



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, OCTOBER 26TH, 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: 146 749 8179**

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: 146 749 8179
TUESDAY, OCTOBER 26TH, 2020 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 Health Unit – Re: Halloween Recommendation
Health Service Committee – Clerk
 - 4.2 Troy Morrow – Re: 910 John St – Fence Height Amendment Request
By-Law Department Committee– Clerk
 - 4.3 Continuous Improvement Fund – Re: Unveil New Regulations to improve Blue Box
Environment –
Environmental Services Committee - Clerk
 - 4.4 ROMA – Re: Connecting Rural Ontario 2021
General Government Committee – Clerk
 - 4.5 ROMA – Re: 2021 Conference, New Board members, Blue Box news
General Government Committee – Clerk
 - 4.6 Sudawan & Quaisar Butt – Re: La Voyageur Inn Property Tax Arrears
General Government Committee -Clerk
 - 4.7 Township of Madawaska Valley – Re: Support of the Resolution of the Municipality of
Tweed
General Government Committee– Clerk
 - 4.8 Caren Gagne – Re: Road Name Change
General Government Committee – Clerk
 - 4.9 Dillon Consulting – Re: Pont Mauril Bélanger (Mattawa River) Bridge Meeting Minutes
Transportation Services Committee - Clerk

Monday, October 26, 2020

Correspondence – Cont'd

- 4.10 NOHFC – Re: Communication & Digital Strategy Coordinator Internship Program
General Government Committee – Clerk
- 4.11 NOHFC – Re: Records Management Coordinator Internship Program
General Government Committee – Clerk
- 4.12 Economic Developers Council of Ontario – Re: 2020 EDCO Awards of Excellence
Program
General Government Committee - Clerk

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

6. Municipal Report Number 836

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

7. Committee Reports

- 7.1 Francine Desormeau, CAO/Clerk/Treasurer – Re: Activity Report -Report #2020-76R
- 7.2 Francine Desormeau, CAO/Clerk/Treasurer – Re: John Dixon Public Library –
Report # 2020-77R
- 7.3 Barry Jackson, Public Works Supervisor – Re: 1989 Ford L9000 Single Axle Dump Truck –
Report # 2020-78R
- 7.4 Francine Desormeau, CAO/Clerk/Treasurer – Re: NOHFC Internship Position-
Report # 2020-79R
- 7.5 Francine Desormeau, CAO/Clerk/Treasurer – Re: Pont Mauril Bélanger Bridge Dedication
Project Cost – Report # 2020-80R
- 7.6 Barry Jackson, Public Works Supervisor – Re: Gorman Street Reconstruction Project –
Report # 2020-81R
- 7.7 Barry Jackson, Public Works Supervisor – Re: Asphalt and Concrete pile Grinding Tender
Results – Report # 2020-82R
- 7.8 Barry Jackson, Public Works Supervisor – Re: Bissett and Mattawan Street Brushing Project
– Report #2020-83R

8. Questions Period

9. New/Old Business

- 9.1 Council Tour of OPG Otto Holden Dam – Tentative Date Tuesday November 17th 6:00 p.m.

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

11. In Camera (Closed)

11.1 Recreation and Facilities Services Manager Position – Review of Applications

11.2 Security of Municipal Property – 333 Main Street

11.3 Personal Matters

12. Return to Regular Session

13. Adjournment

Monday, October 26th, 2020

Members of Council,

Attached please find Municipal Report Number 836 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, CAO/CLERK/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 October 13th, 2020 and the closed meeting minutes of October 13th, 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 Tuesday, October 13th, 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 D. Sarrazin
Councillor G. Larose
Councillor G. Thibert

Council Absent: Councillor C. Lacelle
Councillor L. Mick
Councillor L. Ross

Staff Present: Francine Desormeau, Clerk/Deputy Treasurer
Amy Leclerc, Executive Assistant/Deputy-Clerk
Wayne Chaput, Chief Building Official/By-Law Officer

Staff Absent: Lucie Desrochers, Recreation & Facilities Services Manager
Barry Jackson, Public Works Supervisor
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 - None
3. Petitions & Delegations – None
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 835

Page No. 199

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, September 28th, 2020 be adopted as circulated.

Carried

Page No. 200

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 49103-0609 200 Wood Street in the amount of \$23,091.54 as they are deemed uncollectible.

Carried

Page No. 201

BE IT RESOLVED THAT the disbursements for the month of September 2020 in the amount of \$573,966.74 be adopted as submitted.

Carried

Page No. 202

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-law 20-28 which will amend the Municipal Hiring Policy to include Volunteer Firefighters.

Carried

Page No. 203

• ***BE IT RESOLVED THAT*** the Mayor and Council of the Corporation of the Town of Mattawa adopt By-Law No 20-29 which is a By-law to govern and regulate the use of motorized snow vehicles within the Town of Mattawa.

Carried

Page No. 204

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approves the hiring of four winter students to fill two public skating supervisor positions and two rink rats positions in the Recreation and Cultural Services Department for the 2020/2021 winter season.

Carried

Resolution Number 20-66

Moved by Councillor G. Thibert

Seconded by Councillor D. Sarrazin

That the Municipal Report Number 835 be adopted.

Carried

7. Committee Reports

7.1 Francine Desormeau, CAO/Clerk/Treasurer – Re: Council Update to Ongoing Activities – Report # 2020-72R

7.2 Francine Desormeau, CAO/Clerk/Treasurer – Re: Zoning By-Law Amendment Application R1-20 – Report # 2020-73R

7.3 Barry Jackson, Public Works Supervisor – Re: Activity Update in Public Works Department – Report # 2020-74R

7.4 Francine Desormeau, CAO/Clerk/Treasurer – Re: Tender Results for Turcotte Park Sidewalk Tender – Report # 2020-75R

Department Activity Reports

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

8. Questions from the Floor – None
9. New/Old Business
 - 9.1 Tender Results for Museum Pergola & Re-Shingling
10. 2/3 (Special Resolutions – not previously circulated)
 - 10.1 Labour Relations Matter
11. In Camera (Closed) Session
 - 11.1 Report No. 2020-71R Landfill Site Agreement & Compliance Requirements
 - 11.2 Garbage & Recycling Collection Services Contract Renewal
 - 11.3 Labour Relations Matter

Resolution Number 20-63

Moved by Councillor G. Thibert

Seconded by Councillor D. Sarrazin

That this Committee proceed in Camera in order to address a matter pertaining to:

d) Labour relations or employee negotiations

i) A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization

k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

12. Return to Regular Session

Resolution Number 20-64

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Thibert

That the regular session reconvene at 9:23 p.m.

Carried

Mayor Backer stated the In Camera session was to discuss the landfill site, garbage and recycling collection services contract renewal and labour relations matter.

Resolution Number 20-65

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Thibert

- 2/3 ***BE IT RESOLVED THAT the attached Memorandum of Settlement which resulted from the Collective Bargaining process between the municipality and CUPE Local 1465-01 be approved and the appropriate By-Law be prepared incorporating the changes into the Collective Agreement and be brought back to Council which will be in effect from January 1, 2020 until December 31, 2022.***

Carried

13. Adjournment

The regular meeting of Council Tuesday, October 13th, 2020 adjourned at 9:25 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Tuesday, October 13th, 2020 at 8:00 p.m. at the Mike Rodden Arena & Community Centre (Upstairs).

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

Council Absent: Councillor C. Lacelle, L. Mick, L. Ross

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)(d)(i)(k).

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – d) to labour relations or employee negotiations.
2. Under Section 239 (2) of the Municipal Act – i) and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization
3. Under Section 239 (2) of the Municipal Act – k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.
 - See Regular Meeting Resolution: 20-63 and 20-64

The closed meeting session adjourned at 9:23 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: WOOD, FIBRE AND BRUSH PILE GRINDING AT LANDFILL SITE

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

In October of 2020, a request for quotations (RFQ) was posted on our website for the Wood, Fibre and Brush Pile Grinding Project at the Landfill Site. Three (3) of four (4) interested contractors forwarded quotes, all having extensive experience in this discipline.

Please find below the results of the Wood, Fibre and Brush Pile Grinding quotes received:

| Company | Quote |
|-------------------------|-----------------------|
| Northern Bulk Logistics | \$16,800.00 plus HST |
| National Grinding Inc | \$ 23,400.00 plus HST |
| Sittler Grinding Inc. | \$ 85,300.00 plus HST |

Both National Grinding Inc. and Northern Bulk Logistics provided realistic pricing, based upon the pricing comparison to the successful 2019 contract award value of \$17,500.00 plus HST approved by Mayor and Council last year.

A total of \$17,000.00 was budgeted for this project.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize Northern Bulk Logistics to proceed with the Wood, Fibre and Brush Pile Grinding Contract (Project No. 2020-05) at the Landfill Site for the amount of \$16,800.00 plus HST.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: PLANNING & DEVELOPMENT SERVICES

CHAIRPERSON: COUNCILLOR D. SARRAZIN

DEPT. HEAD: FRANCINE DESORMEAU, CAO/CLERK/TREASURER

**TITLE: ENGINEERING, PLANNING AND PROJECT MANAGEMENT
SERVICES FOR DORION ROAD HILL RECONSTRUCTION
PROJECT**

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

The Request for Proposal, (RFP), for Engineering, Planning and Project Management Services for the Dorion Road Hill Reconstruction Project was issued for tender on September 15th, 2020.

The deadline for submissions was Friday October 9th, at 5:00 p.m. This RFP was by invitation to six qualified firms as well as posted on the municipal Website. A total of four firms demonstrated a keen interest in the project and a total of two bids were received by the deadline. A third firm did submit however it was received late and therefore is considered disqualified from the bidding process. The two proposals received are as follows:

| Firm | Amount (excl. HST) |
|-----------------------------|---------------------------|
| Jp2g Consultants Inc. | \$449,632.00 |
| D. M. Wills Associates Ltd. | \$467,312.00 |

This project is funded by both the Federal and Provincial Government at a total of 93.33% through the Investing In Canada Infrastructure Program Rural and Northern Stream component. The municipal share amounts to \$319,092.80 of which \$100,000 was budgeted this year. Professional fees budgeted for the project were estimated to be \$540,000.00.

The Project start date is November 1, 2020 and the plan is to have all engineering designs and required agency and ministry approvals completed by December 31, 2021 with a construction contract award date of April 1, 2022. Construction is aimed to be substantially completed by December 31, 2023.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa awards the Engineering, Planning and Project Management Services Proposal for the Dorion Road Hill Reconstruction Project to Jp2g Consultants Inc. at a cost of \$449,632.00 plus HST.

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: ASPHALT RESURFACING FOR GORMAN AND MAIN STREET

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

A Request for Quotation was issued for additional asphalt resurfacing needs from additional water break repairs that were recently performed as well as for the Gorman Reconstruction Project.

Two quotes were received for the 60mm Superpave Asphalt Replacement and the results were as follows:

| Company | Asphalt Road Cut Paving Quote | Gorman Street Quote | Total |
|----------------------|--|--------------------------------|--------------|
| Miller Paving | \$29,250.00 | \$ 24,300.00 | \$53,550.00 |
| Pioneer Construction | \$26,370.00 | \$ 20,601.00 | \$46,971.00 |

It is being recommended that the work should be awarded to Miller Paving because they will already be working here as part of this year's resurfacing requirements (approved Sept. 14th/2020). Pioneer Construction's quote was based on doing three (3) additional cuts at the same time, which will not be happening this year.

The rationale behind this is that if the work is awarded to Pioneer Construction and then inform them that the three (3) additional cuts are not happening they will adjust their overall price to recoup mobilization costs (built in to their final pricing). For Miller Paving they are already going to be in town doing Main Street repairs (mobilization costs are already covered) and we will incur economic efficiency using a labour force that is already here, without duplicating additional mobilization costs (approximately eight (8) hours for a complete crew for prep, travel and set-up). Therefore, it is anticipated that the quote from Miller paving will be reduced. For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa award the tender to Miller Paving at an estimated cost of \$53,500.00 for the supply and placement of superpave asphalt on Gorman Street as part of the Gorman Street Reconstruction Project and for the additional cuts on Main Street.

AND FURTHER THAT the Gorman Street portion of the asphalt repairs will be funded under the Municipal Disaster Recovery Assistant Program as part of the Flood recovery repairs.

Respectfully submitted,

Councillor G. Larose