



**THE CORPORATION OF THE
TOWN OF MATTAWA**

AGENDA

**CORPORATE SERVICES COMMITTEE
THURSDAY, JUNE 1ST, 2023
4:30 P.M.**

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

**TELECONFERENCE # 1-647-374-4685
MEETING ID CODE: 894 6283 5237
PASSCODE: 748706**

**THE CORPORATION OF THE TOWN OF MATTAWA
CORPORATE SERVICES COMMITTEE AGENDA
DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS
160 WATER STREET, MATTAWA, ONTARIO
TELECONFERENCE # 1-647-374-4685
MEETING ID CODE: 894 6283 5237
PASSCODE: 748706
THURSDAY, JUNE 1ST, 2023 @ 4:30 P.M.**

- 1. Call to Order**
 - 1.1 Resolution to Suspend Rules and Procedures
- 2. Disclosure of Pecuniary Interest and Nature Thereof**
- 3. Petitions & Delegations**
- 4. Correspondence**
- 5. Questions/Comments (public & Council) about the Content of the Agenda**
- 6. Adoption of Previous Meeting Minutes**
 - 6.1 Minutes of Tuesday, May 2, 2023
- 7. Presentation of By-laws/Resolutions**
- 8. Committee Reports**
 - 8.1 Finance – None
 - 8.2 Personnel
 - Report # CS-23-04 – Hiring of Firefighters
 - 8.3 By-Laws – None
 - 8.4 Technology – None
 - 8.5 General Government – None
 - 8.6 Planning & Development – None
- 9. Question Period**
- 10. New/Old Business**
- 11. 2/3 (Special Resolutions – not previously circulated)**
- 12. In Camera (Closed)**
 - 12.1 Interim Treasurer Position
 - 12.2 Personnel Matters
- 13. Return to Regular Session**
- 14. Adjournment**
 - 14.1 Resolution to Adjourn Meeting

CORPORATION OF THE TOWN OF MATTAWA

DATE: THURSDAY, JUNE 1ST, 2023

RESOLUTION NO: CS-23-

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

RESOLUTION:

BE IT RESOLVED THAT the Corporate Services Committee temporarily suspend the rules of the procedural by-law for the meeting of Thursday, June 1st, 2023.

CORPORATION OF THE TOWN OF MATTAWA

DATE: THURSDAY, JUNE 1ST, 2023

RESOLUTION NO: CS-23-

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

RESOLUTION:

BE IT RESOLVED THAT the minutes of the Corporate Services Committee meeting of Tuesday, May 2nd, 2023 be adopted as circulated.

THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Corporate Services Committee held Tuesday, May 2nd, 2023 at 5:30 p.m. in the Dr. S.F. Monestime Council Chambers.

Committee Present: Mayor Raymond A. Bélanger
Chair Mathew Gardiner
Vice Chair Garry Thibert
Councillor Dexture Sarrazin
Councillor Fern Levesque

Staff Present: Amy Leclerc, Clerk/Revenue Services Clerk

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

1. Meeting Called to Order by the Chair at 5:30 p.m.
- 1.1 Resolution to Suspend Rules and Procedures

Resolution Number CS-23-17

Moved by Councillor Fern Levesque
Seconded by Councillor Dexture Sarrazin

BE IT RESOLVED THAT the Corporate Services Committee temporarily suspend the rules and procedural by-law for the Regular Committee Meeting of Tuesday, May 2nd, 2023.

CARRIED – unanimous

2. Disclosures of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations
4. Correspondence
5. Questions/Comments (public & Council) about the Content of the Agenda
6. Adoption of Previous Minutes
- 6.1 Minutes of Thursday, March 23, 2023

Resolution Number CS-23-18

Moved by Councillor Dexture Sarrazin
Seconded by Vice Chair Garry Thibert

BE IT RESOLVED THAT the minutes of the Corporate Services Committee meeting of Monday, April 3rd, 2023 be adopted as circulated.

CARRIED – unanimous

7. Presentation of By-laws/Resolutions
8. Committee Reports
 - 8.1 Finance – None
 - 8.2 Personnel – None
 - 8.5 By-Laws – None
 - 8.6 Technology – None
 - 8.7 General Government
 - 8.6 Planning & Development – None
9. Question Period
10. New/Old Business
11. 2/3 (Special Resolutions – not previously circulated)
12. In Camera (Closed)
 - 12.1 Personal Matter

Resolution Number CS-23-19

Moved by Councillor Fern Levesque

Seconded by Councillor Dexture Sarrazin

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

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

CARRIED – unanimous

13. Return to Regular Session

Resolution Number CS-23-20

Moved by Councillor Fern Levesque

Seconded by Councillor Dexture Sarrazin

BE IT RESOLVED THAT the Corporate Services Committee reconvene at 8:02 p.m.

CARRIED – unanimous

Chair Gardiner stated the In Camera session was to discuss Interviews for Temporary Treasurer.

14 Adjournment

14.1 Resolution to Adjourn Meeting

Resolution Number CS-23-21

Moved by Councillor Fern Levesque

Seconded by Councillor Dexture Sarrazin

BE IT RESOLVED THAT the Corporate Services Committee Meeting of Tuesday, May 2nd, 2023 adjourn at 8:03 p.m.

CARRIED – unanimous

Chair

Clerk



INFORMATION REPORT

PREPARED FOR: CORPORATE SERVICES COMMITTEE
PREPARED BY: PAUL LAFRENIERE, INTERIM FIRE CHIEF
TITLE: HIRING OF FIREFIGHTERS
DATE: THURSDAY, JUNE 1ST, 2023
REPORT: CS-23-04

BACKGROUND

The Mattawa Fire Department currently has 16 firefighters not including the Fire Chief and Deputy Fire Chief. A full complement of the Fire Department is set at 20 employees.

ANALYSIS & DISCUSSION

Due to the number of current firefighters we are requesting to hire two (2) firefighters after receiving two new applications.

Interviews were conducted by the Fire Chief, Deputy Fire Chief and Captain of the two applicants. Both applicants interviewed well and the decision to move forward with both candidates was unanimous.

FINANCIAL IMPLICATIONS

Cost to increase the department by both candidates is a maximum of \$180.00 biweekly if they attend the department fully.

RECOMMENDATIONS/RESOLUTION

BE IT RESOLVED THAT the Corporate Services Committee receives Report # PS-23-06 titled Hiring of Firefighters.

AND FURTHER THAT the Corporate Services Committee brings forward a recommendation to Council to hire Cody Doucette and John Shippamon on a one year probationary period subject to attaining a physical examination and a DZ licence.

DATE APPROVED BY COUNCIL: _____

RESOLUTION #: _____

CORPORATION OF THE TOWN OF MATTAWA

DATE: THURSDAY, JUNE 1ST, 2023

RESOLUTION NO: CS-23-

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

BE IT RESOLVED THAT this Committee proceed in Camera at _____ p.m. in order to address a matter pertaining to:

- a) security of the property of the municipality or local board;
- b) personal matters about an identifiable individual, including municipal or local board employees;
- c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- d) labour relations or employee negotiations;
- e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g) a matter in respect of which a council, board, committee or other body has authorized a meeting to be closed under another Act;
- h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them;
- i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j) a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or
- k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

CORPORATION OF THE TOWN OF MATTAWA

DATE: THURSDAY, JUNE 1ST, 2023

RESOLUTION NO: CS-23-

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

RESOLUTION:

BE IT RESOLVED THAT the Corporate Services Committee reconvene at _____ p.m.

CORPORATION OF THE TOWN OF MATTAWA

DATE: THURSDAY, JUNE 1ST, 2023

RESOLUTION NO: CS-23-

MOVED BY COUNCILLOR _____

SECONDED BY COUNCILLOR _____

RESOLUTION:

BE IT RESOLVED THAT the Corporate Services Committee Meeting of Thursday, June 1st, 2023 adjourn at _____ p.m.