



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, SEPTEMBER 28TH, 2020
7:00 P.M.**

**MIKE RODDEN ARENA &
COMMUNITY CENTRE
450 HURDMAN STREET (UPSTAIRS)
MATTAWA, ONTARIO**

**TELECONFERENCE TOLL FREE # 1-833-311-4101
ACCESS CODE: 146 545 1258**

THE CORPORATION OF THE TOWN OF MATTAWA
A G E N D A
MIKE RODDEN ARENA & COMMUNITY CENTRE
450 HURDMAN STREET (UPSTAIRS)
MATTAWA, ONTARIO
TELECONFERENCE TOLL FREE # 1-833-311-4101
ACCESS CODE: 146 545 1258
MONDAY, SEPTEMBER 28TH, 2020 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 Evelyn VanStarkenbug, County of Renfrew – Re: Removal of Canadian Pacific Rail Line
Town of Mattawa
Transportation Services Committee – Clerk
 - 4.2 Ontario Clean Water Agency – Re: QEMS Analysis & Action Plan Form
General Government Committee – Clerk
 - 4.3 Rick Johal, AMO – Re: Feedback on AMO OPP Detachment Board Discussion Paper
General Government Committee – Clerk
 - 4.4 Kirby Koster, CENGN – Re: CENGN Northern Ontario Residential Broadband Program,
Town of Mattawa Expression of Interest
General Government Committee – Clerk
 - 4.5 NBPSDHU – Re: Gathering Restrictions Expanded to all of Ontario
Health Services Committee – Clerk
 - 4.6 AMO – Re: Provincial Regional Gathering Restrictions & DC/CBC Regulations
General Government Committee – Clerk
 - 4.7 MMAH – Re: Parkland Dedication, Development Charges & Community Benefits Charges
Authority
General Government Committee – Clerk
 - 4.8 AMO – Re: New Legislation, Regional Gathering Restrictions & Pre-Federal Throne
Speech Submission
General Government Committee – Clerk
 - 4.9 FONOM – Re: Board of Directors Supports Satellite Internet Access
General Government Committee – Clerk

Monday, September 28, 2020

Correspondence – Cont'd

- 4.10 Chantale Michaud, NMHHSS Peer Support Mattawa – Re: 2020 Halloween in Mattawa Recreation, Tourism & Special Projects Committee – Clerk
- 4.11 Nathan Bakker, Dillon Consulting Ltd – Re: Pont Mauril Belanger Bridge Progress Meeting No. 1 Notes
General Government Committee – Clerk
- 4.12 Rachel White, TBCNPS – Re: Digital Main Street Program
General Government Committee – Clerk
- 4.13 Brandi Teeple, Loyalist Township – Re: Resolution of Support Requesting Ferries as Local Transit System
Transportation Services Committee – Clerk
- 4.14 Justices of the Peace Appointments Advisory Committee – Re: Vacant Justice of the Peace Positions
General Government Committee – Clerk
- 4.15 Municipality of East Ferris – Re: Media Release for Call for United Front in Seeking Improved Internet Service
General Government Committee – Clerk
- 4.16 MECP – Re: Projects Subject to Comprehensive Environmental Assessment under Environmental Assessment Act
Environmental Services Committee – Clerk
- 4.17 Lucas Wales, Municipality of Tweed – Re: Resolution for Cannabis Production Facilities, Cannabis Act, Health Canada Guidelines
General Government Committee – Clerk

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

6. Municipal Report Number 834

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

7. Committee Reports

- 7.1 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Council Update to Ongoing Activities – Report # 2020-68R

- 7.2 Barry Jackson, Public Works Supervisor – Re: Wood Fibre Pile & Brush Pile Grinding
Landfill Tender And Asphalt & Concrete Pile Grinding Lagoons Tender – Report #
2020-69R
- 7.3 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Hiring Policy
Amendment – Report # 2020-70R
- 7.4 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Landfill Site Agreement
& Compliance Requirements – Report # 2020-71R

8. Questions Period

9. New/Old Business

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

11. In Camera (Closed)

12. Return to Regular Session

13. Adjournment

Monday, September 28th, 2020

Members of Council,

Attached please find Municipal Report Number 834 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, INTERIM CAO/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, September 14th, 2020, the Closed Meeting of Monday, September 14th, 2020, the Special Meeting of Monday, September 21st, 2020 and the Closed Meeting of Monday, September 21st, 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, September 14th, 2020 at 7:00 p.m. at the Mike Rodden Arena & Community Centre (Upstairs). The meeting was also available via teleconference and streamed live via Town of Mattawa Facebook Page.

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
Barry Jackson, Public Works Supervisor
Paul Lafreniere, Fire Chief (Interim)
Wayne Chaput, Chief Building Official/By-Law Officer

Staff Absent: Lucie Desrochers, Recreation & Facilities Services Manager

*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. Kevin Whyte and Mr. Roberto Rego of BusPatrol made a presentation to Council with updates on the school bus stop-arm camera program.
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 833

Page No. 167

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, August 24th, 2020 and the Closed Meeting of Monday, August 24th, 2020 be adopted as circulated.

Carried

Page No. 168

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa, in consideration of the condition of the property, agrees by majority, to forego Step three (3) of the Sale and Disposition of Land Policy and authorizes staff to advertise the property legally described as PIN 49102-0037 Part of Lot 13 N/S Valois Drive, Plan 1, Village of Mattawan, Part 8, 10, 11 and known as 333 Main Street for 'Best Offer' including an "As Is Where Is" clause.

Carried

Page No. 169

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to proceed with the issuance of the tender for the Turcotte Park Road Sidewalk project as prepared by Jp2g Consultants Inc.

Carried

Page No. 170

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to proceed with the issuance of the Request for Proposal for Engineering, Planning and Project Management Services for the Dorion Road Hill Reconstruction Project.

Carried

Page No. 171

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the purchase of asphalt from Pioneer construction at a total cost of \$130.00 per metric tonne plus HST which is a total cost of \$17,106.64 and to Miller Paving for the supply and placement of superpave asphalt at a total cost of \$24,500.00 plus HST.

Carried

Page No. 172

BE IT RESOLVED THAT the disbursements for the month of August 2020 in the amount of \$502,070.46 be adopted as submitted.

Carried

Page No. 173

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law Number 20-22 authorizing the signing of the Contribution Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Transportation for the rehabilitation of the Pont Mauril Belanger Bridge Project.

Carried

Page No. 174

WHEREAS, we the Nipissing communities of the Nipissing-Temiskaming riding, Antoine First Nation, Mattawa/North Bay Algonquin First Nation, Bonfield (Bonfield, Rutherglen), Callander, Calvin, East Ferris (Astorville, Corbeil), Mattawa, Mattawan, Nipissing, North Bay, Papineau-Cameron, Chisholm, Powassan (Powassan, South River, Trout Creek) and Redbridge, seek fast, reliable and affordable internet and e-connectivity for our citizens, our businesses, our non-profit organizations and our visitors;

AND WHEREAS, we form part of Blue Sky Net where internet speed in our communities has been confirmed as substantially lacking as reported in the recently published report entitled “The Speed of Northern Ontario Broadband” ;

AND WHEREAS, our companies find it difficult to operate in a business environment that is becoming increasingly digitalized;

AND WHEREAS, our citizens are frustrated as the school season resumes and their children require internet for their education programs;

AND WHEREAS, we are concerned that applications for the Improving Connectivity for Ontario (ICON) was severely over-subscribed;

AND WHEREAS, we are equally concerned there has yet to be Federal Government funding announced in support of the ICON fund;

AND WHEREAS, we are more so concerned that our voice will be lost in the sea of funding demands for improved internet and e-connectivity currently being made by communities across our region, our province and our country;

THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa encourages the citizens of our area to raise their voice in support of their municipalities and Blue Sky Economic Growth Corporation (Blue Sky Net) as they look to secure funding for internet for our Nipissing communities; and

THEREFORE BE IT RESOLVED THAT we encourage our MP Anthony Rota and our MPP Victor Fedeli to examine the opportunity to re-instate the role played by our northern economic development agencies (FedNor and NOHFC) in the delivery of internet funding in Northern Ontario as they are best positioned to understand the needs of our region; and

THEREFORE BE IT RESOLVED THAT we encourage our Federal Government to release funding for a National Broadband Initiative that encompasses the critical needs of communities and citizens that fall under the Blue Sky Net (Nipissing) umbrella; and

THEREFORE BE IT RESOLVED THAT communities in the Blue Sky Net (Nipissing) area are committed to supporting the anticipated deployment and adoption of this infrastructure in our communities.

Carried

Page No. 175

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mattawa authorizes the Building Department to issue a permit for a seven foot high fence at the front side of the property known as 411 Rankin Street.

Carried

Page No. 176

BE IT RESOLVED THAT Council of the Town of Mattawa adopt By-Law No. 20-23, being a By-law that will further amend Recreational Open Air Burning By-Law No. 11-17, section 3 which pertains to an exemption from burning on weekends between the hours of 6:00 a.m. to 6:00 p.m. Weekends being from Friday at 6:00 p.m. to Monday at 6:00 a.m..

Carried

Page No. 177

BE IT RESOLVED THAT Council of the Town of Mattawa adopt By-Law No. 20-24 which will amend Off-Road Vehicle By-Law No. 15-26, section 1 Definitions which pertains to Ontario Regulation 316/03, Operation of Off-Road Vehicles on Highways.

Carried

Page No. 178

BE IT RESOLVED THAT Mayor and Council of the Corporation of the Town of Mattawa adopt By-Law No. 20-25 which is a By-law to Regulate the Use of Hydrants and Water Distribution System within the Town of Mattawa.

Carried

Page No. 179

WHEREAS the Town of Mattawa Council condemns the unjust treatment, oppression and racism against those who identify as black, indigenous and people of colour;

AND WHEREAS Council acknowledges that systemic racism exists and persists in every community and institution in Canada, including Mattawa, creating social and economic disparities from education, to healthcare, to housing, to employment and justice;

AND WHEREAS the report by the Truth and Reconciliation Commission of Canada contains 'Calls to Action' several of which are actionable by local governments including Call 57: "We call upon federal, provincial, territorial and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law and Aboriginal-Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism";

THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa supports the Municipality of West Grey's position to actively work towards anti-racism and anti-oppression at every opportunity for the betterment of each and every resident of our communities.

Carried

Page No. 180

BE IT RESOLVED THAT Council adopt the attached Mike Rodden Arena & Community Centre Safety Plan for COVID-19 Safe Operations which includes Ice Rental, Community Hall and Fitness Training policies.

Carried

Page No. 181

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approve the additional estimate provided by Galcon Marine Ltd. to remove and relocate thirty-two feet of the main dock at a cost of \$5,500.00.

AND FURTHER THAT this work will involve a contingency allowance for additional materials of approximately \$1,200.00 in case the existing deep water anchors cannot be readily salvaged.

Carried

Resolution Number 20-53

Moved by Councillor D. Sarrazin

Seconded by Councillor C. Lacelle

That the Municipal Report Number 833 be adopted.

Carried

7. Committee Reports

7.1 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Council Update to Ongoing Activities – Report # 2020-60R

7.2 Barry Jackson, Public Works Supervisor – Re: Activity Update in Public Works Department – Report # 2020-61R

7.3 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Gorman Street Reconstruction Project – Report # 2020-62R

7.4 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Landfill Site Shared Services Agreement – Confidential – Report # 2020-63R

7.5 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Recreation & Facilities Services Manager Position – Report # 2020-64R

- 7.6 Francine Desormeau, Interim CAO/Clerk/Deputy-Treasurer – Re: Turcotte Park Road Storm Drainage Outlet – Report # 2020-65R

Department Activity Reports

Recreation Department Report – Clerk 1, Lynne Bastien
Read by Councillor L. Ross

8. Questions from the Floor – None

Councillor G. Thibert left the meeting during the ‘Questions from the Floor’ section of the agenda.

9. New/Old Business

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

Resolution Number 20-54

Moved by Councillor G. Larose

Seconded by Councillor L. Mick

BE IT RESOLVED THAT Council authorize the Public Works Department to complete the Gorman Street Reconstruction project this fall based on a one way Street configuration from Main Street to Pine Street with the assistance of Jp2g Consultants Inc.

AND FURTHER THAT these project costs will be submitted for reimbursement under the Municipal Disaster Relief Assistance Program funding.

Carried

11. In Camera (Closed) Session

11.1 Personnel Matter

Resolution Number 20-55

Moved by Councillor L. Mick

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; and labour relations or employee negotiations.

. Carried

Councillor D. Sarrazin left the meeting during the In Camera Session.

12. Return to Regular Session

Resolution Number 20-56

Moved by Councillor L. Ross

Seconded by Councillor C. Lacelle

That the regular session reconvene at 10:10 p.m.

Carried

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

13. Adjournment

The regular meeting of Council Monday, September 14th, 2020 adjourned at 10:11 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, September 14th, 2020 at 8:05 p.m. in the Mike Rodden Arena & Community Centre (Upstairs).

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

Council Absent: Councillor G. Larose

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

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

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.
2. Under Section 239 (2) of the Municipal Act – d) labour relations or employee negotiations.
 - See Regular Meeting Resolution: 20-51 and 20-52

Francine Desormeau left the In Camera Session during the personal matter discussion.

Councillor D. Sarrazin left the meeting during the personal matter discussion.

The closed meeting session adjourned at 10:10 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the special meeting of Council held Monday, September 21st, 2020 at 7:00 p.m. at the Mike Rodden Arena & Community Centre (Upstairs). The meeting was also available via teleconference and streamed live via Town of Mattawa Facebook Page.

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 – participated via teleconference

Staff Present: Francine Desormeau, Clerk/Deputy Treasurer
Amy Leclerc, Executive Assistant/Deputy-Clerk
Barry Jackson, Public Works Supervisor
Paul Lafreniere, Fire Chief (Interim)

Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer
Lucie Desrochers, Recreation & Facilities Services Manager

*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. No Disclosure of Pecuniary Interest and Nature Thereof – None
3. Committee Reports / Discussions:
 - 3.1 New Stage Platform and Pergola & Museum Re-Shingling Project Tenders – Report # 2020-66R
 - 3.2 Affordable Senior Housing Project Committee – Report # 2020-67R
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions
 - 4.1 New Stage Platform and Pergola Project Tender

Resolution Number 20-57

Moved by Councillor L. Ross

Seconded by Councillor G. Thibert

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to proceed with the issuance of the tender for the New Stage Platform and Pergola project as prepared by Jp2g Consultants Inc.

Carried

4.2 Museum Roof Re-Shingling Project Tender

Resolution Number 20-58

Moved by Councillor L. Ross

Seconded by Councillor G. Thibert

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to proceed with the issuance of the tender for the Museum Roof Re-Shingling project as prepared by Jp2g Consultants Inc.

Carried

5. In Camera (Closed Session)

5.1 Affordable Senior Housing Project Committee – Members at Large

Resolution Number 20-59

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

6. Return to Regular Session

Resolution Number 20-60

Moved by Councillor D. Sarrazin

Seconded by Councillor C. Lacelle

That the special session reconvene at 7:12 p.m.

Carried

Mayor Backer stated the In Camera session was to review and discuss the applications for Members at Large to the Affordable Senior Housing Project Committee.

7. Adjournment

The special meeting of Council Monday, September 21st, 2020 adjourned at 7:13 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, September 21st, 2020 at 7:05 p.m. at the Mike Rodden Arena & Community Centre (Upstairs).

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

Council Absent: Councillor L. Mick – participated via teleconference

Staff Present: Francine Desormeau, Clerk/Deputy-Treasurer
Amy Leclerc, 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: 20-59 and 20-60

The closed meeting session adjourned at 7:12 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FINANCE

CHAIRPERSON: COUNCILLOR C. LACELLE

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

TITLE: TAX WRITE OFF – 333 MAIN STREET

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

The property located at 333 Main Street is currently for sale on a Best Offer and ‘As is’ basis and the next step in the process of disposal of this property is to have Council authorize the write-off of taxes.

Provisions under Section 354 of the Municipal Act, 2001 allows for the write off of taxes upon Council approval.

The arrears owing on this property are as follows:

Property address	Roll Number	Tax Arrears	Interest Penalty Fees	Legal/Public Advertisement Fees	Total owing
333 Main Street	4821-020-004-03700-0000	\$ 146,978.03	\$55,730.89	\$4,701.42	\$207,410.34

Recommendation:

BE IT RESOLVED THAT Council of the Town of Mattawa, under Section 354 of the Municipal Act approves the write off of property taxes, interest, penalty and legal fees for the property described as PIN 49102-0037 333 Main Street in the amount of \$207,410.34 as they are deemed uncollectible.

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: AFFORDABLE SENIOR HOUSING PROJECT COMMITTEE

20-26 Draft By-Law _____ Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

At the Special Meeting of Monday, September 21, 2020 Council reviewed the seven applications received for the Affordable Senior Housing Project Committee.

An Ad Hoc Committee is being created for this project which will be composed of six members being three members of Council and three members at Large. Three members of Council have been selected and the following is recommended to formally appoint the Members at Large.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 20-26 to appoint Ms. Vala Monestime Belter, Ms. Eleanor Humphrey and Mr. Rob Hartwick as the Members at Large to the Affordable Senior Housing Project Committee.

Respectfully submitted

Councillor D. Sarrazin

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 20-26 BEING A BY-LAW TO APPOINT MEMBERS TO THE AFFORDABLE SENIOR HOUSING PROJECT COMMITTEE

WHEREAS Section 10(2) 5. Of the Municipal Act, 2001, as amended, permits municipalities to pass by-laws for the economic, social and environmental well-being of the municipality;

AND WHEREAS the Council of the Corporation of the Town of Mattawa has determined that it is desirable and in the public interest to establish an Affordable Senior Housing Project Committee;

AND WHEREAS the Council of the Corporation of the Town of Mattawa deems it advisable to provide for the appointment of members thereto, and to delegate to said Committee the authority of Council with respect to overseeing the development of the former long-term care property located at 231 Tenth Street to affordable independent living housing for seniors.

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

1. **THAT** Ms. Vala Monestime Belter, Ms. Eleanor Humphrey and Mr. Rob Hartwick be appointed as the Members at Large to the Affordable Senior Housing Project Committee.
2. **THAT** the term of office for the members of the Affordable Senior Housing Project Committee shall remain in force and effect until such time as it is dissolved by Council and/or that the objectives of the Committee have been realized.
3. **THAT** this By-law shall come into effect on the day of the final passing thereof.

READ A FIRST and SECOND time, this 28th day of September, 2020.

READ A THIRD time and FINALLY PASSED this 28th day of September, 2020.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: PERSONNEL

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: AMY LECLERC, EXECUTIVE ASSISTANT/DEPUTY-CLERK

TITLE: HIRING OF CHIEF ADMINISTRATIVE OFFICER AND
APPOINTMENT OF MUNICIPAL TREASURER

20-27 Draft By-Law ____ Item ____ Policy Recommendation

Mayor D. Backer and Members of Council:

Due to the retirement of senior staff in the municipal administration office, Council advertised for a new Chief Administrative Officer position in July of this year. Several applications were received with interviews taking place in July.

No candidates were hired during this process therefore Council advertised a second round for the position in August. Several applications were received including our Interim Chief Administrative Officer/Clerk/Deputy-Treasurer. Council discussed all applications received and made the decision to forgo interviews and promote from within.

The selected candidate was offered the position as per the attached letter of offer, known as Schedule "A" and forming part of this By-law.

Recommendation:

BE IT RESOLVED THAT Ms. Francine Desormeau, be appointed by By-law as Chief Administrative Officer and Treasurer effective September 28, 2020 as per the letter of offer of employment, Schedule "A" which is attached and forms part of this By-law.

Respectfully submitted

Councillor L. Ross

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW 20-27

BEING a By-law to appoint Ms. Francine Desormeau as Chief Administrative Officer and Treasurer for the Corporation of the Town of Mattawa.

WHEREAS subsection 229 of the Municipal Act, 2001 provides that a Council of the Town of Mattawa may pass a by-law to appoint a Chief Administrative Officer who shall be responsible for:

- a) Exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient operation of the municipality; and
- b) Performing such other duties as are assigned by the municipality.

AND WHEREAS subsection 286(1) of the Municipal Act, 2001 requires that Council of the Town of Mattawa shall appoint a Treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including:

- a) Collecting money payable to the municipality and issuing receipts for those payments;
- b) Depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- c) Paying all debts of the municipality and other expenditures authorized by the municipality;
- d) Maintaining accurate records and accounts of the financial affairs of the municipality;
- e) Providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- f) Ensuring investments of the municipality are made in compliance with the regulations made under section 418.

AND WHEREAS Council deems it necessary to appoint a Chief Administrative Officer and Treasurer for the municipality;

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

1. That Francine Desormeau be and hereby is appointed as Chief Administrative Officer and Treasurer effective September 28, 2020 as per offer of employment which is attached as Schedule "A".
2. That Francine Desormeau shall exercise all the authority, powers and rights and shall perform all the duties and obligations as the Chief Administrative Officer and Treasurer which by statute or by by-law are or may be conferred or imposed upon and any other duties that may be imposed by Council.
3. That Francine Desormeau shall hold these appointments until such time as Council deems necessary and is subject to the by-laws of the Corporation.

4. That the Chief Administrative Officer job description, Schedule “B”, be attached and form part of this appointment By-law.
5. This By-law shall come into force on the date of passing thereof.

READ a first and second time this 28th day of September, 2020.

READ a third time and finally passed this 28th day of September, 2020.

Mayor

Clerk