



**REGULAR MEETING OF COUNCIL
MONDAY, SEPTEMBER 13TH, 2021
7:00 P.M.**

3. PETITIONS & DELEGATIONS

4. CORRESPONDENCE

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

Ministry of Transportation

Director's Office
Northeast Operations
447 McKeown Avenue
North Bay ON P1B 9S9
705 497-5500

Ministère des Transports

Bureau du directeur
Opération – Nord-Est
447, avenue McKeown
North Bay ON P1B 9S9
705 497-5500



copy to agenda
copy to Mayor ✓
copy to Francine ✓

September 9, 2021

His Worship Dean Backer
Mayor
Town of Mattawa
PO Box 360
160 Water Street
Mattawa, ON P0H 1V0

Dear Mayor Backer,

I am pleased to advise that the ministry will open applications for the 2022-23 Connecting Links Program on September 10, 2021.

New to the 2022-23 program year, connecting link applications will be received through the Transfer Payment Ontario portal. Transfer Payment Ontario (TPON) is a web-based funding management system that provides transfer payment applicants and recipients with a self-service portal to apply for funding.

To access the TPON portal, follow the steps listed at <https://www.ontario.ca/page/get-funding-ontario-government>. This site is best viewed using the Google Chrome browser.

You can use Transfer Payment Ontario to:

- Register, complete, and submit connecting link applications for funding.
- Find information about other funding opportunities available to your municipality.
- Check the status of your active submissions.

Eligibility for this intake will be for projects that start after April 1, 2022, and as with previous intakes, can involve design and/or construction work. The deadline for submitting connecting link project funding applications for this intake will be **Friday, November 19, 2021**.

The 2022-23 Connecting Links Program Guide will be available September 10, 2021 at: <http://www.mto.gov.on.ca/english/highway-bridges/connecting-links.shtml>

If you have any questions related to the program, or about a proposed project, please contact Trevor Bartraw by email trevor.bartraw@ontario.ca or by phone at 705-471-8348.

Regards,

A handwritten signature in black ink, appearing to read "Herb Villneff". The signature is written in a cursive style with a large initial "H".

Herb Villneff
Director, Northeast Operations

Info

4.2

copy to agenda

From: Sheri Hueston <sheri.hueston@healthunit.ca>
Sent: Friday, August 27, 2021 12:21 PM
To: John Stothers, Field Officer, Office of the Fire Marshal and Emergency Management; Allyson Pedwell, Alternate CEMC Township of McMurrich Monteith; Amy Tilley, CEMC Township of Armour; Andrew O'Reilly, Alternate CEMC Township of Bonfield; Andrew Torrance - Naloxone Community of Practice; Ben Mousseau - Naloxone Community of Practice; Beth Morton, Alternate CEMC Township of Perry; Bob Bartlett, 2nd Alternate CEMC Township of Papineau-Cameron; Bob Bartlett, 2nd Alternate CEMC Township of Papineau-Cameron; Brenda Fraser, CEMC Town of Kearney; Brian Leduc - Naloxone Community of Practice; Bryan Brookes, Alternate CEMC Township of Chisholm; Caitlin Haggart, Clerk, Township of Strong; Cale Henderson, Alternate CEMC Township of the Archipelago; Cheryl Marshall - Naloxone Community of Practice; Chris Everitt, CEMC Township of McKellar; Cindy Pigeau, Clerk Municipality of Calvin; Dan Duggan, Alternate CEMC Algonquin Park; Dave Thompson - Naloxone Community of Practice; Don Hood, CEMC Township of Seguin; Don McArthur, CEMC Corporation of the Village of South River; Frank Loeffen, CEMC Municipality of East Ferris; Gord Harrison - Naloxone Community of Practice; Graham Stetler, Alternate CEMC Township of Perry; Greg Rutledge, CEMC Township of Ryerson; Greg Saunders, Alternate CEMC The Corporation of the City of North Bay; Jason Newman, Alternate CEMC Township of Armour; Jason Trottier, CEMC Municipality of East Ferris; Jason Whiteley, CEMC The Corporation of the City of North Bay; Jim Warren, Alternate CEMC The Corporation of the Municipality of Callander; JoAnne Montreuil, CEMC Municipality of Mattawan; Joe Readman - Naloxone Community of Practice; Joe Villeneuve, CEMC Township of The Archipelago; Joel Constable, Alternate CEMC Municipality of McDougall; John Paul Negrinotti, CEMC Township of Nipissing; John Ramsey - Naloxone Community of Practice; John Swick, CEMC Algonquin Park; Bob Whitman - Naloxone Community of Practice; Kathy Whitman, CEMC Municipality of Whitestone; Keven Beaucage, Alternate CEMC Town of Kearney; Kevin Noaik, Alternate CEMC Village of Sundridge; Kevin Noaik, CEMC Township of Strong; Kris Croskery-Hodgins, Alternate CEMC Township of Nipissing; Larry Sedore, Alternate CEMC Township of Strong; Leanne Crozier, CEMC Township of Joly; Mark Martin, Alternate CEMC Municipality of Powassan; Melinda Torrance, CEMC Township of Perry; Michelle Hendry, Alternate CEMC Municipality of Whitestone; Mike Kearns, Alternate CEMC Town of Parry Sound; Mike Wilmon, Alternate CEMC Township of Perry; Monica Hawkins, CEMC Municipality of East Ferris; Nicky Kunkel, Alternate CEMC Township of Ryerson; Noelle Armaly, Alternate CEMC Municipality of Calvin; Patrick Shoebottom, Alternate CEMC Township of Seguin; Paul Lafrenier; Peter Johnston, Alternate CEMC Township of Bonfield; Peter Maeck, CEMC Township of Machar; Ray Ford, CEMC Township of Chisholm; Renee Knight - Naloxone Community of Practice; Richard Maranda - Naloxone Community of Practice; Risto Maki - Naloxone Community of Practice; Ron Harrison - Naloxone Community of Practice; Steven Kerr, CEMC Township of Bonfield; Tim Sheppard, Alternate CEMC Municipality of East Ferris; Todd Daley - Naloxone Community of Practice; Info; Wayne Chaput; Steve Asselin - Naloxone Community of Practice
Cc: Melanie Simms
Subject: Health Unit CEMC Update: Minutes from Municipal Leaders Meeting held in July
Attachments: 2021 07 22 Minutes Municipal Leaders and Public Health.pdf

Hello,

My apologies in the delay in sending these minutes out. I was away from the office for most of August. The Municipal Leaders meetings have been paused for the summer and will be reassessed later in the fall. Attached are the minutes from the last meeting held in July. If you have any questions, please reach out to me or to Melanie Simms (copied on this email).

Thanks
Sheri

Sheri Hueston

Sheri Hueston | Management Administrative Assistant
North Bay Parry Sound District Health Unit
345 Oak Street West | North Bay, Ontario P1B 2T2 | Canada
☎ 705.474.1400 ext 5344 | 1.800.563.2808
✉ sheri.hueston@healthunit.ca | 🌐 www.myhealthunit.ca



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MINUTES

Meeting called by: Louise Gagné, NBPSDHU

Date: Thursday, July 22, 2021
Time: 1:00 p.m. – 2:00 p.m.
Location: Microsoft Teams
Recorder: Shari McMillan, NBPSDHU

Type of meeting: Municipal Leaders and Public Health

Participants: Dr. Jim Chitico, Medical Officer of Health/Executive Officer
 Louise Gagné, Executive Director, Community Services
 (NBPSDHU) Andrea Mclellan, Director, COVID-19 Immunization Strategy
 Dr. Carol Zimbalatti, Public Health Physician

Participants: Machar (Township of) – Mayor Lynda Carleton
 (Municipalities) North Bay (City of) – Mayor Al McDonald
 Parry Sound (Town of) - Mayor Jamie McGarvey
 Seguin Township – Mayor Ann MacDiarmid
 South River (Village of) – Deputy Mayor Doug Sewell
 Strong (Township of) – Mayor Kelly Elik
 The Archipelago (Township of) – Reeve Bert Liverance
 Whitestone (Municipality of) – Mayor George Comrie

Non-members:

Regrets: Nancy Jacko, Chair, Board of Health, North Bay Parry Sound District Health Unit
 Armour Township – Reeve Bob McPhail
 Burk's Falls (Village of) – Nicky Kunkel, Clerk
 Burk's Falls (Village of) – Mayor Cathy Still
 Callander (Municipality of) – Mayor Robb Noon
 Callander (Municipality of) – Ashley Blodreau, Senior Municipal Director
 Calvin (Municipality of) – Cindy Pigeau, Clerk/Treasurer
 Carling Township – Councillor Susan Murphy
 Chisholm (Township of) – Mayor Gail Degagne
 Kearney (Town of) – Mayor Carol Ballantyne
 Magnetawan (Municipality of) – Mayor Sam Dunnett
 Magnetawan (Municipality of) - Deputy Mayor Tim Brunton



<p>Magnetawan (Municipality of) – Kerstin Vroom, CAO/Clerk McDougall (Municipality of) – Mayor Dale Robinson McKellar (Township of) – Mayor Peter Hopkins McKellar (Township of) – Councillor Don Carmichael Nipissing (Township of) – Mayor Tom Piper Perry (Township of) – Mayor Norm Hofstetter Powassan (Municipality of) – Mayor Peter McIsaac Powassan (Municipality of) – Ben Mousseau, EMC/Protective Services Ryerson Township – Mayor George Sterling Ryerson Township – Nancy Field, Deputy Clerk Ryerson Township – Judy Kosowan, CAO/Clerk Sundridge (Village of) – Nancy Austin, Clerk Administrator West Nipissing (Municipality of) – Mayor Joanne Savage Whitestone (Municipality of) – Michelle Hendry, CAO/Clerk</p>
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ITEM	RESPONSIBLE
<p>CALL TO ORDER The meeting was called to order by Louise Gagné at 1:00 p.m.</p>	
<p>ROLL CALL AND INTRODUCTIONS Roll call and introductions were made</p>	
<p>APPROVAL OF AGENDA The agenda was approved, as circulated</p>	
<p>APPROVAL OF MINUTES (July 8, 2021) The minutes, dated July 8, 2021, were approved, as circulated, by Mayor McGarvey</p>	
<p>COVID-19 CASE AND SITUATION UPDATE Dr. Chirico provided the following update: ■ The Health Unit’s surveillance team is currently reviewing vaccine uptake across the Health Unit district</p>	



ITEM	RESPONSIBLE
<ul style="list-style-type: none"> ▪ This information will be used to develop vaccine strategies to reach people facing different barriers to accessing the COVID-19 vaccine ▪ As part of this strategy, COVID-19 vaccine clinics that were scheduled for next week and had extremely low appointments have been cancelled ▪ Instead, there will be a targeted approach to reach people who have not yet received their vaccine ▪ Walk-in appointments have been offered at many of the Health Unit's COVID-19 vaccine clinics. Yesterday, a walk-in only clinic was held from 5:00 p.m. to 8:00 p.m. in West Nipissing. ▪ The COVID-19 vaccine has been proven to be very effective at preventing the spread of the virus ▪ As people are beginning to gather in greater numbers, it is important to continue to protect oneself by becoming vaccinated. The impacts have been seen over the past two weeks in terms of individuals gathering and not practicing physical distancing or being immunized. ▪ At the beginning of the month of July, most cases could be linked to a small number of social gatherings, but in recent weeks, there has been further spread to close contacts of those cases. This produces a ripple effect across the district. ▪ One of the COVID-19 cases has tested positive for the Delta variant. It is suspected that more cases will test positive for the Delta variant. ▪ Five of the cases were individuals under the age of 12 who are not yet able to be vaccinated ▪ It is our turn to get vaccinated to help protect our children ▪ The only real protection that we have is to get as many people as possible vaccinated <p>Dr. Zimbalatti provided the following update</p> <ul style="list-style-type: none"> ▪ In the last seven days, we had 23 new cases, bringing our total case count to 650, with 468 in the Nipissing District and 182 in the District of Parry Sound ▪ The Health Unit currently has 29 active cases <ul style="list-style-type: none"> ▪ Question: Recognizing the seriousness of the Delta variant and that individuals are becoming more complacent, is it time to stress the risks and effects of the Delta variant? <ul style="list-style-type: none"> ○ The Health Unit's press conference this morning delivered messaging with respect to the continued risks of COVID-19 and the Delta variant ○ Unfortunately, there is mixed messaging as the province continues to open up 	

ITEM	RESPONSIBLE
<ul style="list-style-type: none"> ○ The Delta variant is serious and could potentially result in a fourth wave ○ Many individuals have been vaccinated within the district, however, we are reaching a plateau ○ Everyone should consider their personal risks and encourage others around them to get vaccinated so that there is a community around you that is providing protection ○ Andrea provided that there has been discussion at the provincial level with respect to an action/result type of strategy that stresses with the population that if they do “this”, then “this” will be the result. Health units across the province are struggling to get people vaccinated. Conversations are continuing at the provincial level to develop new strategies to encourage individuals to get vaccinated. 	
<p>LOCAL COVID-19 VACCINATION UPDATE</p> <p>Andrea Mclellan provided the following update:</p> <ul style="list-style-type: none"> ▪ As of yesterday at 3:00 p.m., this Health Unit district is at 76% of individuals 12 years of age and older who have received at least one dose of COVID-19 vaccine and 62.3% of individuals 12 years of age and older who are fully vaccinated ▪ Additionally, 60.5% of youth 12-17 years of age have received at least one dose of the COVID-19 vaccine and 34.5% have received both doses. ▪ As of yesterday at 3:00 p.m., over 158,000 vaccinations have been provided in the Health Unit district ▪ Since Monday, the Health Unit has made a slight adjustment in the dashboard on its website to include individuals 12 years and older in the vaccination totals. This aligns with Public Health Ontario’s reporting of vaccinated individuals. ▪ The Health Unit is in its second week of offering walk-in opportunities for individuals who wish to receive their first or second dose of the COVID-19 vaccine with the convenience of not having to book an appointment. There were approximately 150 walk-ins to the North Bay clinic the other day. These are individuals that may not have necessarily made plans to receive their vaccine otherwise. ▪ In response to a drop in scheduled vaccine appointments at the clinics, the Health Unit is refocusing efforts to a more flexible targeted approach to reach individuals who may be facing barriers to attending a mass immunization clinic <ul style="list-style-type: none"> ○ The Health Unit will be moving towards more pop-up clinics ○ There will be reach out to the City of North Bay with respect to setting up pop-up clinics along the waterfront or the farmers market ▪ Those who had their appointments cancelled for next week should have received a call or email from the Health Unit to rebook their appointment. Alternatively, these individuals can walk into any clinic this week. There must be a 28 day interval between the two doses of COVID-19 vaccine. 	

ITEM	RESPONSIBLE
<ul style="list-style-type: none"> ▪ The Health Unit will move slowly away from mass immunization clinics over the course of the month of August as more individuals get vaccinated ▪ For the month of August, there will be one clinic per week in each of the five areas where clinics have been offered ▪ The clinics will be a combination of scheduled appointments and walk-ins 	
<p>ROUNDTABLE QUESTIONS AND ANSWERS</p> <ul style="list-style-type: none"> ▪ Question: It must be difficult when a certain allotment of vaccine is designated for a clinic and individuals do not show for their appointment. Can those vaccines be re-frozen? <ul style="list-style-type: none"> ○ Vaccines cannot be refrozen, however, they are not wasted once de-frosted. Vaccine will still be viable to be able to be used the next day. Vaccine that is not used today, will be the first vaccine that is used at a clinic tomorrow. Moderna vaccine can be stored at fridge temperature (2-8 degrees Celsius) for 30 days. Pfizer vaccine can be stored at fridge temperature for 31 days. ○ With respect to primary care administering vaccine, in the case of the <u>flu</u> vaccine, they have 28 days to use the contents of the vial once it is punctured and there are 10 doses in that vial. This makes it very easy to use those 10 doses in 28 days. However, with the COVID vaccine, and with the Pfizer specifically, 6 doses have to be used in 6 hours once the vial is punctured. With Moderna vaccine, 14 doses have to be used within 24 hours once the vial is punctured. One of the strategies to get more individuals vaccinated would be to have the primary physician ask their patient if they have had the COVID vaccine and then offer it to them. However, they may administer only one or two doses on any given day, which comes at a cost of having a higher wastage rate. ○ We will also continue to work with the Ministry to ascertain if a higher wastage rate of vaccine may be acceptable ○ Drug companies are being pushed to produce vaccine with smaller number of doses per vial; however, most companies are focused on producing for a mass model ▪ Question: Is there feasibility that it be mandated that the public produce proof of full vaccination, via a certificate, in order to engage in certain activities, such as attending at a restaurant, attending a concert, taking a flight. This would place the onus back on the individual to be vaccinated if they want to engage in these types of activities. <ul style="list-style-type: none"> ○ Yes, as mentioned by Andrea, the Ministry is currently looking into various strategies ○ Andrea can bring forward further ideas to those Ministry meetings 	

ITEM	RESPONSIBLE
<ul style="list-style-type: none"> ▪ Question: There was mention that there were 150 walk-ins at a North Bay clinic this week. How many appointments are typically available? <ul style="list-style-type: none"> ○ There were 2100 appointments available at today's clinic and 190 individuals booked an appointment ▪ Question: Statistics are indicating that the 50+ and 60+ age group are getting immunized, but not the younger age group. What is the goal to reach the younger age group? How can we assist in reaching that age group and getting the message out? <ul style="list-style-type: none"> ○ It has been a challenge to encourage the younger age group to get vaccinated ○ The lowest vaccination rates are among those 18-49 years ○ The older population is well over 80% vaccinated ○ Many individuals are potentially in jobs where they simply cannot get away during the day to get vaccinated, or at home with children. Therefore, clinics are being offered during alternate hours. ○ Pop-up clinics will also be helpful in reaching this age group ○ One of the biggest challenges is that individuals do not want to give up their summer or their weekends to get vaccinated ○ Another challenge is fear of side effects ○ A strategy that is being considered is working with some of the larger employer organizations to ascertain if they could offer onsite clinics where a team of Health Unit staff would attend to offer vaccination ○ It is anticipated that there will be return to uptake in immunization in September after summer vacations ○ 24% of the population in this district has not received a first dose. The Health Unit will be focusing on education to encourage this population, who may be hesitant but may be convinced. ▪ Question: Is there any information with respect to potential booster shots? <ul style="list-style-type: none"> ○ Currently, there is not enough information to determine if a booster will be a requirement. Pfizer is promoting a booster, however, some independent research is needed outside of Pfizer's research. ▪ Question: Has the Health Unit's communications team considered engaging some of the local social media influencers to get the message out to youth with respect to vaccine? 	

ITEM	RESPONSIBLE
<p>○ It is believed that the communications team has already considered this strategy and is working on a strategy of this nature. It is known that this type of strategy is being considered at the provincial level.</p> <p>DATE, TIME, LOCATION OF NEXT MEETING</p> <ul style="list-style-type: none"> ▪ Proposed that a pause be placed on the bi-weekly meetings over the summer months with updates provided via email and with opportunity to ask questions ▪ Ad hoc meetings may be convened, if required ▪ Group is supportive of discontinuing meetings at this time 	
<p>ADJOURNMENT</p> <p>The meeting adjourned at 1:43 p.m.</p>	

For Minutes only:

Louise Gagne _____ Shari McMillan _____
 Chairperson/Designate Recorder Date Minutes Approved (yyyy/mm/dd)

* Approved changes to the minutes, if necessary, have been noted in red font.





Tay Valley Township

4.3

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August 27, 2021

The Honourable Doug Downey
Ministry of the Attorney General
McMurtry-Scott Building, 720 Bay Street
Toronto, ON M7A 2S9

Dear Minister Downey:

Sent via Email: attorneygeneral@ontario.ca

RE: Lottery Licensing to Assist Small Organizations

The Council of the Corporation of Tay Valley Township at its Council meeting on August 24th, 2021 adopted the following resolution:

RESOLUTION #C-2021-08-39

“THAT, the Council of Tay Valley Township hereby requests Staff to contact the Ministry responsible for the Alcohol and Gaming of Ontario to seek their assistance in implementing an additional level of licensing which would permit small organizations to hold fundraisers as a method of sustaining our community and organizations;

AND THAT, all municipalities in Ontario are sent this resolution to seek their assistance in lobbying the Ministry.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or clerk@tayvalleytwp.ca.

Sincerely,

Amanda Mabo, Acting CAO/Clerk

cc: All municipalities in Ontario

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To Whom It May Concern;

I'd like to thank the Town Council of Mattawa for providing us the opportunity to speak about the devastation that our home and family suffered from the flood in May 2019. In response to the letter from July 8th 2021, my wife and I regret not being able to represent ourselves during the discussion with the Mayor and Town Council of Mattawa. We were under the impression that we would have had the opportunity to discuss and disclose further information amongst one another in a private and more professional matter. Amongst learning that we would not only be live on air, but placed on social media feeds we especially felt the need to decline. Aside from my family going through multiple issues and difficult times these past few years, it seemed more mature for us to abstain from partaking in the live discussion. I hope this is understood by all parties involved.

Given the circumstances of the situation Pertaining to the flood, we have sought out legal advice as well. It has been confirmed that we have a strong case and it would be in the best interest to move forward in trying to resolve this matter. My family and I have been through a lot since we built our home on Mckenzie and 6th street. We have endured sewer backups of 18 inches of raw sewage. We cleaned the waste on our own because we were told that we were not covered by the insurance company, but then later found out that we were. When this setback happened we were told by the Mayor of Mattawa at that time, Colette Wilson, that the entire corner that we live on would "definitely be looked into" to see what necessary changes need to be implemented to ensure that this problem did not happen again. The area was reviewed on a mediocre scale and never properly repaired. For years the town still watched as rainwater and the sewer systems piled up and backed up both in the streets and in homes. We received some money from our insurance, but we still had to fork out a substantial amount from our own pockets in order to restore our house to what it was before. We had asked to be relocated but no response was given to us. We have been told by various engineers and contractors that this could definitely reoccur. The house may even be more vulnerable to flooding again as there is now a path of least resistance for water to follow into our basement due to the flood in 2019. Every time there is an accumulation of rain on our corner, gates go up and stop vehicles from passing by because the water levels are dangerous and pose a risk for an accident. The ditches become full and the areas unsafe even for those walking by and children playing as well as smaller animals. This is a large safety concern, and it is also nerve racking at times watching somebody else's child come close to these puddles knowing that tragedy could happen.

My wife and I were hoping that the town of Mattawa may have had grants or funds available to assist with repair to our property and perhaps properly fix this corner after the second opinion of engineers. This way we could possibly move forward and live safely without consistently worrying about the safety of adults and children and fear of the corner flooding again and back logging into our home. If this was accomplished we may be able to correct the bottom floor of our house for flooding as well because of the zone that we are in. The press to repair this area is quite high from what I was told by an engineer. So we are asking the town one of two things: to repair this area once and for all, or find us another town property and give us a chance to relocate. Should this not be sufficient from the town until further in the future, we would be open to having the town approach us with MPAC to get our taxes lowered to a more reasonable rate to reflect on the flood zone that we live in. We have been fortunate to live in this town for over 32 years. It appears that none of our money has actually been put to good use in making the area that our house is in save in safer and water free.

We have lived in Mattawa an extended period of time and we are asking councilors to carefully reflect on this matter and hopefully they decided on the right thing or we will be left with no other option but to proceed forward to litigation or a court of law. We will be doing our best to speak to the Mayor of Council the next few weeks to offer more information should they require this. I will be happy to explain our version and relay info relating to our area in both a professional and private manner. We're hoping to hold a discussion with you and the Town of

Untitled

Mattawa as our Hometown as we do love the community. Simply giving you a heads up about the possibility of what could come in the future from a legal standpoint is something that we are doing out of courtesy, and ideally would like to avoid. As it stands right now I would be willing to entertain the idea of the town providing us with a lot to build on. I can take it upon myself to determine the route of action that I can do with the house should it ever be able to be sold. I look forward to your response in a professional setting.

Yours truly,

Danny and Joanne Moore

4.5
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From: [AMO Communications](#)
To: [Info](#)
Subject: AMO Policy Update - Draft Resolution for Municipal Recognition of September 30th as National Day for Truth and Reconciliation, New Municipal Resource Materials
Date: Monday, August 23, 2021 12:28:58 PM

AMO Update not displaying correctly? [View the online version](#)
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AMO Policy Update



August 23, 2021

AMO Policy Update – Draft Resolution for Municipal Recognition of September 30th as National Day for Truth and Reconciliation, and New Municipal Resource Materials

Recent discoveries of remains and unmarked graves across Western Canada have led to increased calls for all levels of government to immediately address the recommendations in the Truth and Reconciliation Commission's (TRC) Calls to Action.

All Canadians and all orders of government have a role to play in reconciliation. The TRC's 94 Calls to Action are addressed primarily to the federal, provincial, and territorial governments but also to municipal governments, the corporate sector, and the broader Canadian society. They cover a wide range of government responsibilities including child welfare, education, language and culture, health, justice, commemoration, museums and archives, training for public servants, and a few specific initiatives related to reconciliation.

At the August 14th Board Meeting, the AMO Board of Directors approved two resource papers to assist municipal councils' efforts to support Truth and Reconciliation.

The first resource paper provides an overview of the [Truth and Reconciliation Commission's \(TRC's\) Calls to Action](#) that municipal governments can address themselves.

The second resource paper provides ideas and options for [what municipal leaders, councils can do to better support and engage Indigenous residents and neighbours at this time.](#)

These AMO resource papers are meant to be organic and to be revised/updated when appropriate and more municipal resource materials are available.

Municipal Recognition of September 30th as National Day for Truth and Reconciliation – Draft Resolution

The AMO Board of Directors encourages members to recognize September 30th as National Day for Truth and Reconciliation (also known as Orange Shirt Day with the adoption of the following resolution:

WHEREAS the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation;

AND WHEREAS the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC's Calls to Action;

AND WHEREAS all Canadians and all orders of government have a role to play in reconciliation;

AND WHEREAS Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process;

AND WHEREAS the Federal Government has announced September 30th, 2021, as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday;

THEREFORE, BE IT RESOLVED THAT the Council of the [municipality] of [placename] does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



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4.6

Info

From: Elizabeth.Mackay@servicecanada.gc.ca
Sent: August 20, 2021 10:19 AM
Subject: Extension of COVID-19 benefits and business supports/Prolongation des prestations liées à la COVID-19 et le soutien aux entreprises

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(Le français suit l'anglais)

Hello,

The Government of Canada is continuing to improve the financial security of Canadians to deliver support to those who need it, heal the wounds of the pandemic recession, and build a strong recovery that leaves no one behind.

To this end, the Federal Government will extend crucial COVID-19 support measures for Canadians and Canadian businesses in recognition that uneven economic reopening across regions and sectors means workers and businesses continue to need support. These extensions include:

- Extending the eligibility period for the Canada Emergency Wage Subsidy, the Canada Emergency Rent Subsidy and Lockdown Support until October 23, 2021, and increasing the rate of support employers and organizations can receive during the period between August 29 and September 25, 2021.
- Extending the Canada Recovery Benefit (CRB), the Canada Recovery Caregiving Benefit (CRCB), and the Canada Recovery Sick Leave Benefit (CRSLB) until October 23, 2021.
- Increasing the maximum number of weeks available for the CRB, by an additional 4 weeks, to a total of 54 weeks, at a rate of \$300 per week, and ensuring it is available to those who have exhausted their employment insurance (EI) benefits.

As our recovery gets underway, workers and businesses in certain regions and sectors continue to need support. In the April federal budget, the government recognized that the economic and public health situation remained uncertain and made sure it had the flexibility to extend supports further into the fall as the public health situation warranted. By moving forward on these extensions, the government is ensuring that businesses – including those in hard-hit sectors like tourism, hospitality, arts, and entertainment – can continue to get the support they need so they can invest in their recovery and long-term prosperity.

In addition, the government is proposing to offer businesses greater flexibility when calculating the revenue decline used to determine eligibility for the wage and rent subsidy programs and the new Canada Recovery Hiring Program.

I am happy to further explain any of these benefits to you or to answer any questions you may have. Please feel free to reach me by phone at (249) 525-7142 or by email at elizabeth.mackay@servicecanada.gc.ca.

4.7 RECEIVED
AUG 25 2021

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copy to Francine
copy to Wayne

August 19th, 2021

Let me introduce myself, I am Tracy Hall and I have been planning a fundraising event for the Mattawa and Area Food Bank, which was scheduled at the Arena for March 28th, 2020, then was moved to May 23rd, 2020 and then postponed indefinitely due to the Covid-19 crisis. Our new proposed dates depending on when we can get a venue would be one of the following, Sept 18th, Sept 19th, Sept 25th, or Sept. 26th. Any of these dates would be fine weather permitting please let me know which dates work best.

I am writing to the council to get permission to use either the ballfield located across from the Mike Rodden Arena, the arena parking lot close to the Foodbank, or Explorers. Point. With Mattawa Recreation having held 2 Vendor Markets to date with similar set up as I would like to propose, I believe we can do so in a safe manner.

I believe that we are due for some sort of normality, and what better way to provide it but to have a fundraiser for a good cause, the Mattawa and Area Food Bank.

I am available at 705-303-7908, for any more information or clarifications. I am also available at tracyhall@tracyscreations.ca.

Thank you

Tracy Hall

4.8

copy to agenda

Info

From: Janet Glabb-Petrant <jglabb-petrant@communitylivingmattawa.org>
Sent: August 19, 2021 11:55 AM
To: David Spencer
Subject: August 2021 - Community Living Mattawa Newsletter
Attachments: August 2021 - Newsletter.pdf



Good morning! ☺ I hope you have been enjoying your summer.

Please find attached our August 2021 Newsletter.

Wishing you a wonderful day, and a spectacular weekend!

Sincerely,

Janet Glabb-Petrant

Administrative Assistant

Urgent Response Co-ordinator, Community Living Mattawa

Office/Bureau: (705)744-2979ext. 200

Fax: (705)744-5693

jglabb-petrant@communitylivingmattawa.org



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COMMUNITY LIVING
Mattawa

Inspiring Possibilities

INTÉGRATION
COMMUNAUTAIRE
Mattawa

Inspirant des possibilités

Vision Statement

That all people are treated with respect, and live and participate as valued members of the community.

Mission Statement

To support people with developmental disabilities in living independently and participating fully in their community.

Introduction

Welcome to Community Living Mattawa's August 2021 Newsletter. This is our first newsletter since March 2020, just before the World-wide Pandemic COVID-19 was declared active in Canada. It has been 18 months that we have been navigating our way through the unknown of the Pandemic. It has caused us to close some of our programs and provide different or less programming to the people we support. We had to adjust rapidly to how we support people and what procedures we followed in order to keep everyone we work with safe.

First, I want to recognize the resiliency of the people with whom we support. They have faced numerous changes to their routines, an inability to visit or see their families, restrictions on where they can go, and an overall shutdown to their lives. Through all of this they have continued to thrive. This is demonstrated in the picture on the cover of the newsletter.

Second, I want to recognize and thank all of the employees of Community Living Mattawa. Their hard work and dedication to the people with whom we support has been nothing short of amazing throughout the Pandemic. The employees continued to come to work and provide supports every day. They dealt with the uncertainty of the Pandemic and worked hard to ensure everyone remained safe. Through their continued

CLM NEWSLETTER – AUGUST 2021 UPDATES & EVENTS

hard work, Community Living Mattawa went through the last 18 months healthy and safe. Thank you again for what you do each and every day.

As we prepare to reopen our Community Services again, we do so cautiously. We want to be able to expand and provide community-based services to the people living in our Group Homes and our community, but we want to continue to be safe. We will reopen, but we will do so gradually, so that hopefully by next year we will be running again at full capacity and the Pandemic will be behind us.

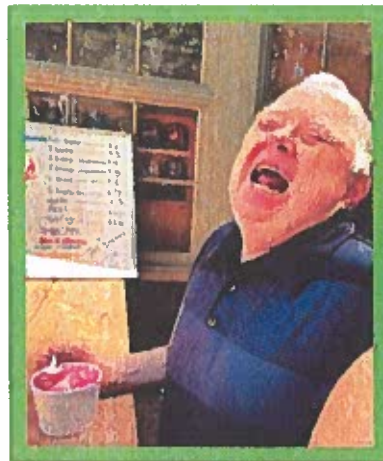
Included in this newsletter is a summary of the events and activities that have shaped the organization over the past several months. I hope you enjoy catching up on what we have been doing.

If you have any comments on the newsletter or on the Association as a whole, please contact me at david@communitylivingmattawa.org or (705) 744-3030.

Sincerely,
David Spencer, Executive Director

Consumer News

The gradual re-opening of the Province provided the people we support with opportunities to get back out into the community and they took full advantage of their opportunity. Many trips were planned to local parks, lakes and campgrounds. As well, some people even had a chance to enjoy some ice cream on a warm July day. As the pictures show, everyone was happy when the Province's lockdown came to an end.



Employee News

2021 Employee Service Awards

At the Annual General Meeting, Community Living Mattawa recognized three employees for their years of service to the agency. The employees were:



Jennifer Wall – 5 years

Currently, Jennifer is a Support Worker in the Residential Services program, specifically the Brydges Street Residence. She supports the people living in the home with developing their skills for independence and assisting them with their every day living. Jennifer brings a positive attitude to work and has a great rapport with the people with whom she works. Community Living Mattawa thanks Jennifer for her dedication and years of service.

David Spencer – 10 years

David came to Community Living Mattawa in the position of Executive Director. David works with the Management Team and the Employees of CLM to ensure that the people the agency supports are receiving the best services possible. David believes in the mission of the organization and encourages the employees to assist people to achieve their goals for independence and inclusion into the community. Community Living Mattawa thanks David for his continued dedication and years of service.



Cheryl Whalley – 20 years

Currently, Cheryl is a Case Manager in both the Supported Independent Living (SIL) and Community Services programs. Cheryl supports people who live in their own homes to maintain or increase their independence and to integrate into their community. In the Community Services, Cheryl provides workshops and 1:1 to people on various areas for life skills and personal development. Cheryl has dedicated herself to Community Living Mattawa's mission and is a strong advocate for the people she supports. Cheryl also brings a positive attitude and a smile to work everyday and has a great rapport with the people with whom she works. Community Living Mattawa thanks Cheryl for her dedication and years of service.

Board News

Community Living Mattawa's Annual General Meeting

Community Living Mattawa held its Annual General Meeting on Thursday, June 17, 2021 from 7:00 – 8:00 pm. Due to the Pandemic the meeting was held by videoconference again this year. The Annual General Meeting is an open meeting for the members of the Association and the public to hear an update on the operations of the agency throughout the past year. Monique Antoine, the Board Chair, led everyone in attendance through the agenda of the meeting. At the meeting, the annual reports from the Board Chair, the Executive Director, and the three Managers were read to the members. Each annual report provided insight into a different aspect of the organization. In addition to the annual reports, the Executive Director, David Spencer, reviewed the agency's financials from the previous fiscal year.

The Annual General Meeting is also the time when employees who have reached five-year employment milestones are recognized. There were three recipients in 2021 and they are highlighted in the Employee News section of the newsletter.

Finally, the membership elected the Board of Directors for 2021-2022.

If you would like a copy of the 2020-2021 Annual Report, please contact Janet Glabb-Petrant in the Administration Office at jglabbpetrant@communitylivingmattawa.org.

2021-2022 Board of Directors

At the Annual General Meeting the Board of Directors for 2021-2022 were elected by the membership. Community Living Mattawa's Board of Directors for 2021-2022 are as follows:

Monique Antoine
Wayne Cotgreave
Crystal Backer
Chantale Michaud
Lyndee Cicalo
Amy Leclerc
Sabrina Poullas

The members, the employees, and the people supported by Community Living Mattawa thank these dedicated people for volunteering their time to lead the agency toward achieving its Mission and Vision.

Board Member Recognitions

The Annual General Meeting also saw the departure of two dedicated and caring Board members.



Tanya Bélanger left the Board of Directors after nine (9) years, holding numerous positions including Board Chair, Treasurer and Secretary. Tanya helped Community Living Mattawa develop a strong connection to our local hospital and brought her expertise in managing people to the Board. She was a strong advocate for the agency and especially for the people Community Living Mattawa supports. Everyone at Community Living Mattawa thanks Tanya for her years of service.

Amy Morrison left the Board of Directors after seven (7) years, holding numerous positions including Treasurer and Secretary. Amy brought a wealth of financial knowledge to the Board and ensured that the agency remained financially responsible and strong. In addition, Amy was a strong advocate for the people Community Living Mattawa supports. Everyone at Community Living Mattawa thanks Amy for her years of service.



2020-2021 Audited Financial Statements

The 2020-2021 Audited Financial Statements were presented at the Annual General Meeting. The accounting firm of Kendall, Sinclair, Cowper, and Daigle LLP conducted Community Living Mattawa's audit and determined that agency's finances were presented fairly in all material respects and are in accordance with the Ministry of Children, Community and Social Services requirements. If you would like a copy of the 2020-2021 audited financial statements, please email David Spencer at david@communitylivingmattawa.org.

Membership/Donations

Membership

Community Living Mattawa held its annual membership drive leading up to its Annual General Meeting. In this year's membership drive the Association generated 40 personal memberships and 20 Corporate memberships.

Community Living Mattawa thanks all of its members. Membership shows a commitment to the Association and affirms a belief in the Vision of the organization that "all people are treated with respect, and live and participate, as valued members of the community".

All funds received from our members go towards providing activities and opportunities for the people we support.

We encourage our members to get involved with the Association through volunteering. If you are interested in learning about volunteer opportunities, please contact the Executive Director, David Spencer at david@communitylivingmattawa.org or at (705) 744-3030.

We also welcome new members at any time throughout the year, if you know a person or a business that supports the vision of the agency, please encourage them to become a member. Personal membership is \$10.00 for the year and Corporate membership is \$50.00 for the year. All membership funds received are eligible for a Charitable Income Tax Receipt through Revenue Canada. For more information on membership, please contact Janet Glabb-Petrant in the Administration Office at jglabb-petrant@communitylivingmattawa.org or at (705) 744-2979 ext. 200.

Donations

Community Living Mattawa has received several donations throughout the past year and we thank those organizations that have so graciously supported our agency.

Youth and Philanthropy Initiative Canada (Y.P.I.)

The Youth and Philanthropy Initiative Canada (Y.P.I.) is an inclusive, multi-award-winning approach to grant-making that grows compassionate communities by connecting high school students to social issues, local charities, and philanthropy at a pivotal stage in their adolescence. It is a program where youth, schools, charities, and funders work together to support social services through grants and public awareness.

YPI is offered to secondary schools, with one major enrolment requirement: it must be provided inclusively to all students across a grade level, as a marked project within any mandatory course. In teams, students learn about social issues impacting their community, choose a charity that addresses one issue to research and visit, and then share what they learned with their peers through a classroom presentation. The top presentations from the year advance to the school's YPI Final, where a youth-led panel of judges selects one team to win up to a \$5,000 grant for the charity they represented. The students are given authentic responsibility and decision-making power throughout the entire YPI process.

Community Living Mattawa received \$2,500.00 from the YPI program based on a presentation done by F.J. McElligott Secondary School student Shannon Wall. She presented information about Community Living Mattawa and designed a picture that represented her vision of community inclusion.



Caisse populaire Alliance, centre de services de Mattawa Branch

Community Living Mattawa received a \$500.00 donation from the Caisse populaire Alliance in Mattawa. The donation was dedicated to supporting community activities for the people supported by the agency.

The Caisse populaire Alliance has been a long-time supporter of Community Living Mattawa and we thank them for their continued support.



United Steelworkers Local 2020

Community Living Mattawa received a donation of \$1,000.00 from its' Union, the United Steelworkers, Local 2020. The funds were dedicated to the purchase of a new vehicle for the agency. The new vehicle provides the means for transporting the people the agency supports to various community activities. Community Living Mattawa thanks the United Steelworkers, Local 2020 for their generous donation.



New Van

Through the generosity of donations from the United Steelworkers, Local 2020 and various fundraising activities, such as the agency's past 50/50 draws and money raised at the agency's Gala event in 2019, and through funds earned through the Passport program, Community Living Mattawa was able to purchase a new 7-passenger Grand Caravan mini-van from Farquhar Chrysler in North Bay. The new van provides reliable transportation for the people supported by the agency and helps promote social and community inclusion.

Community Living Mattawa thanks everyone who contributed to the purchase of our new vehicle.



Reopening

As the Province reopens so does Community Living Mattawa. The people living in the agency's Group Homes are able to get out and access parts of the community that have been closed for the past year. The Supported Independent Living program is able to support everyone registered in the program, rather than just those requiring essential supports. Finally, the Community Outreach program, that has been closed since March 2020 is scheduled to reopen in September. All of these steps mean that the agency is gradually returning to providing its full community-based supports and working towards our mission of full community participation for everyone we support.

It is a relief to be moving in this forward direction after so many months of being shut-in. We continue to follow all of the Ministry's safety measures, but we are optimistic that by next summer we will be able to run our community events again and the people we support will be participating in a variety of community activities.

Thank you again to the employees of Community Living Mattawa for their hard work in bringing us through the pandemic safely thus far. And, thank you to the people we support who have shown resilience and patience as the agency has navigated its way through the Pandemic.

Pictures



Pictures Continued





Thank you front line wPIC COLLAGE

CLM Items for Sale

The following items are for sale at Community Living Mattawa:



← CLM Fleece Jacket. Features CLM logo, draw stings at the sides with zipper. **\$30.00/each**



→ CLM Hoodie. Soft fleece on the inside. **\$22.00/each**



← CLM Blue Long Sleeve Shirt. Features tapered sleeves. **\$22.00/each**

CLM 50th Anniversary → grey t-shirt. **\$10.00/each**



← 50th Anniversary stemless wine glass. **\$5.00/each**. Buy a set and dress up your table for special occasion.

If you are interested in purchasing any (or all) of these items, please contact the Administrative Assistant, Janet Glabb-Petrant, at jglabb-petrant@communitylivingmattawa.org or (705) 744-2979 ext. 200, for further details (including sizes).

4.9

copy to agenda

Info

From: AMO Communications <Communicate@amo.on.ca>
Sent: August 19, 2021 1:37 PM
To: Info
Subject: AMO Policy Update - MTO Regulatory Amendments, Changes to Municipal Act 2001, Rowan's Law Timing

AMO Update not displaying correctly? [View the online version](#)
Add Communicate@amo.on.ca to your safe list



August 19, 2021

AMO Policy Update – MTO Regulatory Amendments, Changes to *Municipal Act, 2001* and *Rowan's Law* Timing

Changes to *Municipal Act, 2001* to Come into Force on September 19th, 2021

Legislative changes enacted through [Bill 215, *Main Street Recovery Act, 2020*](#) are scheduled to come into force on September 19, 2021. These amendments to the *Municipal Act, 2001* and *City of Toronto Act, 2006* are intended to help support economic recovery on main streets across Ontario and help important goods continue to be delivered to businesses as efficiently as possible.

From September 19, 2021 onwards, municipal governments will not be able to regulate noise related to the delivery of goods to the following destinations:

1. retail business establishments;
2. restaurants, including cafes and bars;
3. hotels and motels; and
4. goods distribution facilities.

Municipal councils may wish to review any applicable by-laws prior to these amendments coming into force and consider whether any changes are necessary to align with the new framework.

Ministry of Transportation Announces Regulatory Amendments to the Low-Speed Vehicle Pilot Program

The Ministry of Transportation (MTO) has made regulatory amendments to encourage wider participation in the [low-speed vehicle \(LSV\) pilot program](#) launched in 2017.

As a result, effective July 30, 2021, the following four amendments have been made to the existing [low-speed vehicle \(LSV\) pilot regulations](#):

- allow LSVs to cross a controlled intersection (where there is a traffic control signal, stop sign and/or other traffic control devices (e.g., yield signs) that control traffic in all directions) with a speed limit not greater than 80 km/h;
- remove the requirement to have doors on LSVs;
- remove the limit on the number of occupants allowed in an LSV if there are the required number of seating positions; and,
- lower the insurance requirements for LSVs to align more closely with those of a passenger car to a minimum of \$1 million in third-party liability insurance, and accident benefits coverage of \$65,000 for non-catastrophic injuries and \$1 million for catastrophic injuries.

Municipalities must pass by-laws to allow the use of LSVs on municipal roads. The MTO has developed [a best practices document](#) to support municipalities in developing the LSV pilot in a safe environment.

Rowan's Law Section 4 Proclamation Postponed

In recognition of the continued impact of the COVID-19 pandemic on the sport and recreation sectors, the provincial government is once again postponing the effective date of Phase 2 of *Rowan's Law* from July 1, 2021, to January 1, 2022. This deferral will give sport organizations, as well as municipalities, post-secondary institutions, community centres and private sport clubs or sport entities, additional time to establish and implement Removal-from-Sport and Return-to-Sport protocols for their athletes.

Only the effective date of Phase 2 implementation is being changed, all requirements related to the protocols in the legislation and regulation will remain the same. Any work already completed by your organization will assist in meeting obligations under *Rowan's Law* by January 1, 2022, and sport organizations are welcome to implement the protocols in advance on a voluntary basis.

Resources to assist organizations are available at www.ontario.ca/concussions where you can also find a sample protocol template. Additional questions can be directed to Sport@Ontario.ca.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

August 17, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, July 13, 2021 enacted the following resolution:

No. C-208-21

Whereas the current joint and several liability regime as set out in the Negligence Act financially impacts all municipalities across the province whether or not a claim occurred within a municipality's borders.

Whereas municipalities are often added to claims as they are seen as having significant resources with the backing of taxpayers.

Whereas insurance companies ultimately recover their losses by way of, among other things, increased annual premiums from their insureds.

Whereas the Municipality's total annual cost of all insurance premiums has grown by \$148,869.28 over the last 5 years which equals a percentage increase of approximately 23%. Liability insurance premiums account for \$64,638.68 of this amount, an approximate 16% increase when comparing premiums from 2017 to 2021.

Whereas higher insurance costs diverts property tax dollars from delivering public services to the Municipality's residents.

Be it resolved that Council supports the recommendations proposed by the Association of Municipalities of Ontario ("AMO") to address joint and several liability reform and rising insurance costs more generally, which recommendations include:

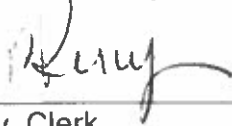
1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations, and whether a 1-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.

4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non-profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims, and deductible limit changes which support its, and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

Be it further resolved that Council direct Administration to forward a copy of this resolution to the Premier of the Province of Ontario and AMO

Carried

Dated today, the 17th day of August, 2021.



Brenda Percy, Clerk
The Corporation of the Municipality of Leamington

cc: Hon. Doug Ford, Premier of Ontario
Association of Municipalities of Ontario



City of North Bay
 200 McIntyre St. East
 North Bay, Ontario
 Canada P1B 8V6
 Tel: (705) 474-0400

Accounts Receivable x2206
 HST Reg. #: 12174 5962 RT0001

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 out to ~~the~~ payables

INVOICE

To: TOWN OF MATTAWA
 ATTN: ACCOUNTS PAYABLE
 BOX 390, 160 WATER STREET
 MATTAWA, ON P0H 1V0

Invoice No: 126250

Date: 6/02/21

4.11

Customer No: 794/11570

Customer Type: AG - AGREEMENTS

Quantity	Description	Unit Price	Extended Price
1.00	PROVINCIAL OFFENCES ACT ***	2,815.83	2,815.83
	2020 DISTRIBUTION OF NET SHARED COSTS		

TOTAL DUE: \$2,815.83

TOTAL: \$2,815.83

Past due accounts are subject to monthly interest @1.25%
Please detach and send this copy with remittance

DATE: 6/02/21

DUE DATE: 7/02/21

REMIT AND MAKE CHEQUE PAYABLE TO:

CITY OF NORTH BAY
 C/O ACCOUNTS RECEIVABLE x2206
 200 MCINTYRE STREET EAST
 North Bay ON P1B 8V6 705 474-0400

INVOICE NO: 126250
 CUSTOMER NAME: TOWN OF MATTAWA
 CUSTOMER NO: 794/11570
 CUSTOMER TYPE: AG - AGREEMENTS
 AMOUNT: \$2,815.83

TERMS: NET 30 DAYS



The Corporation of the
City of North Bay

200 McIntyre St. East
P.O. Box 360
North Bay, Ontario
Canada P1B 8H8
Tel: 705-474-0400

OFFICE OF THE CITY SOLICITOR
CORPORATE SERVICES DIVISION
Direct Line: (705) 474-0626, Ext. 2511
Fax Line: (705) 495-8610
E-mail: peter.leckie@cityofnorthbay.ca

September 1, 2021

TO ALL MUNICIPAL PARTNERS:

The District of Nipissing Municipal Partners, being

The Corporation of the Township of Bonfield
The Corporation of the Township of Calvin
The Corporation of the Township of Chisholm
The Corporation of the Township of East Ferris
The Corporation of the Town of Mattawa
The Corporation of the Township of Mattawan
The Corporation of the Township of Papineau-Cameron
The Corporation of the Municipality of West Nipissing

Attention: Peter Johnston
Attention: Cindy Pigeau
Attention: Jenny Leblond
Attention: Jason Trottier
Attention: Francine Desormeau
Attention: Joanne Montreuil
Attention: Jason McMartin
Attention: Jay Barbeau

The District of Parry Sound Municipal Partners, being

The Municipality of Powassan
The Corporation of the Township of Nipissing
The Municipality of Callander

Attention: Maureen Lang
Attention: Kris Croskery-Hodgins
Attention: Ashley Bilodeau

The District of Sudbury Municipal Partners, being

The Corporation of the Municipality of French River
The Corporation of the Municipality of Markstay-Warren
The Corporation of the Municipality of St.-Charles

Attention: Marc Gagnon
Attention: Rheal Forgette
Attention: Denis Turcot

Nipissing Band No. 10

Attention: Brendan Houston

Dear Sir/Madam:

**Re: PROVINCIAL OFFENCES ACT
INTERMUNICIPAL SERVICE AGREEMENT**

Since March, 2020 the COVID-19 pandemic has resulted in tremendous disruption to the normal operations of the Provincial Offences Act court services, including the adjournment and rescheduling of matters and the suspension and extension of timelines established by any statute, regulation, rule or by-law. As of the time of the Municipal Partner's meeting held on November 13, 2020, all in person matters had been adjourned at least six different times. Normal court operations remain disrupted at this time.

As discussed at the Municipal Partners meeting, the group for the first time is facing a deficit. It was decided at that time that members would be invoiced for their share of the deficit amount. Please find enclosed your respective invoice.

While the pandemic continues, the news while a bit brighter, is not great. I am advised that in comparison to the end of July we were showing a deficit of \$60,507.00 as compared to \$191,587.00 in 2020. Part 1 tickets as of the end of July are at 3,108 as compared to 3,596 last year.

As of July 31, 2021 there were still 543 trials to be booked plus the new ones that come in on a daily basis. As for Part 3's, August 20th and August 27th were dedicated to either set dates for trial in absentia or have the defendants re-summoned if need be. Those are matters where the individuals have not made any efforts to call in for their first appearances which would have been scheduled as of March 16, 2020 when the pandemic started. There were 178 lines on the August 20th docket and 228 on the 27th of August, in addition there was also current ones added as they came in.

The Prosecutor's work has continued unchanged except for finalization in court either through trial or guilty plea. The Prosecutor handles a large volume of cases, screens files, identifies outstanding disclosure and evidentiary issues and problems, takes positions on resolution and generally ensures that the file is ready for court. The Prosecutor continues to respond to agents and defendants who ask to discuss resolution, and continues to resolve matters that are resolvable. Above and beyond that, the Prosecutor continues to reach out to agents who have not asked to discuss resolution, where a file is resolvable from her perspective, to help prevent any unnecessary backlog. In short, the ongoing work of the Prosecutor and her staff continues behind the scenes.

Similarly, the work of the Provincial Offences Administration Centre continues as is required. That office has also reached out to defendants who have been charged since March 16, 2020, inviting them to request disclosure in order to discuss potential resolution of their matters.

Where and when possible, Provincial Offences Administration Staff have been redeployed to offset the effect of the deficit.

We will continue to keep you informed of any major developments.

Yours truly,


PETER E.G. LECKIE
CITY SOLICITOR

PEGI./ct
Encl.

Copy to: David Euler
Margaret Karpenko

W:\SOLICITRMS\A09\2021\Distribution Request Ltr - Sept 1 2021.doc

4.12

Amy Leclerc

From: Renee Paquette
Sent: September 10, 2021 12:07 PM
To: Amy Leclerc; Francine Desormeau
Subject: Activity Report - Renee
Attachments: received_1479655672385968.jpeg; received_173044941322848.jpeg; PXL_20210702_005344365.jpg; Activity Report Sept 13 2021.docx

Good afternoon,
Please find below an item for CORRESPONDENCE and my activity report.



Recreation and Facilities Services Manager
Corporation Town of Mattawa
450 Hurdman Street
Mattawa, ON P0H 1V0
1-705-744-2311
renee.paquette@mattawa.ca
www.mattawa.ca



From: Catherine Taylor <catetay@hotmail.com>
Sent: September 8, 2021 10:56 AM
To: Renee Paquette <Renee.Paquette@mattawa.ca>
Subject: Mattawa Hoodies

Hi Renee!

I'd love to sell my Mattawa hoodies at the Information Center so tourists coming to our beloved town have something cozy to take home with them.

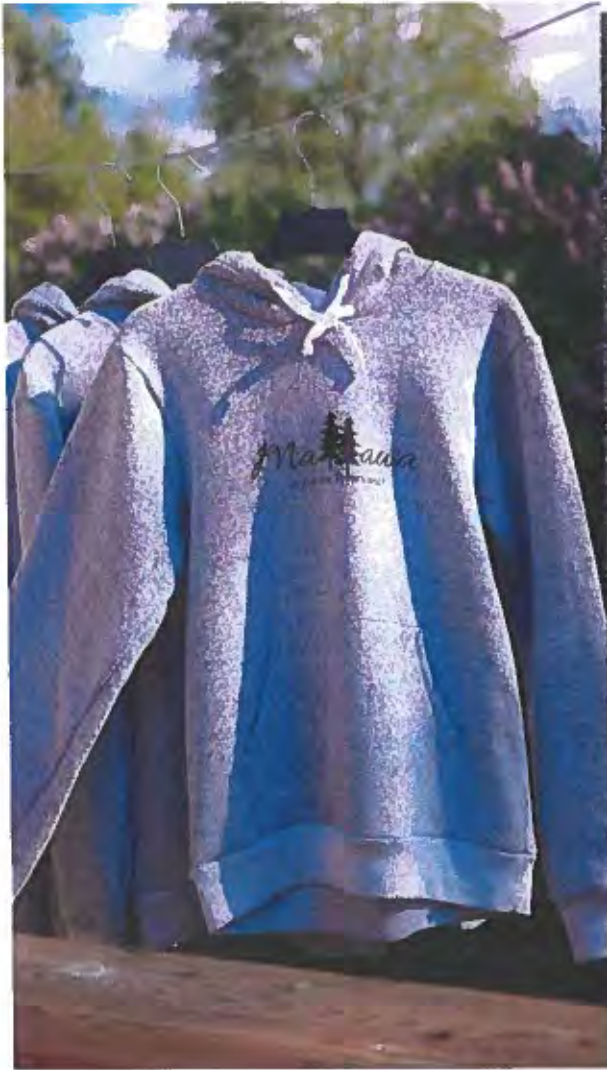
I sell them for \$79 each so I would sell them to you at \$69 each so you could make \$10 from each hoodie. They are presently being sold at Foodland but I feel there is a market being missed that could be accessed at the Info Centre.

Here's a few pics.

Thank-you!

Catherine Taylor

Get [Outlook for Android](#)



Francine Desormeau

Copy to agenda

From: David Butler <DavidTButler@outlook.com>
Sent: September 7, 2021 3:41 PM
To: Francine Desormeau
Cc: john@descongroup.com; Keith Harriman
Subject: CMHC Rapid Housing Round 2
Attachments: Presentation Deck to CMHC RHI-2 August 2021.pdf

4.13

AS discussed here's the CMHC application on behalf of the Town of Mattawa

David T Butler, CPA CMA

Financial Consultant

501-545 St. Laurent Blvd., Ottawa, Ontario, K1K 4H9
(705) 372-8410, davidtbutler@outlook.com

Community Affordable Housing Initiative Proposal

**Presentation
To
The DNSSAB
For the CMHC RHI-2
August 2021**

Presented by:

- **Francine Desormeaux – CAO, The Town of Mattawa**
- **Gary Thibert – Chair, The Committee for Affordable Housing, Mattawa**
- **Keith Harriman – Planning & Housing Consultant, (705) 498-9838**
- **David Butler – Financial Consultant, (705) 372-8410**
- **John Demeis – Construction Project Manager, (705) 472-8749**

Executive Summary

Background

In 2008 the District of Nipissing Social Services Area Board identified the need to address the shortage of housing and produced an early version of a Housing and Homeless plan and has subsequently provided several updates since then with the same **alarming outcomes**.

With the aging population, the demand for appropriate affordable housing has outgrown the supply. The Town of Mattawa like all northern communities is experiencing a dramatic shortage of appropriate affordable housing for seniors, women, native and other risk categories. **In fact, close to non-availability.**

In early 2021, The **Town of Mattawa** was poised to repurpose the former Algonquin Nursing Home located in Mattawa to an independent housing facility for at-risk adults in the community facility.

The affordable housing initiative would provide 30 brand new suites for the at-risk population needing a place to live in the community.

The project was “shovel ready” early in 2021 and met the criteria for the Rapid Housing Initiative (RHI) Phase 1 - funding with CMHC.

Unfortunately, the project was not approved by CMHC, and the municipality decided to start the construction on its own utilizing conventional financing.

As it turns out that the 30 housing units currently being built will only scratch the surface of the community housing needs, therefore a **second phase** is scheduled to begin in 2022 for an additional 20 housing units on the same property.

For the Second Phase, The Town will require financial help in the form of Capital Dollars.

This dossier represents the Town’s request to be included in the Rapid Housing Initiative – 2 for assistance with funding the phase two of the project.

Mattawa Project Details

The Mattawa Housing Committee and Council subsequently engaged the services of Descon Construction, consultants Dave Butler and Keith Harriman, (referred to as the Descon Team) to assist them get the initial 30-unit conversion project off the ground. (Their Bios are included in this dossier).

Essentially, the Descon Team has been developing and executed on this project, with completion by the end of 2021.

However, The Team has determined that there are 30 new units with a waiting list of over 150 individuals desperately needing housing and shelter.

The Town of Mattawa has decided to build with new construction an additional 20 units on the same property as a Phase Two.

The Descon Team has provided the Town with another Fix-Price, Turn-Key proposal to build a 20-suite complex with a mixture of 1- and 2-bedroom suites.

The estimated all-In Capital Cost would be **\$5,100,000.00** for the Phase Two.

The Consultants have prepared an estimated financial feasibility statement to include the phase two addition. They have determined that the project would be sustainable & Viable into the future, (see attached 5-year project statement).

Mattawa Project Phase Two Time Lines

Estimated project timelines are as follows;

- Finalizing Capital Funding with CMHC, by Nov 2021,
- Design, Permitting, Financing, Organizing Community Response, Jan to March 2022,
- Property is zoned Multi Residential and is appropriate for this development.
- Construction should Start in early 2022 and be completed about Oct/Nov 2022,
- Occupancy December 2022.

** (time frames above are based on no unforeseen delays with Corona Virus.)

Financial Operating & Capital

The Estimated Capital required to complete Phase II in the Town of Mattawa is **\$5,100,000.00**, plus, any applicable HST.

The HST will be invoiced as an extra, however the Non-Profit/Town will be able to recover these amounts from CRA throughout the construction process.

The Town of Mattawa will continue to debt service the mortgage for Phase I, which they acquired from their local bank (Caisse Populaire).

Financial Performance

Provided in this dossier is a draft **Estimated Consolidated Financial Performance Statement** for a 5-year period. This statement reflects the results of constructing a Phase II of 20 units and the forgivable capital provided by CMHC.

The rental rates proposed for the 20 units provided by the CMHC are starting at **\$498 + a surcharge for flat rate utilities of \$100 per month**.

Risk Mitigation Program

The Descon Team has structured the proposed project to include many inherent items and methods that will reduce and manage the risk for the stakeholders.

- **Fixed Price Contract** – There will never be overruns or change orders to increase the price,
- **Turn-Key Project** – The Descon Team will execute and pay for all project activities,
- **Performance Bonding** – Descon can provide a performance bonding facility if required,
- **Third Party Verifications** - Project Appraisals and Pricing verifications are available,
- **Assignment of Rents** – as safety & security measure for stakeholders the Non-Profit will undertake to provide assignment of rents and revenue,
- **Annual Audit** – Operational and Financial Activity will be audited annually,
- **Governance Control** – Stakeholders such as the Township may appoint its own directors,
- **Pre-Rentals**, Waiting List will be quantified and verified be for execution,
- **Operating Agreement** – Oversight agreement for the town will be in place,
- **Fund Raising** - to off-set costs & build reserves, (possible joint with Mattawa),
- **Third Party Governance** – Year 1 will have guidance from a third party,
- **Investment into Land** – Proponents are serious about project and have invested in the land/building, and started Phase I.
- **Financial Oversight by the Township** – members of town council will be board members,
- **Excessive Financial Reserves** – project allows for emergencies and down-turn in economy.

Proponent Profile

Housing Proponent Profile

Essentially, the Town of Mattawa will be the beneficial owner and operator of the housing facility cover by the proposal.

The Mattawa Housing Committee is led by 3 municipal counselors and 3 community members at large.

Builder Company Profile

The Descon Group of companies were founded in 1987 in North Bay Ontario, initially operating as Descon Development Corp, a design-build property development company, then later expanding into real estate asset management with its sister company Descon Management Group.

The Descon Group of companies has been dedicated to excellence in property development, management and construction and has earned its reputation for excellence based on sound fiscal management, leading best practices, client-focused service delivery and a commitment to developing construction projects on time and on budget.

Services

Descon Construction Ltd provides construction services for the Industrial, Commercial, Institutional and Residential sectors. We are experts in providing high level services from general contracting and project management for ready-designed projects, to providing design-build services for development projects requiring higher level customization to meet sector specific needs and tailored project design to meet challenging budget requirements. We further pride ourselves on assisting clients in identifying potential project risk as well as cost savings in the design process in an effort to help our clients meet their project goals.

Descon Personnel

Team means everything in the construction process and the most successful teams are skilled professionals working with the latest management and construction software and trained/skilled staff with the experience of seasoned veterans at the helm. The Descon team typically employs anywhere between 15 to 60 personnel all of which pride themselves with above average safety ratings and leading techniques. Our management team includes the following skilled individuals:

John Demeis - President and General Manager:

John's experience spans 25 years of developing projects for private investors including re-developing several hundred thousand square feet of office space, performing an 11 Million dollar design-build for a 46 unit waterfront condominium complex, and performing numerous conversions of older buildings for multi-residential and institutional purposes.

Addition Team Consultants

Following this section are the bios of David Butler and Keith Harriman, who are engaged through Descon Construction as Planning and Financial Consultants on the project.

Proponent Specific Experiences

As outlined in the dossier, the Descon Team has, collectively over 50 years of related experience appropriate for this project.

In fact, the proponents are industry leaders in assisting Municipalities, DSSAB's and Non-Profits to realize new housing project in their communities.

The Consultants, Keith Harriman and David Butler collaborating with Descon Construction have advised many northern communities with the implementation of affordable seniors housing.

In addition, Harriman & Butler have overseen the entire projects by orchestrating a turn-key project approach: before, during and after the construction.

Specific Project Reference

- **Parry Sound Affordable Housing Corporation** **Project Value:** **\$9,450,000**
School Conversion to 45-units, plus community hub,
Howard Wesley – General Manager of Non-Profit, (705) 746-6042
- **Municipality of Burks Falls Housing Complex** **Project Value:** **\$6,900,000**
School Conversion to 30-units, Affordable Housing,
Nicky Kunkel - Clerk Treasurer, (705) 382-3138
- **Cochrane DSSAB Cadence Centre** **Project Value:** **\$9,250,000**
New Build, 32-unit Supportive Living Centre for Seniors
Contact Lee-Ann St Jacques – Area Manager, (705) 268-7722
- **Sundridge Affordable Housing Complex** **Project Value:** **\$10,950,000**
New Build, 50-unit Affordable Seniors Housing
Mayor of Sundridge & GM of the Non-Profit, Lyle Hall (705) 440-8686
- **New Liskeard-Haileybury Housing Complex** **Project Value:** **\$16,450,000**
New Build, 60-unit Affordable Seniors Housing
Jan Edwards – GM of Non-Profit, (705) 672-2557
- **Marathon Seniors Housing Center** **Project Value:** **\$10,350,000**
New Build, 38-units, Transitional Housing
Daryl Skworchinski, COA/Clerk (807) 229-1340
- **Mattawa Seniors Housing Center** **Project Value:** **\$5,492,000**
Conversion, 30-units, Seniors Housing
Francine Desormeau, COA/Clerk (905) 744-5611

Mattawa Affordable Housing Initiative

Estimated Consolidated Performance Statement - Revised August 2021

Statement Assumptions - On a Cash Basis

CMHC Capital Funding

Number of Utilized Suites & Sizes

Units in Phase 2 - Affordable by CMHC
 Studio Units - Affordable
 One Bedroom Units - Affordable
 One Bedroom Units + Den - Affordable
 Two Bedroom Units - Affordable

	Interest Only Payments			Full Mortgage	
	Year 1 Financial Year	Year 2 Financial Year	Year 3 Financial Year	Year 4 Financial Year	Year 5 Financial Year
	20	20	20	20	20
	4	4	4	4	4
	19	19	19	19	19
	4	4	4	4	4
	3	3	3	3	3
Totals	50	30	30	30	30

Rental Rates, (Monthly) Increased by 1.8%

Units in Phase 2 - Affordable by CMHC
 Studio Units - Affordable
 One Bedroom Units - Affordable
 One Bedroom Units + Den - Affordable
 Two Bedroom Units - Affordable
 Rates includes Utilities

Rate Assumption	Utility Recovery
Rates Shown are at 498	100
80% of the 498	100
Nipissing Av 651	110
Market Rates 701	120
Average 806	140
	114

Starting Rents	Subsequent Years				
	Year 1	Year 2	Year 3	Year 4	Year 5
598	609	620	631	642	
598	609	620	631	642	
761	775	789	803	817	
821	836	851	866	882	
946	963	980	998	1,016	
	100%	100%	100%	100%	100%

Assumed Occupancy Rate

Estimated Income and Expenses

Revenue

Units in Phase 2 - Affordable by CMHC
 Studio Units - Market Affordable
 One Bedroom Units - Market Affordable
 One Bedroom Units + Den - Market Affordable
 Two Bedroom Units - Market Affordable
 Laundry Space (coin operation) number of suites x \$35 / mth x 12
 Community / Common Spaces

	Yearly Totals				
	143,620	146,103	148,733	151,410	154,136
	28,704	29,221	29,747	30,282	30,827
	173,508	178,831	179,811	183,047	186,342
	39,408	40,117	40,839	41,575	42,323
	34,056	34,669	35,283	35,928	36,575
	21,000	12,800	12,800	12,600	12,600
	2,000	2,000	2,000	2,000	2,000
Total Revenue	442,196	441,342	449,023	456,842	464,803

Expenses - Variable

Vacancy Allowance - 3% of Revenue, any unused portion will go to reserve
 Year 1 Absorption Rate 12% - (ramping up occupancy)
 Life-Cycle Reserve Allocation 4% of Revenue

	-	13,240	13,471	13,705	13,944
	53,064	-	-	-	-
	15,477	15,447	15,716	15,989	16,268
Total Variable	68,540	28,687	29,186	29,694	30,212
Average % of Revenue	16%	7%	7%	7%	7%

Expenses - Fixed (increased by 2% every year)

Full Scope Property Management & NP Bookkeeping @ 6% of revenue
 Liability and Property Insurance
 Maintenance - Life & Safety System Inspection
 Maintenance - Common Areas Cleaning
 Maintenance - Window Cleaning & HVAC Filter Changes
 Maintenance - Snow Removal & Grass Cutting
 Utilities - Estimated Cost for Suites Heat & Hydro (av. of \$55 / suite / month)
 Utilities - Estimated Cost for common areas Heat & Hydro (@ 20% of suite cost)
 Utilities - Estimated Water & Sewer, (based on previous av. charges \$30/mth/suite)
 Utilities - Garbage Collection - (included with taxes, figure is for miscellaneous)
 Miscellaneous Legal & Accounting
 Municipal Tax Estimate, (taxes not normally levied on Municipally owned properties)
 (inserted for evaluation purposes)

	26,532	26,480	26,941	27,411	27,888
	11,000	11,198	11,400	11,605	11,814
	1,500	1,527	1,554	1,582	1,611
	5,200	5,294	5,389	5,486	5,585
	2,000	2,036	2,073	2,110	2,148
	5,800	5,904	6,011	6,119	6,229
	33,000	33,594	34,199	34,814	35,441
	6,600	6,719	6,840	6,963	7,088
	18,000	18,324	18,654	18,990	19,331
	1,500	1,527	1,554	1,582	1,611
	3,500	2,500	2,500	2,500	2,500
	-	-	-	-	-
Total Fixed	114,632	116,103	117,114	119,162	121,246
Average % of Revenue	26%	26%	26%	26%	26%
Total All Expenses	183,172	143,790	148,301	148,856	151,458
Average % of Revenue	41%	33%	33%	33%	33%

Operating Surplus / (Deficit) (after reserve fund)

	259,024	297,551	302,722	307,986	313,345
Average % of Revenue	59%	67%	67%	67%	67%

Debt Servicing & Capital

Phase 1, Fix-Price Capital Project Cost (includes land, construction soft, hard costs & allowances)

Contribution by Municipality - Purchase of the Land

Estimated Project Capital Amount to be Financed by conventional bank

Debt Servicing

Mortgage Interest Payment Only @ 2.95% on capital draw

Mortgage Principle Payment after 3 years, (full payment @2.09% over 35 years)

Total Payment of Mortgage

Phase 2, Estimated Fix-Price Capital Project Cost (construction soft, hard costs & allowances)

Contribution of Funds by CMHC

There will be no debt servicing for the Capital provided by CMHC

	5,742,000	5,742,000	5,742,000	5,742,000	5,742,000
	(250,000)	-	-	-	-
	5,492,000	-	-	-	-
	5,492,000	5,492,000	5,492,000	5,492,000	5,492,000
	162,014	162,014	162,014	162,014	162,014
	-	-	-	40,378	40,378
Total Payment of Mortgage	162,014	162,014	162,014	202,392	202,392
	5,100,000	-	-	-	-
	5,100,000	-	-	-	-
	-	-	-	-	-
	112,487	150,984	156,424	121,584	127,221
Annual Reserve for Life-Cycle Costs after Debt Servicing and Operating Expenses					
Annual Net Surplus as Percentage of Revenue	26%	34%	35%	27%	27%
Accumulated Reserve for Life-Cycle Costs after Debt Servicing and Operating Expenses	112,487	263,471	419,895	541,478	668,699

Disclaimer the figures provided herein are hypothetical and only estimates based on available data and Owner information
 The Owner shall satisfy itself and perform its own due diligence to ensure consistent for their specific circumstances including specific locality and building

David Butler – Financial & Housing Consultant



Mr. David Butler

David Butler is an independent Financial Consultant. During the past 10 years, he has worked alongside a few prominent General Contractors in Northern Ontario to implement many Affordable Housing Complexes across the Region.

David is a Cost Accountant by trade, and has provided the creative financial and funding solutions for many housing initiatives in Northern Ontario.

In addition, he has developed the Fix-Price, Turnkey approach to housing projects, which allows many new non-profit organizations to realize their vision of Affordable Housing.

Education and Achievements

- Business Marketing Strategies – Algonquin College, Ottawa
- Organizational Governance Theories & Practices – Algonquin College, Ottawa
- Accounting and Auditing Principles – Algonquin College, Ottawa
- Registered Industrial Accountant Designation, (RIA) – University of Toronto
- Certified Management Accountant – University of Toronto
- Electronic Technology Diploma – Humber College, Toronto
- Advanced Computer Training in Manufacturing, Humber College, Toronto
- Enhanced Electronic Audit Processes in Manufacturing, Humber College, Toronto
- Automotive Robotic Technology, Humber College, Toronto
- Commercial Staffing & Human Resource Training – Sheridan College, Mississauga
- Commerce and Economics – Sheridan College, Mississauga
- Urban Planning and Marketing – Sheridan College, Mississauga
- Business Administration, Government – Sheridan College, Mississauga

Affordable Housing Initiatives

- Cochrane Supportive Living Center
- Town of Powassan Housing Complex
- Ontario Aboriginal Housing Complex
- Haileybury Veterans Senior Housing
- Marathon Supportive Housing Authority
- Parry Sound Non-Profit Housing Corp
- TTN First Nations, Cochrane, Ontario
- Village of Burks' Falls Seniors Affordable

Business References

- Island View Lodge, Haileybury, Ontario - Jan Edwards – Manager, (705) 672-2557
- Parry Sound Affordable Housing Corporation - Howard Wesley – Manager, (705) 746-6042
- Municipality of Burks Falls - Nicky Kunkel - Clerk Treasurer, (705) 382-3138
- Cochrane DSSAB – Lee-Ann St Jacques – Area Manager, (705) 268-7722
- Sundridge Affordable Housing Complex – Mayor & GM, (705) 440-8686

Contact Data

- 501-545 St. Laurent Blvd., Ottawa, Ontario, K1K 4H9 – (705) 372-8410, davidbutler@outlook.com

Harriman & Associates – Planning & Housing Consultants



Mr. Keith Harriman

Harriman & Associates is a planning and development firm located in Georgetown, Ontario that specializes in implementing Community Affordable Housing Initiatives.

The Founder, Keith Harriman retired from the City of North Bay in 2000 where he was a highly effective Municipal Planner for over 30 years.

Keith's firm has played an integral part in many prominent and successful housing initiatives throughout Ontario.

Education and Achievements

- Civil Engineering Diploma, Cambrian College, Sault Ste. Marie, Ontario,
- Bachelor of Arts & Urban Geography, Laurentian University, Sudbury, Ontario,
- Certified Senior Engineering Technician, Ont. Association of Certified Engineering Technicians.
- Municipal Law Certificate Association of Municipal Clerks and Treasurers of Ontario.
- Project Management Certificate, York University,
- Certified of Business Retention + Expansion Consultant, issued by the Province of Ontario.

Affordable Housing Initiatives

- Greater Sudbury Housing Corporation
- Sudbury Arts Council, Sudbury Ontario
- New Liskeard Non Profit Housing
- Parry Sound Non-Profit Housing
- Haileybury Veterans Senior Housing
- Municipality of Cobalt, Ontario
- Deem Management Ltd., Prescott, Ontario
- Antoine First Nation, Mattawa, Ontario
- Municipality of Marathon.
- Temagami First Nation, Temagami, Ontario
- Municipality of Powassan, Ontario
- Municipality of Burks' Falls

Business References

- Zone K1& Area Veterans Home Corp, Haileybury, Ontario - Jan Edwards – Manager, (705) 672-2557
- Parry Sound Affordable Housing Corporation - Howard Wesley – Manager, (705) 746-6042
- Municipality of Burks Falls - Nicky Kunkel - Clerk Treasurer, (705) 382-3138

Contact Data

Harriman & Associates

14494 Danby Road, Georgetown, Ontario
(705) 498-9838

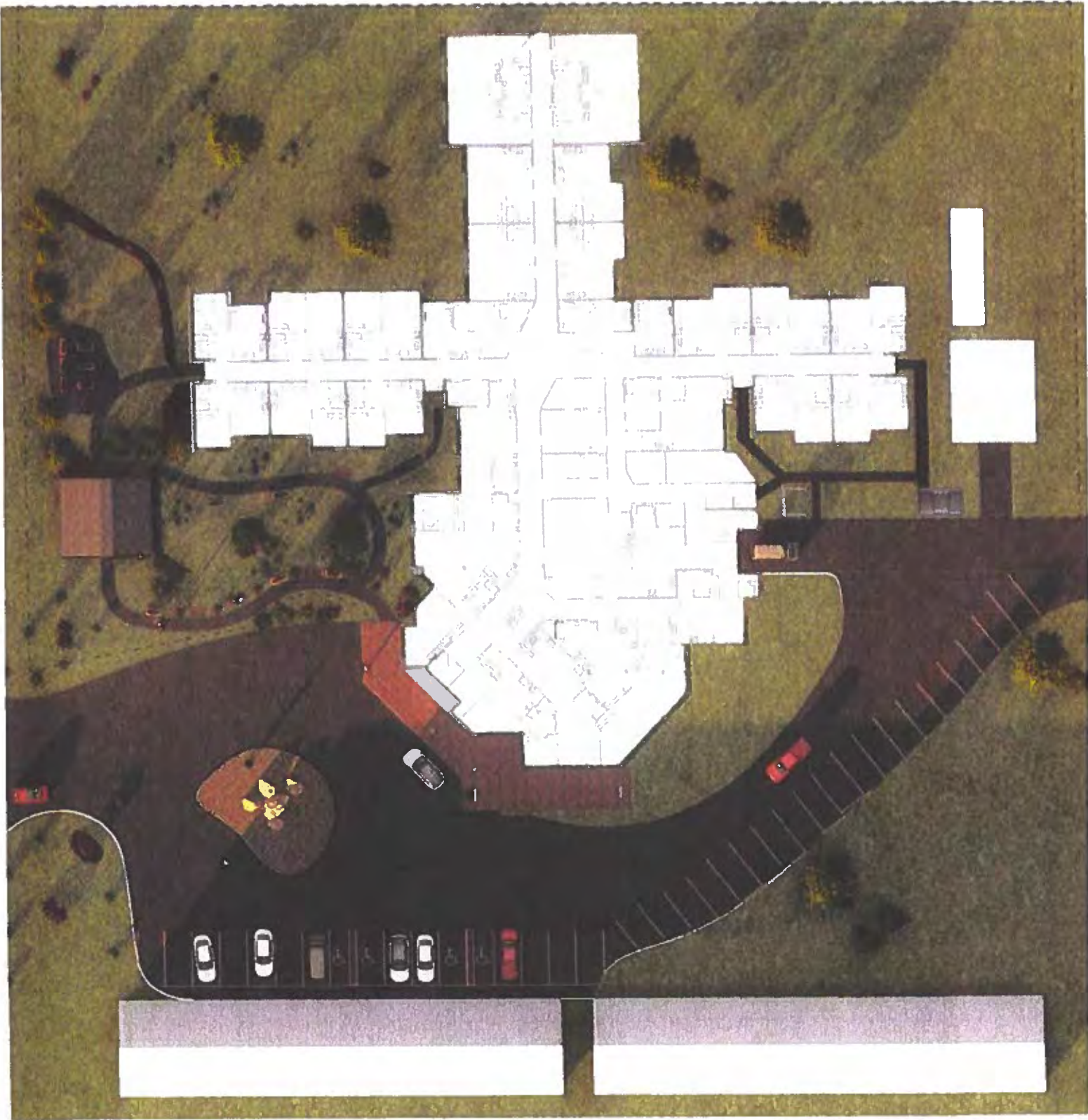
keith.harriman@harrimanplanning.com

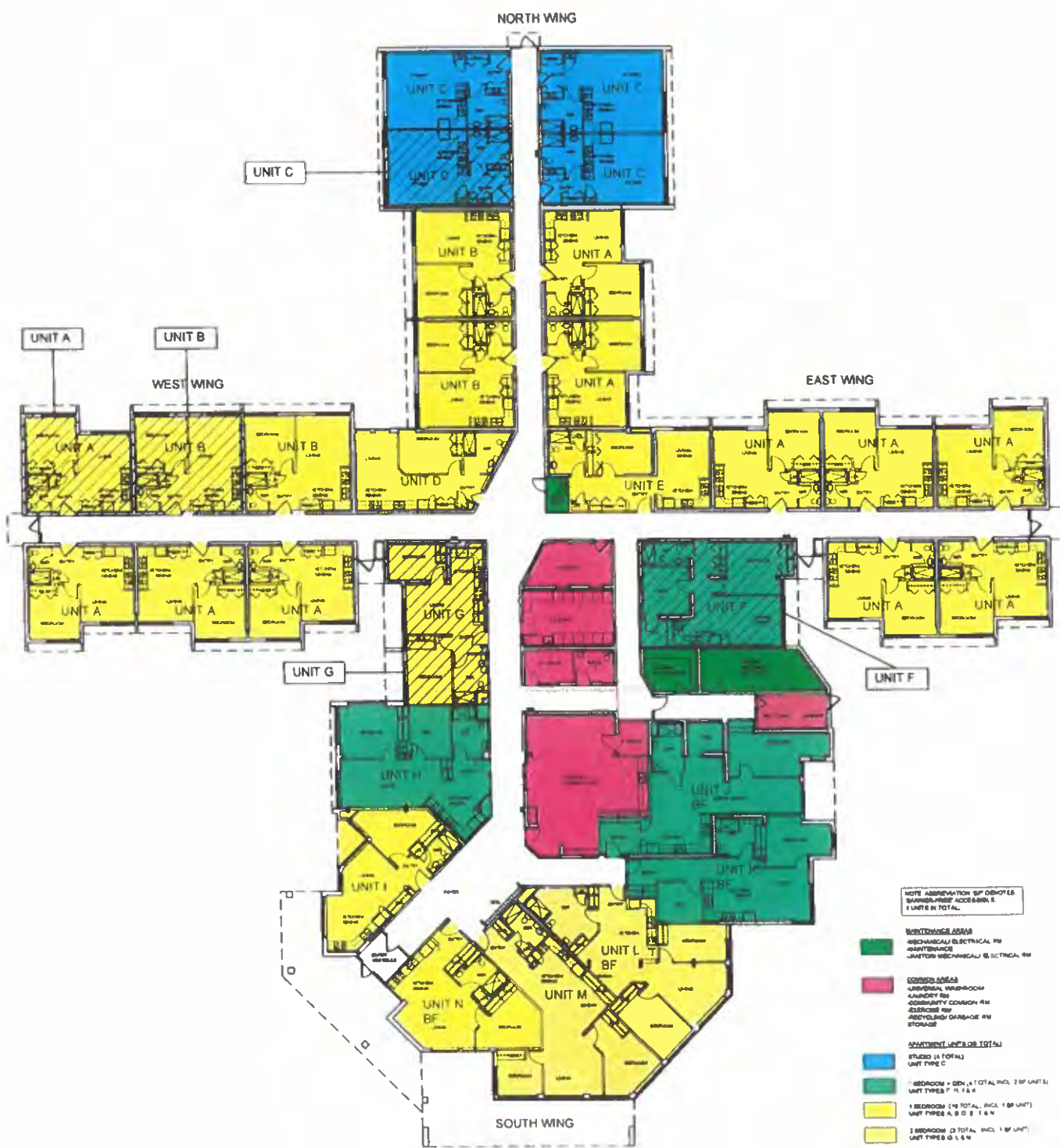
www.harrimanplanning.com

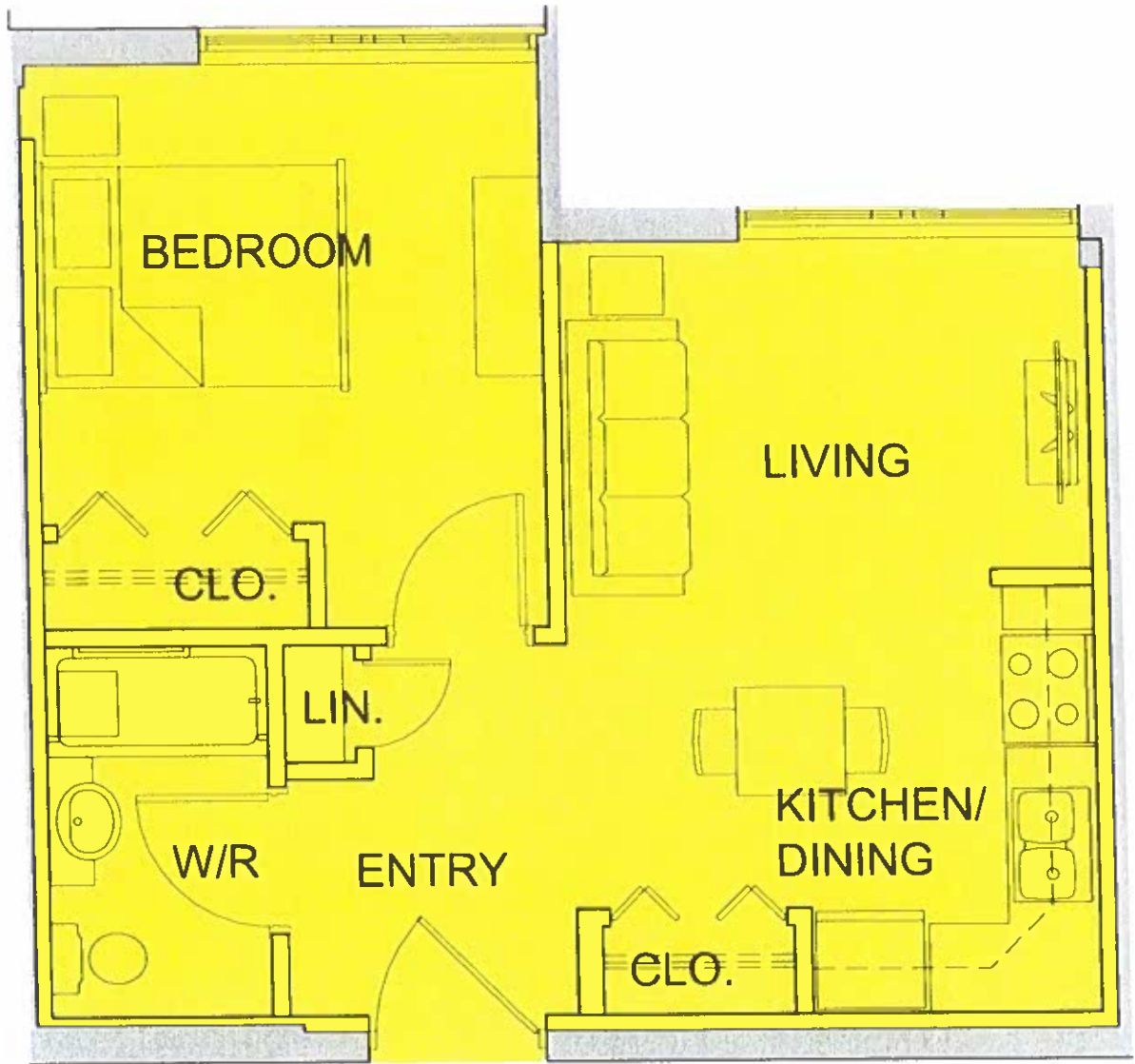


CRITCHLEY HILL
ARCHITECTURE

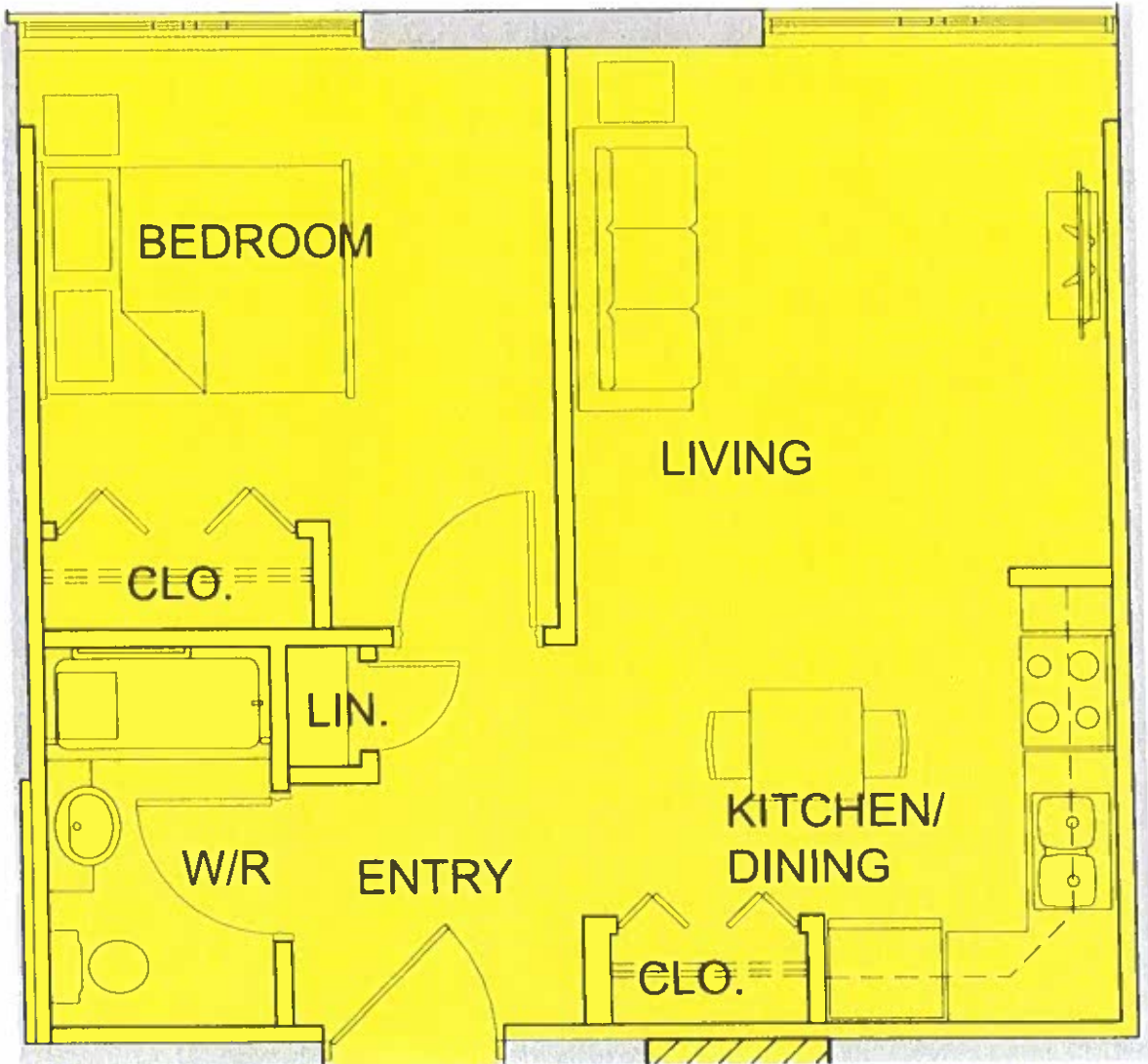




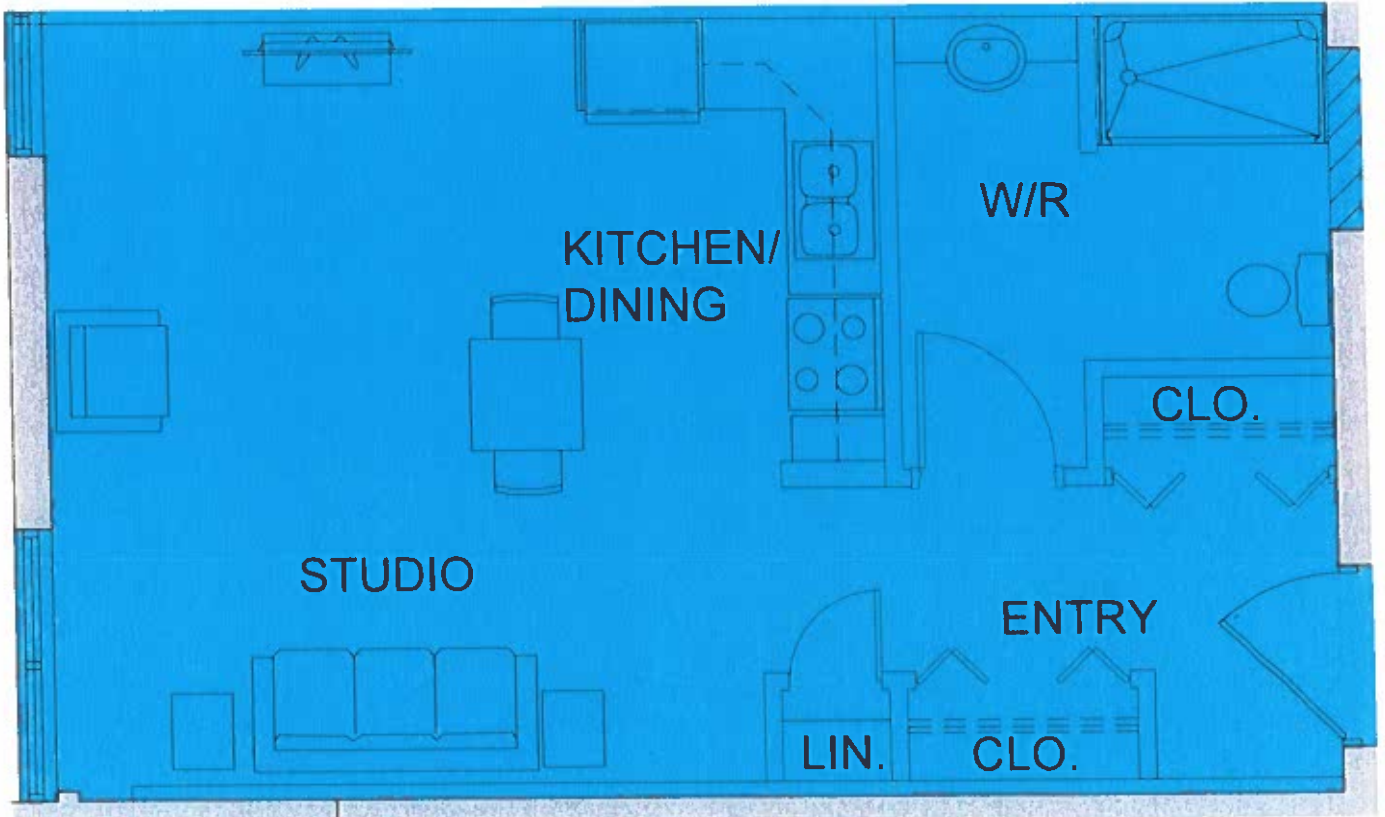




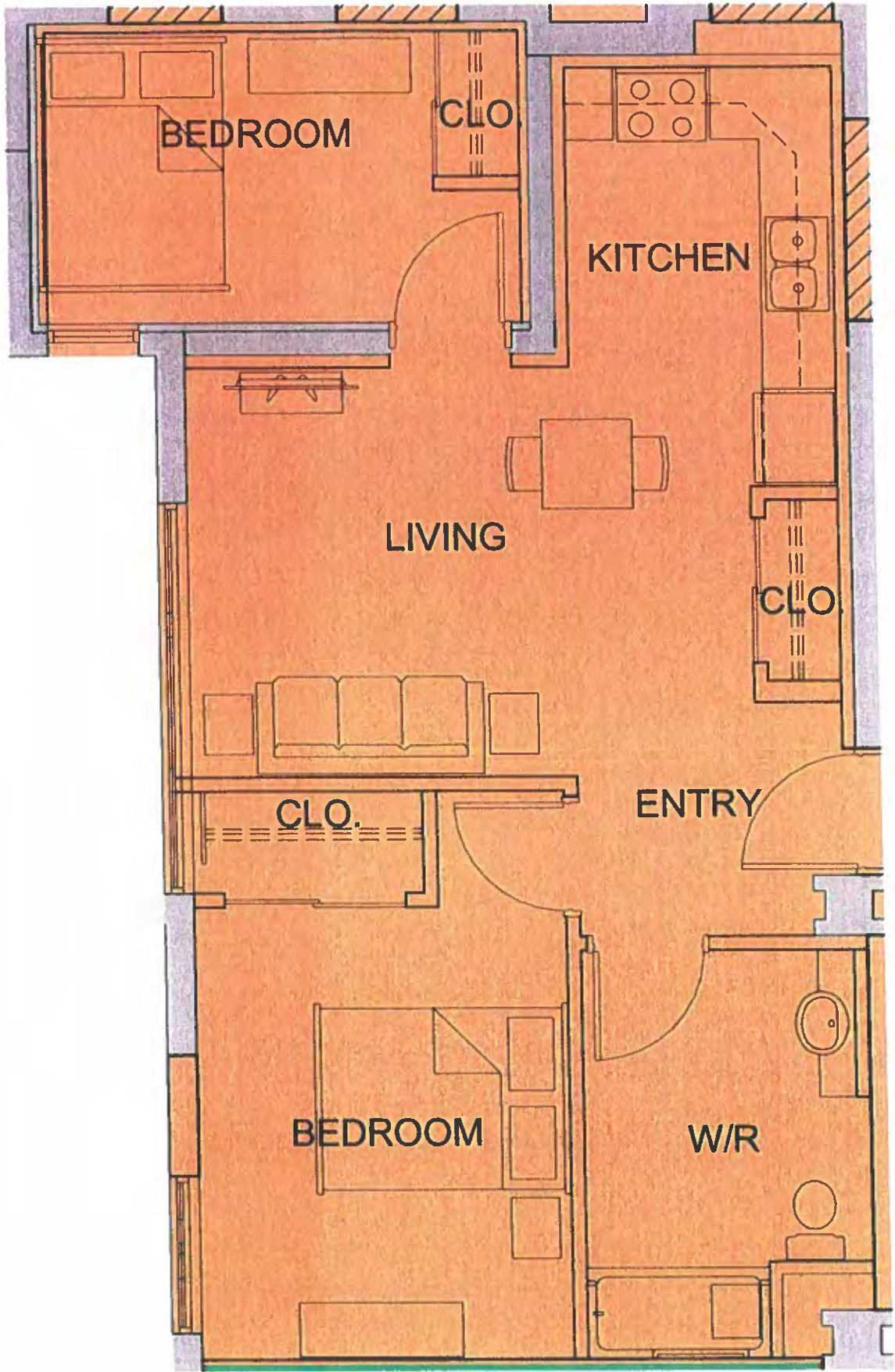
UNIT A



UNIT B



UNIT C



UNIT G



AFFORDABLE SENIOR HOUSING COMMITTEE

4.14

MEETING AGENDA

DATE: WEDNESDAY, SEPTEMBER 1ST, 2021
TIME: 4:00 P.M.
LOCATION: S. F. Monestime Municipal Council Chambers
Teleconference Number: 1-833-311-4101
Access code: 2492 932 6945

1. Call to Order
2. Adoption of Minutes
3. Update from Descon Construction
4. Signage for Project Rollout to Public
5. Governance Models / Non-Profit Seniors Housing Corporation
6. New Business
7. Next Steps
8. Adjourn Meeting (Next Meeting Date Wednesday, October 6th, 2021)



AFFORDABLE SENIOR HOUSING COMMITTEE

The minutes of the committee meeting of the Affordable Senior Housing Committee held Wednesday, August 4th, 2021 at 4:00 p.m. in the Dr. S. F. Monestime Council Chambers. The meeting was also available via teleconference.

Members Present: Francine Desormeau, CAO/Treasurer
Garry Thibert, Chair, Councillor of Town of Mattawa
Laura Ross, Councillor of Town of Mattawa
Vala Monestime Belter, Member at Large
Noella Burke, Member at Large
Amy Leclerc, Clerk/Revenue Services Clerk

Development Team: John Demeis, Descon Construction Ltd
David Butler, Descon Construction Ltd
Keith Harriman, Descon Construction Ltd

Members Absent: Loren Mick, Councillor of Town of Mattawa

1. Call to Order

Chair Thibert called the meeting to order at 4:02 p.m.

2. Adoption of Minutes

Resolution Number ASH20-17

Moved by Noella Burke

Seconded by Vala Monestime-Belter

BE IT RESOLVED THAT the minutes of the Affordable Senior Housing Meeting of Wednesday, July 7th, 2021 be adopted as circulated.

Carried

3. Update from Descon Construction

Mr. Demeis of Descon Construction provided the committee with an update on the construction to date. Block walls on south side of building need to be blown out, back with structural engineers on that, made changes and back on track with construction.

The 1 bedroom with den apartment has been changed to just 1 bedroom no den due to beam in place that could not be moved. The beam did not have proper footing therefor couldn't make the small den part.

Bathroom fixtures such as bathtubs and sinks arriving earlier then expected. Metal doors and frames are expected for October. All hot water tanks and boilers arrived early. Higher

rated insulation could not be obtained so substituting with different grade of insulation and adding additional layer of drywall for sound barrier.

Ventilation system currently being installed, moving along well. All suite framing is being completed with rough in for electrical and plumbing.

Exterior landscaping is being completed. Granular material being added to walkway for courtyard. Trees in middle island has been removed leaving two birch trees. They will be trimmed to 8 feet in height for a better sitting area. If the statues can be repaired they will be returned to the location and placed at a different spot.

Certain 1 bedroom apartments will be made for a larger closet for more storage.

The laundry facility will be changed from coin operated washers and dryers to card operated. New system that allows for use of credit and debit cards with tap.

Descon Construction taking certain steps at this stage for potential phase 2 extension of building for future discussion of the committee.

4. Naming of Complex

The committee each voiced their choices for possible names of the apartment building. Choices that were put forward was Laurentian Valley Suites, Rosemount Valley Apartments and Rosemount Valley Suites.

After much discussion the consensus for the name of the new Affordable Senior Housing Project Building is ROSEMOUNT VALLEY SUITES.

5. Email to Bonfield Committee Drafted by Councillor Mick

The email was circulated by Councillor Loren Mick with regards to the potential joint fundraising initiative for the Mattawa and Bonfield Senior Housing Committees. The email was sent to the Bonfield Committee advising that this committee has but our fundraising efforts on hold for the time being and thanked them for the possible partnership. We will review the partnership in the future.

6. New Business

Another intake of the Rapid Housing Initiative has opened with a submission deadline of August 31, 2021. This initiative is 100% funded and Descon Construction team will submit and application on behalf of this committee and Council. If successful will have a short window to complete the project.

Will be submitting the application with phase 2 included providing 50 affordable units. Funding will be connected with DNSSAB as CMHC has appointed them the affordable housing caretakers in the district.

Apartments can be added in another wing or potential for second storey being added but

committee can discuss if/when funding is announced.

6.1 Affordable Senior Housing Committee Vacancy

The committee was provided with the applications of three citizens wishing to be part of the Affordable Senior Housing Committee. After discussion on all candidates the board chose Mr. Kevin Bittner to present to the Council of the Corporation of the Town of Mattawa for final decision and passing of Council resolution.

7. Next Steps

Descon Construction Team to provide CAO/Treasurer Francine Desormeau with copies of Operating Procedures and By-laws for the housing project.

Application for Rapid Initiative Funding to be applied for by Descon Construction.

It was asked to have the square footage for units in the Question and Answer document.

7. Adjourn Meeting (Next Meeting Date Wednesday, September 1st, 2021)

Resolution Number ASH20-18

Moved by Councillor Laura Ross

Seconded by Vala Monestime-Belter

BE IT RESOLVED THAT the Affordable Senior Housing Committee adjourn the meeting at 5:25 p.m.

Carried

Chair

OPENING 2022

ROSEMOUNT VALLEY SUITES

"Affordable Living At It's Best"



CRITCHLEY HILL
A COMMUNITY

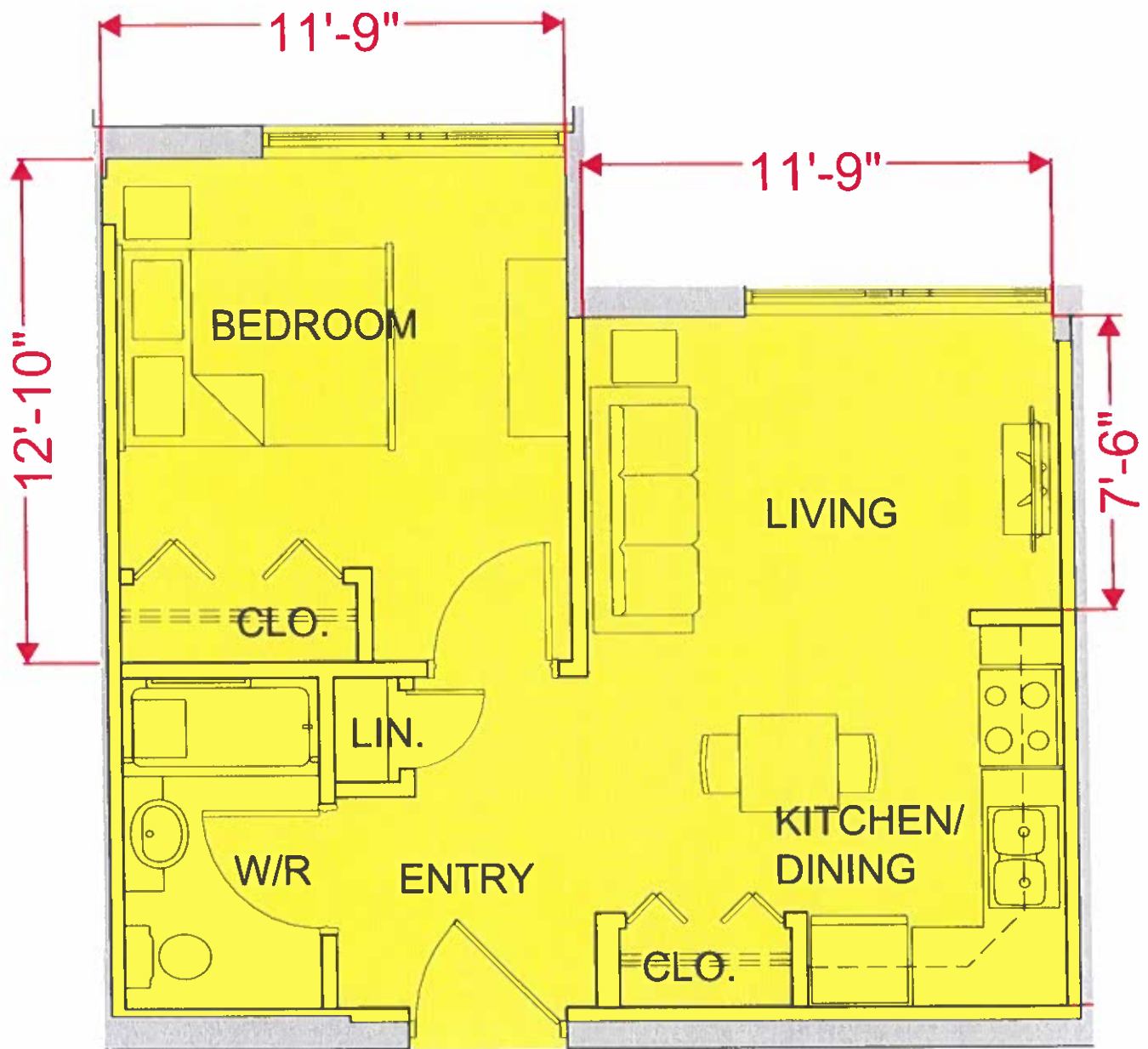
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ENGINEERING



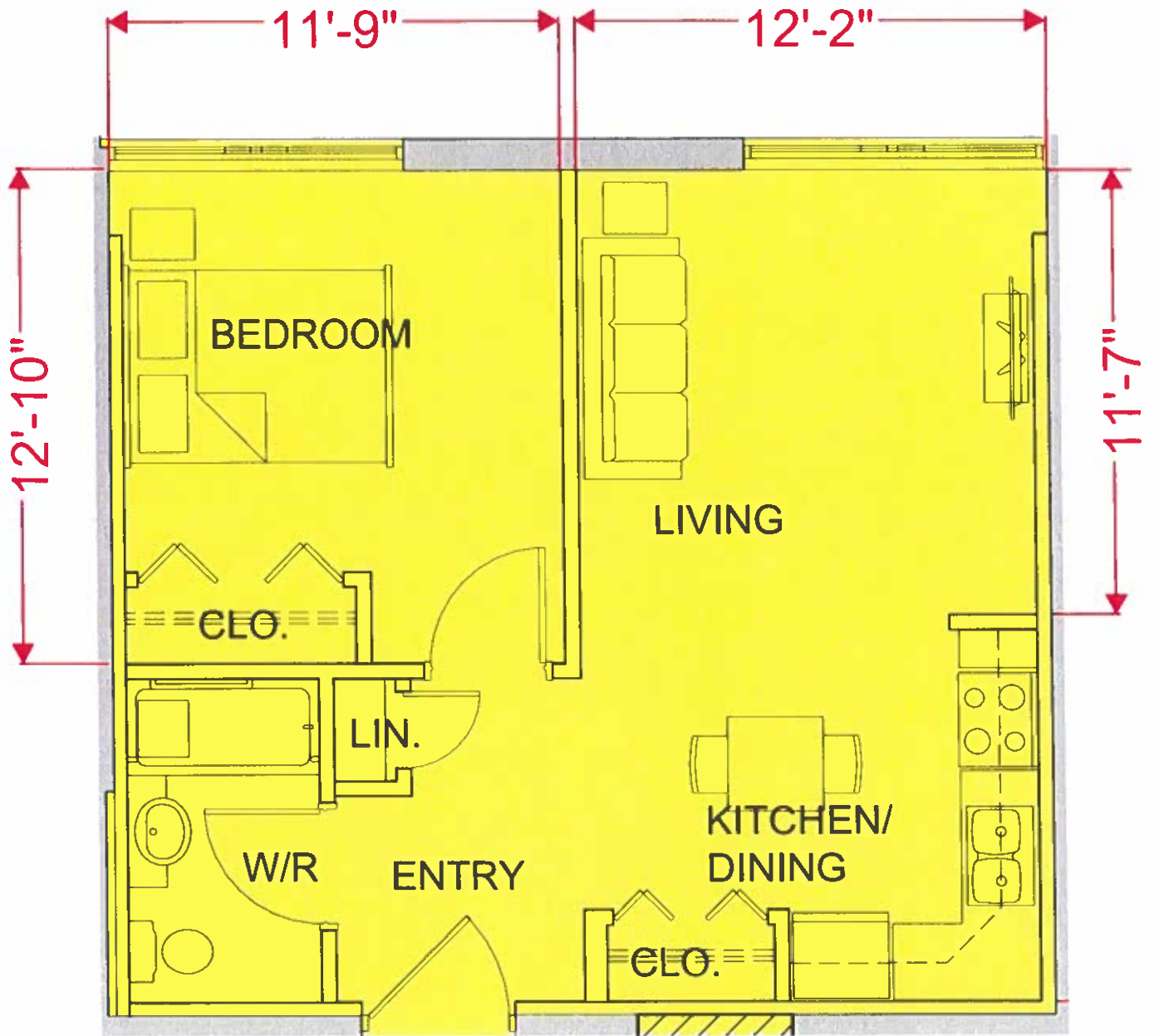
DESCON
CONSTRUCTION LTD

**Caisse
Alliance**

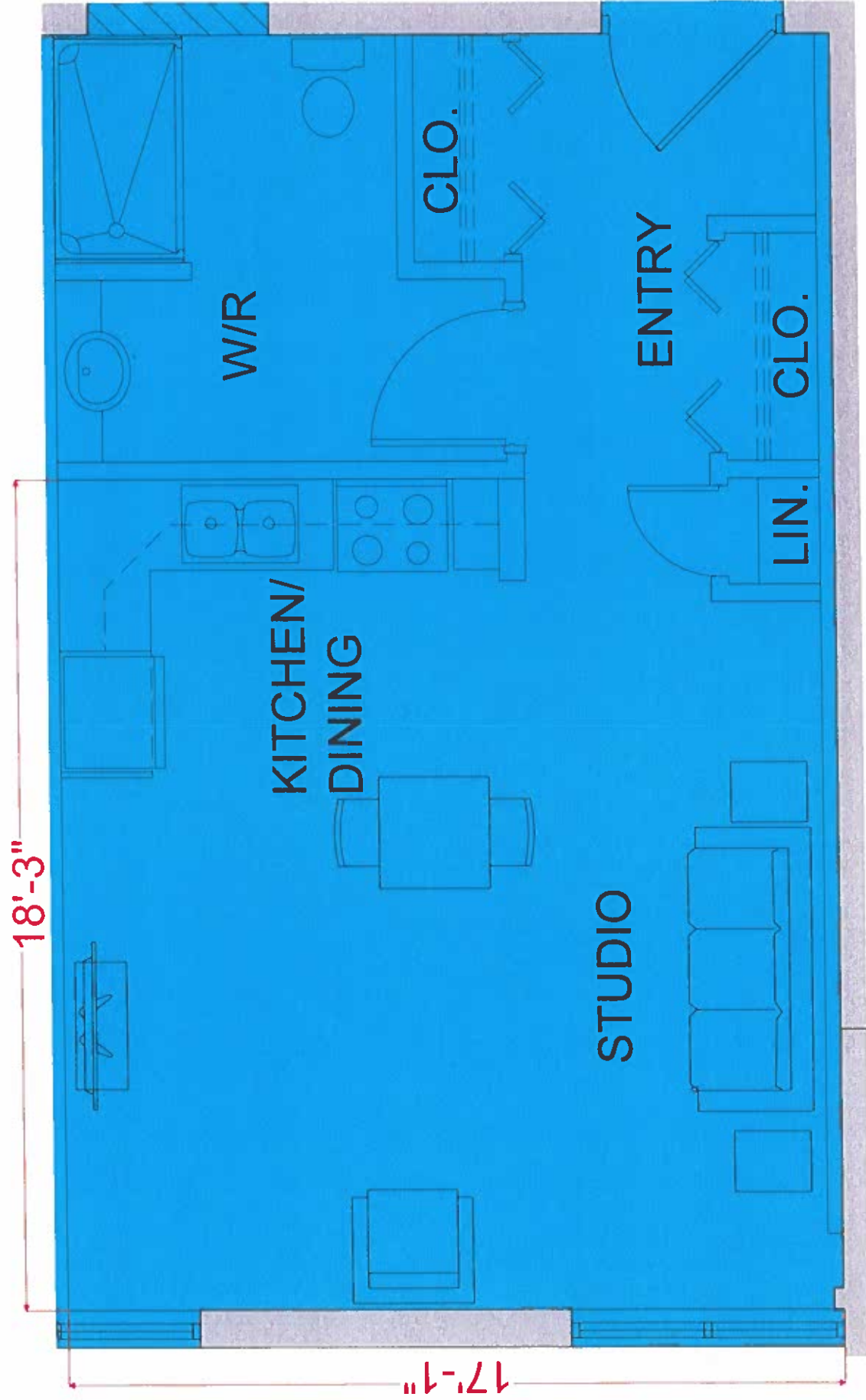
Inquires at 705-744-5611 or info@mattawa.ca



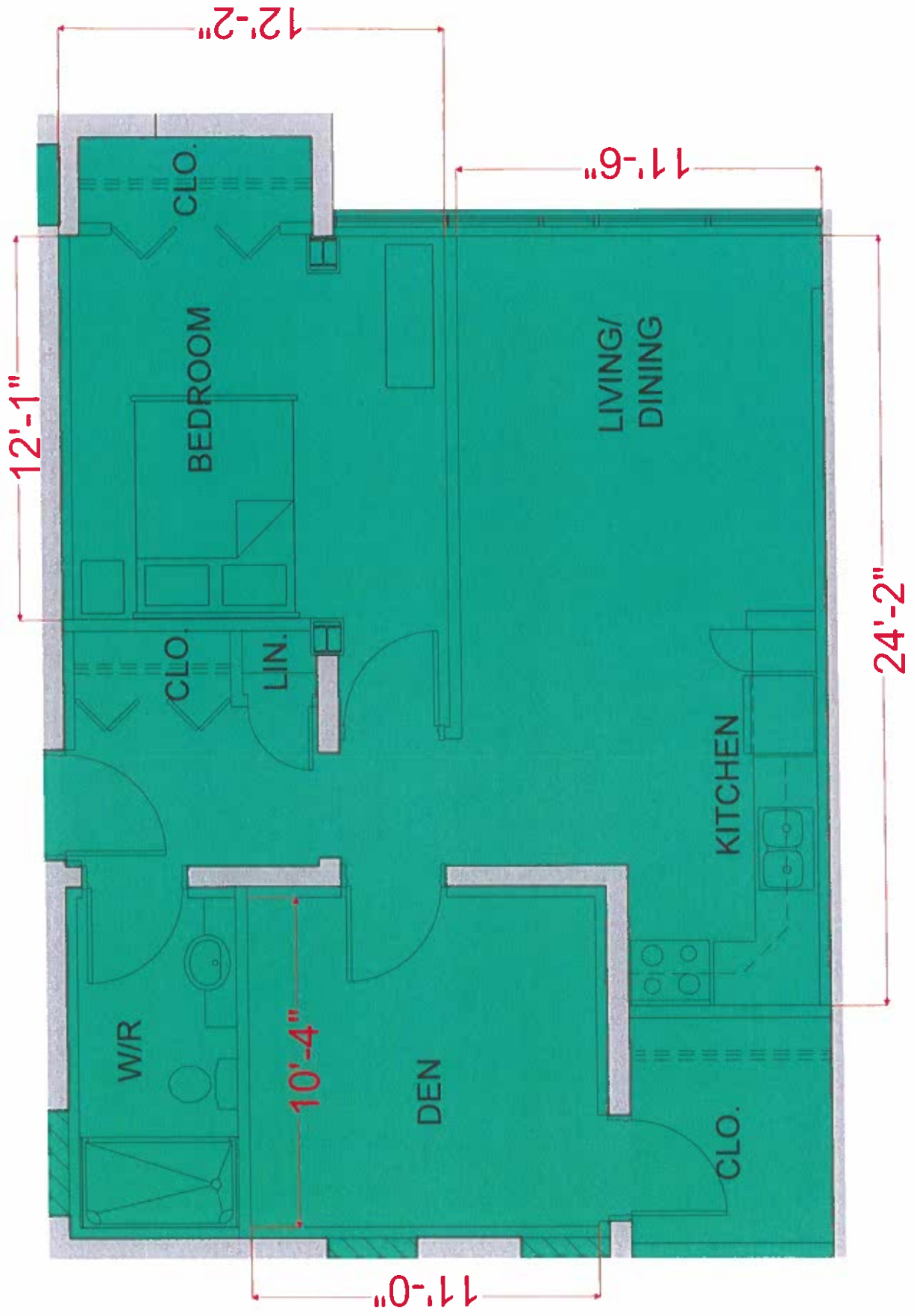
UNIT A



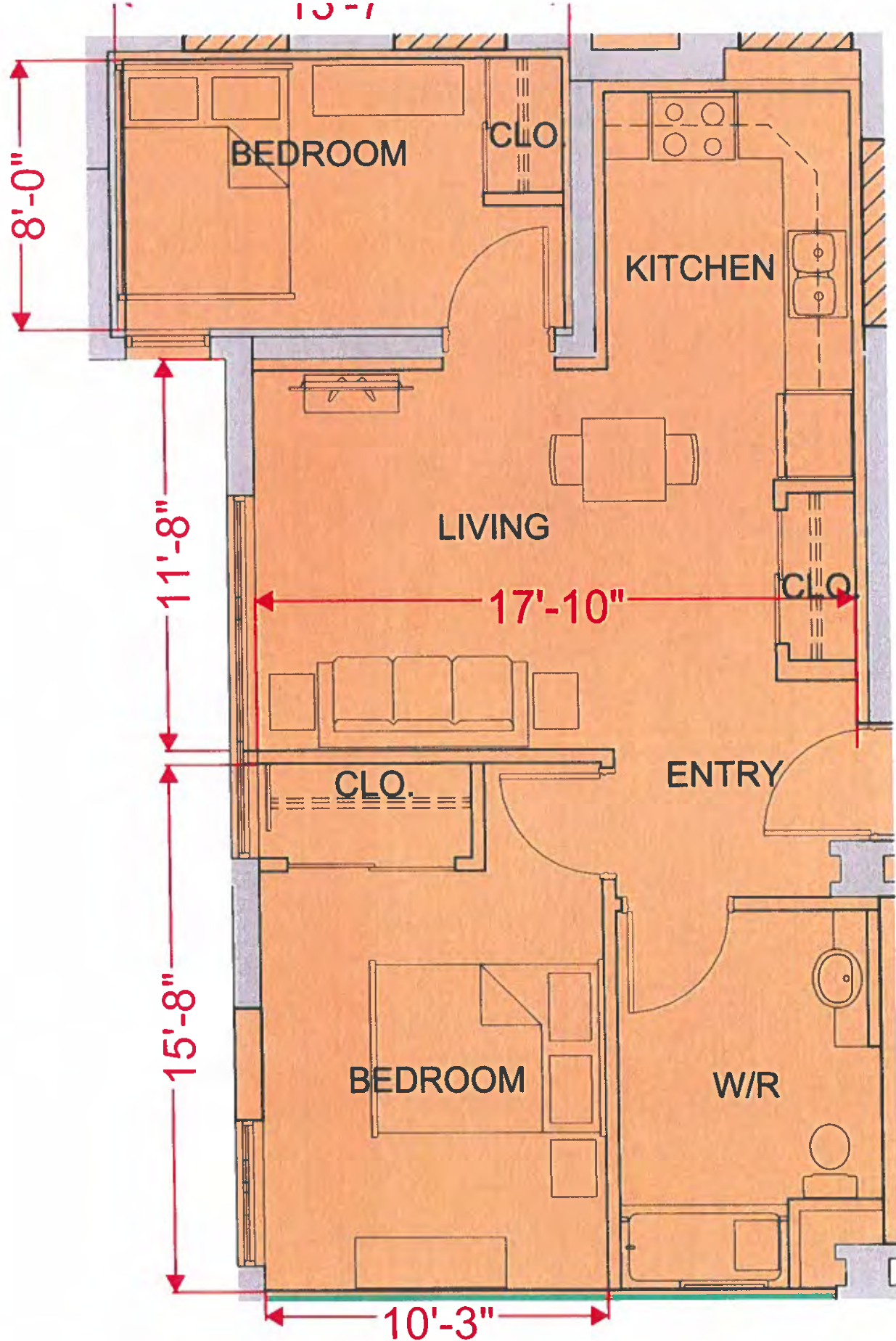
UNIT B



UNIT C



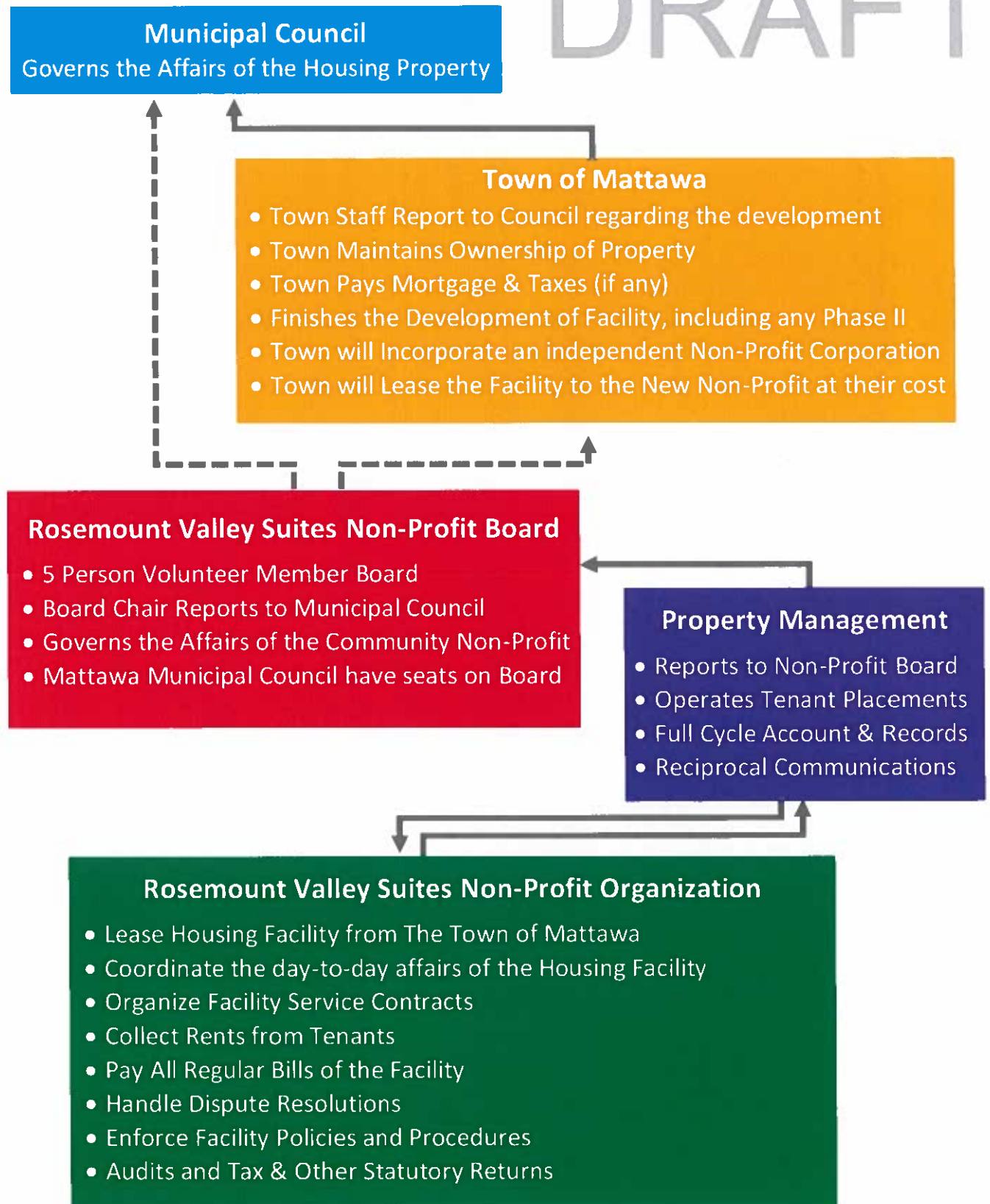
UNIT F



UNIT G

Mattawa Housing Relationship Chart

DRAFT



Terms of Reference
for
Rosemount Valley Suites Non-Profit Organization Inc.
(September 2021)

The Council for the Town of Mattawa purchased the former Algonquin Nursing Home in November of 2019 to convert the space into a 30-unit seniors apartment building.

Council formed a new Non-Profit Corporation called the **Rosemount Valley Suites Non-Profit Organization Inc.** and appointed three members of Council and at least two members of the Public at Large to the Board of Directors.

As a separate corporation from the Town, the Board of Directors will, and shall, maintain complete responsibility for the development and operations of the facility. The Board of Directors of the Non-Profit will engage a third-party **Property Management Company** to operate the day-to-day affairs of the facility and may delegate certain responsibility to the Property Managing Company as required.

In year one of the operation, **Descon Property Management Company** shall be the property management group to operate the apartment complex on behalf of the Rosemount Valley Suites Board of Directors.

The Descon Managing Group shall be responsible for the day-to-day operations of the apartment building following the Board of Director's set policies and regulations, Descon will be remunerated to a level of 6% of the gross revenue generated by the rental income.

Guiding Principles

1. Creating a sense of community that respects and celebrates the contributions of tenants ,
2. Ensuring a solid balance of value and quality is considered for all decisions regarding construction, repairs and life services offered within the Rosemount Valley Suites.

The Board of Directors:

Composition

The Board shall consist of representation from municipal council and area residents who have shown an interest in seniors housing and services within the region and who bring experience in operating a non-profit housing complex or managing a business that is based on community service. This may include, but not limited to, accountant/bookkeeper, area entrepreneur, legal field, carpentry, management, senior care services and/or financial service professionals.

The Board Members are voluntary positions.

There shall be a maximum of nine (9) and a minimum of five (5) members of the Board.

Member Roles

Each member of the Board of Directors shall have one vote of equal value on all necessary decisions. From the membership there shall be two appointed positions determined by majority vote from the entire appointed membership. Proxy votes shall not be permitted.

Appointed positions shall be for a term of two (2) years with unlimited reappoints per 2-year cycle.

1. Chair

- a) The Chair shall reside over meetings ensuring each member provides input on matters. This position calls meetings to order and follows the prepared agenda items for discussions and summarizes outcome.
- b) The Chair shall call for a vote on all decisions to be made by the Group.
- c) The Chair shall have one vote and shall vote last on decisions.
- d) The Treasurer and the Secretary shall report to the Chair any concerns between meetings with tenants and/or operations. The Chair will determine if the matter is urgent to call a Board meeting, a Management Group meeting, or if it can hold until the next regular meeting.
- e) The Chair shall ensure all members show respect during a meeting and shall have the right to remove a member should they continue to act out at a meeting.
- f) The Chair shall act as a signing authority for the Group.
- g) The Chair acts as the official liaison with media and the Board of Directors.
- h) A Vice Chair may be appointed by majority vote and in the absence of the Chairman, the Chairman's duties and powers may be exercised by the Vice-Chairman

2. Secretary

- a) The Secretary shall prepare agendas and record minutes for all Board meetings, as well as sending notice to each member of upcoming meetings.
- b) The Secretary shall collect and address mail as necessary to ensure the timely response to inquiries.
- c) The Secretary shall ensure there is quorum for every meeting.
- d) Working with the Chair coordinates the matters for discussion at each meeting through the preparation of an agenda.
- e) The Secretary shall be responsible for complaint forms and ensure they are properly and completely addressed in a timely manner.
- f) The Secretary shall act as an alternate signing authority for the Group in the absence of the Chair and/or Treasurer.

3. Treasurer

- a) The Treasurer shall be responsible to ensure monthly rents, tenant agreements are fulfilled and completed in a timely manner.
- b) The Treasurer shall be responsible for service requests and ensure they are dealt with properly and completely addressed; repairs, as approved by the Board, are executed in a timely manner.

- c) The Treasurer shall be responsible for prompt payment of all bills, government remittances and will act as a signing authority for the Board.
- d) The Treasurer shall be responsible to ensure two signatures are made for all payments/cheques and that should electronic payments be made that a backup sheet authorized by two signing authority members is completed for each payment.
- e) The Treasurer shall be responsible to maintain accurate and complete accounting records of all receipts and disbursements and submit a monthly and annual statement to the Board.

4. Committee Members

- a) Attend monthly meetings and special meetings as required.
- b) Assist and participate in all decision-making processes.
- c) Work within a set budget and be willing to work as a team.
- d) Follow policies and guiding principles of Board of Directors in all matters.

Appointing Members to the Group

The Board of Directors will appoint the members of the Board. Each member will be appointed for a two-year term and appointments will be made at the Annual General Meeting.

Should a vacancy occur mid term then an advertisement will be placed seeking interested members to apply to the Board. Two members of existing Board will be invited to participate in the selection process. It will be the intent to have vacancies filled within two-months.

Should a member wish to leave the Group a written resignation letter to the Board with as much notice as possible is required.

Termination of Member Appointment

Should an appointed member miss more than three (3) consecutive meetings without prior and reasonable explanation the member's seat will be deemed vacant and a replacement sought.

Should the Chair, or quorum of the Board inform the Board, or the Board become aware of an appointed member who has disrupted the ease of the Group and/or an appointed member breached the code of conduct, ethics or any other behaviour that could cause the Rosemount Valley Suites harm and/or create a negative image the Board shall terminate the appointment at its sole discretion and without notice.

Quorum

The quorum of the Group will be 50%+1 of its membership. If quorum is not achieved within 15 minutes of the meeting time the meeting will not proceed.

Meeting Terms & Requirements

A meeting will be called by the Chair once a month to discuss Rosemount Valley Suites operations and its progress after each monthly period. Every member of the Group is expected to attend all meetings. Each member of the Group will receive an agenda at least two days prior to the meeting date.

Operating Budget

An annual budget shall be drafted for Board of Director's review and approval by November of each year. A workplan that highlights the activities to be undertaken in the coming years shall be submitted as well.

Conflict of Interest

Any form of conflict must be disclosed prior to each meeting to avoid any unfair voting or decision making, the Board of Directors is open to feedback from all members who are not in conflict. Every member is encouraged to read the Conflict-of-Interest Act to ensure their understanding of rules.

Nepotism

The Board shall not hire, contract or favour any business based on relations between individuals. The Board shall not engage in meaningful occupational gain with parents, children or grandparents/children of member from the Group.

Code of Conduct

All members of the Management Group are mandated to follow the Board's Code of Conduct, and Workplace Harassment Policies. Failure to do so will result in removal from the Committee.

Confidentiality

The Board Members shall sign and abide by the Confidentiality Rules to ensure a high standard of transparency and accountability are maintained as well as the private information of tenants remain secure and trustworthy.

Insurance

The Board shall obtain adequate insurance, as determined by the Group, to cover the appointed members as volunteers and managers of the rental property. The Board shall hold the members harmless if reasonable care has been taken while performing services or when hiring third parties and other activity.

DATE: Sept 1, 2021

PROJECT: 20054 Mattawa Seniors Affordable Housing

LOCATION: 231 Tenth Street, Mattawa, Ontario

PROGRESS UPDATE MEETING

PLANS, PERMITS & DRAWINGS

- Temporary structural shoring & engineering plan revisions have been finalized and structural revision work to accommodate new room layouts is underway.
- Exterior landscaping plans are in progress awaiting minor modification for existing conditions.
- Plans for the New pavilion have been received and pavilion custom timbers are in fabrication.
- Millwork drawings have been received, color selections to be discussed.

MATERIAL DELIVERY & ORDERING

- Various material delays are expected to remain through 2021 due to COVID19, however, some improvement has been noticed.
- Hollow metal doors/frames - New expected delivery for early October
- Plumbing fixtures – New expected shower delivery for early September
- Heating plant – New heating plant all equipment has arrived and installation commencing in early September.
- Insulation for Corridor & Suites – Mineral wool insulation not available in 2022, alternate fiberglass product provided with delivery for first week of September.

DEMOLITION PHASE

- Majority of demolition has been completed. Block walls shoring and partial demolition commenced in South zone making ready for new structural steel installation to accommodate new apartment layout.

SUITE FRAMING

- Framing of North, East and West walls completed, partial South wing walls has completed.
- Drywall for majority of suites has been delivered to site.
- Some suite demising walls in North, East and West wings have been drywalled.



PLUMBING WORK

- Hot and cold water feeds have been installed throughout main corridors.



MECHANICAL WORK

- Concrete boiler house pad has been poured and boiler room painted ready for equipment install.



NEW ELECTRICAL

- Electrical rough-in for plugs & switches is well underway in many suites.



EXTERIOR LANDSCAPING

- All walkways have been prepared and packed for the placement of the asphalt walkways. Asphalt scheduled to be asphalted in September.



- Concrete pad and footings for the new Pavilion has been finished.



- Concrete pad for the new Garbage bin & recycling enclosure has been completed.

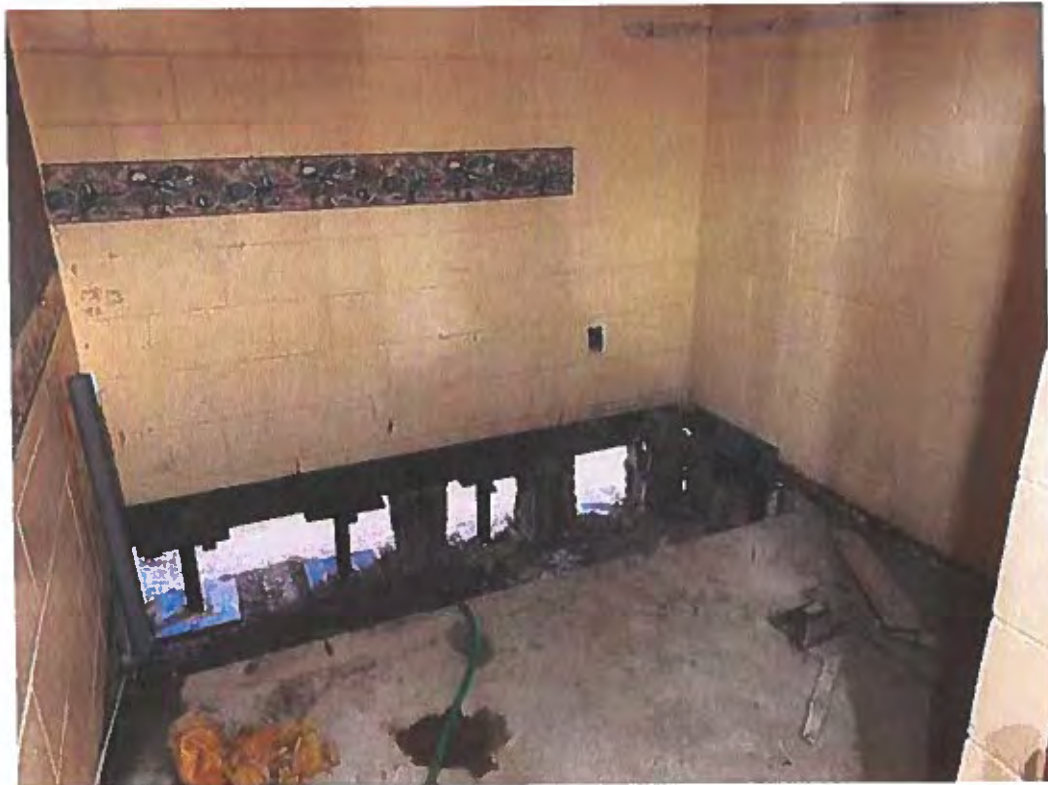


STRUCTURAL WORK

- Shoring of existing concrete walls in preparation for new concrete footings is in progress.



- Steel angles and jack posts have been installed to support the concrete walls during the footing pour process.



DISCUSSION POINTS

1. Finalize new signage design. See draft sign below for review and approval.



2. Ongoing roofing repairs – See Preliminary Roofing Report attached.
3. Unit layouts with dimensions. – See updated unit layouts with dimensions attached.
4. Tenant policies – See sample tenant handbook attached.

ROOFING REVIEW REPORT

PRE-EXISTING CONDITIONS & REPAIRS



PROPERTY LOCATION:

231 Tenth Street, Mattawa, ON

PROPERTY OWNER:

Corporation of the town of Mattawa

DATE OF INSPECTION:

Week of August 16th, 2021.

REVIEWED / REPAIRS BY:

Descon Construction Ltd / Blanchfield Roofing Company

PURPOSE OF THE REVIEW:

Descon Construction Ltd was commissioned by the Owner to redevelop the former Algonquin Nursing Home into an affordable housing apartment complex.

As part of the preliminary scope of work and budgeting process, various aspects of the redevelopment were discussed, and it was determined by the Owner that complete replacement of the existing roof system was cost prohibitive, and repair was the more cost effective and preferred approach to help maintain affordability. Complete roof replacement was excluded from Descon's scope of work but a set amount was incorporated into the project budget to perform the known repairs required for all the rooftop mechanical HVAC removals. A cash allowance amount was also included in the construction contract to address some anticipated unknown roof repairs and miscellaneous costs.

At preliminary site visits prior to taking possession, minor staining of ceiling tiles was observed in some locations, and in one instance the Owner reported a more significant leak from firefighting practice events involving their rooftop training on the building. Temporary repairs were performed to try and mitigate damage until more comprehensive review could be conducted during favorable weather conditions.

In the weeks of August 16th and 23rd, Descon's roofing contractor and the mechanical contractor commenced the removals of the old mechanical HVAC equipment from the rooftop. Prior to performing HVAC removals, Descon and the roofing contractor took the opportunity to investigate and perform a limited assessment of the condition of the existing roof systems in areas identified as problematic which are noted in this report.

SCOPE OF THIS REVIEW:

This limited roofing review was performed by Descon Construction Ltd and Blanchfield Roofing Company. The scope of the review was limited to the areas in which HVAC equipment was being removed, and in areas where leaks were suspected or observed to have occurred in the past. This assessment is neither comprehensive of the entire roof system, or its condition, and many areas were concealed and not accessible at the time of inspection. Further unknown damage and pre-existing conditions may still exist. Actual age of the various sections of the roof system was unknown at the time of this review.

DISCLAIMER:

This report should not be considered as a complete representation of actual roof condition, or the future performance of the roof, and the findings and recommendations are simply opinions of the parties. The Owner must satisfy itself with the findings and whether a more comprehensive 3rd party assessment may be warranted by a professional roofing consultant or engineer specializing in roofing assessments to determine potential for future repairs, longevity of existing roofing systems and lifecycle costing.

GENERAL DESCRIPTION OF EXISTING ROOFING SYSTEM:

The building is a single-story structure made with load bearing masonry support walls and a structural precast concrete roof deck system. The roof structure contains various elevations each acting as a separate roof system, some of which appear to correspond with past major additions or renovations to the building.

Several different types of roofing systems have been employed on the various sections of the building, the majority of which is a single ply PVC roofing membrane. A small section of roofing representing less than a few thousand square feet, appears to be modified bitumen (asphalt roll roofing). Depending on the section of roof and assumed age of construction, the single ply PVC roofing membrane is secured down to the roof deck by either a rock ballast, or a fully adhered system with no ballast.

The newer additions are assumed to be the sections with no rock ballast making them easier to examine for defects and perform maintenance/repairs. The older sections of the building appear to contain the rock ballast making it more difficult to examine and find any potential issues. The rock ballast sections appear to be the areas with the greatest amount of defects/damage since the ballast makes the membrane more prone to damage by foot traffic.

In areas of PVC roofing examined, it appears most of the ballasted and unballasted sections have an old tar & gravel BUR roof beneath. These two roofing systems are separated by a layer of 2" Iso insulation, and the old BUR roof beneath appears to have approximately 2" of phenolic insulation directly on top of the concrete structural roof deck.

FINDINGS & RECOMMENDATIONS:

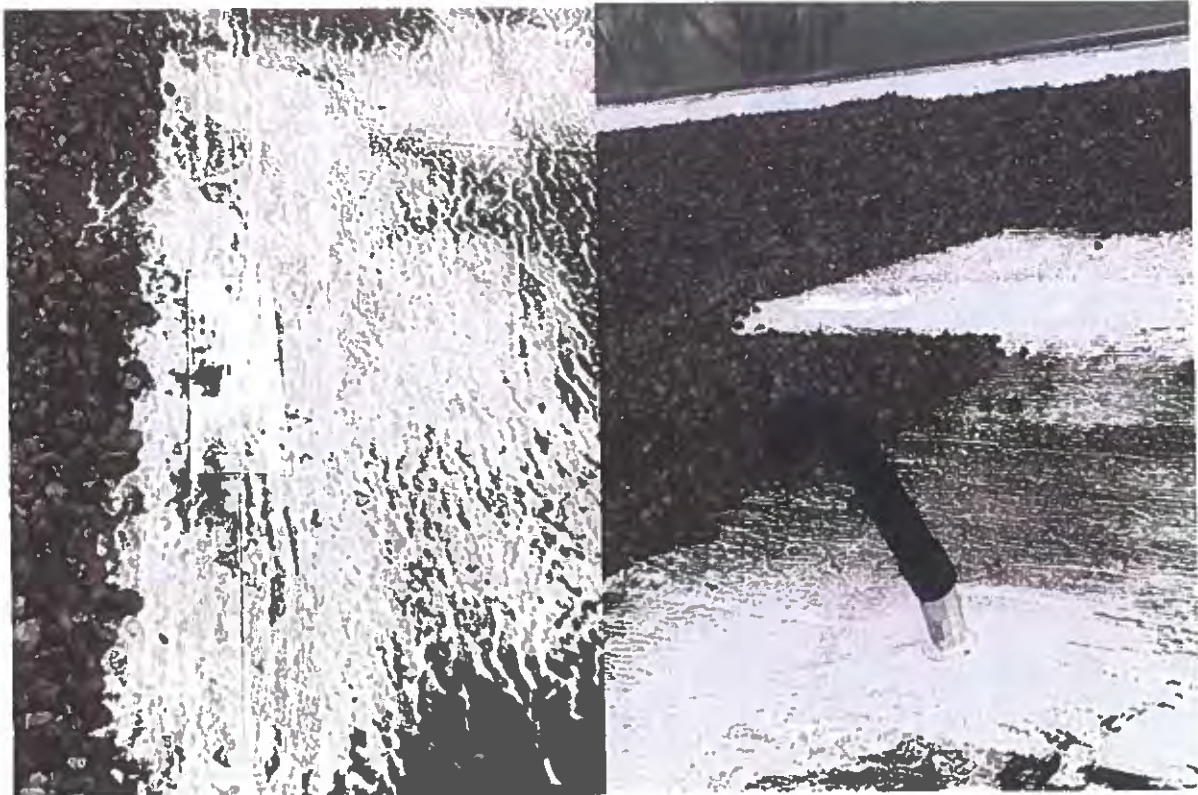
After limited examination, almost all reviewed sections of the roof appeared to have some form of pre-existing damage or defect requiring corrective measures. Special attention was paid to areas of the roof where signs of past leaking was evident. Attached is a drawing illustrating both the planned HVAC removals and known repairs shown in black/grey each represented by a number in the legend. The drawing also illustrates markups in RED representing some of the unknown issues which have been discovered to date during the HVAC removal process and limited review:

1. The entire parapet on the North and South side of the West wing had cable TV lines screwed into the flashing and through the parapet PVC membrane. Due to expansion/contraction of the PVC material, these screws have pulled through the membrane in several places causing a series of small tears providing opportunity for water infiltration.

RECOMMENDATION: The parapet cap flashing could be removed and these areas receive a new welded PVC parapet strip along the entire North and South sides of this Wing. New or existing cap flashing could be re-instated if salvageable. No review of insulation below was performed.



- Two separate areas near the center of the West wing where previous leaks were suspected showed separation of the welded seams, likely from membrane shrinkage.
RECOMMENDATION: These areas have received a temporary patch to stop further leaks and they should receive a permanent welded PVC strip overtop. No review of insulation below was performed.



3. Two sections in the central area of building, and one area in the East section were noted to possibly have been damaged by fire fighter training activities.

RECOMMENDATION: These areas have received a temporary patch to stop further leaks and they should receive permanent PVC patches overtop. No review of insulation below was performed.



4. A portion (roughly 300SF) of the of the North wing roof was found to contain a pre-existing patch that was performed with peel and stick residential ice and water shield. It appears this was done around some venting penetrations possibly installed by a handyman after some modifications were performed to HVAC. This patch material is typically incompatible with PVC membranes and could be subject to leaking/failure.

RECOMMENDATIONS: the area should be cut out and a new section of PVC membrane patched in with proper PVC boots and terminations



5. An area located in the center of the building near the former nurse's station was serviced by a rooftop HVAC system with rooftop ductwork penetrating the roof in multiple locations. Much of this ductwork and the cladding was held together by temporary repair tape, and the area below showed signs of water infiltration and leaking. Upon removing the HVAC system and ductwork, it revealed water had been infiltrating and saturating the phenolic insulation beneath. The Iso insulation appeared to still be in good condition.

ACTIONS TAKEN/RECOMMENDATIONS: Localized portions of the wet phenolic insulation around the openings have been removed and infilled with new insulation. A new PVC patch was welded overtop. Potential to discover more wet phenolic insulation in other areas of this section, possible further investigation required.



#5 Continued

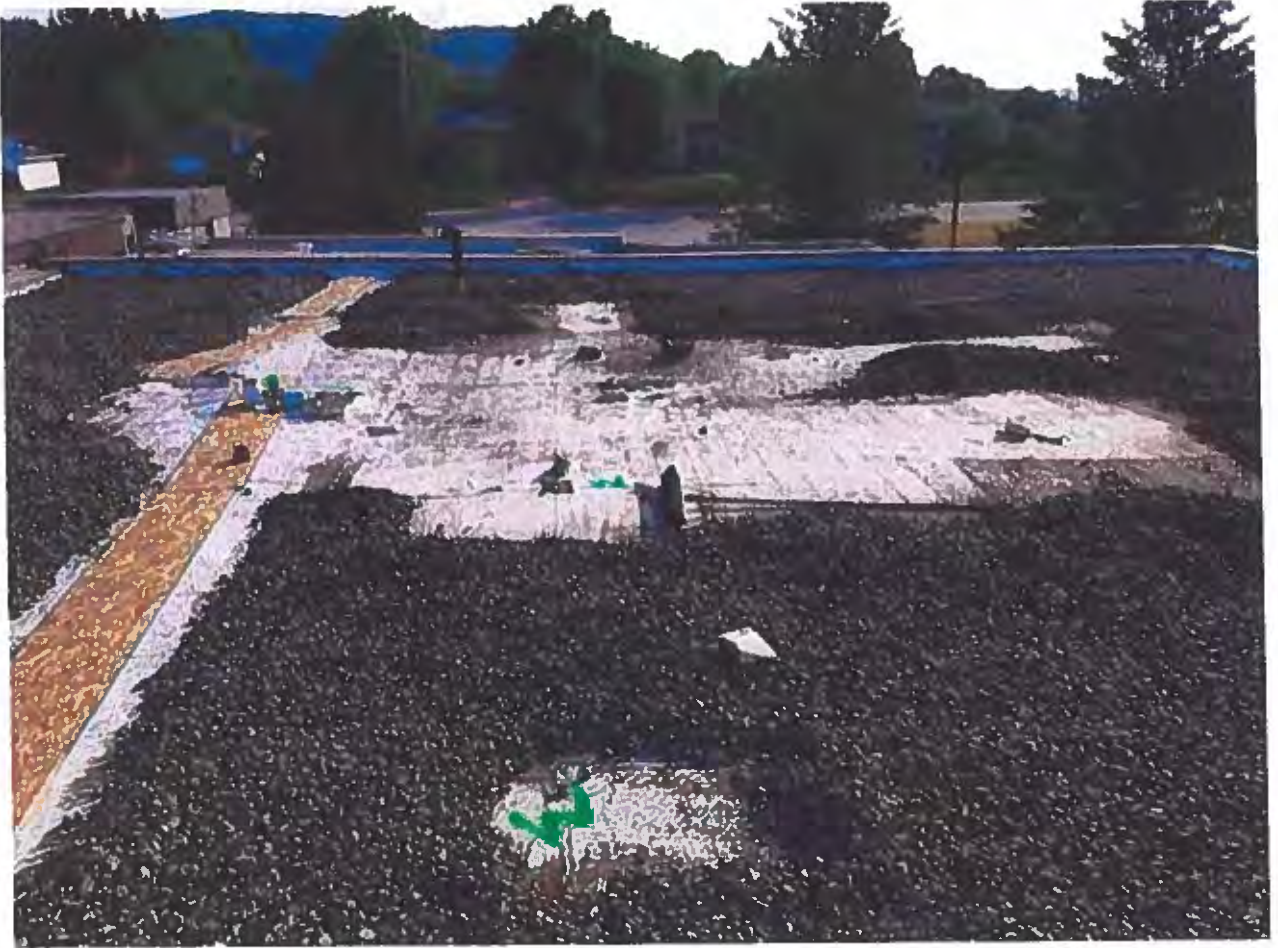


6. This area in the South wing near the former kitchen showed signs of leaking, upon investigation a significant pre-existing puncture was discovered. Upon removal of an adjacent mechanical pipe, it was discovered that the phenolic insulation below was saturated with water.

RECOMMENDATION: The phenolic insulation in is area should be removed and replaced then properly patched with a new section of PVC membrane.



#6 Continued



7. Approximately 40% of the old mechanical HVAC removals have been performed to date and penetrations have been repaired. Many have shown signs of water infiltration and localized insulation removals/replacements have occurred directly around these penetrations. It's anticipated to find more issues as the removals continue over the next few weeks.

RECOMMENDATION: A more extensive review of concealed materials has not been performed and further investigation may be required to try and achieve a watertight roofing system.



CONCLUSION:

Due to what appears to be previous poor maintenance, old repairs performed by unqualified persons, and unfettered foot traffic on the roof potentially by previous service technicians and fire department personnel untrained in cautionary requirements when walking on ballasted roofing systems, the PVC roofing membrane has been damaged in several locations which has allowed water to infiltrate the roof system. Contributing to the damage of the roofing membrane could also be the age of certain sections of the roofing which was unknown at the time.

Our qualified and certified roofing contractor has repaired and/or will be providing repairs in the areas identified in this report, subject to receiving instruction to proceed from the Owner.

While we are optimistic and believe most of the significant defects contributing to water infiltration at this time have been found, it does not mean the roof system is free from pre-existing defects, and further repairs are anticipated to be required.

The Owner should satisfy itself with the lifecycle of the various sections of roofing, and a long-term capital replacement strategy should be put in place to address the various sections of roof as they continue to age and warrant replacement.

Proper maintenance by trained personnel will be essential in maintaining the integrity of the existing roofing systems, and ONLY trained persons who have been educated on how to access the roof, and how to properly repair/maintain this type of roofing, should be permitted to walk on, and perform work on the roof in the future.



No.	Revisions	Date

PRELIMINARY
 NOT FOR CONSTRUCTION

SUPPA
 ENGINEERING

ME101
 MECHANICAL SYSTEMS
 MECHANICAL SYSTEMS APPROVALS HOUSING
 DESIGN GROUP
 MULTIPLE RESIDENTIAL HOUSING
 MECHANICAL PLAN
 15% PERMIT SET
 DATE: 11/15/2018
 PROJECT NO: 18001
 SHEET NO: 15
 DRAWN BY: JMM

- REVISIONS**
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ITEM 1
 Pre-existing
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 from foot traffic (if
 fire department issues
 a permit)

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ITEM 3
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ITEM 4
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CONSTRUCTION REVIEW



Project Mattawa Seniors Affordable Housing
231 Tenth St, Mattawa, Ontario

Inspection Date
September 8 2021

Issue Date
September 8 2021

Project no. 21-12C (Suppa 21-070 21-071)

Report no.
ME-4

This report must not be construed as altering the Contract and is issued solely to draw your attention to variances from the Contract Requirements observed during our construction review, or, to interpret a Contract requirement. Implementation of any item which may alter the Contract shall not commence until authorized by Change Order. Review has been carried out by examination of representative samples of the work.

1. The site was reviewed to assess the progress of work for monthly progress claim.
2. Majority of mechanical and plumbing lines installed in corridors. Wiring being pulled in conduit for central systems thru corridors. Hangers being installed in South wing for piping systems.
3. Absence of pot lights at East and West Entrances to be reviewed with Descon
4. Descon to review/provide proposed firestop method for plumbing vent line between Units 124 and 126. Existing 1-1/2" vent line thru 4 in dia hole.

NEWENG ENGINEERING LTD.(for Suppa Engineering)

A handwritten signature in black ink, appearing to read 'Don A Desilets'.

Don A Desilets P Eng BDS
President

Distribution: Brenden Wendover, bwendover@suppaengineering.ca
Rob Suppa, rsuppa@suppaengineering.ca
Scott Priolo, spriolo@descongroup.com
Andrew O'Reilly, bylaws@bonfieldtownship.org
Wayne Chaput, wayne.chaput@mattawa.ca
Ken Horzempa, kenh@critchleyhill.ca

Building Permit No 2021-14

Info

From: Koopman, Kaitlyn (MNRF) <Kaitlyn.Koopman@ontario.ca>
Sent: Wednesday, September 08, 2021 4:20 PM
Subject: Algonquin Park Forest - approved 2021-2031 FMP and 2021-2022 Annual Work Schedule - Inspection Notices
Attachments: 2021-2022 AWS Inspection Notice.pdf; 2021-2031 FMP Inspection Notice.pdf

copy to agent

4.15

Good afternoon,

Please see attached for information related to the inspection opportunity for the approved 2021-2031 Forest Management Plan (FMP) and the 2021 Annual Work Schedule (AWS) that coincides with this FMP for the Algonquin Park Forest.

The FMP notice, FMP files and AWS are now published for inspection on the Natural Resources Information Portal (NRIP) and can be located through the links below:

FMP Notice:

https://nrp.mnr.gov.on.ca/s/information-posting?language=en_US&recordId=a2q3g000000Q8znAAC

FMP Files:

https://nrp.mnr.gov.on.ca/s/published-submission?language=en_US&recordId=a0z3g000000ofQ2AAI

AWS files:

https://nrp.mnr.gov.on.ca/s/published-submission?language=en_US&recordId=a0z3g000000zJMUA2

If you have any questions related to this Annual Work Schedule or Forest Management Plan, please contact one of the individuals listed in the attachments.

If you wish to be removed from this Algonquin Park Forest email distribution list, please let me know directly.

Thank you,

Kaitlyn Koopman

Resources Clerk

NDMNRF

Pembroke District

INSPECTION

NDMNRF- Approved Forest Management Plan Inspection Algonquin Park Forest 2021-2031 Forest Management Plan

The Ontario Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF), Algonquin Forestry Authority (AFA) and the Algonquin Park Local Citizens' Committee (LCC) would like to advise you that the 2021 - 2031 Forest Management Plan (FMP) for the Algonquin Park Forest has been approved by the NDMNRF Regional Director and is available for inspection.

The Planning Process

The FMP takes approximately three years to complete. During this time, five formal opportunities for public and First Nation and Métis community involvement are provided. The fourth opportunity (Stage Four) for this FMP occurred on March 12, 2021 to May 11, 2021 when the public and First Nation and Métis communities were invited to review and comment on the draft FMP.

This 'Stage Five' notice is to advise you that the NDMNRF-approved FMP, including the supplementary documentation, and FMP summary are available electronically for inspection for the 10-year duration of the FMP through the office of the Algonquin Forestry Authority and on the Natural Resources Information Portal at <https://nrp.mnr.gov.on.ca/s/fmp-online>.

Interested and affected persons and organizations can arrange a remote meeting with NDMNRF staff with the Pembroke District Office to discuss the approved FMP.

For further information, please contact:

Joe Yaraskavitch, R.P.F.
Management Forester
Ministry of Northern Development,
Mines, Natural Resources and Forestry
tel: 613-401-4167
e-mail: joe.yaraskavitch@ontario.ca

Gordon Cumming, R.P.F.
Algonquin Forestry Authority
tel: 705-789-9647 ext. 130
e-mail:
gord.cumming@algonquinforestry.on.ca

Tom Ballantine
Algonquin Park Forest
LCC Chairman
e-mail: tomb@bell.net

The approved FMP will be available for the 10-year period of the FMP at the same locations listed above.

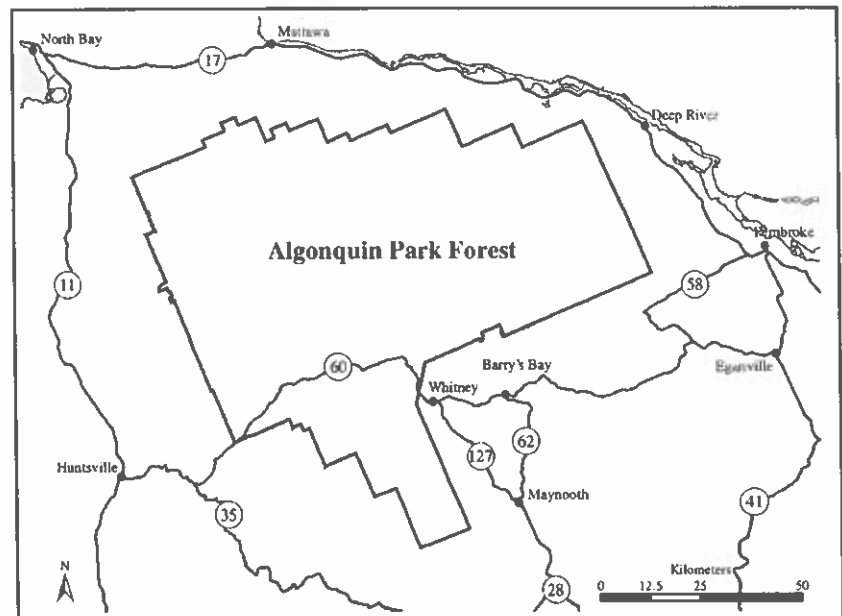
Stay Involved

Further information on how to get involved in forest management planning and to better understand the stages of public consultation please visit:

<https://www.ontario.ca/document/participate-forest-management-ontario/how-get-involved-forest-management>

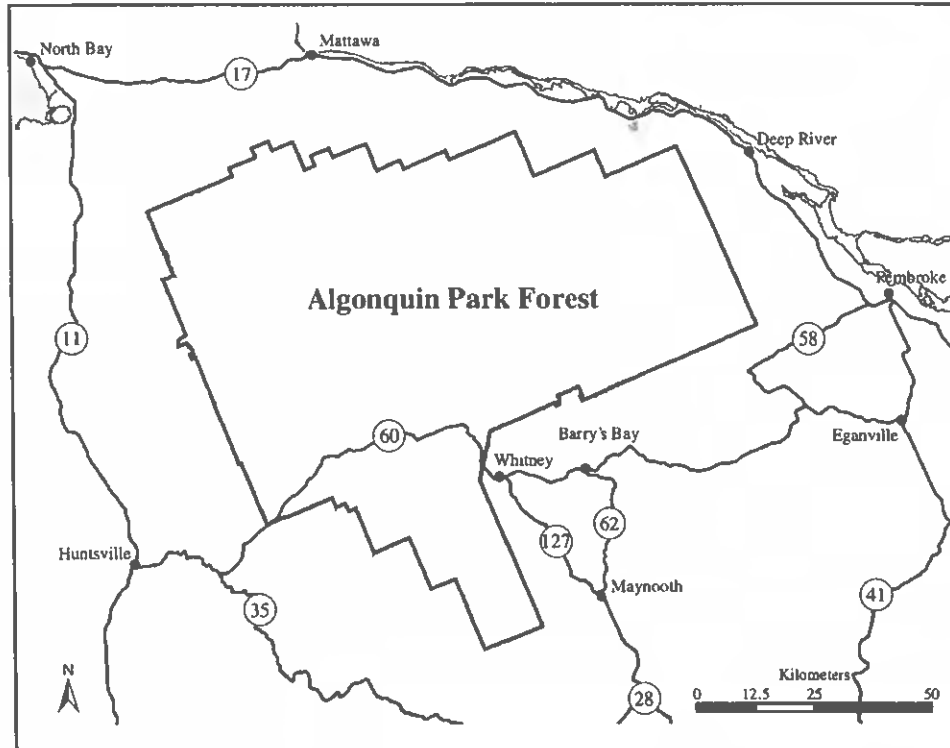
Ministry of Northern Development, Mines, Natural Resources and Forestry (NDMNRF) is collecting your personal information and comments under the authority provided by the Forest Management Planning Manual, 2020 approved by regulation under Section 68 of the *Crown Forest Sustainability Act, 1994*. Any personal information you provide (home and/or email address, name, telephone number, etc.) may be used and shared between NDMNRF and/or the sustainable forest licensee to contact you regarding comments submitted. Your comments will become part of the public consultation process and may be shared with the general public. Your personal information may also be used by the NDMNRF to send you further information related to this forest management planning exercise. If you have questions about the use of your personal information, please contact Shari MacDonald, NDMNRF, Regional Information Manager, by e-mail: shari.macdonald@ontario.ca.

Renseignements en français: Elizabeth Holmes au tél. : 613 302-3768 courriel : elizabeth.holmes@ontario.ca



Inspection of the 2021-2022 Annual Work Schedule - Algonquin Park Forest

The **September 27, 2021 – March 31, 2022** Annual Work Schedule (AWS) for the Algonquin Park Forest is available electronically for public viewing by contacting the Algonquin Forestry Authority (AFA) during normal business hours and on the Natural Resources Information Portal – <https://nrp.mnr.gov.on.ca/s/fmp-online> beginning **September 8, 2021** and for the duration of the AWS. This AWS coincides with the approved 2021-2031 Forest Management Plan.



Scheduled Forest Management Operations

The AWS describes forest operations such as road construction, maintenance and decommissioning, forestry aggregate pits, harvest, site preparation, tree planting and tending that are scheduled to occur during the year.

Tree Planting and Fuelwood

The AFA is responsible for tree planting on the Algonquin Park Forest. Please contact the Area Forester, AFA Pembroke Office (see address below) for information regarding tree planting job opportunities or for obtaining fuelwood.

More Information

For more information on the AWS, to arrange a remote meeting with NDMNRF staff to discuss the AWS or to request AWS summary information, please contact the NDMNRF contact below:

Joe Yaraskavitch, R.P.F.
Ministry of Northern Development, Mines,
Natural Resources and Forestry
31 Riverside Drive
Pembroke, ON K8A 8R6
tel: 613-401-4167
e-mail: joe.yaraskavitch@ontario.ca

Gord Cumming, R.P.F.
Plan Author
Algonquin Forestry Authority
Huntsville Office
8 Crescent Road, Unit B3-1
Huntsville, ON P1H 0B3
tel: 705-789-9647, ext. 130
e-mail: gord.cumming@algonquinforestry.on.ca

Tom Dolan, R.P.F.
Forester
Algonquin Forestry Authority
Pembroke Office
84 Isabella Street
Pembroke, ON K8A 5S5
tel: 613-735-0173, ext. 225

Stay Involved

Further information on how to get involved in forest management planning and to better understand the stages of public consultation please visit:

<https://www.ontario.ca/document/participate-forest-management-ontario/how-get-involved-forest-management>

Renseignements en français : Elizabeth Holmes au tél. : 613 258-8210 ou courriel : elizabeth.holmes@ontario.ca.



**NOTICE OF PUBLIC MEETING
CONCERNING A PROPOSED
ZONING BY-LAW AMENDMENT (FILE NO. R1-21)
AFFECTING THE TOWN OF
MATTAWA**

4.16

copy to agenda

TAKE NOTICE that the Council of the Corporation of the Town of Mattawa will hold a public meeting on the 27th day of September, 2021 at 6:00 p.m. at the Dr. S. F. Monestime Municipal Council Chambers 160 Water Street, to consider a proposed zoning by-law amendment under Section 34 of the Planning Act.

THE PURPOSE of the proposed zoning by-law amendment is to rezone the property identified as P-1 E Part Lot 15 Range C and known as 510 Valois Drive, Town of Mattawa, from Highway Commercial, (HC) to Residential Type 2 - Special (R2-26) in order to permit a total of eight residential units.

ANY PERSON may attend the public meeting and/or make written or verbal representation either in support or in opposition to the proposed Zoning By-law amendment.

IF a person or public body does not make oral submissions at the public meeting or make written submissions to the Council of the Corporation of the Town of Mattawa before the Zoning By-law is adopted, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Town of Mattawa to the Ontario Municipal Board.

IF a person or public body does not make oral submissions at the public meeting or make written submissions to the Council of the Corporation of the Town of Mattawa before the Zoning By-law is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

PERSONAL INFORMATION contained in any correspondence or oral presentation provided will become part of the public record. Personal information is collected and disclosed pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act.

ADDITIONAL INFORMATION relating to the proposed amendment is available for inspection during regular office hours at the Municipal Office, 160 Water Street, Mattawa, Ontario with Francine Desormeau, CAO/Treasurer, francine.desormeau@mattawa.ca, 705-744-5611.

Dated at the Town of Mattawa this 31st day of August, 2021.

Ms. Francine Desormeau,
CAO/Treasurer
Town of Mattawa
160 Water Street, P. O. Box 390
Mattawa, ON P0H 1V0

**KEY MAP
510 Valois Drive**

