



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**REGULAR MEETING OF COUNCIL
MONDAY, NOVEMBER 22ND, 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: 2487 919 7650**

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: 2487 919 7650
MONDAY, NOVEMBER 22ND, 2021 @ 7:00 P.M.

1. Call to Order

2. Disclosure of Pecuniary Interest and Nature Thereof

3. Petitions & Delegations

3.1 Public Comments on Proposed Landfill Site Fee Increases

3.2 Ms. Gabrielle Lahaie, CEO of John Dixon Public Library – Re: Library Update

4. Correspondence

4.1 Mattawa Community Living – Re: Request for Hall Rental Rate Reduction
Finance Committee – Treasurer

4.2 Mattawa Hospital & Algonquin Nursing Home – Re: Tree of Lights Campaign
Finance Committee – Treasurer

4.3 Township of Alnwick/Haldimand – Re: Support Resolution for Endorsing National Teen
Driver Safety Week
Transportation Services Committee – Clerk

4.4 Municipality of Mattawan – Re: Resolution to Increase Illegal Dumping Fees
Finance Committee – Treasurer

4.5 Municipality of Chatham-Kent – Re: Resolution of Support for Vaccine Passport Program
Health Services Committee – Clerk

4.6 Municipality of Chatham-Kent – Re: Resolution of Support for Homelessness Task Force
Protection to Persons & Property Committee – Clerk

4.7 Municipality of Chatham-Kent – Re: Resolution of Support for Renovictions
General Government Committee – Clerk

4.8 Municipality of Mattive – Val Côté – Re: Support Resolution for MPAC Assessment
General Government Committee – Clerk

4.9 Infrastructure Canada – Re: Dorion Road Hill Reconstruction Project Indigenous
Consultation & Environmental Assessment
Planning & Development Services Committee – CAO

Monday, November 22nd, 2021

Correspondence – Cont'd

- 4.10 Municipality of Calvin – Re: Resolution of Support for Weighted Assessment
Finance Committee – Treasurer
- 4.11 Town of Bracebridge – Re: Support Resolution for Renovictions
General Government Committee – Clerk
- 4.12 North Bay-Mattawa Conservation Authority – Re: Conservation Authority Regulations
Conservation Authority Committee – Clerk
- 4.13 MPAC – Re: Municipal Assessment Postponed
General Government Committee – Clerk
- 4.14 MMAH – Re: 2021 Financial Indicator Template and Municipal Profile
Finance Committee – Treasurer
- 4.15 OCWA – Re: Mattawa 2021 Q3 Operations Report
Enviromental Services Committee – Clerk
- 4.16 OMERS – Re: Governance & Investment Strategy
Finance Committee – Treasurer

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

6. Municipal Report Number 861

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

7. Committee Reports

Information/Action Item Reports

- 7.1 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Website Committee
Update - Report # 2021-134R
- 7.2 Barry Jackson, Public Works Supervisor – Re: Monthly Progress Update in Public Works
Department – Report # 2021-135R

Departmental Activity Reports

- 7.3 Francine Desormeau, CAO/Treasurer – Re: Update to Ongoing Activities – Report # 2021-
136R
- 7.4 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Activity Update in
Recreation Department - Report # 2021-137R

8. Questions Period

9. New/Old Business

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

11. In Camera (Closed)

11.1 Cassellholme Redevelopment Project

12. Return to Regular Session

13. Adjournment

Monday, November 22nd, 2021

Members of Council,

Attached please find Municipal Report Number 861 for consideration by Council.

Respectfully submitted

Amy Leclerc
Clerk

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THE CORPORATION TOWN OF MATTAWA

COMMITTEE: GENERAL GOVERNMENT

CHAIRPERSON: COUNCILLOR D. SARRAZIN

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

TITLE: ADOPTION OF THE MINUTES

Draft By-Law

Item

Policy Recommendation

Mayor D. Backer and Members of Council:

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, November 8th, 2021, the Closed Meeting of Monday, November 8th, 2021, the Special Meeting of Monday, November 15th, 2021 and the Closed Meeting of Monday, November 15th, 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, November 8th, 2021, at 7:00 p.m. in the Dr. S. F. Monestime Municipal Council Chambers. The meeting was also available via teleconference.

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

Council Absent: Councillor G. Larose

Staff Present: Francine Desormeau, CAO/Treasurer
Amy Leclerc, Clerk/Revenue Services Clerk
Renee Paquette, Recreation & Facilities Services Manager
Barry Jackson, Public Works Supervisor
Paul Lafreniere, Interim Fire Chief

Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer

*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 860

Page No. 238

BE IT RESOLVED THAT the minutes of the Regular Meeting of Monday, October 25th, 2021, the Closed Meeting of Monday, October 25th, 2021, the Special Meeting of Tuesday, October 26th, 2021 and the Closed Meeting of Tuesday, October 26th, 2021 be adopted as circulated.

Carried

Page No. 239

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa support and authorize staff to submit an application under the Ministry of Transportation (MTO) Connecting Links Program 2022-23 to address the long-term rehabilitation to the Pont Mauril Bélanger (Mattawa River) Bridge.

BE IT FURTHER RESOLVED THAT Council confirms that capital funding is available for the municipality's share of the municipal contribution component and that if successful, the Corporation of the Town of Mattawa will proceed with the project in accordance with the timelines specified in the application.

Carried

Page No. 240

BE IT RESOLVED THAT the Town of Mattawa authorize the Mattawa Fire Department to hire Ms. Jessica Knowlton and Ms. Renee Hughes as Firefighters on a one year probationary period subject to acquiring a DZ licence and successfully completing a physical examination from a primary care provider.

Carried

Page No. 241

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize staff to obtain a consultation from Acclaim Sound and Lighting for the upgrade of Council Chambers Quoted at approximately \$1,000.00 plus HST plus an additional \$75.00 in mileage fees.

Carried

Page No. 242

BE IT RESOLVED THAT Council authorize staff to place an advertisement in the Mattawa Recorder and on the municipal website calling for bids for the disposal of the Canon IR ADV C5250 photocopier with a minimum bid of "best offer" and return to Council with the results for consideration.

Carried

Page No. 243

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law No 21-26 which is a By-law to adopt the Returning to Work from a Disability Policy and the Medically Necessary Work Accommodation Policy.

Carried

Resolution Number 21-91

Moved by Councillor R. Jones

Seconded by Councillor L. Mick

BE IT RESOLVED THAT the Municipal Report Number 860 be adopted.

Carried

7. Committee Reports

Information/Action Item Reports

- 7.1 Francine Desormeau, CAO/Treasurer – Re: Dorion Road Hill Reconstruction Update – Report # 2021-124R
- 7.2 Francine Desormeau, CAO/Treasurer – Re: Caren Gagne – Request to Council – Report # 2021-125R
- 7.3 Barry Jackson, Public Works Supervisor – Re: Landfill Fees Revision Amendment By-Law – Report # 2021-126R
- 7.4 Francine Desormeau, CAO/Treasurer – Re: Sale of Municipal Property – Report # 2021-127R

Departmental Activity Reports

- 7.5 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Activity Update – Report # 2021-128R
- Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Caretaker 2 Position – Report # 2021-129R

8. Questions from the Floor – None

9. New/Old Business

- 9.1 Temporary Full Time Caretaker Position

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

- 10.1 Temporary Full Time Caretaker Position
* passed resolution after In-Camera Session.

11. In Camera (Closed) Session

- 11.1 Personnel Matters
- 11.2 Litigation Matter

Resolution Number 21-92

Moved by Councillor D. Sarrazin

Seconded by Councillor G. Thibert

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

- a) security of the property of the municipality or local board:
- b) personal matters about an identifiable individual, including municipal or local board employees;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

Carried

12. Return to Regular Session

Resolution Number 21-93

Moved by Councillor L. Ross

Seconded by Councillor G. Thibert

BE IT RESOLVED THAT the regular meeting of council reconvene at 8:21 p.m.

Carried

Mayor Backer stated the In Camera Session was to discuss personnel matters, a litigation matter and the sale of municipal property.

Resolution Number 21-94

Moved by Councillor L. Ross

Seconded by Councillor R. Jones

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the CAO to offer the temporary full-time positions to Mr. Tanner Glabb and Mr. Codie Whalley in the Parks and Recreation Department.

Carried

13. Adjournment

The regular meeting of Council Monday, November 8th 2021, adjourned at 8:25 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, November 8th, 2021 at 7:47 p.m. in Dr. S. F. Monestime Municipal Council Chambers.

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

Council Absent: Councillor G. Larose

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

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

Topics for discussion:

1. Under Section 239 (2) of the Municipal Act – a) security of the property of the municipality or local board;
2. Under Section 239 (2) of the Municipal Act – b) personal matters about an identifiable individual, including municipal or local board employees;
3. Under Section 239 (2) of the Municipal Act – e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
 - See Regular Meeting Resolution: 21-92 and 21-93

The closed meeting session adjourned at 8:21 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Special Meeting of Council held Monday, November 15th, 2021, at 7:00 p.m. in the Dr. S. F. Monestime Municipal Council Chambers. The meeting was also available via teleconference.

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

*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. Disclosure of Pecuniary Interest and Nature Thereof – None
3. Committee Reports / Discussions
 - 3.1 2022 Voyageur Days Festival Budget
 - 3.2 Museum Roof Repairs Tender
 - 3.3 333 Main Street – Memorandum of Understanding
 - 3.4 Request to Purchase Municipal Road Allowance – Part of Wood Street
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions
 - 4.1 2022 Voyageur Days Festival Budget

Resolution Number 21-95

Moved by Councillor L. Ross

Seconded by Councillor L. Mick

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approve the requested budget for 2022 Voyageur Days Festival of up to \$300,00.00.

Carried – Recorded vote on Resolution No. 21-95 and the vote is as follows:

For: Mayor Backer, Councillors Mick, Ross, Jones

Against: Councillor Sarrazin

4.2 Museum Roof Repairs Tender

Resolution Number 21-96

Moved by Councillor R. Jones

Seconded by Councillor L. Mick

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the CAO to issue the Mattawa Museum Roof Re-Shingling and Repairs Tender with a submission deadline of December 1st, 2021.

Carried

4.3 333 Main Street – Memorandum of Understanding

Resolution Number 21-97

Moved by Councillor L. Ross

Seconded by Councillor L. Mick

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa agrees to enter into a Memorandum of Understanding with Descon Construction to develop the municipal property known as 333 Main Street and authorizes the Mayor and CAO to execute the agreement.

Carried – Recorded vote on Resolution No. 21-97 and the vote was unanimous.

4.4 Request to Purchase Municipal Road Allowance – Part of Wood Street

Resolution Number 21-98

Moved by Councillor L. Ross

Seconded by Councillor R. Jones

BE IT RESOLVED THAT the Town of Mattawa, in response to a request from Jason and Patricia Ranger to purchase part of the Wood Street road allowance as shown on the attached map, declares the land surplus and authorizes staff to commence the procedure as per the Closing and Sale of Municipal Road Allowances to close the road, obtain a survey (reference plan) and have a qualified appraiser value the property.

Carried

5. In Camera (Closed Session)

5.1 Personnel Matters

Resolution Number 21-99

Moved by Councillor D. Sarrazin

Seconded by Councillor L. Mick

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

6. Return to Regular Session

Resolution Number 21-100

Moved by Councillor R. Jones

Seconded by Councillor L. Mick

BE IT RESOLVED THAT the special meeting of council reconvene at 7:55 p.m.

Carried

Resolution Number 21-101

Moved by Councillor L. Ross

Seconded by Councillor L. Mick

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa authorize the CAO to offer the temporary full-time position to Matthew Shotter in the Parks and Recreation Department with a start date of November 29th, 2021.

Carried

7. Adjournment

The special meeting of Council Monday, November 15th, 2021 adjourned at 7:58 p.m.

Mayor

Clerk

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Closed Meeting session of Council held Monday, November 15th, 2021 at 7:30 p.m. in Dr. S. F. Monestime Municipal Council Chambers.

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

Council Absent: Councillor G. Larose

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:

4. 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: 21-99 and 21-100

The closed meeting session adjourned at 7:55 p.m.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: ENVIRONMENTAL SERVICES

CHAIRPERSON: COUNCILLOR G. THIBERT

DEPT. HEAD: BARRY JACKSON, PUBLIC WORKS SUPERVISOR

TITLE: LANDFILL FEES AMENDMENT BY-LAW

21-28 Draft By-Law X Item _____ Policy Recommendation

Mayor D. Backer and Members of Council:

At the Regular Meeting of Council on Monday, November 8th, 2021 Report #2021-126R Landfill Fees Revision was presented to Council.

The proposed increase of fees that were included within that report is being brought forward to Council as a By-law to amend Schedule “J” of By-law 18-08 (Amended 17-06).

The attached by-law will be read a first and second time during this Monday, November 22nd, 2021 regular meeting of council. This regular meeting is considered a public meeting with notice of this change.

The final reading and passing of the proposed by-law will be brought forward during the Monday, December 13th meeting.

Staff is recommending a date of implementation for February 1, 2022 to allow time to advise contractors and public of the new rates.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa adopt By-Law 21-28 which will amend the Consolidated Fees and Charges By-Law 18-08 Landfill Services Schedule “J” for goods and services rendered by the municipality.

Respectfully submitted,

Councillor G. Thibert

THE CORPORATION OF THE TOWN OF MATTAWA

BY-LAW NUMBER 21-28

BEING a by-law to amend the schedule of fees and charges for the Town of Mattawa.

WHEREAS the *Municipal Act, 2001*, S.O. 2001, c.25, Section 391, authorizes a municipality to pass by-laws imposing fees or charges on any class of persons for services or activities provided or done by or on behalf of any other municipality; for the use of its property, including property under its control; and for capital costs payable by it for sewage and water services or activities which will be provided or done by or on behalf of it after the fees or charges are imposed; and

WHEREAS all fees or charges imposed pursuant to the By-law are due and payable by the person invoiced therefore, immediately upon receipt of the invoice; and

WHEREAS unpaid fees or charges imposed pursuant to the By-law are subject to an interest rate of one and one quarter per cent per month; and

WHEREAS the fees or charges imposed pursuant to this By-law constitute a debt owing to the Corporation of the Town of Mattawa, and without limiting any collection remedy otherwise available to the municipality, the Corporation of the Town of Mattawa may add outstanding fees and charges, including interest on the unpaid balance pursuant to the preceding paragraph of this By-law, to the tax roll for any real property within the municipality owned by the person responsible for paying the fees and charges, and the amount may be collected in a like manner as municipal taxes; and

WHEREAS Council adopted a consolidated fees and charges By-law in 2017 (By-law 17-06) for fees and charges for a variety of services the municipality provides; and

WHEREAS it now deemed necessary to amend the consolidated fees and charges by-law for the Corporation of the Town of Mattawa.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF MATTAWA DOES HEREBY ENACT AS FOLLOWS:

1. **THAT** the Landfill Services Schedule “J” attached hereto are hereby deleted in its entirety and replaced with a new Schedule “J” and forming part of this By-law.
2. **THAT** the fees as listed in amended Schedule “J” will be subject to Harmonized Sales Tax (HST) where applicable.
3. **THIS** By-law amendment shall come into force and effect on the date of its passing.

READ A FIRST and SECOND time this 22th day of November, 2021.

Mayor

Clerk

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR L. ROSS

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

TITLE: PURCHASE OF DOUBLE EXTERIOR DOORS AT MIKE RODDEN ARENA & MATTAWA MUSEUM

Draft By-Law Item Policy Recommendation

Mayor D. Backer and Members of Council:

Staff has received 2 quotes that have been received for the replacement of the Arena side double exterior doors at the Mike Rodden Arena as well as the Mattawa Museum basement double exterior doors.

Museum

Jim’s Locksmith 6375.75 plus HST
NGM 5824.00 plus HST

Arena

Jim’s Locksmith 7057.85 plus HST
NGM 9864.00 plus HST

Both quotes came back higher than originally budgeted but there are funds remaining in the capital budget to make this necessary purchase.

Based on the quotes received staff is recommending that Council retain the services of Jim’s Locksmith for the replacement the double exterior doors at both locations.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa award the purchase and installation of double exterior doors to Jim’s Locksmith for the Mike Rodden Arena at a price of \$7,057.85 plus HST and Mattawa Museum doors at a price of \$6,375.75 plus HST as budgeted in the capital expenses for 2021.

Respectfully submitted,

Councillor L. Ross

THE CORPORATION TOWN OF MATTAWA

COMMITTEE: RECREATION, TOURISM & SPECIAL PROJECTS

CHAIRPERSON: COUNCILLOR L. ROSS

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

TITLE: MATTAWA MINOR HOCKEY GRANT FOR ICE FEES

 Draft By-Law X Item Policy Recommendation

Mayor D. Backer and Members of Council:

Mattawa Minor Hockey Association has reached out and requested that the Council of the Corporation of the Town of Mattawa provide a financial grant for ice fees.

A meeting with the CAO, Mayor, Chair of Recreation and the Recreation and Facilities Services Manager was held and was determined that a \$2500.00 one time grant would be offered to help offset the ice fees for the 2021-2022 season.

The association has been unable to do any fundraising in the past 2 years due to the COVID-19 pandemic and wishes to keep registrations down to allow all to participate.

The Town of Mattawa believes it is a priority to have our youth active and through this grant hope it will alleviate some financial burden.

For these reasons the following is recommended:

Recommendation:

BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa provide a one-time financial grant in the amount of \$2,500.00 to the Mattawa Minor Hockey Association for the 2021-2022 hockey season.

Respectfully submitted,

Councillor L. Ross