



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, MARCH 9TH, 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, MARCH 9TH, 2020 @ 7:00 P.M.**

1. Call to Order

2. Disclosure of Pecuniary Interest and Nature Thereof

3. Petitions & Delegations

4. Correspondence

- 4.1 Community Living Mattawa – Re: Request for BBQ on Main Street May 22 & September 11, 2020
By-Law Department Committee – Clerk
- 4.2 Mattawa & Area Food Bank – Re: Request for Donations for 1st Annual Fundraising Vendor Market & Movie Night
Social & Family Services Committee – Clerk
- 4.3 MMAH – Re: Provincial Policy Statement 2020
Planning & Development Services Committee – Clerk
- 4.4 Community Living Mattawa – Re: Request for Donation for Spring Fling May 2, 2020
Social & Family Services Committee – Clerk
- 4.5 Kevin Whyte, Sutherland Corp – Re: BusPatrol School Bus Stop-Arm Camera Program
Protection to Persons & Property Committee – Clerk
- 4.6 University of Ottawa – Re: Invitation for Co-op & Careers Celebration of Excellence March 19, 2020
General Government Committee – Clerk
- 4.7 Enbridge – Re: Natural Gas Community Expansion Program
Environmental Services Committee – Clerk
- 4.8 DNSSAB – Re: Board of Directors Meeting February 26, 2020
Social & Family Services Committee – Clerk
- 4.9 NBPSDHU – Re: Board of Health Meeting February 26, 2020
Health Services Committee – Clerk
- 4.10 Mr. Chad Belanger – Re: Resignation from Mattawa Fire Department
Fire Department Committee – Clerk

Monday, March 9, 2020
Correspondence – Cont'd

- 4.11 Royal Canadian Legion Branch 254 – Re: Legion Zone Convention Invitation March 14th
Social & Family Services Committee – Clerk
- 4.12 Ontario One Call – Re: Nominations for Board of Directors
General Government Committee – Clerk
- 4.13 Communities in Bloom – Re: Invitation to Participate in 2020 Ontario Edition of
Communities in Bloom
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services
Manager
- 4.14 MMAH – Re: Municipal Modernization Program Funding Approval
General Government Committee – Clerk
- 4.15 Bell Mobility Inc – Re: Lease Renewal Notice Extension at 200 Dorion Road
General Government Committee – Clerk
- 4.16 Municipality of South Huron – Re: Resolution of Support for Enforcement of Safety on
Family Farms
Protection to Persons & Property Committee – Clerk

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

6. Municipal Report Number 821

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

7. Committee Reports

- 7.1 Francine Desormeau, Clerk/Deputy-Treasurer – Re: 2020 Statement of Council
Remuneration & Expenses – Report # 2020-11R

8. Questions from the Floor

9. New/Old Business

- 9.1 Mattawa Museum RFP

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

11. In Camera (Closed)

12. Return to Regular Session

13. Adjournment

Monday, March 9th, 2020

Members of Council,

Attached please find Municipal Report Number 821 for consideration by Council.

Respectfully submitted

Francine Desormeau
Clerk

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Date: MONDAY, MARCH 9TH, 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 24th, 2020 and the Closed Meeting of Monday, February 24th, 2020 be adopted as circulated.

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, February 24th, 2020 at 7:00 p.m. in the Dr. S. F. Monestime Council Chambers.

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

Council Absent: Councillor L. Mick

Staff Present: Raymond Belanger, CAO/Treasurer
Francine Desormeau, Clerk/Deputy Treasurer
Lucie Desrochers, Recreation & Facilities Services Manager
Barry Jackson, Public Works Supervisor

Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer
Paul Lafreniere, Fire Chief (Interim)

*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
 - Councillor Sarrazin declared a pecuniary interest on Page No. 33.
3. Petitions & Delegations – None
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 820

Page No. 31

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, February 10th, 2020 be adopted as circulated.

Carried

Page No. 32

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

Carried

Councillor D. Sarrazin declared a conflict of interest on Page No. 33

Page No. 33

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.

Carried

Page No. 34

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.

Carried – Recorded vote on Page No. 34 and the vote was unanimous

Page No. 35

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.

Carried

Page No. 36

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.

Carried

Resolution Number 20-11

Moved by Councillor G. Thibert

Seconded by Councillor L. Ross

That the Municipal Report Number 820 be adopted.

Carried

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

Department Activity Reports

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

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

8. Questions from the Floor

A ratepayer questioned the Northern Ontario Internship Program report as well as pergola stage at museum.

9. New/Old Business

9.1 Hiring of Public Works Department Staff

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

11. In Camera (Closed) Session

Resolution Number 20-12

Moved by Councillor C. Lacelle

Seconded by Councillor D. Sarrazin

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 20-13

Moved by Councillor C. Lacelle

Seconded by Councillor G. Thibert

That the regular session reconvene at 8:02 p.m.
Carried

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

Resolution Number 20-14

Moved by Councillor L. Ross

Seconded by Councillor G. Larose

BE IT RESOLVED THAT Council authorize the Clerk to offer employment to Mr. Brandon Neault for the permanent full-time position of Labourer for the Public Works Department subject to a six month probationary period and proof of Grade 12 diploma or equivalency certificate.

BE IT FURTHER RESOLVED THAT Council authorize the Clerk to offer employment to Mr. Jamie Pitt for the temporary full-time position of Labourer for the Public Works Department subject to a three-month probationary period.

AND FURTHER THAT both positions shall be remunerated as per Schedule “A” of the CUPE Local 1465-01 Collective Agreement.

Carried

13. Adjournment

The regular meeting of Council Monday, February 24th, 2020 adjourned at 8:05 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, February 24th, 2020 at 7:55 p.m. in the Dr. S. F. Monestime Council Chambers.

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

Council Absent: Councillor L. Mick

Staff Present: Francine Desormeau, Clerk/Deputy-Treasurer
Barry Jackson, Public Works Supervisor

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: 20-12 and 20-13

The closed meeting session adjourned at 8:02 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

DEPT. HEAD: FRANCINE DESORMEAU, CLERK/DEPUTY TREASURER

TITLE: REVENUES TRANSFER TO RECREATION/CAPITAL RESERVE

____ Draft By-Law X Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

As part of the 2017 review of user fees and charges, Council authorized an increase in youth and adult ice/floor and ball field rental fees. The revenues generated from the fee increase were to be allocated to the Recreation Department's Capital replacement reserve which is specifically earmarked for future capital costs of the Mike Rodden Arena and Community Centre.

In 2019, \$3,355.00 represents the additional revenues generated from the fee increase. This amount will be transferred to the Recreation/Capital Reserve account as part of the audit process. Since 2017 \$8,955.00 has been allocated to this reserve from the fee increase.

Recommendation:

WHEREAS as per the 2017 review of the Town of Mattawa's user fees and charges By-law, Council authorized an increase in youth and adult ice/floor and ball field rental fees and further authorized all future revenues generated from the fee increase be allocated to the Recreation Department's Capital replacement reserve specifically earmarked for future capital costs of the Mike Rodden Arena and Community Centre.

THEREFORE BE IT RESOLVED that the Mayor and Council of the Corporation of the Town of Mattawa authorizes the transfer of \$3,355.00 being the additional revenues generated from the ice/floor and ballfield rentals increase in the year 2019 to the Recreation/Capital Reserve account.

Respectfully submitted,

Councillor C. Lacelle

Date: MONDAY, MARCH 9TH, 2020

Page No: 43

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 FEBRUARY

____ Draft By-Law X Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

BE IT RESOLVED THAT the disbursements for the month of February 2020 in the amount of \$497,754.39 be adopted as submitted.

Respectfully submitted,

Councillor C. Lacelle

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: MUNICIPAL MODERNIZATION PROGRAM FUNDING

20-07 Draft By-Law _____ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

The Ministry of Municipal Affairs and Housing has approved funding for a Municipal Financial Management Practices and Service Delivery Review in the amount of up to \$118,000.00. This funding program is for municipalities to undertake expenditure reviews with the goal of finding service delivery efficiencies and lowering costs in the longer term.

BakerTilly, municipal audit firm, submitted an Expression of Interest to conduct this review on our behalf therefore they will be the third party reviewer on this project.

Attached is a Transfer Payment Agreement which outlines the funding details and the review will be performed in the next few months with a draft report to be submitted to the Province by the deadline of August 31, 2020.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law Number 20-07 authorizing the signing of the Transfer Payment Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing.

Respectfully submitted,

Councillor L. Ross

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 20-07

BEING a by-law authorizing the signing of a Transfer Payment Agreement with Her Majesty the Queen in Right of Ontario hereby represented by the Minister of Municipal Affairs and Housing (“the Province”) to carry out a Municipal Financial Management Practices and Service Delivery Review.

WHEREAS Section 5, subsection 3 of the Ontario Municipal Act 2001, S. O. 2001, c. 25 empowers and authorizes a municipal Council to pass by-laws enacting agreements.

AND WHEREAS the attached Transfer Payment Agreement, Appendix “A” outlines the funding agreement details and therefore forms part of this By-law.

AND WHEREAS the attached Expression of Interest, Appendix “B” outlines the proposed review details provided by the third party reviewer Bakertilly SNT.

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

1. The Mayor and Clerk are hereby authorized to execute the aforesaid Agreement on behalf of the Council of the Corporation of the Town of Mattawa, in accordance with the terms and conditions referred to in this agreement attached to this By-law and known as Appendix “A”.
2. That Appendix “B” shall form part of this By-law.
3. That this Agreement shall be effective and shall remain in effect and force in accordance with the terms of the agreement subject to any amendments thereto or the termination of the said agreement.

READ a first and second time this 9th day of March, 2020.

READ a third time and finally passed this 9th day of March, 2020.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: 2020 CMHC NATIONAL HOUSING CONFERENCE

 Draft By-Law X Item Policy Recommendation

Mayor Backer and Members of Council:

The Canada Mortgage and Housing Corporation (CMHC) will be hosting their annual National Housing Conference May 12-13th at the Westin Hotel in Ottawa. Councillor Laura Ross wishes to attend this very worthwhile conference which will include key themes such as the impact of new partners in housing, profitability and affordability of housing and spurring housing innovations.

The estimated cost for Councillor Ross to attend the conference is \$1,600.00 which includes registration fees, accommodations, travel and per diem expenses.

Recommendation:

BE IT RESOLVED THAT Council of the Town of Mattawa authorize Councillor Laura Ross to attend the 2020 CMHC National Housing Conference in the City of Ottawa, May 12-13, 2020 at a total estimated cost of \$1,600.00.

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: 2020 ANNUAL FONOM CONFERENCE

 Draft By-Law X Item Policy Recommendation

Mayor Backer and Members of Council:

The annual Federation of Northern Ontario Municipalities (FONOM) northeastern conference is being held in the City of Timmins this year May 13-15th. This year's conference mark's the 60th anniversary of the federation and the theme is 'Connecting the North'.

CAO/Treasurer Raymond Belanger and I wish to attend the conference on behalf of the municipality and the estimated cost is expected to be \$2,200.00 which includes registrations, accommodations, travel and per diem expenses.

Recommendation:

BE IT RESOLVED THAT Council of the Town of Mattawa authorize Councillor Dexture Sarrazin and CAO/Treasurer Raymond Belanger to attend the 2020 FONOM conference in the City of Timmins, May 13-15, 2020 at a total estimated cost of \$2,200.00.

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: 2020 AMO AGM AND ANNUAL CONFERENCE

☐ Draft By-Law

☒ Item

☐ Policy Recommendation

Mayor D. Backer and Members of Council:

The 2020 AMO Conference will be held in the city of Ottawa once again this year from August 16th – 19th. The conference will include expert keynotes, educational sessions, over 130 industry exhibitors, access to Provincial Ministers and the opportunity to connect with municipal colleagues.

Council spoke to this at their last regular meeting and all agreed that Councillor Mick will attend this year's conference. The cost which includes conference registration fees, accommodations and travel expenses is estimated to be \$2,500.00 per delegate.

Recommendation:

BE IT RESOLVED THAT Council of the Town of Mattawa authorize Councillor Mick to attend the 2020 AMO Conference in the City of Ottawa, August 16-19, 2020 at a total estimated cost of \$2,500.00.

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BY-LAW/BUILDING DEPARTMENT

CHAIRPERSON: COUNCILLOR G. THIBERT

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

TITLE: REFRESHMENT VEHICLES AT EXPLORER'S POINT DURING
MATTAWA VOYAGEUR DAYS

____ Draft By-Law

 X Item

____ Policy Recommendation

Mayor D. Backer and Members of Council:

The Mattawa Voyageur Days Committee is requesting that food vendors be permitted at Explorer's Point during Voyageur Days being held July 24-26, 2020. If Council approves locating food vendors at Explorer's point, vendors will be responsible to follow all regulations as per By-Law 09-14.

Recommendation:

BE IT RESOLVED THAT Council of the Town of Mattawa will permit refreshment vehicles, as per By-law 09-14, to be located at Explorer's Point during the Voyageur Days Festival from July 24 to July 26, 2020. Refreshment vehicle operators will be responsible for the following:

- 1) Obtain all approvals before operating from the North Bay and District Health Unit, Fire Dept. and Building Dept. under sections 6 and 7 of By-Law 09-14.
- 2) Notify the By-law Department with all approvals no later than July 21, 2020 at 5:00 p.m. prior to installation at Explorer's Point.
- 3) Be responsible to ensure that the immediate area is cleaned at all times.
- 4) Exit Explorer's Point no later than Monday, July 27th, 2020 at 5:00 p.m.

AND FURTHER THAT Fees regulated under section 12 of By-Law 09-14 are exempt for Mattawa Voyageur Days at Explorers Point.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR L. ROSS

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

TITLE: VOYAGEUR DAYS – S. O. P. EXPLORER'S POINT

____ Draft By-Law X Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

Mattawa Voyageur Days 23rd Annual festival will be held July 24-26, 2020. The Mattawa Voyageur Days Committee will be making application to the Alcohol and Gaming Commission of Ontario (AGCO) for a special occasion permit to permit the sale of alcoholic beverages on Explorers Point during the annual festival.

As part of the application requirements, formal approval is required by the municipality by way of a Council resolution endorsing and supporting the Mattawa Voyageur Days Festival as an event of municipal significance. The Building Department has no objections to alcohol beverages being served under a tent at Explorer's Point.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa endorses and supports the Voyageur Days Festival as an event of municipal significance and permits the sale of alcoholic beverages at Explorer's Point Friday July 24, 2020, Saturday July 25, 2020 and Sunday July 26, 2020 with the clear understanding that all rules and regulations as per the AGCO's requirements for a Special Occasion Permit be adhered to.

Respectfully submitted,

Councillor L. Ross