



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, MAY 11<sup>TH</sup>, 2020  
7:00 P.M.**

**VIA ELECTRONIC MEETING  
(TELECONFERENCE) DUE TO COVID-19  
PROVINCIALY DECLARED  
EMERGENCY  
MATTAWA, ONTARIO**

**TELECONFERENCE TOLL FREE # 1-833-311-4101  
ACCESS CODE: 965 433 130**

**THE CORPORATION OF THE TOWN OF MATTAWA**  
**A G E N D A**  
**VIA ELECTRONIC MEETING (TELECONFERENCE) DUE TO COVID-19**  
**PROVINCIALY DECLARED EMERGENCY**  
**MATTAWA, ONTARIO**  
**TELECONFERENCE TOLL FREE # 1-833-311-4101**  
**ACCESS CODE: 965 433 130**  
**MONDAY, MAY 11<sup>TH</sup>, 2020 @ 7:00 P.M.**

**DISCLAIMER: This is to advise that this electronic meeting of Council is being recorded. By continuing to be in this meeting you are consenting to be recorded.**

- 1. Call to Order** - Mayor Backer will request a roll call to record all attendance on teleconference call. Attendees will be requested to press \*6 to mute their telephones during the meeting.
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
  - 3.1 Mr. Steve McArthur, MPAC – Re: 2020 Assessment Update for Mattawa
- 4. Correspondence**
  - 4.1 Community Living Mattawa – Re: Invitation to Annual General Meeting June 17, 2020  
General Government Committee – Clerk
  - 4.2 Upper Ottawa River – Re: Freshet Call Meeting Minutes April 30, 2020  
General Government Committee – Clerk
  - 4.3 AMO Watchfile – Re: AMO Conference Update  
General Government Committee – Clerk
  - 4.4 Citizen Alert Report – Re: Complaint via Mattawa App  
General Government Committee – Clerk
  - 4.5 AMO – Re: COVID-19 Update Emergency Order Extended to May 19<sup>th</sup>  
General Government Committee – Clerk
  - 4.6 Dave Buckle, OPP – Re: Satellite Court Closure in Mattawa on May 13<sup>th</sup>  
Protection to Persons & Property Committee – Clerk
  - 4.7 Ministry of Transportation – Re: Funding Approval of 2020-21 Connecting Links Program  
Finance Committee – Clerk
  - 4.8 Lucie Desrochers, Recreation & Facilities Services Manager – Re: Mattawa Marina Update  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services  
Manager

## **Monday, May 11, 2020**

### **Correspondence – Cont'd**

- 4.9 Lucie Desrochers, Recreation & Facilities Services Manager – Re: Celebrate Canada Funding Update  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services Manager
- 4.10 AMO – Re: Certain Businesses to Reopen May 4, 2020  
General Government Committee – Clerk
- 4.11 Sid Turcotte Park – Re: Storm Drain Issues  
Environmental Services Committee – Clerk
- 4.12 AMO – Re: OPP Detachment Boards Discussion Paper  
Protection to Persons & Property Committee – Clerk
- 4.13 Mattawa Voyageur Days – Re: Press Release of Festival Cancellation  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services Manager
- 4.14 NBPSDHU – Re: April 22, 2020 Board Meeting Minutes  
Health Services Committee – Clerk
- 4.15 City of Hamilton – Re: Letter Request to Regulate & Enforce Odour & Lighting Related to Cultivation of Cannabis Plants & By-Law  
General Government Committee – Clerk
- 4.16 AMO – Re: COVID-19 Update April 29, 2020  
Finance Committee – Clerk
- 4.17 Ontario Energy Board – Re: Consumer Alert COVID-19 Scam  
Environmental Services Committee – Clerk
- 4.18 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Ontario News Release Framework for Opening Province  
General Government Committee – Clerk
- 4.19 Solicitor General – Re: Setting New Deadline for Community Safety & Well-Being Plans  
General Government Committee – Clerk
- 4.20 Ministry of Agriculture, Food & Rural Affairs – Re: COVID-19 Update Allowing Community Gardens  
General Government Committee – Clerk
- 4.21 Enterprise Canada – Re: Doctors' Day May 1, 2020  
Health Services Committee – Clerk

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

**6. Municipal Report Number 825**

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

**7. Committee Reports**

- 7.1 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Council Update to Ongoing Activities – Report # 2020-19R
- 7.2 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Renewal of Standing Offer Agreement for Consulting, Engineering & Planning Services – Report # 2020-20R
- 7.3 Francine Desormeau, Clerk/Deputy-Treasurer – Re: John Dixon Public Library Rental Fees Credit – Report # 2020-21R
- 7.4 Barry Jackson, Public Works Supervisor – Re: Repairs to Elgin Sweeper – Unit # SW-01 – Report # 2020-22R
- 7.5 Paul Lafreniere, A/Fire Chief & Francine Desormeau, Clerk/Deputy-Treasurer – Re: Hiring of Volunteer Firefighters – Report # 2020-23R

**8. Questions Period** – reminder press \*6 to un-mute your telephone if you wish to ask a question.

**9. New/Old Business**

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

**11. In Camera (Closed)**

- 11.1 Security of the Property of the Municipality
- 11.2 Personnel Matters

**12. Return to Regular Session**

**13. Adjournment**

Monday, May 11<sup>th</sup>, 2020

Members of Council,

Attached please find Municipal Report Number 825 for consideration by Council.

Respectfully submitted

Francine Desormeau  
Clerk

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Date: MONDAY, MAY 11<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

\_\_\_X\_\_\_ 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, April 27<sup>th</sup>, 2020 and the Special Meeting of Monday, May 4<sup>th</sup>, 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, April 27<sup>th</sup>, 2020 at 7:00 p.m. via teleconference.

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

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.

Mayor Backer asked for a moment of silence to reflect on the Nova Scotia tragedy.

2. Disclosures of Pecuniary Interest and Nature Thereof - None
3. Petitions & Delegations
4. Correspondence
5. Questions/Comments about the Content of the Agenda

A ratepayer questioned the hiring policy with respect to Page No 67 'Hiring of Firefighters'.

6. Municipal Report Number 824

Page No. 65

***BE IT RESOLVED THAT*** the minutes of the Regular Meeting of Tuesday, April 14<sup>th</sup>, 2020, the Special Meeting of Monday, April 20<sup>th</sup>, 2020 and the Closed Meeting of Monday, April 20<sup>th</sup>, 2020 be adopted as circulated.

Carried - Recorded vote on Page No. 65 and the vote was unanimous

Page No. 66

***BE IT RESOLVED THAT*** the disbursements for the month of March 2020 in the amount of \$593,315.86 be adopted as submitted.

Carried - Recorded vote on Page No. 66 and the vote was unanimous

Page No. 67

***BE IT RESOLVED THAT*** the Town of Mattawa authorize the Mattawa Fire Department to hire Ms. Amie Baitley, Mr. Jeff Baitley, Ms. Brittany Rowan and Mr. Jamie Pitt as Firefighters on a one year probationary period subject to acquiring a DZ licence and successfully completing a physical examination from a primary care provider.

Withdrawn with approval of Council

Resolution Number 20-25

Moved by Councillor L. Ross

Seconded by Councillor G. Larose

*That the Municipal Report Number 824 be adopted.*

Carried

7. Committee Reports

7.1 Barry Jackson, Public Works Supervisor – Re: Pont Mauril Belanger Bridge – Temporary Traffic Lights – Cost Savings Solution – Report # 2020-16R

7.2 Lucie Desrochers, Recreation & Facilities Services Manager – Re: 2020 Mattawa Voyageur Days – Report # 2020-17R

7.3 Wayne Chaput, Chief Building Official – Re: Condition of Wooden Statues – Report # 2020-18R

**Department Activity Reports**

Recreation Department Report – Recreation & Facilities Services Manager, Lucie Desrochers

Read by Councillor L. Ross

By-Law & Building Department Report – Chief Building Official, Wayne Chaput

Read by Councillor G. Thibert

8. Questions from the Floor

Ratepayers asked for information concerning the train overpass on Valois Drive, pigeons, garbage and beautifying Main Street, where the Municipal Disaster Relief Assistance funding was being allocated and the Mattawa Marina boat launch.



9. New/Old Business

9.1 Pont Mauril Belanger Bridge Repairs Update

9.2 Municipal Insurance Renewal Update

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

Resolution Number 20-26

Moved by Councillor G. Larose

Seconded by Councillor G. Thibert

***BE IT RESOLVED THAT*** due to the provincially declared emergency (COVID-19) Council of the Town of Mattawa deems it necessary to cancel this year's Voyageur Days Festival.

Carried - Recorded vote on Resolution No 20-26 and the vote was unanimous

11. In Camera (Closed) Session - None

12. Return to Regular Session

13. Adjournment

The regular meeting of Council Monday, April 27<sup>th</sup>, 2020 adjourned at 8:51 p.m.

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Mayor

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Clerk

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Monday, May 4<sup>th</sup>, 2020 at 7:00 p.m. held via teleconference.

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: Francine Desormeau, Clerk/Deputy Treasurer  
Amy Leclerc, Executive Assistant/Deputy-Clerk  
Lucie Desrochers, Recreation & Facilities Services Manager  
Paul Lafreniere, Fire Chief (Interim)  
Barry Jackson, Public Works Supervisor

Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer

\*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.

\*Councillor L. Ross joined the teleconference at 7:03 p.m.

2. No Disclosure of Pecuniary Interest and Nature Thereof

3. Committee Reports / Discussions:

- 3.1 Ms. Jessica Dion and Mr. Dan Longlade of BakerTilly presented Council with the draft 2019 Financial Statements.

- 3.2 Mr. James Hunton, Jp2g Consultants Inc. and Mr. Nathan Bakker, Dillon Consulting provided Council with an update to the Pont Mauril Belanger Bridge Emergency Repairs.

4. Presentation of By-laws/Resolutions/2/3 Special Resolutions

- 4.1 Recommendation to Approve Survey Monitoring Company for Pont Mauril Belanger Bridge Emergency Repairs

Resolution Number 20-27

Moved by Councillor G. Larose

Seconded by Councillor L. Ross

***BE IT RESOLVED THAT*** Council of the Town of Mattawa approve the quotation from Tulloch Engineering in the quoted amount of \$23,200.00 to perform the monitoring survey as part of the Pont Mauril Belanger Bridge Repairs as recommended by Dillon Consulting.

Carried – Recorded vote on Resolution No 20-27 and the vote was as follows:

For: Mayor D. Backer, Councillors C. Lacelle, D. Sarrazin, G. Larose,

Councillors L. Mick, L. Ross

Against: Councillor G. Thibert

5. In Camera (Closed Session) – None

6. Return to Regular Session

7. Adjournment

The special meeting of Council Monday, May 4<sup>th</sup>, 2020 adjourned at 8:33 p.m.

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Mayor

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Clerk

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: NEGOTIATING COMMITTEE FOR RENEWAL OF COLLECTIVE AGREEMENT**

     Draft By-Law                        X   Item                           Policy Recommendation

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

At the regular meeting of November 25, 2019, Council approved the Negotiating Committee for the renewal of the Collective Agreement with CUPE Local 1465-01 which expired December 31, 2019.

The committee appointed consisted of Councillor Lacelle, myself, the CAO/Treasurer Mr. Raymond Belanger as well as Mr. Ward Jones of Ward Jones Consulting.

With the recent announcement of Mr. Belanger's retirement and the upcoming preset dates to negotiate the Collective agreement being June 15<sup>th</sup> and 16<sup>th</sup> it is deemed appropriate to appoint the Clerk Francine Desormeau to replace the CAO on this committee.

For these reasons the following is recommended:

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa appoint Francine Desormeau, Clerk/Deputy-Treasurer, to replace the CAO/Treasurer on the Negotiating Committee for the renewal of the Collective Agreement (CUPE Local 1465-01) along with Councillor Corey Lacelle, Councillor Dexture Sarrazin and Mr. Ward Jones of Ward Jones Consulting.

Respectfully submitted,

Councillor D. Sarrazin

**THE CORPORATION OF THE TOWN OF MATTAWA**

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

**CHAIRPERSON: COUNCILLOR G. THIBERT**

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

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

     Draft By-Law                        X   Item                           Policy Recommendation

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

The Expression of Interest submission deadline for the development of affordable senior housing of the former Algonquin Nursing Home was extended to a future date due to the provincially declared pandemic emergency, COVID-19.

Now that the provincial restriction has been removed and municipal projects can continue, a revised submission deadline of Friday May 29<sup>th</sup> is being recommended. Also, due to the office being closed to the public, staff is also recommending to receive the Expressions of Interest in an electronic format being via e-mail to the Clerk.

The Expression of Interest has been revised and the changes are highlighted in yellow for your review.

If Council agrees to the changes staff will post the Expression of Interest on the municipal website and formally notify all parties who submitted interest to this project.

**Recommendation:**

**IT IS THEREFORE RECOMMENDED THAT** the Council of the Town of Mattawa authorize staff to re-issue the attached Expression of Interest for the development of affordable senior housing of the former Algonquin Nursing Home by posting it on the municipal website and sending formal notification to all interested parties that the revised submission deadline is Friday May 29, 2020 at 5:00 p.m.

Respectfully submitted,

Councillor G. Thibert

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: FIRE DEPARTMENT**

**CHAIRPERSON: COUNCILLOR G. LAROSE**

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

**TITLE: HIRING OF FIREFIGHTERS**

     Draft By-Law

  X   Item

     Policy Recommendation

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

Council at their last regular meeting agreed to withdraw the recommendation from the Fire Chief to hire volunteer firefighters pending additional information on hiring of relatives and any applicable hiring policies.

Report # 2020-23R of this agenda speaks to the policies for hiring of volunteer firefighters and the Fire Chief is now recommending to re-introduce the resolution for Council's consideration.

A total of six applications were received by the set deadline date of March 13, 2020. Ms. Amie Baitley, Mr. Jeff Baitley, Ms. Brittany Rowan, and Mr. Jamie Pitt expressed a keen interest in becoming a firefighter and all are suitable candidates.

It is therefore recommended:

**Recommendation:**

**BE IT RESOLVED THAT** the Town of Mattawa authorize the Mattawa Fire Department to hire Ms. Amie Baitley, Mr. Jeff Baitley, Ms. Brittany Rowan and Mr. Jamie Pitt as Firefighters on a one year probationary period subject to acquiring a DZ licence and successfully completing a physical examination from a primary care provider.

Respectfully submitted,

Councillor G. Larose

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: 2019 AUDITED FINANCIAL STATEMENTS**

       Draft By-Law                        X   Item                             Policy Recommendation

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

Mr. Daniel Longlade and Ms. Jessica Dion of Bakertilly presented Council with the Draft 2019 Consolidated Financial Statements at their Special Meeting of May 4, 2020.

Ms. Dion also presented Council with a Comparative Analysis document which detailed budget estimates to actual revenues and expenses and provided Council with a comprehensive overview of 2019 financials.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa formally adopt the 2019 Consolidated Financial Statements as submitted by the municipal auditing firm, Bakertilly.

Respectfully recommended

Councillor C. Lacelle

## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

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

TITLE: MUNICIPAL INSURANCE RENEWAL

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

  X   Item

\_\_\_\_ Policy Recommendation

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

The municipal insurance program is due for renewal as of May 16, 2020 and staff have been working with Rivet Insurance on updating information and negotiating terms to present to Council for formal approval.

The renewal premium for 12 month coverage is \$93,242 plus applicable taxes. This amount represents an increase of 10.26% or \$8,674.00 from the prior term.

In addition, the firefighter coverage's renewal premium for 12 month coverage remains the same as last term being \$2,563.00. The Cyber Insurance renewal is \$4,220.00 which represents an increase of \$246.00 from the prior term at \$4,220.00.

At the last regular meeting of Council, staff provided Council with insurance renewal options for the former long-term care property at 231 Tenth Street. A limit of \$1 million with a \$25,000 deductible option which equals to a flat charge of \$2,500.00 was Council's preferred option.

Therefore the following is recommended:

### **Recommendation:**

**BE IT RESOLVED THAT** Council renews the annual Municipal Insurance Coverage with Rivet Insurance as of May 16, 2020 at a total overall cost of 102,525.00 plus applicable taxes which also includes Volunteer Firefighter Insurance, Cyber Insurance and a limit of \$1 million for the long-term care property located at 231 Tenth Street.

Respectfully submitted

Councillor C. Lacelle