



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, JANUARY 10<sup>TH</sup>, 2022  
7:00 P.M.**

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

**TELECONFERENCE TOLL FREE # 1-833-311-4101  
ACCESS CODE: 2486 565 9985**

**THE CORPORATION OF THE TOWN OF MATTAWA  
A G E N D A  
DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS  
AND VIA TELECONFERENCE  
160 WATER STREET  
MATTAWA, ONTARIO  
TELECONFERENCE TOLL FREE # 1-833-311-4101  
ACCESS CODE: 2486 565 9985  
MONDAY, JANUARY 10<sup>TH</sup>, 2022 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
  - 4.1 MMAH – Re: Submissions for ROMA 2022 Virtual Conference  
General Government Committee – Clerk
  - 4.2 The Township of Nipissing – Re: Support Resolution for Stop-Arm Camera System  
Transportation Services Committee – Clerk
  - 4.3 The Municipality of Calvin – Re: Support Resolution for Infrastructure Ontario Financing  
for Cassellholme Rebuild Project  
Finance Committee – CAO/Treasurer
  - 4.4 NBMCA – Re: Conservation Authorities Act Transition Plan  
Conservation Authority Committee – Clerk
  - 4.5 Jp2g Consultants Inc. – Re: Mattawa Museum Roof Re-Shingling Contract Award  
Planning & Development Services Committee – CAO/Treasurer
  - 4.6 The Township of Chisholm – Re: Support Resolution for Cassellholme Redevelopment  
Project  
Finance Committee – CAO/Treasurer
  - 4.7 NBPSDHU – Re: 2022 Levies  
Finance Committee – CAO/Treasurer
  - 4.8 The Township of Papineau–Cameron – Re: Cassellholme Board Member Appointment  
General Government Committee – CAO/Treasurer
  - 4.9 The Township of Chisholm – Re: Cassellholme Board Member Appointment &  
Redevelopment Project  
General Government Committee – CAO/Treasurer

**Monday, January 10<sup>th</sup>, 2022 Correspondence – Cont'd**

- 4.10 The Municipality of East Ferris – Re: Cassellholme Board Member Appointment & Redevelopment Project  
General Government Committee – CAO/Treasurer
- 4.11 The Municipality of Calvin – Re: Support Resolution for Cassellholme Redevelopment Project  
General Government Committee – CAO/Treasurer
- 4.12 The Township of Papineau–Cameron – Re: Support Resolution for Cassellholme Redevelopment Project  
General Government Committee – CAO/Treasurer
- 4.13 NOHFC – Re: Approved Funding Request for Museum Roof & Pergola Project  
Finance Committee – CAO/Treasurer
- 4.14 The Municipality of Mattawan – Re: Support Resolution for Cassellholme Redevelopment Project  
General Government Committee – CAO/Treasurer
- 4.15 The City of Kitchener – Re: Support Resolution for Conversion Therapy  
General Government Committee – Clerk
- 4.16 The Town of Bradford West Gwillimbury – Re: Support Resolution for Motion Against Quebec’s Bill 21  
General Government Committee – Clerk
- 4.17 The Township of Papineau–Cameron – Re: Supports Resolution for Stop-Arm Camera System  
Transportation Services Committee – CAO/Treasurer
- 4.18 The Township of Tay Valley – Re: Support Resolution for Province-Wide Assessment Update  
Finance Committee – CAO/Treasurer
- 4.19 NDMNRF – Re: Ottawa Valley Forest Annual Work Schedule – Inspection Notice  
General Government Committee – Clerk
- 4.20 The Township of Scugog – Re: Support Resolution for Correspondence received from the Region of Durhams regarding Bus Stop Dead End Roads  
General Government Committee – Clerk
- 4.21 The Township of Papineau–Cameron – Re: Support Resolution for Infrastructure Ontario Financing for Cassellholme Rebuild Project  
Finance Committee – CAO/Treasurer
- 4.22 The Municipality of Mattawan – Re: Support Resolution for Infrastructure Ontario Financing for Cassellholme Rebuild Project  
Finance Committee – CAO/Treasurer

## **Monday, January 10<sup>th</sup>, 2022 Correspondence – Cont'd**

- 4.23 City of North Bay – Re: Support Resolution for Cassellholme Bridge Financing  
Finance Committee – CAO/Treasurer
- 4.24 Ministry of Infrastructure – Re: 2022 Ontario Community Infrastructure Fund Allocation  
Notice  
Finance Committee – CAO/Treasurer
- 4.25 City of North Bay – Re: Working Group – Cameras on Bus Arms  
Transportation Services Committee – CAO/Treasurer
- 4.26 Affordable Senior Housing Committee – Re: Meeting Agenda of Wednesday, January 5<sup>th</sup>  
Planning & Development Services Committee – CAO/Treasurer

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

### **6. Municipal Report Number 863**

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

### **7. Committee Reports**

#### **Information/Action Item Reports**

- 7.1 Amy Leclerc, Clerk/Revenue Services Clerk – Re: Library Board Vacancy – Report  
# 2022-01R

#### **Departmental Activity Reports**

- 7.2 Francine Desormeau, CAO/Treasurer – Re: Update to Ongoing Activities in General  
Government – Report # 2022-02R

### **8. Questions Period**

### **9. New/Old Business**

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

### **11. In Camera (Closed)**

- 11.1 Personnel Matters
- 11.2 Mattawa Landfill Site
- 11.3 Cassellholme Matter
- 11.4 Dorion Road Hill Reconstruction Project

### **12. Return to Regular Session**

### **13. Adjournment**

Monday, January 10<sup>th</sup>, 2022

Members of Council,

Attached please find Municipal Report Number 863 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**

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

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Monday, December 13<sup>th</sup>, 2021 and the Special Meeting of Monday, December 20<sup>th</sup>, 2021 be adopted as circulated.

Respectfully submitted,

Councillor D. Sarrazin

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## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Regular Meeting of Council held Monday, December 13<sup>th</sup>, 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. Larose  
Councillor L. Ross
- Council Absent: Councillor G. Thibert  
Councillor L. Mick  
Councillor R. Jones
- Staff Present: Francine Desormeau, CAO/Treasurer  
Amy Leclerc, Clerk/Revenue Services Clerk  
Renee - Anne Paquette, Recreation & Facilities Services Manager  
Paul Lafreniere, Interim Fire Chief
- Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer  
Barry Jackson, Public Works Supervisor

\*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 862

Page No. 261

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Monday, November 22<sup>nd</sup>, 2021, and the Special Meeting of Tuesday, November 30<sup>th</sup>, 2021, be adopted as circulated.

Carried

Page No. 262

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa adopt By-Law 21-28, which is a Third and Final Reading, which will amend the Consolidated Fees and Charges By-Law 18-08 Landfill Services Schedule "J" for goods and services rendered by the municipality.

Carried

Page No. 263

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa accepts the tender in the amount of \$90,000.00 plus HST from 399409 Ontario Limited for the sale of land described as PIN 49102-0210, S 1/2 Lot 2, Range 'J' E/S Mattawan Street, Lot 3 Range "J" S/S/Park Street, Plan 1, Mattawa, District of Nipissing, which is a total of five acres.

**BE IT FURTHER RESOLVED THAT** By-law 21-29 be approved to authorize and finalize the sale of this land.

**AND THAT** Council of the Corporation of the Town of Mattawa further grants itself the authority to Consent to Sever S/W ¼ Lot 4, Range 'J' S/S Park Street, Plan 1 Mattawa, District of Nipissing which is a total of 1.25 acres for the purpose of future development opportunities.

Carried

Page No. 264

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa authorize the Treasurer to write-off uncollectable receivables in the amount of \$2,718.77.

Carried

Page No. 265

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa authorize the CAO/Treasurer to disburse the outstanding 2020 and 2021 subsidy in the amount of \$64,000.00 to the John Dixon Public Library.

Carried

Page No. 266

**BE IT RESOLVED THAT** the Mayor and Council of the Corporation of the Town of Mattawa, due to the Christmas holidays, cancel the Regular Meeting of Council scheduled for Tuesday, December 28<sup>th</sup>, 2021.

Carried

Page No. 267

**BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mattawa supports the appointment of Mayor Robert Corriveau of the Township of Papineau-Cameron as the Area 2 Representative to the Board of Management of the East Nipissing District Home for the Aged (Cassellholme) for the remainder of the term of Council.

Carried – Recorded vote on Page No. 267 and the vote was as follows:

For: Mayor Backer, Councillors Larose, and Ross

Against: Councillor Sarrazin

Resolution Number 21-108

Moved by Councillor G. Larose

Seconded by Councillor D. Sarrazin

**BE IT RESOLVED THAT** the Municipal Report Number 862 be adopted.

Carried



7. Committee Reports

Information/Action Item Reports

- 7.1 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Mattawa Voyageur Days Logo Options - Report # 2021-138R
- 7.2 Francine Desormeau, CAO/Treasurer – Re: Update to 2021 Operating Budget and Capital Project Expenditures – Report # 2021-139R
- 7.3 Wayne Chapat, By-Law Enforcement Officer – Re: Emergency Program Committee Terms of Reference – Report # 2021-140R
- 7.4 Francine Desormeau, CAO/Treasurer – Re: 2022 Wage Increases For Union and Non-Union Staff and Planning for Performance Appraisals – Report # 2021-141R
- 7.5 Francine Desormeau, CAO/Treasurer – Re: Museum Roof Re-Shingling Tender – Report # 2021-142R

Departmental Activity Reports

- 7.6 Wayne Chapat, By-Law Enforcement Officer – Re: Activity Update in Building, By-Law, Property & Animal Control – Report # 2021-143R
- 7.7 Renee-Anne Paquette, Recreation & Facilities Services Manager – Re: Activity Update in Recreation Department - Report # 2021-144R
- 7.8 Francine Desormeau, CAO/Treasurer – Re: Update to Ongoing Activities – Report # 2021-145R

8. Questions from the Floor – None

9. New/Old Business

- 9.1 Cassellholme Redevelopment Project

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

- 10.1 Cassellhome Redevelopment Project

Resolution Number 21-109

Moved by Councillor L. Ross

Seconded by Councillor G. Larose

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa award the Museum Roof Re-shingling tender to William Sons (11425579 Canada Inc.) at the revised amount of \$186,642.20 plus HST.***

Carried – Recorded vote on Resolution No. 21-109 and the vote was unanimous

Resolution Number 21-110

Moved by Councillor L. Ross

Seconded by Councillor G. Larose

**WHEREAS** the Board of Management for the District of Nipissing East has selected a general contractor for the redevelopment of Cassellholme;

**AND WHEREAS** the Province of Ontario will guarantee the Provincial Construction Fund Subsidy thereby removing this obligation of the member municipalities;

**AND WHEREAS** the Ministry of Long-Term Care, on November 29, 2021 provided conditional approval for the Board of Management for the District of Nipissing East to secure a general contractor and proceed with construction;

**AND WHEREAS** section 127(3) of the Long-Term Care Homes Act, 2007, S.O. 2007, c.8 (the "Act") provides as follows:

**"Power of district homes to borrow for capital costs 127(3)** In circumstances prescribed by regulation and subject to any restrictions or requirements that may be prescribed by regulation, a board that meets the prescribed requirements may borrow such sums as the board considers necessary to meet the capital costs it estimates under subsection (1).

**AND WHEREAS** subsection 294.2 of O.Reg 79/10 to the Act provides as follows:

**"Capital Costs 294.2** For the purposes of subsection 127(3) of the Act, a board may borrow such sums as the board considers necessary to meet the capital costs it estimates under subsection (1) of that section in either of the following circumstances:

1. Every supporting municipality of the board has passed a resolution that,
  - i. Supports such borrowing by the board, and
  - ii. Acknowledges that any repayments on the borrowed sums that the board is required to make that are not covered by the available current revenues of the board are subject to apportionment to supporting municipalities under subsection 126(1) of the Act.
2. The board is refinancing existing debt."

**AND WHEREAS** The Corporation of the Town of Mattawa wishes to pass a resolution that supports the borrowing by the Board of Management for the District of Nipissing East;

The Corporation of the Town of Mattawa hereby resolves as follows:

1. Provided that and conditional upon the Board of Management for the District of Nipissing East irrevocably and unconditionally resolving, covenanting and agreeing in writing to execute and deliver such further and other agreements, assurances, undertakings, acknowledgements or documents, cause such meetings to be held, resolutions passed and by-laws enacted, exercise their vote and influence and do and perform and cause to be done and performed any further and other acts and things as may be necessary or desirable in order for the review and transition of Cassellholme

*from a territorial district home established and maintained under a board of management to a municipal home to be maintained by The Corporation of the City of North Bay, then:*

- (a) *In accordance with subsection 294.2 of O.Reg 79/10 to the Act, The Corporation of the Town of Mattawa shall resolve to:*
    - (i) *support the Board of Management for the District of Nipissing East borrowing such sums as the board considers necessary to meet the capital costs it estimates under subsection 127(1) of the Act for the redevelopment of Cassellholme; and*
    - (ii) *Acknowledge that any repayments on the borrowed sums that the board is required to make that are not covered by the available current revenues of the board are subject to apportionment to supporting municipalities under subsection 126(1) of the Act.*
  - (b) *The Corporation of the Town of Mattawa shall resolve to enter into a guarantee with Ontario Infrastructure and Lands Corporation, on terms and conditions satisfactory to The Corporation of the Town of Mattawa in its sole and absolute discretion, to undertake and agree to guarantee The Corporation of the Town of Mattawa's proportionate contribution of the Board of Management for the District of Nipissing East's debts, liabilities and obligations, present, or future, direct or indirect, absolute or contingent, at any time or from time to time due or accruing, due and owing by, or otherwise payable by, the Board of Management for the District of Nipissing East to Ontario Infrastructure and Lands Corporation that relate to the redevelopment of Cassellholme.*
2. *That a copy of this resolution be sent to the Board of Management for the District of Nipissing East and all member municipalities listed in Schedule 4 on O.Reg. 79/10, Minister of Long-Term Care, Rod Phillips, Minister of Health, Christine Elliott, MPP Victor Fedeli, and MPP John Yakabuski.*

Carried – Recorded vote on Resolution No. 21-110 and the vote was as follows:

For: Mayor D. Backer, Councillors G. Larose, L. Ross

Against: Councillor D. Sarrazin

11. In Camera (Closed) Session

11.1 Personnel Matters

11.2 Mattawa Landfill Site Participation Agreement

Resolution Number 21-111

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 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 21-112

Moved by Councillor G. Larose  
Seconded by Councillor L. Ross

**BE IT RESOLVED THAT** the regular meeting of council reconvene at 9:00 p.m.

Carried

Mayor Backer stated the In-Camera Session was to discuss personnel matters and the Mattawa Landfill Site Participation Agreement.

13. Adjournment

The regular meeting of Council Monday, December 13<sup>th</sup>, 2021, adjourned at 9:02 p.m.

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Mayor

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Clerk

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Special Meeting of Council held Monday, December 20<sup>th</sup>, 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 L. Mick  
Councillor L. Ross  
Councillor R. Jones

Council Absent: Councillor D. Sarrazin  
Councillor G. Thibert  
Councillor G. Larose

Staff Present: Amy Leclerc, Clerk/Revenue Services Clerk

Staff Absent: Francine Desormeau, CAO/Treasurer  
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 – None
  - 3.1 Cassellholme Redevelopment Project
4. Presentation of By-laws/Resolutions/2/3 Special Resolutions
  - 4.1 Cassellholme Redevelopment Project

### Resolution Number 21-113

Moved by Councillor R. Jones  
Seconded by Councillor L. Mick

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa approves the Cassellholme Board of Management's ability to proceed with financing through Infrastructure Ontario, subject to the Corporation of the Town of Mattawa's final approval of the financing agreement.***

Carried – Recorded vote on Resolution No. 21-113 and the vote was unanimous

5. In Camera (Closed Session)
6. Return to Regular Session
7. Adjournment

The special meeting of Council Monday, December 20<sup>th</sup>, 2021 adjourned at 7:02 p.m.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: GENERAL GOVERNMENT**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: SUPPORT FOR STOP-ARM CAMERA PROGRAM**

Draft By-Law

Item

Policy Recommendation

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

During the December 11<sup>th</sup>, 2021 Regular Meeting, Council spoke of correspondence from the Municipality of East Ferris concerning the automated school bus camera systems.

The Town of Mattawa fully supports the implementation of the stop-arm camera program provided by BusPatrol and supports the petition to the City of North Bay to look into the process of implementing this program.

For these reasons the following is recommended:

**Recommendation:**

**WHEREAS** Stop-Arm Camera Systems are a major part of creating safer school buses and safer roads for all area residents;

**AND WHEREAS** Bill 174 received Royal Assent on December 12<sup>th</sup>, 2017, under Schedule 4 Amendments to the Highway Traffic Act by adding a new Part providing for the use of automated school bus camera systems;

**AND WHEREAS** given the district courts are in North Bay, it is imperative that the City of North Bay come on board with Stop-Arm Camera Program so that other municipalities within the Nipissing District can move forward to help keep the children in the communities safe;

**BE IT RESOLVED** that the Municipality of Mattawa request the City of North Bay to look into the process of implementing a stop-arm camera program with BusPatrol for the City with the goal of developing a regional program to ensure coverage of all school buses within the collective municipalities;

**AND FURTHER** that this resolution be forwarded to FONOM, OGRA, Let's Remember Adam, Stop for School Buses, BusPatrol and municipalities that form part of the Provincial Offences Act (POA) through the City of North Bay

Respectfully submitted,  
Councillor D. Sarrazin

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: PLANNING AND DEVELOPMENT SERVICES**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: COMMITTEE OF ADJUSTMENT MEMBERS FOR 2022**

22-01 Draft By-Law                      \_\_\_ Item                      \_\_\_ Policy Recommendation

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

At the beginning of each year Council members appointed to the Committee of Adjustment must be re-appointed every year by by-law.

In 2021, Councillors Garry Larose and Garry Thibert as well as myself were appointed and it is recommended to appoint the same committee for this year. Mr. Jean-Marc Morin was appointed to the Committee in 2019 for the term of Council.

For these reasons the following is recommended:

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Town of Mattawa adopt By-Law 22-01 to appoint Councillors Dexture Sarrazin, Garry Larose and Garry Thibert to the Committee of Adjustment for the year 2022 in accordance with Section 44(3) of the Planning Act.

Respectfully submitted

Councillor D. Sarrazin



# THE CORPORATION OF THE TOWN OF MATTAWA

## BY-LAW NUMBER 22-01

**BEING** a by-law to appoint members to the Committee of Adjustment for the year 2022.

**WHEREAS** Section 44 of the Planning Act, S.O., 1990, c. P.13, (hereinafter called the “Act”), provides that a Council of a Municipality may, by By-law, constitute and appoint a Committee of Adjustment for the Municipality;

**AND WHEREAS** Section 45(3) of the Act provides that a Council that has constituted a Committee of Adjustment may, by By-law, empower the Committee of Adjustment to grant minor variances from the provisions of any by-law that implements the Official Plan;

**AND WHEREAS** Council adopted By-Law Number 85-26 which established a Committee of Adjustment for the Municipality;

**AND WHEREAS** the Council of the Corporation of the Town of Mattawa deems it advisable to provide for the appointment of members thereto, and to delegate to said Committee the authority of Council with respect to minor variances.

**NOW THEREFORE** the Council of the Corporation of the Town of Mattawa enacts as follows:

1. **THAT** Councillors Dexture Sarrazin, Garry Larose and Garry Thibert be appointed to the Committee of Adjustment.
2. **THAT** the term of office for the members of the Committee of Adjustment be for the year 2022.
3. **THAT** this By-law shall come into effect January 10, 2022.

READ A FIRST and SECOND time, this 10<sup>th</sup> day of January, 2022.

READ A THIRD time and FINALLY PASSED this 10<sup>th</sup> day of January, 2022.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR G. THIBERT**

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

**TITLE: ANNUAL SCOTIABANK BORROWING BY-LAW AGREEMENT**

21-02 Draft By-Law                      \_\_\_ Item                      \_\_\_ Policy Recommendation

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

The attached By-law is customarily passed at the beginning of each year, which authorizes the Town to borrow money, if needed, to meet expenditures until taxes and grants are received. In the event of short-term cash requirements, it is necessary to have the By-law approved to allow us to borrow.

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa approve By-Law #22-02 with ScotiaBank which will allow the municipality to borrow money for the current year, if necessary, until grants and taxes are received.

Respectfully submitted

Councillor G. Thibert

**BORROWING BY-LAW  
MUNICIPALITIES**

**BY-LAW NO. 22-02**

**WHEREAS** the Council of the Corporation of the Town of Mattawa, (the Corporation) deems it necessary to borrow the sum of **Five Hundred Thousand dollars (\$500,000.00)** to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year.

**BE IT THEREFORE ENACTED** as a By-Law of the Corporation as follows:

1. The **Mayor, Finance Chair, General Government Chair or CAO/Treasurer** are hereby authorized to borrow on behalf of the Corporation from THE BANK OF NOVA SCOTIA (the 'Bank') from time to time by way of promissory note or bankers' acceptance a sum or sums not exceeding at any one time **Five Hundred Thousand Dollars, (\$500,000.00)** to meet, until the taxes are collected and other revenues are received, current expenditures of the Corporation for the year **2022**.
2. The **Any two of the persons listed above in #1** are hereby authorized to sign, make or draw on behalf of the Corporation and to furnish to the Bank from time to time promissory notes or bankers acceptances for the sum or sums so borrowed with Interest or any other charges at such rate as the Bank may from time to time determine.
3. The **Treasurer** is hereby authorized and directed to furnish to the Bank at the time of each borrowing and at such other times as the Bank may from time to time request, a statement showing the nature and amount of the estimated revenues of the current year not yet collected or where the estimates for the year have not been adopted, a statement showing the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year and also showing the total of any amounts borrowed in the current year and in any preceding year that have not been repaid.
4. All sums borrowed from the Bank and any interest thereon and any other charges in connection therewith shall, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received and that the **Treasurer** is hereby authorized to sign on behalf of the Corporation and to furnish to the Bank an Agreement or Agreements of the Corporation charging the said revenues of the Corporation with payment of all sums borrowed from the Bank and any interest thereon and any other charges in connection therewith.
5. The **Treasurer** is hereby authorized and directed to apply in payment of all sums borrowed from the Bank, and of any Interest thereon and any other charges in connection therewith, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and for any preceding years and all of the monies collected or received from any other source.

6. That the **Treasurer** and **Mayor** are hereby authorized and directed to execute, on behalf of the Council of the Corporation of the Town of Mattawa, the Bank of Nova Scotia's Security Agreement, in accordance with the terms of the agreement attached to this By-Law and known as Schedule "A".

READ A FIRST and SECOND time, this 10<sup>th</sup> day of January, 2022.

READ A THIRD time and FINALLY PASSED this 10<sup>th</sup> day of January, 2022.

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Mayor

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Clerk

**S E C U R I T Y   A G R E E M E N T  
M U N I C I P A L I T I E S   A N D   S C H O O L   B O A R D S**

To: THE BANK OF NOVA SCOTIA, (the "Bank")

WHEREAS by a 'By-law or Resolution passed by the Council of the Corporation of the Town of Mattawa on the 10<sup>th</sup> day of January, 2022 authority was given to the Mayor, Finance Chair, General Government Chair or CAO/Treasurer to borrow from the Bank the sum or sums therein mentioned and this Agreement was authorized.

AND WHEREAS the Corporation desires to borrow the said sum or sums from the Bank.

NOW IT IS HEREBY AGREED by the Corporation that in consideration of the Bank advancing or providing the said sum or sums to the Corporation that all the revenues of the Corporation of whatever nature and kind are hereby charged to and in favour of the Bank, as security for payment of the monies so advanced or provided by the Bank and any interest thereon and any other charges in connection therewith and the Bank shall have a lien upon all such revenues until the charge hereby and by the said By-law or Resolution created is satisfied.

The Corporation represents and warrants that the whole or any part or parts of the revenues of the Corporation are not subject to any prior charge, except as disclosed to the Bank in writing.

IN WITNESS THEREOF the Corporation has caused this agreement to be executed by its proper officers as required by law this 10<sup>th</sup> day of **January, 2022**.

WITNESS:

\_\_\_\_\_

) By: Sign  
) \_\_\_\_\_  
) Title Mayor  
)  
) \_\_\_\_\_ c/s  
) Sign  
) \_\_\_\_\_  
) Title CAO/Treasurer

DATE RECEIVED  
RECORDED  
APPROVED  
E.O.

\_\_\_\_\_

**THE CORPORATION TOWN OF MATTAWA**

**COMMITTEE: FINANCE**

**CHAIRPERSON: COUNCILLOR D. SARRAZIN**

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

**TITLE: SALE OF SURPLUS EQUIPMENT (PHOTOCOPIER)**

Draft By-Law

Item

Policy Recommendation

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

During the November 8<sup>th</sup>, 2021 Regular Meeting of Council the Canon IR ADV C5250 photocopier was declared surplus.

An ad was placed in the Mattawa Recorder, municipal website and Town of Mattawa Facebook Page for Best Offer Bids. The ad was also distributed to the town's service groups and businesses.

Staff received one bid for the photocopier from the John Dixon Public Library, in the amount of \$1000.00.

For these reasons the following is recommended:

**Recommendation:**

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa accept the bid from the John Dixon Public Library in the amount of \$1000.00 for the disposal of the Canon IR ADV C5250 photocopier sold "as is".

Respectfully submitted,  
Councillor G. Thibert



## MUNICIPAL EQUIPMENT PURCHASE BID FORM

### BID FORM

1) All bids shall be delivered to the Town of Mattawa, Box 390, 160 Water St. Mattawa, ON, P0H 1V0 in a sealed envelope entitled "SURPLUS EQUIPMENT BID" by 12:00 noon on Friday, December 3<sup>rd</sup>, 2021.

2) Bidder Information

Name:

Mattawa Public Library

Address:

370 Pine St

Telephone:

905-359-7480

Fax:

3) The Bidder confirms and agrees that the equipment involved in this disposal process is being sold "AS IS" with no warranties or guaranties attached with respect to the equipment's performance immediately or anytime after the sale transaction has been completed. The Town of Mattawa reserves the right to accept or reject any or all bids.

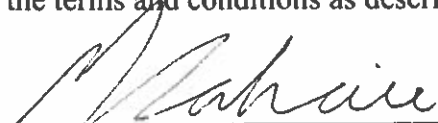
4) OFFERED BID:

Canon IR ADV C5250 Photocopier

\$ 1000<sup>00</sup>

5) I, the Bidder, certify that I have read and understood this bid form and agree to purchase the equipment for which I bid with Canadian legal tender, in accordance with the terms and conditions as described above should I be the successful bidder.

Signature:

  
for the Bidder

Date:

2021-12-14