



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**REGULAR MEETING OF COUNCIL  
MONDAY, JANUARY 9<sup>TH</sup>, 2023  
7:00 P.M.**

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

**TELECONFERENCE # 1-647-374-4685  
MEETING ID CODE: 840 5533 2839  
PASSCODE: 615228**

**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 # 1-647-374-4685**  
**MEETING ID CODE: 840 5533 2839**  
**PASSCODE: 615228**  
**MONDAY, JANUARY 9<sup>TH</sup>, 2023 @ 7:00 P.M.**

- 1. Call to Order**
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
  - 3.1 Mr. Denis Lavigne – Re: Ongoing Water Issues on Champlain Street
- 4. Correspondence**
  - 4.1 ROMA – Re: Nominations Report on the 2023-2027 ROMA Board of Directors  
General Government Committee – Clerk
  - 4.2 MNRF – Re: Legislative and Regulation Changes Effecting Conservation Authorities  
Conservation Authority Committee - Clerk
  - 4.3 Various Municipalities – Re: Bill 23, More Homes Built Faster Act Resolution  
Planning & Development Services Committee – CAO/Treasurer
  - 4.4 NBMCA – Re: NBMCA’s Planning and Development Program and Bill 23  
Conservation Authority Committee – Clerk
  - 4.5 Mr. Vic Fedeli, MPP Nipissing – Re: Blue Box Program  
Environmental Services Committee – CAO/Treasurer
  - 4.6 Township of Plympton-Wyoming – Re: CN Railway Contribution Requirements Under the  
Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario  
Transportation Services Committee– CAO/Treasurer
  - 4.7 Solicitor General – Re: Letter Regarding the Implementation of an Alert System for  
Vulnerable Missing Persons  
Protection to Persons & Property Committee – By-Law Enforcement Officer
  - 4.8 Mr. Brogan MacLean – Re: Skate Park  
Recreation, Tourism & Special Projects Committee – CAO/Treasurer
  - 4.9 Municipality of Tweed – Re: Support Resolution for Natural Gas Increase  
Finance Committee – CAO/Treasurer

**Monday, January 9<sup>th</sup>, 2023**

**Correspondence – Cont'd**

- 4.10 Mr. Shawn Fortier – Re: Letter of Broad Brand Infrastructure Problems in Rural Communities  
Planning & Development Committee – CAO/Treasurer
- 4.11 County of Lanark - Re: Support Resolution for Violence Against Woman Renfrew Inquest Protection to Persons & Property Committee – By-Law Enforcement Officer
- 4.12 Hydro One – Re: Notice of Commencement for Otto Holden Transformer Station Modernization  
Planning & Development Committee – CAO/Treasurer
- 4.13 Municipality of Mattawan – Re: Passed Resolutions for Various Committees  
General Government Committee – Clerk
- 4.14 Municipality of Mattawan– Re: Representative on FONOM Executive Board  
General Government Committee – Clerk
- 4.15 OMAFRA – Re: Rural Economic Development Program Intake Open January 23, 2023  
Planning & Development Committee – CAO/Treasurer
- 4.16 Statistics Canada – Re: The Seventh Release of Findings from the 2021 Census  
General Government Committee – Clerk
- 4.17 Near North Crime Stoppers – Re: Crime Stoppers Month  
Protection to Persons & Property Committee – By-Law Enforcement Officer

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

**6. Municipal Report Number 882**

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

**7. Committee Reports**

- 7.1 Francine Desormeau, CAO/Treasurer – Re: Green and Inclusive Community Buildings Program Funding – Report # 2023-01R
- 7.2 Amy Leclerc, Clerk/Revenue Services Clerk – Re: Committee of Adjustment Members – Report # 2023-02R
- 7.3 Amy Leclerc, Clerk/Revenue Services Clerk – Re: Committees of Council & Standing Committees – Report # 2023-03R
- 7.4 Francine Desormeau, CAO/Treasurer – Re: Voyageur Days Festival – Terms of Reference – Report # 2023-04R

- 7.5 Wayne Chaput, By-Law Enforcement Officer – Re: Building & By-Law Department Monthly Update – Report #2023-05R
- 7.6 Francine Desormeau, CAO/Treasurer – Re: Municipal Financial Software – Report # 2022-103R (Previously brought forward at the December 12<sup>th</sup>, 2022 Meeting)
- 7.7 Francine Desormeau, CAO/Treasurer – Re: Council Chambers Broadband Connectivity Upgrades – Report # 2023-06R
- 8. Questions Period**
- 9. New/Old Business**
  - 9.1 Recreation & Facilities Services Manager Hiring Committee
- 10. 2/3 (Special Resolutions – not previously circulated)**
- 11. In Camera (Closed)**
- 12. Return to Regular Session**
- 13. Adjournment**

Monday, January 9<sup>th</sup>, 2023

Members of Council,

Attached please find Municipal Report Number 882 for consideration by Council.

Respectfully submitted

Amy Leclerc  
Clerk

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<b><u>ITEM</u></b>	<b><u>PAGE</u></b>
<b>ADOPTION OF THE MINUTES</b>	<b>1</b>
<b>CHANGE IN START TIME FOR SPECIAL MEETING OF MONDAY, JANUARY 16, 2023</b>	<b>2</b>
<b>FONOM BOARD REPRESENTATIVE NOMINATION</b>	<b>3</b>
<b>ACCEPT MUNISOFT SOFTWARE PROPOSAL</b>	<b>4</b>

**THE CORPORATION TOWN OF MATTAWA**

MOVED BY: COUNCILLOR \_\_\_\_\_

SECONDED BY: COUNCILLOR \_\_\_\_\_

**BE IT RESOLVED THAT** the minutes of the Special Meeting of Monday, December 12<sup>th</sup>, 2022, the Regular Meeting of Monday, December 12<sup>th</sup>, 2022 and the Committee of the Whole Meeting of Monday, December 19<sup>th</sup>, 2022 be adopted as circulated.

Recorded Vote – Yes \_\_\_\_\_ No \_\_\_\_\_

Recorded Vote Requested by:

	Yea	Nay
Mayor Bélanger	_____	_____
Councillor Gardiner	_____	_____
Councillor Sarrazin	_____	_____
Councillor Levesque	_____	_____
Councillor Mick	_____	_____
Councillor Ross	_____	_____
Councillor Thibert	_____	_____

\_\_\_\_\_  
**MAYOR**

Deferred \_\_\_\_\_ Tabled \_\_\_\_\_ Lost \_\_\_\_\_ Carried \_\_\_\_\_

Declaration of Pecuniary Interest:

\_\_\_\_\_  
Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Special Meeting of Council held Monday, December 12<sup>th</sup>, 2022, at 6:00 p.m. in the Dr. S. F. Monestime Municipal Council Chambers. The meeting was also available via teleconference.

Council Present: Mayor Raymond A. Bélanger  
Councillor Mathew Gardiner  
Councillor Dexture Sarrazin  
Councillor Fern Levesque  
Councillor Loren Mick  
Councillor Laura Ross  
Councillor Garry Thibert

Council Absent: None

Staff Present: Francine Desormeau, CAO/Treasurer  
Amy Leclerc, Clerk/Revenue Services Clerk  
Brittany Belanger, Executive Assistant

Staff Absent: Wayne Chaput, Chief Building Official/By-Law Officer  
Barry Jackson, Public Works Supervisor  
Paul Lafreniere, Fire Chief (Interim)

\*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 by Mayor Bélanger at 6:00 p.m.

Resolution Number 22-92

Moved by Councillor Levesque

Seconded by Councillor Mick

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa temporarily suspend the rules of the procedural by-law for the special meeting of Monday, December 12<sup>th</sup>, 2022.***

**CARRIED** – Recorded vote and the vote was unanimous

2. Disclosure of Pecuniary Interest and Nature Thereof – None
3. Committee Reports / Discussions
  - 3.1 Procedure By-Law 11-08, as amended
  - 3.2 Council Remuneration – Establish Guidelines for Meetings
  - 3.3 Standing Committees By-Law 95-20
  - 3.4 Acclaim Sound & Lighting – Council Chamber Upgrades

4. Presentation of By-laws/Resolutions/2/3 Special Resolutions – None
5. In Camera (Closed Session) – None
6. Return to Regular Session
7. Adjournment

The special meeting of Council Monday, December 12<sup>th</sup>, 2022 adjourned at 6:51 p.m.

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Mayor

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Clerk



## THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Regular Meeting of Council held Monday, December 12<sup>th</sup>, 2022 at 7:00 p.m. in the S.F. Monestime Council Chambers. The meeting was also available via teleconference.

Council Present: Mayor Raymond A. Bélanger  
Councillor Mathew Gardiner  
Councillor Dexture Sarrazin  
Councillor Fern Levesque  
Councillor Loren Mick  
Councillor Laura Ross  
Councillor Garry Thibert

Council Absent: None

Staff Present: Francine Desormeau, CAO/Treasurer  
Amy Leclerc, Clerk/Revenue Services Clerk  
Brittany Belanger, Executive Assistant  
Paul Lafreniere, Fire Chief (Interim)

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 by Mayor Bélanger at 7:00 p.m.

Resolution Number 22-93

Moved by Councillor Sarrazin

Seconded by Councillor Gardiner

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa temporarily suspend the rules of the procedural by-law for the regular meeting of Monday, December 12<sup>th</sup>, 2022.***

**CARRIED** – Recorded vote and the vote was unanimous

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 881

Page No. 197

Moved by Councillor Levesque  
Seconded by Councillor Mick

**BE IT RESOLVED THAT** the minutes of the Regular Meeting of Tuesday, October 11<sup>th</sup>, 2022, the Special Meeting of Tuesday, November 1<sup>st</sup>, 2022 and the Inaugural Meeting of Monday, December 5<sup>th</sup>, 2022 be adopted as circulated.

**CARRIED** - Recorded vote and the vote was unanimous

Page No. 198

Moved by Councillor Ross  
Seconded by Councillor Levesque

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa approves the following Committee and Local Board appointments:

<b>Councillor Loren Mick</b>	<i>Mattawa and District Museum Board John Dixon Public Library Board</i>
<b>Councillor Laura Ross</b>	<i>Mattawa and Area Police Services Board North Bay Mattawa Conservation Authority</i>
<b>Councillor Fern Levesque</b>	<i>Canadian Ecology Centre</i>
<b>Councillor Garry Thibert</b>	<i>Mattawa and Area Food Bank</i>
<b>Councillor Dexture Sarrazin</b>	<i>Landfill Advisory Committee</i>
<b>Councillor Mathew Gardiner</b>	<i>Voyageur Multi-Use Trail System Board of Directors</i>

**CARRIED** - Recorded vote and the vote was as follows:

For: Mayor Bélanger, Councillors Gardiner, Sarrazin, Levesque, Mick, Ross

Against: Councillor Thibert

Page No. 199

Moved by Councillor Sarrazin  
Seconded by Councillor Thibert

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa approve By-Law No. 22-35 being a By-Law which authorizes the Mayor and CAO/Treasurer to enter into a ten year loan debenture for \$156,696.08 with Infrastructure Ontario (IO) for the financing of the new 2022 Caterpillar Model 920 Wheel Loader.

**CARRIED** - Recorded vote and the vote was unanimous

Page No. 200

Moved by Councillor Gardiner

Seconded by Councillor Sarrazin

***BE IT RESOLVED THAT*** Council of the Corporation of the Town of Mattawa, due to the Christmas holidays, cancel the Regular Meeting of Council scheduled for Tuesday, December 27<sup>th</sup>, 2022.

**CARRIED** - Recorded vote and the vote was unanimous

Resolution Number 22-94

Moved by Councillor Gardiner

Seconded by Councillor Levesque

***BE RESOLVED THAT*** the Municipal Report Number 881 be adopted.

**CARRIED** - Recorded vote and the vote was unanimous

7. Committee Reports

Information/Action Item Reports

7.1 Francine Desormeau, CAO/Treasurer – Re: Green and Inclusive Community Buildings Program Funding – Report # 2023-01R

7.2 Amy Leclerc, Clerk/Revenue Services Clerk – Re: Committee of Adjustment Members – Report # 2023-02R

7.3 Amy Leclerc, Clerk/Revenue Services Clerk – Re: Committees of Council & Standing Committees – Report # 2023-03R

7.4 Francine Desormeau, CAO/Treasurer – Re: Voyageur Days Final – Terms of Reference – Report # 2023-04R

Departmental Activity Reports

7.5 Francine Desormeau, CAO/Treasurer – Re: CAO Activity Report – Report # 2022-104R

8. Questions from the Floor

Members of the audience requested further information and clarification on the municipal logo & rebranding, Mattawa Voyageur Days and council agendas packages being posted online.

9. New/Old Business

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

Resolution Number 22-95

Moved by Councillor Thibert

Seconded by Councillor Gardiner

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa endorses Councillor Loren Mick for the position of ROMA Zone 9 Representative for the 2023 – 2027 Board of Directors.***

**CARRIED** - Recorded vote and the vote was unanimous

11. In Camera (Closed) Session – None

12. Return to Regular Session

13. Adjournment

The regular meeting of Council Monday, December 12<sup>th</sup>, 2022 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 Committee of the Whole Meeting of Council held Monday, December 19<sup>th</sup>, 2022 at 7:00 p.m. in the S.F. Monestime Council Chambers. The meeting was also available via teleconference.

Council Present: Mayor Raymond A. Bélanger  
 Councillor Mathew Gardiner  
 Councillor Dexture Sarrazin  
 Councillor Fern Levesque  
 Councillor Laura Ross  
 Councillor Garry Thibert

Council Absent: Councillor Loren Mick

Staff Present: Francine Desormeau, CAO/Treasurer  
 Amy Leclerc, Clerk/Revenue Services Clerk  
 Paul Lafreniere, Fire Chief (Interim)

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 by Mayor Bélanger at 7:00 p.m.

Resolution Number 22-96

Moved by Councillor Gardiner

Seconded by Councillor Levesque

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa temporarily suspend the rules of the procedural by-law for the Committee of the Whole meeting of Monday, December 19<sup>th</sup>, 2022.***

**CARRIED – Unanimous**

2. Disclosure of Pecuniary Interest and Nature Thereof – None
3. Committee Reports / Discussions:
  - 3.1 Acclaim Sound & Lighting – Council Chambers Upgrades
  - 3.2 Council Remuneration Review
  - 3.3 Standing Committees By-Law 95-20
  - 3.4 Procedure By-Law 11-08, as amended
  - 3.5 Mattawa Voyageur Days Festival

4. In Camera (Closed Session) – None
5. Return to Regular Session
6. 2/3 (Special Resolutions – not previously circulated) – None

6.1 Acclaim Sound & Lighting – Council Chambers Upgrades

Resolution Number 22-97

Moved by Councillor Sarrazin

Seconded by Councillor Thibert

***BE IT RESOLVED THAT*** Council of the Corporation of the Town of Mattawa receives the Report # 2022-105R titled “Acclaimed Sound & Lighting – Council Chambers Upgrades”.

***THAT*** staff proceed with more info from provider and report back to Council.

**CARRIED** - Unanimous

6.2 Council Remuneration Review

Resolution Number 22-98

Moved by Councillor Thibert

Seconded by Councillor Ross

***BE IT RESOLVED THAT*** Council of the Corporation of the Town of Mattawa receives the Report # 2022-106R titled “Council Remuneration Review”.

***THAT*** staff prepare a draft by-law for Council review.

***THAT*** staff prepare a Municipal Expense Policy.

**CARRIED** - Recorded vote and the vote was unanimous

6.3 Standing Committees By-Law 95-20

Resolution Number 22-99

Moved by Councillor Thibert

Seconded by Councillor Ross

***BE IT RESOLVED THAT*** Council of the Corporation of the Town of Mattawa receives the Report # 2022-107R titled “Standing Committees By-Law 95-20”.

***THAT*** staff prepare a draft Standing Committee by-law.

***THAT*** staff prepare draft Term of Reference.

**CARRIED** – Unanimous

6.4 Procedure By-Law 11-08, as amended

Resolution Number 22-100

Moved by Councillor Sarrazin

Seconded by Councillor Thibert

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa receives the Report # 2022-108R titled "Procedure By-Law 11-08, as amended".***

***THAT staff prepare a draft Procedure by-law for Council review purposes.***

**CARRIED** – Recorded vote and the vote was unanimous

6.5 Mattawa Voyageur Days Festival

Resolution Number 22-101

Moved by Councillor Thibert

Seconded by Councillor Sarrazin

***BE IT RESOLVED THAT Council of the Corporation of the Town of Mattawa receives the Report # 2022-109R titled "Voyageur Days Festival".***

***THAT Council save the date of July 28,29,30, 2023.***

***THAT the Terms of Reference be modified for presentation to Council.***

**CARRIED** - Recorded vote and the vote was unanimous

7. Adjournment

The committee of the whole meeting of Council Monday, December 19<sup>th</sup>, 2022 adjourned at 9:02 p.m.

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Mayor

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Clerk

**THE CORPORATION TOWN OF MATTAWA**

**MOVED BY: COUNCILLOR** \_\_\_\_\_

**SECONDED BY: COUNCILLOR** \_\_\_\_\_

**BE IT RESOLVED THAT** Council authorize the Special Meeting of Monday, January 16<sup>th</sup>, 2023 to begin at 6:00 p.m.

Recorded Vote – Yes	___	No	___
Recorded Vote Requested by:			
_____			
	Yea	Nay	
Mayor Bélanger	___	___	
Councillor Gardiner	___	___	
Councillor Sarrazin	___	___	
Councillor Levesque	___	___	
Councillor Mick	___	___	
Councillor Ross	___	___	
Councillor Thibert	___	___	

\_\_\_\_\_ **MAYOR**

Deferred \_\_\_ Tabled \_\_\_ Lost \_\_\_ Carried \_\_\_

Declaration of Pecuniary Interest:

\_\_\_\_\_

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote



**THE CORPORATION TOWN OF MATTAWA**

**MOVED BY: COUNCILLOR** \_\_\_\_\_

**SECONDED BY: COUNCILLOR** \_\_\_\_\_

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa hereby endorses the nomination of Councillor Terry Kelly from the Municipality of East Ferris, to continue as the FONOM Board Representative for the Nipissing District for the 2023-2026 term.

Recorded Vote – Yes _____ No _____		
Recorded Vote Requested by:		
	Yea	Nay
Mayor Bélanger	_____	_____
Councillor Gardiner	_____	_____
Councillor Sarrazin	_____	_____
Councillor Levesque	_____	_____
Councillor Mick	_____	_____
Councillor Ross	_____	_____
Councillor Thibert	_____	_____

\_\_\_\_\_

**MAYOR**

Deferred \_\_\_\_\_ Tabled \_\_\_\_\_ Lost \_\_\_\_\_ Carried \_\_\_\_\_

Declaration of Pecuniary Interest:

\_\_\_\_\_

Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote

### THE CORPORATION TOWN OF MATTAWA

MOVED BY: COUNCILLOR \_\_\_\_\_

SECONDED BY: COUNCILLOR \_\_\_\_\_

**BE IT RESOLVED THAT** Council of the Corporation of the Town of Mattawa formally receives Report No. #2022-103R titled “Municipal Financial Software”;

**THAT** Council approves the Munisoft Software Proposal at a total cost of \$55,249 payable at \$921/month from the annual Operating Budget over a period of five years;

**AND THAT** Council approves the Munisoft Software Proposal of a one-time data conversion fee at a total cost of \$14,500 payable from the 2023 Operating Budget;

**AND THAT** Council approves an annual allocation to the Water and Wastewater Budget which represents 33.33% of the monthly cost for the software costs totalling \$3,683.64 and a one-time cost of \$4,832.85 for data conversion fee from the 2023 Water and Wastewater Budget.

Recorded Vote – Yes _____ No _____		
Recorded Vote Requested by:		
_____		
	Yea	Nay
Mayor Bélanger	_____	_____
Councillor Gardiner	_____	_____
Councillor Sarrazin	_____	_____
Councillor Levesque	_____	_____
Councillor Mick	_____	_____
Councillor Ross	_____	_____
Councillor Thibert	_____	_____

\_\_\_\_\_

**MAYOR**

Deferred \_\_\_\_\_ Tabled \_\_\_\_\_ Lost \_\_\_\_\_ Carried \_\_\_\_\_

<p>Declaration of Pecuniary Interest:</p> <p>_____</p> <p>Disclosed his/her/their interest(s), vacated he/her/their seat(s), abstained from discussion and did not vote</p>
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