



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, FEBRUARY 24TH, 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, FEBRUARY 24TH, 2020 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 CMHC – Re: 2020 National Housing Conference May 12 – 13, 2020
Social & Family Services Committee – Clerk
 - 4.2 Raymond Belanger, CAO/Treasurer – Re: OPG Presentation from February 5, 2020
Environmental Services Committee – Clerk
 - 4.3 CIF – Re: 2020 Request for Expressions of Interest Blue Box Recycling Program
Environmental Services Committee – Clerk
 - 4.4 Provident Benefits – Re: Benefits for Volunteer & Paid-On-Call Fire Departments
Fire Department Committee – Clerk
 - 4.5 OFMEM – Re: 2019 EMCPA Town of Mattawa Compliance Results
Protection to Persons & Property Committee – Clerk
 - 4.6 MNRF – Re: Proposed Regulatory Changes Under Aggregate Resources Act
Environmental Services Committee – Clerk
 - 4.7 FONOM – Re: 2020 FONOM Conference May 13 – 15 Hosted by City of Timmins
General Government Committee – Clerk
 - 4.8 DNSSAB – Re: Board Meeting Minutes of December 18, 2019
Social & Family Services Committee – Clerk
 - 4.9 Mr. Victor Fedeli – Re: InterCom Quarterly Newsletter Winter 2020 Edition
General Government Committee – Clerk
 - 4.10 ROMA – Re: 2020 ROMA Conference Highlights
General Government Committee – Clerk
 - 4.11 NBMCA – Re: Board of Directors Meeting Minutes of June 26, 2019 & December 18, 2019
Conservation Authority Committee – Clerk

Monday, February 24, 2020

Correspondence – Cont'd

- 4.12 East Nipissing Parry Sound Federation of Agriculture – Re: Bill 156 Security from Trespass
& Protecting Food Safety Act
General Government Committee – Clerk

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

6. Municipal Report Number 820

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

7. Committee Reports

- 7.1 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Northern Ontario Internship Program –
Report # 2020-09R

- 7.2 Raymond A. Bélanger, CAO/Treasurer – Re: Request for Proposal New Stage Platform &
Pergola - Report # 2020-10R

8. Questions from the Floor

9. New/Old Business

- 9.1 Hiring of Public Works Department Staff

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

11. In Camera (Closed)

12. Return to Regular Session

13. Adjournment

Monday, February 24th, 2020

Members of Council,

Attached please find Municipal Report Number 820 for consideration by Council.

Respectfully submitted

Francine Desormeau
Clerk

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Date: MONDAY, FEBRUARY 24TH, 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

☒ X Item

☐ Policy Recommendation

Mayor D. Backer and Members of Council:

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, February 10th, 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, February 10th, 2020 at 7:00 p.m. in the Municipal Council Chambers.

Council Present:	Mayor D. Backer Councillor G. Larose Councillor G. Thibert Councillor L. Ross
Council Absent:	Councillor C. Lacelle Councillor D. Sarrazin Councillor L. Mick
Staff Present:	Raymond Belanger, CAO/Treasurer Lucie Desrochers, Recreation & Facilities Services Manager Wayne Chaput, Chief Building Official/By-Law Officer Paul Lafreniere, Fire Chief (Interim) Barry Jackson, Public Works Supervisor Amy Leclerc, Executive Assistant/Deputy-Clerk
Staff Absent:	Francine Desormeau, Clerk/Deputy Treasurer

<p>*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.</p>

1. Meeting Called to Order at 7:00 p.m.
2. Disclosures of Pecuniary Interest and Nature Thereof – None
3. Petitions & Delegations – None
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 819

Page No. 23

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, January 27th, 2020 and the Special Meeting of Monday, February 3rd, 2020 be adopted as circulated.

Carried

Page No. 24

BE IT RESOLVED THAT the disbursements for the month of January 2020 in the amount of \$506,996.44 be adopted as submitted.

Carried

Page No. 25

WHEREAS the Province of Ontario has reduced and/or withdrawn funding over the past 10+ years to municipalities and their associated boards, and continues to do so;

AND WHEREAS because of the reduced funding all parties are and will be required to reduce or cut spending and;

AND WHEREAS the District of Nipissing Social Services Administration Board, in a letter on April 29, 2019 to member municipalities stated, "Please prepare yourself for a significant levy adjustment of these downloaded provincial costs";

THEREFORE BE IT RESOLVED that the Corporation of the Town of Mattawa opposes this "Significant levy adjustment due to these downloaded provincial costs" and that DNSSAB, like municipalities, should look at reducing costs and services, if necessary, in order to mitigate any municipal levy increase.

AND FURTHER THAT a copy of this resolution be forwarded to the District of Nipissing Social Services Administration Board and to member municipalities.

Carried

Page No. 26

BE IT RESOLVED THAT the Corporation of the Town of Mattawa, in order to honour Mayor Hec Lavigne's nearest and dearest projects, donate \$500.00 to the "Hec Lavigne Centennial Park Beautification Project".

Carried

Page No. 27

BE IT RESOLVED THAT Council formally accept the following reports as submitted to the Ministry (MECP) by the Ontario Clean Water Agency on behalf of the Corporation of the Town of Mattawa:

- O. Reg. 170/03, Section 11 Annual Report
- O. Reg. 170/03, Schedule 22 Summary Report
- Section 23 of ECA No. 3-1115-91-926, Annual Wastewater Report

Carried

Resolution Number 20-10

Moved by Councillor G. Thibert

Seconded by Councillor L. Ross

That the Municipal Report Number 819 be adopted.

Carried

7. Committee Reports

- 7.1 Barry Jackson, Public Works Supervisor – Re: January Activity Highlight Report – Public Works – Report # 2020-08R

Department Activity Reports

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

Fire Department Report – Acting Fire Chief, Paul Lafreniere
Read by Councillor G. Larose

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

8. Questions from the Floor – None
9. New/Old Business – None
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 Monday, February 10th, 2020 adjourned at 7:37 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: ADOPTION OF 2019 CLOSED MEETING MINUTES

____ Draft By-Law

___X___ Item

____ Policy Recommendation

Mayor D. Backer and Members of Council:

The BakerTilly Audit firm has been performing the municipality's audit and as part of their overall review of documents they discovered that two closed meeting minutes were not formally adopted by Council. These closed meetings occurred April 16th and April 23rd, 2019 which was shortly before the Flood State of Emergency and the first regular meeting of Council for the month of May was cancelled.

Therefore the following is recommended to formally adopt both sets of closed meeting minutes.

Recommendation:

BE IT RESOLVED THAT the closed meeting minutes of Monday, April 16th, 2019 and Monday April 23rd, 2019 be adopted as circulated.

Respectfully submitted

Councillor D. Sarrazin

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Tuesday, April 16th, 2019 at 7:30 p.m. in the CAO's Office.

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

Council Absent: Councillor G. Larose

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) (k).

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.
 - See Special Meeting Resolution: 19-34 and 19-35

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

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Tuesday, April 23rd, 2019 at 8:21 p.m. in the Council Chambers.

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

Council Absent: None

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

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

Topics for discussion:

2. 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: 19-37 and 19-38

The closed meeting session adjourned at 8:31 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FIRE DEPARTMENT

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: PAUL LAFRENIERE, INTERIM FIRE CHIEF

TITLE: PURCHASE OF BUNKER GEAR

___ Draft By-Law

X Item

___ Policy Recommendation

Mayor D. Backer and Members of Council:

A RFQ (Request for Quotation) for the supply of twenty (20) sets of bunker gear for the Fire Department was issued on January 17th, 2020 to a total of five companies. The RFQ was also posted on the municipal website.

The submission deadline was February 14th and a total of three (3) quotes were received and they are as follows:

Company	Quotation Amount (excl. of HST)
Canadian Safety Equipment Inc.	\$53,350.00
M & L Supply, Fire & Safety	\$43,140.00
TransCanada Safety	\$42,611.18

The Fire Chief and Clerk reviewed the three submissions received and the lowest quotation from TransCanada Safety is being recommended. TransCanada Safety is located in North Bay and have been great to deal with for the Fire Department.

In the 2019 budget \$15,230.00 was budgeted for Bunker Gear. At December 31, 2019, a total of \$25,159.57 remained unspent in the Fire Department budget which includes the \$15,230.00 for bunker gear replacement. Finance Staff is proposing Council authorizes the unspent allocation of \$25,159.57 in 2019 to be transferred to the current budget year to offset the purchase of the bunker gear. The balance for the purchase of the bunker gear would be \$17,451.61. Therefore the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council authorize the Fire Department to purchase the 20 sets of bunker gear from TransCanada Safety at the quoted amount of \$42,611.18 for the Mattawa Fire Department.

AND BE IT FURTHER RESOLVED THAT Council authorize the transfer of \$25,159.57 from the Fire Department 2019 surplus to the current year to offset the purchase of the bunker gear.

Respectfully recommended
Councillor G. Larose

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

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

TITLE: 2020 SETTING OF WATER RATES

20-06 Draft By-Law _____ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

At the Special meeting of Council held February 3rd, 2020, Council discussed the Water and Wastewater Department budgetary requirements for the current year. A public meeting was held Monday February 10th, 2020 inviting the public for input for the setting of the 2020 water rates and no one was in attendance.

A two to three percent increase was considered and a 2.99% increase is being recommended for the setting of the 2020 water rates.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 20-06 which establishes the water rates for flat rate water users and water users on meters which represents a 2.99 percent rate increase for the year 2020.

Respectfully submitted

Councillor C. Lacelle

CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 20-06

BEING a By-law to establish water rates for 2020

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 2020 water rates was given by advertisement in the Mattawa Recorder and on the municipal website on January 19, 2020.

AND WHEREAS a Public Meeting under the Municipal Act in the matter of the setting of water and sewer rates was held on February 10, 2020 at 6:00 p.m.

THEREFORE BE IT RESOLVED THAT the Council of the Town of Mattawa enacts as follows:

1. That the flat water rates for 2020 are hereby increased by 2.99%. The consumption rate based on cubic metres for metered residents and non-residents will increase accordingly.
2. That the attached Schedule "A" establishes the water and sewer rates for the year 2020.
3. The water and sewer rates are effective as of January 1, 2020.
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 2020. The metered consumers' water billings remain quarterly and will be due in March, May, August, and November 2020.
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 24th day of February, 2020.

READ A THIRD time and FINALLY PASSED this 24th day of February, 2020.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

**COMMITTEE: PROTECTION TO PERSONS & PROPERTY
(Seniors Initiatives)**

CHAIRPERSON: COUNCILLOR G. THIBERT

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

**TITLE: EXPRESSION OF INTEREST FOR DEVELOPMENT OF
AFFORDABLE SENIOR HOUSING PROJECT**

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

Council acquired the now vacant Algonquin Nursing Home at 231 Tenth Street in Mattawa and wishes to continue to advance the consideration for development of affordable senior housing through a Public Expression of Interest process.

The identification of a “preferred proponent” and requisition of details for the Algonquin Nursing Home project will be advanced as follows:

- Invitation (attached) to submit an Expression of Interest request will be a newspaper ad and website posting. We may also consider direct mailing of this scope document to potential proponents known to the Town; and
- The invitation to submit an Expression of Interest as to the development of affordable senior housing project will indicate that a more detailed document, including original architectural drawings and Hazardous Substance Survey are available on request; and
- Expression of Interest Document (attached) – Development of affordable senior housing project of former Algonquin Nursing Home.

Recommendation:

IT IS THEREFORE RECOMMENDED THAT the Mayor and Council of the Corporation of the Town of Mattawa authorize staff to issue the attached Expression of Interest Document(s) for the development of affordable senior housing project of the former Algonquin Nursing Home.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION & CULTURAL SERVICES

CHAIRPERSON: COUNCILLOR L. ROSS

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

TITLE: REQUEST FOR PROPOSAL (RFP) FOR LAWN MAINTENANCE SERVICES

_____ Draft By-Law X Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

A Request for Proposal will be issued by the Corporation of the Town of Mattawa for Lawn Maintenance Services. Terms of Agreement shall cover the period of:

- May 15, 2020 to September 25, 2020

The Town and/or Contractor may exercise a continuance of said contract as follows:

- Option Year 2021 – May 14, 2021 to September 24, 2021
- Option Year 2022 – May 13, 2022 to September 23, 2022

Tender terms and conditions as well as lawn maintenance services areas are identified in the attached document.

Recommendation:

IT IS THEREFORE RECOMMENDED THAT the Mayor and Council of the Corporation of the Town of Mattawa authorize staff to issue the attached Request for Proposal for Lawn Maintenance Services. Terms of the agreement are for the year 2020 with possibility of continuance of said contract for the years 2021 and 2022.

Respectfully submitted,

Councillor L. Ross