



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, MAY 25<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: 963 687 205**

**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: 963 687 205**  
**MONDAY, MAY 25<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**
- 4. Correspondence**
  - 4.1 St. Victor School – Re: Grade 8 Graduation Bursary Request  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services Manager
  - 4.2 Mattawa Museum – Re: Record History as it Happens Website  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services Manager
  - 4.3 Township of North Frontenac – Re: Residential Construction in Rural Areas  
General Government Committee – Clerk
  - 4.4 FONOM – Re: Position of Various Boards & Policies  
General Government Committee – Clerk
  - 4.5 MTO Road User Safety Division – Re: Introducing Ontario 511 App for Truck Drivers  
Transportation Services Committee – Clerk
  - 4.6 F. J. McElligott Intermediate Secondary School – Re: Graduation Bursary Request  
Recreation, Tourism & Special Projects Committee – Recreation Facilities & Services Manager
  - 4.7 AMO – Re: COVID-19 Update Child Care, Enforcement Reporting, Provincial Parks  
General Government Committee – Clerk
  - 4.8 Town of Oakville – Re: Letter to Ministers on Rent Relief Advocacy  
General Government Committee – Clerk

**Monday, May 25, 2020**

**Correspondence – Cont'd**

- 4.9 Steve Langfield, Scott's Discount Owner – Re: Parking Lot Traffic Issues  
Transportation Services Committee – Clerk

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

**6. Municipal Report Number 826**

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

**7. Committee Reports**

- 7.1 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Turcotte Drainage Outlet Report – Report # 2020-24R

- 7.2 Francine Desormeau, Clerk/Deputy-Treasurer – Re: First Quarter Operations Report From OCWA – Report # 2020-25R

- 7.3 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Sale of Land for Tax Arrears – Results of Public Sale – Report # 2020-26R

- 7.4 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Council Update to Ongoing Activities – Report # 2020-27R

- 7.5 Francine Desormeau, Clerk/Deputy-Treasurer – Re: Accessible Parking Study Proposal – Report # 2020-28R

**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 CUPE Negotiations

- 11.2 Personnel Matters

**12. Return to Regular Session**

**13. Adjournment**

Monday, May 25<sup>th</sup>, 2020

Members of Council,

Attached please find Municipal Report Number 826 for consideration by Council.

Respectfully submitted

Francine Desormeau  
Clerk

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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, May 11<sup>th</sup>, 2020, the Closed Meeting of Monday, May 11<sup>th</sup>, 2020 and the Special Meeting of Thursday, May 14<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, May 11<sup>th</sup>, 2020 at 7:00 p.m. via videoconference.

Council Present: Mayor D. Backer  
Councillor D. Sarrazin  
Councillor G. Larose  
Councillor G. Thibert\*\*  
Councillor L. Mick  
Councillor L. Ross

Council Absent: Councillor C. Lacelle

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.
2. Disclosures of Pecuniary Interest and Nature Thereof - None
3. Petitions & Delegations

\* Councillor G. Thibert arrived via videoconference during the Petitions & Delegations at 7:14 p.m.

- 3.1 Mr. Steve McArthur of MPAC presented to Council the 2020 Assessment updates during COVID-19 pandemic.

4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 825

Page No. 73

***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.***

Carried - Recorded vote on Page No. 73 and the vote was unanimous

Page No. 74

**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.

Carried - Recorded vote on Page No. 74 and the vote was unanimous

Page No. 75

**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.

Carried - Recorded vote on Page No. 75 and the vote was unanimous

Page No. 76

**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.

Carried - Recorded vote on Page No. 76 and the vote was unanimous

Page No. 77

**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.

Carried - Recorded vote on Page No. 77 and the vote was unanimous

Page No. 78

**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.

Withdrawn with approval of Council

#### Resolution Number 20-28

Moved by Councillor L. Ross

Seconded by Councillor L. Mick

*That the Municipal Report Number 825 be adopted.*

Carried

## 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

### **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 street lights on the Pont Mauril Belanger Mattawa River Bridge and Mattawa Voyageur Days.

### 9. New/Old Business – None

\*Councillor G. Thibert left the videoconference due to technical issues at 8:34 p.m.

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

#### Resolution Number 20-29

Moved by Councillor L. Ross

Seconded by Councillor G. Larose

***BE IT RESOLVED THAT*** Council approve the estimate from Joe Johnson Equipment in the amount \$8,919.36 to perform the necessary repairs to the Elgin Sweeper.

Carried - Recorded vote on Resolution No 20-29 and the vote was unanimous

\*Councillor G. Thibert returned to the videoconference at 8:36 p.m. before In Camera Session.

### 11. In Camera (Closed) Session

#### 11.1 Security of the Property of the Municipality

11.2 Personnel Matters

Resolution Number 20-30

Moved by Councillor L. Mick

Seconded by Councillor G. Larose

*That this Committee proceed in Camera in order to address a matter pertaining to security of the property of the municipality or local board; and personal matters about an identifiable individual, including municipal or local board employees.*

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

\*Mayor D. Backer left the In-Camera Session at 9:03 p.m.

12. Return to Regular Session

The Motion to Return to Regular Session was not adopted by Council.

The in-camera session was to discuss the 2020-2021 Municipal Insurance renewal and personnel issues.

13. Adjournment

The regular meeting of Council Monday, May 11<sup>th</sup>, 2020 adjourned at 9:41 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, May 11<sup>th</sup>, 2020 at 8:36 p.m. via video conference.

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

Council Absent: Councillor C. Lacelle

Staff Present: Francine Desormeau, Clerk/Deputy-Treasurer  
Amy Leclerc, Executive Assistant/Deputy-Clerk

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

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – a) security of the property of the municipality or local board; and b) personal matters about an identifiable individual, including municipal or local board employees.
  - See Regular Meeting Resolution: 20-30

The closed meeting session adjourned at 9:41 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 Thursday, May 14<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
Council Absent:	Councillor L. Ross
Staff Present:	Francine Desormeau, Clerk/Deputy Treasurer Lucie Desrochers, Recreation & Facilities Services Manager
Staff Absent:	Wayne Chaput, Chief Building Official/By-Law Officer Amy Leclerc, Executive Assistant/Deputy-Clerk Paul Lafreniere, Fire Chief (Interim) Barry Jackson, Public Works Supervisor

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

\*Councillor G. Thibert joined the teleconference at 7:03 p.m.

2. No Disclosure of Pecuniary Interest and Nature Thereof
3. Committee Reports / Discussions:
  - 3.1 Municipal Insurance Renewal
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions
  - 4.1 Municipal Insurance Renewal

Resolution Number 20-31

Moved by Councillor C. Lacelle

Seconded by Councillor D. Sarrazin

***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 104,651.00 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.

Carried – Recorded vote on Resolution No 20-31 and the vote was unanimous

5. In Camera (Closed Session) – None
6. Return to Regular Session
7. Adjournment

The special meeting of Council Thursday, May 14<sup>th</sup>, 2020 adjourned at 7:10 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, CLERK/DEPUTY-TREASURER**

**TITLE: JP2G CONSULTANTS INC. STANDING OFFER AGREEMENT**

**20-10 Draft By-Law                             Item                             Policy Recommendation**

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

Information Report #2020-20R, was presented to Council at their last regular meeting for the renewal of the Standing Offer Agreement for Consulting, Engineering and Planning Services from Jp2g Consultants Inc.

The current three-year agreement expired March 31, 2020 and Council agreed to renew the Engineers and Planners of Record Services Agreement for an additional three-year term being April 1, 2020 to March 31, 2023.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa approve By-law 20-10 which will authorize the signing of the Engineers and Planners of Record Services Agreement with Jp2g Consultants Inc. for a three year term from April 1, 2020 to March 31, 2023.

Respectfully submitted,

Councillor D. Sarrazin

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

## **BY-LAW NUMBER 20-10**

**BEING** a by-law authorizing the signing of an agreement with Jp2g Consultants Inc. to provide Engineering Support on municipal infrastructure related matters and Planning Support on land use planning matters.

**WHEREAS** Subsection 8 of the Ontario Municipal Act 2001, S. O. 2001, c. 25 empowers and authorizes a municipality to enter into an agreement to enable them to govern their affairs as they consider appropriate.

**AND WHEREAS** the firm, Jp2g Consultants Inc. has agreed to provide such support services on a “call up” basis in accordance with the provisions in the attached Standing Offer Agreement (SOA), attached as per Appendix “A” to this By-law.

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

1. **THAT** 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** 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 25<sup>th</sup> day of May, 2020.

READ a third time and finally passed this 25<sup>th</sup> day of May, 2020.

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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:** LANDFILL SITE ENVIRONMENTAL AND OPERATIONAL  
COMPLIANCE REQUIREMENTS FOR 2020

     Draft By-Law

  X   Item

     Policy Recommendation

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

Mr. Kevin Mooder of Jp2g Consultants has been working on the Environmental and Operational Compliance requirements for the Mattawa Landfill Site for some time now. The municipality was successful in obtaining an amended Environmental Compliance Approval (ECA) late last year.

A Confirmation of Assignment was provided to the municipality in December from Jp2g Consultants Inc. for the 2020 Work Plan and Budget costs but it was not formally approved by Council. A little over \$8,000.00 of the fixed budget has been paid to date this year.

For these reasons, it is recommended that Council formally approve the Confirmation of Assignment for the 2020 Work Plan and Budget as provided and attached for Council review.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa formally approve Jp2g Consultants Inc.'s Confirmation of Assignment for the 2020 Environmental and Operational Compliance requirements for the Mattawa Landfill Site in the amount of \$21,425.00 plus HST.

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: PURCHASE OF FIRE HOSES**

     Draft By-Law

  X   Item

     Policy Recommendation

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

The Fire Department is in need of fire hoses to restock the fire trucks for incident responses. The Fire Truck purchased in 2017 did not come equipped with fire hoses and quite a few hoses were damaged beyond repair during the 2019 Flood Emergency rendering the need to restock to ensure sufficient supply for fire suppression.

Two estimates were submitted to the Fire Department and they are as follows:

Mercedes Textiles Limited	\$16,666.68 plus HST
Trans Canada Safety	\$13,778.45 plus HST

Both estimates are attached for Council's consideration.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa approve the purchase of fire hoses from Trans Canada Safety for the Mattawa Fire Department at a cost of \$13,778.45 plus HST.

Respectfully submitted,

Councillor G. Larose

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR C. LACELLE**

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

**TITLE: APPROVAL OF EXPENDITURES FOR EMERGENCY  
BRIDGE REPAIRS**

     Draft By-Law                        X   Item                           Policy Recommendation

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

The emergency repairs to the Pont Mauril Belanger Bridge are currently in Phase 3 of 6 being the “Identification and Design of an Interim Solution”. Dillon Consulting along with Jp2g Consultants Inc. are preparing to implement the interim solution being the Tie-Back system and Council will receive a draft tender package for review at the first meeting in June.

To date \$443,005.27 in expenses have been incurred for Phases One and Two (P001-P002) of the emergency repairs to the Pont Mauril Belanger Bridge.

The outstanding invoices for Phase 3 of the emergency repairs represent:

<b>Company</b>	<b>Description</b>	<b>Amount</b>
Golder Associates Ltd.	Geotechnical Input for Preliminary Designs and Options	\$9,968.30
Dillon Consulting Ltd.	Engineering Service Fees	\$16,221.15
Beacon Lite	Traffic Lights Rental from April 9-May 6 <sup>th</sup>	\$8,505.56
Golder Associates Ltd.	Add'l Geotechnical Input for Preliminary Designs/Options	\$6,441.59
Jp2g Consultants Inc.	Phase 3 – Identify/Design Interim Solution – Engineering	\$813.60
<b>Total to be paid</b>		<b>\$41,950.20</b>

All Emergency Bridge repair expenses will be added to the Municipal Disaster Relief Assistance funding claim for reimbursement.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa authorize this month’s payment of invoices, which are attached, in the total amount of \$41,950.20 for Phase Three of the Pont Mauril Belanger Emergency Bridge Repairs and staff will update the ongoing MDRA claim seeking reimbursement of these expenses.

Respectfully submitted,

Councillor C. Lacelle

Date: MONDAY, MAY 25<sup>TH</sup>, 2020

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## THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

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

TITLE: FINANCIAL REPORT FOR THE MONTH OF APRIL

\_\_\_\_ 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 April 2020 in the amount of \$812,722.61 be adopted as submitted.

Respectfully submitted,

Councillor C. Lacelle