



**THE CORPORATION OF THE  
TOWN OF MATTAWA**

**AGENDA**

**CORPORATE SERVICES COMMITTEE  
MONDAY, OCTOBER 2<sup>ND</sup>, 2023  
6:00 P.M.**

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

**TELECONFERENCE # 1-647-374-4685  
MEETING ID CODE: 856 9687 4352  
PASSCODE: 675602**

**THE CORPORATION OF THE TOWN OF MATTAWA  
CORPORATE SERVICES COMMITTEE AGENDA  
DR. S. F. MONESTIME MUNICIPAL COUNCIL CHAMBERS  
TELECONFERENCE # 1-647-374-4685  
MEETING ID CODE: 856 9687 4352 PASSCODE: 675602  
MONDAY, OCTOBER 2<sup>ND</sup> 2023 @ 6:00 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**
  - 3.1 Jean-Claude Bélanger – Re: Reimbursement Request for Vehicle Repairs
- 4. Correspondence**
  - 4.1 AMO – Re: Policy Update – Property Tax Assessment
  - 4.2 Township of Puslinch – Re: Short Term Rentals
  - 4.3 Municipality of St. Charles – Re: Provincial Planning Statement
  - 4.4 City of Ottawa – Re: Donation of Decommissioned Ambulance to St. John Ambulance
- 5. Questions/Comments (public & Council) about the Content of the Agenda**
- 6. Adoption of Previous Meeting Minutes**
  - 6.1 Minutes of Monday, July 3<sup>rd</sup>, 2023
- 7. Presentation of By-laws/Resolutions**
- 8. Committee Reports**
  - 8.1 Finance – None
  - 8.2 Personnel – None
  - 8.3 By-Laws
    - Report # CS-23-08 – Fireworks Within the Town of Mattawa
  - 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)**
- 13. Return to Regular Session**
- 14. Adjournment**
  - 14.1 Resolution to Adjourn Meeting

**Jean-Claude Bélanger – Re: Reimbursement  
Request for Vehicle Repairs**

Darlene returned from WORK on December 8<sup>th</sup>/22 and hit the area where the water line break on main had just finished been repaired and filled. It was around 6 pm dark and no signs indicating anything, no flashing lights, she came to a stop moving something was wrong the control arm on the passenger side had broken off, her car was pulling to ~~one~~ side (big time)!

So then her car stayed there till I went and got it, I called Barry and told him of what had happened and maybe they should install caution lights, which he did P.S. they stayed there for at least a month.

She just got her car back on Jan 31/23 after I had to tow it to the country for a mechanic to fix it. This job was done as cheap as can be. I ordered the parts on AMAZON AND P+G auto wreckers. All receipts are included except mechanic (backyard) and TOW TRUCK which were paid CASH. Looking to get a fair share as explained to FRANCINE. Thank You AC Behr

# Parts

2 control arms with bushings (rear) upper	99.87
2 control arms (rear lower)	191.82
2 rear lower control arm and half joint assembly	61.88
Wheel alignment at TOTAL ALIGNMENT	113.00
Mechanic Cash	250.00
Tow truck Cash	200.00
P.G. used cross member	169.50

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\$<sup>101</sup> 1,136.07  
- 450  

---

686.07

349.24  
7.82  
165.10  
113.00  
5364  

---

688.80

# Order Details

Ordered on January 21, 2023 Order# 701-6313600-1524240

### Shipping Address

Jean claude belanger  
321 Seventh Street  
Mattawa, Ontario P0H 1V0  
Canada

### Payment Methods

 ending in 4987

### Order Summary

Item(s) Subtotal:	\$47.27
Shipping & Handling:	\$14.61
Total before tax:	\$61.88
Estimated GST/HST:	\$0.00
Estimated	\$0.00
PST/RST/QST:	
<b>Grand Total:</b>	<b>\$61.88</b>

Transactions

Track package

Delivered Jan. 25, 2023



Metrix Premium 2 PCS Rear Lower Forward Control Arm and Ball Joint Assembly RK620506 Fits 2007-2012 Hyundai

Elantra

Manufacturer: METRIX PREMIUM CHASSIS PARTS

Sold by: Metrix Premium

Return eligible through Mar. 3, 2023

\$47.27

Condition: New

Buy it again

# Order Details

Ordered on December 9, 2022 Order# 701-5094179-3469069

### Shipping Address

Jean claude belanger  
321 Seventh Street  
Mattawa, Ontario P0H 1V0  
Canada

### Payment Methods

 ending in 4987  
Amazon Balance (includes gift cards)

### Order Summary

Item(s) Subtotal:	\$88.38
Shipping & Handling:	\$0.00
Total before tax:	\$88.38
Estimated GST/HST:	\$11.49
Estimated	\$0.00
PST/RST/QST:	-\$20.00
Gift Card Amount:	
<b>Grand Total:</b>	<b>\$79.87</b>

▼ Transactions

## Delivered Dec. 15, 2022

AutoShack CAK100167PR Rear Upper Control Arms with Bushings Pair of 2 Driver and Passenger Side Replacement for 2007-2012 Hyundai Elantra 2006-2008 2009 2010 Kia Optima 1.8L 2.0L 2.4L 2.7L V6 FWD

Manufacturer: Auto Shack

Sold by: AutoShack.

Return window closed on Jan. 31, 2023

\$88.38

Condition: New

[Buy it again](#)

# Order Details

Ordered on December 9, 2022 Order# 701-8122693-8221806

### Shipping Address

Jean claude belanger  
321 Seventh Street  
Mattawa, Ontario P0H 1V0  
Canada

### Payment Methods

 ending in 4987

Amazon Balance (includes gift cards)

### Order Summary

Item(s) Subtotal:	\$169.76
Shipping & Handling:	\$0.00
Total before tax:	\$169.76
Estimated GST/HST:	\$22.06
Estimated	\$0.00
<b>PST/RST/QST:</b>	
<b>Grand Total:</b>	<b>\$191.82</b>

▼ Transactions

## Delivered Dec. 14, 2022



Dorman 521-680 Control Arm (Rear Lower) Ready To Paint If Needed

Manufacturer: Dorman - OE Solutions, Colmar, PA 18915, US

Sold by: Amazon.com.ca, Inc.

Return window closed on Jan. 31, 2023

\$84.88

Condition: New

Buy it again



\$3 off coupon

\$56.99 ✓prime

FIT FOR MOST MODELS ON THE MARKET



Sponsored

Back to results

See similar products that fit this vehicle >

2009 Hyundai Elantra

amazonconfirmedfit | ✓ This fits

You last purchased this item on Dec 9 2022  
View order details



Dorman 521-680  
Control Arm (Rear Lower) Ready To Paint If Needed

Brand: Dorman  
★☆☆☆ 17 ratings

\$83.39

✓prime  
May be available at a lower price from other sellers, potentially without free Prime shipping.

Brand Dorman  
Fit type Vehicle Specific  
Colour Ready To Paint If Needed  
Material Alloy Steel

\$83.39

✓prime

FREE delivery Wednesday, February 15. Order within 1 hr 39 mins. Details

Deliver to Jean - Mattawa POH 1V

In Stock.

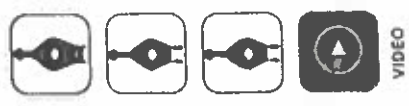
Quantity: 1

Add to Cart

Buy now

Secure transaction

Ships from and sold by Amazon.ca.





**P&G Auto Sales Ltd.**  
 534 Gormanville Road  
 North Bay, ON P1B 4V5  
 t. 705.472.6527  
 Toll Free: 1.800.461.9562

Reference Number	Date
340280	12/22/22 10:45 AM
PO Number	Customer Number
	1

S O L D T O	JC	S H I P T O	CASH	
	NORTH BAY, ON 705-744-8120		,ON	
Salesperson	Order Type	Tax ID/Code	Ship Via	Page
- I NOL	COUNTER SALE	ON		1

Quantity	Description	Unit Price	Ext. Price
1	477-50286 1Y-Susp Crossm K-Frame; Stk# E473; CRUSH R 000770386; VIN# KMHDC8AE5CU145349; REAR, ; Requested:2009 ELANTRA; ELANTRA 07-10 Rear;; D:92133	\$150.00	\$150.00

Notes:

Thank You for your purchase!

Payment Totals:		Payment Notes:	Totals:
Charge			Freight
Cash			Discount
Cheque			Taxable
Credit Card			Non Tax
Debit Card		HST \$19.50	Total Tax
	\$169.50		\$150.00
			\$0.00
			\$19.50
HST # 104172713 RT QST # NR00034436			Invoice Amt.
			\$169.50

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Elantra

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Sold by: Metrix Premium

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\$47.27

Condition: New

**Buy it again**



2418136 Ontario  
Ltd.

1520 Cholette St. Unit D  
North Bay, ON  
PIA 0A9  
705.475.0007

# Invoice

Date	Invoice #
2/2/2023	13605

Invoice To
Dorlene Resmer 705-744-8120

Year	Make	Model	Milage	Plate #	V.I.N	UNIT# / PO#
2009	Hyundai	Elantra	139896 km		KMHIDU445D59U744140	Plate: BZ225313

Item	Description	Qty	Rate	Amount
Alignment - Light Truck & Auto	Toe and wheel set to manufacturer's specifications.  Note: Rear toe is out, could not adjust due to it being non-adjustable HST (ON) on sales	1	100.00	100.00
			13.00%	13.00

WE SINCERELY APPRECIATE YOUR BUSINESS!  
All removed wheels must be torque checked in 50-100km. All u-bolts must be torque checked in 50-100 km and then again at 500km minimum. 1% interest compounded daily will be added to invoices over 21 days old.

<b>Subtotal</b>	113.00
<b>Sales Tax</b>	13.00
<b>Total</b>	126.00
<b>Payments/Credits</b>	50.00
<b>Balance Due</b>	76.00

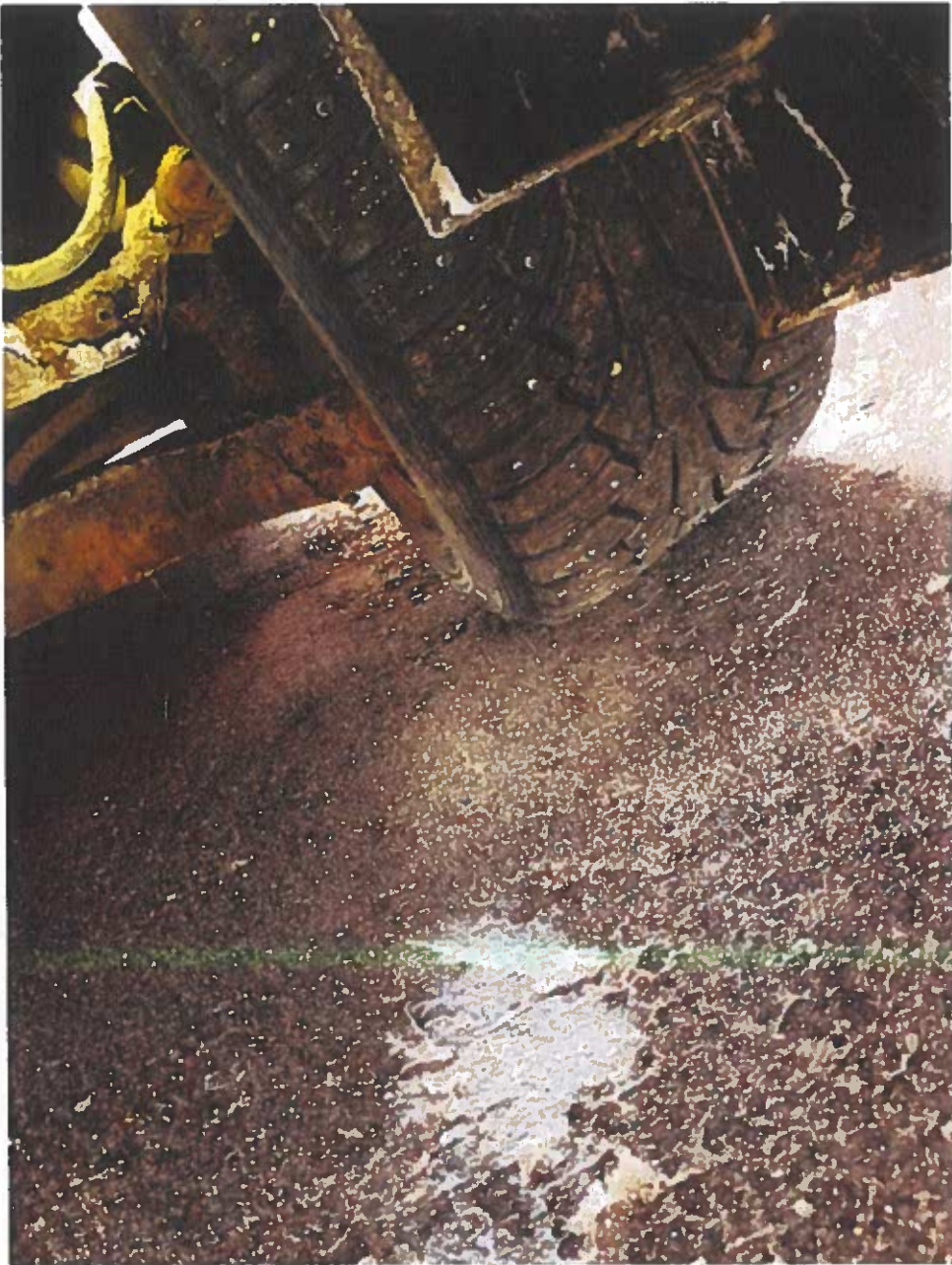
E-mail	Web Site
joz@mobiletire.net	www.mobiletire.ca

**Info**

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**From:** Jean Claude Bélanger <jcbelanger53@gmail.com>  
**Sent:** June 27, 2023 10:59 AM  
**To:** Info  
**Subject:** Darlene's B/O car







Sent from my iPhone

**Amy Leclerc**

**From:** AMO Communications <Communicate@amo.on.ca>  
**Sent:** August 18, 2023 10:32 AM  
**To:** Amy Leclerc  
**Subject:** Policy Update - Property Tax Assessment

Corp. Sew. agenda  
4.1

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



## POLICY UPDATE

August 18, 2023

### Policy Update - Property Tax Assessment

#### AMO Pre-Budget Submission to Standing Committee

Over the past year, AMO has publicly expressed very strong support for a timely return to the assessment cycle.

Yesterday, the government announced that it will defer tax assessment again in 2024. As a result, Ontario's municipalities will continue to calculate property taxes using 2016 property values.

AMO is concerned that further delays will compound uncertainty for residents and businesses. Outdated assessments are inaccurate, increase volatility, and are not transparent.

The government also [announced](#) its intention to conduct a review of the property taxation and assessment system focusing on fairness, equity and economic competitiveness. Further deferring property reassessment during the review means municipalities could be waiting a while before a reassessment is conducted.

AMO will continue its call for a return to the regular assessment cycle and expect to be an engaged partner in as details regarding the review continue to unfold.

\*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.





corp. serv. agenda  
4.2

Hon. Steve Clark  
777 Bay St  
17<sup>th</sup> Floor, Toronto  
ON M5G 2E5  
VIA EMAIL:  
[steve.clark@pc.ola.org](mailto:steve.clark@pc.ola.org)

Hon. Ted Arnott, MPP  
181 St. Andrew St. East  
2nd Floor, Fergus  
ON N1M 1P9  
VIA EMAIL:  
[ted.arnottco@pc.ola.org](mailto:ted.arnottco@pc.ola.org)

Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0  
[www.puslinch.ca](http://www.puslinch.ca)

Hon. Matthew Rae, MPP  
55 Lorne Ave. E  
Stratford,  
ON N5A 6S4  
VIA EMAIL:  
[Matthew.Rae@pc.ola.org](mailto:Matthew.Rae@pc.ola.org)

August 3, 2023

RE: Consent Agenda Item 6.48 Selwyn Township - Short Term Rentals

Please be advised that Township of Puslinch Council, at its meeting held on July 12, 2023 considered the aforementioned topic and subsequent to discussion, the following was resolved:

**Resolution No. 2023-226:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

That the Consent Agenda item 6.48 listed for JULY, 2023 Council meeting be received; and

Whereas the Township of Puslinch is in receipt of Selwyn Township resolution of June 27, 2023;

Be it resolved that the Township of Puslinch also supports the resolution and also requests that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further



That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc.; and

That a copy of this resolution be sent to all Ontario municipalities for support as well as to the Minister of Municipal Affairs and Housing Steve Clark, Speaker Ted Arnott, and MPP Matthew Rae.

**CARRIED**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,

Courtenay Hoytfox  
Municipal Clerk

June 29, 2023

Hon. Doug Ford  
Premier of Ontario  
Room 4620  
99 Wellesley St. W.,  
Toronto, Ontario M7A 1A1

Via Email: [premier@ontario.ca](mailto:premier@ontario.ca)

Please be advised that at its meeting held on the 27th day of June 2023, the Council of the Township of Selwyn passed the following resolution:

**Resolution No. 2023 – 143 – Notice of Motion – Short-Term Rentals**

Councillor Brian Henry – Councillor John Boyko –

Whereas the demand for alternative accommodations has resulted in an increased prominence of residential properties being advertised for short term accommodations through third party companies such as Airbnb and VRBO; a shift from the 'traditional' cottage rental historically managed by a property owner; and

Whereas over the past decade a flood of properties have been removed from the ownership and long-term rental market (*Canada Research Chair in Urban Governance at McGill University*) contributing to housing shortages, increased housing demands and increased housing costs resulting in housing affordability issues, including affordable rentals; and

Whereas short term rentals (STR) can be beneficial, when operated appropriately, by providing solutions for the accommodation industry that supports local tourism and small businesses as well as providing an opportunity for property owners to generate income from their residence (permanent or seasonal) using a convenient third-party system; and

Whereas STR's can create nuisances including noise, parking, high volumes of visitors attending a property, septic capacity and fire safety, for adjacent residential property owners who wish to experience quiet enjoyment of their property; and

Whereas research indicates that demand for STR's is increasing, in part due to vacationers choosing domestic travel options as well as the financial benefits to property owners, demonstrating that STR's are here to stay; and

Mailing Address  
PO Box 270  
Bridgenorth  
Ontario K0L 1H0

Tel: 705 292 9507  
Fax: 705 292 8964

Whereas there are no Provincial regulations in place governing third party STR companies resulting in a variety of regulations/guidelines being implemented at the local municipal level which creates inconsistencies, confusion and frustrations for both consumers and residents across the Province;

That the Township of Selwyn request that the Province move forward as soon as possible to legislate that all third party Short Term Rental brokerage companies, for example Airbnb and VRBO, appropriately manage and be responsible for their listings and to compel compliance that the Province establish the requirement for STR companies to require each rental listing to be registered and to pay an appropriate annual fee and that STR company provide this registry along with the collected fees to the municipality in which the STR properties are located which allows the municipality to be aware of all registered STR properties and to have access to funds for municipal expenses to enforce/respond to issues at a STR property; and further

That the Province require the STR company to de-list/remove the property from the company's listings so that the property cannot be rented where a municipality has identified and verified life, health and/or nuisance infractions including noise, fire safety, septic, etc...

That a copy of this resolution be sent to all Ontario municipalities for support as well as to Minister of Municipal Affairs and Housing Steve Clark, local M.P.P. Dave Smith and M.P. Michelle Ferreri.

Carried.

If you have any questions, please do not hesitate to contact us.

Sincerely,

*Megin Hunter*

Megin Hunter  
Office Assistant/Receptionist  
mhunter@selwyntownship.ca

cc: steve.clark@pc.ola.org  
michelle.ferreri@parl.gc.ca  
dave.smithco@pc.ola.org  
All Ontario Municipalities

The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE



Regular Meeting of Council

Agenda Number: 10.5.

Resolution Number 2023-153

Title: Resolution Stemming from June 21, 2023 Regular Meeting of Council - Item 9.1 -  
Correspondence #11

Date: July 19, 2023

*Corp. Sew. agenda*

**4.3**

Moved by: Councillor Laframboise

Seconded by: Councillor Loftus

**BE IT RESOLVED THAT Council for the Corporation of the Municipality of St. Charles hereby supports the Resolution passed by the Corporation of the County of Prince Edward, on May 9, 2023, regarding the proposed new Provincial Planning Statement;**

**AND BE IT FURTHER RESOLVED THAT a copy of this Resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Agriculture, Food and Rural Affairs (OMAFRA); the Ministry of Environment, Conservation and Parks (MOECP), the Association of Municipalities of Ontario (AMO); the local Member of Provincial Parliament (MPP) and all Ontario Municipalities.**

CARRIED

  
MAYOR

6



**The County**  
PRINCE EDWARD COUNTY • ONTARIO

6

From the Office of the Clerk  
The Corporation of the County of Prince Edward  
T: 613.476.2148 x 1021 | F: 613.476.5727  
clerks@pecounty.on.ca | www.thecounty.ca

May 10, 2023

Please be advised that during the Regular Council meeting of May 9, 2023 the following resolution regarding the proposed new Provincial Planning Statement (PPS) was carried:

**RESOLUTION NO.** 2023-293

**DATE:** **May 9, 2023**

**MOVED BY:** **Councillor Hirsch**

**SECONDED BY:** **Councillor MacNaughton**

**WHEREAS** the goal of increasing housing supply and reducing barriers in planning processes as set out in the recent legislative, regulatory and policy changes, including new provisions from Bill 23, More Homes Built Faster Act, 2022 is welcomed;

**WHEREAS** the proposed PPS (sections 2.6 and 4.3) would dramatically remove municipal power and renders aspects of the County's Official Plan, and other official plans throughout Ontario inoperative, terminating some local planning autonomy, and directly interfering with municipalities' ability to meet local variation and unique community needs;

**WHEREAS** the proposed PPS changes that would allow proliferation of lots with protection restricted to specialty crop areas only diminishes the purpose, uses, and integrity of rural and agricultural lands, thereby removing protection and restricting future uses of those lands;

**WHEREAS** the proposed PPS changes encourage sprawl and rural roadway strip development, rather than more fiscally and environmentally sustainable practices like intensification in established settlement areas; and

**WHEREAS** the province has announced changes will be proposed to natural heritage (section 4.1) that have yet to be published;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the County of Prince Edward urges the province to:

- pause proposed changes to the PPS, particularly regarding natural heritage (section 4.1) and agricultural lands (sections 2.6 and 4.3)

**RECEIVED**

**MAY 29 2023**

**BY COUNCIL**



**The County**  
PRINCE EDWARD COUNTY • ONTARIO

From the Office of the Clerk  
The Corporation of the County of Prince Edward  
T: 613.476.2148 x 1021 | F: 613.476.5727  
[clerks@pecounty.on.ca](mailto:clerks@pecounty.on.ca) | [www.thecounty.ca](http://www.thecounty.ca)

- reinvest trust in the local planning authority of all 444 municipalities, recognizing that each Ontario municipality has unique landscapes, different housing needs and differing visions for local planning matters;

**THAT** our fellow municipalities be urged to voice their concerns regarding the proposed undermining of local planning authority;

**AND FURTHER THAT** a copy of this resolution be sent to all 444 municipalities, The Hon. Doug Ford, Premier of Ontario, The Hon. Steve Clark, Minister of Municipal Affairs and Housing; The Hon. Lisa Thompson, Ministry of Agriculture, Food and Rural Affairs, The Hon. David Piccini, Minister of Environment, Conservation and Parks, Bay of Quinte MPP, Todd Smith, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, and the Eastern Ontario Wardens Caucus.

**CARRIED**

Yours truly,

Catalina Blumenberg, **CLERK**

cc: Mayor Ferguson, Councillor Hirsch, Councillor MacNaughton & Marcia Wallace, CAO



File Number: ACS2023-FCS-FLT-0002

July 18, 2023

Copy to Corp. Services  
agenda

4.4

Colin Best,  
President of the Association of Municipalities (AMO)  
200 University Ave., Suite 801  
Toronto, Ontario, M5H 3C6  
[amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)

**By e-mail**

**Re: Donation of Decommissioned Ambulance to St. John Ambulance**

Mr. Best,

On behalf of Ottawa City Council, I am writing to advise that the City of Ottawa has approved the attached report from the Finance and Corporate Services Committee to donate a decommissioned ambulance to St. John Ambulance.

Additionally, I would like to draw to your attention to a motion Ottawa City Council approved at the City Council meeting of June 14, 2023, to donate a decommissioned ambulance to the Embassy of Ukraine:

**MOTION 2023 16-16**

Moved by: Councillor R. Brockington

Seconded by: Mayor M. Sutcliffe

**WHEREAS** the City of Ottawa has previously donated surplus ambulances to specific causes or organizations, such as the Salvation Army Community and Emergency Response team, the Government of Nunavut as well as organizations doing work in Ghana and Ethiopia; and

**WHEREAS** the Embassy of Ukraine has expressed a need for a decommissioned ambulance to support their humanitarian efforts and provide medical aid in this growing emergency situations; and

**WHEREAS** the provision of an ambulance will pursue the goal of ensuring adequate conditions to provide urgent medical care and to further improve emergency response in the Ukraine; and



**WHEREAS Section 41(4) of the City's Procurement By-law 2000-50, as amended, states that: "the sale of surplus furniture, vehicles, equipment, stock, supplies and other goods and material shall be made to the highest responsive bidder and the sale shall be made in accordance with the provisions of this by-law where applicable;" and**

**THEREFORE BE IT RESOLVED that Council waive Subsection 41(4) of By-law No. 2000-50, as amended, and approved the donation of one ambulance to the Embassy of Ukraine.**

Should you have any questions regarding these actions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "M. R. O'Connor", with a horizontal line extending to the right.

M. Rick O'Connor  
City Clerk, City of Ottawa

Encl (1)

:c: Municipalities of Ontario  
amo@amo.on.ca

- |   |
|---|
| <p>1. <b>Donation of Decommissioned Ambulance to St. John Ambulance</b><br/><b>Don d'une ambulance mise hors service à Ambulance Saint-Jean</b></p> |
|---|

**Committee Recommendation**

**That Council waive Subsection 41(4) of the City's Procurement By-law 2000-50, as amended, and approve the donation of one decommissioned ambulance to St. John Ambulance, with the lost residual value to be funded from the Fleet Reserves.**

**Recommandation du Comité**

**Que le Conseil suspend l'application du paragraphe 41(4) du Règlement sur les approvisionnements de la Ville (no 2000-50), dans sa version modifiée, et d'approuver le don d'une ambulance mise hors service à Ambulance Saint-Jean, en récupérant la valeur résiduelle perdue dans les fonds du parc automobile.**

**Documentation/Documentation**

1. General Manager and Chief Financial Officer's Report (A), Finance and Corporate Services Department, submitted 22 June 2023 (ACS2023-FCS-FLT-0002)

Rapport du Directeur général et chef des finances (T), Direction générale des finances et des services organisationnels, daté le 22 juin 2023 (ACS2023-FCS-FLT-0002)

**Subject: Donation of Decommissioned Ambulance to St. John Ambulance**

**File Number: ACS2023-FCS-FLT-0002**

**Report to Finance and Corporate Services Committee on 4 July 2023**

**and Council 12 July 2023**

**Submitted on June 22, 2023 by Cyril Rogers, General Manager and Chief Financial Officer (A), Finance and Corporate Services Department**

**Contact Person: Laila Gibbons, Director, Fleet Services, Finance and Corporate Services Department**

**613-580-2424 x23988, Laila.Gibbons@ottawa.ca**

**Ward: Citywide**

**Objet : Don d'une ambulance mise hors service à Ambulance Saint-Jean**

**Dossier : ACS2023-FCS-FLT-0002**

**Rapport au Comité des finances et des services organisationnel**

**le 4 juillet 2023**

**et au Conseil le 12 juillet 2023**

**Soumis le 22 juin par Cyril Rogers, Directeur général et chef des finances (T), Direction générale des finances et des services organisationnels**

**Personne ressource : Laila Gibbons, Directrice, Services du parc automobile, Direction générale des finances et des services organisationnels**

**613-580-2424 poste 23988, Laila.Gibbons@ottawa.ca**

**Quartier : À l'échelle de la ville**

#### **REPORT RECOMMENDATION**

**That the Finance and Corporate Services Committee recommend that Council waive Subsection 41(4) of the City's Procurement By-law 2000-50, as amended, and approve the donation of one decommissioned ambulance to St. John Ambulance, with the lost residual value to be funded from the Fleet Reserves.**

## **RECOMMANDATION DU RAPPORT**

**Que le Comité des finances et des services organisationnels recommande au Conseil de suspendre l'application du paragraphe 41(4) du *Règlement sur les approvisionnements* de la Ville (n° 2000-50), dans sa version modifiée, et d'approuver le don d'une ambulance mise hors service à Ambulance Saint-Jean, en récupérant la valeur résiduelle perdue dans les fonds du parc automobile.**

## **BACKGROUND**

City Council, at its meeting on 31 August 2022, approved the following Motion (2022-81/20):

**WHEREAS St. John Ambulance (Ambulance St-Jean) supports events and festivals in the City of Ottawa by supporting the Ottawa Paramedic Service, including but not limited to opioid harm reduction; and**

**WHEREAS St. John Ambulance is seeking the donation of a surplus ambulance to provide training to employees and volunteers and to replace the one currently used for service the public in sports, arts, cultural festivals and major events.**

**WHEREAS the City of Ottawa has approximately 85 to 90 ambulances in its fleet at any given period and the expected life cycle of an ambulance is estimated at 54 months and between 200,000 to 230,000 kilometers; and**

**WHEREAS the City of Ottawa usually disposes of roughly 10 to 12 ambulances per year and the next replacement cycle for ambulances in Ottawa is scheduled for June, 2023 (31 new ambulances on order); and**

**WHEREAS the residual value of a used ambulance averages between \$20,000 to \$23,000; and**

**WHEREAS Section 41(4) of the City's Procurement By-law 2000-50, as amended, states that: "the sale of surplus furniture, vehicles, equipment, stock, supplies and other goods and material shall be made to the highest responsive bidder and the sale shall be made in accordance with the provisions of this by-law where applicable." And**

**WHEREAS** Ottawa City Council has previously waived this provision in order to donate of surplus ambulances to specific causes or organizations (for example, the Salvation Army Community and Emergency Response team, and organizations doing work in Ghana and Ethiopia);

**THEREFORE BE IT RESOLVED** that staff report back to Council when the next ambulance is ready for disposal, and,

**BE IT FURTHER RESOLVED** that at the time of the report, Council consider waiving Subsection 41(4) of By-law No. 2000-50, as amended, and consider the donation of one ambulance to St. John Ambulance, with the lost residual value be funded from the Fleet Reserves.

The City's Disposal of Fleet Vehicles and Equipment Policy includes the following provision on Donation:

"Through donation to an eligible person group or body where Council considers the donation to be in the interest of the City, as set out in the *Municipal Act*. This option is initiated by a sponsoring Councillor. The report or motion brought forward to Committee, Transit Commission or Council must waive section 41(4) of the procurement by-law to allow the donation."

## **DISCUSSION**

St. John Ambulance has requested the donation of a decommissioned ambulance to provide training to employees and volunteers and to replace the one currently used to service the public in sports, arts, cultural festivals and major events.

The City of Ottawa has, over the years, donated decommissioned vehicles to non-profit charitable organizations that serve the public interest. St. John Ambulance is a charitable organization that provides first aid and emergency medical services to the community. A decommissioned ambulance from the City of Ottawa would be a valuable asset for St. John Ambulance, as it would allow them to continue to support sports, arts, cultural festivals and major events in collaboration with the Ottawa Paramedic Service to provide medical coverage and assistance to event attendees and organizers. A decommissioned ambulance has been used in the past for training and education purposes, as well as opioid harm reduction. By donating a decommissioned ambulance to St. John Ambulance, the City of Ottawa would be supporting a worthy cause that benefits the health and safety of its residents.

The City of Ottawa roughly disposes of 10 to 12 ambulances per year and the next replacement cycle for ambulances in Ottawa is anticipated in Q3 2023 (31 new ambulances on order). The residual value of a used ambulance averages between \$20,000 to \$23,000. The Procurement By-law provides that “the sale of surplus furniture, vehicles, equipment, stock, supplies and other goods and material shall be made to the highest responsive bidder and the sale shall be made in accordance with the provisions of this by-law where applicable,” which also applies to used/decommissioned vehicles. Ottawa City Council has previously waived this provision in order to donate surplus ambulances to specific causes or organizations (for example, the Salvation Army Community and Emergency Response team, and organizations doing work in Ghana and Ethiopia).

### **FINANCIAL IMPLICATIONS**

Should Council approve waiving Subsection 41(4) of By-law No. 2000-50, as amended, the lost residual value of donating one ambulance, estimated between \$20,000 to \$23,000, will be funded from the Fleet Reserve.

### **LEGAL IMPLICATIONS**

There are no legal impediments to approving the recommendation in this report.

### **COMMENTS BY THE WARD COUNCILLOR(S)**

This is a citywide report.

### **CONSULTATION**

Staff from the Finance and Corporate Services Department and Fleet Services Branch were consulted in the preparation of this report and support the donation of the decommissioned ambulance to the St. John Ambulance.

### **ACCESSIBILITY IMPACTS**

No accessibility impacts have been identified.

### **RISK MANAGEMENT IMPLICATIONS**

No risk management implications have been identified.

## **TERM OF COUNCIL PRIORITIES**

This report aligns with the following objective in the 2019-2022 City Strategic Plan and Term of Council Priorities:

- Thriving Communities priority in promoting safety for our residents

## **DISPOSITION**

Fleet Services will arrange for donation of the decommissioned ambulance upon Council approval. Legal Services will complete the Donation Agreement and any documents required to transfer the ownership of the decommissioned ambulance.

July 07, 2023

4.5

RECEIVED

JUL 27 2023

copy to agenda  
copy to Corp. Sec.

Dear: *The Town of Mattawa*

We are finally once again able to hold the annual Dave Taylor Memorial Dart tournament. The proceeds from the tournament this year will be donated to the Mattawa Fire Department. Dave Taylor was a veteran who served at the Pembroke base for 25 years. He was a loved member of our community and loved his darts. Dave passed in March of 2010 from heart complications. He served in our community as Sergeant of arms for the Legion as well as coached baseball with his wife Dianne Taylor for many years.

We are writing this letter to request a donation from your organization, whether it be a gift card or a gift it would be greatly appreciated. These gifts will be raffled off, 100% of the proceeds from these tickets will be donated to the Mattawa Fire Department.

The date of the dart tournament will be held on September 23, 2023. Your donations would be greatly appreciated, you can contact Darryl Barnhardt at 705-218-2097 or Lyndsay Champagne at 705-491-7180 to pick up a donation.

Thank you for in advance for your time and generosity.





# CORPORATION OF THE TOWN OF MATTAWA

DATE: MONDAY, OCTOBER 2<sup>ND</sup>, 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 Monday, July 3<sup>rd</sup>, 2023 be adopted as circulated.

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

Recorded Vote Requested by:

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

\_\_\_\_\_  
**CHAIR**

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

Declaration of Pecuniary Interest:

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

# THE CORPORATION OF THE TOWN OF MATTAWA

The minutes of the Corporate Services Committee held Monday, July 3<sup>rd</sup>, 2023 at 6:00 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: Paul Laperriere, CAO/Interim Deputy-Treasurer  
Amy Leclerc, Clerk/Revenue Services Clerk  
Brittany Belanger, Executive Assistant  
Wayne Chaput, Chief Building Official/By-Law Officer  
Barry Jackson, Public Works Supervisor

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

1. Meeting Called to Order by the Chair at 6:00 p.m.
- 1.1 Resolution to Suspend Rules and Procedures

**Resolution Number CS-23-38**

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 Monday, July 3<sup>rd</sup>, 2023.***

**CARRIED – unanimous**

2. Disclosures of Pecuniary Interest and Nature Thereof
3. Petitions & Delegations
- 3.1 Denis Lavigne – Re: Water Filter Reimbursement Request

Denis Lavigne presented to the Committee with a request for reimbursement of his water filters due to water conditions at his residence.

**Resolution Number CS-23-29**

Moved by Councillor Garry Thibert  
Seconded by Councillor Fern Levesque

***BE IT RESOLVED THAT the Corporate Services Committee recommends to Council that Mr. Denis Lavigne be reimbursed for the water filters on a quarterly basis with the receipts being submitted to the CAO/Treasurer.***

**CARRIED – unanimous**

3.2 Bob Simmonds, Mattawa Lions Den – Re: Seeking Financial Support for Costs of Clubhouse

Bob Simmonds and Kerri MacKay of the Mattawa Lions Club made a presentation to the Committee requesting a donation towards the operation costs for the Lions Club.

**Resolution Number CS-23-30**

Moved by Councillor Dexture Sarrazin  
Seconded by Councillor Garry Thibert

***BE IT RESOLVED THAT the Corporate Services Committee recommends to Council that a one time grant in the amount of \$3,100.00 be issued to the Mattawa Lions Club for financial assistance with their tax billing and water billing.***

***AND FURTHER THAT*** Council discuss the option of acquiring the property from the Mattawa Lions Club.

**CARRIED** – unanimous

3.3 Councillor Laura Ross – Re: Mattawa Summer Day Camp Recreation Program Director

Councillor Laura Ross and Chelsey Grant made a presentation to the Committee requesting that Chelsey Grant be provided further responsibilities of running the summer day camp.

**Resolution Number CS-23-31**

Moved by Councillor Dexture Sarrazin  
Seconded by Councillor Fern Levesque

***BE IT RESOLVED THAT the Corporate Services Committee recommends to Council that Chelsey Grant be named as Summer Day Camp Recreation Program Director and increase her weekly hours to 40 hours per week, from 25 hours per week to run the summer day camp.***

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

**For:** Councillors Sarrazin, Levesque and Thibert

**Against:** Chair Gardiner

4. Correspondence

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

6. Adoption of Previous Minutes

6.1 Minutes of Thursday, June 1<sup>st</sup>, 2023

**Resolution Number CS-23-32**

Moved by Councillor Dexture Sarrazin  
Seconded by Councillor Fern Levesque

***BE IT RESOLVED THAT the minutes of the Corporate Services Committee meeting of Thursday, June 1<sup>st</sup>, 2023 be adopted as circulated.***

**CARRIED** – unanimous

7. Presentation of By-laws/Resolutions

8. Committee Reports

8.1 Finance

- Report # CS-23-05 – Overtime Hours of Office Staff During Staff Shortage

**Resolution Number CS-23-33**

Moved by Councillor Dexture Sarrazin

Seconded by Councillor Fern Levesque

***BE IT RESOLVED THAT*** the Corporate Services Committee receives Report # CS-23-05 titled *Overtime Hours of Office Staff During Staff Shortage*.

***AND FURTHER THAT*** the Corporate Services Committee recommends to Council to approve the additional overtime hours to be paid or equivalent time taken at the discretion of the CAO for the Clerk/Revenue Services Clerk, Front Counter Clerk and Executive Assistant.

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

8.2 Personnel – None

8.3 By-Laws

- Report # CS-23-06 – Clean Yards By-Law

**Resolution Number CS-23-34**

Moved by Councillor Fern Levesque

Seconded by Councillor Dexture Sarrazin

***BE IT RESOLVED THAT*** the Corporate Services Committee receives Report # CS-23-06 titled *Clean Yards By-Law*.

***AND FURTHER THAT*** the Committee direct staff to create an educational package and return to Council for further direction.

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

- Report # CS-23-07 – Refreshment Vehicle for Sid Turcotte's Park

**Resolution Number CS-23-35**

Moved by Councillor Garry Thibert

Seconded by Councillor Dexture Sarrazin

***BE IT RESOLVED THAT*** the Corporate Services Committee receives Report # CS-23-07 titled *Refreshment Vehicle at Sid Turcotte Park*.

***AND FURTHER THAT*** the Corporate Services Committee recommends to Council to approve the issuance of a refreshment vehicle to Sid Turcotte Park for a permitted amount of \$500.00 each year which the proper inspections as per Section 6 and 7 of the current outdated Zoning By-Law 85-23.

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

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 Personal Matter

**Resolution Number CS-23-36**

Moved by Councillor Fern Levesque  
Seconded by Councillor Dexture Sarrazin

***BE IT RESOLVED*** That this Committee proceed in Camera at 8:22 p.m. 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-23-37**

Moved by Councillor Dexture Sarrazin  
Seconded by Councillor Fern Levesque

***BE IT RESOLVED THAT*** the Corporate Services Committee reconvene at 8:54 p.m.

**CARRIED** – unanimous

Chair Gardiner stated the In Camera session was to discuss a personnel matter.

- 14. Adjournment

- 14.1 Resolution to Adjourn Meeting

**Resolution Number CS-23-38**

Moved by Councillor Dexture Sarrazin  
Seconded by Councillor Fern Levesque

***BE IT RESOLVED THAT*** the Corporate Services Committee Meeting of Monday, July 3<sup>rd</sup>, 2023 adjourn at 8:55 p.m.

**CARRIED** – unanimous

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Chair

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Clerk



# CORPORATION OF THE TOWN OF MATTAWA

DATE: TUESDAY, AUGUST 29<sup>TH</sup>, 2023

RESOLUTION NO: CS-23-

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

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

## RESOLUTION:

**BE IT RESOLVED THAT** the Corporate Services Committee receives Report # 2023-08R titled Fireworks within the Town of Mattawa.

**AND FURTHER THAT** the Corporate Services Committee recommends to Council to approve the By-law to regulate the sale, possession, use, setting off, ignition and/or discharge of fireworks within the Town of Mattawa.

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

Recorded Vote Requested by:

	Yea	Nay
Mayor Bélanger	_____	_____
Chair Gardiner	_____	_____
Vice Chair Sarrazin	_____	_____
Councillor Levesque	_____	_____
Councillor Thibert	_____	_____

## CHAIR

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

Declaration of Pecuniary Interest:

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

**THE CORPORATION OF THE TOWN OF MATTAWA  
BY-LAW NUMBER 23-XX**

**BEING** a By-law to Regulate the Sale, Possession, Use, Setting Off, Ignition, and/or Discharge of Fireworks Within the Town of Mattawa

**WHEREAS** Section 120 of the Municipal Act, 2001, S.O. 2001, c.25, as amended provides that a local municipality may prohibit and regulate the manufacture, storage, keeping and transportation of dangerous substances and explosives in the municipality; and that a by-law may require a permit and may impose conditions for obtaining, continuing to hold and renewing the permit including requiring the submission of plans;

**AND WHEREAS** pursuant to section 121, subsection (a) of the Municipal Act, 2001 S.O. 2001, chapter 25, as amended, provides that a local municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks;

**AND WHEREAS** pursuant to section 121, subsection (b) of the Municipal Act, 2001 S.O. 2001, chapter 25, as amended, provides that a municipality may prohibit the sale of fireworks and the setting off of fireworks unless a permit is obtained from the municipality for those activities and may impose conditions for obtaining, continuing to hold and renewing the permit, including requiring the submission of plans;

**AND WHEREAS** the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, s.7.1 (1)(a) provides that a Council of a Municipality may pass By-laws regulating the prevention and spreading of fires;

**AND WHEREAS** sections 425, 426 and 429 of the Municipal Act, 2001 S.O. 2001, chapter 25, states a municipality may pass By-laws providing that a person who contravenes a By-law of the municipality passed under this Act is guilty of an offence, no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under this Act or under a By-law passed under this Act and a municipality may establish a system of fines for offences under a By-law of the municipality passed under this Act;

**AND WHEREAS** Section 435, 436, 437 and 438 of the Municipal Act, S.O. 2001, c.25, as amended set out additional powers and restrictions regarding the power of entry.

**AND WHEREAS** the Council of the Corporation of the Town of Mattawa deems it desirable and in the best interests of the municipality to regulate the discharge of fireworks within the Town of Mattawa and to require a permit for certain firework displays;

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

**1. DEFINITIONS:**

For the purpose of this By-law, the following definitions shall apply:

- 1.1. "Authority Having Jurisdiction" means the individual authorized by Natural Resources Canada to authorize fireworks displays and the Fire Chief of the Town of Mattawa.

- 1.2. "Burning Ban" and "Municipal Burning Ban" means the cancellation of the issuance of fire permits issued for all open air burning by the Municipality or its Fire Chief.
- 1.3. "Council" means the Council of the Corporation of the Town of Mattawa.
- 1.4. "Competent Person" means a person who is at least eighteen (18) years of age.
- 1.5. "Explosives Act (Canada)" means the Explosives Act, R.S.C. 1985, c. E-15 as amended from time to time.
- 1.6. "Fire Chief" means the Chief, or their designate, of the Town of Mattawa Fire Department.
- 1.7. "Fireworks" shall consist of the following devices:
  - (i) "Display Fireworks" means a device or devices classed by the Canadian Explosives Regulatory Division of the Ministry of Natural Resources, or any other similar or successor agency of government, as high hazard fireworks, and recognized as class 7.2.2/F.2 under the *Explosives Act*, (C.R.C., 599), for recreation, being of the type generally used at public gatherings.
  - (ii) "Family Fireworks", also known as "Consumer Fireworks", means a device or devices recognized as class 7.2.1 fireworks under the *Explosives Act*, (C.R.C., 599), and any device capable of ignition and explosion or burning for display, sold to the public without necessity for licensing by provincial or federal laws or regulations.
  - (iii) "Firecrackers" means a noise producing device which uses a chemical compound and fuse, and which are designed and used primarily as noise makers. For the purpose of this by-law, Christmas crackers and caps used in cap pistols shall not be deemed to be "firecrackers".
  - (iv) For the purposes and provisions of this By-law "Firecrackers" will be classified as "Family Fireworks"
- 1.8. "Fireworks Supervisor" shall mean a person holding a current certification as a Fireworks Supervisor under the authority of the Explosives Act and has the skill and ability to safely set up and supervise the discharge of fireworks at a public display, as approved by the Fire Chief, or their designate.
- 1.9. "Municipal Fire Ban" means absolutely no setting off of any class of Fireworks but does not include the use of propane or naphtha gas cooking equipment equipped with a shut off mechanism.
- 1.10. "Municipal Law Enforcement Officer" shall mean a by-law enforcement Officer appointed by Council.
- 1.11. "Municipality" means the Municipality of the Town of Mattawa.
- 1.12. "Owner" means any person in care and control of a property and shall include, but is not limited to, the registered property owner, property owners' agent(s) and representative(s), rental management company staff, and/or tenant or tenants of a



property.

- 1.13 "Officer" means a By-law Enforcement Officer, the Fire Chief and their designate, and shall mean any Law Enforcement Officer or Provincial Offences Officer, whether local, provincial, or federal, operating in an enforcement capacity in the Municipality, or within the Municipal borders, and may include, but is not limited to, the Ontario Provincial Police (OPP) and the Royal Canadian Mounted Police (RCMP).
- 1.14 "Permit" means written permission issued by the Town of Mattawa pursuant to this By-law.
- 1.15 "Person" includes a partnership, a corporation and a natural individual where a person is over the age of eighteen (18) years, "Person" also includes any parent or guardian of a minor.
- 1.16 "Set off" includes any method of detonating or igniting fireworks.
- 1.17 "Sell" includes offer for sale, cause or permit to be sold and to possess for the purpose of sale and the words "selling" and "sold" have a similar meaning.

## **2. SALE OF FIREWORKS**

- 2.1 No person shall sell Fireworks or Firecrackers, either Family Fireworks or Display Fireworks, or any class thereof, within the Municipality at any time.

## **3. POSSESSION OF FIREWORKS**

- 3.1 No person shall possess Fireworks or Firecrackers either Family Fireworks or Display Fireworks, or any class thereof, within the Municipality at any time.
- 3.2 Notwithstanding Section 3.1, a person may possess Display Fireworks where a permit has been issued pursuant to this By-law. A permit shall be in the form as set out in Schedule "A" of this By-law.

## **4. SETTING OFF FIREWORKS**

- 4.1 No person shall set off Fireworks or Firecrackers, either Family Fireworks or Display Fireworks, or any class thereof, within the Municipality at any time.
- 4.2 The owner shall be held responsible for the setting off of fireworks that occurs on a property.
- 4.3 The owner shall be held responsible for Property damage or injury caused by the setting off of fireworks that occurs on a property.
- 4.4 Notwithstanding Section 4.1 a person may set off Display Fireworks where a permit has been issued pursuant to this By-law. A permit shall be in the form as set out in Schedule "A" of this By-law.

## **5 DISPLAY FIREWORKS**

- 5.1 No Person shall set off Display Fireworks without first being issued a permit to do so signed by the Fire Chief or their designate.
- 5.2 Display Fireworks shall only be set off by a person(s) who holds a valid Fireworks Supervisor certificate, or equivalent thereof, or under the supervision of a person who is qualified and certified for such purpose, to the satisfaction of the Fire Chief or their designate.
- 5.3 Permit applications shall be submitted no less than thirty (30) working days (Saturday, Sundays, Statutory holidays and on days in which the Town office is closed are excluded) prior to the proposed event and shall include the following information;
  - (i) a site plan to approximate scale showing direction of firing, spectator viewing area, separation distances, positioning of ramps and mortars, significant ground features, roads, public rights of way, buildings or structures, overhead obstructions and parking areas.
  - (ii) A statement of intent describing the event date, time schedule of the events, a description of fireworks, including type, size and quantity, firing procedures and emergency response procedures.
  - (iii) Written permission from the owner where the display is to be held.
- 5.4 Each Permit application shall state the name of the corporation, service club, association, or group to whom it is to be issued, the purpose of the display, the place and date at which and on which it may be held, and the name of the person under whose supervision it shall be held. The applicant will provide a written request for consideration to the Fire Chief, who will review the application and make recommendations. A copy of the Permit Application form is attached hereto as Schedule 'A'.
- 5.5 A Display Fireworks Permit may only be issued to a service club, corporation, association, or group. Any special conditions imposed by the Fire Chief to promote health and safety of the public at the event shall be listed on the permit.
- 5.6 Every applicant shall provide with the Permit application proof of liability insurance for a minimum coverage of Five Million Canadian dollars (\$5,000,000.00 CA) with the Town of Mattawa to be named as an additional insured.
- 5.7 A Display Fireworks Permit may only be issued for the purpose of celebrating Victoria Day, Canada Day, Civic Holiday, Labour Day, or any special day established by Council.
- 5.8 The Fire Chief has absolute discretion in granting approval and may solicit additional information from the applicant to complete an accurate assessment of the request.
- 5.9 The Fire Chief may impose conditions for approval as he considers necessary to ensure the safety of the public.

## **6 GENERAL**

- 6.1 The discharge of Display Fireworks or any class of Fireworks may be suspended by order, whether verbal or written, of the Fire Chief or their designate, if in the opinion of the Fire Chief or their designate, they deem that it poses a threat to human life and/or property.
- 6.2 A Bylaw Enforcement Officer, the Fire Chief or their designate, Law Enforcement Officer and/or a Police Officer is an Officer for the enforcement of this By-law.
- 6.3 No person shall hinder, interfere, and/or obstruct an Officer while carrying out their duties while enforcing this By-law.
- 6.4 Where an Officer has reasonable grounds to believe that an offence under this By-law has been committed by a person(s), the Officer may require the name, address, and proof of identity of that person(s) and the person(s) shall supply the required information.

## **7 FEES**

- 7.1 The fees for obtaining a permit shall be as set out in the Town of Mattawa Consolidated Fees and Charges, By-law as amended.
- 7.2 The fees for an inspection by the Fire Chief or their designate, when required shall be set out in the Town of Mattawa Consolidated Fees and Charges, By-law as amended.

## **8 POWERS OF ENTRY**

- 8.1 An officer may enter onto land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the provisions of this By-law are being complied with.
- 8.2 Where an inspection is conducted by the Town, an officer may:
  - i) Require the production for inspection of documents or things relevant to the inspection.
  - ii) Inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts.
  - iii) Require information from any person concerning a matter related to the inspection including their name, address, phone number and identification.
- 8.3 Every owner or person occupying the property shall permit an Officer to inspect any land for the purposes as set out in this By-law. An Officer may be accompanied by a person under the Officers direction.

## **9 PENALTY**

- 9.1 Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended, as per Schedule "B" attached hereto and forming

part of this By-law.

- 9.2 Every person who contravenes or who causes or permits a contravention of any provision of this By-law is guilty of an offence.
- 9.3 Every director or officer of a corporation who knowingly concurs in the contravention of any provision of this By-law by the corporation is guilty of an offence.
- 9.4 A person, other than a corporation, convicted of an offence under this by-law, is liable, on a first conviction, to a fine of not more than \$10,000 and, on any subsequent conviction, to a fine of not more than \$25,000.
- 9.5 A corporation convicted of an offence under this By-law, is liable, on a first conviction, to a fine of not more than \$50,000 and, on any subsequent conviction, to a fine of not more than \$100,000.

**10 EFFECTIVE DATE**

This By-law shall come into full force and effect upon its final passage.

**11 REPEAL**

That By-law No. 68-24 is hereby repealed in its entirety.

**READ A FIRST** and **SECOND** time this \_\_\_\_\_ day of \_\_\_\_\_, 2023

**READ A THIRD** time and **FINALLY PASSED** this \_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**Schedule "A" of By-Law No. 23-xx**

**DISPLAY FIREWORKS EVENT APPROVAL FORM**

Name of Applicant (print): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone/ E-mail: \_\_\_\_\_

Supervisor's Certificate number: \_\_\_\_\_

Class: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Company (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone/ E-mail: \_\_\_\_\_

Sponsoring organization (if applicable); \_\_\_\_\_

Address: \_\_\_\_\_

Event location: \_\_\_\_\_

Date(s): \_\_\_\_\_

Name of Insuring agency: \_\_\_\_\_

Amount: \_\_\_\_\_

Address:: \_\_\_\_\_

Telephone/ E-mail: \_\_\_\_\_

Place and method of fireworks storage on site: \_\_\_\_\_

\_\_\_\_\_

Signature of Supervisor in Charge: \_\_\_\_\_ Date: \_\_\_\_\_

**Permission of local Authority having Jurisdiction**

Name (print): \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone/ E-mail: \_\_\_\_\_

Site plan attached:             Yes     No

Event description attached:     Yes     No

Signature of Authority having Jurisdiction: \_\_\_\_\_

Date: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

## Schedule "B" to By-law No. 23-xx

### THE CORPORATION OF THE TOWN OF MATTAWA-SET FINES PART 1 PROVINCIAL OFFENCES ACT BY-LAW NUMBER 2023-??

Being a By- Regulate the Sale, Possession, Use, Setting Off, Ignition, and/or Discharge of Fireworks  
Within the Town of Mattawa

<b>Item</b>	<b>Column 1 Short Form Wording</b>	<b>Column 2 Provision Creating or Defining Offence</b>	<b>Column 3 Set Fine</b>
1.	Sell fireworks within the Municipality	Section 2.1	\$500.00
2.	Sell firecrackers within the Municipality	Section 2.1	\$500.00
3.	Possession of fireworks within the Municipality	Section 3.1	\$250.00
4.	Possession of firecrackers within the Municipality	Section 3.1	\$250.00
5.	Set off fireworks within the Municipality	Section 4.1	\$400.00
6.	Set off firecrackers within the Municipality	Section 4.1	\$400.00
7.	Set off Display fireworks without a permit	Section 5.1	\$400.00
8.	Hinder, interfere and/or obstruct an Officer while carrying out their duties	Section 6.3	\$500.00

NOTE: The Penalty Provision for the offences indicated above is Section 9, of By-law No.2023-xx.