



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, FEBRUARY 22<sup>ND</sup>, 2021  
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: 187 318 7911**

**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: 187 318 7911**  
**MONDAY, FEBRUARY 22<sup>ND</sup>, 2021 @ 7:00 P.M.**

**1. Call to Order**

**2. Disclosure of Pecuniary Interest and Nature Thereof**

**3. Petitions & Delegations**

3.1 Peggy Young-Lovely, Integrity Commissioner – Re: Presentation to Council

**4. Correspondence**

4.1 Town of Parry Sound – Re: Resolution for NBPSDHU to Increase Communication Health Services Committee – Clerk

4.2 Nick Jackson, Beaver Tails Pastry – Re: Operate Mobile Beavertails Trailer in Town limits By-law Department Committee – By-law Officer

4.3 Chris McConnell OPSEU Local 317 – Re: Save the Ontario Fire College Fire Department Committee – Fire Chief

4.4 Neal Hougham, Bell – Re: Support for Universal Broadband Fund Application Planning & Development Services Committee – Clerk

4.5 MNRF – Re: Review of Proposed Draft Spruce Budworm Insect Pest Management Program Environmental Services Committee – Clerk

4.6 Township of South Stormont – Re: Support for Reopening Small Businesses General Government Committee – Clerk

4.7 OWMA – Re: Development Approval Requirements for Landfill Sites – Bill 197 Environmental Services Committee – Clerk

4.8 Municipality of Mattawan – Re: Resolution Supporting Amber Eight Light System Transportation Services Committee – Clerk

4.9 NBPSDHU – Re: Health Unit Completes Long-Term Care Homes COVID-19 Vaccination Health Services Committee – Clerk

4.10 OCWA – Re: 2020 Annual Sewage Report Environmental Services Committee – Clerk

## **Monday, February 22, 2021**

### **Correspondence – Cont'd**

- 4.11 MMAH – Re: Termination of Declared Emergency & Amendments to Orders  
General Government Committee - Clerk
- 4.12 AMO – Re: Social Assistance Vision Paper Released & March Break Delayed  
General Government Committee - Clerk
- 4.13 Cassellholme – Re: 2021 Operating Budget Approved & Municipal Levies  
Finance Committee – Treasurer
- 4.14 MNRF – RE: Review of Draft Forest Plan  
Environmental Services Committee – Clerk
- 4.15 NBMCA – Re: Minutes of November 25, 2020 Meeting  
Conservation Authority Committee - Clerk
- 4.16 Community Living Mattawa – Re: Recognition of Corporate Sponsorship  
Finance Committee - Clerk
- 4.17 Township of Guelph/Eramosa – Re: Advocacy for Reform MFIPPA Legislation  
General Government Committee - Clerk
- 4.18 MECP – Re: Amendments to Conservation Authorities Act in Bill 229  
Conservation Authority Committee - Clerk
- 4.19 COVID-19 Vaccine Distribution Task Force – Re: Update for COVID-19 Vaccine  
Health Services Committee – Clerk

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

## **6. Municipal Report Number 843**

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

## **7. Committee Reports**

- 7.1 Francine Desormeau, CAO/Clerk/Treasurer – Re: Council Update to Ongoing Activities for  
General Government Chair – Report #2021-22R
- 7.2 Francine Desormeau, CAO/Clerk/Treasurer – Re: Community Safety & Well-Being Plan  
Resolution of Support for General Government Chair – Report #2021-23R
- 7.3 Wayne Chaput, By-Law Enforcement Officer – Re: Integrated Accessibility Standards  
Policy for By-law Department Chair – Report # 2021-24R
- 7.4 Barry Jackson, Public Works Supervisor – Re: Activity Update in Public Works Department  
for Transportation Chair – Report #2021-25R

7.5 Francine Desormeau, CAO/Clerk/Treasurer – Re: Update to Ongoing Activities for Finance Chair – Report #2021-26R

**8. Questions Period**

**9. New/Old Business**

9.1 Marina Flood Repairs Tender – Material Supply

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

**11. In Camera (Closed)**

**12. Return to Regular Session**

**13. Adjournment**

Monday, February 22<sup>nd</sup>, 2021

Members of Council,

Attached please find Municipal Report Number 843 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

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, February 8<sup>th</sup>, 2021 and the Closed Meeting of Monday, February 8<sup>th</sup>, 2021 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 8<sup>th</sup>, 2021 at 7:00 p.m. via videoconference due to the COVID-19 pandemic. 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. Thibert  
Councillor L. Mick  
Councillor L. Ross  
Councillor R. Jones

Council Absent: Councillor G. Larose

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

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 welcomed newly appointed Councillor Robbie Jones. Councillor Jones declared his Oath of Office and was sworn in by CAO/Clerk/Treasurer Francine Desormeau.

Mayor Backer also recognized February as Black History Month with further recognition for two Mattawa residents and pioneers in their time, Dr. S. F. Monestime and Mr. David Douglass.

2. Disclosures of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations – None
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 842

Page No. 25

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Monday, January 25<sup>th</sup>, 2021 and the Closed Meeting of Monday, January 25<sup>th</sup>, 2021 be adopted as circulated.

Carried

Page No. 26

**BE IT RESOLVED THAT** the Council of the Town of Mattawa hereby appoints the members of Council to Chair the Standing Committees of Council as follows:

*Councillor Garry Thibert*

*Finance Committee  
Personnel Committee  
Environmental Services Committee*

*Councillor Loren Mick*

*Protection to Persons & Property Committee  
By-Law/Building Department Committee  
Conservation Authority Committee*

*Councillor Robbie Jones*

*Health Services Committee  
Social & Family Services Committee*

*Councillor Dexture Sarrazin*

*General Government Committee  
Planning & Development Services Committee*

*Councillor Garry Larose*

*Transportation Services Committee  
Fire Department Committee  
Library Committee*

*Councillor Laura Ross*

*Recreation, Tourism & Special Projects Committee*

Carried

Page No. 27

**BE IT RESOLVED THAT** the Council of the Town of Mattawa supports the 2021 Census and encourages all residents to complete their census questionnaire online at [www.census.gc.ca](http://www.census.gc.ca). Accurate and completed census data support programs and services that benefit our community.

Carried

Page No. 28

• **BE IT RESOLVED THAT** the Mayor and Council of the Corporation of the Town of Mattawa adopt By-Law No 21-08 which is a By-law to establish a municipal addressing system within the Town of Mattawa.

Carried

Page No. 29

**BE IT RESOLVED THAT** Council formally accept the following reports as submitted by the Ontario Clean Water Agency to the Corporation of the Town of Mattawa:

- *O. Reg. 170/03, Section 11 Annual Report*
- *O. Reg. 170/03, Schedule 22 Summary Report*

Carried



Page No. 30

***BE IT RESOLVED THAT*** the disbursements for the month of November 2020 in the amount of \$728,331.20 and for the month of December 2020 in the amount of \$933,440.40 be adopted as submitted.

Carried

Resolution Number 21-09

Moved by Councillor R. Jones

Seconded by Councillor L. Ross

*That the Municipal Report Number 842 be adopted.*

Carried

7. Committee Reports

- 7.1 Francine Desormeau, CAO/Clerk/Treasurer – Re: Council Update to Ongoing Activities – Report # 2021-14R
- 7.2 Francine Desormeau, CAO/Clerk/Treasurer – Re: Financing Proposals for Affordable Seniors Housing Project - CONFIDENTIAL – Report # 2021-15R
- 7.3 Francine Desormeau, CAO/Clerk/Treasurer – Re: Summary of Jp2g Project Costs 2017-2020 – Report # 2021-16R
- 7.4 Francine Desormeau, CAO/Clerk/Treasurer – Re: Proposed 2021 Water/Wastewater Operating Budget – Report # 2021-17R
- 7.5 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Activity Update in Recreation Department – Report # 2021-18R
- 7.6 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Mike Rodden Arena Re-Opening Plan – Report # 2021-19R
- 7.7 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Mattawa Fitness Centre Re-Opening – Report # 2021-20R
- 7.8 Francine Desormeau, CAO/Clerk/Treasurer – Re: 333 Main Street – Update – Report # 2021-21R

**Department Activity Reports**

By-Law & Building Department Report – Chief Building Official, Wayne Chaput  
Read by Councillor G. Thibert on behalf of Councillor L. Mick

- 8. Questions from the Floor – None
- 9. New/Old Business
- 10. 2/3 (Special Resolutions – not previously circulated)

Resolution Number 21-10

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Thibert

***WHEREAS** access to reliable, cost-efficient high-speed internet is essential to all Canadians;*

***AND WHEREAS** the ongoing pandemic has quickly and sharply highlighted the need to be able to learn, work, shop and engage online;*

***AND WHEREAS** the number of communities and Canadians that still lack access to this critical infrastructure is surprisingly high and still far too common;*

***AND WHEREAS** as a small urban municipality in Ontario, we recognize our residents' need to access broadband service and have committed to supporting initiatives that will help reach that goal;*

***AND WHEREAS** The Corporation of the Town of Mattawa has recently been working with Smile Information Services and Mage Networks to bring high-speed internet service to the municipality and its surrounding areas.*

***AND WHEREAS** Smile Information Services is a local Information/Internet Technology Company that has been servicing our area since 1997;*

***AND WHEREAS** Mage Networks has been exemplary in its work with local residents, businesses, organizations and the municipality in developing a plan that will deliver much needed high-speed internet to residents in areas of our country that do not currently have access to this service;*

***AND WHEREAS**, as a licensed Internet Service Provider (ISP) and an Original Equipment Manufacturer (OEM), Mage Networks deploys its technology, MagiNet to deliver fast and reliable high-speed internet to remote and rural areas more quickly, efficiently, and cost-effectively than traditional technology;*

***AND WHEREAS** Smile Information Services and Mage Networks together will apply for funding to the Universal Broadband Fund for the development and deployments of its reliable high-speed internet project in Mattawa and surrounding areas at no cost to the municipality.*

***THEREFORE, BE IT RESOLVED THAT** the Corporation of the Town of Mattawa fully supports Mage Networks' application to the Universal Broadband Fund for the development and deployment of its reliable high-speed internet project in Mattawa and surrounding areas.*

Carried

11. In Camera (Closed) Session

11.1 Affordable Senior Housing Project Financials

11.2 Mattawa Landfill Site

Resolution Number 21-11

Moved by Councillor L. Mick

Seconded by Councillor L. Ross

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

*a) security of the property of the municipality or local board; and*

*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;*

Carried

12. Return to Regular Session

Resolution Number 21-12

Moved by Councillor L. Ross

Seconded by Councillor R. Jones

*That the regular session reconvene at 8:25 p.m.*

Carried

Mayor Backer stated the In Camera session was to discuss the Affordable Senior Housing Project financing proposals and the Mattawa Landfill Site.

Resolution Number 21-13

Moved by Councillor G. Thibert

Seconded by Councillor L. Ross

2/3 **BE IT RESOLVED THAT** *Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer to secure financing with the Caisse Populaire Alliance Ltee as per the details in their financial proposal in the amount of \$5,492,000.00 for the Affordable Senior Housing Project at 231 Tenth Street.*

Carried – Recorded vote on Resolution No 21-13 and the vote was unanimous

13. Adjournment

The regular meeting of Council Monday, February 8<sup>th</sup>, 2021 adjourned at 8:27 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, February 8<sup>th</sup>, 2021 at 7:58 p.m. via videoconference.

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

Council Absent: Councillor G. Larose

Staff Present: Francine Desormeau, CAO/Clerk/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)(i).

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – a) security of the property of the municipality or local board.
2. Under Section 239 (2) of the Municipal Act – 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.

- See Regular Meeting Resolution: 21-11 and 21-12

The closed meeting session adjourned at 8:25 p.m.

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Mayor

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Clerk

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR G. THIBERT**

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

**TITLE: 2021 SETTING OF WATER RATES**

21-09 Draft By-Law                      \_\_\_\_\_ Item                      \_\_\_\_\_ Policy Recommendation

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

At the last regular meeting of Council, Information Report #2021-17R provided Council with the water/wastewater budgetary requirements for the current year.

A ten-year Waterworks Capital Financial Plan was adopted by Council late last year which includes a three percent water rates increase each year to ensure the water/wastewater needs for the Department remains self sustainable as required by legislation.

This three percent increase represents an additional twenty-three dollars per year on an average residential water bill.

For these reasons the following is recommended.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa adopt By-Law 21-09 to set the Water and Wastewater Rates for flat and metered water billings for the year 2021 which represents a 3% percent rate increase on all water rates.

Respectfully submitted

Councillor G. Thibert

**CORPORATION OF THE TOWN OF MATTAWA**

**BY-LAW NUMBER 21-09**

**BEING a By-law to establish water rates for 2021**

**WHEREAS** the Municipal Act provides for municipalities to charge a service rate for the continuance, operation, repair and maintenance of the water and wastewater systems.

**AND WHEREAS** Council discussed the setting of the 2021 water rates at their regular meeting of February 8, 2021;

**THEREFORE BE IT RESOLVED THAT** the Council of the Town of Mattawa enacts as follows:

1. That the flat water rates for 2021 are hereby increased by 3%. The consumption rate based on cubic metres for metered residents and non-residents will increase accordingly.
2. That the attached Schedule "A" establishes the water and sewer rates for the year 2021.
3. The water and sewer rates are effective as of January 1, 2021.
4. A flat rate of \$125.00 per year will be added to a residential water bill if incorporating a fire suppression sprinkler system in addition to the normal charges. A \$250.00 per year flat rate will be added to commercial, institutional and multi-residences incorporating a sprinkler system.
5. Water bills will be processed and due in March and August 2021. The metered consumers' water billings remain quarterly and will be due in March, May, August, and October 2021.
6. That a penalty or interest of 1.25% shall be charged on all outstanding amounts remaining unpaid on the first day following a billing due date and on the first day of each following month that the account remains unpaid.
7. The Clerk, upon notice from the Treasurer of the amounts due and the person by whom it is due and the lands upon which the supply of water and / or sewer services were supplied, or upon which any work was done in connection with the supply of water or sewer services, enter any unpaid amounts for such service or work upon the Tax Collector's roll and be collected in the same manner and with the same priority as municipal real property taxes. Any uncollected amount, following the full transfer, shall be subject to a penalty or interest of 1.25% per month as in accordance with Section 5 above.

READ A FIRST and SECOND time this 22<sup>nd</sup> day of February, 2021.

READ A THIRD time and FINALLY PASSED this 22<sup>nd</sup> day of February, 2021.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR G. THIBERT**

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

**TITLE: FINANCIAL REPORT FOR THE MONTH OF JANUARY**

**Draft By-Law**

**Item**

**Policy Recommendation**

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

**BE IT RESOLVED THAT** the disbursements for the month of January 2021 in the amount of \$806,432.20 be adopted as submitted.

Respectfully submitted,

Councillor G. Thibert

**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: CHANGE OF START TIME FOR SPECIAL MEETING OF  
MONDAY, MARCH 1<sup>ST</sup>, 2021**

     Draft By-Law

  X   Item

     Policy Recommendation

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

In 2020 the Town of Mattawa was successful in obtaining funding to participate in the Municipal Modernization Program and have our audit firm Baker Tilly perform this task.

The service delivery and modernization review project has since been completed and representatives from Baker Tilly will present their findings to Council during a special meeting scheduled for Monday, March 1<sup>st</sup>, 2021.

Due to the presentation staff has requested an earlier start date to the meeting.

Procedure By-law 11-08 states in Section 7 that meetings of Council are normally to start at 7:00 p.m. and in order to change the time a resolution of Council is required.

**Recommendation:**

**BE IT RESOLVED THAT** Council authorizes the start of the Special Meeting of Council on Monday, March 1<sup>st</sup>, 2021 to begin at 6:00 p.m.

Respectfully recommended,

Councillor D. Sarrazin



**THE CORPORATION OF THE TOWN OF MATTAWA**

**COMMITTEE: ENVIRONMENTAL SERVICES**

**CHAIRPERSON: COUNCILLOR G. THIBERT**

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

**TITLE: REPAIRS TO “BLAKE” WASTEWATER LIFT STATION**

     Draft By-Law                        X   Item                           Policy Recommendation

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

The wastewater lift station on Bissett Street, referred to as the “Blake Station” is an aging system and is in critical need of some capital repairs. This particular lift station is the receiver of all municipal waste thus is the main collection point before waste is pushed to the lagoons site.

Both surge and relief valve components are in a critical state, inoperable, heavily corroded and experiencing forceful water hammer.

Mr. Paul Dyrda, Senior Operations Manager for OCWA, has identified these critical repairs as part of the 2021 capital needs requirements for the Environmental Services Department. However, the consequences of a failure could cause major disruptions to wastewater operations with potential for sewage back-ups or bypasses to the environment rendering the need to get these repairs performed as soon as possible.

These repairs are estimated to be between \$16,000-\$17,000.00. OCWA has their own procurement policies which need to adhere to provincial guidelines therefore these capital repair costs have undergone a procurement process (i.e. minimum of three supplier quotes) prior to being presented to our Department.

Attached is additional information to support the critical need for these repairs therefore the following is recommended:

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa authorize OCWA to complete the capital repairs to the ‘Blake’ Wastewater Lift Station at an estimated amount of \$17,000.00.

Respectfully submitted,  
Councillor G. Thibert