



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, AUGUST 23RD, 2021
7:00 P.M.**

**DR. S. F. MONESTIME MUNICIPAL
COUNCIL CHAMBERS
160 WATER STREET
MATTAWA, ONTARIO**

**TELECONFERENCE TOLL FREE # 1-833-311-4101
ACCESS CODE: 146 995 3257**

THE CORPORATION OF THE TOWN OF MATTAWA
A G E N D A
DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS
160 WATER STREET
MATTAWA, ONTARIO
TELECONFERENCE TOLL FREE # 1-833-311-4101
ACCESS CODE: 146 995 3257
MONDAY, AUGUST 23RD, 2021 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 FONOM – Re: Homelessness, Mental Health & Opioid Crisis
Health Services Committee – CAO
 - 4.2 FONOM – Re: Meeting with Members of Premier Ford’s Cabinet at AMO Conference
General Government Committee – Clerk
 - 4.3 MMAH – Re: Third Intake Launched for Municipal Modernization Program
Finance Committee – Treasurer
 - 4.4 MNDMNRF – Re: Nipissing Forest 2019-2029 Forest Management Plan
Environmental Services Committee – Public Works Supervisor
 - 4.5 County of Perth - Re: Support Resolution for Evaluation of MPAC
General Government Committee – Clerk
 - 4.6 Township of Springwater – Re: Support Resolution to Include the PSA Test for Men into
the National Health Care System
Health Services Committee – Clerk
 - 4.7 AMO – Re: 2020 Annual Report
General Government Committee – Clerk
 - 4.8 NBPSDHU – Re: Health Unit Applauds Community Efforts in Slowing the Spread of
COVID-19
Health Services Committee – Clerk
 - 4.9 Ministry of Infrastructure – Re: Response from ICIP Rural & Northern Team for Dorion
Road Hill Reconstruction Project
Finance Committee – Treasurer

Monday, August 23rd, 2021

Correspondence – Cont'd

- 4.10 Municipality of Chatham-Kent – Re: Support Resolution for Affordable Internet
General Government Committee – Clerk
- 4.11 MNRF – Re: NDMNRF – Wild Pig Factsheet & Contact Information
General Government Committee – Clerk
- 4.12 Mr. Fern Rockburn – Re: Requeste for Trapping Rights at Landfill Area
Environmental Services Committee – Public Works Supervisor
- 4.13 Township of Huron-Kinloss – Re: Support Resolution for Anti-Hate Crimes & Incidents &
Private Member’s Bill C-313 Banning Symbols of Hate Act
Social & Family Services Committee – Clerk
- 4.14 MP Anthony Rota’s Office – Re: Media Release for Broadband Funding
Finance Committee – Treasurer
- 4.15 Francine Desormeau, CAO/Treasurer – Re: Letter of Appreciation to Ms. Eleanor
Humphrey
Planning & Development Services Committee – CAO
- 4.16 City of North Bay – Re: Cassellholme Project Long Term Care Development Agreement
Planning & Development Services Committee – CAO
- 4.17 City of North Bay – Re: Cassellholme Redevelopment Proposed Plan
Planning & Development Services Committee – CAO

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

6. Municipal Report Number 855

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

7. Committee Reports

Information/Action Item Reports

- 7.1 Francine Desormeau, CAO/Treasurer – Re: Permanent Full-Time Caretaker 2 Position -
Confidential – Report # 2021-96R
- 7.2 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Municipal Alcohol
Policy Revised – Report # 2021-97R
- 7.3 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: New Playground
Structure for Timmins Park – Report # 2021-98R

Departmental Activity Reports

7.4 Francine Desormeau, CAO/Clerk/Treasurer – Re: Update to Ongoing Activities in General Government – Report # 2021-99R

8. Questions Period

9. New/Old Business

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

11. In Camera (Closed)

11.1 Personnel Matters

12. Return to Regular Session

13. Adjournment

Monday, August 23rd, 2021

Members of Council,

Attached please find Municipal Report Number 855 for consideration by Council.

Respectfully submitted

Amy Leclerc
Clerk

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THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

DEPT. HEAD: AMY LECLERC, CLERK/REVENUE SERVICES CLERK

TITLE: ADOPTION OF THE MINUTES

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, August 9th, 2021 and the Closed Meeting of Monday, August 9th, 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, August 9th, 2021, at 7:00 p.m. in the Dr. S. F. Monestime Municipal Council Chambers. 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
Councillor L. Mick
Councillor L. Ross
Councillor R. Jones

Council Absent: None

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

Staff Absent: Amy Leclerc, Clerk/Revenue Services Clerk

<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>

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 854

Page No. 168

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, July 26th, 2021 and the Closed Meeting of Monday, July 26th, 2021 be adopted as circulated.

Carried

Page No. 169

BE IT RESOLVED THAT Mayor and Council of the Corporation of the Town of Mattawa adopt By-law 21-19 which will authorize the signing of the Transfer Payment Agreement with Infrastructure Ontario under the Investing in Canada Infrastructure Program: COVID-19 Resilience Infrastructure Stream – Local Government Intake for the Construction of the Turcotte Park Road Sidewalk Project.

Carried

*Councillor G. Larose arrived at 7:04 p.m. during the reading of Page No. 170.

Page No. 170

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mattawa approves By-law 21-20 which is a By-law authorizing the signing of a five year extension lease agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Government and Consumer Services for the use of the municipal council chambers, mayor's office and entrance hallway area for provincial court six times per year.

Carried

Page No. 171

BE IT RESOLVED THAT the Council of the Town of Mattawa appoints Mr. Kevin Bittner as Member at Large to the Affordable Senior Housing Committee.

Carried

Page No. 172

BE IT RESOLVED THAT Council of the Town of Mattawa adopt By-law Number 21-21 which will formally enter into a Tax Arrears Agreement with La Voyager Inc. as outlined in Schedule "A", for the payment of all, penalty, interest and legal fees on the property municipally known as 351 Main Street, more particularly described as Plan 28, Pt. BLK C, BLK A B, Mattawa, Ontario, District of Nipissing.

Carried

Page No. 173

BE IT RESOLVED THAT the disbursements for the month of July 2021 in the amount of \$650,693.23 be adopted as submitted.

Carried

Resolution Number 21-61

Moved by Councillor L. Mick

Seconded by Councillor R. Jones

BE IT RESOLVED THAT the Municipal Report Number 854 be adopted.

Carried

7. Committee Reports

Information/Action Item Reports

- 7.1 Francine Desormeau, CAO/Treasurer – Re: Expression of Interest – 333 Main Street – Report # 2021-87R

- 7.2 Francine Desormeau, CAO/Treasurer – Re: Accessible Parking Study – Report # 2021-88R
- 7.3 Wayne Chaput, By-Law Enforcement Officer – Re: Proposed Pigeons By-Law – Report # 2021-89R
- 7.4 Renee-Anne Paquette, Recreation & Facilities Service Manager – Re: Hiring of Clerk 2 – Report # 2021-90R
- 7.5 Renee-Anne Paquette, Recreation & Facilities Service Manager – Re: Voyageur Multi-Use Trail System – Report # 2021-91R

Departmental Activity Reports

- 7.6 Francine Desormeau, CAO/Clerk/Treasurer – Re: Update to Ongoing Activities in General Government – Report # 2021-92R
- 7.7 Wayne Chaput, By-Law Enforcement Officer – Re: Activity Update in Building, By-Law, Property & Animal Control Department – Report # 2021-93R
- 7.8 Paul Lafreniere, Interim Fire Chief – Re: Update to Ongoing Activities in Fire Department – Report # 2021-94R
- 7.9 Renee-Anne Paquette, Recreation & Facilities Services Manager– Re: Activity Update in Recreation Department - Report # 2021-95R

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

Resolution Number 21-62

Moved by Councillor L. Ross

Seconded by Councillor G. Larose

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approve Report #2021-90R with respect to the hiring of Clerk 2 in the Recreation Department and authorize the CAO/Treasurer to offer the position to the successful candidate as per Hiring Policy.

Carried

10.2 Expression of Interest – 333 Main Street

Resolution Number 21-63

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Thibert

IT IS THEREFORE RECOMMENDED THAT Mayor and Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer to issue the attached Expression of Interest Document(s) for the Commercial Development Project - 333 Main Street by way of local newspaper advertisement, town website and direct mailing to interested proponents known to the Town.

Carried

11. In Camera (Closed) Session

11.1 Litigation Matter

11.2 Landfill Tender Results

11.3 Personnel Matter – Full-Time Caretaker 1

Resolution Number 21-64

Moved by Councillor D. Sarrazin

Seconded by Councillor L. Ross

BE IT RESOLVED THAT this Committee proceed in Camera in order to address a matter pertaining to:

b) personal matters about an identifiable individual, including municipal or local board employees; and

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

* Executive Assistant, Brittany Belanger removed herself from Council Chambers at 7:54 p.m. for the discussion of the In Camera Session matters.

12. Return to Regular Session

Resolution Number 21-65

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Larose

BE IT RESOLVED THAT the regular meeting of council reconvene at 8:25 p.m.

Carried

Mayor Backer stated the In Camera Session was to discuss a litigation matter, the Landfill Tender results and a personnel matter.

13. Adjournment

The regular meeting of Council Monday, August 9th, 2021, adjourned at 8:26 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, August 9th, 2021 at 7:54 p.m. in Dr. S. F. Monestime Municipal Council Chambers.

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

Council Absent: None

Staff Present: Francine Desormeau, CAO/Treasurer

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

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 – e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.
 - See Regular Meeting Resolution: 21-64 and 21-65

Clerk, Amy Leclerc removed herself from Council Chambers for the discussion of the In Camera Session Item No. 11.2 Personnel Matter.

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

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: RENÉE-ANNE PAQUETTE, RECREATION & FACILITIES SERVICES MANAGER

TITLE: VMUTS ARENA FLOOR SPONSORSHIP

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

VMUTS is requesting the use of the arena floor at no cost for the Annual Poker Run taking place on Saturday September 18th as per the letter attached.

The current location for this event is the Mattawa Legion which has a capacity of 125 people. The use of the arena floor will only be required if they exceed the capacity.

For this reason the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa donate, at no cost, the arena floor for the annual VMUTS Poker Rally on September 18, 2021, if required.

Respectfully submitted,

Councillor L. Ross

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: RENÉE-ANNE PAQUETTE, RECREATION & FACILITIES SERVICES MANAGER

TITLE: NOHFC GRANT APPLICATION FOR MUSEUM ROOF & STAGE

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

The Community Enhancement Program – Rural Enhancement Stream is incremental improvements, repairs, and/or renovations to improve and extend the useful life of capital assets including social and recreational facilities, municipal assets, and community halls, that contribute to a healthy and vibrant community.

An application is being submitted to help offset the costs of the Museum roof repairs and stage project.

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to apply to NOHFC for the Community Enhancement Program/Rural Enhancement Stream to support the Museum roof repairs and stage project.

Respectfully submitted,

Councillor L. Ross

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR L. ROSS

DEPT. HEAD: RENÉE-ANNE PAQUETTE, RECREATION & FACILITIES SERVICES MANAGER

TITLE: VMUTS ANNUAL SPONSORSHIP FOR FIVE YEAR PERIOD

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

The Voyageur Multi-Use Trails System is a group of volunteers who manage over 300km of trails between Papineau-Cameron and Mattawa.

The Committee has requested that Council provide an annual sponsorship of \$15,000.00 per year for a period of 5 years in order to continue to maintain trails, build and repair bridges, as well as assist with other operational costs (insurance, gas, bike maintenance, etc).

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa provide an annual sponsorship of \$15,000 to the VMUTS organization for a period of five years (2021-2025) to support their ongoing operations.

Respectfully submitted,

Councillor L. Ross

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: FRANCINE DESORMEAU, CAO/TREASURER

TITLE: TURCOTTE PARK ROAD SIDEWALK PROJECT – CONTRACT ADMINISTRATION AND FIELD REVIEW

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

Jp2g Consultants have been assisting staff with the contract administration for the Turcotte Park Road Sidewalk Project and now that it has commenced their Team is also assisting with Field Review during the duration of this project.

Jp2g Consultants will provide Construction Administration Services as defined in the attached Confirmation of Assignment for a total of \$19,250.00 plus HST.

A part of the work has already been completed such as the preparation of revised tender documents, review and report on tenders received, start up meetings and daily field review work has also started since the project began this past Tuesday August 16, 2021.

This work was budgeted as part of this project therefore the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer to execute the Confirmation of Assignment for the Turcotte Park Road Sidewalk Project Administration and Field Review work to Jp2g Consultants Inc. for a total cost of \$19,250.00 plus HST.

Respectfully submitted,

Councillor G. Larose

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: SIDEWALK REPAIRS & CHANGE ORDER FOR TURCOTTE PARK ROAD SIDEWALK PROJECT

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

William Sons (11425579 Canada Inc.) were recently awarded the contract for the Turcotte Park Road Sidewalk Project and a change order to the original contract has been prepared and awaiting authorization to proceed.

The Change Order is to address a proposed overflow pipe that connects a new storm drywell then outlets into the adjacent ditch. This additional work was not identified in the project contract specifications however is required to complete the project. This additional work rendered a negotiated price by Jp2g Consultants Inc., Contract Administrator for this project, in the amount of \$2,400.05 plus HST which is attached for your information.

Staff also requested that William Sons provide an estimate to repair a small section of sidewalk on Gorman Street that was removed during a water break repair this past winter. This work has been quoted at \$3,450.00 plus HST, attached, and it is recommended to accept the estimate and have the work completed in conjunction with the Turcotte Park Road Sidewalk Project.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to execute Change Order #001 for the Turcotte Park Road Sidewalk Project and repairs to the sidewalk on Gorman Street in the combined amount of \$5,850.05 plus HST to William Sons O/A 11425579 Canada Inc.

Respectfully submitted,

Councillor G. Larose

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: PURCHASE OF ASPHALT

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

Public Works staff has sourced pricing for this years asphalt cut replacements. Two local suppliers were invited to provide quotes based on our existing calculated volume of approximately 204.7 tonnes (see attached list).

The two suppliers that were invited to quote are The Miller Group and Pioneer Construction. We have received a quote from both suppliers, which are as follows:

COMPANY	PRICE PER MT	TOTAL MT REQUIRED	TOTAL AMOUNT
Miller Paving	\$148.00	204.7	\$30,295.60
Pioneer Construction	\$130.00	204.7	\$26,611.00

All prices are without HST.

The Third Street Swale, Seventh Street Swale and Main Street repairs are included in the total volume of asphalt required. All these projects were previously identified and approved in principle during this years budget.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approve the purchase for the supply of asphalt from Pioneer Construction at a cost of \$130.00/mt for a total amount of \$26,611.00 plus HST.

Respectfully submitted,

Councillor G. Larose

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: FIRE DEPARTMENT

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: PAUL LAFRENIERE, INTERIM FIRE CHIEF

TITLE: PURCHASE OF RADIO COMMUNICATIONS SYSTEM

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

Due to ongoing issues with our communications system both the Fire Department and Public Works Department are requesting that this equipment and tower be upgraded to a digital system. Along with this upgrade both departments will have separate channels to conduct their operations on.

A quote was received by staff through Spectrum Group as they are the only company in our area that deals with this type of communications system. The total price is \$34,127.25 plus HST. These upgrades were discussed in the June 2021 budget process and approved in principle by Council during that time.

The supply and installation of new radios will be completed as soon as all items are in stock at the North Bay Location to minimize down time for the system.

For these reasons the following is recommended.

Recommendation:

BE IT RESOLVED THAT the Council of the Town of Mattawa approve the communication system upgrade to a digital system from Spectrum Group in the amount of \$34,127.25 plus HST.

Respectfully submitted,

Councillor G. Larose