



CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING /
LA CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

**MINUTES OF THE COMMITTEE OF THE WHOLE COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
ON TUESDAY, APRIL 9, 2019 AT 6:30 PM**

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR CHRISTOPHER FISHER
COUNCILLOR ROLAND LARABIE
COUNCILLOR LÉO MALETTE
COUNCILLOR DAN ROVEDA
COUNCILLOR JEREMY SÉGUIN
COUNCILLOR DENIS SÉNÉCAL
COUNCILLOR LISE SÉNÉCAL

ABSENT:

A) DECLARATION OF PECUNIARY INTEREST / DÉCLARATION D'INTÉRÊTS PÉCUNIAIRES

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 A resolution was passed to adopt the Agenda.

No. 2019/113 Moved by: Councillor Roveda
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the Agenda for the meeting of Council held on April 9, 2019 be adopted as presented / amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 West Nipissing Dream Catchers Theatre (*Presenter: Patricia Morin*)

Mrs. Patricia Morin made a presentation to Council informing members of the West Nipissing Dream Catchers Theatre group; which offers local youth a theatrical and artistic outlet. She notes that West Nipissing has many opportunities for youth to get involved in sports but she further notes that there is a lack on the artistic side. Mrs. Morin highlighted various upcoming activities such as teen dance and plays; which are organized for the youth. Mrs. Morin has already communicated with various local businesses seeking support with various levels of sponsorship (i.e. logo advertisement). The organization is seeking support from the Municipality in the form of funding and/or site location to hold meetings and activities, a list of other necessities was also provided. All Councillors were supportive of this important initiative for the local youth. The Director of Community Services indicated that there are a variety of municipal venues/facilities that could be explored as potential options, if they meet the group's needs to hold their meetings and store their equipment. The Municipality will communicate with the WN Dream Catchers Theatre to discussion feasible options.

D) CLOSED MEETING / RÉUNION À HUIS CLOS

D-1 A resolution was passed to proceed into closed meeting.

No. 2019/114 Moved by: Councillor Duhaime
Seconded by: Councillor Malette

BE IT RESOLVED THAT we proceed into closed meeting as authorized in Section 239 (2) of the Municipal Act, to discuss the following:

(B) personal matters about an identifiable individual, including municipal or local board employees;

(i) Human Resource Matter

CARRIED

D-2 A resolution was passed to adjourn the closed session.

No. 2019/115 Moved by: Councillor Duhaime
Seconded by: Councillor Roveda

BE IT BE IT RESOLVED THAT the Closed meeting of Council held on April 9, 2019 be adjourned at 6:56 PM in order to proceed with the regular meeting

CARRIED

**COMMITTEE OF THE WHOLE MEETING /
COMITÉ PLÉNIER**


E-1) **SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ** **NIL**

E-2) **PUBLIC WORKS / TRAVAUX PUBLICS** **NIL**

E-3) **COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES**

E-3(a) Request from Royal Canadian Legion for use of municipal tent for 2 fundraising events

A request from the Royal Canadian Legion was shared with Council wherein the organization is seeking free use and setup of the municipal event tent on June 15th, 2019 to host a fundraising event for the Neo Kids Foundation in Sudbury; and also on July 20th, 2019 to host a fundraising event to assist with their operational costs. Council inquired about the cost of providing the tent for such events; wherein the Director of Community Services informed Council that a 3rd party service provider is responsible for the setup, take down and storage of the tent, the cost is approx. \$350 per occurrence. Following discussions, Council concurred with the request for both dates, citing that the Royal Canadian Legion is an organization that is always ready to assist the community and other organizations when called upon.


Jeremy Séguin,
Chair


Stephan Poulin,
Director of Economic Development and
Community Services

E-4) **SEWER AND WATER / LES ÉGOUTS ET L'EAU** **NIL**

D-5) **ENVIRONMENTAL / L'ENVIRONNEMENT** **NIL**

D-6) **GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL**

D-6(a) Notice – Ombudsman Investigation

Councillor L. Sénécal read aloud a notice from the Ombudsman of Ontario, dated April 3, 2019 for public record which in part states that « This is to notify you that the Ombudsman's Office has received complaints alleging that on March 19, 2019, Council for the Municipality of West Nipissing held a meeting that did not comply with the open meeting rules in the *Municipal Act*. The Ombudsman's Open Meetings Team will be investigating this complaint. ». The Mayor shared that she did receive an inquiry from the media asking if the matter in question was related to a budget meeting and if proper notice was provided. The Mayor responded to the inquiry citing that the matter did not relate to a budget meeting but rather to an agenda item originally identified as closed meeting item the March 12th agenda; which was subsequently carried forward to the closed meeting of March 19th meeting and that the title had been changed to Municipal Act / Roles & Responsibilities.

E-6(b) Petition: Request for Dovercourt Street Closure at Hwy 64 intersection

Historical data and comments from the West Nipissing Fire Service were shared with Council pertaining to the request for the closure of Dovercourt Street at the Hwy 64 intersection. Councillor Duhaime shared with Council that following a recent Planning Committee meeting during which a new planned sub-division application located off of Dovercourt Street is being developed. Once approved by Council and construction of the new sub-division is initiated, it was noted that a three-way stop will most likely be required to assist with traffic control on the street. This will necessitate an amendment to the Traffic and Parking By-Law to have a new stop sign installed at the identified location.

Discussions ensued and the following comments/options were noted:

- temporary speed bumps be installed to decrease speed;
- use of larger speed islands to decrease speed;
- the option of identifying Dovercourt St. as a one-way street, accessible from Cache Bay St.;
- no entry signs at the Dovercourt / Hwy 64 intersection

It was recommended the Traffic & Parking By-Law be amended to include the installation of a three-way stop sign at Dovercourt & Niko Streets and brought back to Council at the April 23rd regular meeting. Council further requested that staff secure feedback from Public Works re: speed bump options (i.e. rubber speed bumps, graded/sloped paved speed bumps).

E-6(c) Council / Staff Relations Policy

The Council / Staff Relations Policy is being brought forward for Council's consideration. The Mayor indicated that she believed this by-law was being held back until after the appointment of an Integrity Commissioner for the Municipality pending their review/concurrence of the content. The CAO clarified that the Council Code of Conduct was to be discussed/reviewed with the Integrity Commissioner and that the Council / Staff Relations Policy is a mirror of the Council Code of Conduct Policy, Workplace Violence and Harassment Policy and the Procedural By-Law with the addition of the communication portion. Following discussions, it was agreed that the proposed Council / Staff Relations Policy will be brought back to the Apr-23rd regular meeting of Council for approval. It was further agreed that the approved policy will also be shared with the Integrity Commissioner.

E-6(d) Council Financial Report


Council received documentation prepared by the Director of Corporate Services/Treasurer outlining details regarding the disbursement sheets that were distributed to the previous Council which included rationale as to why such information may not be the best format to assist Council in their "role to maintain the financial integrity of the municipality". Discussions ensued during which clarification was sought on the original Notice of Motion submitted by Councillor Duhaime and why it has not been brought back for a vote. The CAO clarified that at the March 5th meeting the matter was referred back to a committee.

Councillor Duhaime requested that the information and proposed policy provided by the Director of Corporate Services/Treasurer be deferred to the Apr-23rd meeting, along with the original Notice of Motion so that a vote can be taken. It was moved by Councillor Duhaime and supported by a majority of Council that this item be deferred to the April 23rd meeting for discussion and a vote.

E-6(e) Draft Asset Management Policy

A draft Asset Management Policy was presented to Council by the Director of Corporate Services / Treasurer. The Director indicated that it is mandated by regulation to have a municipal Asset Management Policy in place by July 2019. She further indicated that there are various stages of implementation and that within the next 2 yrs. we need to adopt an asset management plan for core assets such as roads, water & wastewater, bridges and stormwater; with a goal that by 2023 an all-encompassing Asset Management Plan will cover all municipal assets including roads, infrastructure, bridges, fleets, facilities which will all be linked back to service levels and will be connected to budgets.

Some organizations such as MFOA, AMO have started to develop highly detailed Asset Management Plan templates that can assist in the process. This requirement is completely separate from the Community Safety & Well-Being Plan. This is a joint internal and external management team and consultants.



Lise Sénécal,
Chair



Janice Dupuis,
Deputy Clerk

D-7) PLANNING / PLANIFICATION NIL

D-8) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE

D-8(a) Update – Lavigne Fire Station

A draft construction Cost Estimate Report, prepared by Perry & Perry Architects, for the Lavigne Fire Hall was shared with Council. The CAO confirmed that the shared documents indicated that the estimated costs to repair deficiencies are approx. \$370,000 +/- 15% + HST. The construction of a new similar emergency service facility taking into account the newer, stricter building codes requiring that emergency facilities be built to a post-disaster standard would cost in the neighbourhood of \$1.2 to \$1.5 million.

Chief Maranda commented that based on the estimates provided in the Perry & Perry Report, and given his fire service facilities budget that partial remedial repairs could be undertaken in order to extend the life expectancy of the Lavigne Fire Hall.

A lengthy discussion ensued regarding the structural integrity of the Lavigne Fire Hall. It was indicated that the municipal Chief Building Official and Facilities Manager have performed onsite evaluations and that an Engineer was consulted with everyone confirming that the Lavigne Fire Hall is structurally sound, that the building can be occupied but noting that repairs are required. Certain Councillors are seeking further guarantees requesting that the Engineer perform a site visit to confirm and validate his original assessment of the integrity of the building.

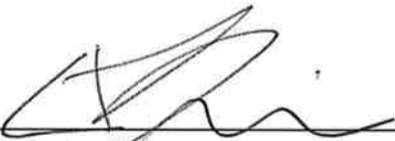
Following a show of hands the request to have the structural Engineer return to perform a site visit was not supported. Staff will endeavour to bring back a report / additional information to Council pertaining to various options on how to proceed with the Fire Hall repairs:

- (1) Partial remedial repairs
- (2) Investing in long-term repairs to extend the life of the building

E-8(b) Community Safety & Well Being Plan – Webinars (Councillor Fisher)

Councillor Fisher wished to bring to everyone's attention the upcoming webinars pertaining to Community Safety & Well-Being Plan initiative. Councillor Fisher implored Councillors to avail themselves of the information and participate in one of the available webinars.

It was requested that the letter from the Chair of the West Nipissing Police Board offering assistance and support for this initiative should be brought back to Council for discussion.



Christopher Fisher,
Chair



Janice Dupuis,
Deputy Clerk

D-9) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE NIL

**REGULAR COMMITTEE MEETING /
RÉUNION RÉGULIÈRE**

F) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ NIL

G) NOTICE OF MOTION / AVIS DE MOTIONS

H) NEW BUSINESS / AFFAIRES NOUVELLES NIL

I) INFORMATION, QUESTIONS & MAYOR'S REPORT / INFORMATION, QUESTIONS et RAPPORT DU MAIRE

I-1 The Mayor gave her report which included:

- (1)** Raising of the flag took place at the municipal office in honour of the Organ donation month. Individuals are encouraged to register as donors to help save lives.
- (2)** Thanks goes out to all our great local volunteers, as this is National Volunteer week.
- (3)** Marc Serre's office is looking for nominations for volunteer recognition.

J) CLOSED MEETING / RÉUNION À HUIS CLOS.....NIL

K) ADJOURNMENT / AJOURNEMENT

K-1 A resolution was passed to adopt By-law **2019/33** confirming the proceedings of Council at its meeting held on April 9, 2019.

No. 2019/116 Moved by: Councillor Roveda
 Seconded by: Councillor Duhaime

BE IT RESOLVED THAT By-law No. **2019/33** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 9th day of April 2019, shall come into force and take effect on the date it is passed.

CARRIED

K-2 A resolution was passed to adjourn the meeting of Council.

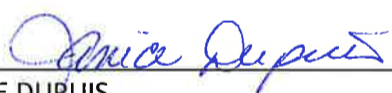
No. 2019/117 Moved by: Councillor Malette
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT the meeting of Council held on April 9, 2019 be adjourned.

CARRIED



JOANNE SAVAGE
MAYOR



JANICE DUPUIS
DEPUTY CLERK