



**REGULAR MEETING OF COUNCIL  
MONDAY, FEBRUARY 13<sup>TH</sup>, 2023  
7:00 P.M.**

**3. PETITIONS & DELEGATIONS**

- 3.1 SETTING OF WATER/WASTEWATER RATES PUBLIC INPUT**
- 3.2 MR. DAVID WOLFE, MR. WILLIAM FERGUSON AND MR. THEO MARGARITIS OF TWG COMMUNICATIONS – RE: TOWN OF MATTAWA LOGO & BRANDING**

**4. CORRESPONDENCE**

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



## **NOTICE OF PUBLIC MEETING**

**In the matter of 2023 Proposed Water and Wastewater Rates**

The Council of the Town of Mattawa will hold a Public Meeting on Monday, February 13, 2023 at 7:00 p.m. for the consideration of setting the 2023 Water and Wastewater Rates.

Written submissions and material in support of or in opposition to the proposed rates will be received by the Clerk on or before the meeting.

Amy Leclerc  
Clerk/Revenue Services Clerk  
Town of Mattawa  
160 Water Street, PO Box 390  
Mattawa, ON P0H 1V0  
705-744-5611 ext. 204  
Email: [amy.honen@mattawa.ca](mailto:amy.honen@mattawa.ca)



## 2023 WATER RATES FINANCIAL FORECAST

WATER/WASTEWATER REVENUES	Account Number		
		2022 REVENUES	2023 FORECAST WITH 3%
Water Revenues (Section "A")		\$ 591,204.02	\$ 608,824.27
Wastewater Revenues	1-62-620-367-000	\$ 426,079.97	\$ 451,359.13
Interest Revenues	1-20-620-080-105	\$ 11,989.73	\$ 12,000.00
<b>SUB-TOTAL REVENUES</b>			
OTHER REVENUES	Account Number		2023 FORECAST
Provincial Grants	1-12-120-312-000		
<b>TOTAL REVENUES</b>		\$ 1,029,273.72	\$ 1,072,183.40
WATER/WASTEWATER EXPENSES			
Amortization(Capital Assets/Reserve)			\$ 100,000.00
Capital Expenditures(Section "B")			
OCWA		\$ 9,854.15	\$ 64,000.00
Debentures (Section "C")		\$ 101,484.84	\$ 101,484.84
Water Dept Expenses (Section "D")		\$ 185,715.69	\$ 238,940.00
Wastewater Dept Expenses(Section "E")		\$ 68,017.21	\$ 90,500.00
OCWA Contract Costs	1-62-610-532-603	\$ 274,033.76	\$ 290,596.32
Expenses from Other Departments(Section "F")(PW Machinery Costs, Benefits Costs @ 10%)(GG Wages & Benefits @ 10%)	1-62-610-509-230	\$ 145,345.27	\$ 147,000.00
<b>TOTAL EXPENSES</b>		\$ 784,450.92	\$ 1,032,521.16
<b>NET+ -</b>		TBD	\$ 39,662.24

**Section "A": Water Revenues**

<b>Section "A": Water Revenues</b>				
<b>Name of Account</b>	<b>Account Number</b>	<b>2022 REVENUES</b>	<b>2023 FORECAST</b>	
Billings-Flat Rate	1-62-620-363-000	\$502,700.15	\$517,781.15	
Billings-Metered	1-62-620-364-000	\$81,583.51	\$84,031.02	
Billings-Frontage	1-62-620-365-000	\$992.10	\$992.10	
Billings-Swimming Pools	1-62-620-366-000	\$1,860.00	\$1,860.00	
Open/Close Water	1-62-620-371-000	\$2,650.00	\$2,650.00	
Water & Sewer Connections	1-62-620-372-000	\$0.00	\$0.00	
Water Certificates for Property Sales	1-20-210-318-000	\$1,040.00	\$1,120.00	
Service Line Warranty Revenue	1-62-620-373-000	\$378.26	\$390.00	
		<b>\$591,204.02</b>	<b>\$608,824.27</b>	

**Section "B": Capital Expenditures**

<b>Section "B": Capital Expenditures</b>			
<b>Name of Account</b>	<b>Account Number</b>	<b>2022 EXPENSES</b>	<b>2023 FORECAST</b>
Capital Purchases(Water)	1-62-610-570-000	\$3,067.93	\$13,000.00
Capital(Sewers Electrical)	1-60-608-570-000	\$0.00	\$50,000.00
Sewage Lift Station Capital	1-60-608-570-001	\$6,786.22	\$0.00
Capital(Lagoons)	1-60-608-740-792	\$0.00	\$1,000.00
		\$9,854.15	\$64,000.00

**Section "C": Financial**

<b>Section "C": Financial</b>			
<b>Name of Account</b>	<b>Account Number</b>	<b>2022 EXPENSE</b>	<b>2023 FORECAST</b>
Debenture Principal Hwy 17	1-62-610-504-304	\$84,363.49	\$87,119.00
Debenture Financing Hwy 17	1-62-610-504-309	\$17,121.35	\$14,365.84
		\$101,484.84	\$101,484.84

Section "D": Water Dept Expenses			
Name of Account	Account Number	2022 EXPENSES	2023 FORECAST
Reservoir Hydro	1-62-610-607-282	\$559.17	\$1,000.00
Reservoir Materials	1-62-610-607-602	\$0.00	\$4,000.00
Reservoir Contracted Services	1-62-610-607-603	\$13,319.85	\$15,000.00
Water Payroll Certificates	1-62-610-999-230	\$1,440.00	\$1,440.00
CPR Lease for Water Lines	1-62-610-999-653	\$1,249.14	\$1,250.00
Telephone	1-62-610-576-290	\$1,046.21	\$1,350.00
After Hours Emergency Number Fees	1-62-610-576-291	\$2,474.53	\$3,000.00
Bell Line(Telephone)	1-62-610-602-290	\$521.00	\$800.00
Hydro for Water Pumps	1-62-610-850-282	\$66,905.44	\$73,500.00
Water Station Internet Charges	1-62-610-850-296	\$792.22	\$900.00
Materials (Water)	1-62-610-604-602	\$7,349.98	\$8,000.00
Contract Services(Water Dig)	1-62-610-604-603	\$51,531.18	\$60,000.00
DWQMS	1-62-610-572-264	\$1,143.48	\$1,500.00
Engineering(Water) SCADA	1-62-610-578-313	\$0.00	\$0.00
Health & Safety	1-62-610-583-000	\$546.80	\$1,000.00
Courses & Training	1-62-610-584-000	\$422.10	\$1,000.00
Testing(Water)	1-62-610-576-804	\$0.00	\$0.00
Inspection Costs(Water)	1-62-610-999-540	\$0.00	\$0.00
Advertising & Subscriptions	1-62-610-576-298	\$149.70	\$500.00
Office Supplies & Postage	1-62-610-576-299	\$4,039.05	\$5,000.00
Contracted Services(Waterwork Ops)	1-62-610-850-603	\$4,739.91	\$10,000.00
Repairs & Maintenance	1-62-610-602-430	\$6,635.50	\$10,000.00
Hydrants(Materials)	1-62-610-634-602	\$410.78	\$16,000.00
Capital Pumps(Materials)	1-62-610-850-602	\$7,053.17	\$7,500.00
UV Systems Repairs & Maintenance	1-62-610-850-615	\$9,518.42	\$10,000.00
Chlorine Pump Repairs & Maintenance	1-62-610-850-620	\$0.00	\$0.00
Roof Repairs/Maintenance	1-62-610-999-000	\$0.00	\$0.00
Water Plant Generator	1-62-610-850-792	\$1,968.33	\$2,000.00
Write Offs	1-62-610-512-322	\$1,899.73	\$3,000.00
Municipal Drinking Water License	1-62-610-442-000	\$0.00	\$1,200.00
		\$185,715.69	\$238,940.00

**Section "E": Wastewater Dept Expenses**

<b>Name of Account</b>	<b>Account Number</b>	<b>2022 EXPENSES</b>	<b>2023 FORECAST</b>
Lagoons Hydro	1-60-608-610-282	\$44,536.49	\$47,500.00
Lagoons Telephone	1-60-608-610-290	\$483.94	\$500.00
Hydro for Pumping Stations	1-60-608-740-282	\$9,786.27	\$11,500.00
Repairs & Maintenance	1-60-608-610-280	\$1,146.35	\$7,500.00
Maintenance(Materials)	1-60-608-612-602	\$102.84	\$500.00
Pumping Station(Materials)	1-60-608-740-602	\$147.99	\$1,000.00
Engineering(Sewers)	1-60-608-578-313	\$0.00	\$0.00
Meter Maint(Contracted Services)	1-60-608-610-603	\$0.00	\$0.00
Contracted Services	1-60-608-612-603	\$3,154.27	\$5,000.00
Contracted Services(Sewer Digs)	1-60-608-740-603	\$460.00	\$5,000.00
Lagoon Property PLS	1-60-608-504-823	\$4,815.36	\$4,900.00
Courses & Training	1-60-608-584-000	\$0.00	\$1,000.00
Waste Water Certificates	1-60-608-999-230	\$600.00	\$600.00
Sewage Plant Operations(Material)	1-60-608-610-602	\$38.65	\$1,000.00
Generators	1-60-608-610-792	\$0.00	\$0.00
Write Offs	1-62-610-512-324	\$1,424.80	\$3,000.00
Generator Fuel	1-60-608-610-861	\$1,320.25	\$1,500.00
		\$68,017.21	\$90,500.00



30 Nov 22

Francine Desormeau  
 Town of Mattawa  
 160 Water St.  
 Mattawa, ON  
 P0H 1V0

RE: 2023 Major Maintenance Recommendations

Dear Francine,

On behalf of the Ontario Clean Water Agency (OCWA), we have enclosed a rolling six-year list of major maintenance recommendations as per our Services Agreement. OCWA suggests the following improvements/upgrades to ensure the long term health and operation of your facilities. Please note that as per the requirements of the Drinking Water Quality Management Standard (DWQMS) version 2.0, the outcomes of the risk assessment conducted for your water facility/facilities were considered and any related items have been included in the recommendations.

At a time amenable to both parties, OCWA's Operations Manager will meet with the Municipality's representatives to discuss the recommendations, projected expenses, and to decide on a course of action. Dialogue with and approvals from the Municipality are key components of the process. Please find a summary of the report in the chart below.

FACILITY	2023	2024	2025	2026	2027	2028
Mattawa Water Treatment	\$14,000	\$10,000	\$0	\$0	\$10,000	\$0
Mattawa Reservoir	\$0	\$0	\$0	\$0	\$0	\$38,000
601 McKenzie St. SLS	\$800	\$50,800	\$800	\$800	\$800	\$800
451 Bisette St. SLS	\$800	\$800	\$800	\$800	\$800	\$800
300 Mattawan SLS	\$800	\$800	\$800	\$800	\$800	\$800
101 First St. SLS	\$800	\$800	\$50,800	\$800	\$800	\$800
Louis St. SLS	\$50,800	\$800	\$800	\$800	\$800	\$800
Brook St. SLS	\$800	\$800	\$800	\$800	\$800	\$800
1101 Bisette St. SLS	\$800	\$800	\$800	\$800	\$800	\$800
Mattawa Lagoons	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
<b>Total</b>	<b>\$71,400</b>	<b>\$67,400</b>	<b>\$57,400</b>	<b>\$7,400</b>	<b>\$17,400</b>	<b>\$45,400</b>

As your service provider, OCWA has a comprehensive understanding of the strengths, unique issues and challenges associated with operating your water and wastewater facilities. It is OCWA's intention to work with the Municipality to determine the scope, budget, and timelines to complete any approved work.

We look forward to continuing to work with you as a trusted partner and advisor in the years to come

Sincerely,



Paul Dyrda  
 Sr. Operations Manager

# Town of Mattawa

4-Year Recommended Capital/Major Maintenance from 2023 to 2028  
The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval

Item	Description	Capital Expenditure						Compliance	PHMSA Customer	Health & Safety	Repair / Maintenance	Flexible Financing	Infrastructure	Asset Pairs Inventory	Approved by	Notes
		2023	2024	2025	2026	2027	2028									
1	Wells #1 and #2						\$10,000									10 year well inspection completed 2017 for Well 1. Next due 2027. 10 year well inspection completed 2018 for Well 2. Next due 2028. Consider for engineering review. The two wells in the water plant are close, and the theory is if one gets contaminated the other will too. Drilling a new well would ensure backups in the event the aquifer for other two wells is contaminated. \$100,000 permit to take Well 1 PTVW. Removal due in 2023 inspected and cleaned as part of 2017 and 2018 well inspections. Pump 1 replaced in 2017. CSA to inspect location. Spend zero
2	One New Well															
3	Municipal Drinking Water License Renewal. MDTL or PTVW															New A15 installed 2023. Flow meter error (reading caused by old injection point. Requires different size of flow meter not affected by changing. De-chlorination operator may be needed at well house to allow handling of higher during low flow operating residual incidents. A court action of the distribution system are very old and should be replaced. Public Works Department purchased in 2020 to prevent gross from sweating. Demolition purchased in 2020 to prevent gross from sweating. Note: This note is written as it appeared in 2021. PTVW and PTVW are not the same and becoming increasingly difficult to replace failing components. New equipment communication requires SCADA/PLC upgrade along with UV system upgrade. SCADA/PLC scheduled December 2022 UV scheduled early 2023. Both systems SCADA and UV need to be replaced simultaneously to ensure communication.
4	Well Pumps															
5	Electrical System															
6	Chemical Pumps															
7	Generators															
8	Flow Meters															
9	Valves and Well House Piping															
10	Distribution Pipes															
11	Warehouse Building															
12	SCADA/PLC System and UV System Upgrade															
13	VRT's or Soft Starters						\$10,000									
14	10 Year Inspection and Design if required, completed November 2018 by JP2E Consultants Inc. Next due 2028. However the cast iron pipe that feeds the reservoir is old. Solutions should be investigated to see if replacement is feasible. Consider installing pressure reducing valve to reduce pressure, water consumption, water main breaks, save energy etc. Consider review of the reservoir feedline or abandon for new reservoir															
15	Reservoir															
16	Reservoir Feed Line															
17	Raise Communication															
18	Structure															
19	Road Sign															
20	Reservoir Building															
21	Electrical System															
22	Ladders															
23	Well Electrical Requirements Canada															
24	Warehouse Inspection, 6000 Lakeshore St. S.S.															

Town of Mattawa

6-Year Recommended Capacity/Major Maintenance from 2023 to 2028  
 The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval

Item No.	Scope of Work	Year						Completion	WQMS RA Outcome*	Health & Safety	Repair / Maintenance	Lifecycle Replacement	Improvement	Spare Parts Inventory	Approved by Council	Notes and Rationale for Project
		2023	2024	2025	2026	2027	2028									
<b>WATER TREATMENT - 400 BEDDING ST. S.S.</b>																
1	Wet Well	\$800	\$800	\$800	\$800	\$800	\$800									Wet Well is pumped down and all debris (grit/leaf) is vacuumed out using a vacuum excavator annually. Note: no overflows
2	Level Sensor															
3	Pumps															
4	Pipes															
5	Valves															
6	Electrical System															
7	Lowvies															
8	Generator															
<b>Total Estimated Recommended Capital</b>		<b>\$800</b>	<b>\$50,800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	
<b>WATER TREATMENT - 300 BEDDING ST. S.S.</b>																
1	Wet Well	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	Wet Well is pumped down and all debris (grit/leaf) is vacuumed out using a vacuum excavator annually.
2	Level Sensor															
3	Pumps															
4	Pipes															
5	Valves															
6	Electrical System															
7	Level Devices															
8	Generator															
<b>Total Estimated Recommended Capital</b>		<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	
<b>WATER TREATMENT - 100 BEDDING ST. S.S.</b>																
1	Wet Well	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	Wet Well is pumped down and all debris (grit/leaf) is vacuumed out using a vacuum excavator annually.
2	Level Sensor															
3	Pumps															
4	Pipes															
5	Valves															
6	Electrical System															
7	Level Devices															
8	Generator															
<b>Total Estimated Recommended Capital</b>		<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	
<b>WATER TREATMENT - 100 BEDDING ST. S.S.</b>																
1	Wet Well	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	Wet Well is pumped down and all debris (grit/leaf) is vacuumed out using a vacuum excavator annually.
2	Level Sensor															
3	Pumps															
4	Pipes															
5	Valves															
6	Electrical System															
7	Level Devices															
8	Generator															
<b>Total Estimated Recommended Capital</b>		<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	
<b>WATER TREATMENT - 100 BEDDING ST. S.S.</b>																
1	Wet Well	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	Wet Well is pumped down and all debris (grit/leaf) is vacuumed out using a vacuum excavator annually.
2	Level Sensor															
3	Pumps															
4	Pipes															
5	Valves															
6	Electrical System															
7	Level Devices															
8	Generator															
<b>Total Estimated Recommended Capital</b>		<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	<b>\$800</b>	

# Town of Mattawa

5-Year Recommended Capital/Major Maintenance from 2023 to 2028  
The Ontario Clean Water Agency has identified the following capital projects/major maintenance for your review and approval

Item	Description	Year						Completion	By OCA or Subcontractor	Fresh & Pumping	Health / Hazardous Waste	Effluents Treatment	Spare Parts Inventory	Approved by Council	Comments
		2023	2024	2025	2026	2027	2028								
<b>Total 5-Year Recommended Capital</b>															
		\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800								
<b>Total 5-Year Recommended Major</b>															
		\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800								
1	Water Valve	\$800	\$800	\$800	\$800	\$800	\$800								
2	Level Sensor														
3	Pumps														
4	Pipes														
5	Valves														
6	Electrical System														
7	Generator														
<b>Total Electrical - 520 Recommended Major</b>															
		\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800								
1	Primary Cell														
2	Secondary Cell														
3	Maintenance Emergency Cell														
4	Batteries														
5	Collection Chamber	\$800	\$800	\$800	\$800	\$800	\$800								
6	Discharge Chamber														
7	Flow Meter														
8	Valves														
9	Generator														
10	Flowmeter														
11	Lagoon UV Sensor	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000								
12	Lighter UV System														
<b>Total 2023 Recommended Capital</b>		\$7,150.00	\$67,400.00	\$37,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00

2023 Recommended Capital Presented by:  
2023 Recommended Capital Approved by:

Paul Dyda  
Name

Legend  
High priority recommended to be completed in upcoming year  
Medium priority recommended to be completed in 1 to 3 years  
Low priority recommended to be completed in years 4 to 5

## WATER RATES INCREASES FROM 2011 TO 2022

YEAR	WATER INCREASE	BY-LAW #
2022	3%	22-07
2021	3%	21-09
2020	2.99%	20-06
2019	2.9%	19-11
2018	8.5%	18-07
2017	0%	17-03
2016	0%	16-03
2015	0%	15-12
2014	2.1%	14-09
2013	3.5%	13-05
2012	4.5%	12-10
2011	4.5%	11-07

## 2023 FLAT WATER/WASTEWATER RATE COMPARISON CHART

Charge	Type	2022 Semi Annual Rate	proposed 3% increase
ADDITIONAL ROOM	Flat	\$ 9.33	\$ 9.61
BASIC UNIT - 4 ROOMS	Flat	\$ 129.28	\$ 133.16
BASIN RES DWELLING	Flat	\$ 24.91	\$ 25.66
BATHTUB-RESIDENTIAL	Flat	\$ 32.66	\$ 33.64
TOILET-RESIDENTIAL	Flat	\$ 32.66	\$ 33.64
SEWER SURCHARGE(FLAT)	75%	\$ 171.63	\$ 176.78
<b>Total Semi-Annual Rate</b>		<b>\$ 400.47</b>	<b>\$ 412.48</b>
<b>Total Annual Rate</b>		<b>\$ 800.94</b>	<b>\$ 824.97</b>

Amy Leclerc

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**From:** Francine Desormeau  
**Sent:** January 23, 2023 4:41 PM  
**To:** Theo Margaritis  
**Cc:** William Ferguson; Dave Wolfe; Amy Leclerc; Marnie Ferreira  
**Subject:** RE: Town of Mattawa - Branding Exercise

Good afternoon Theo,

I had a wonderful weekend and hope you did as well! Ok wonderful...I have copied our Clerk on this email and it is confirmed your Team will present to Council on Monday February 13<sup>th</sup>, 2023 at 7pm.

Kindest regards,

*Francine Desormeau*

Corporation of the Town of Mattawa  
Chief Administrative Officer/Treasurer  
160 Water Street, P. O. Box 390  
Mattawa, ON  
POH 1V0  
Bus. 705-744-5611  
Fax. 705-744-0104  
Cell. 249-358-0470  
[www.mattawa.ca](http://www.mattawa.ca)

*"The more we do, the more we can do."*

**From:** Theo Margaritis <theo@twgcommunications.com>  
**Sent:** January 23, 2023 4:05 PM  
**To:** Francine Desormeau <francine.desormeau@mattawa.ca>  
**Cc:** William Ferguson <william@twgcommunications.com>; Dave Wolfe <david@twgcommunications.com>; Marnie Ferreira <marnie@twgcommunications.com>  
**Subject:** Re: Town of Mattawa - Branding Exercise

Hi Francine, I hope you had a lovely weekend. Feb. 13 works for a presentation. My colleagues David Wolfe and William Ferguson will attend in person, I will join via Zoom.

Thank you,  
Theo

Theo Margaritis  
Brand Strategist/Partner  
TWG Communications

T. 416.357.8344

\* This email message sent from my iPhone 13 Pro Max. iTypos. iApologize.



# Building a New Brand Story for the Town of Mattawa

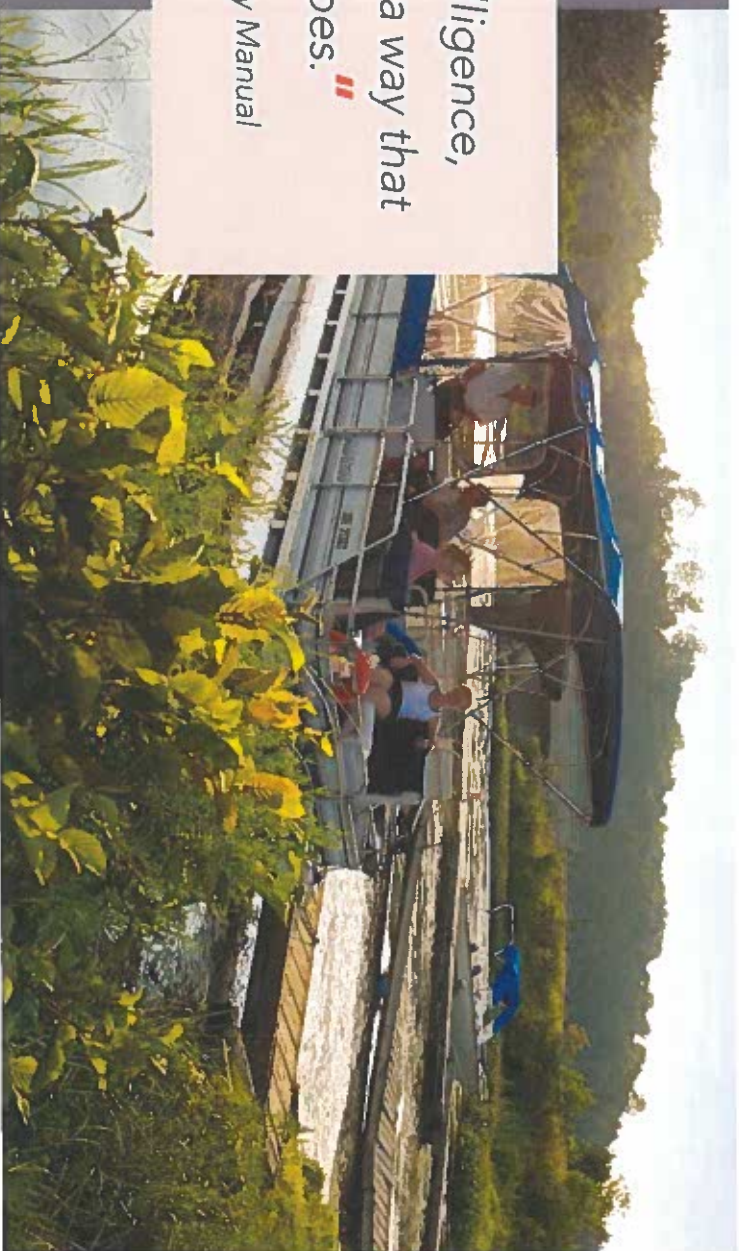
October, 2022





*“Symbols engage intelligence, imagination, emotion, in a way that no other learning does.”*







Georgetown University Identity Manual



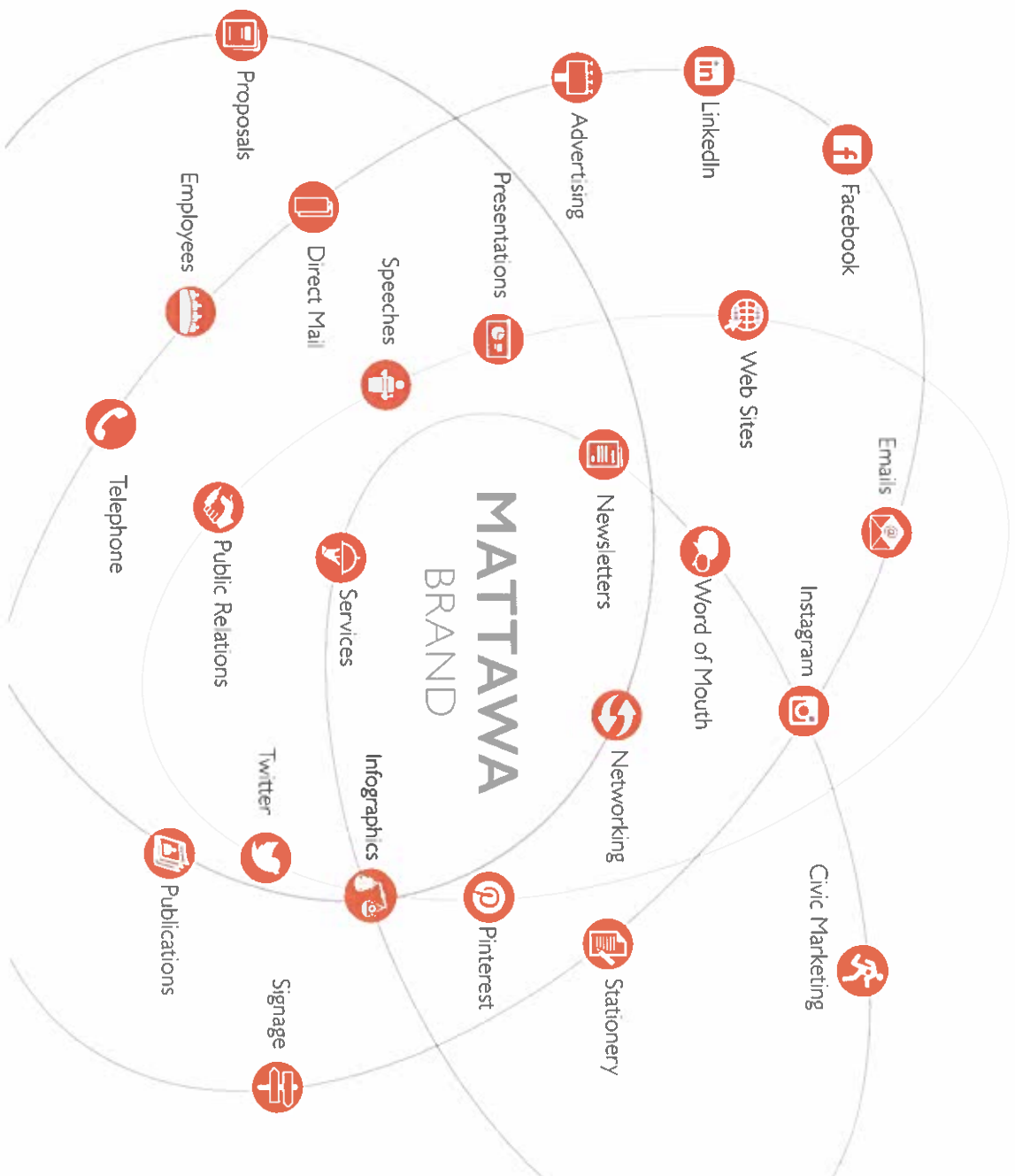
*“Visual communication reflects an organization’s attitude, personality and ambition.”*

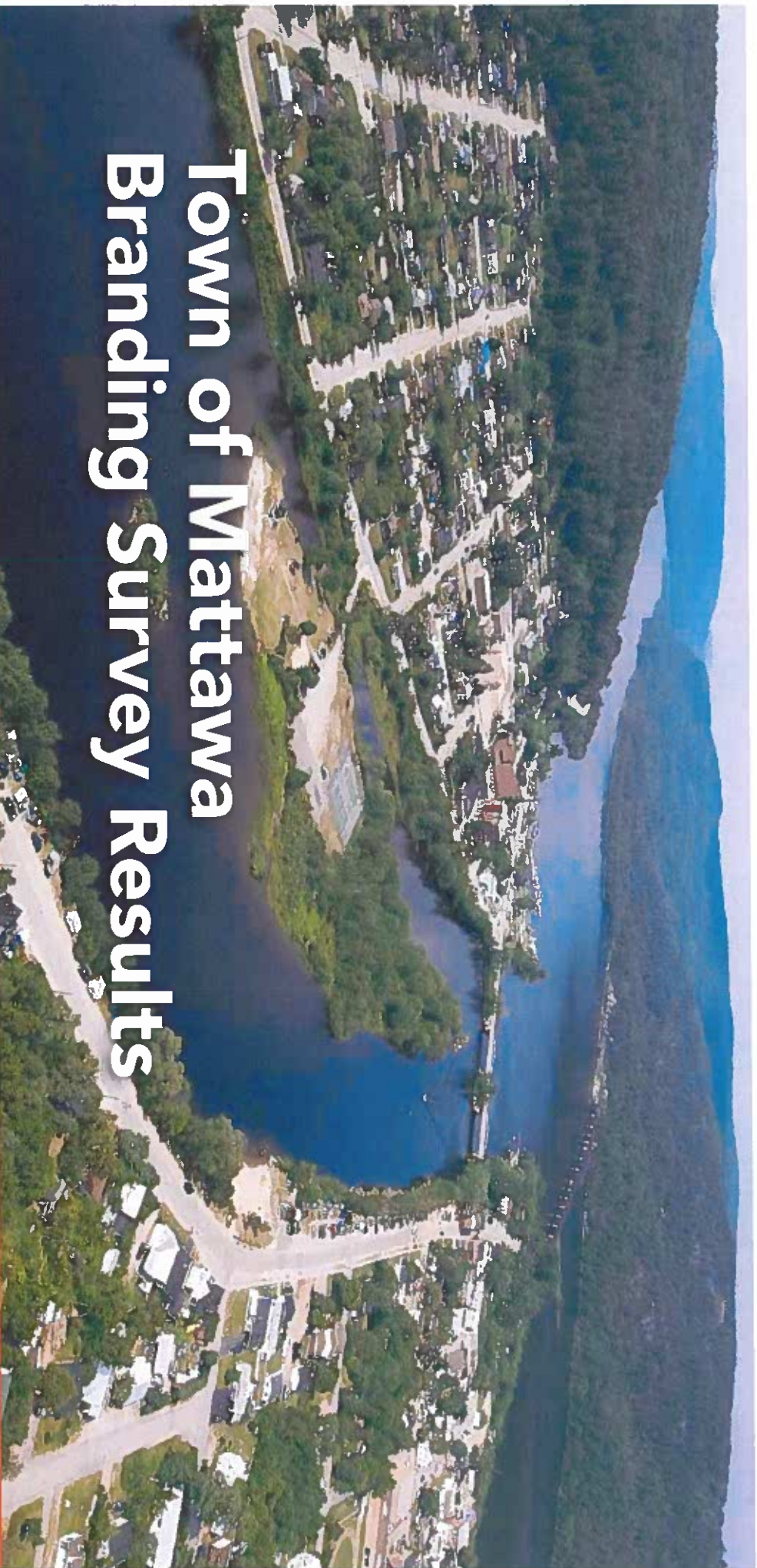
TWG Communications

# SEQUENCE OF COGNITION

SHAPE	COLOUR	CONTENT
		
		

# TOWN OF MATTAWA BRAND WILL INTEGRATE ALL ITS COMMUNICATION TOUCH POINTS





# Town of Mattawa Branding Survey Results



**What words come to mind when you think of Mattawa?**

**TOP RESULTS:**

- 1. Beautiful**
- 2. River**
- 3. Friendly**
- 4. Home**
- 5. Scenic**
- 6. Peaceful**

TOWN OF MATTAWA BRANDING EXERCISE



## What are some of Mattawa's strengths?

### TOP RESULTS:

1. Community
2. Coming together  
in times of need
3. Friendly people
4. Beautiful place



**If Mattawa was a colour,  
what colour would it be?**

**TOP RESULTS:**

- 1. Green**
- 2. Blue**
- 3. Orange**
- 4. Yellow**

TOWN OF MATTAWA BRANDING EXERCISE

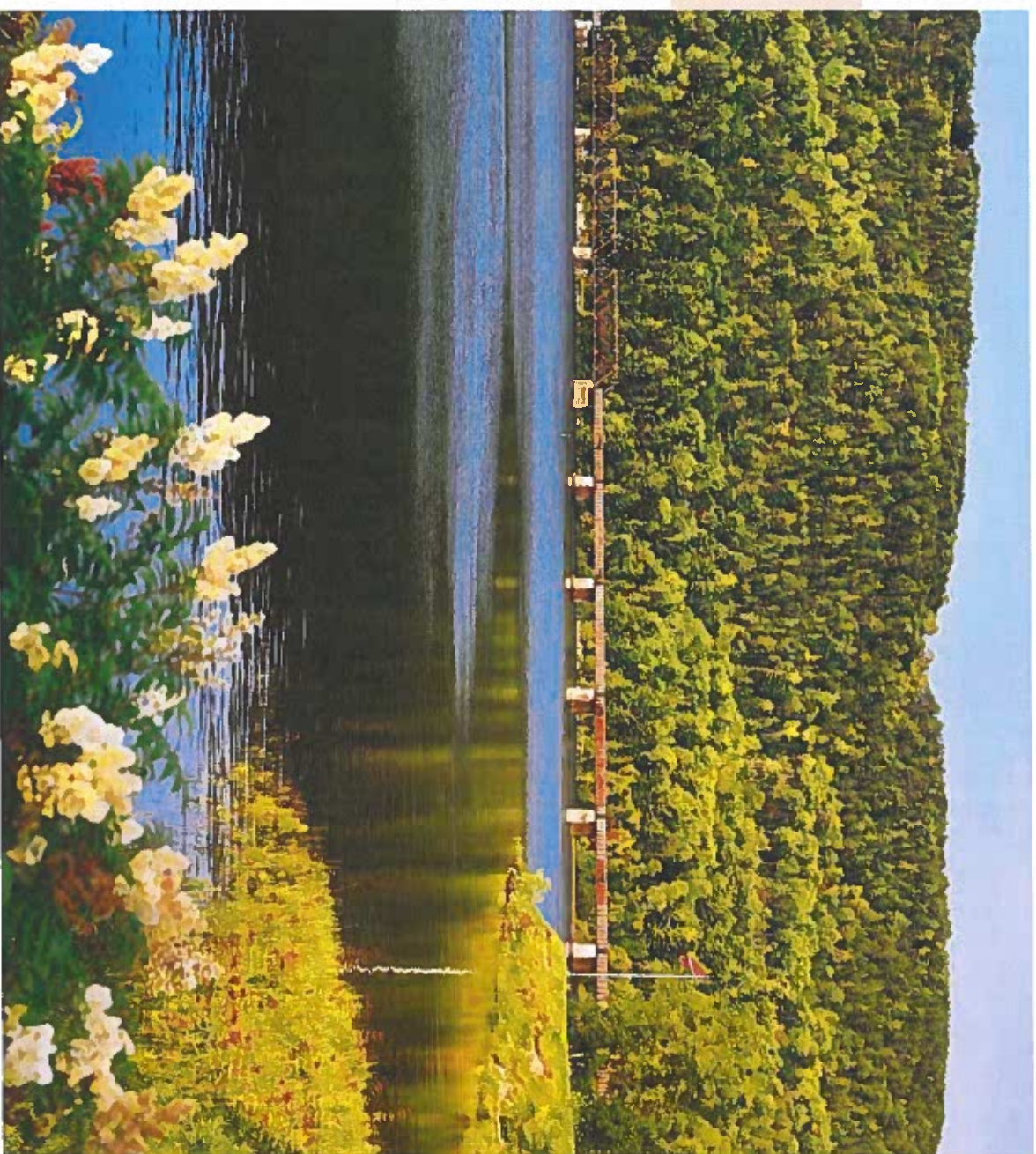


## What makes Mattawa unique?

### TOP RESULTS:

1. Waterways
2. History
3. Scenery
4. Location
5. Beautiful

TOWN OF MATTAWA BRANDING EXERCISE





**If Mattawa was a season, what season would it be?**

**TOP RESULTS:**

- 1. Fall**
- 2. Summer**
- 3. Winter**
- 4. Spring**
- 5. All Seasons**

TOWN OF MATTAWA BRANDING EXERCISE



# Town of Mattawa Brand Concepts Developed



## AN IDENTITY OF MATTAWA'S PAST, PRESENT AND FUTURE

Sitting at the confluence of the Ottawa and Mattawa Rivers, Mattawa has served as a gathering spot for hundreds of years. A place of rich heritage, colourful history, a true mix of English and French culture and language, and, an Indigenous presence dating back through time immemorial. Mattawa and the history of Canada itself are woven together in a seamless tapestry.

With some of the most beautiful vistas anywhere, Mattawa is an iconic backdrop for those seeking a uniquely Canadian experience. A great place to live and work, a four season playground and an outdoor enthusiast's dream.

Each of the designs presented completes the project brief of marrying past, present and future to visually manifest, where you come from, where you are, and where you intend to go as a community.

1.



 PMS 123

 PMS 292

 PMS275



 PMS 376

2.



TOWN OF  
**MATTAWA**



-  PMS 123
-  PMS 292
-  PMS275
-  PMS 376

3.



 PMS 123

 PMS 292








 PMS275

 PMS 7738

 PMS 485

4.



-  PMS 131
-  Pantone Yellow 0131
-  PMS 292
-  PMS275
-  PMS 7738
-  PMS 376
-  PMS 485

# SOME INITIAL CREATIVE CONCEPTS





# Questions?

## Info

Copy to agenda

**From:** Back Roads Bill Steer <wilstonsteer@gmail.com>  
**Sent:** February 6, 2023 12:35 PM  
**To:** Ierullo, Angelo (MECP); Verina, Warren (MECP); McNabb, Joe (MECP); Krista Messenger; Craig Myles; Fern Levesque; Coral Mason; lee@canadianecology.ca; Wendy Robidas; shanel@canadianecology.ca; Laura Kielpinski; Court Vincent; backerdean@hotmail.com; Christopher Rees; Karen Cox-Gurdon; Canadian Ecology Centre; Loewen, Jonathan; Tom Palangio; Lucie Viel; Laurie.Mainville@ontario.ca; Jay.Aspin.C1A@parl.gc.ca; lise@bonfield.org; Loiselle, Caroline; Guy.Paquette@ic.gc.ca; Fedeli, Vic; Info; Dave Roscoe; murphp@sympatico.ca; Papineau-Cameron Township; Aaron Staples; Marleau, Dominique (MNDM); Silveri, David; Jeff McGirr; info@mattawan.info; Deschamps.Denise@ic.gc.ca; Garry Thibert; Robert Corriveau; Randy McLaren; wayne brown; Michael Philbin; James Butti; Barry Pond; chiefcliffordbastien@hotmail.com; Jim Butti; Peter Nosko; Nipissing President  
**Subject:** CEC Matters - Feb. 6 - Steer  
**Attachments:** grommer image on trails.jpeg; coral and willowood.jpg

4.1

### CEC Matters – Feb. 6-12, 2023

The weather: [https://weather.gc.ca/city/pages/on-139\\_metric\\_e.html](https://weather.gc.ca/city/pages/on-139_metric_e.html) - now warming up this week!

**This week at the CEC:** Looking ahead to this week we have the **Metis Nation Family Camp** returning with a group of 82 people. They will be at the CEC Wednesday to Sunday participating in a variety of indigenous self lead programming, complemented by some outdoor play facilitated by the CEC staff. The Mexican language group leaves today; they also have been coming for years.

From **Laura**. "Last week we had Willowood return for the first time since 2020, Willowood has been visiting the CEC every other year with their grade 7/8 students since 2005!" (Most of the CEC business is return business - customer satisfaction.)

From **Coral**: "We've just had another busy weekend with the first weekend of the Forest and Nature School Practitioners Course, Carleton University Indigenous Youth Gathering, and Maria Dabdoub with EICI with her group of Mexican exchange students from Friday to Sunday. Tim and Court helped deal with some cold related issues in cabins on Saturday, all has been remedied. Tim and Kyle will also be out at Mother St Cride this Wednesday facilitating their winter electives program.

Laura/Coral continue with the normal day to day operations/duties (groups bookings/contracts). Laura has a meeting with the Health Unit regarding more OWLS programs, and meeting with Bill and FedNor and NOHFC regarding possible future internships. We are preparing for upcoming groups, and finalizing the Earth Day Book Talk registration.

There is a Charles Darwin celebration at the new students' centre this Friday...20 years for the student biology society and a celebratory initiative. Dr. Peter Nosko is pleased to bring a Darwin aficionado better than a TED Talk. Tickets are \$5 and \$10 at the door. The second annual Nipissing biology field camp will be held this August at the CEC and any additional funds raised this coming Friday help the program and the students. Peter is copied on this. Here is an informative link...<https://www.nipissingu.ca/news/2018/celebrate-darwins-birthday> .

The Park trails are being groomed and being used; here is a pic of the groomer, thanks to Angelo. Stats are being generated.

A pic from Coral and the Willowood group of students from last week she almost got "bowled over" in this shot!

**Court** is feeling better ("a cold" last week). Keeping up with the snow and now putting stucco on the inside wall within the new kitchen. Some frozen water pipes were fixed on the weekend. We have had to have the front end loader come in and push back the banks. (*More snow here in the Park than other places.*)

Lee has fixed some IT challenges, Coral has to recreate the audio on the incoming calls.

**Jim** reports a "good" bank balance. We are clearing up any 2022 receivables.

### **Bill's Schedule**

Working on summer mining tour items. Reaching out to others regarding new summer school credits that may be offered throughout the year.

Will be at the CEC on Friday for a meeting with FedNOR and MNDM. Attending the Darwin event...the CEC to donate an overnight package for the event raffle.

-30-

Bill Steer  
Head of School  
General Manager  
Canadian Ecology Centre  
Director - Canadian Ecology Centre Foundation

[www.canadianecology.ca](http://www.canadianecology.ca)

GPS Coordinates  
WGS Zone 17 T  
E 663576  
N 5129113  
Lat. N 46 17.870'  
Long. W 78 52.567'

Box 430, #6905 Hwy.17, Mattawa, ON  
POH 1V0; 705-744-1715, ext. 570; Cell - 705-840-0848  
1-888-747-7577  
FAX 705-744-1716  
[bill@canadianecology.ca](mailto:bill@canadianecology.ca) ; [wilstonsteer@gmail.com](mailto:wilstonsteer@gmail.com)  
Facebook - Canadian Ecology Centre

Back Roads Bill - [www.steerto.com](http://www.steerto.com); Facebook - Steer to Northern Ontario





**From:** AMO Events <events@amo.on.ca>  
**Sent:** February 2, 2023 4:01 PM  
**To:** Amy Leclerc  
**Subject:** AMO Land Use Planning Training for Elected Officials

4.2

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



## ONLINE TRAINING

February 2, 2023

### AMO Land Use Planning Training for Elected Officials

AMO has developed two land use planning training sessions to support elected officials in understanding your roles and responsibilities on land use planning and decision making.

If you are new to the world of land use planning and municipal governance, we recommend both courses to ensure a strong foundation for strategic decision making.

#### 1. *Foundations in Planning for Elected Officials*

Foundations in Planning for Elected Officials provides an interactive and engaging session that familiarizes participants with legislation, processes and provides real life examples to give a deep understanding and insight into important planning matters.

Participants will learn and understand:

- The need and importance of planning
- The planning hierarchy (policy, legislation, regulations etc.)
- The process and timelines of planning.

This half day session will walk you through important elements such as:

- Committee of Adjustment application
- The Community Planning Permit System
- Ministers Zoning Orders.

- Zoning applications using a planners report that deals with an official plan amendment
- Zoning amendments
- Site plans
- and so much more

Foundations in Planning for Elected Officials prepares participants for AMO's 2.0 planning training: Advanced Land Use Planning a Deeper Dive.

Register [here](#).

## 2. *Advanced Land Use Planning – A Deeper Dive*

AMO's land use planning 2.0 training is designed to support Ontario's elected officials in the strategic decision making and management of the many facets of land use planning.

***Land Use Planning - A Deeper Dive***, will develop your skill on addressing complex planning matters that rely on political acuity and provide you with skill to apply this to the planning challenges you face at the local level. Building on our **Foundations in Planning for Elected Officials**, this course strategically examines the planning process and the complexities that people can bring to the process. Over three hours, participants will engage in case studies and real-life examples that are examined through instructor lead instruction and group discussion.

For more information and to register, click [here](#).

AMO's training is offered in a virtual environment and designed for elected officials.

Inquires: [events@amo.on.ca](mailto:events@amo.on.ca)

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



Please consider the environment  
before printing this.

Association of Municipalities of Ontario  
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6

Wish to Adjust your AMO Communication Preferences ? [Click Here](#)

 **higher logic**

**Amy Leclerc**

---

*copy to agenda*

**From:** tamara@ontariofarmlandtrust.ca  
**Sent:** February 1, 2023 10:26 AM  
**To:** Amy Leclerc  
**Subject:** 2023 Ontario Farmland Forum: Attn Mayors & Staff

4.3

Greetings Amy Leclerc,

Please bring this information about the 2023 Ontario Farmland Forum to the attention of the Mayor in your Town. The forum is hosted by the Ontario Farmland Trust and will be held virtually and in Guelph on March 23, 2023. This year's theme, "Planning to Save the Soil," will be of interest to many elected officials and staff.

Registration and the schedule are available on the Ontario Farmland Trust [website](#). A flyer for circulation is [available here](#) as well.

Thank you,  
Tamara Brown

Events & Community Outreach  
Ontario Farmland Trust



# Planning to Save the Soil



ONTARIO FARMLAND TRUST  
PROTECTING FARMLAND FOREVER

2023 Farmland Forum



A day of networking, sharing, and learning on the most pressing issues in farmland protection.

## Join us for discussions on:

- The role soil plays in climate change mitigation, water quality and more
- The work of farmer soil stewards to build soil health
- Planning and policy that centers the importance of soil for communities

### Forum Details

Thursday March 23, 2023  
9:00 am - 4:30 pm



Online  
\$50 general  
\$25 students



The Grand, Guelph  
(includes lunch & snacks)  
\$125 early-bird rate  
\$100 farmer rate  
\$60 students



### Who Should Attend?

- Farmers
- Land Use Planners
- Land Conservationists
- Researchers
- Provincial Policy Makers
- Municipal Councillors
- Environmentalists
- Land Owners

### Tickets

To register, and for more information on the schedule, visit:

[www.ontariofarmlandtrust.ca/forum](http://www.ontariofarmlandtrust.ca/forum)  
(519) 781-3276  
[tamara@ontariofarmlandtrust.ca](mailto:tamara@ontariofarmlandtrust.ca)



Registration opens  
January 30!

**OFFICE OF THE WARDEN**  
Corporation of the County of Huron  
1 Courthouse Square  
Goderich, Ontario N7A 1M2  
www.HuronCounty.ca  
Phone: 519.524.8394  
Toll Free: 1.888.524.8394



Copy to agenda  
4.4

February 1, 2023

Sent via email.

**Re: Call to Action: Review of the Cannabis Act**

Please note that on February 1, 2023 Huron County Council passed the following motion:

Moved by: Councillor G. Finch and Seconded by: Councillor M. Anderson

THAT:

The Council of the County of Huron approve the report by CAO Meighan Wark dated February 1, 2023 titled Report to Council: Cannabis Act Information as presented;

AND FURTHER THAT:

The Council of the County of Huron advocate for improvements to the Cannabis Act and current legislative framework for cannabis in Canada by sending the report titled *Report for Council: Cannabis Act Information*, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration;

AND FURTHER THAT:

The Council of the County of Huron approve forwarding Call to Action Letters to the following for support:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario
- Provincial Minister of the Environment, Conservation and Parks
- Provincial Minister of Agriculture
- Provincial Minister of Municipal Affairs and Housing
- Member of Parliament
- Federal Minister of Agriculture and Agri-Food
- Federal Minister of Health

CARRIED

The County of Huron calls for a review and amendments to the Cannabis Act and the current legislative framework for cannabis in Canada.

To be clear, the County of Huron is not against or opposed to cannabis and we appreciate the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed, and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to higher levels of government so that continual improvements can be made over time.

It is in this spirit that we provide the following recommendation:

As a municipal government for one of Canada's most agriculturally productive regions and a popular tourism destination, we have been in the position to observe the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

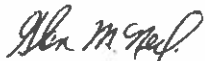
To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, to require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community, we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs' Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost 50 years. We believe a system based on MDS would be appropriate to manage the

impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend further notice and enhanced consultation with municipal governments when drafting and implementing legislation and regulations related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases, serious issues of non-compliance with local municipal by-laws.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen McNeil". The signature is fluid and cursive, with the first name "Glen" being more prominent than the last name "McNeil".

Glen McNeil  
Warden, Huron County  
On behalf of Huron County Council

The background of the entire page is a monochromatic blue-tinted image of cannabis leaves. The leaves are detailed, showing their serrated edges and vein structure. A vertical yellow bar is positioned to the left of the main title.

# Report for Council: Cannabis Act Information

Prepared: January 2023

# Contents

- 3 Background**
- 3 Cannabis Act: Information For Municipalities**
  - 3 1. Licensed Producers
  - 4 2. Personal and Designated Production
- 5 Community Expressed Concerns**
- 5 Impact to the Municipality**
- 5 Advocacy Efforts to Date**
- 6 Recommendations for Further Advocacy**
  - 6 Call to Action Letter
  - 6 Report for Council: Cannabis Act Information (this report)
- 6 Further Resources**
  - 6 The Cannabis Act: The Facts
  - 6 The Cannabis Act
  - 6 Cannabis Information for Municipalities
  - 6 Ontario: Cannabis Control Act
- 7 Correspondence Received by Council**
  - 7 Correspondence to Council, January 2023: Bonnie Shackelton
- 7 Appendix A**
- 7 Appendix B**

## Background

On January 18, 2023, Huron County Council passed the following motion:

**THAT:**

The Council of the County of Huron request staff to prepare a report for Council on the Federal Cannabis Legislation Review with recommendations on options for Huron County to address their concerns with this legislation.

## Cannabis Act: Information For Municipalities

According to The Government of Canada's *Information for Municipalities - Medical Use of Cannabis* there are two approved ways medical cannabis can be grown: *Licensed Producers* and *Personal and Designate Production*

### 1. Licensed Producers

Licensed producers are individuals or companies licensed by Health Canada to produce and sell cannabis for medical purposes. Licensed producers must meet stringent health and safety security requirements before producing and selling cannabis.

When applying to be a licensed producer under the Access to Cannabis for Medical Purposes Regulations (ACMPR), or when applying to amend a licence, an applicant must notify:

- The municipality
- Local fire officials
- Local law enforcement

Licensed producers must also notify these local authorities, within 30 days, after the issuance of a licence or the renewal, amendment, suspension, reinstatement, or revocation of their licence. These notification requirements are intended to provide local authorities with information about activities with cannabis conducted in their jurisdiction to allow them to take appropriate measures, as applicable.

Licensed producers are expected to obey all relevant federal, provincial and municipal laws and by-laws, including municipal zoning by-laws.

## **2. Personal and Designated Production**

If a person wants to produce a limited amount of cannabis for his/her own medical purposes, he/she needs to register with Health Canada. He/she can also choose to designate another person to produce a limited amount of cannabis for him/her. A person can produce a limited number of marijuana plants under a maximum of two registrations (for one other person and him/herself, or two other people). Marijuana plants may be produced under a maximum of four registrations at one address.

A registered or designated person is permitted to produce marijuana plants indoors and/or outdoors, but not both at the same time. If a person wishes to produce marijuana plants outdoors, the boundary of the land on which the production site is located cannot have any points in common with the boundary of the land on which a school, public playground, day care facility or other public place frequented mainly by persons under 18 years of age.

The number of plants a person can grow is determined by the daily amount recommended by their health care practitioner and a set of formulas in the regulations.

Health Canada also recommends that registered and designated persons be discreet with their production.

Individuals who are registered with Health Canada to produce a limited amount of cannabis for medical purposes are expected to obey all federal, provincial and municipal laws and by-laws.



## Community Expressed Concerns

Recently, some concerns regarding the Cannabis Act and local growing practices have been expressed by community members. Some of the topics of concern expressed have included:

- Excessive noise produced by ventilation units
- Serious odour impacts from production
- Health concerns from neighbouring property owners
- Questions regarding zoning requirements for Cannabis operations, particularly in regards to areas zoned residential
- The current lack of a Minimum Distance Separation (MDS) between licensed facilities/designate growers, and homes, public facilities

## Impact to the Municipality

Community concerns regarding the Cannabis Act have an impact on the municipality. These impacts include the costs associated with Council and staff time and legal fees. There is also a potential for community disruption pertaining to licenses issued under the Federal Medical Cannabis Registration process.

It is important to note that the municipality's concerns expressed in this report are not against or opposed to cannabis. The County of Huron appreciates the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to other levels of government so that continual improvements can be made over time.

## Advocacy Efforts to Date

On October 5, 2022 a letter was sent to the Cannabis Act Legislative Review Secretariat of Health Canada. The letter offered requested feedback on the Cannabis Act and a recommendation for a Minimum Distance Separation to protect residential areas.

See Appendix A.

# Recommendations for Further Advocacy

## Report for Council: Cannabis Act Information (this report)

Further advocacy could be accomplished by sending this report, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration.

A Call to Action Letter could be sent on behalf of WOWC, and all WOWC member municipalities could be invited to send similar letters to the agencies and individuals outlined below.

### Call to Action Letter

A sample Call to Action Letter for Huron County can be found in Appendix B. Once approved by Council, letters could be sent to:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario: Doug Ford
- Provincial Minister of the Environment, Conservation and Parks: David Piccini
- Provincial Minister of Agriculture: Lisa Thompson
- Provincial Minister of Municipal Affairs and Housing: Steve Clark
- Member of Parliament: Ben Lobb
- Federal Minister of Agriculture and Agri-Food: Marie-Claude Bibeau
- Federal Minister of Health: Jean-Yves Duclos

## Further Resources

### **The Cannabis Act: The Facts**

<https://www.canada.ca/en/health-canada/news/2018/06/backgrounder-the-cannabis-act-the-facts.html>

### **The Cannabis Act**

[https://laws-lois.justice.gc.ca/eng/annualstatutes/2018\\_16/FullText.html#:~:text=The%20objectives%20of%20the%20Act,operating%20outside%20the%20legal%20framework](https://laws-lois.justice.gc.ca/eng/annualstatutes/2018_16/FullText.html#:~:text=The%20objectives%20of%20the%20Act,operating%20outside%20the%20legal%20framework)

### **Cannabis Information for Municipalities**

<https://www.canada.ca/en/health-canada/services/drugs-medication/cannabis/information-municipalities.html>

### **Ontario: Cannabis Control Act**

<https://www.ontario.ca/laws/statute/17c26>

## Correspondence Received by Council

### **Correspondence to Council, January 2023: Bonnie Shackelton**

<https://agendas.huroncounty.ca/agendapublic/AttachmentViewer.ashx?AttachmentID=7134&ItemID=5394>

## Appendix A

Copy of the letter sent to the Cannabis Act Legislative Review Secretariat of Health Canada on October 5, 2022

## Appendix B

Sample Call to Action Letter

**OFFICE OF THE WARDEN**

Corporation of the County of Huron  
1 Courthouse Square  
Goderich, Ontario N7A 1M2  
www.HuronCounty.ca  
Phone: 519.524.8394  
Toll Free: 1.888.524.8394



October, 5, 2022

**To:** Cannabis Act Legislative Review Secretariat  
Health Canada  
Address locator 03021  
Ottawa, Ontario  
K1A 0K9

On October 5, 2022, Huron County Council passed the following motion:

**THAT:**

The Council of the County of Huron send correspondence to Health Canada requesting consultation when implementing legislation on cannabis regulation as there is a direct impact on municipal operations and sometimes non-compliance to municipal by-laws;

**AND FURTHER THAT:**

The Council of the County of Huron recommends the inclusion of a system of Minimum Distance Separation to protect residential areas;

**AND FURTHER THAT:**

This correspondence be circulated to Huron County local municipalities for support.

Thank you for requesting feedback on the Cannabis Act and the current legislative framework for cannabis in Canada. As a municipal government for one of Canada's most agriculturally productive regions, and a popular tourism destination, we have been in the position to observe areas for improvement during the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds

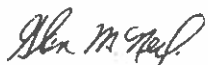
of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost fifty years. We believe a system based on MDS would be appropriate to manage the impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend enhanced consultation with municipal governments and request further notice and consultation with the County of Huron when drafting and implementing legislation and regulations dealing with matters related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases serious issues of non-compliance with local municipal by-laws.

Sincerely,



Glen McNeil  
Warden, Huron County  
On behalf of Huron County Council

**Amy Leclerc**

Copy to agenda

**From:** OSUM Communications <communicate@amo.on.ca>  
**Sent:** January 30, 2023 2:01 PM  
**To:** Amy Leclerc  
**Subject:** Ontario Small Urban Annual Conference is Back for 2023!

4.5



The Ontario Small Urban Municipalities (OSUM) Executive is pleased to announce the 2023 Annual General Meeting and Conference will be hosted by the County of Brant. Join us to celebrate *Springtime in Paris*, from April 26 - 28, 2023.

The OSUM Conference draws over 150 municipal leaders from across Ontario to examine and address issues of the day facing small urban municipalities.

OSUM represents the official voice on small urban issues for Ontario and is an integral part of the Association of Municipalities of Ontario (AMO).

This year's Conference includes an OSUM Board election.

OSUM is excited to hold its first in-person event since the onset of COVID-19. A number of important policy changes and issues are facing Ontario's small urban communities and the OSUM Conference is a critical opportunity to collectively come together on the leadership challenges and opportunities of the day.

Hotel accommodation information will be available soon! This year's event includes a golf tournament. Check back [here](#) for information.

**[Register today](#)**

 **higher logic**



4.6

RECEIVED  
JAN 30 2023

**Thomas Carrique**  
Commissioner      Le Commissaire

File #: OPP-7900

January 27, 2023

**MEMORANDUM TO:**

**ALL MEMBERS**

**Re: Tragic Event in Memphis Tennessee – Tyre Nichols**

By now, you are likely aware of the tragic incident involving Mr. Tyre Nichols and members of the Memphis Police Department. Tragically, Mr. Nichols died following the altercation. It is anticipated that the criminal acts of these officers that have led to his death will raise public concerns about police brutality, use-of-force and police interaction leading to erosion of trust and confidence in our profession.

Obviously, these acts do not reflect the vision, mission and values of the Ontario Provincial Police (OPP). Our members complete their professional obligations while maintaining the highest standard of conduct, integrity and ethical behaviour. Our actions align with our words by exemplifying our values of interacting with respect, compassion and fairness – something our members do every day. Along with our law enforcement partners we continue to monitor this situation and will disseminate any relevant operational information that arises.

The Chief of the Memphis Police Department has issued a [video statement](#) in light of this incident and in anticipation of the community's reaction in response to the release of video evidence. The anticipated release of this video evidence is expected to generate solidarity protests across North America.

We are reminded of our professional responsibility and duty to respect the right of everyone's freedom of expression and peaceful assembly. Our role is to ensure public safety and to keep the peace.



## Tragic Event in Memphis Tennessee – Tyre Nichols

Page two

Such tragic events affect us all. You may be feeling, and/or subjected to, emotions of anger, sadness and outrage over this incident. It is important that we support one another. Confidential resources are available for all members, families, retirees, and auxiliaries through our [Healthy Workplace Team](#) (available by phone 24/7, toll-free at 1-844-OPP-9409 (1-844-677-9409)). The Ontario Provincial Police Association's (OPPA) Encompas Mental Health Wellness Program is also available to eligible OPPA and Commissioned Officers' Association members. Call 24/7: 1-866-794-9117 or visit [encompascare.ca](http://encompascare.ca).

The event that occurred in Memphis, Tennessee was unconscionable and unacceptable. Never doubt, the OPP does not condone this type of behaviour, which goes against our values and equal respect for all.

Thank you all for your ongoing dedication and professionalism.



Thomas Carrique, O.O.M.

- c: Provincial Commanders
- President, Commissioned Officers' Association
- President, Ontario Provincial Police Association
- President, Civilian Association of Managers and Specialists



## Info

Copy to agenda

**From:** Back Roads Bill Steer <wilstonsteer@gmail.com>  
**Sent:** January 30, 2023 12:33 PM  
**To:** Coral Mason; lee@canadianecology.ca; Wendy Robidas; Court Vincent; Garry Thibert; Robert Corriveau; Randy McLaren; wayne brown; Michael Philbin; James Butti; chiefcliffordbastien@hotmail.com; fernsdelivery@gmail.com; Fern Levesque; backerdean@hotmail.com; Christopher Rees; Karen Cox-Gurdon; Canadian Ecology Centre; Loewen, Jonathan; Tom Palangio; Lucie Viel; lise@bonfield.org; Loiselle, Caroline; Guy.Paquette@ic.gc.ca; Fedeli, Vic; Info; Dave Roscoe; murphp@sympatico.ca; Papineau-Cameron Township; Aaron Staples; Marleau, Dominique (MNDM); Silveri, David; info@mattawan.info; Deschamps.Denise@ic.gc.ca; Paquette, Guy (ISED/ISDE); Verina, Warren (MECP); McNabb, Joe (MECP); lerullo, Angelo (MECP)  
**Subject:** CEC Matters - Steer - Jan. 30, 2023  
**Attachments:** astorville school coral.jpeg; roof on woodshed.jpg; snow on recycling.jpg

4.7

### CEC Matters – Monday Jan. 30 to Sunday Feb. 5

The weather: It looks like flurries with some sun on Wednesday and a little colder near the end of the week. See [https://weather.gc.ca/city/pages/on-139\\_metric\\_e.html](https://weather.gc.ca/city/pages/on-139_metric_e.html)

**This week** at the CEC: CEC OWLS facilitators will be at Sunset Park this Monday delivering their 2nd out of five visits with four classes participating. A busy upcoming weekend as well, with our 1st weekend (of two) to host the Forest School Practitioner Course (about 18 participants). [ Laura will be participating in this course as well to become a certified Forest School Practitioner (joining Coral who took the course last spring).]

From **Laura**.

"We've just had another busy weekend with a MNO youth retreat from Friday to Sunday. Our staff supported their program with a guided snowshoe hike on Saturday morning.

"Looking ahead to this week we have Willow wood School (from the GTA) returning for their annual winter trip with about 30 Grade 7/8 students. We look forward to having the school return, as their last visit was in 2020 just before the start of the pandemic. They will be at the CEC Wednesday to Friday participating in Snowshoeing, Winter Ecology Studies and learning about winter survival skills - lots of indoor/outdoor transition times likely to be ready for some forecasted cold temps later this week.

"Also visiting the CEC this weekend is Carleton University (1st visit to the CEC) with a Indigenous Wellness retreat with about 10 students as well as Mrs. Dabdoub's annual winter camp weekend for local Mexican exchange high school students. Lots going on and lots to prepare with the cold temperatures approaching. We will be turning up the heat and ensuring water is dripping from taps to avoid frozen lines!" *(This has happened in the past.)*

*Laura/Coral continue with the normal day to day operations/duties (groups bookings/contracts). Coral is also preparing for the Day camp registration to open on Feb 1st.*

Coral sent along a pic of the Grade 1's at St Thomas D'Aquin in Astorville at OWLS last Wednesday.

We received some good news from the Sudbury chapter of the Canadian Institute of Mining regarding funding for this summer's mining tour. Thanks Coral for following up.

**Court** is keeping up with the snow; the Mattawa area seems to have been receiving a little more of its fair share. He had to dig out the recycling bins; here's a pic denoting the scale of the recent snowfall. The electrical work for the kitchen extension is complete. Also there is a pic of the new overhang at the woodshed; using lumber donated by Frank Dotorri, White River Forest Products.

Locals and CEC cabin clients have been utilizing the labyrinth for snowshoeing. The park's trails are being groomed. Welcome to Angelo as copied in the email list.

**Jim** sent the 2023 budget to our bank (Chair Randy McLaren was copied); received with thanks. One of the many items the bank appreciates.

We have contacted FedNor and the MNM regarding internships for the CEC. We will go through the application process. These have been very helpful in the past. We are looking to increase our delivery and the development of our OWLS program in both languages along with a new GPS training app.

#### **Bill's Schedule**

Will gladly come out to work physically on Tuesday; the rest of the time working at home.

Some follow-up on the summer mining tours and reviewing some GPS training. Planning for future GPS courses (on site), Earth Day event, Family Day programming.

-30-

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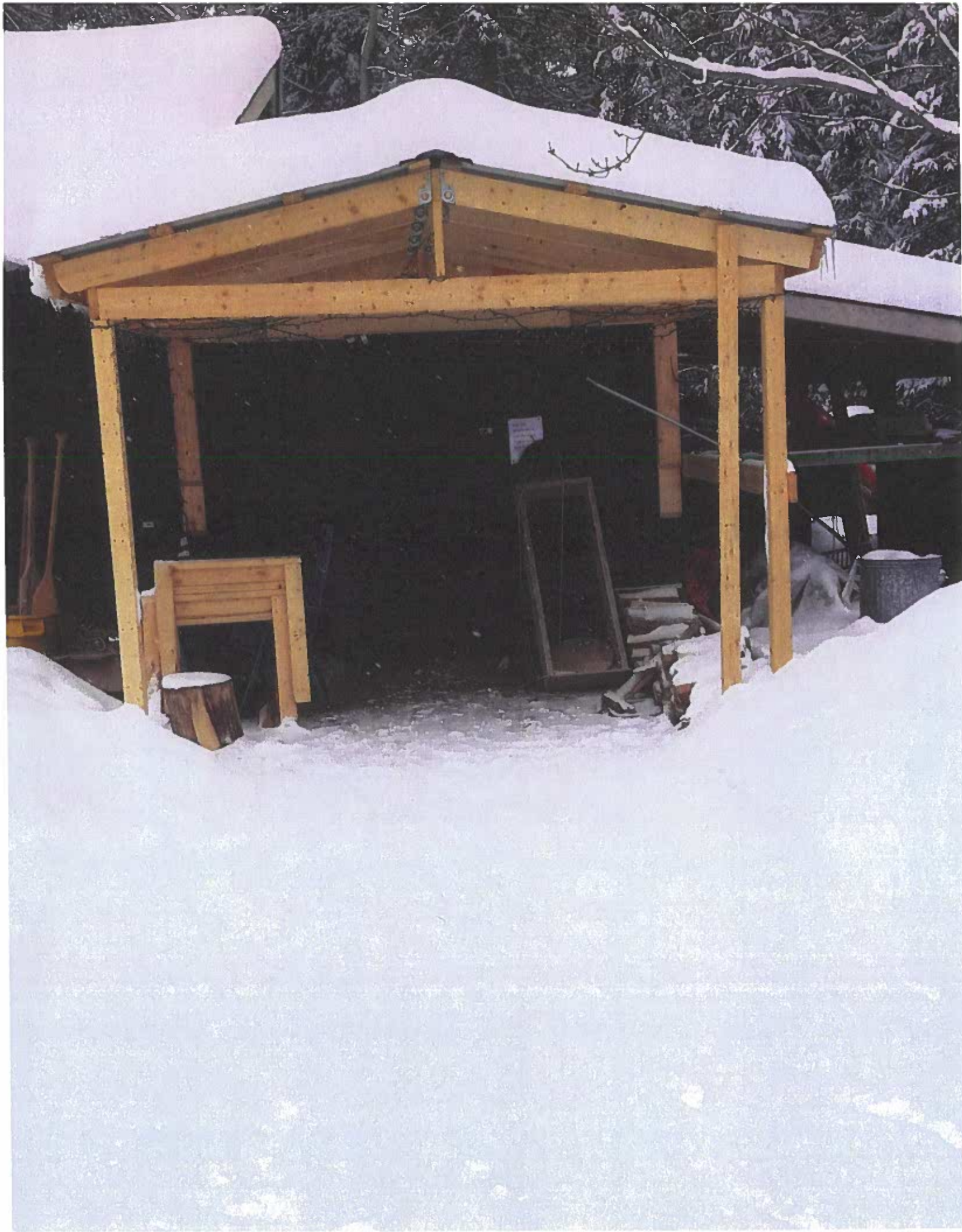
Bill Steer  
Head of School  
General Manager  
Canadian Ecology Centre  
Director - Canadian Ecology Centre Foundation

[www.canadianecology.ca](http://www.canadianecology.ca)

GPS Coordinates  
WGS Zone 17 T  
E 663576  
N 5129113  
Lat. N 46 17.870'  
Long. W 78 52.567'

Box 430, #6905 Hwy.17, Mattawa, ON  
POH 1V0; 705-744-1715, ext. 570; Cell - 705-840-0848  
1-888-747-7577  
FAX 705-744-1716  
[bill@canadianecology.ca](mailto:bill@canadianecology.ca) ; [wilstonsteer@gmail.com](mailto:wilstonsteer@gmail.com)







**From:** Rural Ontario Municipal Association <events@roma.on.ca>  
**Sent:** January 25, 2023 2:12 PM  
**To:** Amy Leclerc  
**Subject:** New ROMA Board Elected at #ROMA2023

4.8

Trouble viewing this email? [View in browser](#)



January 25, 2023

**2023 ROMA Conference Draws Record Number of Rural Municipal Leaders**

***Election of Zone Representatives and Selection of Board Executive Caps Off Event***

The 2023 Rural Ontario Municipal Association (ROMA) Conference, held in Toronto from January 22 to 24, drew a record of more than 1,500 participants from across rural Ontario.

Rural officials raised local priorities with the provincial government, fostered partnerships and learned about new opportunities. Themed “Breaking New Ground,” the conference reflected ROMA’s advocacy work on priorities such as housing and economic growth. The event featured dozens of speakers, sessions and workshops across a broad range of municipal responsibilities.

Members also elected their new zone representatives to the 2023-2027 ROMA Board – with more than 30 candidates running for ten zone spots on the Board.

In addition to these elected zone representatives, the Board is also comprised of four members of the Rural Caucus of the Association of

Municipalities of Ontario (AMO Board). The newly formed Board also selected the Board Executive.

Mayor Robin Jones will return as Chair of the Board. Returning Board members Mayor Christa Lowry and City of St. Thomas CAO Sandra Datars Bere were selected 1<sup>st</sup> Vice Chair and 2<sup>nd</sup> Vice Chair respectively. The following officials were elected to be Zone Representatives on the Board:

- Zone 1 - Jamie McGrail of Municipality of Chatham-Kent
- Zone 2 - Steve McCabe of Township of Wellington North
- Zone 3 - Dave Beres of Town of Tillsonburg
- Zone 4 - Christina Early of Town of Caledon
- Zone 5 - Pam Sayne of Minden Hills
- Zone 6 - Jennifer Murphy of County of Renfrew
- Zone 8 - Christa Lowry of Mississippi Mills (acclaimed, also serving as 1st Vice Chair)
- Zone 9 - Mark Wilson of The Corporation of the City of Temiskaming Shores
- Zone 10 - Janet Hager of Municipality of Red Lake

In addition to Jones and Datars Bere, Peter Emon of the Town of Renfrew and Rainey Weisler of the Municipality of Bayham also serve on the ROMA board as AMO Rural Caucus members. The Zone 7 representative spot remains vacant and will be filled through a Board-approved process.

“We know our rural communities are full of promise and untapped potential. The conference showcased innovative ideas and solutions based on real-life experience that we could all takeaway to our communities,” Jones said. “Our board represents a combination of new and returning members. We’re all looking forward to partnering with the Ontario Government and finding creative solutions that will suit the diversity of rural communities across our great province.”

During the conference, Lisa Thompson, the Minister of Agriculture and Rural Affairs opened the next intake of the Rural Economic Development program.

---

**MR. LUCILLE M. ZEUS**  
**362 POPLAR STREET**  
**MATTAWA ONTARIO POH 1V0**  
**lucillezeus@hotmail.com**  
**416-550-3790**

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RECEIVED

JAN 25 2023

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4.9

**Corporation of the Town  
Of Mattawa  
160 Water Street  
Mattawa ON POH 1V0  
2023**

January 25<sup>th</sup>

**Mayor Belanger and Council:**

Upon learning of your plans for the future of Rosemount Valley Suites, I talked with an assistant to Mr. Rota. I asked if there were any federal programs that would refund your expenses for the creation of this seniors housing project *IF* you transferred the ownership and operations to DNSSAB. I mentioned your mortgage, and that no grant monies were used on the project. He is looking into such and will get back to me.

I wanted to wait for an answer before writing to you, but as the deadline approaches for getting my correspondence into the agenda on time, I had to submit my intentions now.

I cannot see the Town recouping much of its expenses if it sells the venture to a non-profit organization. Selling this venture to any private business or corporation will put the tenants in jeopardy, but this is where the money is to purchase such a project.

You've done the work, and got what you wanted. Now, hopefully there is a government grant program out there that will compensate your costs and expenses on this housing initiative, so that the taxpayers are out from under this burden.

Luce





*Copy to agenda*  
OFFICE OF THE CITY CLERK  
500 Donald Street East  
Thunder Bay, ON P7E 5V3

Tel: (807) 625-2230  
Fax: (807) 623-5468

RECEIVED

4.10

JAN 25 2023

Tuesday, January 24, 2023

Hon. Doug Ford, Premier  
Hon. Sylvia Jones, Health Minister

**Re: Bill 42 - Gender Affirming Healthcare Act**

Please be advised that the following resolution was adopted by Committee of the Whole at its meeting held on January 16, 2023 and subsequently ratified by City Council on January 23, 2023.

"WITH RESPECT to the Memorandum from Councillor Kristen Oliver, Chair – Inter-Governmental Affairs Committee, dated January 3, 2023, we recommend that Council support the passing of Bill 42 – Gender Affirming Health Care Act;

AND THAT a copy of this resolution be sent to Premier Doug Ford, Health Minister Sylvia Jones, MPP Kevin Holland, MPP Lise Vaugeois, Rainbow Collective, MPP Kristen Wong-Tam, all Ontario Municipalities and Thunder Pride;

AND THAT any necessary by-laws be presented to Council for ratification."

CARRIED

Should you have any further questions relative to the above, please do not hesitate to contact the undersigned.

Yours very truly,

Dana Earle  
Deputy City Clerk

/gs

Cc:

MPP Kevin Holland  
MPP Lise Vaugeois  
Rainbow Collective  
MPP Kristen Wong-Tam  
All Ontario Municipalities  
Thunder Pride

**From:** Patricia Carr <pcarr@neco.on.ca>  
**Sent:** January 24, 2023 2:23 PM  
**To:** Patricia Carr  
**Subject:** Clerks office in regional municipalities for Mayor and Council  
**Attachments:** NECO Update to Municipalities January 2023.pdf

4.11

Dear Mayor and Council Members,

First – congratulations on your election this past October. I respect all of you on your choice to serve your communities to ensure viability and growth for your constituents and businesses in your area. More specifically with your business community, I want to update you on the past year at NECO and if you aren't aware of our services, to introduce you to what we can offer to your businesses.

I have attached a historical update for you and your council regarding the past accomplishments here at NECO CFDC, as well as board member recruitment information; we are always seeking representation from our region to support our goals and to encourage businesses in your region to reach out to NECO when assistance is required.

Personally, I have been with NECO for 25 months now (my former career was 32 ½ years with the Chamber of Commerce) and I want to ensure that the business community is aware of alternate options if their traditional bank is unable to assist with funding. We always direct new start-ups or expansions to their traditional lender first, and if they are unable to secure funding for their business, then NECO may be an option. We also do business counselling, mentorship or referrals to other partners that can assist. Just from my previous career, I have many connections in the area and I'm well aware of many programs that may assist businesses, not-for-profits and municipalities. I currently sit on the Muskoka Nipissing Parry Sound review team for Ontario Trillium Foundation (OTF) and I'm on the board of governors for Nipissing University. There are numerous other boards/committees, I have either participated in the past or I currently sit on, that have provided me with experience in many social, charity and business sectors.

If your council would like more information on NECO, I would be happy to make a presentation at a time convenient for you in the future. If a presentation is not an option, please find the link to our website and social media below.

Our website is: [www.neco.on.ca](http://www.neco.on.ca)  
 Facebook: <https://www.facebook.com/NECOCF>  
 Twitter: @NECOCFDC  
 LinkedIn: <https://www.linkedin.com/company/neco-community-futures-development-corporation>

As a not-for-profit, NECO is governed by a board of directors, and we strive to have representation from all areas of our catchment, all sectors of business, as well as other demographics. If you know of someone from your region that would be beneficial to our board and represent your area well, please feel free to have them reach out to me directly and I can provide details of board membership. I believe we have good representation from most of our region, but we are always seeking new board members each year to move the organization forward.

Sincerely,  
Patti Carr, Executive Director / Directrice Générale



NECO Community Futures Development Corporation / Société d'aide au développement des collectivités  
222 McIntyre Street West, Suite 312 / 222 rue McIntyre ouest, suite 312  
North Bay ON P1B 2Y8

T: 705-476-8822 ext 100

C: 705-498-8181

E: [pcarr@neco.on.ca](mailto:pcarr@neco.on.ca)

W: [www.neco.on.ca](http://www.neco.on.ca)

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**Amy Leclerc**

*Copy to agenda*

**4.12**

**From:** Sheri Beaulieu <sheri.beaulieu@healthunit.ca>  
**Sent:** January 23, 2023 5:12 PM  
**To:** 'Armour, Township of'; 'Bonfield, Township of'; Bonfield, Township of; 'Burk's Falls, Village of'; Callander, Municipality of; 'Calvin, Municipality of'; Carling, Township of (clerksoffice@carling.ca); Cheryl Marshall - Naloxone Community of Practice; Chisholm, Township of; East Ferris, Municipality of; Joly, Township of; Kearney, Town of; Machar, Township of; 'Machar, Township of'; 'Magnetawan, Municipality of'; Amy Leclerc; Mattawan, Municipality of; McDougall, Township of; McKellar, Township of; McKellar, Township of (2); 'Nipissing, Township of'; North Bay, City of; 'Papineau-Cameron, Township of'; Parry Sound, Town of; 'Perry, Township of'; 'Powassan, Municipality of'; Ryerson, Township of; 'Seguin, Township of'; South River, Village of; 'Strong, Township of'; Sundridge, Village of; The Archipelago, Township of; 'West Nipissing, Municipality of'; Whitestone, Municipality of  
**Subject:** January 25 Board of Health

Hello

Please be advised that on January 25 there will be a Finance and Property Committee and Board of Health meeting for the North Bay Parry Sound District Health Unit.

Draft agendas have been posted on the Health Unit's [website](#), and Board of Health members have been provided access to the meeting packages.

Thanks so much,

**Sheri Beaulieu** | Management Administrative Assistant | Office of the Medical Officer of Health/Executive Officer  
North Bay Parry Sound District Health Unit | 345 Oak Street West | North Bay, Ontario P1B 2T2 | Canada  
705.474.1400 ext. 5375 | 1-800-563-2808  
[Sheri.Beaulieu@healthunit.ca](mailto:Sheri.Beaulieu@healthunit.ca) | [myhealthunit.ca](http://myhealthunit.ca)

[Facebook](#) | [Twitter](#) | [LinkedIn](#) | [YouTube](#)

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**BOARD OF HEALTH  
FINANCE AND PROPERTY COMMITTEE  
NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

**Nipissing District:  
Central Appointees**

Karen Cook  
Sara Inch  
Jamie Lowery  
Maurice Switzer  
Dave Wolfe  
Rick Champagne  
Jamie Restoule

Eastern Appointee  
Western Appointee  
**Parry Sound District:**  
Northeastern Appointee  
Southeastern Appointee  
Western Appointee  
**Public Appointees:**

Blair Flowers  
Marianne Stickland  
Jamie McGarvey  
Gary Guenther

**Medical Officer of Health/Executive Officer**

Dr. Jim Chirico

**Also Attending by Invitation:**

Associate Medical Officer of Health  
Executive Director, Clinical Services/Chief Nursing Officer  
Executive Director, Community Services  
Executive Director, Corporate Services/Privacy Officer  
Executive Director, Finance  
Executive Director, Human Resources

Dr. Carol Zimbalatti  
Shannon Mantha  
Louise Gagné  
Paul Massicotte  
Isabel Churcher  
Josée Goulet

---

A meeting of the **Finance and Property Committee** of the **Board of Health** for the **North Bay Parry Sound District Health Unit** will be held virtually for Board of Health members, and live streamed for the public, from the Nipissing Room at 345 Oak Street West, North Bay, Ontario on:

**Date: Wednesday, January 25, 2023**

**Time: 5:00 p.m. to 5:30 p.m.**

**AGENDA**

**1.0 CALL TO ORDER**

**2.0 ELECTIONS**

- 2.1 Election of Chairperson  
➤ *Notice of Motion*
- 2.2 Election of Vice-Chairperson  
➤ *Notice of Motion*

**3.0 APPROVAL OF THE AGENDA**

➤Addition of New Agenda Items

➤Notice of Motion

**4.0 CONFLICT OF INTEREST DECLARATION**

**5.0 APPROVAL OF PREVIOUS MINUTES**

5.1 Finance and Property Committee Minutes – September 28, 2022

➤Notice of Motion

5.2 Finance and Property Committee In Camera Minutes – September 28, 2022

➤Notice of Motion

**6.0 DATE OF NEXT MEETING**

Date: To be Determined

Time: To be Determined

Location: To be Determined

**7.0 BUSINESS ARISING**

**8.0 NEW BUSINESS**

8.1 Operational Plan and Financial Budget Proposal, 2023

➤Notice of Motion

8.2 Annual Report and Attestation 2021

**9.0 IN CAMERA**

**10.0 ADJOURNMENT**

If you are not able to attend the meeting, please notify Sheri Beaulieu at 705-474-1400, extension 5375. Thank you.

Yours sincerely,

*Approved by*

Jim Chirico, H.BSc., M.D., F.R.C.P. (C), MPH  
Medical Officer of Health/Executive Officer

**BOARD OF HEALTH  
NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT**

**Nipissing District:  
Central Appointees**

Karen Cook  
Sara Inch  
Jamie Lowery  
Maurice Switzer  
Dave Wolfe  
Rick Champagne  
Jamie Restoule

Eastern Appointee  
Western Appointee  
**Parry Sound District:**  
Northeastern Appointee  
Southeastern Appointee  
Western Appointee  
**Public Appointees:**

Blair Flowers  
Marianne Stickland  
Jamie McGarvey  
Gary Guenther

**Medical Officer of Health/Executive Officer**

Dr. Jim Chirico

**Attending by Invitation:**

Associate Medical Officer of Health  
Executive Director, Clinical Services and Chief Nursing Officer  
Executive Director, Community Services  
Executive Director, Corporate Services and Privacy Officer  
Executive Director, Finance  
Executive Director, Human Resources

Dr. Carol Zimbalatti  
Shannon Mantha  
Louise Gagné  
Paul Massicotte  
Isabel Churcher  
Josée Goulet

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A regular meeting of the **Board of Health** for the **North Bay Parry Sound District Health Unit** will be held virtually for Board of Health members, and will be live streamed for the public from the Nipissing Room at 345 Oak Street West, North Bay, Ontario on:

**Date: Wednesday, January 25, 2023**

**Time: 5:30 p.m. to 7:00 p.m.**

**AGENDA**

- 1.0 CALL TO ORDER**
- 2.0 ELECTIONS**
  - 2.1 Election of Chairperson  
➤ *Notice of Motion*
  - 2.2 Election of Vice-Chairperson  
➤ *Notice of Motion*
- 3.0 APPROVAL OF THE AGENDA**
  - *Addition of New Agenda Items*
  - *Notice of Motion*

- 4.0 CONFLICT OF INTEREST DECLARATION**
- 5.0 APPROVAL OF THE PREVIOUS MINUTES**
  - 5.1 Board of Health Minutes – September 28, 2022
    - *Notice of Motion*
- 6.0 DATE OF NEXT MEETING**
  - 2023 Meeting Schedule
    - *Notice of Motion*
- 7.0 APPOINTMENT OF STANDING COMMITTEES FOR 2023**
  - *Notice of Motion*
- 8.0 APPOINTMENT OF SIGNING OFFICERS FOR 2023**
  - *Notice of Motion*
- 9.0 APPOINTMENT OF LEGAL ADVISORS FOR 2023**
  - *Notice of Motion*
- 10.0 BUSINESS ARISING**
- 11.0 REPORT OF MEDICAL OFFICER OF HEALTH**
- 12.0 BOARD COMMITTEE REPORT**
  - 12.1 Finance and Property Committee
    - *Notice of Motions*
- 13.0 CORRESPONDENCE**
- 14.0 NEW BUSINESS**
  - 14.1 Board of Health Bylaws
    - *Notice of Motion*
  - 14.2 Corporate Sponsorships and Donations 2022 – Report to the Board
  - 14.3 Requests for Proposal 2022 – Report to the Board
  - 14.4 Association of Local Public Health Agencies (alPHA) Winter Symposium Registration
    - *Notice of Motion*
  - 14.5 Board of Health Training Opportunity – How to Make Your Practice Fat Positive
  - 14.6 Quality Issue Report 2022 – Report to the Board
- 15.0 IN CAMERA**
- 16.0 ADJOURNMENT**

If you are not able to attend the meeting, please notify Sheri Beaulieu at 705-474-1400, extension 5375.

Thank you.

Jim Chirico, H.BSc., M.D., F.R.C.P. (C), MPH  
Medical Officer of Health/Executive Officer



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**LMZ**  
**362 POPLAR STREET**  
**MATTAWA ON P0H 1V0**

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4.13

**CORPORATION OF THE  
TOWN OF MATTAWA  
160 WATER STREET  
MATTAWA ON P0H 1V0**

**January 22<sup>nd</sup> 2023**

**Mayor Belanger & Council:**

**Since you are in the process of amending our procedure by-law, I thought that it would be good to announce community events at the beginning of each council meeting, right after calling the meeting to order, yes?**

**Groups like The Golden Age Club; The Lions Club; The Legion; The Food Bank; VMUTS; and any other community group that would like for the public to be made aware of any event that they have planned.**

**If you agree with my position, then you must take great care that such an announcement isn't used to promote a business, or any other interest, for a profit or personal matter. Strictly community groups.**

**Luce Zeus**

**Attachments:**

18-2023 - World Thinking Day.pdf; 295-2022 - Renfrew Inquest Support.pdf

*copy to agenda*

Good morning!

Please see attached resolutions for consideration:

4.14

- 1) World Thinking Day in Support of Girl Guides
- 2) Support for Renfrew Inquest

Thank you,

*Grace Francis*

Grace Francis

Receptionist / Administrative Assistant



6547 Roger Stevens Drive, Smiths Falls, ON  
613-283-7478

[www.montaguetownship.ca](http://www.montaguetownship.ca)



Regular Meeting of Council

MOVED BY: Councillor Crabtree

RESOLUTION:18-2023

SECONDED BY: Councillor Kenny

DATE: January 17, 2023

That Council support World Thinking Day initiative and request staff to purchase a blue flood light and display on World Thinking Day February 22, 2023 at the Municipal Office;

And that Council approves the Clerk Administrator to circulate the request out to Lanark County and Lanark County Lower Tier Municipalities.

CARRIED

DEFEATED

  
REEVE



Regular Meeting of Council

MOVED BY: Councillor Kenny

RESOLUTION: <sup>295</sup>~~204~~-2022

SECONDED BY: Deputy Reeve Carroll

DATE: December 20, 2022

That Council support the resolution provided from the County of Lanark regarding Renfrew Inquest Recommendations;

And That this resolution be circulated to all municipalities in Ontario, local MPs and MPPs, the Association of Municipalities of Ontario, and the Ministry of the Attorney General, Ministry of Women's Social and Economic Opportunity, and the Federal Ministry of Women and Gender Equality.

CARRIED

DEFEATED

  
REEVE



**North Bay-Mattawa Conservation Authority  
Members Meeting for December 14, 2022  
at 5:30pm IN PERSON  
NBMCAs Natural Classroom, 15 Janey Avenue, North Bay, Ontario  
AGENDA**

*copy to agenda  
(full report  
available at  
Clerk's Office)*

**4.15**

**Procedural Matters**

1. Acknowledgement of Indigenous Traditional and Treaty Lands
2. Approval of the Agenda
3. Declaration of Pecuniary Interest
4. Adoption of Previous Minutes from October 26, 2022
5. Correspondence

**Written Reports**

6. Section 28 Permits Report (**Appendix #1**)
7. Bill 23 and Conservation Authorities Act (**Appendix #2**)
8. Preliminary Capital Budget 2023 (**Appendix #3**)
9. Per diems Update Report (**Appendix #4**)
10. 2023 Board Meetings and Office Closures Dates (**Appendix #5**)
11. CAO's Report (**Appendix #6**)

**Other Business**

12. New Business
13. Adjournment

**A light meal, some festive treats and refreshments will be served afterwards**

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
MINUTES  
of the**

**ELEVENTH** meeting of the North Bay-Mattawa Conservation Authority held as an in person meeting at 5:30p.m. on December 14, 2022 in the NBMCA’s Natural Classroom, 15 Janey Avenue, North Bay, Ontario.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Steve Featherstone
Callander, Municipality of	-	Irene Smit
Calvin, Township of	-	Bill Moreton
Chisholm, Township of	-	Nunzio Scarfone
East Ferris, Municipality of	-	Rick Champagne
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
North Bay, City of	-	Justine Mallah
North Bay, City of	-	Lana Mitchell
Papineau–Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton (Chair)

**MEMBERS ABSENT:**

Mattawa, Town of	-	Loren Mick
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**OTHERS PRESENT:**

Adam Whyte, Supervisor, Maintenance  
Amanda Savage, Inspector, On-Site Sewage Systems  
Brianna Dumas, OSS Planning and Development Technician  
Chitra Gowda, CAO, Secretary-Treasurer  
David Ellingwood, Supervisor, Source Water Protection  
Helen Cunningham, Manager, Finance & Human Resources  
Layne Duquette, Lead Hand  
Paula Scott, Director, Planning & Development/Deputy CAO  
Rebecca Morrow, Administrative Coordinator  
Sasha Fredette, Area Supervisor, On-Site Sewage Systems (North Bay)  
Shawn Kozmick, GIS Specialist  
Tara Michauville, Inspector, Mandatory Maintenance Inspections  
Valerie Murphy, Regulations Officer

**1. Acknowledgement of Indigenous Traditional and Treaty Lands**

The Chair welcomed everyone to the meeting and called for introductions of members and staff. After introductions the meeting was called to order at 5:30pm. The Chair invited Rebecca Morrow to read the Acknowledgment for Indigenous and Treaty Lands.

**2. Approval of the Agenda**

Regrets were received on behalf of Loren Mick. The following resolution was presented:

Resolution No. 102-22, Lahaye-Smit

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Adoption of Previous Minutes from October 26, 2022**

After discussion, the following resolution was presented:

Resolution No. 103-22, Belanger-Lahaye

**THAT** the minutes from the meeting held on October 26, 2022 are adopted as presented.

**Carried Unanimously**

**5. Correspondence**

None received.

**6. Section 28 Permits Report**

Chitra Gowda invited Valerie Murphy to present her DIA written report. After discussion the members thanked Valerie, and the following resolution was presented:

Resolution No. 104-22, Champagne-Chirico

**THAT** the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permits and Year-end Reporting on Timelines member's report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**7. Bill 23 and Conservation Authorities Act**

Chitra Gowda, Valerie Murphy and Paula Scott presented on Bill 23 and the Conservation Authorities Act. Michelle Lahaye asked if a resolution could be sent to the Provincial Government regarding crown land. It was decided to bring this item forward to the January 2023 meeting. After further discussion, questions and answers the following resolution was presented:

Resolution No. 105-22, Chirico-Mitchell

**THAT** the members receive and accept the member's Report and that it be appended to the minutes of the meeting;

**AND THAT** the comments presented in the member's Report be revised as discussed at the members' meeting and submitted through the public consultation process.

**Carried Unanimously**

**8. Preliminary Capital Budget 2023**

Chitra Gowda presented on the preliminary capital budget 2023 including the rising large costs of maintaining the main office building and replacing/repairing CA owned ski hill assets. Irene Smit asked about timelines for the NBMCA budget 2023. Chitra explained that the Executive Committee (to be formed at the January 2023 meeting) would meet to review budget scenario information from staff, in time for the February 2023 meeting. The members directed staff to obtain a written agreement to reserve rental pumps for use at the Parks Creek backflood control structure.

Justine Mallah suggested that a letter or resolution regarding the homelessness encampment issue be sent to the federal and provincial governments. Chair Britton deferred this item to the January 2023 meeting, and asked staff to work with Justine on drafting the resolution to bring forward to the January 2023 meeting. After further discussion, the following resolutions was presented:

Resolution No. 106-22, Smit-Moreton

**THAT** the members receive and accept the member's Report and that it be appended to the minutes of the meeting;

**AND THAT** staff prepare a draft 2023 Budget for consideration by the Executive Committee and Board of Directors guided by the projections as outlined.

**Carried Unanimously**

**9. Per diems Update Report**

Chitra Gowda presented on per diems update. After discussion and clarification on past practice, the members directed staff to add the updated per diem and honorarium amounts in the Administrative By-Laws. Further, members directed staff to update the By-Laws for the timing of appointments, giving due consideration to recent changes to the Municipal Act affecting membership terms. Chitra noted that an updated Administrative By-law would be presented to members in January 2023. The Chair then appointed Shelley Belanger to act as Chair for the purpose of this resolution only, and the Chair abstained from voting. The following resolution was presented:



Resolution No. 107-22, Lahaye-Smit

**THAT** the members receive and accept the member's Report and that it be appended to the minutes of the meeting; AND

**THAT** the Board of Directors approve a per diem amount (for regularly scheduled board and for Executive Committee meetings) of \$40 for members and \$60 for the Chair effective January 1, 2023, with one per diem allowance per day and \$0.61/km; AND

**THAT** the Board of Directors approve an amount of \$100 for each special-circumstances meeting (capped at a total of \$1,500 per year) for the Chair effective January 1, 2023, and; AND

**THAT** the Board of Directors approve an honorarium of \$2,500 for the Chair for their work in 2022.

**Carried**

**10. 2023 Board Meetings and Office Closure Dates**

Chitra Gowda presented the report for the upcoming 2023 Members meetings and office closure schedule. After discussion, members decided that the NBMCA Board meeting time be 3:00pm, and the following resolution was presented:

Resolution No. 108-22, Smit-Moreton

**THAT** the NBMCA Members set the meeting schedule and office closure dates for 2023 as listed in this Report and that Staff are directed to make the necessary arrangements to schedule meetings for the recommended 3:00pm start time, dates and times; AND

**THAT** this Board Report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**11. CAO's Report**

Chitra Gowda presented the CAO's report. After discussion, the members thanked Chitra for her report and the following resolution was presented:

Resolution No. 109-22, Chirico-Smit

**THAT** the members receive and accept the member's Report and that it be appended to the minutes of the meeting.

**Carried Unanimously**

**12. New Business**

There was no new business.

**13. Adjournment (7:33 p.m.)**

As there was new business, the following resolution was presented:

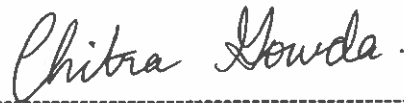
Resolution No. 110-22, Champagne-Chirico

**THAT** the meeting be adjourned, and the next meeting be held at 3:00 pm Wednesday January 25, 2023 in a format to be decided or at the call of the Chair.

**Carried Unanimously**



-----  
Dave Britton, Chair



-----  
Chitra Gowda,  
Chief Administrative Officer, Secretary Treasurer

**TO:** The Chairperson and Members  
of the Board of Directors,  
North Bay-Mattawa Conservation Authority

**Appendix #4  
12-14-2022**

**ORIGIN:** Chitra Gowda, Chief Administrative Officer, Secretary Treasurer

**DATE:** December 14, 2022

**SUBJECT:** Board of Directors Per Diems Update Report

**Background:**

The North Bay-Mattawa Conservation Authority (NBMCA) Board of Directors (Members) receive a per diem of \$20 per meeting. For comparison purposes, information was collected from other northern Ontario Conservation Authorities (CAs). This report summarizes the findings and recommends an update to the per diem amount and a separate amount for the chair for each special-circumstance meeting, and an honorarium to the Chair for 2022. The NBMCA Administrative By-Laws document is available at: [https://www.nbmca.ca/media/1748/2021\\_01\\_27-approved-nbmca-admin-by-law-final.pdf](https://www.nbmca.ca/media/1748/2021_01_27-approved-nbmca-admin-by-law-final.pdf)

**Analysis:**

**1. Per diem Update**

The NBMCA Board of Directors currently receive a per diem of \$20 per meeting, in addition to a per kilometer rate for use of personal vehicle to attend meetings and functions on behalf of the NBMCA. Per diems at other CAs in northern Ontario range from around \$40 to \$80 for members, and from \$40 to \$88 for the Chair.

It is reasonable that the NBMCA per diem be increased to \$40 for members and to \$60 for the Chair for regularly scheduled board meetings (including Executive Committee meetings). It is also proposed that the Chair receive \$100 per special-circumstances meetings (capped to \$1500 per year) for their additional time at events and functions and extraordinary time on strategic/issues management/time-sensitive discussions. Extra time on the Chair's part is anticipated through 2024 due to significant changes to the Conservation Authorities Act and other related matters.

**2. Annual Honorarium for 2022**

Per the NBMCA Administrative By-Laws Section 13 (Remuneration of Members, page 9), the Board may approve an honorarium for the Chair and Vice-chair for their additional responsibilities. Honorariums for the Chair at other CAs in northern Ontario range from \$350 to \$4,050 per year.

It is recommended to provide an honorarium of \$2,500 to the Chair to acknowledge their additional responsibilities in 2022 - especially given significant changes to the Conservation Authorities Act, related Bills and public consultations, and onboarding the new CAO mid-year. A plaque is being prepared for the Vice-chair for their support during 2022.

**Recommendation:**

It is recommended that the Board of Directors approve the following:

- A per diem amount of \$40 for members and \$60 for the Chair for regularly scheduled board meetings (including Executive Committee meetings); and
- An amount of \$100 per special-circumstances meetings (capped to \$1500 per year) for the Chair; and
- An honorarium of \$2,500 for the Chair for their work in 2022.

**Recommended Resolution:**

**THAT** the members receive and accept the member's Report and that it be appended to the minutes of the meeting; AND

**THAT** the Board of Directors approve a per diem amount (for regularly scheduled board and for Executive Committee meetings) of \$40 for members and \$60 for the Chair effective January 1, 2023, with one per diem allowance per day; AND

**THAT** the Board of Directors approve an amount of \$100 for each special-circumstances meeting (capped at a total of \$1,500 per year) for the Chair effective January 1, 2023; AND

**THAT** the Board of Directors approve an honorarium of \$2,500 for the Chair for their work in 2022.



Chitra Gowda  
Chief Administrative Officer, Secretary Treasurer

**TO:** The Chairperson and Members  
of the Board of Directors,  
North Bay-Mattawa Conservation Authority

**Appendix #5  
12-14-2022**

**ORIGIN:** Rebecca Morrow, Administrative Coordinator  
Chitra Gowda, Chief Administrative Officer, Secretary Treasurer

**DATE:** December 14, 2022

**SUBJECT:** **2023 Board of Directors Meeting and Office Closure Dates**

**Background:**

This report provides for a review and discussion on proposed 2023 North Bay Mattawa Conservation Authority (NBMCA) Board meeting schedule and office closure days.

**Analysis:**

**1. Proposed 2023 NBMCA Board (Members) Meeting Schedule**

On or before the first meeting of the year, NBMCA Board of Directors (Members) set the meeting dates and times for the upcoming year. The Chair may call additional meetings, change and/or cancel meetings dates and locations.

The North Bay Mattawa Source Protection Authority (NBMSPA) Members meet to fulfill requirements of the Clean Water Act, 2006. Their meetings are less frequent than the NBMCA meetings, around 3 to 4 times a year. For the Members' convenience, they are scheduled on NBMCA Members meeting dates.

The Members meeting are held on the fourth Wednesday of each month, with these exceptions: (1) July - no meeting; (2) August - the meeting is on the third Wednesday; and (3) December - the meeting is on the second/ third Wednesday to avoid overlap with Christmas holidays. For 2023 therefore the proposed meeting dates are as follows:

- Wednesday January 25, 2023 (NBMCA & NBMSPA)
- Wednesday February 22, 2023
- Wednesday March 22, 2023
- Wednesday April 26, 2023 (NBMCA & NBMSPA)
- Wednesday May 24, 2023
- Wednesday June 28, 2023 (NBMCA & NBMCA)
- Wednesday August 16, 2023
- Wednesday September 27, 2023
- Wednesday October 25, 2023 (NBMCA & NBMSPA)
- Wednesday November 22, 2023
- Wednesday December 13, 2023.

The start time has been 5:30pm for each meeting. However, it is proposed to change the **start time to 2pm** to allow for the meeting to end earlier in the day and support safe travel.

## 2. NBMCA Office Closure Dates in 2023

### a) NBMCA Board approved Holidays (for information)

The NBMCA Board approved Personnel Policy sets paid holidays for employees. The NBMCA office is closed on those days. The corresponding 2023 dates are provided for your information in the table below. Note that the approved Personnel Policy specifies that holidays falling on a Saturday or Sunday shall be considered in accordance with the days designated by the Province of Ontario.

Holidays (previously approved by the NBMCA Board)	Corresponding Dates in 2023 (for information)
New Year's Day	Monday January 2, 2023 (January 1, 2023 falls on a Sunday)
Family Day	Monday February 20, 2023
Good Friday	Friday April 7, 2023
Easter Monday	Monday April 10, 2023
Victoria Day	Monday May 22, 2023
Canada Day	Monday July 3, 2023 (July 1, 2023 falls on a Saturday)
Civic Day	Monday August 7, 2023
Labour Day	Monday September 4, 2023
Thanksgiving Day	Monday October 9, 2023
Remembrance Day	Note that November 11, 2023 falls on a Sunday
Christmas Day	Monday December 25, 2023
Boxing Day	Tuesday December 26, 2023

### b) Proposed for 2023

It is proposed that staff be allowed to take one paid day off in 2023 in place of the board approved Remembrance Day which happens to fall on a Sunday in 2023. It is also proposed that the office be closed for a paid holiday on October 2, 2023 (in place of September 30, 2023, which happens to fall on a Saturday) to recognize the National Day of Truth and Reconciliation. Staff will be provided information by the senior leadership team to encourage participation in meaningful activities locally, to remember and honour those affected by residential schools. As well, the NBMCA Office is closed between Christmas and New Year's. Staff are required to use their own vacation and/or overtime in order to take these days off: Friday December 22, 2023 (12:00 pm to 4:30 pm); and December 27 to 29, 2023.

### Recommendation:

It is recommended that the Board of Directors approves the following:

- The Board of Directors meeting schedule provided in this report with a start time of 2pm or as discussed.
- Staff be allowed to take one paid day off in 2023 in place of the Board-approved Remembrance Day holiday, which falls on Sunday November 11, 2023.
- The office be closed on October 2, 2023 (in place of Saturday, September 30, 2023) for staff to observe the National Day of Truth and Reconciliation.
- The office be closed from noon (12pm) on Friday December 22, 2023 through Friday December 29, 2023 for the Christmas holidays.

**RECOMMENDED RESOLUTION:**

**THAT** the NBMCA Members set the meeting schedule and office closure dates for 2023 as listed in this Report and that Staff are directed to make the necessary arrangements to schedule meetings for the recommended dates and times; **AND**

**THAT** this Board Report is received and appended to the minutes of this meeting.



**Rebecca Morrow**  
Administrative Coordinator



**Chitra Gowda**  
Chief Administrative Officer, Secretary-Treasurer

February 8, 2023

Dear Mayor and Council,

Community Living Mattawa is a non-profit organization that has been supporting adults and youth with developmental disabilities to live independently in the Town of Mattawa for over 50 years. We currently support over 40 people (adults, youth, and children) with developmental disabilities to participate fully in our community.

We are planning a Spring Fling Fundraiser, on Saturday, May 13, 2023. We have reserved the use of the upstairs rental space at the Mike Rodden Arena for our event.

The funds raised at the fundraising event will be used to support the agency's Vehicle Fund, which puts money toward the purchase of a new vehicle. Vehicles are not covered by our Ministry funding and are a key part in allowing us to assist people to access the various activities and events in our community. In addition, the vehicles are used to provide accessible transportation to members of the community-at-large.

I am submitting a request to Council for the Town of Mattawa to wave the fee for the use of the hall, or for any financial assistance the Council is able to provide.

It is through the generous support of the people of the Town of Mattawa and the Council itself, that we are able to continue to provide high quality services and supports to our clientele in our community.

I thank you for your consideration of our request. If you have any questions or require any further information, please contact me at (705) 744-3030 or at [david@communitylivingmattawa.org](mailto:david@communitylivingmattawa.org).

Sincerely,



David Spencer  
Executive Director  
Community Living Mattawa



February 8, 2023

Dear Council Members,

Community Living Mattawa would like permission to hold two community fundraising barbeques on the sidewalk in front of the Foodland. The dates for the barbeques are:

Friday, May 26, 2023; and  
Friday, August 25, 2023

We would like to use the sidewalk from 10:00 am – 3:00 pm to allow for set up, the barbeque, and then clean up.

The barbeque fundraisers are being held to raise money for a variety of Community Living Mattawa activities that fall outside of our Ministry funding that include providing access to community events and activities. In addition, the barbeques raise awareness of the contributions people with developmental disabilities make within our community.

The May barbeque will also celebrate Community Living month across the Province of Ontario.

I thank you for your consideration of our request. If you have any questions or require any further information, please contact me at (705) 744-3030 or [david@communitylivingmattawa.org](mailto:david@communitylivingmattawa.org).

Sincerely,



David Spencer  
Executive Director  
Community Living Mattawa

**Zoom Meeting**

<https://us06web.zoom.us/j/88673195671?pwd=ZHhxdjdWMFlycDARWUFiNUU0R1drZz09>

Meeting ID: 886 7319 5671, Passcode: 551543.

*copy to agenda*  
**4.18**

**AGENDA**

Attendance	P	R/A	Attendance	P	R/A
Raymond Bélanger, Town of Mattawa (Chair)			Dr. Bryan Williams, Chief of Staff		
Janet McNabb for Peter Murphy, Mattawan Twp.			Tanya Bélanger, President & CEO		
Mélanie Chenier, Papineau-Cameron Twp.			Christine Thompson, VP Clinical Services/CNO		
Richard Gould, Calvin Twp			Amy Morrison, VP Corporate Services & CFO / Administrator (Recorder)		
Kayla Michaud, Physician Recruiter					

AGENDA ITEMS	Discussion
1. <u>Call to Order</u> – Raymond Bélanger, Chair	
2. <u>Approval of Agenda</u>	
3. <u>Declaration of Conflicts of Interest</u>	
4. <u>Approval of Minutes</u> - Sept 14, 2022	
5. <u>New Business</u>	
5.1 Media Release for new Physicians (Tanya)	
5.2 Physician's Lounge Improvements (Dr Williams)	
5.4 Budget Review (Amy)	
5.5 Recruitment Update (Dr Williams)	
6. <u>Date of Next Meeting</u>	
7. <u>Adjournment</u>	



## **Two Medical Students Sign Return of Service Agreement with Hôpital de Mattawa Hospital**

The Mattawa Hospital is pleased to announce that two Northern Ontario School of Medicine (NOSM) students have signed a return of service agreement with the hospital. The Town of Mattawa, Municipality of Mattawan, Township of Calvin, Township of Bonfield and the Papineau Cameron Township all contributed funds to invest in these physicians while they are still in the education stage of their career. In return DJ Houle and Adam Ritchie have agreed to practice in Mattawa for a minimum of 5 years after graduation. It is expected that we should be welcoming these two physicians to our community in 2026!

Adam Ritchie was raised in Northern Ontario travelled across Southern Ontario and into the United States where he obtained his undergraduate degree. After returning to Northern Ontario for medical school he knew this was where he wanted to open a practice and raise his family.

Adam is looking forward to a long career in Mattawa where he can serve the community from the clinical, emergency, and long term care perspective. Adam has a passion for mental health and addictions and is looking forward to bringing a focus to these areas upon completion of residency.

DJ Houle was raised in Mattawa and is an alumni of FJ McElligott Secondary School. After completing his undergraduate studies at Nipissing University he went into emergency services working as a 911 dispatcher and serving as an infantry officer in the Canadian Forces Reserve. Throughout medical school he has kept his clinical time exclusively in northern communities. DJ has focused his clinical training on rural general practice, rural emergency medicine, care of the elderly and mental health and addictions. He also plans to concentrate on the management of chronic pain.

Most of all DJ is looking forward to coming home, and having an opportunity to work for the people in his hometown. Mattawa was an ideal location for DJ because of the breadth of practice a physician can engage in from emergency medicine to chronic care.

We are looking forward to having these two join the team of physicians delivering healthcare services in Mattawa! And we are grateful for the support and commitment from the local municipalities as critical partners working to address the physician recruitment challenges in our communities.

**Zoom Meeting**

**MINUTES**

Attendance	P	R/A	Attendance	P	R/A
Dean Backer, Town of Mattawa (Chair)		✓	Dr. Bryan Williams, Chief of Staff	✓	
Janet McNabb for Peter Murphy, Mattawan Twp.	✓		Pierre Noel, President & CEO	✓	
Shelley Belanger, Papineau-Cameron Twp.	✓		Tanya Belanger, VP Clinical Services/CNO	✓	
Ian Pennel, Calvin Twp	✓		Amy Morrison, VP Corporate Services & CFO / Administrator (Recorder)	✓	
Doug Steringa, Physician Recruiter	✓				

AGENDA ITEMS	Discussion
1. <b><u>Call to Order</u></b> – Dean Backer, Chair	Dean communicated with the Committee indicating that he may not make the meeting. Amy Morrison called the meeting to order at 1805 hrs.
2. <b><u>Approval of Agenda</u></b>	<b>MOVED BY Ian Pennel, and SECONDED BY Janet McNabb that the agenda be accepted as amended.</b>  <b>CARRIED</b>
3. <b><u>Declaration of Conflicts of Interest</u></b>	There were no conflicts of interest to report.
4. <b><u>Approval of Minutes</u></b> - June 22, 2022	<b>MOVED BY Dr. Bryan Williams, and SECONDED BY Ian Pennell that the Minutes of June 22, 2022 be accepted as presented.</b>  <b>CARRIED</b>
5. <b><u>New Business</u></b>	
5.1 Recruitment Update <ul style="list-style-type: none"> <li>○ Draft Service Contract</li> </ul>	<p>Doug provided a recruitment update:</p> <p>In the interim we have had some locums provide service in ER relieving some of the load on the physicians. We have had advertisements out with Health Force Ontario, and are actively recruiting for full time physician. We have received interest from a student in his 3rd year of studies. He has 4 years remaining to complete before he would be able to practice. He has local roots and is interested in practicing here. We are looking to incite him to practice in Mattawa when he is completed and he is thrilled with the opportunity this agreement presents. DJ Houle has already been a great ambassador of Mattawa Hospital at NOSM and has inspired a friend and fellow student to explore this opportunity as well. While such agreements would not address the current need, it puts us in a great position to meet the needs for future succession. This is the best opportunity we have had since we started recruiting.</p> <p>This concept would see the investment in physician recruitment at the study stage, but would represent the same funding envelop as if engaging a licensed physician in 4 years. Our current plan, as approved by the members, seeks to engage 4 new physicans over</p>

AGENDA ITEMS	Discussion
	<p>the next 5 years. This still leaves us capacity to incite a licenced physician in the near future if an opportunity presents. We are seeking committee support to execute an agreement with this student for future return of service.</p> <p>Some discussion took place regarding the advantages and drawbacks of such agreement. It is agreed that this opportunity would be great for our future capacity, but there were some concerns regarding the failure of the student to carry through on his commitment. It was agreed that there should be some language to include an interest component to the repayment should he not meet the commitment. Amy will work with Doug on language to include this component and it will be presented back to DJ.</p> <p>In terms of sharing information with the Municipalities, it was determined that once an agreement has been executed, a report will be prepared by the Hospital for submission to the respective councils.</p>
5.2 Bonfield Update	<p>Mayor Pennel provided an update including a communication from Mayor McLaren. Dr. Williams expressed disappointment in hearing the response from Mayor McaLaren. He indicated we do see quite a number of patients from Bonfield. The hospital will reach out to Bonfield to try to repair this relationship.</p>
5.3 Changes to the doctor's lounge	<p>Dr. Williams expressed concern that we did have a locum physician that didn't offer any future or additional commitment. In reaching out to the physician to try to get constructive criticism, there were some indications that there were inconvenient aspects to the accommodations provided for locums. Some suggested improvements included a proper bed, television, chair, and fridge. Mattawa Hospital will look to its capital budget to see if these items can be funded internally. Janet McNabb offered a suggestion that there could be an opportunity to have the television donated, and Tanya Belanger will follow up with this contact. We can circle back to the committee at a later date if necessary.</p>
6. <u>Date of Next Meeting</u>	<p>The next meeting is scheduled for Monday, October 17, 2022 at 6:00 pm.</p>
7. <u>Adjournment</u>	<p>The meeting adjourned at 1857 hrs.</p>

**Recruitment Fund**  
At January 23, 2023

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
<b>Contributions</b>						
Mattawa Hospital	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Mattawa Township	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54	\$ 13,769.54
Calvin Township	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
Mattawan Township	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32	\$ 2,011.32
Papineau Township	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 12,218.70	\$ 6,109.35	
Bonfield Township	\$ 1,200.00	\$ 1,200.00				
Mattawa Medical Staff	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Contributions</b>	\$ 43,699.56	\$ 43,699.56	\$ 42,499.56	\$ 42,499.56	\$ 36,390.21	\$ 28,269.54
Campaign Materials	\$ -	\$ -	\$ 150.00	\$ 767.76		
Advertisement/Promotion	\$ -	\$ 1,904.01	\$ 1,362.03	\$ 2,954.23	\$ 634.11	\$ 5,323.74
Recruitment Fair Travel & MD Accommodations	\$ -	\$ 7,000.00	\$ -	\$ -		\$ 50,000.00
Physician Incentives	\$ -	\$ -	\$ -	\$ -		
Return of Service Incentives	\$ -	\$ -	\$ -	\$ -		
Rent	\$ -	\$ -	\$ -	\$ -		
Physician accommodation	\$ -	\$ -	\$ -	\$ -		
Recruiter fees	\$ 3,953.11	\$ 7,906.23	\$ 5,259.48	\$ 5,595.65	\$ 6,187.54	\$ 5,156.28
Payment to MBEDC for physician incentive	\$ 21,000.00	\$ -	\$ -	\$ -		
<b>Total Disbursements</b>	\$ 24,953.11	\$ 16,810.24	\$ 6,771.51	\$ 9,317.64	\$ 6,821.65	\$ 60,480.02
<b>Net Change</b>	\$ 18,746.45	\$ 26,889.32	\$ 35,728.05	\$ 33,181.92	\$ 29,568.56	\$ (32,210.48)
<b>Cumulative Fund Balance</b>	\$ 18,746.45	\$ 45,635.77	\$ 81,363.82	\$ 114,545.73	\$ 144,114.30	\$ 111,903.82

Bonfield last contributed in 2018  
Papineau paid half in 2021/22

Physician Recruitment Committee -Budget Planning 2022-2028

	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
<b>Fund Contributions</b>						
Revenue from Townships/Municipalities	\$31,700	\$31,700	\$31,700	\$31,700	\$31,700	\$31,700
Revenue from Hospital	12,000	12,000	12,000	12,000	12,000	12,000
<b>Total Revenue</b>	<b>\$43,699.56</b>	<b>\$43,699.56</b>	<b>\$43,699.56</b>	<b>\$43,699.56</b>	<b>\$43,699.56</b>	<b>\$43,699.56</b>
<b>Expenses</b>						
Physician Site Visits/Resident Get-Away Weekend	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$0.00
Academic Days at Universities/Other Recruitment Fairs	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00
Giveaways	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
Advertising/Invitations/Marketing Expenses	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
Physician Retention Office Space (2 months first 3 years)	\$3,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Relocation Costs	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$0.00
Recruiter Costs	\$6,249.45	\$6,588.33	\$6,720.10	\$6,854.50	\$6,991.59	\$3,495.80
<b>Expenses before Incentives</b>	<b>\$19,249.45</b>	<b>\$22,588.33</b>	<b>\$17,720.10</b>	<b>\$22,854.50</b>	<b>\$22,991.59</b>	<b>\$6,500.00</b>
<b>Signing Incentives</b>						
Physician Incentives#1	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$20,000
Physician Incentives#2	\$25,000	\$25,000	\$25,000	\$20,000	\$20,000	\$20,000
Physician Incentives#3						\$20,000
Physician Incentives#4	\$50,000	\$50,000	\$50,000	\$70,000	\$40,000	\$60,000
<b>Total Expenses</b>	<b>\$69,249</b>	<b>\$72,588</b>	<b>\$67,720</b>	<b>\$92,855</b>	<b>\$62,992</b>	<b>\$66,500</b>
<b>Net Surplus / (Deficit)</b>	<b>-\$25,550</b>	<b>-\$28,889</b>	<b>-\$24,021</b>	<b>-\$49,155</b>	<b>-\$19,292</b>	<b>-\$22,800</b>
<b>Opening Fund Balance</b>	<b>\$144,114</b>	<b>\$118,564</b>	<b>\$89,676</b>	<b>\$66,655</b>	<b>\$16,500</b>	<b>-\$2,792</b>
<b>Cumulative Fund Balance</b>	<b>\$118,564</b>	<b>\$89,676</b>	<b>\$66,655</b>	<b>\$16,500</b>	<b>-\$2,792</b>	<b>-\$25,592</b>
				<b>Outstanding Papineau &amp; Bonfield</b>		<b>\$9,709.35</b>
				<b>Total Surplus/(Deficit)</b>		<b>-\$15,882.96</b>

**Francine Desormeau**

copy to agenda

4.19

**From:** Adam Moede <amoede@slwofc.ca>  
**Sent:** February 6, 2023 12:09 PM  
**To:** Francine Desormeau  
**Subject:** SLWC Enrollment Update

Good Morning Francine,

Happy Monday.

At this point I suspect enrollment from our Fall campaign has leveled off, so I wanted to provide a quick update on where things stand. Please see below and let me know if you have any questions.

- Total Residents Enrolled: 78
  - This is a 50% increase in enrollment from the same time last year.
- Total Plans Enrolled: 144
- Breakdown by Plan:
  - Water Service Line: 73
  - Sewer Service Line: 50
  - Interior Plumbing: 21

Thank You,



Adam Moede

Manager, Partnerships | Service Line Warranties (A HomeServe company)

Site: [www.servicelinewarranties.ca](http://www.servicelinewarranties.ca)

Caring for your community: [Learn More](#)

Phone: 416-737-5563

email: [amoede@slwofc.ca](mailto:amoede@slwofc.ca)

**From:** Adam Moede  
**Sent:** Friday, January 27, 2023 11:46 AM  
**To:** francine.desormeau@mattawa.ca  
**Subject:** SLWC Program Update for New Council Members

Hello Francine,

I hope you are having a great week.

I wanted to follow up on our previous conversation regarding how we should be briefing your new councillors on the Service Line Warranty program and the benefits of our partnership?

We have created a digital brochure which provides an overview of the program and partnership, which I have attached and can be shared directly with councilors. We also have a physical brochure which we can send directly to them if a hard copy version would be more beneficial.

I wanted to get your thoughts on what would be the most appropriate way to bring everyone up to speed. We could meet with individual councillors, provide a delegation to council, or any method you believe makes the most sense.

I am here to help in any way I can.



Thank You,



Adam Moede

Manager, Partnerships | Service Line Warranties (A HomeServe company)

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email: [amoede@slwofc.ca](mailto:amoede@slwofc.ca)

# Service Line Warranty Program



## External Service Lines, Out of Sight

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Communities are always changing and evolving, and as infrastructure ages, service lines are frequently forgotten.

Many municipal staff and elected officials have heard concerns and complaints from residents who were not aware of their responsibility for the water and sewer lines on their private property and learn they are 'on the hook' for unexpected and potentially costly repairs when it's already too late.

Many standard homeowners policies do not provide coverage for these systems and, if they do, there is a deductible, risk of rising rates after a claim, the inconvenience of finding a contractor and a waiting period for a reimbursement.

## Service Line Warranty Program

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Exclusively through municipal partnerships, Service Line Warranties of Canada (SWLC) offers optional service plans to homeowners that help protect against the cost and inconvenience of unexpected repairs to the water and sewer lines on the private side of their property that connect to the municipal system.

Beyond offering residents financial peace of mind, our program takes away the burden of finding a contractor for an emergency repair, while driving business to a network of licensed and qualified local contractors.

# 41%

of homeowners are unaware of their responsibility for private service lines.\*



# 93%

of respondents believe **the municipality should help educate homeowners** about their responsibilities related to a water or sewer line break on their property.\*

\* SWLC's 2022 State of the

## How Does it Work?

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Our partners benefit from an SLWC-funded awareness campaign to educate residents on their water and sewer service line responsibility and offer optional protection.

The collateral has the municipal logo to demonstrate that the offering is legitimate, is for the residents' benefit, and has the support of the municipality. All communications are reviewed and approved by the municipal staff.

If a homeowner decides a plan is right for them, enrollment is straightforward and accessible, with simple criteria, and no property inspection.



### **A homeowner who chooses to sign up for an SLWC plan receives the following benefits when making a claim:**

- A repair hotline available 24/7/365
- Repairs performed by a licensed and insured local plumber
- A 1-year guarantee on materials and workmanship for all repairs

Our plans provide generous coverage sufficient for the vast majority of repairs. We maintain high standards of customer service and workmanship, through a variety of measures including a post-repair survey.

## Cares Program

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We are committed to putting people at the heart of everything we do, and that includes supporting those in need in the communities we service.

Our Cares Program offers qualifying low-income residents who are not enrolled in the program free repairs when they are faced with a service emergency.

Residents of your community who may be eligible for pro bono work can apply [here](#).

## Who Is Service Line Warranties of Canada?

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SLWC is a subsidiary of HomeServe, a global home services company. We have offices in Toronto, the U.K., France, Spain, Japan and the U.S. The North American headquarters is in Norwalk, Connecticut, and the Canadian operations are managed locally in Ontario, with employees around the Greater Toronto area and Quebec.

In 2014, AMO-LAS invited us to offer our protection plans to homeowners through their members and since then we have **established partnerships with over 70 municipalities.**

Across North America, Service Line Warranties and its parent HomeServe work with **over 1,200 municipalities and utilities, serving 4.8 million customers.**



## Meet the Team



**Mike Van Horne**  
*General Manager*

Mike brings over 20 years of experience driving record sales and market share growth across diverse business categories. He assumed the role of General Manager of HomeServe and Service Line Warranties of Canada in November 2020 and is responsible for business development, account management, operations and marketing.



**Adam Moede**  
*Manager, Partnerships*

Adam handles account management, supporting our partners and continuing the success of the Service Line Warranty Program through a customer-first approach.



**Madhav Gottumukkala**  
*Senior Manager, Marketing*

Madhav brings with him over 14 years of experience in diverse marketing functional roles in product marketing, trade marketing, brand building and leading impactful demand-generation campaigns in the Canadian market.



**Morty Smolash**  
*Senior Manager, Business Development*

With over 30 years of sales and management experience in the technology and engineering markets, Morty has delivered multiple successful IT and Engineering/PLM projects to Canadian and U.S. organizations of all sizes, mostly in the aerospace, automotive, financial services and manufacturing sectors.



**Elise Dostal**  
*Senior Manager, Partnerships*

Elise is responsible for account management nationally and continues carrying out our new partner acquisition strategy in Ontario as part of our original local business development team.



**Daisy Peppler**, *Senior Manager, National Operations*

With over 20 years of experience in marketing, sales and operations, Daisy has worked extensively with contractors in her roles at some of Canada's top service companies. Daisy is dedicated to building a successful operation, creating the best-in-class service customers come to expect from SLWC.



**Jeffrey Olson**, *Senior Director, Business Development*

Jeff has been in this role for the past 12 years and founded the SLWC business operations in Canada. He has spent the last 29 years working with both municipal and investor-owned utilities across the United States and Canada to improve performance and enhance services.



## Contact Us

**Elise Dostal**

Senior Manager, Partnerships

Phone: 416-400-2022

Email: [edostal@slwofc.ca](mailto:edostal@slwofc.ca)

**Adam Moede**

Manager, Partnerships

Phone: 416-737-5563

Email: [amoede@slwofc.ca](mailto:amoede@slwofc.ca)



**Jp2g Consultants Inc.**

ENGINEERS • PLANNERS • PROJECT MANAGERS

12 International Drive, Pembroke, ON, K8A 6W5  
T 613-735-2507, F 613-735-4513, www.jp2g.com

January 20, 2023

Copy to agenda  
Orig. to CAO ✓  
4.20

Town of Mattawa  
160 Water Street  
P.O. Box 390  
Mattawa, Ontario  
POH 1V0

Attention: Mayor Bélanger & Council  
  
RE: Dorion Road Hill Reconstruction  
Our Project No. 20-1046D  
Subject: Next Steps Requiring Council Approval

Dear Mayor Bélanger & Council:

Further to our presentation to Council Monday, January 16, 2023 we request Council's consideration and approval of the following items.

**Item 1 Final Engineering Design Hwy. 17 Right Turn Lane Eastbound at Dorion Road**

The MTO has reduced the scope of work they were requiring in 2013 from westbound "slip-around" to an eastbound right hand turn lane on Hwy. 17 between the CPR Trestle and Dorion Road.

This will reduce the capital cost allowance of \$400 K; but will preclude the option of deferring the work on Hwy. 17 as originally contemplated. We are seeking approval to advance the redline schematic (copy attached) for an eastbound right hand turn lane presented at our January 16, 2023 meeting to final design drawings suitable for submission to MTO and subsequent inclusion in the main Tender package.

The estimated Jp2g Consultants Inc. budget to advance the right hand turn lane engineering design drawings is \$25,000 + HST and application fees.

**Item 2 Geotechnical Survey Hwy. 17 Right Hand Turn Lane**

Further to our January 16, 2023 presentation we are also seeking Council approval for Jp2g Consultants Inc. to prepare a Terms of Reference and obtain a quotation for the Geotechnical Survey required by MTO to support the Detailed Engineering Design of the eastbound right hand turn lane. Jp2g Consultants Inc. budget for geotechnical coordination is included in Item 1.

**Item 3 Consider awarding a separate contract for Tree Clearing for the proposed new curve and Town of Mattawa Light Industrial Lots 4, 5 and 8 for Material Storage**

Notwithstanding our earlier approach wherein tree clearing for the proposed new curve at the top of the hill (Contract B) and Lots 4, 5 and 8 (Contract C) were to form part of the main Dorion Road Hill Reconstruction Contract; given the impact on project completion schedule arising from MTO delay of approximately 1 year to respond to the Jp2g Consultants 90% Design Submission; we now recommend and request Council support for calling Tree Clearing as a separate contract to be completed prior to April 15 bird breeding season "deadline".





It is our submission **firstly** that this separate approach provides the opportunity to reduce costs as the Town would not be subject to Main Contractor mark-up. **Secondly**, this would give the Town of Mattawa influence in directing the work to local forestry or tree cutting specialists.

The current budget estimate for tree clearing April 2022 is \$321,200 for approximately 10 acres.

We require Council direction in this regard.

**Item 4 Consider Separate Contract for Grading and Draining Part of Light Industrial Lots 4, 5 and 8 for Material Storage**

This approach could reduce potential costs from the current April 22, 2022 Engineers Estimate of \$200,000 by providing the opportunity for smaller local contractors to participate in the project work.

We require Council approval to prepare a simple site design contract document including field layout for grading and drainage to call a tender focusing on local contractors.

Estimated Jp2g Consultants Inc. fee \$10,000.

**Item 5 Approach MTO re: Potential Cost Sharing Hwy. 17 Work**

Jp2g Consultants would also appreciate Council's support and authorization to engage directly with MTO to see if there is any opportunity for cost sharing on the improvements within the Hwy. 17 right of way.

Thank you for your consideration of the above.

We await Council's direction.

Yours very truly,  
**Jp2g Consultants Inc.**  
**Engineers · Planners · Project Managers**

A handwritten signature in black ink that reads 'J. E. Hunter'. The signature is written in a cursive style and is enclosed within a hand-drawn circle.

J. E. Hunter, BES, MCIP  
Senior Vice President

JEH/lr

c.c. - Francine Desormeau, CAO/Treasurer

