amount of taxes due and unpaid, on the first day of

default. Therefore after, in accordance with section 345(3) of the Municipal Act, 2001, S. O. 2001, c. 25, interest charges of one and one-quarter percent (1 ¼%) each month of the amount of taxes due and unpaid, shall be imposed for non-payment of taxes not accruing before the first day of default.

4. **THAT** the Finance Department of the Corporation Town of Mattawa may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
5. **THAT** the taxes be payable at the Town of Mattawa Municipal Office, P. O. Box 390, 160 Water Street, Mattawa, ON, P0H 1V0.
6. **THAT** this By-law shall take effect upon its adoption.

READ A FIRST and SECOND time, this 27<sup>th</sup> day of January, 2020.

READ A THIRD time and FINALLY PASSED this 27<sup>th</sup> day of January, 2020.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

**DEPT. HEAD: PAUL LAFRENIERE, INTERIM FIRE CHIEF**

**TITLE: ANNUAL NORTHEASTERN FIRE EDUCATION CONFERENCE**

       Draft By-Law                        **X**   Item                             Policy Recommendation

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**Mayor D. Backer and Members of Council:**

The annual Northeastern Fire Education Conference and Trade Show (NEFEC), provides one of the most affordable educational and networking opportunities for senior fire officers, company officers, firefighters and elected municipal officials in northeastern Ontario.

NEFEC 2020 will be held March 27-29<sup>th</sup> at the Deerhurst Resort and Conference Centre in the Town of Huntsville. Fire Department Chair Garry Larose wishes to attend the conference and the estimated cost is \$1,300.00 which includes the registration fee, companion program, accommodations, travel and per diem expenses.

**Recommendation:**

**BE IT RESOLVED** that Council of the Corporation of the Town of Mattawa authorize Fire Department Chair Garry Larose to attend the annual Northeastern Fire Education Conference and Trade Show in the Town of Huntsville, March 27-29, 2020 at a total estimated cost of \$1,300.00.

Respectfully submitted

Councillor C. Lacelle



Date: MONDAY, JANUARY 27<sup>TH</sup>, 2020

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**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 DECEMBER

\_\_\_\_ Draft By-Law

**X** Item

\_\_\_\_ Policy Recommendation

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**Mayor D. Backer and Members of Council:**

**BE IT RESOLVED THAT** the disbursements for the month of December 2019 in the amount of \$564,031.93 be adopted as submitted.

Respectfully submitted,

Councillor C. Lacelle

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: ADOPTION OF REVISED WORKPLACE DISCRIMINATION,  
HARASSMENT AND VIOLENCE PREVENTION POLICIES**

     Draft By-Law                           Item                        **X**   Policy Recommendation

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**Mayor D. Backer and Members of Council:**

At the January 13, 2020 Regular Meeting of Council, Report 2020-02R provided Council with a draft Workplace Discrimination, Harassment and Violence Prevention Policy. Council did not comment or request for any changes to the policy therefore the following is recommended:

**Recommendation:**

**BE IT RESOLVED THAT** the Mayor and Council of the Corporation of the Town of Mattawa adopt the attached revised Workplace Discrimination, Harassment and Violence Prevention Policy. This new Policy will replace the “Workplace Violence Policy” and the “Workplace Discrimination and Harassment Policy” both dated June 28, 2010.

Respectfully submitted,

Councillor D. Sarrazin

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BY-LAW DEPARTMENT

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: WAYNE CHAPUT, BY-LAW OFFICER

TITLE: 2020 TAXI LICENCE APPROVALS

       Draft By-law                        X   Item                             Policy Recommendation

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### Mayor D. Backer and Members of Council:

As part of the requirements of Municipal Taxi By-Law No. 19-29 section 4.1 (a), the Municipal Council is the responsible authority for the issuance of taxicab owner's licences.

For 2020, two companies, Belanger Taxi owned by Mr. Terry Belanger and Vet's Taxi, owned by Mr. Jack Lamothe have submitted applications to operate taxicab businesses. The applications have been reviewed and are complete with the appropriate application fees submitted, and are now ready for approval.

### **Recommendation:**

**BE IT RESOLVED THAT** the Mayor and Council of the Corporation of the Town of Mattawa approve in accordance with By-Law 19-29, a taxicab owner's licence to operate a taxi-cab business within the Town of Mattawa to Belanger Taxi and Vet's Taxi.

Respectfully submitted,

Councillor G. Thibert