



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

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

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

**TELECONFERENCE TOLL FREE # 1-833-311-4101
ACCESS CODE: 2493 624 1287**

THE CORPORATION OF THE TOWN OF MATTAWA
A G E N D A
DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS
160 WATER STREET
MATTAWA, ONTARIO
TELECONFERENCE TOLL FREE # 1-833-311-4101
ACCESS CODE: 2493 624 1287
MONDAY, SEPTEMBER 13TH, 2021 @ 7:00 P.M.

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
 - 4.1 MTO – Re: 2022-2023 Connecting Links Program Opens September 10, 2021
Finance Committee – Treasurer
 - 4.2 NBPSDHU – Re: Minutes from Municipal Leaders Meeting held July 7, 2021
Health Services Committee – Clerk
 - 4.3 Tay Valley Township – Re: Lottery Licensing to Assist Small Organizations
By-Law Department Committee – By-Law Officer
 - 4.4 Mr. Danny Moore – Re: Letter of Request Concerning 2019 Flood
Environmental Services Committee – CAO
 - 4.5 AMO – Re: Municipal Recognition of September 30th National Day for Truth &
Reconciliation & New Municipal Resource Materials
General Government Committee – Clerk
 - 4.6 Service Canada – Re: Extension of COVID-19 Benefits & Business Supports
Health Services Committee – Clerk
 - 4.7 Mattawa & Area Foodbank – Re: Fund Raising Event Request
Recreation, Tourism & Special Projects Committee – Recreation & Facilities Services
Manager
 - 4.8 Community Living Mattawa – Re: August 2021 Newsletter
Social & Family Services Committee – Clerk
 - 4.9 AMO – Re: MTO Regulatory Amendments, Changes to Municipal Act 2001, Rowan’s Law
Timing
General Government Committee – Clerk

Monday, September 13th, 2021

Correspondence – Cont'd

- 4.10 Municipality of Leamington – Re: Support Resolution for Joint and Several Liability
General Government Committee – Clerk
- 4.11 City of North Bay – Re: Provincial Offences Act 2020 Net Shared Costs
Finance Committee – Treasurer
- 4.12 Ms. Catherine Taylor – Re: Request to sell Mattawa Hoodie at Information Centre
Recreation, Tourism & Special Projects Committee – Recreation & Facilities Services
Manager
- 4.13 Mr. David Butler – Re: CHMC Rapid Housing Round 2 Application
Planning & Development Services Committee – CAO
- 4.14 Affordable Senior Housing Committee – Re: Committee Meeting Agenda of September 1st
Planning & Development Services Committee – CAO
- 4.15 MNRF – Re: Algonquin Park Forest Approved 2021-2031 FMP & 2021-2022 Annual
Work Schedule Inspection Notices
Environmental Services Committee – Public Works Supervisor
- 4.16 The Town of Mattawa – Re: Notice of Public Meeting for Zoning By-Law Amendment
Planning & Development Services Committee – CAO

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

6. Municipal Report Number 855

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

7. Committee Reports

Information/Action Item Reports

Departmental Activity Reports

- 7.1 Francine Desormeau, CAO/Treasurer – Re: Update to Ongoing Activities in General
Government – Report # 2021-103R
- 7.2 Wayne Chaput, By-Law Enforcement Officer – Re: Activity Update In Building, By-Law,
Property & Animal Control Department – Report # 2021-104R
- 7.3 Renee-Anne Paquette, Recreation & Facilities Services Manager– Re: Activity Update in
Recreation Department - Report # 2021-105R

8. Questions Period

9. New/Old Business

- 9.1 Expression of Interest – 333 Main Street

- 10. 2/3 (Special Resolutions – not previously circulated)**
- 11. In Camera (Closed)**
- 12. Return to Regular Session**
- 13. Adjournment**

Monday, September 13th, 2021

Members of Council,

Attached please find Municipal Report Number 856 for consideration by Council.

Respectfully submitted

Amy Leclerc
Clerk

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THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: ADOPTION OF THE MINUTES

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, August 23rd, 2021, the Closed Meeting of Monday, August 23rd, 2021, the Special Meeting of Tuesday, September 7th, 2021 and the Closed Meeting of Tuesday, September 7th, 2021 be adopted as circulated.

Respectfully submitted,

Councillor D. Sarrazin

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the regular meeting of Council held Monday, August 23rd, 2021, at 7:00 p.m. in the Dr. S. F. Monestime Municipal Council Chambers. The meeting was also available via teleconference and streamed live via Town of Mattawa Facebook Page.

- Council Present: Mayor D. Backer
Councillor D. Sarrazin
Councillor G. Thibert
Councillor L. Mick
Councillor R. Jones
- Council Absent: Councillor G. Larose
Councillor L. Ross
- Staff Present: Francine Desormeau, CAO/Treasurer
Wayne Chaput, Chief Building Official/By-Law Officer
Amy Leclerc, Clerk/Revenue Services Clerk
Barry Jackson, Public Works Supervisor
Renee Paquette, Recreation & Facilities Services Manager
- Staff Absent: Paul Lafreniere, Interim Fire Chief

*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.

1. Meeting Called to Order at 7:00 p.m.
2. Disclosures of Pecuniary Interest and Nature Thereof – None
3. Petitions & Delegations – None
4. Correspondence
5. Questions/Comments about the Content of the Agenda – None
6. Municipal Report Number 855

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BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, August 9th, 2021 and the Closed Meeting of Monday, August 9th, 2021 be adopted as circulated.

Carried

Resolution Number 21-66

Moved by Councillor D. Sarrazin

Seconded by Councillor R. Jones

BE IT RESOLVED THAT Council of the Town of Mattawa provide a sponsorship of the arena floor for the annual VMUTS Poker Rally on September 18, 2021, if required.

AND FURTHER THAT proof of liability insurance be provided prior to the use of the facility.

Carried

Page No. 180

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

Carried as amended

Page No. 181

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

Carried

Resolution Number 21-67

Moved by Councillor R. Jones

Seconded by Councillor G. Thibert

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

AND FURTHER THAT annual financial statements be submitted prior to providing annual sponsorship.

Carried

Page No. 182

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

Carried as amended

Page No. 183

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

Carried

Page No. 184

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

Carried

Page No. 185

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

Carried

Page No. 186

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

Carried

Resolution Number 21-68

Moved by Councillor D. Sarrazin

Seconded by Councillor L. Mick

BE IT RESOLVED THAT the Municipal Report Number 855 be adopted as amended.

Carried

7. Committee Reports

Information/Action Item Reports

7.1 Francine Desormeau, CAO/Treasurer – Re: Permanent Full-Time Caretaker 2 Position - Confidential – Report # 2021-96R

7.2 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Municipal Alcohol Policy Revised – Report # 2021-97R

7.3 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: New Playground Structure for Timmins Park – Report # 2021-98R

Departmental Activity Reports

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

8. Questions from the Floor – None

9. New/Old Business

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

11. In Camera (Closed) Session

11.1 Personnel Matters

Resolution Number 21-69

Moved by Councillor G. Thibert

Seconded by Councillor D. Sarrazin

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

b) *personal matters about an identifiable individual, including municipal or local board employees.*

Carried

12. Return to Regular Session

Resolution Number 21-70

Moved by Councillor R. Jones

Seconded by Councillor L. Mick

BE IT RESOLVED THAT the regular meeting of council reconvene at 8:26 p.m.

Carried

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

Resolution Number 21-71

Moved by Councillor G. Thibert

Seconded by Councillor D. Sarrazin

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer to offer employment to Ms. Bethany White in the position of Finance Clerk.

Carried

13. Adjournment

The regular meeting of Council Monday, August 23rd, 2021, adjourned at 8:28 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, August 23rd, 2021 at 7:38 p.m. in Dr. S. F. Monestime Municipal Council Chambers.

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

Council Absent: Councillors G. Larose, L. Ross

Staff Present: Francine Desormeau, CAO/Treasurer
Amy Leclerc, Clerk/Revenue Services Clerk

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

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – b) personal matters about an identifiable individual, including municipal or local board employees.

- See Regular Meeting Resolution: 21-69 and 21-70

The closed meeting session adjourned at 8:26 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Special Meeting of Council held Tuesday, September 7th, 2021, at 7:00 p.m. in the S. F. Monestime Municipal Council Chambers. The meeting was also available via teleconference.

Council Present: Mayor D. Backer
Councillor D. Sarrazin
Councillor G. Larose
Councillor G. Thibert
Councillor L. Ross

Council Absent: Councillor L. Mick
Councillor R. Jones

Staff Present: Francine Desormeau, CAO/Treasurer
Amy Leclerc, Clerk/Revenue Services Clerk
Barry Jackson, Public Works Supervisor

Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer
Paul Lafreniere, Fire Chief (Interim)
Renee-Anne Paquette, Recreation & Facilities Services Manager

<p>*When a recorded vote is requested and the minutes indicate the recorded vote was "Unanimous" it means all Councillors present and noted above voted in favour unless otherwise indicated.</p>

1. Meeting Called to Order at 7:00 p.m.
2. Disclosure of Pecuniary Interest and Nature Thereof – None
3. Committee Reports / Discussions – None
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions
5. In Camera (Closed Session)
 - 5.1 Mattawa Landfill – Relocation of Active Face, Additional Waste Sorting & Additional Recovering of Bear/Rodent Damage – Report # 2021-100R
 - 5.2 Mattawa Landfill – Access Road to Top of Mound – Report # 2021-101R
 - 5.3 Mattawa Landfill – Tender Analysis Results – Report # 2021-102R
 - 5.4 Personnel Matters

*Barry Jackson, Public Works Supervisor left the In Camera Session for the discussion of Item # 5.4 Personnel Matters

Resolution Number 21-72

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Larose

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

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

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

Carried

7. Return to Regular Session

Resolution Number 21-73

Moved by Councillor L. Ross

Seconded by Councillor G. Thibert

BE IT RESOLVED that the regular session reconvenes at 9:12 p.m.

Carried

Mayor Backer stated the In Camera session was to discuss the Mattawa Landfill Site active face, additional waste sorting, access to the top of the mound at the Landfill Site, the Mattawa Landfill Operations tender analysis results and a personnel matter.

Resolution Number 21-74

Moved by Councillor L. Ross

Seconded by Councillor G. Thibert

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer to offer employment to Ms. Germaine Lafreniere in the position of Finance Clerk.

Carried

8. Adjournment

The special meeting of Council Tuesday, September 7th, 2021 adjourned at 9:15 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Tuesday, September 7th, 2021 at 7:01 p.m. in Dr. S. F. Monestime Municipal Council Chambers.

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

Council Absent: Councillors L. Mick, R. Jones

Staff Present: Francine Desormeau, CAO/Treasurer
Amy Leclerc, Clerk/Revenue Services Clerk
Barry Jackson, Public Works Supervisor

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

Topics for discussion:

2. Under Section 239 (2) of the Municipal Act – b) personal matters about an identifiable individual, including municipal or local board employees.
3. Under Section 239 (2) of the Municipal Act – i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Barry Jackson, Public Works Supervisor left the In Camera Session for the discussion of Item # 5.4 Personnel Matters

- See Regular Meeting Resolution: 21-72 and 21-73

The closed meeting session adjourned at 9:12 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: PERSONNEL COMMITTEE

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: FRANCINE DESORMEAU, CAO/TREASURER

TITLE: STATUTORY HOLIDAY SEPTEMBER 30TH

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

The Federal Government recently announced a new Statutory Holiday on September 30th to commemorate the legacy of residential schools fulfilling one of many recommendations made by the Truth and Reconciliation Commission.

This newly announced holiday also addresses one of the 94 calls to action from the Truth and Reconciliation Commission: “We call upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to honour survivors, their families, and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process.”

Council spoke to this and agreed to authorize and declare September 30th, 2021 as an additional Statutory Holiday for all Town of Mattawa employees.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Town of Mattawa declares September 30th, 2021 as a Statutory Holiday for all Town of Mattawa employees to commemorate the legacy of residential schools fulfilling one of many recommendations made by the Truth and Reconciliation Commission.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: BY-LAW DEPARTMENT

CHAIRPERSON: COUNCILLOR L. MICK

DEPT. HEAD: WAYNE CHAPUT, BY-LAW ENFORCEMENT OFFICER

TITLE: FEEDING & ATTRACTING OF PIGEONS BY-LAW

21-22Draft By-law _____Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

The Town of Mattawa have received many complaints regarding pigeons over the past year.

Pigeons are destroying rooftops, property, and our beautiful downtown area with their feces. The biggest problem that contributes to this is people feeding them.

At the regular Council meeting on August 9, 2021 a draft By-law to Prohibit the feeding and attracting of pigeons was presented to Council. The By-law was sent to the Ministry of the Attorney General (Ontario) for their review and comments and was received back with no changes required.

Attached is a By-law to prohibit the feeding and attracting of pigeons within the Town of Mattawa on private and municipal property.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law No.21-22 which is a By-law to prohibit the feeding and attracting of pigeons within the Town of Mattawa on private and municipal property.

Respectfully submitted,

Councillor L. Mick

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: TRANSPORTATION SERVICES

CHAIRPERSON: COUNCILLOR G. LAROSE

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: SUPPLY AND INSTALLATION OF GRADER TIRES

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

A Request for Quotation was issued to three suppliers earlier this summer for the Supply and Installation of four (4) new rear grader tires to replace the badly worn ones on the 1989 Champion Grader Unit #GR-01.

We have received quotes from all three suppliers which are as follows:

Company	Tire Quote	HST	Total
Kal Tire	\$7,185.81	\$ 934.16	\$8,119.97
Northern OK Tire	\$10,168.32	\$ 1,321.89	\$11,490.21
Guy's Tire & Auto	\$7,919.12	\$1,020.49	\$8,948.61

Kal Tire is the lowest quote for the tires and installation.

For this reason the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa award the Supply and Installation of Grader Tires on the 1989 Champion Grader Unit # GR-01 to Kal Tire at the price of \$7,185.81 plus HST.

Respectfully submitted,

Councillor G. Larose

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: TRAPPING RIGHTS AT LANDFILL SITE

 Draft By-Law

 X Item

 Policy Recommendation

Mayor D. Backer and Members of Council:

Council received a letter from Mr. Fern Rockburn at the regular meeting on Monday, August 23, 2021 respectfully requesting permission to trap fur bearing animals, more specifically fox and martin, on municipal property surrounding the Mattawa Landfill Site.

He has successfully completed the Ontario Fur Harvesting and Management Course and holds a valid Trapper’s Licence. His trapping methods are most modern and humane. Traps will be set a minimum of 100 meters from the actual landfill area in order to reduce any possible high visibility or danger to the public. He also has permission to trap adjacent properties thereby eliminating any possibility of conflict with other trappers.

On December 8th, 2014 Council had approved the same request for and up to December 2018. Mr. Rockburn is asking for renewed permission to continue with previous Trapping Rights going forward, adhering to all standards and specifications previously applied.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT the Mayor and Council of the Corporation of the Town of Mattawa approve Mr. Fern Rockburn’s request for permission to trap fur bearing animals, more specifically fox and martin, on municipal property surrounding the Mattawa Landfill Site for a three-year period which would include the trapping seasons of 2021-2022, 2022-2023, and 2023-2024.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION OF THE TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES COMMITTEE

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: MATTAWA LANDFILL SITE OPERATIONS CONTRACT

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

A Request for Tenders for the Landfill Site Operations was issued by staff in August to eight contractors with a mandatory Landfill Site Visit prior to submissions. Three of the eight invited contractors attended the site visit.

The tender due date was Friday, August 27th, 2021 at 2:00 p.m. with a public opening set at 3:00 p.m. There were two tender submissions received by the deadline. Tenders were opened and reviewed by the Environmental Services Chair, CAO/Treasurer and Public Works Supervisor.

Please find listed below the results for Item #1 Operation of Landfill, and Item #2 Attendants:

Contractor	Operation Of Landfill – Base Tender Price	Landfill Attendants – Base Tender	Total
Dumont Backhoe Services	\$205,200.00	\$8,640.00	\$213,840.00
Anderson Trucking Ltd.	\$195,050.36	\$21,840.00	\$216,890.36

All prices are plus HST and at a yearly rate.

Within the tender are prices for the sorting of mixed loads on site and to provide sand cover materials which will be requested on an as needed basis. The analysis did confirm Dumont Backhoe Services as the Low Bidder on those items as well.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approve the awarding of the “Site Operations at the Mattawa Landfill Site” Tender for the period of October 1, 2021 to September 30, 2026 to Dumont Backhoe Services in the amount of \$213,840.00 per year and plus HST.

AND BE IT FURTHER RESOLVED THAT Council approve the sorting of mixed loads of \$250.00 plus HST per hour and to provide sand cover material for covering the active landfilling area at \$250.00 per load plus HST if and when required and only upon request from the municipality.

Respectfully submitted,

Councillor G. Thibert