

## AGENDA / ORDRE DU JOUR

- A) Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires
- B) Addendum and Agenda / Addenda et Ordre du jour
- B-1 Resolution to approve the Addendum
- B-2 Resolution to adopt the Agenda
- C) Delegations & Petitions / Délégations et pétitions ..... NIL

### COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

- D-1) General Government / Gouvernement général
- D-1(a) Council Legal Coverage and Fees (sample from Toronto) (C. Fisher)
- D-1(b) Meeting Schedule - September 2019
- D-1(c) Revised budget document and budget presentation to Council (J. Savage)
- D-1(d) Municipal Modernization Fund
- D-1(e) Request to purchase a portion of vacant municipal land on Cholette Avenue (B. Desgroseilliers)
- D-1(f) Request to purchase a portion of vacant municipal land on Glenrock Road (R. Lamarche)
- D-1(g) Municipal Affairs Session – Proposed Dates (J. Savage)
- D-2) Planning / Planification
- D-2(a) Proposed Licensing Agreement for Camping Trailers/RV's in West Nipissing (additional documents attached)
- D-2(b) Provincial Policy Statement Review (additional documents attached)
- D-3) Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique
- D-3(a) Speed of boats on Rivers (C. Fisher + R. Larabie)
- D-4) Economic Development / Développement économique
- D-4(a) IPM Update (verbal)
- D-5) Social Services and Health / Services sociaux et santé
- D-5(a) Used Needles & Drug Issues
- D-6) Public Works / Travaux publics
- D-6(a) Lavigne Street Lights – Update

**D-7) Community Services / Services communautaires**

**D-7(a)** Clear Lake Cottagers Association (*J. Savage*)

**D-8) Sewer and Water / Les égouts et l'eau**

**D-8(a)** Verner Water Situation Update (*verbal*)

**D-9) Environmental / L'environnement ..... *NIL***

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<b>REGULAR COUNCIL MEETING / RÉUNION RÉGULIÈRE</b>
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**E) Planning / Planification**

**E-1** Resolution to approve By-Law **2019/64** to accept, assume and dedicate lands for public highway purposes (Pt of Piquette Rd in Sturgeon Falls)

**F) Correspondence and Accounts / Comptes et courrier**

**F-1** Resolution to adopt the minutes of the meeting of Council held on July 16, 2019.

**F-2** Resolution to adopt the CLOSED minutes of the meeting of Council held on July 16, 2019.

**F-3** Resolution to adopt the minutes of the SPECIAL meeting of Council held on August 6, 2019.

**F-4** Resolution to receive the minutes of the NBPSDHU meeting held April 24, 2019

**F-5** Resolution to receive the minutes of the DNSSAB Board meeting held June 19, 2019.

**F-6** Resolution to receive the disbursements of accounts payables.

**G) Unfinished Business / Affaires en marche**

**H) Notice of Motion / Avis de motion**

**I) New Business / Affaires nouvelles**

**I-1** Resolution to receive the 2<sup>nd</sup> Quarter Financial Update for the Municipality.

**I-2** Resolution to adopt By-Law **2019/65** to appoint Municipal Law Enforcement Officers for the Municipality

**I-3** Resolution to adopt By-Law **2019/66** to appoint Municipal Law Enforcement Officers as enforcement authorities for property standards related matters.

**I-4** Resolution to adopt By-Law **2019/67** to Regulate Garbage Collection and Recycling in the Municipality

**I-5** Resolution to approve the Stipend - Honorarium for Volunteers Members of Boards and Committees Policy

**I-6** Resolution to declare Public Works equipment (vehicle & float) as surplus equipment and to authorize the disposition.

**I-7** Resolution adopt By-Law **2019/68** to authorize the Mayor and CAO to sign an Amending Agreement with Ontario Clean Water Agency (OCWA) (*separate document*)

**I-8** Resolution to award the Request for Proposal for the Remediation of Flooded Roads in the Municipality

**J) Addendum / Addenda**

**K) Information, Questions & Mayors' Report / Information, questions et rapport du Maire**

**J-1** Mayor's Report

**L) Closed Meeting / Réunion à huis clos**

**L-1** Resolution to proceed into closed meeting as authorized in Section 239 (2) of the Municipal Act, to discuss the following:

- (A)** the security of the property of the municipality or local board;
  - (i)** Internet Provider – Confidential Proposal with proprietary information
- (B)** personal matters about an identifiable individual, including municipal or local board employees;
  - (ii)** Human Resources Concerns – Fire Department
- (E)** section 239.3(b) an ongoing investigation respecting the Municipality, a local board or a municipally controlled corporation by the Ombudsman under the *Ombudsman Act*, an Ombudsman referred to in sub-section 223.13(1) of this Act, or the Investigator referred to in sub section 239.2(1)
  - (iii)** Ombudsman Preliminary Report


**L-2** Resolution to adjourn the closed session

**M) Adjournment / Ajournement**

**M-1** Resolution to adopt By-law **2019/69** confirming proceedings of meeting

**M-2** Resolution to adjourn the meeting

## SCHEDULE "B" OF BY-LAW 2019/24

 <b>AGENDA ITEM REQUEST FORM</b>			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:	June 17th		
Name of Requestor:	Chris Fisher	Date submitted: June 7th	
Address:	Full mailing address: 3636B Hwy 539 Field		
Phone:	Home: 705-758-1632	Business / Cell:	Fax:
E-Mail:	Cfisher@westnipissing.ca		
Requested Agenda Item/Subject:	Legal Fees to be Paid by individual Councillors unless they are acquitted etc.		
Additional details / background information: <input checked="" type="checkbox"/> see below <input checked="" type="checkbox"/> Supporting documents attached separately  <i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i>			
See Toronto's policy on this, seems to be like this for most places that has a policy around this.			
ADMINISTRATIVE APPROVAL			
<b>STEP 1 →</b> Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date:	
MUNICIPAL OFFICE USE			
<b>STEP 2 →</b> This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	June 10 <sup>th</sup> 2019	Received from:	CAO
Meeting Date Requested:	JULY MEETING	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):			<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

## ➤➤➤ HERE IS THE SAMPLE FROM TORONTO :

Expenses to provide legal representation for Members of Council are covered where the proceedings relate to activities of the Member while carrying out his or her official duties, and may include both City and ward related matters.

Coverage is provided either by the City's insurance or the City's [Indemnification Policy](#). Coverage extends to civil suits and criminal and regulatory offences including:

- legal costs and damages if sued
- damages or costs where lawsuits are not covered by insurance if Council determines the proceeding resulted from acts or omissions in his or her capacity as a Member
- reimbursement of legal expenses related to criminal or regulatory offences if acquitted or charges are dismissed or withdrawn

The City Solicitor is required to review and report to Council on the reasonableness of Members' legal expenses.

Legal expenses that are not covered include:

- personal matters that are outside the duties of a Member (for example, those arising from activities of a Member while a candidate)
- criminal or regulatory matters where the Member has been found guilty
- conflict of interest proceedings where there has been a finding of a contravention of Section 5 of the [Municipal Conflict of Interest Act](#).

In addition, Members may incur legal expenses that are payable from the [Council General Expense Budget](#).

### Legal Fees

Members should always consult with the City Solicitor before incurring any legal expenses (including legal research).

The following legal fees are eligible expenses paid out of the Council General Expense Budget:

- City Council has authorized the retention of an external law firm to provide independent advice and representation from time to time to Members of Council in relation to any proceedings before the Information and Privacy Commissioner of Ontario concerning access to records held by a Member of Council. (City Council, [2011](#) and [2014](#)).
- The City Clerk and the City Solicitor must confirm that the proceedings pertain to the individual interests of the Member of Council prior to counsel being retained to provide advice and representation.
- Fees related to the retained external law firm will be paid from the Council General Expense Budget.
- Legal fees related to Code of Conduct investigations:
  - if the Integrity Commissioner finds that the Member has inadvertently violated the Code or violated the Code in good faith; or
  - if the Integrity Commissioner has found the Member violating the Code and City Council received the Integrity Commissioner's report for information.
- Fees related to informal complaints (part A) and formal complaints (part B) of the Code of Conduct Complaint Protocol for Members of Council. ([City Council, 2012](#)).

- Fees related to judicial reviews related to Code of Conduct investigations.
- Legal fees related to complaints or investigations handled by the Lobbyist Registrar, Ombudsman or Auditor General under Part V of the *City of Toronto Act, 2006* ([City Council, 2014](#)).
- Legal fees related to investigations conducted by the Toronto Police Service related to the Member's duties and responsibilities, excluding criminal investigations. ([City Council, 2014](#)).

Legal fees that are not eligible expenses include:

- Personal conflict of interest opinions
- Legal opinion that the City Solicitor can provide
- Legal opinion that supports a community group against a City position

### **Legal Expenses Related to Defamation Actions Brought by a Member of Council**

City insurance is not available in legal actions related to defamation initiated by Members; however, City insurance is available to defend Members on such matters.

City Council may authorize the reimbursement of legal expenses of Members on a case-by-case basis for actions brought by a Member to address matters of reputational harm where the expenses are incurred in the Member's capacity as a Member. Members should contact the City Solicitor to discuss whether the matter can proceed.

### **Legal Expenses Related to Compliance Audits**

Members must obtain their own legal or other expert advice for compliance audit matters because any compliance audit expenses are incurred in their capacity as candidates, not as Members. *The Municipal Elections Act, 1996* considers compliance audit expenses to be campaign expenses.

See the [Constituency Services and Office Budget Policy](#) (Appendix 1 – Resources available/allocated to Councillors) for more information.

Chris Fisher  
705-492-6784  
Sent from my iPad

# MEMORANDUM

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**TO:** Mayor and Council  
**FROM:** Jean-Pierre (Jay) Barbeau, CAO  
**DATE:** August 7, 2019  
**RE:** MEETING SCHEDULE – SEPTEMBER 2019

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I have been informed by staff that there may have been discussion concerning the September Council meeting schedule in light of the upcoming IPM. Currently, there would be meeting on the 3<sup>rd</sup>, which is the Monday following the long weekend, the 10<sup>th</sup> and 17<sup>th</sup> of September. I would recommend keeping to our procedural by-law at this time and determine at a later date what amendments could be made.

We have a lot of pressing issues requiring Council's attention. Should it appear that we can't have quorum during that time, then adjustments can be made.

Thank you,

**Joie de vivre**



**West Nipissing Ovest**

Joie de vivre

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

# **2019 BUDGET SUMMARY**

**Municipality of West Nipissing**



**West Nipissing Ouest**



# 2019 Budget Summary

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The 2019 Budget was presented with some significant challenges in uncontrollable expenditures: wages and benefits – prior to any additional new staff, increases in social services levies, expenditures related to the 2019 International Plowing Match and Rural Expo, and insurance increases. Additionally, departments presented internal challenges and goals.

## **The following considerations and highlights were incorporated into the final Budget:**

There was an increased investment in facility repairs and maintenance, across all departments. Accompanying this was increased transfers to capital reserves to continue to address the infrastructure gap and facilitate future planning.

Municipal staffing level was increased to accommodate a year round, full time operation of the Sturgeon River House Museum. An additional full time employee was approved in the Public Works department to provide better supervision of projects and reduce overtime hours of existing employees. An additional part time municipal law enforcement officer was approved to address the cannabis legislation.

The 2019 International Plowing Match and Rural Expo (IPM) is being hosted in Verner this year. The additional costs related to this event are one-time expenses and a transfer from General Reserve was approved to offset the expenditures.

Conseil de Arts de Nipissing Ouest received a 3 year commitment for funding, commencing with \$50,000 in 2019.

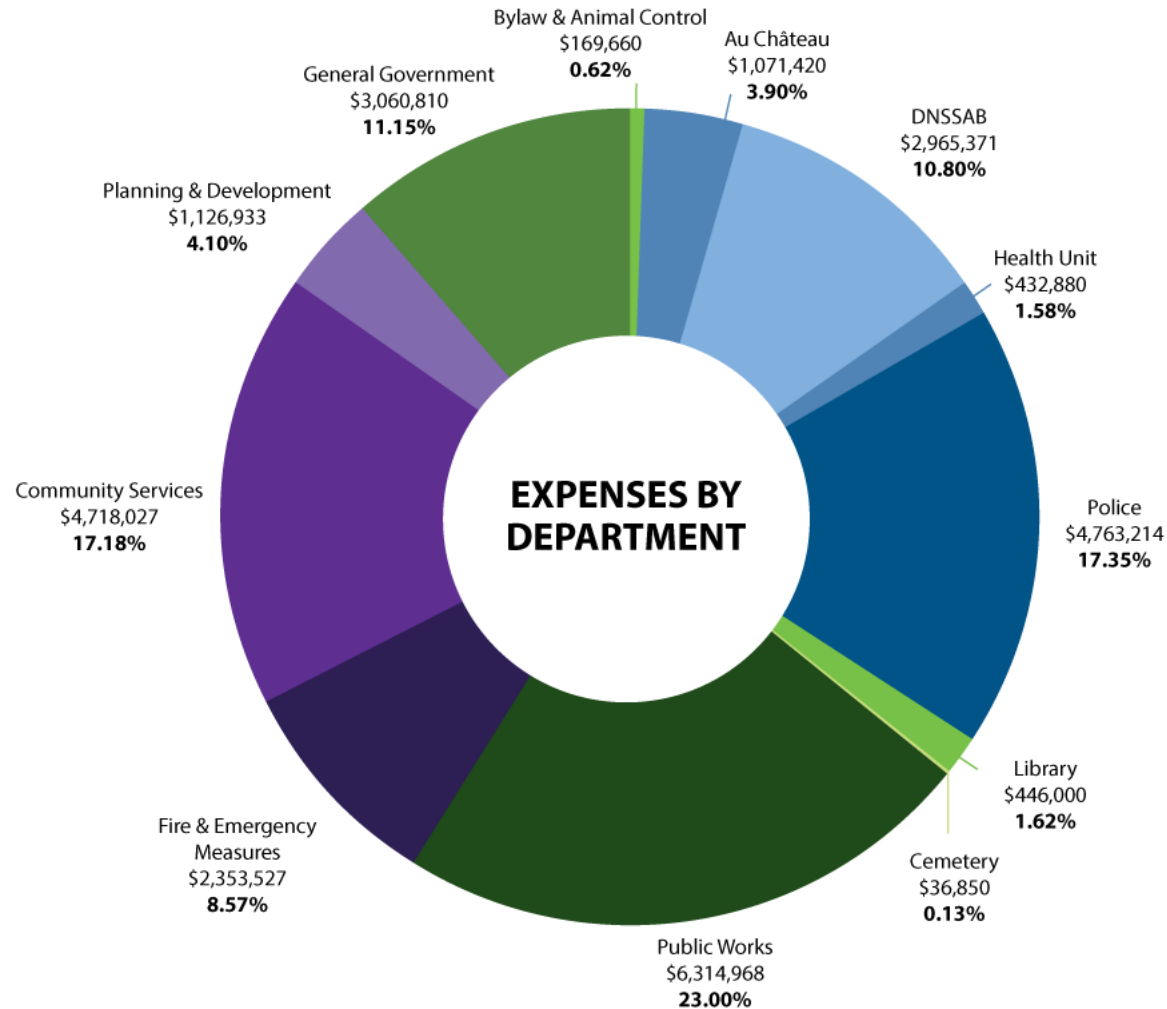
Ontario Municipal Partnership Fund (OMPF) was stable for 2019. Dividends from West Nipissing Power Generation were kept at the 2018 level; however as the Water and Sewer budget reduces its reliance on these dividends, the Municipal operating budget receives the benefit.

Fee increases approved in 2018 for the Building and Planning department generated additional user fee revenue in 2019. A \$500,000 portion of the 2018 surplus was transferred from General Reserve, to offset tax increases in the current year. This is consistent with 2018.

**The final approved Budget includes \$24,591,762 of operating expenditures and \$5,260,054 of capital expenditures.**



# 2019 – Expenses by Department

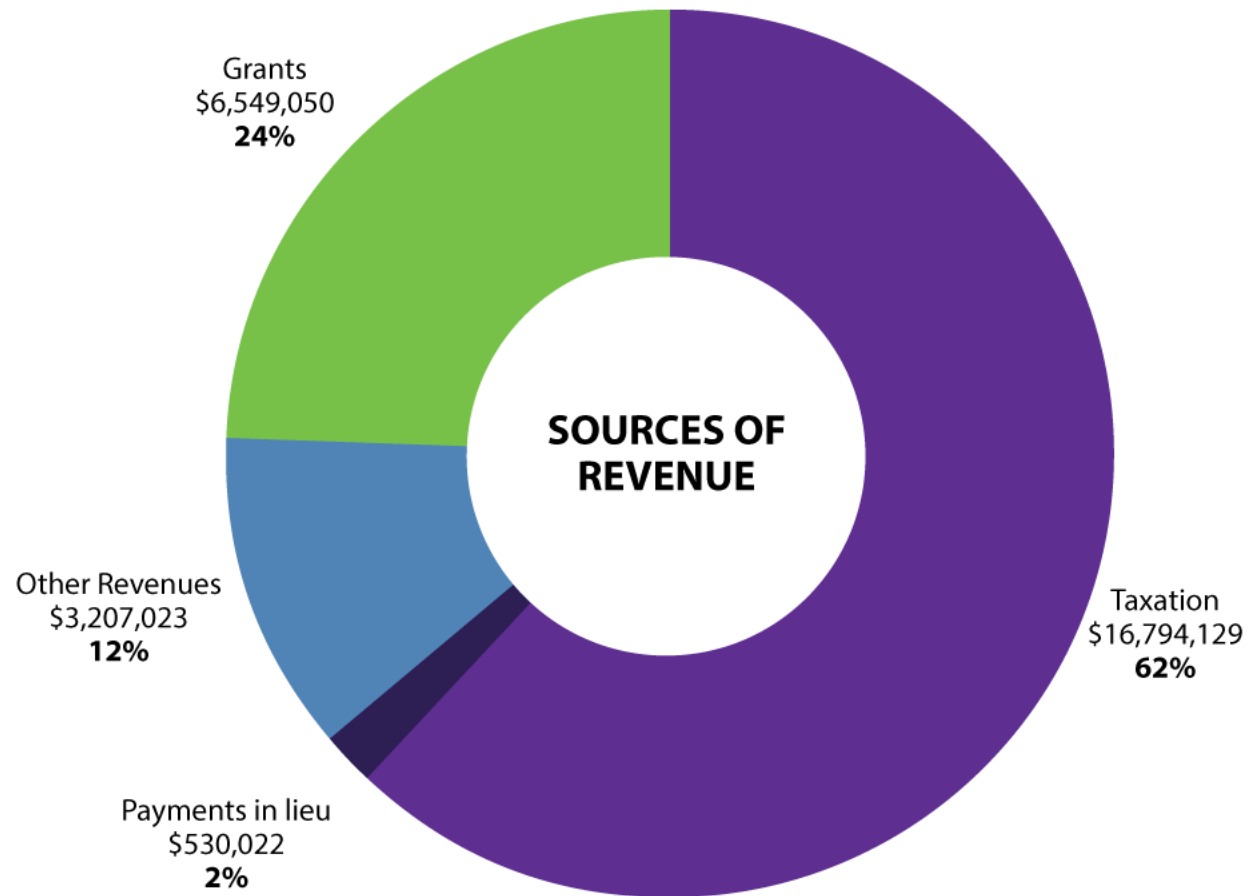


Expenditures are shown net of transfers to reserve.

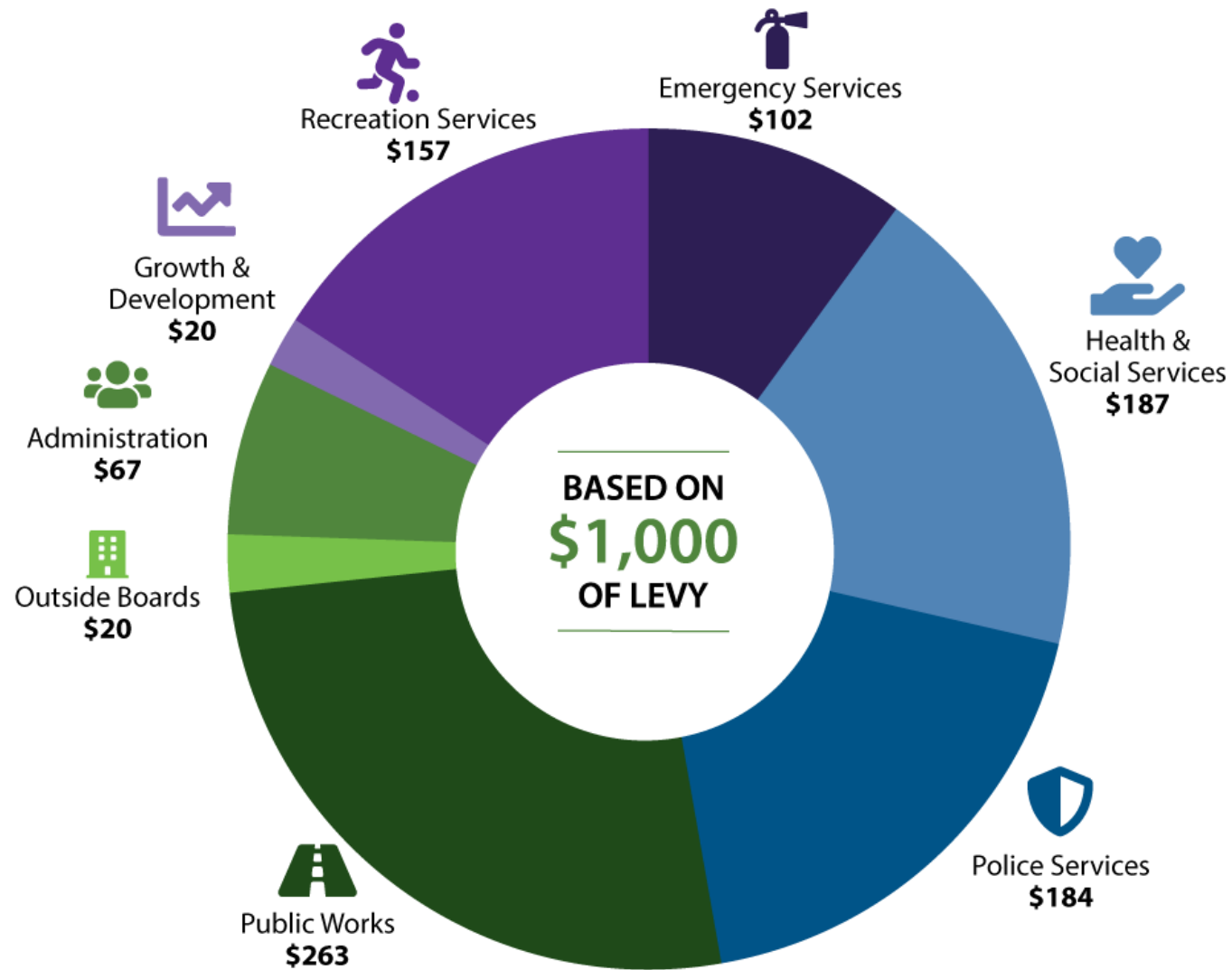


## 2019 – Sources of Revenue

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# 2019 – Where Do Your Tax Dollars Go?



# MEMORANDUM

**TO:** Mayor and Council

**FROM:** Jean-Pierre (Jay) Barbeau, CAO

**DATE:** August 8th, 2019

**SUBJECT:** **MUNICIPAL MODERNIZATION FUND**

## **BACKGROUND:**

You will recall that in March of this year, the Province announced a special fund that is referred to as the "Municipal Modernization Fund". The Municipality of West Nipissing has received \$725,000 as a one-time fund to assist us in examining our operations and the directions we are taking. This is the 20<sup>th</sup> year that West Nipissing is in existence. We have made great strides on many fronts: the recovery from the Mill shutdown, the special events that we host, the infrastructure projects that we have undertaken and our favourable financial and tax position relative to other communities.

## **RECOMMENDATION:**

With all that said, I believe now is an opportune time to examine various aspects of our operations and also the strategic direction that we are taking to ensure a thriving and healthy community for years to come. I am proposing that we commence the process of conducting a number of planning exercises.

**Community Strategic Plan:** I believe it is high time to engage our citizens and stakeholders to obtain feedback as to where we are now and where we want to be in the future. This will have a positive effect in terms of community engagement as well as providing critical information to Council as to how best to direct resources.

**Operational Review:** As indicated, we have been in existence for 20 years as West Nipissing. I have been CAO for 19 of those years. I have worked with terrific Councils and staff members and our accomplishments are significant. There is always room for a fresh perspective to make us even better. I would look forward to a study examining all areas of our operations that can assist Council and myself to make adjustments finding efficiencies and enhancing all areas.

**Asset Management Planning:** This is both necessary and mandated. It involves both facilities planning and infrastructure planning. This is an enormous and very complex undertaking. We have made great strides in certain areas but like all smaller communities with limited resources, we could use some help.

I would recommend that we commence the process of commencing these initiatives while funding is available. Looking forward to the discussion.

from the desk of :  
Jean-Pierre (Jay) Barbeau  
C.A.O.

# Joie de vivre



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

## News Release

# Ontario Invests in Small and Rural Municipalities to Improve Service Delivery and Efficiency

## Investments Will Support Communities, Respect Taxpayer Dollars

March 20, 2019 9:00 A.M. | [Ministry of Municipal Affairs and Housing](#)

INNISFIL - Ontario's government is working for the people to improve local service delivery and efficiency in the province's municipalities. Today, Steve Clark, Minister of Municipal Affairs and Housing announced a one-time investment for many of Ontario's small and rural municipalities.

Some of Ontario's small and rural municipalities may have limited capacity to plan, modernize and improve the way they provide services to their communities. With this funding, municipalities can improve service delivery by finding smarter, more efficient ways to spend money that help those who need it most while respecting taxpayer dollars.

"Taxpayers need their local government to deliver modern, efficient services that show respect for their hard-earned dollars. This funding will help small and rural municipalities improve how they deliver services and reduce the ongoing costs of providing those services," said Steve Clark, Minister of Municipal Affairs and Housing. "I look forward to continuing to work together with our municipal partners to help people and businesses in communities across our province thrive."

Ontario's government for the people was elected to restore transparency and accountability in Ontario's finances. The province undertook a line-by-line review of its own expenditures, and we have been clear that we expect our partners, including municipalities, to be taking steps to become more efficient. Examples could include service delivery reviews, development of shared services agreements, IT solutions, capital investments or other projects. Municipalities will decide how to best target funding to benefit their local communities.

"This financial support from the Province will help in our ongoing efforts to make sure we operate as efficiently as possible, as we continue to deliver the much-needed services our residents have come to expect and depend on," said Lynn Dollin, Mayor of Innisfil.

The funding supports Ontario's commitment to reduce the cost of government.

## Quick Facts

- [405 municipalities will receive funding.](#)
- The Town of Innisfil will receive close to \$677,000.
- To ensure investments are targeted to where they are needed most, funding will be allocated based on the number of households in a municipality and whether the municipality is urban or rural.

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## Media Contacts

# MEMORANDUM

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**TO:** Mayor and Council

**FROM:** Melanie Ducharme, Municipal Clerk/Planner

**DATE:** August 8, 2019

**RE:** **Offer to Purchase Municipal Land (Unopened Cholette Street, Sturgeon Falls)**

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Please see attached letter from Stewart and Bain concerning an offer to purchase the unopened road allowance/municipal lands at the south limit of Cholette Street in the southeast corner of the Municipality (see map attached). The lands are being sought to provide access to lands south of the municipal lands which are currently land-locked.

This disposition, if approved, would be subject to the provisions of Section 6 of By-Law 2015-57, which is attached hereto.

Melanie

**Joie de vivre**



**West Nipissing Oust**

Joie de vivre

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







# STEWART & BAIN

## PARTNERS IN LAW LLP

Barristers, Solicitors and Notaries

RECEIVED

JUL 16 2019

David T. Stewart, B.A. LL.B.

[david@stewartlaw.ca](mailto:david@stewartlaw.ca)

Andrea M. Bain, B.Sc., B.Ed., LL.B.

[andrea@stewartlaw.ca](mailto:andrea@stewartlaw.ca)

38 Queen Street, Sturgeon Falls, ON P2B 2C6

Tel.: (705) 753-3000 Fax: (705) 753-3968

July 8, 2019

The Corporation of the Municipality of West Nipissing  
Department of Planning and Development  
101-225 Holditch Street  
Sturgeon Falls, ON P2B 1T1

**HAND DELIVERED**

Attention: Melanie Ducharme, Municipal Planner/Clerk

Dear Madam:

Re: [REDACTED] o Purchase

PCL 18961 Sec Nip; Pt Lt 3 Con A Springer as in LT76374 Except Pt 1 & 2, 36R8823 & Pt 1-5, 36R11362; West Nipissing; District of Nipissing  
End of Cholette Street, Sturgeon Falls, ON

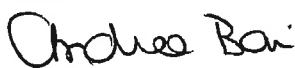
Please be advised that we have been retained to represent the interests of [REDACTED] owner of the above mentioned parcel of land. This parcel is located at the end of Cholette Street, beyond the maintenance area of the municipality. As such, our client's parcel is land locked. Accordingly, our client is interested in purchasing the south end of Cholette Street to allow access to his property. The current legal description is PIN 49083-0248, PCL 27736 Sec Nip; Pt Lt 3 Con A Springer Pt 1, 36R8788; West Nipissing; District of Nipissing. A copy of the PIN page and PIN map are enclosed for your reference.

Would you kindly advise as to whether to municipality would be in agreement to transferring a portion of Cholette Street to our client.

Yours very truly,

Stewart & Bain Partners in Law LLP

Per:



Andrea M. Bain

encl.

51416 : 1 : 500

PLAN

M-11.7

PLAN 3SR-8788

RECEIVED AND DEPOSITED

DATE: MAY 23, 1960

DATE: 11/10/9

F. D. Miller  
B. D. MILLER  
ONTARIO LAND SURVEY

DEP. LAND REGISTRAR FOR THE  
LAND TITLES DIVISION OF NIPISSING

**CAUTION:**

THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN  
THE MEANING OF THE PLANNING ACT

PART 1 - PART OF THE REMAINDER OF PARCEL  
15488 NIPISSING

METRIC  
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED  
TO FEET BY DIVIDING BY 0.3048.

PARCEL 18961 NIPISING

PART 1

1 AR 64 - 0 5 2 40

**SURVEYOR'S CERTIFICATE**

**I CERTIFY THAT**

7. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE THEREUNDER;

9. THE SURVEY WAS COMPLETED ON THE 28TH DAY OF APRIL, 1891.

NORTH BAY, ONTARIO

MAY 9th, 1901.

R. D. MILLER  
ONTARIO LAND SURVEYOR  
FOR: CLARKE DORLAND & MILLER LIMITED  
ONTARIO LAND SURVEYORS

BEARING NOTE

BEARINGS : 1. MONOMONIC AND ARE REFERRED TO  
THE WEST : OF PART I, AS SHOWN ON PLAN  
368-PCAS : US A BEARING OF 90° IS IN

**NOTE**

1385 261077 1-1621000-000-0 MILLER LIMITED  
1404 261077 1-1621000-000-0 MILLER LIMITED  
1421 261077 1-1621000-000-0 MILLER LIMITED

**CLARKE DORLAND & MILLER LIMITED**  
ONTARIO LAND SURVEYORS  
UNIT 1, 343 AIRPORT ROAD  
BOX 542 NORTH BAY, ONTARIO

FBI WFO		410-2200
COMPUTER F.P.C. 400	DATA UNIT COM 40	COMPUTER FILE 410-2200
2-1-68	2-1-68	2-1-68



**BY-LAW 2015/57**

**BEING A BY-LAW TO REPEAL BY-LAW 1999/58 AND TO ESTABLISH  
PROCEDURES, INCLUDING THE GIVING OF NOTICE TO THE PUBLIC, GOVERNING THE  
SALE OF REAL PROPERTY OWNED BY THE MUNICIPALITY**

**WHEREAS** Section 270(1)(1) of the *Municipal Act, 2001, S.O. c. 24* as amended requires all municipalities to adopt and maintain policies governing the sale or disposition of land and the giving of notice to the public;

**AND WHEREAS** the Council deems it expedient to update the municipal by-law to conform with current legislation;

**NOW THEREFORE THE COUNCIL FOR THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:**

**1. DECLARATION PROPERTY SURPLUS, APPRAISAL & NOTICE**

Before selling any real property, the Council shall:

- (1) declare, either by by-law or resolution, that the said real property is surplus to the needs of the municipality;
- (2) when appropriate in the circumstances obtain an appraisal or an opinion of value of the fair market value of the real property; and
- (3) give notice of the proposed sale of the surplus property as set out below.

**2. NOTICE OF PROPOSED SALE**

- (1) Notice of the proposed sale or disposition of the real property shall be sufficiently given if notice of the proposed sale or disposition is published once in the local newspaper;
- (2) Notice under Section 2(1) is not required where other notice provisions in the *Municipal Act, 2001* or any other Act set out other notice requirements; and
- (3) Notice shall indicate that highest offer shall not necessarily be accepted.
- (4) Notice may be waived by Council in its sole discretion.

**3. EXEMPTIONS TO APPRAISAL REQUIREMENT**

Without limiting the scope of 5.1(3) above, the following specific situations do not require an appraisal or valuation:

- (1) An appraisal is not required to the following classes of land:
  - (i) land acquired in connection with an approval or decision under the Planning Act;
  - (ii) closed highways if sold to an owner of land abutting the closed highways;
  - (iii) land that does not have direct access to a highway if sold to the owner of land abutting that land; and
  - (iv) easements granted to public utilities or telephone companies.
- (2) An appraisal is not required for the sale of land to the following:
  - (1) a local board or conservation authority; and
  - (2) the Crown in right of Ontario or Canada and their agencies.

IN ADDITION to the requirements under Sections 1 and 2 of this by-law the following procedures apply:

**4. SALE OF MUNICIPAL PROPERTY GENERALLY**

- a. A person or firm who wishes to purchase property owned by the Municipality must make its request in writing to the Clerk's office.

- b. The Clerk's office investigates all requests to ensure that the sale will be in the best interests of the Municipality.
- c. The Clerk's office forwards information on the property to the appropriate Municipality departments and outside agencies that may have an interest in the matter for their comments.
- d. If the Clerk's office feels that the property should be sold a report is prepared for Council.
- e. That unsolicited offers to purchase real property may be processed on a first come first serve basis.
- f. If Council agrees to dispose of the property, the Clerk's office arranges for the sale of the property, either by tender or direct sale.
- g. Where the real property is not to be disposed of by tender, the purchaser shall pay in advance, the appraisal costs and the cost of giving notice to the public.
- h. In the case of the sale of parkland, all owners within 120 metres of the property proposed to be sold must be advised by mail of the Municipality's intent to do so if the property being sold does not require a rezoning for its proposed use.
- i. The highest offer may not necessarily be accepted. Where appropriate, the Municipality may accept lower offers if it is in the best interest of the Municipality.

**5. SALE OF UNDERSIZED MUNICIPAL PROPERTY**

- a. If a property does not meet the minimum size and area requirements of the zoning by-law, the Clerk's office may offer to sell the property to abutting owners.
- b. Each abutting owner may purchase a minimum of 50 percent of the property. If an owner does not wish to purchase the land, it will then be offered to the other abutting owner.

**6. CLOSING A STREET, LANE OR PUBLIC THOROUGHFARE AND ITS SALE**

The following outlines the closing and subsequent sale of streets, lanes and public thoroughfares in the Municipality:

- (i) A property owner who wishes to have the Municipality close a street, lane or public thoroughfare must make a request to the Clerk's office.
- (ii) The Clerk's office prepares an application and provides petitions to the applicant;
- (iii) The applicant must obtain the signatures on the form provided of all property owners whose land abuts the portion of the street, lane or public thoroughfare to be closed. These owners also must indicate whether they wish to have a portion of the street, lane or public thoroughfare conveyed to them;
- (iv) If the applicant meets all the requirements of the application, the Clerk's office circulates the information to all Municipal departments and outside agencies that may have an interest in the matter for their comments
- (v) If the Clerk's office feels that closing the street, lane or public thoroughfare will be in the best interest of the Municipality, a report with a recommendation.
- (vi) If Council approves the proposed closing, the clerk's office then posts a notice in the local newspaper once a week for two (2) consecutive weeks stating the Municipality's intention to close the lane or street;
- (vii) If no objections to the lane closing are received, the applicant is requested to obtain a plan of survey of the land prepared by an Ontario Land Surveyor. The applicant must submit a draft of the survey to the Clerk's office for approval prior to its registration;
- (viii) Once the plan has been approved and registered a by-law is placed on Council's agenda for enactment;
- (ix) The applicant gives two copies of the registered plan to the Clerk's office. The Clerk's office then prepares the appropriate deeds and has them signed by each owner, where necessary;

- (x) All costs of the survey must be paid by the benefiting owners. If an owner does not pay his or her share of the survey cost within thirty (30) days, the Municipality may offer the full width of the street or lane to the owner on the opposite side of the street or lane;
- (xi) The Municipality may retain or grant easements for present or future use by utility companies. This may restrict the improvements undertaken by property owners on the easement portion of the property;
- (xii) The Clerk's office notifies the Chief Building Official of all parcels of land conveyed to property owners as well as the easements retained by the Municipality or on behalf of any utility companies; and
- (xiii) Despite the provisions of this Section 6, if a commercial use proposes to expand its operation and to do so it requires the entire portion of an abutting street, lane or public thoroughfare, Council may agree to convey the entire street, lane or public thoroughfare to the commercial establishment, without offering any portion of the property to an abutting property owner or property owners.

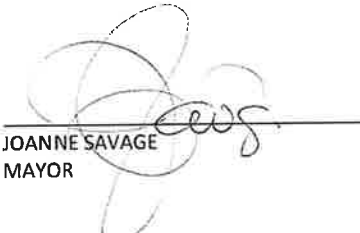
**7. BYLAW REPEALED**

**THAT** By-Law 1999/58, as amended, including all schedules are hereby repealed.

**8. EFFECTIVE DATE**

**THAT** this By-Law shall come into force and take effect on the date it is passed.

**ENACTED AND PASSED THIS 14<sup>th</sup> DAY OF JULY, 2015 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

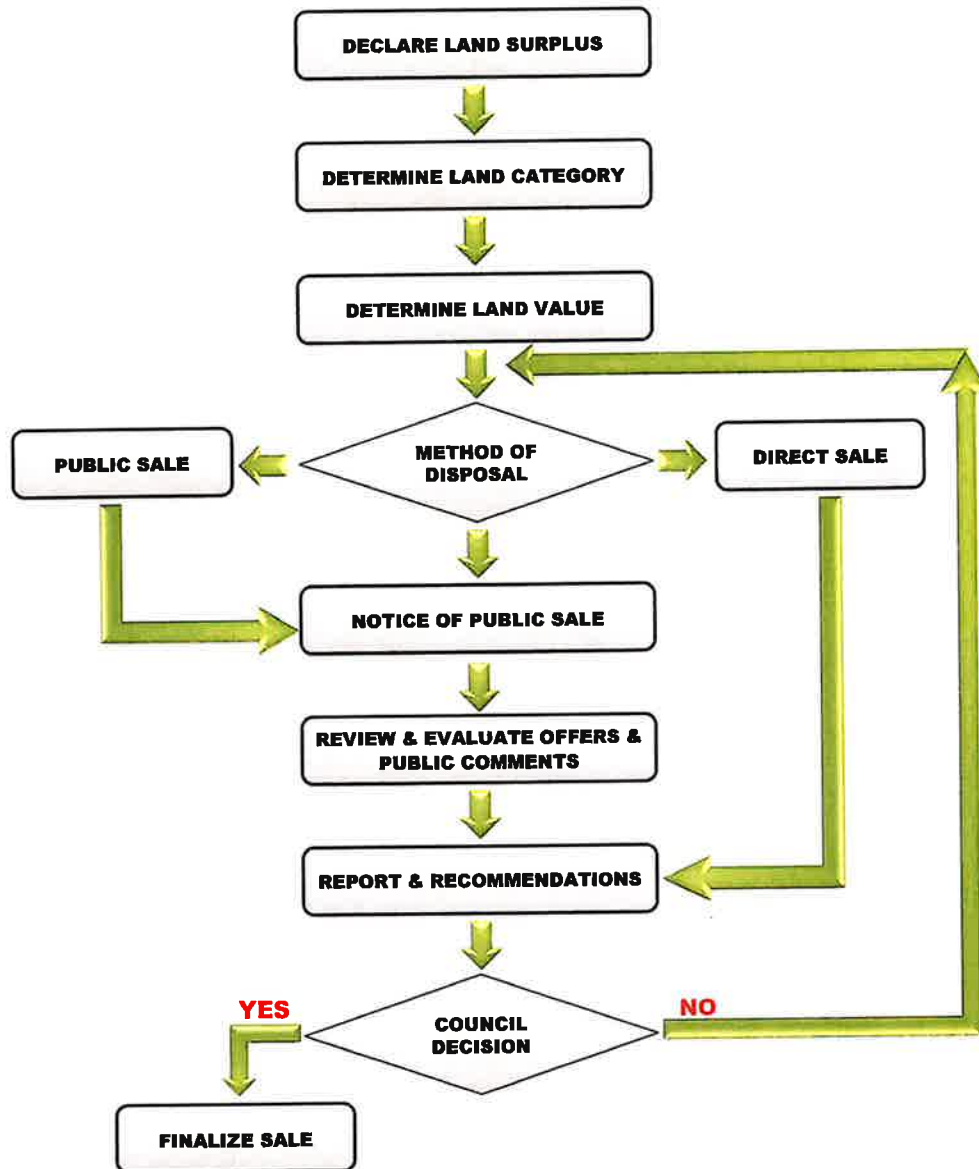


\_\_\_\_\_  
JOANNE SAVAGE  
MAYOR



\_\_\_\_\_  
MELANIE DUCHARME  
CLERK

**SCHEDULE "B"**  
**GENERAL PROCEDURES FOR SALE AND DISPOSITION OF MUNICIPAL LAND**



# MEMORANDUM

---

**TO:** Mayor and Council

**FROM:** Melanie Ducharme, Municipal Clerk/Planner

**DATE:** August 8, 2019

**RE:** Offer to Purchase – Vacant land on Glenrock Road

---

Please find attached an email Requesting to purchase vacant waterfront lands owned by the Municipality which are abutting his property.

Also attached is a string of memos and minutes concerning the original offer from 2016 which evolved into a large discussion concerning municipally owned waterfront lands. It appears that the suggestion made at the January 2017 meeting was never followed up on and no action has been taken.

The proponent is seeking a position on the Municipality's willingness to sell this property to him at the offered price. The MPAC assessment on this property is \$27,500.00.



**From:** [REDACTED]  
**To:** [Melanie Ducharme](#)  
**Subject:** purchase of city lot  
**Date:** July 18, 2019 1:58:26 PM

---

Melanie Ducharme  
Municipal Clerk/Planner

I would be interested in purchasing the lot next to my property 150 Glenrock Rd.  
The property description is Plan M482PT BLK PCL  
23987 NIP Roll #4852040001124000000  
My offer is \$15000.00 for this parcel of land I had sent the same request on Nov.14/2016

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

please kindly send me confirmation of receipt of this e-mail

Sincerely

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Sent from [Outlook](#)



# MEMORANDUM

**TO:** Mayor and Council

**FROM:** Melanie Ducharme, Municipal Clerk/Planner

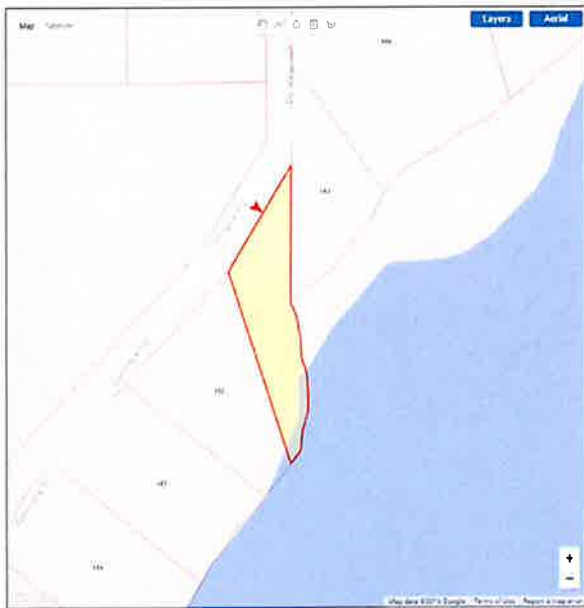
**DATE:** December 2, 2016

**RE:** Offer to Purchase Municipal Land – Glenrock Road

An expression of interest has been received from the owner of lands abutting the Municipally owned lands known as Part of Block B, Plan 36M-482, Springer Twp.

The lands are located on the east side of Glenrock Road and are irregularly shaped having a frontage of approximately 170' on Lake Nipissing, and a depth of approximately 110'. The lands were given by the developer as a Parkland Dedication in 1973

I am seeking Council's direction as to whether it wishes to declare these lands surplus to the municipality and proceed with the sale thereof.



**Joie de vivre**



West **Nipissing** Ouest

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**E-3) Economic Development / Développement économique**

**E-3 (a) General Discussion (requested by Councillor Duhaime)**

Councillor Duhaime introduced a letter from the Chamber of Commerce and a discussion ensued concerning the cooperation of the Municipality to partner with the Chamber of Commerce on matters of Economic Development.

---

Joanne Savage,  
Chair

---

Stephan Poulin,  
Director of Economic Development and  
Community Services

**E-4) Social Services and Health / Services sociaux et santé**

**E-4 (a) Funding Request re: Nipissing Hospice**

Councillor Restoule introduced a letter from the Nipissing Serenity Hospice requesting contribution toward the Hospice. Members of Council had concerns about the availability of the services to residents of West Nipissing. Councillor Roberge suggested that perhaps funds could be allocated to the local hospital to improve services rather than sending the money out of the community. Councillor Restoule brought up the issue of other financial commitments that the Municipality has already committed to such as the expansion of the Au Chateau and the North Bay General Hospital. The Mayor suggested that the principals be invited back to make a further presentation to respond to queries and to ascertain exactly what level of funding is being requested.

---

Jamie Restoule,  
Chair

---

Melanie Ducharme,  
Clerk

**E-5) Public Works / Travaux publics ..... NIL**

**E-6) Community Services / Service communautaires ..... NIL**

**E-7) Sewer and Water / Les égouts et l'eau ..... NIL**

**E-8) Environmental / L'environnement ..... NIL**

**E-9) General Government / Gouvernement général**

**E-9 (a) Glenrock Road (Block B, Plan 36M-482) – Offer to Purchase**

The Planner informed Council that a request was received regarding an offer to purchase municipally owned property on Glenrock Road. Councillors Duhaime and Roberge expressed concerns about disposing of lands which abut water since there are so few. The Mayor suggested that a list of all municipally owned water front properties be brought in January for discussion and the matter of the request being sought concerning the Glenrock Road property be brought back at that time.

**E-9 (b) Discussion re: First Council Meeting in January 2017 (Jan-3-2017)**

The Mayor sought direction from Council regarding cancelling the January 3<sup>rd</sup>, 2017 Council meeting as this will be the 1<sup>st</sup> day back after the New Year break. Following discussion, it was agreed by members to cancel the January 3<sup>rd</sup>, 2017 meeting.

---

Denise Brisson,  
Chair

---

Melanie Ducharme,  
Clerk

December 8, 2016



Dear Sir:

**Re: Block B, Plan 36M-482  
Vacant Municipal Land – Glenrock Road**

---

This letter will confirm that your request to acquire this land was considered at the meeting of Council held on December 6, 2016.

Following discussion, Council agreed that a decision on the matter be deferred until Council has an opportunity to review all of the lands it owns in West Nipissing which abut water. It is anticipated that this discussion will take place in January and I will contact you when further information is available or a decision made by Council concerning your request.

Yours very truly

Melanie Ducharme  
Municipal Clerk/Planner  
/md

# MEMORANDUM

---

**TO:** Mayor and Council  
**FROM:** Melanie Ducharme, Municipal Clerk/Planner  
**DATE:** January 6, 2017  
**RE:** West Nipissing Waterfront Lands & Offer(s) to Purchase

---

At a meeting of council in December, 2016, an Offer to Purchase certain municipally owned lands on Glenrock Road was presented to Council for consideration.

At the time, it was recommended that Council be provided with a listing of all properties owned by the Municipality which abut water in order that Council can properly consider offer(s) of purchase which are presented from time to time.

A listing and corresponding mapping is attached. If there are any other lands which I am not aware of which are not included in this list. Please let me know.

Thank you,

**Joie de vivre**



West **Nipissing** Ouest

Joie de vivre

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

## WEST NIPISSING WATERFRONT PROPERTIES

	Assessment Roll#	Location	Notes	
1	48-52-010-003-13380	21 Riverfront Drive		
2	48-52-001-003-13364	25 Riverfront Drive		
3	48-52-010-003-13380	57 Riverfront Dr	lot is 11' wide	
4	48-52-010-003-13700	next to sewage plant		
5	48-52-010-003-13800	sewage plant	should not be assessed vacant	
6	48-52-010-003-13900	sewage plant	should not be assessed vacant	
7	48-52-010-003-14000	next to sewage plant		
8	48-52-010-004-10400	305 Main Street	Splash Park - should not be assessed vacant	
9	48-52-010-004-11500	300 King Street	Marina	
10	48-52-010-004-11900	King St	Part Parking at Marina	
11	48-52-010-004-12900	King St	Part Parking at Marina	
12	48-52-010-004-13005	271 King St	Vacant Residential Land	
13	48-52-010-004-13200	261 King St	Vacant land next to amphitheater	
14	48-52-010-005-06750	249 King St	amphitheatre	
15	48-52-010-004-13000	271 King St	Vacant Residential Land	
16	48-52-020-007-03840	Bourgeault Street	in front of 171 Bourgeault	
17	48-52-030-012-13700	River St	behind the Legion	
18	48-52-030-012-13800	River St	behind the Legion	
19	48-52-030-012-14000	River St	behind the Legion	
20	48-52-030-013-049-00	Holditch Street		
21	48-52-030-013-12200	Scout's Island		
22	48-52-030-014-130-10	Hwy. 64	North of Domina Crescent	
23	48-52-040-001-12400	Glenrock road	Villeneuve Rd. Subdivision 5% Parkland	Property code wrong in MPAC - s/b 110
24	48-52-040-001-34200	Fort Road	Wetlands	
25	48-52-040-001-41718	Champagne Road	50' Natural Gas Easement	
26	48-52-040-001-43110	Delorme Road		
27	48-52-040-002-235-00	Evansville	flood lands	
28	48-52-040-002-24150	Goulard Road	flood lands	
29	48-52-040-002-243-00		flood lands	
30	48-52-040-002-24400		flood lands	
31	48-52-040-002-31200	East of Levert Drive, No road access	flood lands	
32	48-52-040-002-313-20		flood lands	
33	48-52-040-003-24200	Lac Tonnerre		
34	48-52-050-000-29400	Cache Bay Waterfront	Provincially Significant Wetland	
35	48-52-060-001-16600	St. Jean Road	Beach	
36	48-52-070-001-25400	Field	Behind Subdivision	
37	48-52-070-002-37500	Field	floodplain	
38	48-52-070-002-46300	Field	floodplain	Property code wrong in MPAC - s/b 110
39	48-52-070-002-37200	Hwy. 64	Floodplain	Property code wrong in MPAC - s/b 110
40	48-52-070-002-46300	Field	Floodplain	
41	48-52-070-002-50000	Island in Sturgeon River	Floodplain	
42	48-52-180-001-14350	Tomiko road		



**D-2) General Government / Gouvernement général**

**D-2 (a) (i) Discussion: Municipally Owned Waterfront Properties**

As requested by Council, the Planner provided members with an updated list of all the municipally owned waterfront properties. Councillor Roberge suggested that the matter be deferred to a later date when Council can visit all of its properties and make a business decision on the disposition. The Mayor and Council concurred.

**D-2 (a) (ii) Offer to purchase municipal property – Glenrock Road**

This matter will be re-visited at a future date after Council's assessment of all of its waterfront properties has been completed.

**D-2 (b) Follow-up: SPCA Agreement – Additional information from Daryl Vaillancourt**

As requested by Council, the Director of SPCA, Mr. Daryl Vaillancourt, responded to a request for additional information pertaining to the proposed 3 year term SPCA Agreement with the Municipality of West Nipissing. The proposed agreement requests an annual 3% increase for each year. Mr. Vaillancourt's response highlighted contributing factors including increasing hydro costs, vehicle operating costs, collective agreements, etc. After reviewing the additional information received, Council agreed in principle to the proposed 3 year renewal at the proposed 3% per year annual increase; however the Clerk was requested to go back to the Director and find out what lesser increase may be obtained and for what longer term.

**D-2 (c) Correspondence: City of North Bay re: Kijiji Ice Hut Advertisement**

Correspondence from the City of North Bay regarding a derogatory advertisement pertaining to ice hut rentals was shared with Council. The Mayor is seeking Council's support in issuing a similar letter to the Ministry of Natural Resources and Forestry. Following discussion, it was agreed that a resolution be prepared and brought to the next meeting of Council.

**D-2 (d) Financial Update**

The Director of Corporate Services / Treasurer provide Council with a financial update including final numbers for 2016 which indicate a healthy surplus across the board from all departments. It was confirmed that 2017 Budget deliberations will begin at 8:30 a.m. on January 28, 2017. It was recommended that the meeting be made available through live-stream, if possible.

---

Denise Brisson,  
Chair

---

Melanie Ducharme,  
Clerk

**D-3) Planning / Planification ..... NIL**

**D-4) Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique ..... NIL**

**D-5) Economic Development / Développement économique ..... NIL**


**D-6) Social Services and Health / Services sociaux et santé ..... NIL**

**D-7) Public Works / Travaux publics**

**D-7 (a) Update: Snow Removal**

The Chief Administrative Officer and Manager of Public Works provided Council with an update pertaining to snow removal. The Manager explained the priority of roads and the minimum maintenance standards set by the Province with respect to snow removal. In addition, laws limit the number of hours that operators can operate and also limitations of

## SCHEDULE "B" OF BY-LAW 2019/24

 <b>AGENDA ITEM REQUEST FORM</b>			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Aug 13, 2019	
Name of Requestor:	Joanne Savage Mayor	Date submitted Aug 6, 2019	
Address:	Full mailing address		
Phone:	Home	Business / Cell 705 498 0819	Fax
E-Mail:			
Requested Agenda Item/Subject:		Session - Municipal Affairs	
Additional details / background information:		<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately <p><i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information, which may be required to make an informed decision in the best interest of the municipality.</i></p> <p>Proposed dates            Sept 9            Sept 12            Sept 23            Sept 24            Sept 25</p>	
ADMINISTRATIVE APPROVAL			
<b>STEP 1 →</b> Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate		Date	
MUNICIPAL OFFICE USE			
<b>STEP 2 →</b> This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	AUGUST 8, 2019	Received from:	J. Savage
Meeting Date Requested:	AUGUST 13, 2019	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):			<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

# MEMORANDUM

---

**TO:** West Nipissing Planning Advisory Committee

**FROM:** Melanie Ducharme, Municipal Clerk/Planner

**DATE:** August 7, 2019

**RE:** **PROPOSED LICENSING BY-LAW FOR CAMPING TRAILERS**

---

At the meeting of May 3, 2019, the Planning Advisory Committee received a presentation from the By-Law Enforcement Officer and a Staff Report, addressing the ongoing issue of camping trailers in the Municipality of West Nipissing. The following is intended to assist the Building, Planning and By-Law Enforcement staff in responding to complaints regarding campers which are located on vacant and residential lots within the Municipality of West Nipissing. This does not include residential owners whose trailers are stored in their yards, nor any trailer which is located within a commercial campground as these are already regulated by the West Nipissing Zoning By-Law.

On June 10, 2019 and on July 8<sup>th</sup>, the committee reviewed drafts of the proposed licensing by-law and heard deputations from a variety of citizens and further discussed the matter. Despite varying opinions on the specific provisions, all members present were in agreement that the matter needs to be addressed and adopted the attached resolution recommending that Council undertake to enact a Trailer Licensing By-law and an Amendment to the West Nipissing Zoning By-Law.

I am including, as a separate document to this memo, all of the materials which the Planning Committee has had before it for discussion and the purpose of this memorandum and ensuing discussion is to seek Council's direction to move forward with respect to the following:

**1. Trailer Licensing By-Law:**

- a. Is Council in favour of adopting a By-Law to regulate Camping Trailers in West Nipissing by requiring that every camping trailer or RV which are set up as a summer residence, permanent or temporary, obtain an annual license and, if so,
- b. A draft Licensing By-Law is attached for discussion. Since the details of the Licensing By-Law and the subsequent zoning amendment are relatively the same, they are outlined in the following section.

**Joie de vivre**



**West Nipissing Ouest**

Joie de vivre

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## 2. Zoning By-Law Amendment:

If a Trailer Licensing By-Law is adopted, the West Nipissing Zoning By-Law will have to be amended as well to reflect the same provisions as are contained in the Licensing By-Law; As is set out in the *Planning Act*, an amendment to the Zoning By-law will require public consultation and I am suggesting that a Special Meeting of the Planning Advisory Committee be held for this specific matter. If Council so chooses, this matter can stay at the Council level so that all members can hear the public deputations.

Based on the comments raised at the Planning Advisory Committee, the main items for consideration in an amendment are as follows:

- a. **Maximum Numbers:** What is the maximum number of camping trailers which can be set up on a vacant or a residential lot?
- b. **Vacant Lots:** Should vacant lots have different standards than lots containing an existing dwelling?
- c. **Lot Size:** Should different lot sizes and/or zoning designations have different maximum numbers allowed? In the licensing by-law, I have proposed 2 campers on a Shoreline Residential or Rural Residential Lot and a maximum of 4 campers on a Rural or Agricultural Lot.
- d. **Sanitary Facilities** Should a lot containing a camping trailer be required to have an approved field bed or an approved grey water pit if using a pit privy (outhouse)?;
- e. **Development Standards:** What standards relating to the location of trailers on lots should be imposed such as minimum set-backs, placement of septic installations, shoreline buffering, etc., such that the same standards as are currently being imposed on all cottages, dwellings and accessory structures, be applied to lots on which camping trailers which are permanently set up;
- f. **Legal Non-Conforming Campers:** If a by-law is adopted, will existing lots containing more trailers than the new by-law allows be required to comply to the new regulations?

While Council may discuss the proposed Licensing By-Law at this time due to the restrictions of the *Planning Act*, Council cannot debate the actual proposed Zoning By-Law Amendment prior to the statutory public meeting,

If consensus is reached on the matters contained in the proposed Licensing By-law, I can prepare a Draft Zoning By-law Amendment for circulation to the public. As those of you who were involved in the Comprehensive Zoning By-Law process will remember, the Draft By-Law Amendment is very likely to be further amended based on the public consultation and further discussions by Council but I do need a starting point to begin the process.

**WEST NIPISSING PLANNING ADVISORY COMMITTEE****July 8, 2019**Moved by / *Proposé par* :Seconded by / *Appuyé par* :

**WHEREAS** the West Nipissing Planning Advisory Committee has received and considered a written report and submissions from the Municipal Clerk/Planner and the By-law Enforcement Officer with respect to the matter of the regulation of camping trailers in the Municipality of West Nipissing;

**AND WHEREAS** the West Nipissing Planning Advisory Committee has considered the matters at its meetings of June 10, 2019 and July 8, 2019;

**AND WHEREAS** the West Nipissing Planning Advisory Committee hereby recommends that the Council for the Municipality of West Nipissing shall undertake as follows:

- (a) A By-Law to authorize the Licensing of Camping Trailers and Recreational Vehicles in the Municipality of West Nipissing; and
- (b) An Amendment to By-No. 2014-45, as amended, to regulate the use and parking of camping trailers and recreational vehicles in the municipality of West Nipissing;

Defeated:

Deferred/Tabled:

Yeas

Nays

Duhaime, Yvon

Fisher, Christopher

Pellerin, Fernand

Roberge, Normand

Savage, Joanne

Sénécal, Denis

Roveda, Dan

  
CHAIR  
SECRETARY

## BY-LAW 2019/

### BEING A BY-LAW TO REGULATE THE LICENSING OF TRAILERS IN THE MUNICIPALITY OF WEST NIPISSING

**WHEREAS** Section 10(2) of the Municipal Act, 2001 authorizes municipalities to pass by-laws respecting the economic, social and environmental well-being of the municipality;

**AND WHEREAS** Sections 164(1) of the Municipal Act, 2001 authorizes municipalities to prohibit or license trailers within a municipality;

**AND WHEREAS** Council for the Municipality of West Nipissing deems it necessary to pass a by-law to license trailers within the Municipality of West Nipissing;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:**

#### SECTION 1 - TITLE

- 1.1 This By-law shall be cited as the "Trailer License By-law".

#### SECTION 2 - DEFINITIONS

- 2.1 **"Assessed Trailer"** means any trailer legally located on a property and that is assessed under the *Assessment Act*.
- 2.2 **"Camping Establishment"** means lands designated in the Zoning By-Law as C-3 (Tourist Commercial) or established as legal non-conforming thereunder and used for the parking and temporary use for at least five (5) campsites occupied by tents, trailers, motor homes, truck campers and recreation vehicles and accessory uses and facilities such as administrative offices, sanitary facilities, recreational facilities and an accessory convenience store.
- 2.3 **Legal Non-Conforming Camping Establishment** means lands which are not zoned C3 (Tourist Commercial), but are used for the parking and temporary use for at least five (5) campsites occupied by tents, trailers, motor homes, truck campers and recreational vehicles, accessory uses and facilities such as administrative offices and sanitary facilities, recreational facilities and accessory conveniences stores, but which have been established as legal non-conforming by virtue of their existence prior to the passing of the West Nipissing Zoning By-Law.
- 2.4 **"Licensee"** shall mean the Corporation of the Municipality of West Nipissing;
- 2.5 **"Municipality"** shall mean the Corporation of the Municipality of West Nipissing and shall be defined as the lands and premises within the corporate limits.
- 2.6 **"Property"** shall mean any separately assessed parcel of land which is legally owned, in fee simple.
- 2.7 **"Stored Trailer"** means any trailer located on the property only for the purpose of sale or storage but shall not include any trailer being used at any time for living, sleeping or eating accommodations of persons while located on that property.
- 2.8 **"Trailer"** shall mean any vehicle so constructed that is suitable for being attached to a motor vehicle for the purpose of being drawn or is propelled by the motor vehicle and is capable of being used for the living, sleeping or eating accommodation of persons on a temporary, transient or short-term basis, even if the vehicle is jacked up or its running gear is removed. Examples include a tent trailer, a camper trailer, a recreational trailer, a fifth wheel, a recreational vehicle (motor home), a bus converted into a motor home and park model trailer.
- 2.9 **"Zoning By-Law"** shall mean the Municipality of West Nipissing Zoning By-Law No. 2014-45, as amended.

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### SECTION 3 - PROHIBITIONS

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- 3.1 No person shall use nor shall an owner of land permit a person to use and/or keep a trailer on any property within the Municipality for more than 30 days in any given year, except in a designated Camping Establishment without purchasing an annual license.
- 3.2 No person shall use or permit a person to use, store or keep a trailer on any property which is zoned Residential One (R1), Residential Two (R2), Residential Three (R3) or Residential Four (R4) except as provided in the Zoning By-Law.
- 3.3 Other than in a Camping Establishment or Legal Non-Conforming Camping Establishment, no person shall locate more than two (2) trailers, which shall include a stored trailer on a property which is zoned Rural Residential (RR) or Shoreline Residential (SR) unless an amendment to the Zoning By-Law has been granted pursuant to Section 34 of the *Planning Act*.
- 3.4 Other than in a Camping Establishment or Legal Non-Conforming Camping Establishment, no person shall locate more than four (4) trailers, which shall include a stored trailer on a property which is zoned RU (Rural) or A1 (Agriculture) unless an amendment to the Zoning By-Law has been obtained pursuant to Section 34 of the *Planning Act*.
- 3.5 No owner of a Legal Non-Conforming Camping Establishment as of the date of this by-law, shall increase the number of existing trailers without obtaining an Amendment to the Zoning By-law pursuant to Section 34 of the *Planning Act*.
- 3.6 Other than in a Camping Establishment, no person shall have a trailer without a license unless defined in Section 2.5, even if the trailer was legally placed on the property prior to the date of implementation of this By-law. Campers located in a Legal Non-Conforming Camping Establishment shall require a license.
- 3.7 No person shall occupy a trailer from December 1<sup>st</sup> to April 30<sup>th</sup> of any given year.
- 3.8 No person shall add additions to a trailer such as sunrooms, porches, roofs or decks without obtaining a building permit from the Municipality, regardless of whether such structures have been previously constructed or moved from a different location.
- 3.9 The owner of the land, other than an established Camping Establishment within the Municipality, upon which a legally non-conforming trailer is located, shall be responsible for obtaining a license from the Municipality or the Municipality's By-Law Enforcement Officer. No license shall be issued unless the prescribed fee has been paid.
- 3.10 Where a trailer, that is located on a property in the Municipality, other than on land used as an established Camping Establishment, has been established to a legally non-conforming use and where such trailer has only been used occasionally for living, sleeping or eating accommodation of persons, such trailer shall not be deemed to be a stored trailer as defined in Section 2.5 and shall be subject to an annual license.
- 3.11 No license shall be issued under this By-law if the application for the license would be in contravention of any other By-law of the Corporation or of any Federal or Provincial law or regulation.
- 3.12 This By-law shall not apply to a trailer where such a trailer is located on an existing lot for the sole purpose of storage or for the sole purpose of the sale of the trailer. Where a trailer is being stored or offered for sale no person shall use or occupy the trailer.
- 3.13 No person shall locate a mobile home on their property, except as provided in the Zoning By-Law;
- 3.14 No trailer for which a license is required under this By-law shall be located on land except in conformity with the set-back requirements for a dwelling unit as prescribed by the Zoning By-law, as amended, for the zone in which the lands are located.
- 5.1 No person shall locate a trailer on a property unless the trailer is connected to a sewage system that is operated and maintained as per Part 8 of the Ontario Building Code and enforced by the North Bay Mattawa Conservation Authority, unless the unit contains an integral holding tank to be emptied at a facility licensed by the Ministry of the Environment. In the event that the owner has entered into a contractual arrangement for pump-out services, the Municipality reserves the right to request proof of such arrangement.

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#### SECTION 4 - LICENSE EXEMPTIONS

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- 4.1 A stored trailer, as defined in Section 2.7, does not require a license.
- 4.2 An assessed trailer, as defined in Section 2.1, does not require a license.
- 4.3 A trailer located within a legally recognized Camping Establishment on lands which are recognized within the Zoning By-Law as permitting such use shall not require a license.
- 4.4 Where a building permit for a single family dwelling unit has been issued by the Municipality's Chief Building Official, the permit holder shall enter into an agreement for the placement of a trailer on the property where the unit is being constructed or reconstructed solely for the purpose of the construction and only if any applicable building permit fees are paid and the trailer is promptly removed prior to the expiration of said building permit.

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#### SECTION 5 - LICENSE FEE

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- 5.2 The License fee for a trailer shall be as set out in Schedule "A" attached to this by-law.
- 5.3 The license fee is payable for the current fiscal year upon receipt of an application. Every license obtained in this paragraph shall expire on the 31<sup>st</sup> day of December in that year of which it was issued, regardless of the date of issue.
- 5.4 Applications for licenses shall be made to the Municipality Office and/or the By-Law Enforcement Officer and duly signed by the owner of the property on which the trailer is to be located. The owner to whom a license has been issued shall display the license on the trailer in a place that can be seen easily from the outside of the trailer.
- 5.5 All applications for such license shall be made in the prescribed form attached to this By-law as Schedule "B". The license fee is imposed upon the owner of the property on which the trailer is located. If the owner fails to make payment of the license fee in any year, the fee shall be deemed overdue and as such, the full license fee shall be collected under the *Provincial Offences Act*.
- 5.6 Any license issued under this By-law shall not be transferrable.
- 5.7 No trailer shall be licensed unless the location of the trailer complies with the following:
  - i) All provincial statutory and regulatory requirements including but not limiting the generality of the foregoing, any license or permit required by the Ministry of the Environment.
  - ii) All federal statutory and regulatory requirements.
  - iii) The Municipality Zoning By-Law, as amended from time to time.
- 5.8 A license issued pursuant to this by-law authorizes the use and maintenance of an existing trailer on existing lots for temporary accommodations only. The issuance of a license does not grant the licensee the authority to occupy the trailer on a permanent basis. The issuance of a license is not intended and shall not be construed as permission or consent by the Municipality for the holder of the license to contravene or to fail to observe or comply with any law of Canada, Ontario or any by-law of the Municipality.

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#### SECTION 6 - ADMINISTRATION AND ENFORCEMENT

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- 6.1 Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and shall be liable, **for each contravention and each day of contravention shall constitute a separate offence.**
- 6.2 No person being the registered owner of any lot or parcel of land within the Municipality shall permit any person to locate a trailer on his or her property except in accordance with the provision of this by-law.
- 6.3 The administration of this by-law is assigned to the Clerk who may delegate the performance of his or her function under this by-law from time to time as occasion requires.
- 6.4 Every applicant shall provide in full, at the time the application is submitted, all of the information



required on the application form attached as Schedule "B", as well as payment of the prescribed license fee as set out in this By-law and any other document or information as may be required in any other part of this By-law.

6.5 Any application, comment, recommendation, information, document or thing in possession of the Clerk pursuant to the provisions of this By-law shall be made available by the Clerk for inspection:

- i) By any person employed in the administration of the enforcement of this by-law.
- ii) By any other person upon the consent, satisfactory to the Clerk, of the person, civic department, board commission authority or other agency which produced or submitted the application, comment, recommendation, information, document or thing.

Subject only to the limitations imposed by the *Municipal Freedom of Information and Protection of Privacy Act*.

6.6 The enforcement of the By-law is assigned to the By-law Enforcement Officer for the Municipality of West Nipissing.

6.7 Any trailers used, maintained or located in contravention of this By-law shall be removed from the lot, at the expense of the Owner of the lot. Failure to remove any trailers from a lot within the time prescribed by the By-law Officer may result in the removal of said trailer by the Municipality of Strong, at the expense of the Owner of the lot.

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#### SECTION 7 - INSPECTIONS

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7.1 Any person designated by Council to enforce this By-law may, at any reasonable time and upon producing proper identification, enter and inspect any property licensed under or in contravention of the provisions of this By-law.

7.2 No person shall obstruct, hinder or in any way interfere with any person designated to enforce this By-law.

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#### SECTION 8 - PENALTY

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8.1 Any person who contravenes any of the provisions of this by-law shall be guilty of an offence and, upon conviction, shall be liable to a fine pursuant to Section 61 of the Provincial Offences Act, R.S.O. 1990, c. P.33, for each contravention and each day of contravention shall constitute a separate offence. Schedule "C" attached.

8.2 Upon registering a conviction for a contravention of any provision of this By-law, the Ontario Court, Provincial Division, may, in addition to any penalty imposed by this By-law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

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#### SECTION 9 - VALIDITY

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9.1 If any section, clause or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provision of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.

---

#### SECTION 10 - EFFECTIVE DATE

---

10.1 This By-law shall come into effect on the date it is passed.

ENACTED AND PASSED THIS        DAY OF       , 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

---

JOANNE SAVAGE  
MAYOR

---

MELANIE DUCHARME  
CLERK

DRAFT 5

REVISED: 2019

Municipality of West Nipissing  
**TRAILER LICENSING BY-LAW**  
**SCHEDULE "A" TO BY-LAW 2019/**

PERMIT FEE

**FEE FOR TRAILERS LOCATED IN THE RURAL RESIDENTIAL (RR) AND SHORELINE RESIDENTIAL (SR) ZONE AS SET OUT IN THE MUNICIPALITY OF WEST NIPISSING ZONING BY-LAW :**

Trailer License Fee

\$ 50.00 per year

*and each year thereafter until such time the fee is amended by Council*

**FEE FOR TRAILERS LOCATED IN THE RURAL ZONE AS SET OUT IN THE MUNICIPALITY OF WEST NIPISSING ZONING BY-LAW**

Trailer License Fee

\$ 50.00 per year

*and each year thereafter until such time the fee is amended by council*



Municipality of West Nipissing  
**TRAILER LICENSING BY-LAW**  
**SCHEDULE "B" TO BY-LAW 2019/**

**APPLICATION FOR A TRAILER/CAMPER PERMIT**

Name:	
Address:	
Telephone:	

Site Address:			
Property Roll No.:			
Applicant's Interest in land:	<input type="checkbox"/> Owner	<input type="checkbox"/> Tenant	<input type="checkbox"/> Leasee
Dimensions of land:	Frontage: _____	Depth: _____	
	Area: _____	Zoning: _____	

Detailed description of Recreational Vehicle:			
Length: _____	Colour: _____	Model: _____	
VIN #: _____		License Plate: _____	

What provisions have been made for:	
Septic/Black Water:	
Grey Water:	
Drinking Water:	
Garbage Disposal:	
Landfill Access #:	
Electricity (if applicable):	
Expected dates of occupancy:	

A Site Plan of property should be attached showing the following (where applicable)	
<input type="checkbox"/> Property dimensions	<input type="checkbox"/> The position of the recreational vehicle of site including setbacks from all lot boundaries, roadways and waterbody courses as set out the Municipality of West Nipissing Zoning By-law
<input type="checkbox"/> Location of Septic system	
<input type="checkbox"/> Parking spaces	<input type="checkbox"/> Location of well
<input type="checkbox"/> Fire pit	<input type="checkbox"/> Driveway

**SUPPORTING DOCUMENTS**

- ☐ Attach approved permit from the North Bay Mattawa Conservation Authority (if applicable)
- ☐ Attach Sketch of property/trailer location.

✓ BY SIGNING BELOW, I CONFIRM THAT THE INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND FACTUAL TO THE BEST OF MY KNOWLEDGE AND BELIEF.

✓ BY SIGNING BELOW, I AGREE TO COMPLY WITH THE PROVISIONS OF BY-LAW 2019/.

DATE:	SIGNATURE OF APPLICANT:

RESERVED FOR THE MUNICIPAL OFFICE:	
Reviewed by the Municipality of West Nipissing on the _____ day of _____, 20____	SIGNATURE OF MUNICIPAL OFFICIAL:

REVISED: 2019

Municipality of West Nipissing  
**TRAILER LICENSING BY-LAW**  
**SCHEDULE "C" TO BY-LAW 2019/\_\_\_**

**PART I – PROVINCIAL OFFENCES ACT**  
**PENALTY PROVISION**

ITEM	SHORT FORM WORDING	PROVISION CREATING OR DEFINING OFFENCE	SET FINE

**NOTE:** The general penalty provision for the offences listed above is section 8.1 of By- Law 2019/\_\_\_, a certified copy of which has been filed.

# MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: August 8, 2019

RE: **PROPOSED CHANGES TO THE PROVINCIAL POLICY STATEMENT**

As most of you are aware, the Planning Act, requires all planning decisions made to be **consistent with** the Provincial Policy Statements. Attached hereto is a letter from the Minister of Municipal Affairs and Housing. Subsequent to the enactment of Bill 108 (More Homes, More Choice Act 2019), the provincial government is proposing changes to the Provincial Policy Statement which are intended to:

- Increase the supply and mix of housing by increasing land supply for housing to help people find homes close to where they work and give municipalities more flexibility to plan for a range of homes, like single-detached, townhouses, mid-rises and duplexes that meet people's needs.
- Protect the environment and public safety by encouraging transit-oriented development and ensuring municipalities prepare for the impacts of a changing climate while continuing to protect important natural features, including wetlands, wildlife habitat, and the Greenbelt.
- Support certainty and economic growth by giving more flexibility to municipalities to ensure areas designated for employment are planned to reflect local needs and to help facilitate the conditions for economic investment, and to ensure that local infrastructure investments are efficiently used, and that protections for transportation and energy corridors for future needs are in place.
- Reduce barriers and costs by proposing to add new policies that require municipalities to take action to streamline and fast-track development applications for housing and economic development proposals.
- Support rural, northern and Indigenous communities by providing more flexible sewage and water servicing policies, enhancing municipal engagement with Indigenous communities on land use planning matters, and continuing to support the agricultural sector.

I have included as a separate document, a copy of the proposed PPS amendments and a black-lined version for your convenience. Since many of these policies directly affect West Nipissing due to its northern location, proximity to aboriginal communities and prime agricultural lands, I would appreciate any comments which you may.

Thank you,

Melanie

## Joie de vivre



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

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000



Ontario

July 22, 2019

Dear Head of Council:

**RE: Provincial Policy Statement Review – Draft Policies**

---

I am writing today to announce that my ministry is launching a consultation on proposed policy changes to the **Provincial Policy Statement (PPS)**. The PPS is an important part of Ontario's land use planning system, setting out the provincial land use policy direction.

Municipalities play a key role in implementing these policies through local official plans, zoning by-laws and other planning decisions. The Planning Act requires that decisions on land use planning matters be "consistent with" the Provincial Policy Statement policies.

The government is consulting on draft policy changes to:

- Encourage the development of an increased mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater predictability
- Support rural, northern and Indigenous communities
- Support the economy and job creation

The proposed PPS policy changes support the implementation of **More Homes, More Choice: Ontario's Housing Supply Action Plan**. The Action Plan includes a series of distinct but coordinated initiatives to address housing supply, including a review of the Provincial Policy Statement. The proposed PPS changes work together with other recent changes to the land use planning system – including to the Planning Act through **Bill 108, More Homes, More Choice Act, 2019** (once proclaimed) and **A Place to Grow: Growth Plan for the Greater Golden Horseshoe**.

For more information about the consultation, please visit <http://www.mah.gov.on.ca/Page215.aspx> where you will find:

- A link to the posting on the Environment Registry of Ontario (ERO #019-0279), including the proposed Provincial Policy Statement and questions to consider
- Information on how to provide comments

The consultation is open for 90 days and closes on October 21, 2019.

I look forward to hearing your ideas on the proposed changes to the Provincial Policy Statement.

If you have any questions about the consultation, please contact the ministry at [planningconsultation@ontario.ca](mailto:planningconsultation@ontario.ca) or by calling 1-877-711-8208.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark  
Minister

c: Planning Head and/or Clerks

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000



Le 22 juillet 2019

Bonjour,

**OBJET : Examen de la Déclaration de principes provinciale – Politiques  
proposées**

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Par la présente, je vous annonce que le ministère lance une consultation au sujet des modifications proposées aux politiques contenues dans la **Déclaration de principes provinciale (DPP)**. La DPP est un élément important du système d'aménagement du territoire de l'Ontario. Elle énonce les directives relatives à l'aménagement du territoire dans la province.

Les municipalités jouent un rôle clé dans la mise en oeuvre de ces politiques par l'entremise de leurs plans officiels, règlements de zonage et autres décisions touchant l'aménagement du territoire. La *Loi sur l'aménagement du territoire* exige que les décisions en matière d'aménagement du territoire soient conformes à la Déclaration de principes provinciale.

Le gouvernement tient des consultations sur les modifications proposées pour :

- favoriser l'augmentation de l'offre et des types de logements
- protéger l'environnement et la sécurité publique
- réduire les obstacles à l'aménagement et les coûts connexes, et accroître la prévisibilité
- soutenir les communautés rurales, du Nord et autochtones
- soutenir l'économie et l'emploi.

Les modifications proposées aux politiques de la DPP soutiennent la mise en œuvre du plan **Plus d'habitations, plus de choix : Plan d'action pour l'offre de logements de l'Ontario**. Ce plan d'action contient une série d'initiatives distinctes mais coordonnées concernant l'offre de logements, dont un examen de la Déclaration de principes provinciale. Les modifications proposées à la DPP font pendant à d'autres modifications apportées récemment au système d'aménagement du territoire, dont des modifications à la *Loi sur l'aménagement du territoire*, par l'entremise du **Projet de loi 108, Loi de 2019 pour plus de logements et plus de choix** (une fois la loi promulguée), et le plan **En plein essor : Plan de croissance de la région élargie du Golden Horseshoe**.



Pour de plus amples renseignements sur la consultation, consultez

<http://www.mah.gov.on.ca/Page2321.aspx> où vous trouverez :

- un lien vers la publication dans le Registre environnemental de l'Ontario (n° 019-0279), comprenant des questions et la Déclaration de principes provinciale
- des renseignements sur la marche à suivre pour présenter vos observations.

La consultation durera 90 jours et se terminera le 21 octobre 2019.

Il me tarde de connaître vos idées sur les modifications proposées à la Déclaration de principes provinciale.

Si vous avez des questions concernant la consultation, veuillez communiquer avec le ministère par courriel à [planningconsultation@ontario.ca](mailto:planningconsultation@ontario.ca) ou par téléphone au 1 877 711-8208.

Veuillez agréer l'expression de mes sentiments les meilleurs.

Le ministre,



Steve Clark

c.c. Responsables de l'aménagement ou secrétaires des municipalités



Environmental Registry of Ontario

## Provincial Policy Statement Review – Proposed Policies

ERO (Environmental  
Registry of Ontario)  
number

019-0279

Notice type

Policy

Act

Planning Act, R.S.O. 1990

Posted by

Ministry of Municipal Affairs and Housing

Notice stage

Proposal

Proposal posted

July 22, 2019

Comment period

July 22, 2019 - October 21, 2019 (91 days) Open

Last updated

July 22, 2019

This consultation closes at 11:59 p.m. on:

**October 21, 2019**

### Proposal summary

The government is proposing changes to the Provincial Policy Statement to help increase the supply of housing, support jobs and reduce barriers and costs in the land use planning system

### Proposal details

#### Proposal details

Increasing housing supply, supporting jobs and streamlining development approvals are top priorities for the government.

On May 2, 2019, the government released "More Homes, More Choice: Ontario's Housing Supply Action Plan". The Action Plan includes a series of distinct but coordinated initiatives to address housing supply, including a review of the Provincial Policy Statement (PPS) – the foundation for land use planning in the province.

The government is consulting on proposed changes to the Provincial Policy Statement to support the government's Housing Supply Action Plan and other land use planning related priorities.

#### About the Provincial Policy Statement

The Provincial Policy Statement is a consolidated statement of the government's policies on land use planning and is issued under section 3 of the *Planning Act*. It applies province-wide and sets out the provincial policy direction for:

- The efficient use and management of land and infrastructure
- Ensuring the provision of sufficient housing to meet changing needs, including affordable housing
- Protecting the environment and resources including farmland, natural resources (e.g. (for example), wetlands and woodlands) and water

- Ensuring opportunities for economic development and job creation
- Ensuring the appropriate transportation, water, sewer and other infrastructure is available to accommodate current and future needs
- Protecting people, property and community resources by directing development away from natural or human-made hazards – such as flood prone areas

The PPS (Provincial Policy Statement) is the primary provincial land use policy document guiding municipal decision-making. The *Planning Act* requires that decisions on land use planning matters be “consistent with” the PPS (Provincial Policy Statement)

Municipalities are the primary implementers of the PPS (Provincial Policy Statement) through policies in their local official plans, zoning by-laws and other planning related decisions.

## Proposed Policy Changes

The government is proposing policy changes to:

- Encourage the development of an increased mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater predictability
- Support rural, northern and Indigenous communities
- Support the economy and job creation

### 1. Increasing Housing Supply and Mix

The proposed draft policies for consultation would:

- Increase land supply requirements municipalities must meet:
  - Increase planning horizon from 20 to 25 years
  - Increase housing land supply from 10 to 12 years
  - Allow higher minimum requirement for serviced residential land (5 years) for upper- and single-tier municipalities
- Update provincial guidance to support land budgeting (i.e. (in other words) Projection Methodology)
- Increase flexibility for municipalities related to the phasing of development and compact form
- Add flexibility to the process for settlement area boundary expansions (e.g. (for example) allow minor adjustments subject to specific tests, highlight that study requirements should be proportionate to the size/scale of development)
- Require transit-supportive development and prioritize intensification, including potential air rights development, in proximity to transit, including corridors and stations
- Support the development of housing to meet current and future housing needs, and add reference to housing options
- Support municipalities in achieving affordable housing targets by requiring alignment with Housing and Homelessness Plans
- Broaden PPS (Provincial Policy Statement) policies to enhance support for development of long-term care homes

### 2. Protecting the Environment and Public Safety

The proposed draft policies for consultation would:

- Enhance direction to prepare for impacts of a changing climate
- Enhance stormwater management policies to protect water and support climate resiliency
- Promote the on-site local reuse of excess soil
- Maintain current policies related to natural and human made hazards which directs development away from hazardous areas including flood-prone areas in order to protect public health and safety, while work by the Special Advisor on Flooding is underway
- Maintain current policies that require municipalities in southern Ontario to identify natural heritage systems, and provide flexibility as to how to achieve this outcome
- Maintain protections for the Greenbelt

### 3. Reducing Barriers and Costs

The proposed draft policies for consultation would:

- Require municipalities to take action to fast-track development applications for certain proposals (e.g. (for example) housing)
- Allow mineral aggregate operations to use rehabilitation plans to demonstrate that extraction will have no negative impacts
- Align policies and definition of cultural heritage with recent changes to the *Ontario Heritage Act*
- Refocus PPS (Provincial Policy Statement) energy policies to support a broad range of energy types and opportunities for increased energy supply
- Direct large ground-mounted solar facilities away from prime agricultural and specialty crop areas
- Make minor changes to streamline development approvals and support burden reduction

### 4. Supporting Rural, Northern and Indigenous Communities

The proposed draft policies for consultation would:

- Allow flexibility for communities by clarifying perceived barriers to sewage and water servicing policies for lot creation and development in rural settlement areas
- Enhance municipal engagement with Indigenous communities on land use planning to help inform decision-making, build relationships and address issues upfront in the approvals process
- Enhance agricultural protections to support critical food production and the agricultural sector as a significant economic driver

### 5. Supporting Certainty and Economic Growth

The proposed draft policies for consultation would:

- Encourage municipalities to facilitate conditions for economic investment, and at the time of official plan review or update, assess locally-identified employment areas to ensure designations are appropriate
- Provide municipalities with greater control over employment area conversions to support the forms of development and job creation that suit the local context (current and future)

- Provide stronger protection for major facilities such as manufacturing and industrial uses where non-employment uses are planned nearby (i.e. (in other words) buffering uses from new sensitive uses).

As you read through the proposed PPS (Provincial Policy Statement) changes, we would appreciate hearing your views on the following questions:

- Do the proposed policies effectively support goals related to increasing housing supply, creating and maintaining jobs, and red tape reduction while continuing to protect the environment, farmland, and public health and safety?
- Do the proposed policies strike the right balance? Why or why not?
- How do these policies take into consideration the views of Ontario communities?
- Are there any other policy changes that are needed to support key priorities for housing, job creation, and streamlining of development approvals?
- Are there other tools that are needed to help implement the proposed policies?

## Supporting materials

### Related files

PPS Proposed Policies ([https://prod-environmental-registry.s3.amazonaws.com/2019-07/EN\\_PPS%20Proposed%20Policies\\_July2019.pdf](https://prod-environmental-registry.s3.amazonaws.com/2019-07/EN_PPS%20Proposed%20Policies_July2019.pdf))  
pdf (Portable Document Format file) 1.07 MB

### Related links

Provincial Policy Statement, 2014 (<https://www.ontario.ca/document/provincial-policy-statement-2014>)

A Place to Grow (<https://www.ontario.ca/document/place-grow-growth-plan-greater-golden-horseshoe>)

Planning Act (<https://www.ontario.ca/laws/statute/90p13>)

Bill 108 - (Schedule 12) – the proposed More Homes, More Choice Act: Amendments... (<https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-108>)

Citizens' Guides to Land Use Planning (<http://www.mah.gov.on.ca/Page338.aspx>)

Housing Supply Action Plan (<https://www.ontario.ca/page/more-homes-more-choice-ontarios-housing-supply-action-plan>)

A Made-in-Ontario Environment Plan (<https://www.ontario.ca/page/made-in-ontario-environment-plan>)

### Related ERO (Environmental Registry of Ontario) notices

[Bill 108 - \(Schedule 12\) – the proposed More Homes, More Choice Act: Amendments to the Planning Act \(/notice/019-0016\)](#)

## View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Provincial Planning Policy Branch  
777 Bay Street  
13th floor  
Toronto, ON  
M5G 2E5  
Canada

 [877-711-8208](tel:877-711-8208)

## Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the [ERO \(Environmental Registry of Ontario\)](#) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

## Submit by mail


Planning Consultation  
Provincial Planning Policy Branch  
777 Bay Street  
13th floor  
Toronto, ON  
M5G 2E5  
Canada

## Connect with us

### Contact


Planning Consultation

 [416-585-6014](tel:416-585-6014)

 [planningconsultation@ontario.ca](mailto:planningconsultation@ontario.ca)



## SCHEDULE "B" OF BY-LAW 2019/24

 <b>AGENDA ITEM REQUEST FORM</b>			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		August 13, 2019	
Name of Requestor:	Chris Fisher / Roland Larabie		Date submitted: August 6th, 2019
Address:	Full mailing address: 3636 B Hwy 539 Field, Ontario / 127 Highway 539A		
Phone:	Home: 705-758-1632 / 705-758-6899	Business / Cell: 705-492-6784 / 705-471-1777	Fax:
E-Mail:	cfisher@westnipissing.ca / rlarabie@westnipissing.ca		
Requested Agenda Item/Subject:			
Additional details / background information:		<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately  <i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i>	
<p>Currently there are no speed limits for Rivers under a certain size in Ontario, and I've heard some concerns from other cottagers and lake residents.</p> <p>Speed boats and personal watercraft that reach high rates of speed should not be allowed on smaller lakes and rivers. The concerns are safety of swimmers and people in canoes and Kayaks, shoreline erosion concerns and pollution.</p>			
ADMINISTRATIVE APPROVAL			
<b>STEP 1 →</b> Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date:	
MUNICIPAL OFFICE USE			
<b>STEP 2 →</b> This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	August 6, 2019	Received from:	C. FISHER
Meeting Date Requested:	AUGUST 13, 2019	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):			<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

# MEMORANDUM

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**TO:** Mayor and Council  
**AND TO:** Jay Barbeau, CAO  
**FROM:** Shawn Remillard, C. Tech. Manager, Public Works  
**DATE:** August 1, 2019  
**RE:** **STREET LIGHTS (EUGENE AND POIRIER AT HWY 64)**

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As requested by council, the manager of Public Works requested quotes from Greater Sudbury Hydro to install two (2) new street lights. One (1) on Hwy 64 at Poirier and one (1) on Hwy 64 at Eugene)

During the initial discussion at council, GSU had submitted a budgetary quotation of:

- Hwy 64 at Poirier \$5,500.00 + HST
- Hwy 64 at Eugene \$6,500.00 + HST

The manager of Public Works had also advised council an MTO encroachment permit would be required. After a brief discussion on whether the costs could be absorbed under the current Public Works Budget, council advised the manager to proceed with the encroachment permit and installation of the light.

After communicating with the MTO regarding the encroachment permit, the MTO advised that lighting shall meet their specific design criteria. After reviewing the design criteria, GSU revised their quotation as such:

- Hwy 64 at Poirier \$22,500.00 + HST + MTO fee \$1,560.00
- Hwy 64 at Eugene \$19,500.00 + HST + MTO fee \$1,560.00

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## Options:

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1. Budget in 2020 Capital budget
2. Schedule the work in 2019 (minor caution, current street light budget would be depleted)

Shawn Remillard, C.Tech  
Manager, Public Works

**Joie de vivre**




**West Nipissing Ovest**

Joie de vivre

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

## SCHEDULE "B" OF BY-LAW 2019/24

 <b>AGENDA ITEM REQUEST FORM</b>			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:	July 16th 2019		
Name of Requestor:	Chris Fisher	Date submitted: July 3rd 2019	
Address:	Full mailing address: 3636B Hwy 539, Field, P0H 1M0		
Phone:	Home: 705 758 1632	Business / Cell: 705 492 6784	Fax:
E-Mail:	CFisher@westnipissing.ca		
Requested Agenda Item/Subject:	Clear Lake Association Requests		
Additional details / background information: <input checked="" type="checkbox"/> see below <input checked="" type="checkbox"/> Supporting documents attached separately  <i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i>			
Clear Lake Association is requesting the following: <ol style="list-style-type: none"> <li>1. Implement a by-law prohibiting motorized boating at or near the swim platform</li> <li>2. Erect signage notifying beach users of the boating restriction</li> <li>3. If feasible / practical - placement of a buoy line to cordon the swimming area off from boaters.</li> <li>4. Implement an enforceable by-law prohibiting overnight parking in the public beach and public boat launch areas on Clear Lake Rd.</li> <li>5. A Yield or Stop sign be posted at the entrance to Clear Lake Rd from the landfill entrance.</li> </ol>			
ADMINISTRATIVE APPROVAL			
<b>STEP 1 →</b> Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date:	
MUNICIPAL OFFICE USE			
<b>STEP 2 →</b> This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	July 2, 2019	Received from:	C. FISHER
Meeting Date Requested:	July 16, 2019	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	July 16, 2019	<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

Additional Information for Agenda Item.  
2 July 2019

J. Savage, Mayor  
Municipality of West Nipissing  
[225 Holditch St](#)  
[Sturgeon Falls, ON](#)  
P2B 1T1

RE: OUTSTANDING ISSUES

Your Worship:

At the 2018 AGM our members raised certain concerns over some issues, that were subsequently referred to you through a previous letter. These issues were raised again at a recent meeting of our Board. I request your assist in seeing that these concerns are raised with the appropriate municipal director.

#### **BOATING AT PUBLIC BEACH (CLEAR LAKE RD)**

As reported last year, motorized watercraft continue to be operated and moored off of the swim platform amongst swimmers. This beach, particularly the platform are a source of great enjoyment to area youth. Boats tied off on the platform brings mortorized vessels too close to swimmers and prevents swimmers from full access. CLCA is requesting that the following actions be taken to address the problem at the beach.

1. Implement a by-law prohibiting motorized boating at or near the swim platform
2. Erect signage notifying beach users of the boating restriction
3. If feasible / practical - placement of a buoy line to cordon the swimming area off from boaters.

#### **OVERNIGHT PARKING - PUBLIC BEACH**

On several recent occasions West Nipissing Police were called to deal with a woman who moved in at the beach for several weeks. We are advised that there is no enforceable by-law restricting such activity. CLCA is requesting the following action to address the problem.

1. Implement an enforceable by-law prohibiting overnight parking in the public beach and public boat launch areas on Clear Lake Rd.

#### **TRAFFIC SIGN - LANDFILL ENTRANCE (CLEAR LAKE RD)**

You will recall the report that persons exiting the landfill often fail to take appropriate action to assess traffic. CLCA requests the following action be taken.

1. A Yield or Stop sign be posted at the entrance to Clear Lake Rd from the landfill entrance.

Your assistance in bringing these issues to the attention of council and public works will be appreciated.

I look forward to your follow up.

Sincerely Yours

Howie Longfellow

Chris Fisher  
705-492-6784  
Sent from my iPad

**THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING****BY-LAW 2019/64****BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS  
FOR PUBLIC HIGHWAY PURPOSES – PIQUETTE ROAD, MACPHERSON TWP.**

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**WHEREAS** Section 31 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, as amended, requires a municipality by by-law to establish a highway for public use.

**AND WHEREAS** Section 44 does not apply to the highways until the municipality has passed the by-law;

**AND WHEREAS** it is deemed prudent to accept and assume the lands described herewith and to dedicate the same for highway purposes;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING  
ENACTS AS FOLLOWS:**

1. That part of the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be accepted and the said lands be assumed and dedicated as part(s) of the public highway(s).

Part of W ½ Lot 12, Concession 2,  
Parts 1m 2 and 3, Plan 36R-  
Geographic Township of Kirkpatrick  
Municipality of West Nipissing  
District of Nipissing

Being parts of the travelled roads known as chemin Piquette Road, Verner, Ontario.

**ENACTED AND PASSED THIS 13<sup>th</sup> DAY OF AUGUST, 2019 AS WITNESSED BY THE SEAL OF THE  
CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

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JOANNE SAVAGE  
MAYOR

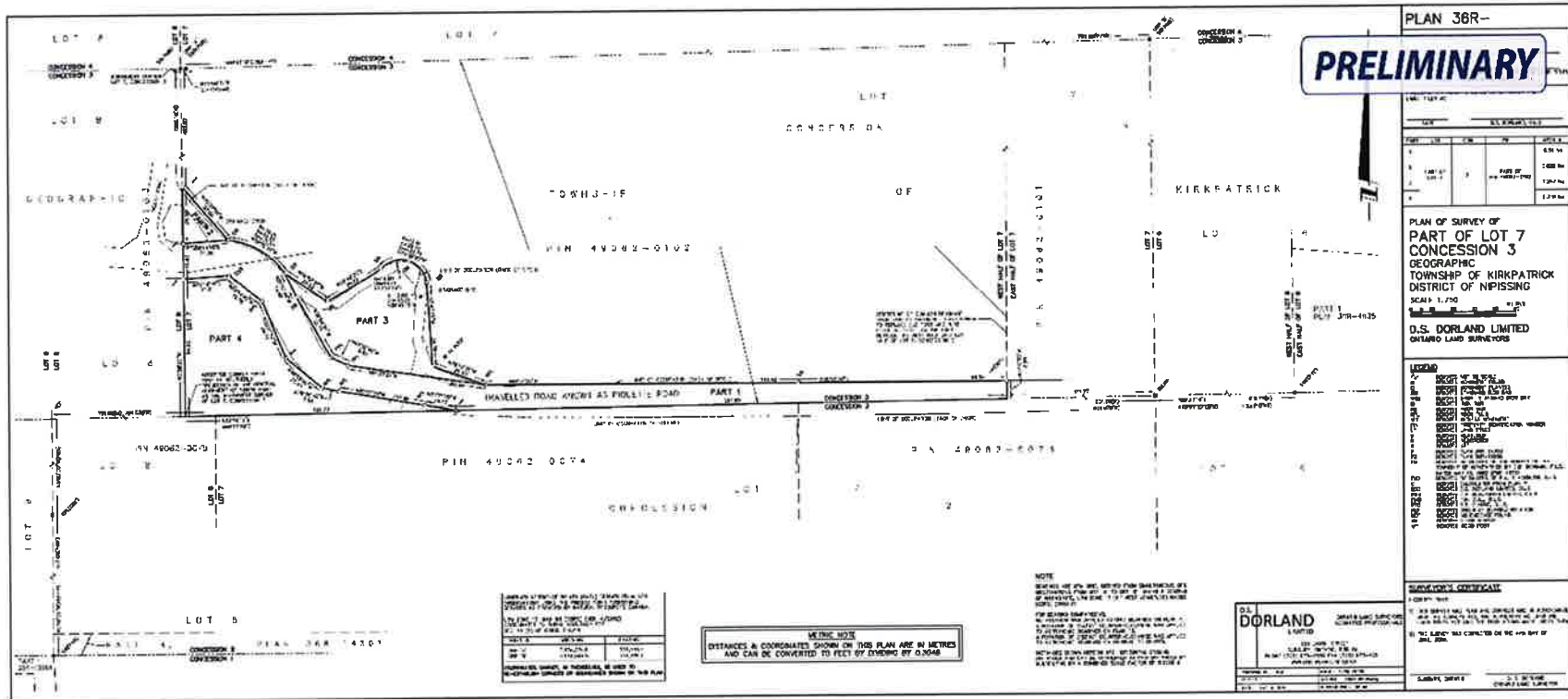
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MELANIE DUCHARME  
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

SCHEDULE FOR BY-LAW 2019/64





**The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** By-law **2019/64**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

Part of W ½ Lot 12, Concession 2,  
Parts 1m 2 and 3, Plan 36R- \_\_\_\_\_  
Geographic Township of Kirkpatrick  
Municipality of West Nipissing  
District of Nipissing

Being parts of the travelled roads known as chemin Piquette Road, Verner, Ontario.

	YEAS	NAYS
<b>DUHAIME</b> , Yvon		
<b>FISHER</b> , Christopher		
<b>LARABIE</b> , Roland		
<b>MALETTE</b> , Léo		
<b>ROVEDA</b> , Dan		
<b>SÉGUIN</b> , Jeremy		
<b>SÉNÉCAL</b> , Denis		
<b>SÉNÉCAL</b> , Lise		
<b>SAVAGE</b> , Joanne (MAYOR)		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_



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

**MINUTES OF THE COMBINED COUNCIL MEETING (COW + Regular)  
HELD IN COUNCIL CHAMBERS  
ON TUESDAY, JULY 16, 2019 AT 6:30 PM**

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

**ABSENT:** COUNCILLOR CHRISTOPHER FISHER

**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 approve the Addendum.

**No. 2019/237** Moved by: Councillor Larabie  
Seconded by: Councillor Séguin

**BE IT RESOLVED THAT** the Addendum for the meeting of Council held on July 16, 2019 be adopted as  
☒ presented / ☐ amended.

**CARRIED**

**B-2** A resolution was passed to adopt the Agenda.

**No. 2019/238** Moved by: Councillor Séguin  
Seconded by: Councillor Larabie

**WHEREAS** the Procedural By-Law sets out the format of Council agendas;

**AND WHEREAS** Council wishes to deviate from the approved agenda format for the July 16<sup>th</sup> meeting;

**BE IT THEREFORE RESOLVED THAT** the format of the agenda authorized by the Procedural By-Law be amended  
for July 16<sup>th</sup>, 2019 only;

**BE IT RESOLVED THAT** the Agenda for the meeting of Council held on July 16, 2019 be adopted as  
☒ presented / ☐ amended.

**CARRIED**

**C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS ..... NIL**

**REGULAR COMMITTEE MEETING /  
RÉUNION RÉGULIÈRE**

**D) PLANNING / PLANIFICATION**

**D-1** A resolution was passed to authorize the Mayor and Clerk to sign an Encroachment Agreement on Craig Street.

**No. 2019/258** Moved by: Councillor Larabie  
Seconded by: Councillor Séguin

**BE IT RESOLVED THAT** the Mayor and Municipal Clerk/Planner be authorized to sign an Encroachment / License  
Agreement with Raymond J. Guenette and Colette I. Guenette.

**CARRIED**

- D-2** A resolution was passed to approve By-Law **2019/58** to amend the Zoning By-Law 2014/45 of certain lands on Craig Street.

**No. 2019/239**    Moved by:    Councillor Séguin  
                      Seconded by: Councillor Larabie

**BE IT RESOLVED THAT** By-law **2019/58**, being a by-law to amend Zoning By-law 2014/45, as amended, to rezone certain lands located at 178 Craig Street from Residential Two (R2) Zone to General Commercial (C1-2) Special Zone, shall come into force and take effect on the date it is passed

**CARRIED**

- D-3** A resolution was passed to approve By-Law **2019/59** to amend the Zoning By-Law 2014/45 of certain lands on O'Brien Road.

**No. 2019/240**    Moved by:    Councillor Larabie  
                      Seconded by: Councillor Séguin

**BE IT RESOLVED THAT** By-law **2019/59**, being a by-law to amend By-Law 2014/45 to rezone certain lands on O'Brien Road from Shoreline Residential (SR) with Hazard Overlay to Shoreline Residential (SR-9) Zone Exception-9, shall come into force and take effect on the date it is passed.

**CARRIED**

- D-4** A resolution was passed to authorize the Mayor and Clerk to sign an Encroachment Agreement with Algonquin Child and Family Services on Lisgar Street.

**No. 2019/257**    Moved by:    Councillor Séguin  
                      Seconded by: Councillor Larabie

**BE IT RESOLVED THAT** the Mayor and Municipal Clerk/Planner be authorized to sign an Encroachment Agreement with Algonquin Child and Family Services.

**CARRIED**

- D-5** A resolution was passed to authorize the Mayor and Clerk to sign an Encroachment Agreement with Sturgeon Falls Brush Spraying & Cutting Limited on Lisgar Street.

**No. 2019/259**    Moved by:    Councillor Larabie  
                      Seconded by: Councillor Séguin

**BE IT RESOLVED THAT** the Mayor and Municipal Clerk/Planner be authorized to sign an Encroachment Agreement with Sturgeon Falls Brush Spraying & Cutting Limited.

**CARRIED**

- D-6** A resolution was passed to approve the withdrawal of the Draft Subdivision Approval (SUBD 2013/02) on Duck Creek Road.

**No. 2019/241**    Moved by:    Councillor Séguin  
                      Seconded by: Councillor Larabie

**WHEREAS** the West Nipissing Planning Advisory Committee recommended draft approval of a Subdivision Application (SUBD 2013/02) made by Richard Lemieux on the 8th day of April, 2013 by resolution no. 2013/12;

**AND WHEREAS** Council for the Municipality of West Nipissing passed resolution no. 2013/131 on the 16<sup>th</sup> day of April, 2013 granting draft approval to the Subdivision Application (SUBD 2013/02) made by Richard Lemieux;

**AND WHEREAS** on July 2<sup>nd</sup>, 2019, the Applicant has submitted a letter to the Municipality of West Nipissing requesting withdrawal of the Draft Subdivision Application Approval (SUBD 2013/02);

**NOW THEREFORE BE IT RESOLVED** that the Corporation of the Municipality of West Nipissing, pursuant to Section 51 (44) of the *Planning Act* (Ontario), hereby withdraws the draft Subdivision Application approval granted by it on the 16th day of April, 2013;

**BE IT FURTHER RESOLVED** that notice of the withdrawal for the Draft Subdivision Application approval be given in accordance with Section 51 (45) of the *Planning Act* (Ontario).

**CARRIED**

- D-7** A resolution was passed to the withdrawal of the Draft Subdivision (SUBD 2016/03) and the withdrawal of the Draft Common Element Condominium Approval (CEC 2016/01) on Tomiko Lake Road.

**No. 2019/242**    Moved by:    Councillor Larabie  
                      Seconded by: Councillor Séguin

**WHEREAS** on December 13, 2014, the Council of the Municipality of West Nipissing passed resolution 2016/496, granting approval for a Draft Subdivision Plan, File No. SUBD 2016/03 for property on Tomiko Lake Road to the Hladki Family;

**AND WHEREAS** on July 8, 2019 the West Nipissing Planning Advisory Committee recommended a proposed redline amendment of the Approved Draft Subdivision Plan, File No. SUBD 2016/03, legally described as Part of Lot 6, Concession 5, Township of Grant, Municipality of West Nipissing, in the District of Nipissing; which will amend the subdivision to include a Block 6 on the Plan of Subdivision which will replace the requirement for the former Common Element Condominium Access Road, File No. CEC 2016/01;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of West Nipissing hereby approves the proposed redline amendments to the Approved Draft Subdivision Plan, File No SUBD 2016/03, legally described as Part of Lot 6, Concession 5, Township of Grant, Municipality of West Nipissing, in the District of Nipissing to include a Block 6 on the Plan of Subdivision, the rights and privileges of such block to be included in the Subdivision Agreement,

**BE IT FURTHER RESOLVED THAT** the Council of the Municipality of West Nipissing hereby approves the withdrawal of the Condominium Plan, File No. CEC 2016/01, as the redline amendment of the Approved Draft Subdivision Plan, File No. SUBD 2016/03 will replace the requirement for the former Common Element Condominium Access Road.

**CARRIED**

- D-8** A resolution was passed to authorize the Mayor and Clerk to sign an Encroachment Agreement on William Street.

**No. 2019/256** Moved by: Councillor Séguin  
Seconded by: Councillor Larabie

**BE IT RESOLVED THAT** the Mayor and Municipal Clerk/Planner be authorized to sign an Encroachment Agreement with Donald Goulet and Madeleine Savard.

**CARRIED**

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**E) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER**

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- E-1** A resolution was passed to adopt the minutes of the meeting of Council held on June 18, 2019.

**No. 2019/243** Moved by: Councillor Roveda  
Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** the minutes of the meeting of Council held on June 18, 2019 be adopted, as ☒ presented / ☐ amended.

**CARRIED**

- E-2** A resolution was passed to receive the minutes of the Au Chateau Board of Management meeting.

**No. 2019/244** Moved by: Councillor Duhaime  
Seconded by: Councillor Rovda

**BE IT RESOLVED THAT** the minutes of the Au Chateau Board of Management meeting held on May 15, 2019 be received.

**CARRIED**

- E-3** A resolution was passed to receive the minutes of the West Nipissing Environmental Services meeting.

**No. 2019/245** Moved by: Councillor Duhaime  
Seconded by: Councillor Roveda

**BE IT RESOLVED THAT** the minutes of the West Nipissing Environmental Services Board meetings (Public Liaison Mtg. and Regular Mtg.) held on May 6, 2019 be received.

**CARRIED**

- E-4** A resolution was passed to adopt the minutes of the West Nipissing Planning Advisory Committee meeting.

**No. 2019/246** Moved by: Councillor Roveda  
Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** the minutes of the West Nipissing Planning Advisory Committee meeting held on June 10, 2019 be received.

**CARRIED**

E-5 A resolution was passed to receive the minutes of the West Nipissing Committee of Adjustment meeting.

No. 2019/247 Moved by: Councillor Duhaime  
Seconded by: Councillor Roveda

**BE IT RESOLVED THAT** the minutes of the West Nipissing Committee of Adjustment meeting held on June 10, 2019 be received. **CARRIED**

E-6 A resolution was passed to receive the disbursement sheets.

No. 2019/248 Moved by: Councillor Roveda  
Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** the account payables disbursement sheets be received as presented

**CARRIED**

F) **UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ** ..... **NIL**

G) **NOTICE OF MOTION / AVIS DE MOTIONS** ..... **NIL**

H) **NEW BUSINESS / AFFAIRES NOUVELLES**

H-1 A resolution was passed to award the Request for Quotation for the purchase of two pickups for Public Works.

No. 2019/249 Moved by: Councillor Duhaime  
Seconded by: Councillor Roveda

**WHEREAS** quotes for the purchase of two (2) new ¾ Ton 4x4 Pick Up were requested;

**AND WHEREAS** two (2) quotations were received;

**AND WHEREAS** the quotations have been reviewed and the award being recommended herein consists of the best price meeting all of the specifications;

**AND WHEREAS** Council concurs with the recommendation received;

**BE IT THEREFORE RESOLVED THAT** the quotation for the purchase of two (2) ¾ Ton 4x4 Pick Up for Public Works be awarded to **TREMBLAY CHRYSLER DODGE JEEP RAM**, having submitted the lowest quotation of \$60,622.50 meeting all the specifications.

**CARRIED**

H-2 A resolution was passed to award the tenders for the Brushing and Ditching Projects for municipal roads.

No. 2019/250 Moved by: Councillor Roveda  
Seconded by: Councillor Duhaime

**WHEREAS** quotations for the 2019 Brushing and Ditching Projects for municipal roads were opened publicly on July 4<sup>th</sup>, 2019 by the Director of Corporate Services and Manager of Public Works;

**AND WHEREAS** multiple quotations that met all specifications were received;

**AND WHEREAS** the Manager of Public Works has reviewed the quotations and is satisfied that the award being recommended herein consists of the best prices received;

**AND WHEREAS** Council concurs with the recommendation received;

**BE IT RESOLVED THAT** the quotations for the 2019 Brushing and Ditching Projects for municipal roads in the Municipality be awarded as follows, having submitted the lowest quotation meeting all the specifications for these projects:

AWARDED TO:	ROAD	TOTAL COST PER ROAD
ED SEGUIN & SONS	DUBUC ROAD	\$119,968.00
GAUDETTE CONTRACTING	KIPLING WEST ROAD	\$127,104.00
LABELLE BROS EXCAVATING	LAC DEUX MILLES ROAD	\$78,200.00
LABELLE BROS EXCAVATING	MARLEAU ROAD	\$57,120.00
PRO-X	RAINVILLE ROAD	\$59,625.00

**CARRIED**



- H-3** A resolution was passed to support a request from the Au Chateau Home for the Aged to extend the existing funding agreement with MMAH

**No. 2019/251** Moved by: Councillor Duhaime  
Seconded by: Councillor Roveda

**WHEREAS** in 1984 our agreement was signed with Canada Mortgage and Housing Corporation, the Provincial government's Municipal Affairs and Housing and the West Nipissing Non-Profit Housing Corporation, and

**AND WHEREAS** West Nipissing Non-Profit Housing Corporation had undertaken the construction of rental housing comprising of one building to house 40 Senior units and a special care facility comprising of 102 hostel beds, and

**AND WHEREAS** Au Château was assigned as the operator of the 102 Hostel beds and in return would receive assistance to do so, and

**AND WHEREAS** the agreement ends December 31, 2020, and if not renewed, Au Château would lose approximately \$640,000 of annual assistance, and

**AND WHEREAS** such loss in assistance, without any other support or funding, would lead to reduced services and/or potential bed closures, and

**AND WHEREAS** the Home represents a significant economic development organization in our community and a great facility for our valued seniors,

**THEREFORE BE IT RESOLVED** that the Municipality of West Nipissing requests that, through the West Nipissing Non-Profit Housing Corporation, the Provincial Government's Municipal Affairs and Housing and the Canada Mortgage and Housing Corporation, the agreement be renewed under the same terms and conditions.

**BE IT FURTHER RESOLVED** that a copy of the resolution be forwarded to the Minister of Long-Term Care & Health, John Vanthof - MPP Timiskaming-Cochrane and Marc Serré - MP Nickel Belt.

**CARRIED**

- H-4** A resolution was passed to approve the new Traffic and Parking By-Law 2019/60; which repeals all previous versions.

**No. 2019/252** Moved by: Councillor Roveda  
Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** By-law 2019/60, being a by-law to regulate traffic and parking in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

**CARRIED**

- H-5** A resolution was passed to support a request from the North Bay Parry Sound District Health Unit seeking support for National Healthy School Food Program.

**No. 2019/253** Moved by: Councillor Malette  
Seconded by: Councillor Séguin

**WHEREAS** the Municipality of West Nipissing received a request from the North Bay Parry Sound District Health Unit (NBPSDHU) on behalf of Community Living North Bay, Conseil scolaire Franco-Nord, Near North District School Board and the Nipissing-Parry Sound Catholic District School Board seeking federal funding for the creation of a cost-shared national healthy school food program;

**AND WHEREAS** federal funding to support school food programs could help to:

- ensure adequate budget for nutritionally appropriate food and supplies;
- ensure adequate infrastructure and equipment for safe food preparation and storage; and;
- provide a stipend for school coordinators to help reduce coordinator turn-over;

**BE IT RESOLVED THAT** Council for the Municipality of West Nipissing supports the NBPSDHU request seeking federal funding for the of creation of a cost-shared national healthy school food program; which has the potential to enable children to develop good food and nutrition habits, to support their health and wellness and to contribute to their success at school;

**BE IT FURTHER RESOLVED THAT** a copy of this resolution be forwarded to the Premier of Canada, Minister of Education and Training, Minister of Food and Agriculture, John Vanthof - MPP Timiskaming-Cochrane, Marc Serré - MP Nickel Belt.

**CARRIED**

- H-6** A resolution was passed to permit the Sturgeon Falls Pentecostal Church to use the municipal parking lot.

**No. 2019/254** Moved by: Councillor Séguin  
Seconded by: Councillor Malette

**WHEREAS** a request was received from the Sturgeon Falls Pentecostal Church to use the municipal parking lot located at the corner of King Street and Queen Street to host their annual "We Love Sturgeon Falls Day" on Saturday, August 24<sup>th</sup>, 2019 and to have the entrances blocked off starting on Friday evening to allow for set up;

**BE IT RESOLVED THAT** the Sturgeon Falls Pentecostal Church be permitted the use of the municipal parking lot at the corner of King Street and Queen Street on Saturday, August 24<sup>th</sup>, 2019, from 9:00 AM to 4:00 PM, to host their annual "We Love Sturgeon Falls Day";

**BE IT ALSO RESOLVED THAT** the Municipality of West Nipissing shall have the parking lot entrances blocked off Friday evening, August 23<sup>rd</sup>, 2019, to allow for the set up prior to the event.

**CARRIED**

**H-7** A resolution was passed to authorize an exemption from the municipal Noise By-Law 1999/75 on Hillman Road.

**No. 2019/255**    Moved by:     Councillor Malette  
                      Seconded by:   Councillor Séguin

**WHEREAS** a request was received from Joanne and Manfred Koehler seeking Council's authorization for an exemption of the municipal Noise By-Law in order to host a "Hillman Road BBQ";

**BE IT RESOLVED THAT** Council authorizes an exemption of the Municipality of West Nipissing Noise By-Law 1999/75, for a "Hillman Road BBQ", as requested by Joanne and Manfred Koehler, which will take place at 41 Hillman Road in Lavigne, on Saturday, August 17, 2019 from 8:00 PM until 1:00 AM.

**CARRIED**

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

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**I-1)    SEWER AND WATER / LES ÉGOUTS ET L'EAU**

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**I-1(a)   Sewer and Water Upgrades & Options**

The Chair of Water presented a request from the Manager of Sewer and Water to procure the services of AECOM to explore the options to supply water to Verner and to transport sewage from Verner to SF. The firm is already familiar with the infrastructure and the study should be undertaken in order to be shovel ready should funding opportunities arise. Following discussion, Council agreed to the study to be carried out by AECOM.

**I-1(b)   Front Street Easement – Acquisition of Easement for Water Line and Sewer Main**

↳ *Refer to the Addendum Section for all details.*

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Dan Roveda,  
Chair

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Jean-Pierre (Jay) Barbeau,  
Chief Administrative Officer

**I-2)    ENVIRONMENTAL / L'ENVIRONNEMENT**

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**I-2(a)   Recycling Update**

The Recycling Coordinator provided council with information relating to the municipality's recycling programs and initiatives including the curbside procedure and the 2-box sorting system. He also highlighted the volume of waste which is diverted from the Landfill site each year as a result of recycling. Council was very pleased to receive the information and supported the initiatives which the Recycling Coordinator is proposing.

**I-2(b)   Draft Garbage and Recycling By-Law**

The Acting Manager of Environmental Services presented a draft by-law for Garbage and Recycling. Following a discussion, Council was in support of the proposed by-law and that it be brought forward at the next meeting for Council approval.

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Roland Larabie,  
Chair

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Jean-Pierre (Jay) Barbeau,  
Chief Administrative Officer

**I-3) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL**

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**I-3(a) Council Legal Coverage and Fees**

Due to the absence of Councillor Fisher, Council agreed to defer the discussion this matter to the August meeting.

**I-3(b) Property Maintenance Update**

The Director of Corporate Services presented information to Council about the property standards by-law and reporting of complaints. During discussion, Council recommended that enforcement be increased and also recommended that the Property Standards By-Law be revisited to look at the process for enforcement and including language for repeat offenders. It was agreed that the matter be looked at over the winter with a view of amendments being brought back in early Spring for review and discussion.

**I-3(c) Stipend Policy**

Council reviewed the draft policy for stipends to volunteer members of committees. Following discussion, Council agreed to the policy on the condition that the stipend be reduced to \$50.00 for committees which provide meals.

**I-3(d) Proposed Amendments to the Taxi By-Law**

Council was presented with a request from the Le Taxi seeking amendments to the municipal Taxi By-Law; also included were reports from the By-Law Enforcement Officer and the Clerk's Office providing additional information for consideration. Following discussion, Council was agreeable to the rate increase proposed by the owners and further agreed that the age limit on vehicles could be extended to 12 years only for accessible vehicles. All other vehicles would remain subject to the ten (10) year rule.

**I-3(e) Request for purchase of vacant land on Floral Street**

Council was presented with a request from an individual seeking to purchase vacant municipal land on Floral Street. Council directed staff to obtain an opinion of value for the property and to proceed in accordance with the Municipality's by-law for disposition of municipal lands.

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Lise Sénécal,  
Chair

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Melanie Ducharme,  
Clerk

**I-4) PLANNING / PLANIFICATION ..... NIL**

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**I-5) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE**

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**I-5(a) Request for Defibrillators**

The Director of Corporate services presented a request from certain community groups to acquire defibrillators which are surplus equipment of the police service. Following discussion, council agreed to hold onto the equipment until after the IPM and thereafter communicate with local seniors groups to see if there is an interest and once senior groups have been provided an opportunity, open it up to other interested groups.

**I-5(b) Non-Compliance – EMCPA**

A letter was presented from the Province due to non-compliance issues with the Emergency Management and Civil Protection Act (EMCPA). The Director of Corporate Services explained the circumstances relating to the non-compliance which was largely administrative in nature. Since then, amendments have been made to the Emergency Management Plan which will ensure that the same circumstance will not re-occur.

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Léo Malette,  
Acting Chair

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Melanie Ducharme,  
Clerk

**I-6) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE ..... NIL**

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**I-7) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ ..... NIL**

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**I-8) PUBLIC WORKS / TRAVAUX PUBLICS**

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**I-8(a) Gas Tax & Options**

The Director of Corporate Services provided information concerning the additional gas tax funding. Two eligible projects including upgrades to Cache Bay Road and expansion of the Sturgeon Falls Landfill site, neither of which will place increased stress on existing capacity constraints. Another project which has come up is upgrades to Evansville Drive. Council had a variety of questions directed to the Manager of Public Works and following discussion, the consensus was that the Cache Bay Road and Evansville Drive upgrades be prioritized. In addition, it was suggested that a study be undertaken to investigate the drainage for the sidewalk in Verner. The remaining funds can be spent over the next 5 years.

**I-8(b) Capital Projects - Update**

The Public Works Director provided an update the status of various Capital projects including asphalt repairs and resurfacing, granular resurfacing, sidewalks, brushing and trip hazard evaluation..

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Yvon Duhaime  
Chair

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Melanie Ducharme  
Clerk

**I-9) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES**

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**I-9(a) IPM Update**

The Director of CS gave a brief update on the IPM including promotional activities and ongoing preparations. The public was directed to the website to obtain information about the match and to explore opportunities for volunteers.

**I-9(b) Lighting of the Cross on the Verner Church**

Councillor Seguin presented a request from the Club Amitié for the lighting of the cross on the Verner Church. The reasoning is not religiously motivated, but historically motivated and will provide a beacon for persons entering Verner from the south. Staff was directed to explore the matter with the hydro service provider to see if such an activity is feasible and report back.

**MOTION TO EXTEND MEETING**

At 9:53 PM, a motion was tabled to extend the meeting beyond the regular curfew time of 9:30PM in order to continue discussions:

Moved by: Councillor Larabie  
Seconded by: Councillor Roveda

**CARRIED**

**I-9(c) Verner Daycare Lease**

The Chair presented a request from staff to provide direction regarding a monthly rate increase for the Verner Daycare. Following discussion, Council agreed to an increase to \$500/monthly.

**I-9(d) Capital Projects - Update**

The Director of Community Services presented an update including two projects which are currently over-budget which are the Verner Building and the downtown revitalization project. Completing the two projects will

require a change to the 2019 capital budget. The director requested to postpone the repairs to the complex roof until a full assessment can be obtained; however immediate repairs to the roof to deal with the water problem will have to be done. Council agreed to the Director's recommendation.

**I-9(e) Clear Lake Association Requests**

➡ *Refer to the Addendum Section for all details.*

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Jeremy Séguin,  
Chair

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Stephan Poulin,  
Director of Economic Development and  
Community Services

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**J) ADDENDUM / ADDENDA**

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**I-1(b) Front Street Easement – Acquisition of Easement for Water Line and Sewer Main**

The Chair of Sewer and Water provided Council with information concerning the ongoing negotiation for the easement on Front Street. The owner has yet to commit to an agreement with the municipality for the purchase of equivalently priced lands. Council agreed to move forward with a purchase for the required easement.

**I-9(e) Clear Lake Association Requests**

The Chair presented a series of requests by the Clear Lake Association. Staff was directed to make investigation into the requests and to report back to council in due course. Staff was directed to deal with any minor issues which can be dealt with operationally.

**J-1** A resolution was passed to authorize By-Law **2019/61** for the acquisition of an easement at 48 Front Street.

**No. 2019/260** Moved by: Councillor Séguin  
Seconded by: Councillor Malette

**BE IT THEREFORE RESOLVED THAT** By-law **2019/61**, being a by-Law to authorize the acquisition of an easement at 48 Front Street, being Part of Lot 4, Concession 1, Parts 3, 4, and 5, 10026 except Part 1, Plan 36R-14152, shall come into force and take effect on the date it is passed.

**CARRIED**

**J-2** A resolution was passed to award the tender for the installation of lamp posts.

**No. 2019/261** Moved by: Councillor Malette  
Seconded by: Councillor Séguin

**WHEREAS** Requests for Proposal for the installation of the Lamp Posts for the Sturgeon Falls Revitalization Project, were opened on May 22, 2019 by the Director of Corporate Services and the Project Manager of Community Services;

**AND WHEREAS** two (2) proposals were received;

**AND WHEREAS** the proposals have been reviewed and the award being recommended herein consists of the best price meeting all of the specifications;

**AND WHEREAS** Council concurs with the recommendation received;

**BE IT THEREFORE RESOLVED THAT** the tender for the installation of the Lamp Posts for the Sturgeon Falls Downtown Revitalization project be awarded to **LUC CHARLES ELECTRICAL**, having submitted the lowest proposal in the amount of \$113,183.00 meeting all the specifications.

**CARRIED**

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

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**K-1** The Mayor gave her report.

**L) CLOSED MEETING / RÉUNION À HUIS CLOS**

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

**No. 2019/262**    Moved by:    Councillor Séguin  
                         Seconded by:    Councillor Malette

**BE IT RESOLVED THAT** we proceed into the 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 Resources Matter
- (E)**    litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
  - (ii)**    Litigation Update – MX Constructors / Municipality of West Nipissing

**CARRIED**

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

**No. 2019/263**    Moved by:    Councillor Malette  
                         Seconded by:    Councillor Séguin

**BE IT RESOLVED THAT** the CLOSED meeting of Council held on July 16<sup>th</sup>, 2019 be adjourned at **10:27** PM in order to proceed with the regular meeting.

**CARRIED**

**M) ADJOURNMENT / AJOURNEMENT**

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**M-1** A resolution was passed to adopt By-law **2019/62** confirming the proceedings of Council at its meeting held on July 16, 2019.

**No. 2019/264**    Moved by:    Councillor Séguin  
                         Seconded by:    Councillor Malette

**BE IT RESOLVED THAT** By-law No. **2019/62** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 16<sup>th</sup> day of July 2019, shall come into force and take effect on the date it is passed.

**CARRIED**

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

**No. 2019/265**    Moved by:    Councillor Malette  
                         Seconded by:    Councillor Séguin

**BE IT RESOLVED THAT** the meeting of Council held on July 16, 2019 be adjourned.

**CARRIED**

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JOANNE SAVAGE  
MAYOR

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MELANIE DUCHARME  
CLERK

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

**MINUTES OF THE SPECIAL COUNCIL MEETING  
HELD IN COUNCIL CHAMBERS  
ON TUESDAY, AUGUST 6, 2019 AT 6:30 PM**

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

**ABSENT:** COUNCILLOR LÉO MALETTE

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

No pecuniary interest declared.

**B) AGENDA / ORDRE DU JOUR**

**B-1** A resolution was passed adopting the agenda as presented.

**No. 2019/266** Moved by: Councillor Larabie  
Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** the Agenda for the SPECIAL MEETING of Council held on August 6, 2019 be adopted, as ☒ presented / ☐ amended. **CARRIED**

**C) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL**

**C-1** Verner Water

The Mayor indicated that a special meeting of Council was convened to address the concerns of Verner residents pertaining to the issue of the discolouration of the drinking water in Verner. The CAO provided a brief overview of the technical matters pertaining to the naturally occurring chemicals in the water which are exacerbated by hot dry weather. In addition to increased levels of manganese in the raw water, the chemicals previously used to remove the manganese from the water have been limited by the MOE. The Ontario Clean Water Agency (OCWA) Manager and the Manager of Sewer and Water have been working diligently to address the situation. Councillors shared concerns of residents and requested information regarding possible short-term solutions. The CAO and Sewer & Water Manager indicated that no instant fix is available, but approvals are being sought to utilize a different chemical in the short term. A discussion was held regarding shutting off the free water supply at the Verner Arena due to depleted quantities in the reservoir. Following discussion, Council agreed to shut down the Verner water supply for the short-term. It was also recommended that the Manager seek options for delivery of greater quantities of potable water and possibly non-potable water could be provided for washing of clothes, etc. Staff also agreed to investigate the possibility of providing assistance for persons to take their clothes to laundromats.

**D) ADJOURNMENT / AJOURNEMENT**

**D-1** A resolution was passed to adopt By-law **2019/63** to confirm the proceedings of Council at its meeting of August 6, 2019.

**No. 2019/267** Moved by: Councillor Larabie  
Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** By-law No. **2019/63**, being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 6th day of August 2019, shall come into force and take effect on the date it is passed.

**CARRIED**



**D-2** A resolution was passed to adjourn the meeting.

**No. 2019/268**    Moved by:    Councillor Duhaime  
                         Seconded by:    Councillor Larabie

**BE IT RESOLVED THAT** the SPECIAL MEETING of Council held on August 6, 2019 be adjourned.

**CARRIED**

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JOANNE SAVAGE,  
MAYOR

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MELANIE DUCHARME,  
CLERK

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, April 24, 2019 at 345 Oak Street West, North Bay, Ontario.

**PRESENT:**

**Nipissing District:**

Central Appointees

Dave Butti

Scott Robertson

Tanya Vrebosch

Dean Backer

Dan Roveda

Eastern Appointee

Western Appointee

**Parry Sound District:**

North Eastern Appointee

Blair Flowers

South Eastern Appointee

Marianne Stickland

Western Appointee

Don Brisbane (*Vice-Chairperson*)

**Public Appointees:**

John D'Agostino

Gary Guenther

**ALSO IN ATTENDANCE:**

Medical Officer of Health/Executive Officer

Dr. Chirico

Master of Public Health Student

Dr. Carol Zimbalatti

**REGRETS:**

Central Appointee - Nipissing

Nancy Jacko (*Chairperson*)

Central Appointee - Nipissing

Stuart Kidd

Provincial Appointee

Mike Poeta

**RECORDER:**

Management Administrative Assistant

Sheri Beaulieu

**1.0 CALL TO ORDER**

Don Brisbane, Vice-Chairperson called the April 24, 2019, Board of Health meeting to order at 6:54 p.m.

**2.0 APPROVAL OF THE AGENDA**

Public Health Restructuring was added to the Board of Health agenda.

The following motion was read:

**Board of Health Resolution #BOH/2019/04/01 \*Robertson/Guenther**

***Be It Resolved***, that the Board of Health agenda dated April 24, 2019, be approved as amended.

***"Carried"***

### **3.0 CONFLICT OF INTEREST DECLARATION**

John D'Agostino declared a conflict of interest with any items related to Mindoka Corporation.

### **4.0 APPROVAL OF PREVIOUS MINUTES**

#### **4.1 Board of Health Minutes – February 27, 2019**

The minutes from the Board of Health meeting held on February 27, 2019, were reviewed and the following motion read:

**Board of Health Resolution #BOH/2019/04/02 \*Robertson/Vrebosch**

***Be It Resolved***, that the minutes from the Board of Health meeting held on February 27, 2019, be approved as amended.

*"Carried"*

### **5.0 DATE OF NEXT MEETING**

Date: June 26, 2019

Time: To be determined

Place: To be determined

### **6.0 BUSINESS ARISING**

There were no items under Business Arising.

### **7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH**

Dr. Chirico presented the Medical Officer of Health Report, dated April 24, 2019, to the Board of Health for information purposes.

Additional verbal updates were provided in connection to a presentation scheduled for the District of Parry Sound Municipal Association (DPSMA) on the opioid crisis. An update on the provincial budget related to public health will also be provided to the DPSMA.

The potential for community funding for needles was discussed.

### **8.0 BOARD COMMITTEE REPORTS**

#### **8.1 Finance and Property Committee**

Recommendations from a Finance and Property Committee meeting held prior to the Board of Health meeting were brought forward for approval.

The following motion was read:

**Board of Health Resolution #BOH/2019/04/03 \*Vrebosch/Guenther**

***Whereas, on June 25, 2008, the Board of Health for the North Bay Parry Sound District Health Unit approved a municipal reserve fund be established; and***

***Whereas, on September 26, 2012, the Board of Health by resolution removed the cap from the municipal reserve; and***

***Whereas, on April 24, 2019, the Finance and Property Committee of the Board of Health reviewed the North Bay Parry Sound District Health Unit draft annual audited financial statements for the year-ended December 31, 2018;***

***Now Therefore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve the transfer of funds from the North Bay Parry Sound District Health Unit general account to the municipal reserve fund in the amount of \$345,062; and***

***Furthermore Be It Resolved, that on the recommendation of the Finance and Property Committee that the Board of Health approve the North Bay Parry Sound District Health Unit audited financial statements for the year-ended December 31, 2018; and***

***Furthermore Be It Resolved, that the annual audited financial statements for the North Bay Parry Sound District Health Unit, which includes a note outlining the transactions of the municipal reserve fund for the year-ended December 31, 2018, be forwarded to member municipalities.***

***"Carried"***

## **8.2 Personnel Policy, Labour/Employee Relations Committee**

Recommendations from a Personnel Policy, Labour/Employee Relations Committee meeting held prior to the Board of Health meeting were brought forward for approval.

The following motion was read:

**Board of Health Resolution #BOH/2019/04/04 \*Roveda/Backer**

***Be It Resolved***, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health for the North Bay Parry Sound District Health Unit approve revisions to and renewal of B-P-003 – Relocation Expenses for New Employees; and

***Furthermore Be It Resolved***, that on the recommendation of the Personnel Policy, Labour/Employee Relations Committee that the Board of Health approve renewal of B-P-006 – Anti-Nepotism.

“Carried”

## **9.0 CORRESPONDENCE**

Board of Health correspondence listed for the April 24, 2019, meeting is available for review by Board members in the Board of Health online portal.

## **10.0 NEW BUSINESS**

### **10.1 Board of Health Policy, B-G-001 – Geographic Areas Serviced by NBPSDHU**

Board of Health policies require review once every two years, with the exception of four personnel policies, or when required prior to the regular review date.

The Board of Health policy B-G-001 – Geographic Areas Serviced by NBPSDHU was due for review and renewal.

The following motion was read:

**Board of Health Resolution #BOH/2019/04/05 \*Butti/Vrebosch**

***Therefore Be It Resolved***, that the Board of Health approve revisions to and renewal of B-G-001, Geographic Areas Serviced by the North Bay Parry Sound District Health Unit.

“Carried”

### **10.2 All Staff Appreciation Luncheon and Service/Retirement Awards**

Board of Health members were provided with an invitation to attend the All Staff Appreciation Luncheon and Service/Retirement Awards on Wednesday, May 15, 2019, from 12:00 to 1:45 p.m.

The following motion was read:

**Board of Health Resolution #BOH/2019/04/06 \*Vrebosch/Stickland**

***Whereas, the Staff Appreciation Luncheon and Service/Retirement Awards Celebration will take place on May 15, 2019, from 12:00 to 1:45 p.m. at The Grande Event Centre, North Bay;***

***Be It Resolved, that the Board of Health authorizes Board members to attend the North Bay Parry Sound District Health Unit Staff Appreciation Luncheon and Service/Retirement Awards Celebration on May 15, 2019; and***

***Furthermore Be It Resolved, that expenses related to attending the All Staff Appreciation Luncheon and Service/Retirement Awards Celebration be paid in accordance with the Board of Health Remuneration Policy #B-F-004.***

*"Carried"*

### **10.3 Association of Local Public Health Agencies (alPHA) 2019 Annual General Meeting and Conference**

Board of Health members were provided with notice of the June 9-11, 2019, alPHA 2019 Annual General Meeting and Conference to be held in Kingston.

The following motion was read:

#### **Board of Health Resolution #BOH/2019/04/07 \*Robertson/Guenther**

***Be It Resolved, that the Board of Health authorizes 2 Board members to attend the Association of Local Public Health Agencies (alPHA) 2019 Annual General Meeting and Conference to be held June 9 – 11, 2019 in Kingston, ON; and***

***Furthermore Be It Resolved, that expenses related to attending the alPHA 2019 Annual General Meeting and Conference be paid in accordance with the Board of Health Remuneration Policy #B-F-004.***

*"Carried"*

### **10.4 Board of Health Chair Update from the April 18, 2019, Teleconference with alPHA**

The Board of Health Chair participated in a teleconference hosted by alPHA concerning the provincial governments proposed restructuring of Ontario's public health units and related budget.

In the Chair's absence, a written summary of the teleconference was provided to Board of Health members for information purposes.

## **10.5 Public Health Restructuring**

In follow up to the previous agenda item, a verbal update was provided expanding on areas touched upon in the written summary provided by the Board of Health Chair, along with additional information.

The Board discussed their position on the proposed restructuring, the pros and cons of various actions moving forward, and their preferred course of action.

No action will be taken at this time. It was agreed that further discussion will be warranted once more details have been released by the Ministry of Health and Long-Term Care.

## **11.0 IN CAMERA**

There was no in camera business to discuss.

## **12.0 ADJOURNMENT**

Having no further business, the Vice-Chairperson adjourned the April 24, 2019, Board of Health meeting at 7:29 p.m.

*Original Signed by Don Brisbane*

*2019/06/26*

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

*Original Signed by Sheri Beaulieu*

*2019/06/26*

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)



District of Nipissing  
Social Services  
Administration Board



Conseil d'administration  
des services sociaux  
du district de Nipissing

### **MINUTES OF PROCEEDINGS**

#### **REGULAR BOARD MEETING – WEDNESDAY June 19, 2019 2:00 PM –South Algonquin Council Chamber , Whitney**

#### **MEMBERS PRESENT:**

Councillor Mac Bain (North Bay) via teleconference  
Councillor Mark King (North Bay)  
Councillor Terry Kelly (East Ferris)  
Councillor Dave Mendicino (North Bay) via teleconference  
Mayor Dan O'Mara (Temagami)  
Councillor Dan Roveda (West Nipissing)  
Councillor Scott Robertson (North Bay) via teleconference  
Representative Amanda Smith (Unincorporated)  
Councillor Bill Vrebosch (North Bay)

#### **REGRETS:**

Mayor Dean Backer (East Nipissing)  
Councillor Chris Mayne (North Bay)  
Mayor Jane Dumas (South Algonquin)

#### **STAFF ATTENDANCE:**

Joseph Bradbury, Chief Administrative Officer  
Jean Guy Belzile, EMS Chief (via teleconference)  
Melanie Shaye, Director of Corporate Services  
Lynn Démoré-Pitre, Director of Children's Services  
Michelle Glabb, Director Social Services  
Marianne Zadra, Executive Coordinator and Communications  
Stacey Cyopeck, Manager, Housing Services  
Pierre Guenette, Manager, Housing Operations(via teleconference)  
Justin Avery, Manager Finance  
Jason Corbett, Contract Specialist and Procurement  
David Plumstead, Manager Planning, Outcomes & Analytics (via teleconference)

**CALL TO ORDER**

The Regular Board Meeting was called to order at 2:09 PM by Chair Mark King.

**DECLARATION OF CONFLICTS OF INTEREST**

Amanda Smith declared a conflict regarding item 8.3 CHPI investment plan.

**Adoption of the Roll Call**  
**Resolution No. 2019-87**

**Moved by:** Mayor Dan O'Mara

**Seconded by:** Councillor Terry Kelly

**That the Board of Directors accepts the Roll Call as read by the Secretary for the Regular Board meeting of June 19, 2019. Motion carried.**

**PRESENTATIONS**

There were no presentations.

**Adoption of the Agenda**  
**Resolution No. 2019-88**

**Moved by:** Representative Amanda Smith

**Seconded by:** Councillor Dan Roveda

**That the Board accepts the agenda for the Regular Board meeting of June 19, 2019. Motion carried.**

**Minutes of Proceedings**

**Resolution No. 2019-89**

**Moved by:** Councillor Bill Vrebosch

**Seconded by:** Councillor Terry Kelly

***Resolved* THAT the Board adopt the minutes of the proceedings of the Proceedings of the Regular Board Meeting of May 22, 2019.**

**Motion carried.**

**CHAIR'S REMARKS'**

Chair Mark King welcomed everyone and indicated that Mayor Dumas could not attend due to a family matter and that the Board wishes her well. He noted that this is a special day as we're here to officially open the south Algonquin Community Hub. The facility has been open since early May and has been very well received by members of the community. He also especially thanked outgoing CAO Joe Bradbury and Children's Services Director Lynn Demore-Pitre for their hard work in seeing this project through. He brought forward praise from Mayor Dumas and her great appreciation for the Algonquin Hub, which was once an empty surplus school and is now a vibrant hub for the community.

He commented on the approval of pilot immigration project in North Bay, and while this is good news in providing skilled labour to the area, he wants to be assured this will not further burden the social network.

The Chair also talked about his nomination as the Nipissing-Temiskaming riding PC candidate for the upcoming federal election. He indicated he will be taking a leave for about a month during the campaign, and has no intention of leaving the board unless he is elected. He has spoken with Vice Chair Mac Bain and assured the board the process will be very smooth.

It was noted that the September committee meeting has been moved to the 10th instead of the 11<sup>th</sup>.

The Chair also thanked Melanie Shaye on behalf of the board for stepping in during this challenging time until a permanent CAO has been chosen.

**Resolution #2019-90**

**Moved by:** Councillor Dave Mendicino

**Seconded by:** Councillor Scott Robertson

**Resolved THAT the Board accepts the Report from the Chief Administrative Officer B05-19, dated June 19, 2019.**

**Motion carried.**

The CAO thanked everyone for his time at the board. He indicated he has every confidence in the senior team and that DNSSAB is well positioned to do great things. He reminded everyone that EMS Chief Jean-Guy Belzile is retiring at the end of July. Jean-Guy will be sorely missed in the EMS sector and the CAO personally thanked him for his service to the DNSSAB. He was always proactive in management.

The South Algonquin Community Hub officially opened on time and on schedule with \$30K being returned to the reserves.

The Board will be kept abreast of any new developments regarding the impact of the provincial budget.

The NOSDA group is collaborating on joint proposal for the entire Northeastern Ontario District for the Employment Ontario transformation.

He thanked the OW team for making the PSW program a success. As well, the caseload continues to go down. Their work exemplifies a best practice in province, and he plans to implement the same practice in the Parry Sound District as their new CAO.

He reviewed the status reports for all the program areas.

The proposed land development at the Edgewater property, if approved, will address the housing shortage.

He thanked board members for attending the NOSDA AGM and invited any interested members to let Melanie or Marianne know if they plan to attend the AMO conference in August.

He thanked the Housing department for their help in having an Indigenous art mural painted on the side of the Main Street location. There has been much positive comment about this.

Over the summer, the By-laws Review committee will be meeting to update the bylaws and will then look at the NDHC bylaws.

He thanked the board for the opportunity to serve the Nipissing District over the past five years. He indicated it was a privilege and honour to do so.

Councillor Vrebosch remarked that he always appreciated his time with CAO. The Chair noted the CAO will be missed and also congratulated Jean-Guy on a fine career adding he has been a tremendous asset to the organization and thanked him for his hard work and wished him a well-deserved rest.

Jean-Guy thanked the board for their support in his 19 years serving the board and the community and wished the board all the best in the future. He also requested an exit interview with chair and co-chair to discuss items for EMS.

**Consent Agenda**  
**Resolution #2019-91**

**Moved by:** Representative Amanda Smith

**Seconded by:** Councillor Bill Vrebosch

**Resolved THAT the Board of Directors approves the Consent Agenda of June 19, 2019**

which includes the following:

**7.1 Executive Audit Committee Minutes – June 3, 2019**

**7.2 Social Services and Employment Committee Minutes – June 3, 2019**

**7.3 Children's Services and EMS Committee Minutes – June 3, 2019**

**7.4 Housing Services Minutes – June 3, 2019**

**7.5 Correspondence/Media Coverage**

**7.5.1 May 27 letter from the Premier RE: Postponements in cuts**

**7.5.2 May 27 Letter from MMAH RE CHPI revised reporting process**

**7.5.3 May 27 CBC Article RE Province cancels cutbacks to northern Ontario services after pressure from mayors**

**7.5.4 May 27 Nugget article RE Paramedics honoured with flag-raising ceremony**

**7.5.5 May 28 2019 Letter to CAO RE Municipal Non-Profit Agreement**

**7.5.6 May 28 Bay Today Article RE Paramedic Services Week sheds light on increased call volumes**

**7.5.7 May 28 My North Bay Now article RE EMS in Nipissing District celebrating Paramedics Week**

**7.5.8 May 29 Nugget Article RE North Bay breathes sigh of relief**

**7.5.9 June 3 2019 letter from MP Fedeli RE 4 cents on dollar**

**7.5.10 June 4 letter from Board to Premier RE funding adjustments**

**7.5.11 June 7 2010 Nugget Article RE North Bay's EMS chief retires**

**7.5.12 June 8 Bay Today Article RE EMS chief to retire after 19 years**

**7.5.13 June 11 Nugget Article RE North Bay seniors squeezed for affordable housing**

**7.5.14 June 12 letter from EMS Chief to Minister Elliott RE EMS funding adjustments**

**Motion carried.**

#### **EX15-19 2019 Q1 Financial Report**

##### **Resolution #2019-92**

**Moved by:** Councillor Terry Kelly

**Seconded by:** Councillor Bill Vrebosch

**Resolved** THAT The District of Nipissing Social Services Administration Board accepts the year-to-date (YTD) financial report, January 1 to April 30, 2019 as presented in report EX15-19 for information purposes.

**Motion carried.**

#### **EX17-19 DNSSAB Procedural By-Laws Review**

##### **Resolution #2019-93**

**Moved by:** Councillor Dan Roveda

**Seconded by:** Councillor Terry Kelly

**Resolved** THAT an Ad-hoc By-Laws Review Committee be struck to consider the amendments provided through legal advice in accordance with Resolution No. 2019-20 approved by the District of Nipissing Social Services Administration Board; and

---

THAT the committee review the NDHC Procedural By-Laws after the DNSSAB By-Laws review.

**Motion carried.**

**[Representative Amanda Smith left the room at 2:29]**

**[Representative Amanda Smith re-entered at 2:31]**

**HS11-19 CHPI Investment Plan Update**

**Resolution #2019-94**

**Moved by:** Councillor Terry Kelly

**Seconded by:** Councillor Dan Roveda

*Resolved* THAT the District of Nipissing Social Services Administration Board approves the 2019/20 Investment Plan for the allocation of the Community Homelessness Prevention Initiative as set out in the report HS11-19, amended from the previously approved Investment plan as set out in report HS01-19, attached as Appendix A;

*Furthermore*, that the District of Nipissing Social Services Administration Board authorizes staff to reallocate funds throughout the 2019/20 fiscal year to qualifying provincial initiatives, up to the CAO delegated authority based on emerging priorities in the district.

**Carried.**

**Signing Authority**

**Resolution #2019-95**

**Moved by:** Councillor Bill Vrebosch

**Seconded by:** Representative Amanda Smith

WHEREAS the Board of Directors approved the appointment of Melanie Shaye as Acting Chief Administrative Officer upon the resignation of the current Chief Administrative Officer, Joseph Bradbury until a new person has been permanently appointed to the role (Resolution No. 2019-67), and;

WHEREAS in accordance with best practices established by the DNSSAB, where signing authority includes the signatures of both the Chief Administrative Officer and the Chair, or their designates;

**BE IT RESOLVED** that the Chair Mark King, or Vice Chair Mac Bain in the absence of the Chair, and Acting Chief Administrative Officer Melanie Shaye, or her designate Michelle Glabb in Melanie Shaye's absence, be signing officers of the Corporation.

**Carried.**

**In - Camera**

**Resolution #2019-96**

**Moved by:** Councillor Dave Mendicino

**Seconded by:** Representative Amanda Smith

**THAT the Board move in-camera at 2:32.**

**Motion carried.**

**\*\*\*In-Camera minutes are filed separately.\*\*\***

[Amanda Smith stepped out for a conflict of interest with the Healthy Communities Fund at 2:32]

[Mac Bain came on the line at 3:04.]

[Mac Bain signed off at 3:10.]

**Adjourn In-Camera**

**Resolution #2019-97**

**Moved by:** Councillor Dan Roveda

**Seconded by:** Councillor Dan O'Mara

**THAT the Board adjourns in-camera at 3:10.**

**Motion carried.**

**Approve In-Camera**

**Resolution No. 2019-98**

**Moved by:** Councillor Terry Kelly

**Seconded by:** Councillor Dan Roveda

**THAT the Board accepts action(s) discussed in-camera.**

**CARRIED**

**OTHER BUSINESS**

The Executive Coordinator brought forward the resolution from Calvin Township and the letter of response that will be sent from the DNSSAB. Bill Vrebosch indicated that some municipalities will ask to drop programs that they are being charged for. The CAO replied that is not an option as many can't be dropped as they are legislated. DNSSAB operated at 3% administrative costs compared with the City of North Bay which is at



about 6%. He indicated all DSSABs have the same challenge and any changes would result in a structural reorganization, affecting how the DSSABs operate which would create a crisis in the community. He advised the Board it needs to be aware at budget time that they can't cut core services.

### **Next Meeting Date**

Scheduled Board meeting is Wednesday, September 25<sup>th</sup>. The next committee meeting day is September 10<sup>th</sup>, and not the 11<sup>th</sup> as originally scheduled.

### **Adjournment**

#### **Resolution No. 2018-99**

**Moved by:** Mayor Dan O'Mara

**Seconded by:** Councillor Dan Roveda

***Resolved*** That the Board meeting be adjourned at 3:18 p.m.

**Motion carried.**

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MARK KING  
CHAIR OF THE BOARD

---

JOSEPH BRADBURY  
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator



**The Corporation of the Municipality of West Nipissing /  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the accounts payables disbursement sheets for July 2019 be received as presented.

	YEAS	NAYS
<b>DUHAIME, Yvon</b>		
<b>FISHER, Christopher</b>		
<b>LARABIE, Roland</b>		
<b>MALETTE, Léo</b>		
<b>ROVEDA, Dan</b>		
<b>SÉGUIN, Jeremy</b>		
<b>SÉNÉCAL, Denis</b>		
<b>SÉNÉCAL, Lise</b>		
<b>SAVAGE, Joanne (MAYOR)</b>		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_

# 2019 — Second Quarter Variance Report

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August 9, 2019

By Alisa Craddock CPA, CMA Director of Corporate Services/Treasurer

This report provides a variance analysis of the Municipality's second quarter results to June 30, 2019. The June variance report reflects expenditures and revenues for the first six months of 2019.

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The following explanations relate to areas where a potential variance may occur or areas that the Treasurer is monitoring closely with Departments.

**1. Winter Control**

As discussed in the first quarter report, winter control put pressure on the Public Works budget in early 2019. Overtime hours and wages are increased over the same period last year. At the end of the current period, wage and benefit costs are trending on budget. This situation will continue to be monitored with the Operations manager.

Fleet costs associated with winter control are also higher this year than same period prior year. It is anticipated that fleet costs will exceed individual budgets.

Contractor costs are reduced over prior periods due to the negotiated contract on Connecting Links.

**2. Utilities**

Heating costs in all departments are trending higher than prior years. Individual departments may see slight year end overages in heating costs; however, none of these projections are anticipated to create overall budget concerns.

Hydro costs will continue to create pressure on our Recreation department.

Other departments are seeing hydro costs trend towards budget.



### **3. Flood Emergency 2019**

The June 30, 2019 financial report reflects expenses incurred during the 2019 flood emergency and very initial remediation efforts. Granular resurfacing continued through July and will be ongoing through August 2019. Anticipated costs are \$315,000. This will put the Municipality very close to the threshold to qualify for disaster relief. It is anticipated that ditching may need to be undertaken to remove the materials washed from the roads. This combined amount should meet the 3% threshold, entitling the Municipality to recover a portion of these costs.

### **4. Police Transition**

Police transition costs are still ongoing. Exit costs have not been finalized. Wage and benefit costs, without exit costs, did exceed budget for the period of January to June. However, revenues from disposal of assets has exceeded projections and the overall transition budget is slightly below budget at this time.



# Summary of All Categories

	Actual	Budget	Variance
Revenues			
Property Taxation	16,637,904	16,794,128	(156,224)
Payments in lieu	-	530,023	(530,023)
Grants	3,256,217	6,549,050	(3,292,833)
Other Revenues	1,300,605	3,207,023	(1,906,418)
Total Revenues	21,194,726	27,080,224	(5,885,498)
Expenditures			
HR Costs	3,725,016	8,236,004	4,510,988
Operating Expenses	3,179,044	7,019,458	3,840,414
Social Programs	2,544,310	4,469,671	1,925,361
Total Expenditures	9,448,370	19,725,133	10,276,763
Local Boards			
Police	2,146,554	4,383,779	2,237,225
Library	223,000	446,000	223,000
Cemetery	2,567	36,850	34,283
Total Board Expenditures	2,372,121	4,866,629	2,494,508
<b>Total Expenditures incl. Boards</b>	<b>11,820,491</b>	<b>24,591,762</b>	<b>12,771,271</b>
<b>Surplus (Deficit)-Operating</b>	<b>9,374,235</b>	<b>2,488,462</b>	<b>6,885,773</b>



Donations	-	-	-
Funding	(3,317)	(1,687,897)	(1,684,580)
<b>Total Revenues-Capital Fund</b>	<b>(3,317)</b>	<b>(1,687,897)</b>	<b>(1,684,580)</b>
Transfer to Reserve	1,770,000	1,770,000	-
Contribution from Reserve	(1,221,251)	(3,187,157)	(1,965,906)
Unexpended Revenue	-	-	-
Unexpended Revenue	-	-	-
<b>Total Change in Reserves</b>	<b>548,749</b>	<b>(1,417,157)</b>	<b>(1,965,906)</b>
Long Term Debt Financing	-	-	-
Payments on Loans	76,213	333,462	257,249
<b>Total Change in Financing</b>	<b>76,213</b>	<b>333,462</b>	<b>257,249</b>
<b>Capital Assets</b>			
Capital expenditures-Infrastructure	6,630	2,802,544	2,795,914
Capital expenditures	782,298	2,457,510	1,675,212
<b>Total Capital Assets</b>	<b>788,928</b>	<b>5,260,054</b>	<b>4,471,126</b>
	1,410,573	2,488,462	(1,077,889)
<b>Surplus (Deficit)</b>	<b>7,963,662</b>	<b>0</b>	<b>7,963,662</b>



# Summary of Revenues and Expenses

	Actual	Budget	Variance
<b>Taxation</b>			
Revenues	16,637,904	16,794,128	(156,224)
<b>Payments in lieu</b>	-	530,023	(530,023)
<b>Provincial Grants-OMPF</b>	3,256,217	6,549,050	(3,292,833)
<b>General Government</b>			
Revenues	646,917	1,533,240	(886,323)
Expenses	1,155,932	2,927,001	1,771,069
<b>Surplus (Deficit)</b>	(509,015)	(1,393,761)	884,746
<b>Mayor &amp; Council</b>			
Expenses	100,966	212,517	111,551
<b>Public Works</b>			
Revenues	2,440	35,000	(32,560)
Expenses	2,763,660	6,227,468	3,463,808
<b>Surplus (Deficit)</b>	(2,761,220)	(6,192,468)	3,431,248
<b>Community Services</b>			
Revenues	465,377	982,000	(516,623)
Expenses	2,430,978	4,716,527	2,285,549
<b>Surplus (Deficit)</b>	(1,965,601)	(3,734,527)	1,768,926





**Fire Department**

Revenues	11,376	18,000	(6,624)
Expenses	1,278,565	2,350,027	1,071,462
<b>Surplus (Deficit)</b>	<b>(1,267,189)</b>	<b>(2,332,027)</b>	<b>1,064,838</b>

**Economic Development**

Revenues	53,899	416,783	(362,884)
Expenses	243,191	679,345	436,154
<b>Surplus (Deficit)</b>	<b>(189,292)</b>	<b>(262,562)</b>	<b>73,270</b>

**Planning & Development**

Revenues	120,596	222,000	(101,404)
Expenses	190,357	447,588	257,231
<b>Surplus (Deficit)</b>	<b>(69,761)</b>	<b>(225,588)</b>	<b>155,827</b>

**Emergency Measures**

Expenses	89,896	3,500	(86,396)
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**Heritage Committee**

Expenses	-	1,500	1,500
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**Police Services**

Revenues	179,223	379,435	(200,212)
Expenses	2,325,777	4,763,214	2,437,437
<b>Surplus (Deficit)</b>	<b>(2,146,554)</b>	<b>(4,383,779)</b>	<b>2,237,225</b>

**Libraries**

Expenses	223,000	446,000	223,000
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**Cemetery**

Expenses	2,567	36,850	34,283
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**Municipal Drains**

Expenses	7,802	87,500	79,698
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**Animal Control**

Expenses	53,286	90,952	37,666
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**Health Services**

Expenses	252,404	432,880	180,476
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**DNSSAB**

Expenses	1,479,836	2,965,371	1,485,535
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**Home for the Aged-Au Chateau**

Expenses	812,070	1,071,420	259,350
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**Grand Total**

Revenues	21,373,949	27,459,659	(6,085,710)
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Expenses	13,410,287	27,459,659	14,049,372
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Net Surplus (Deficit)	7,963,662	-	7,963,662
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**The Corporation of the Municipality of West Nipissing /  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the 2<sup>nd</sup> Quarter Financial Update Report be received as presented.

	YEAS	NAYS
<b>DUHAIME, Yvon</b>		
<b>FISHER, Christopher</b>		
<b>LARABIE, Roland</b>		
<b>MALETTE, Léo</b>		
<b>ROVEDA, Dan</b>		
<b>SÉGUIN, Jeremy</b>		
<b>SÉNÉCAL, Denis</b>		
<b>SÉNÉCAL, Lise</b>		
<b>SAVAGE, Joanne (MAYOR)</b>		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_



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

**BY-LAW 2019/65**

**BEING A BY-LAW TO APPOINT PART-TIME MUNICIPAL LAW ENFORCEMENT OFFICERS  
FOR THE MUNICIPALITY OF WEST NIPISSING**

---

**WHEREAS** Section 11(1) of the *Municipal Act*, R.S.O. 2001, c. 25, as amended, to provide any service or thing that the municipality considers necessary or desirable for the public;

**AND WHEREAS** Section 15(1) and (2) of the *Police Services Act*, R.S.O.1990, c.P. 15, authorizes the Council of any municipality to appoint persons to enforce the by-laws of the municipality, who shall be peace officers for the purpose of enforcing municipal by-laws;

**AND WHEREAS** the Council for the Municipality of West Nipissing deems it expedient to appoint Part-Time Municipal Law Enforcement Officers to assist in the carrying out of enforcement of the municipal by-laws, statutes and regulations;

**NOW THEREFORE** the Council of The Corporation of the Municipality of West Nipissing hereby enacts as follows:

1. That **ROBERT PILON** and **FRANÇOIS SAVAGE** are hereby appointed as Part-Time Municipal Law Enforcement Officers for the Corporation of the Municipality of West Nipissing.
2. That by-law 2017/87, and any amendments thereof, are hereby repealed.

**ENACTED AND PASSED THIS 13<sup>th</sup> DAY OF AUGUST 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

---

JOANNE SAVAGE  
MAYOR

---

MELANIE DUCHARME  
CLERK



**The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT THEREFORE RESOLVED THAT** By-Law **2019/65**, being a By-Law to appoint **Robert Pilon** and **François Savage** as part-time municipal law enforcement officers for the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_

# MEMORANDUM

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**TO:** Mayor and Council  
**FROM:** Melanie Ducharme, Clerk  
**DATE:** August 8, 2019  
**RE:** **PROPERTY STANDARDS ENFORCEMENT**

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For consistency purposes, the Property Standards by-law, including all amending by-laws thereof; are being updated to reflect that enforcement of these by-laws will be carried out by the appointed **MUNICIPAL LAW ENFORCEMENT OFFICERS**, as appointed by Council.

The attached Property Standards amendment is being proposed to address this matter.

Melanie

**Joie de vivre**



**West Nipissing Ovest**

Joie de vivre

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



## **BY-LAW 2019/66**

### **BEING A BY-LAW TO AMEND BY-LAW 2001/71, AS AMENDED, BEING A BY-LAW TO PROVIDE STANDARDS AND VITAL SERVICES FOR THE MAINTENANCE OF THE PHYSICAL CONDITION AND OCCUPANCY OF PROPERTY WITHIN THE MUNICIPALITY OF WEST NIPISSING**

---

**WHEREAS** Section 156 (1) of the *Municipal Act* RSO 1990, as amended from time to time, states that a municipality may pass by-laws pertaining to the licensing of Taxicabs;

**AND WHEREAS** Council deems it expedient to amend the municipal Property Standards By-Law 2001/71; to update enforcement thereof;

**NOW THEREFORE** the Council of the Corporation of the Municipality of West Nipissing amends by-law 2001/71, as amended, as follows:

- (1) That all references in By-Law 2001/71, including all amending by-laws thereof, wherein the term "Police" or "Police Officer" or "West Nipissing Police Officer" is used shall be replaced with the term "**Municipal Law Enforcement Officer**"; as defined in amending by-laws 2011/78.
- (2) Any grammatical changes shall be incorporated in order to give effect to Item (1), above; and
- (3) That this by-law shall take effect on the date it is enacted.

**ENACTED AND PASSED THIS 13<sup>th</sup> DAY OF AUGUST, 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

---

JOANNE SAVAGE  
MAYOR

---

JANICE DUPUIS  
DEPUTY CLERK



**The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** By-law **2019/66**, being a by-law to amend the Property Standards By-Law 2001/71, as amended, to provide standards and vital services for the maintenance of the physical condition and occupancy of property within the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: \_\_\_\_\_

DEFEATED: \_\_\_\_\_

DEFERRED OR TABLED: \_\_\_\_\_





## BY-LAW 2019/67

### A BY-LAW TO ESTABLISH, REGULATE AND PROVIDE A SYSTEM FOR THE HANDLING, REMOVAL AND DISPOSAL OF GARBAGE, RUBBISH, ASHES, RECYCLABLE MATERIAL AND OTHER WASTE MATERIAL AT THE CURBSIDE IN THE MUNICIPALITY OF WEST NIPISSING

WHEREAS the *Municipal Act, S.O.2001, c.25* as amended, Section 11(1), states that a single-tier municipality may pass by-laws respecting waste management;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING HEREBY ENACTS AS FOLLOWS:

#### 1. DEFINITIONS

For the purposes of this by-law, the following words shall have the meaning given herein:

- 1.1. **"Ashes"** shall mean the solid residue of any fuel for heating or cooking purposes and soot or other residue/cleanings from chimneys.
- 1.2. **"Bulky Items"** shall refer to household items other than those for which special collection services are provided, which are larger than 1.2 meters in any one dimension or weigh in excess of 20 kilograms, including furniture and appliances of whatever size and weight as may be determined by the Municipal Solid Waste Manager.
- 1.3. **"By-Law Enforcement Officer"** means any officer appointed by the Municipality for the enforcement of its by-laws
- 1.4. **"Commercial Solid Waste"** shall refer to all solid waste materials discarded from commercial enterprises engaged in buying and selling of goods and services. Commercial solid waste is commonly categorized as similar in nature to that of residential solid waste and would include mixed recyclables separated for the purposes of processing and preparation for recycling.
- 1.5. **"Container Recyclables"** shall refer to all recycled materials that fall under the category of plastics, glass and metals and consist of all aluminum cans, plastic containers with symbols (#1-7 – subject to change from time to time), cans, glass bottles and jars (lids removed), plastic bags, steel cans, and empty dry paint cans with lids removed. All recycled materials that do not fall under the category of paper recyclables.
- 1.6. **"Contamination"** refers to the mixing of an item referred to in the list below with a different item described in the list below:
  - (i) Recyclable materials
  - (ii) Garbage
  - (iii) Yard Waste
  - (iv) Prohibited
- 1.7. **"Curbside Collection"** refers to the collection of garbage, recyclable materials and yard waste in the appropriate containers as described in this by-law.
- 1.8. **"Dwelling"** shall mean any building or place of abode, other than a hotel, restaurant, apartment, house, tenement or building which accommodates more than two separate dwelling units.
- 1.9. **"Garbage"** shall mean all rejected, abandoned or discarded household waste, including accumulation of animal, fruit or vegetable matter used or intended for food or that intended for the preparation, use, cooking, dealing in or sorting of meat, fish, fowl, fruit or vegetable; wearing apparel, broken crockery, but shall **NOT** include heavy or bulky articles such as stoves, furnaces, bed springs, furniture, manufacturers' waste, gasoline or oil-soaked rags or highly combustible material of any nature whatsoever, broken plaster, lumber or other waste or residue resulting from the construction, alteration, repair of any buildings or structure, saw-dust and/or shavings, swill or other organic material not properly drained or wrapped, liquid waste, carcass of any animal, wholesale or retail trade waste, any material which has

become frozen to the receptacle and cannot be removed by shaking, discarded truck and automobile tires. In lay terms, garbage is the equivalent of solid waste after separation of recyclables or other components.

- 1.10. **"Household Hazardous Waste"** means household hazardous waste such as paint, aerosol cans, batteries, chemicals, propane tanks and other items not deemed appropriate to be land-filled.
- 1.11. **"Industrial Solid Waste"** shall refer to solid waste materials discarded from the manufacturing process and production of goods and products and non related non-manufacturing activities.
- 1.12. **"Institutional Solid Waste"** shall refer to solid waste materials discarded from institutional enterprises such as social, charitable, educational and government services
- 1.13. **"Municipal Solid Waste"** shall mean all garbage, refuse and similar solid waste materials discarded from residential, commercial, institutional and industrial sources and community activities, including recyclables that are to be separated. The term does not include any household hazardous waste or hazardous waste accumulated from any source.
- 1.14. **"Municipality"** shall mean the Corporation of the Municipality of West Nipissing.
- 1.15. **"Owner"** shall mean any owner, occupant, lessee, tenant or other person in charge of any dwelling, hotel, restaurant, apartment house, office building, public institution or other premises.
- 1.16. **"Paper Recyclables"** shall refer to all recycled materials that fall under the category of paper fibers and consist of broken down corrugated cardboard (no bigger than 60cmx60cm), newspaper and flyers, boxboard (cereal, tissue, cracker, boxes), catalogues and magazines, hard and soft cover books, writing paper, greeting cards, paper egg cartons and trays.
- 1.17. **"Prohibited Waste"** shall refer to items prohibited for the purpose of disposal into Municipal Landfill, consisting of items including acute hazardous waste chemicals, hazardous waste chemicals, corrosive waste, hazardous industrial waste, ignitable waste, PCP waste, radioactive waste, severely toxic waste, leachate toxic waste, pathological waste including biomedical waste, whether solid or liquid, as well as the above mentioned household hazardous waste products, including but not limited to pool or photographic chemicals, laundry bleach, drain, oven, toilet and carpet cleaning solutions, paint thinner and paint remover, rat and mouse poison, insect killers, weed killers, fungicides, wood preservatives, oil-based and latex paints, engine oil, brake and transmission fluid, antifreeze, automotive batteries, and such other matters as may be added in the future.
- 1.18. **"Recyclables"** shall refer to solid waste materials removed from the municipal garbage stream and separated by the generator, or owner of the solid waste for the purpose of recycling.
- 1.19. **"Recycling Blue Box"** refers to the designated, portable containerized unit, used for the collection as well as curbside placement of recycled materials.
- 1.20. **"Recycling Collection Services"** refers to the services provided by the Municipality for the removal of recyclable materials from designated areas within the Municipality.
- 1.21. **"Recycling Drop Off Box"** refers to a situated receptacle used by municipal residents for the purpose of discarding their separated recycled materials.
- 1.22. **"Residential Solid Waste"** shall refer to solid waste materials discarded from single and multi-family dwellings and individuals. Most commonly categorized by paper, plastics, glass, metal (ferrous and non-ferrous), rubber and leather textiles, food wastes, yard and wood waste, inorganic materials, including mixed recyclables separated for the purposes of processing and preparation for recycling.
- 1.23. **"Solid Waste Manager"** shall mean the person in charge of managing, administering and overlooking all activities and operations resulting in the use of the municipal landfills, including the diversion of waste from the mentioned landfills in the form of recycling.
- 1.24. **"Street"** shall mean any public road, street, lane, alley, square, place, thoroughfare or way within the limits of the Municipality of West Nipissing.

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## **2. ADMINISTRATION**

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- 2.1 The Municipality shall establish and provide a system for the collection, removal and disposal of garbage, ashes, recycled materials and other refuse in accordance with the terms of this by-law within the garbage area as defined from time to time by by-law of the Council of the Municipality of West Nipissing.
- i) It shall be the duty of the Solid Waste Manager or approved delegate of the Municipality to administer and to enforce the provisions of this by-law.
- ii) The Municipality will remove and dispose of garbage, ashes, recyclable items and other refuse from all residential property in the following areas:
- Sturgeon Falls, Cache Bay, Verner, Springer Township, Field Township, Grant Township and Falconer Township.

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## **3. ELIGIBILITY OF SERVICES**

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- 3.1 Subject to the terms and conditions contained in this by-law and any directives issued by Municipal Council from time to time, the Municipality shall collect garbage and recyclable materials, yard waste and items eligible for special collection services from designated properties.
- 3.2 No owner shall be eligible to receive services unless the owner complies with all relevant requirements contained in the by-law established to regulate and provide a system for the handling, collection, removal and disposal of garbage, rubbish, ashes, recyclable materials and other waste materials in the Municipality of West Nipissing.
- 3.3 Every owner of a multiple household residence shall ensure that specific recycling instructions for residents are posted in locations at the multiple household residences as designated by the Solid Waste Manager.
- 3.4 The Solid Waste Manager may determine that owners who do not participate fully in the Municipality's collection of recycled materials are not eligible for any services.
- 3.5 No owner shall be eligible to receive or to continue to receive services unless the owner sets out for collection all waste in respect of which the Municipality provides services to the owner.
- 3.6 Newly constructed dwelling shall not receive curbside services until final Occupancy Permit has been issued by the Chief Building Inspector.

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## **4. COLLECTION PROCEDURE**

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- 4.1 Except as herein otherwise provided, garbage, and ashes will be removed from all premises in the approved garbage areas of the Municipality of West Nipissing once each week.
- 4.2 The Municipality shall collect recyclable materials once every two weeks from designated household residences and multiple household residences that receive curbside collection of garbage. Schedules are subject to change.
- 4.3 Collection from any dwelling shall consist of a total of not more than four (4) receptacles or bundles per collection. Limits are subject to change.
- 4.4 Collection from any multi-dwelling or apartment shall consist of not more than **twelve (12)** receptacles or bundles **per unit**, per collection
- 4.5 There shall be no limit on the amount of recyclable materials or yard waste which may be set out by an owner of a household residence, provided that the owner of the household residence complies with all relevant provisions of this by-law.
- 4.6 The collector shall follow such routes as laid out by the Solid Waste Manager and shall conform to all instructions from him.
- 4.7 Recyclable items for collection shall be separated as follows by the householder:
- i) All paper fibers including corrugated cardboard, newspaper and flyers, boxboard (cereal, tissue, cracker etc... boxes), catalogues and magazines, hard and soft cover books, phone books, writing paper, greeting cards, paper egg cartons and trays.

- ii) All container recyclables including cans, glass bottles and jars and plastics (#1-7 – subject to change from time to time)
- iii) All large, oversize cardboard boxes must be broken down to size no larger than 60cm by 60cm and must be free from all non-cardboard items such as shrink and bubble wrap, Styrofoam and wood pieces.

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## **5. RECEPTACLES**

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### **5.1 For Garbage and Recycling**

- i) Every householder shall provide and constantly maintain in proper order and repair for the purpose of putting out for collection of garbage, a sufficient number of covered metal containers or polyethylene plastic bags or containers, of design approved by the Solid Waste Manager.
- ii) Every such metal or polyethylene plastic container shall have proper handles and a water-tight cover, which cover shall at all times remain in position. No container shall be greater than **100cm** in height or have a diameter larger than **45cm** or weigh more than 18 kilograms including contents.
- iii) Two free Blue Box for recycling purposes shall be made available to householders new to the program at the Municipal Office in Sturgeon Falls; additional Blue Boxes are also available at a fee pre-determined by the Municipality of West Nipissing. Such fees may vary from time to time.

### **5.2 For Ashes:**

- i) Every householder shall provide and constantly maintain in proper order and repair for the purpose of putting out for collection of ashes, a sufficient number of metal containers having a capacity of not greater than **1 ½ cubic feet**.

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## **6. PREPARATION OF GARBAGE, ASHES, RECYCLING, ETC. FOR COLLECTION**

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- 6.1 Garbage shall be drained of all liquids and be securely wrapped and then placed in a receptacle conforming to the requirements of this by-law.
- 6.2 Ashes shall be cold and placed in proper receptacles.
- 6.3 Materials classified as “non-collectable” of this by-law or placed for collection in such manner or in such containers as to be in variance with the terms and conditions set forth in this by-law shall be refused by the collector and shall be removed from the roadside and disposed of by the owner at his own expense on the same day that the garbage is collected or the material refused.
- 6.4 Materials classified as “recyclable” shall be placed in the desired receptacle at curbside situation as follows: two streams clearly separated, with all dry paper recyclables, broken down and neatly placed in a Blue Box, cardboard box, paper bag or tightly tied bundle. Placed right next shall be a second stream consisting of a co-mingle of container recyclables, placed in either a second Blue Box or clear plastic bag(s).
- 6.5 The Municipality shall not collect prohibited waste.
- 6.6 No owner shall set out prohibited waste for collection by the Municipality, either on its own or mixed with any waste with respect to which the Municipality provides service.

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## **7. PLACING RECEPTACLES FOR COLLECTION**

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- 7.1 Receptacles set out for collection shall be placed as close as possible to the edge of the roadway without obstructing the roadway, sidewalk or footpath and shall be placed in a position easily accessible to the collector, and in any case, the Solid Waste Manager shall have the power to designate the precise point at which the receptacles or bundles of refuse shall be placed for collection. It is urged that on applicable days, blue boxes of recycled material accompany garbage receptacles.

- 7.2 Material for collection shall not be placed at the curbside before eight (8) p.m. on the day preceding collection and shall be placed at the prescribed location for collection not later than seven (7) a.m. on the collection day.
- 7.3 No single family household shall store garbage at the curbside before 8pm of the day preceding collection.
- 7.4 Empty receptacles as well as all material which the collector refuses must be removed from the highway or from public property by the householder of the premises from which they came before eight (8) p.m. on the same day that the garbage is collected or the material refused.

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**8. GENERAL NUISANCE**

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- 8.1 No person shall permit garbage, ashes or other refuse including paper of any description to be blown or dropped from the premises occupied by that person or from a vehicle owned or operated by that person onto a lane, street, creek, roadway or other public property in the Municipality of West Nipissing.
- 8.2 No person shall convey through the streets within the Municipal limits any garbage, ashes or other refuse or any non-collectable waste except in properly covered containers or otherwise in carts, wagons or vehicles totally enclosed or covered with canvas or tarpaulins so fastened down around the edges as to prevent any of the contents falling upon the streets and to protect the same from flies and to control, as far as possible, the escape of any offensive odors there from.
- 8.3 No person shall pick over, interfere with, disturb, remove or scatter any recycling or waste disposal items which have been so placed for removal whether contained in any receptacles or otherwise, except and until the same is removed by the collector.
- 8.4 No person shall allow garbage, ashes or other refuse to accumulate upon any premises nor keep a garbage dump or receptacle for waste material on his or hers premises in such condition or in such location that the same is a nuisance or emits foul or offensive odors or harbors or attracts rats/rodents or other vermin or insects. The body of a dead animal shall be properly disposed of by the owner thereof, so that the same shall not become a nuisance.
- 8.5 All recyclable material once placed on municipal property at the curbside becomes the property of the municipality. No person shall take material from blue boxes placed at curbside.

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**9. DISPOSAL OF NON-COLLECTABLE WASTE**

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- 9.1 Any person wishing to dispose of non-collectable waste shall bring such waste to the Municipal landfill site at his own expense and shall deposit the same in accordance with the directions of the Solid Waste Manager or of the employee in charge of the disposal site acting under his direction. The person is also responsible to pay the applicable landfill site fees.

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**10. HAZARDOUS WASTE MATERIAL**

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- 10.1 The Municipality or Solid Waste Manager may be contacted when the matters of Hazardous Waste Materials are to be dealt with. See definitions for full explanation of Hazardous Waste Materials.
- 10.2 All hazardous waste shall be brought to the Hazardous Waste Depot located in North Bay.

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**11. ENFORCEMENT**

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- 11.1 The provisions of this by-law shall be enforced by any Police Officer or By-Law Enforcement Officer as appointed, from time to time, by the Municipality of West Nipissing.

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**12. PENALTY**

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- 12.1 Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act.

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**13. GENERAL**

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- 13.1 The provisions of this by-law shall not relieve any person from compliance with any provision of the Public Health Act for regulation prescribed by the Medical Office of Health.

**ENACTED AND PASSED THIS 13<sup>th</sup> DAY OF AUGUST, 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

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JOANNE SAVAGE  
MAYOR

---

MELANIE DUCHARME  
CLERK



**The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ovest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT THEREFORE RESOLVED THAT** By-law **2019/67**, being a by-law to to establish, regulate and provide a system for the handling, removal and disposal of garbage, rubbish, ashes, recyclable material and other waste material at the curbside within the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

	YEAS	NAYS
<b>DUHAIME, Yvon</b>		
<b>FISHER, Christopher</b>		
<b>LARABIE, Roland</b>		
<b>MALETTE, Léo</b>		
<b>ROVEDA, Dan</b>		
<b>SÉGUIN, Jeremy</b>		
<b>SÉNÉCAL, Denis</b>		
<b>SÉNÉCAL, Lise</b>		
<b>SAVAGE, Joanne (MAYOR)</b>		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_

## STIPEND-HONORARIUM FOR VOLUNTEER MEMBERS OF BOARDS / COMMITTEES POLICY (Policy 2019/ )

Section: <b>S</b>	Policy Number: <b>2019/</b>
Department: All	Effective Date: , 2019
Subject: <b>STIPEND – HONORARIUM FOR VOLUNTEER MEMBERS OF BOARDS &amp; COMMITTEES</b>	Revision Date:

A Stipend or Honorarium is a fixed amount, agreed upon by Council, which is given to a volunteer member appointed by Council to a municipal board or committee in recognition of the service provided while serving on a board or committee.

### STIPEND CALCULATION

- (1) A stipend of \$75.00 is payable to every volunteer member attending a board or committee meeting. In the event that a volunteer is absent from a meeting - no stipend will be paid.
- (2) The stipend payable to volunteer members will be reduced to \$50.00 per meeting for any board or committee for which meals are provided.
- (3) This policy is not applicable to any board or committee where a stipend – honorarium policy is already in effect for compensation to volunteer members.

### PAYMENT STRUCTURE

At the end of each month, the person responsible for meeting attendance (i.e. recording secretary, clerk, municipal staff, etc.) will submit an attendance report to the Accounts Payable Department for payment of the previous month's stipend-honorarium attendance payout.

### ACCURACY OF RECORDS

To ensure accurate records, it is imperative that any changes to the volunteer membership (i.e. resignations and/or vacancies) be communicated immediately with the individual responsible for organizing the board or committee meetings.





The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ouest

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**WHEREAS** at the Committee of the Whole meeting held on July 16, 2019; Council of the Municipality of West Nipissing reviewed the Stipend-Honorarium for Volunteer Members of Boards/Committees Policy;

**BE IT THEREFORE RESOLVED THAT** Council of the Municipality of West Nipissing adopt the Stipend-Honorarium for Volunteer Members of Boards/Committees Policy, which shall come into force and take effect on the date it is passed.

**BE IT FURTHER RESOLVED THAT** the Stipend-Honorarium for Volunteer Members of Boards/Committees Policy shall become part of the Municipality of West Nipissing's Policy Manual.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: \_\_\_\_\_

DEFEATED: \_\_\_\_\_

DEFERRED OR TABLED: \_\_\_\_\_



**The Corporation of the Municipality of West Nipissing /  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the Public Works equipment described herein be declared as surplus for the Municipality of West Nipissing; and

**BE IT ALSO RESOLVED THAT** Council hereby authorizes the Manager of Public Works to dispose of the said surplus equipment:

- (1) PW 20 is a 1995 Ford LTS9000 Tandem Axle (Serial # 1FDZY90SXSV11336)
- (2) PW 54 is a 1999 Tandem Low Bed Trailer (Serial # 2J9B3C5D8XK001181)

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_



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

**BY-LAW 2019/68**

**BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN  
AMENDING AGREEMENT ONTARIO CLEAN WATER AGENCY**

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**WHEREAS** Council passed Resolution **2014/302** at its September 16, 2014 meeting, authorizing the Mayor and Chief Administrative Officer to sign a Services Agreement with Ontario Clean Water Agency for the operations of the Verner Water Treatment Facility and Wastewater Treatment Lagoon;

**AND WHEREAS** the Municipality of West Nipissing has received an Amending Agreement from Ontario Clean Water Agency extending the agreement;

**THE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING  
HEREBY ENACTS AS FOLLOWS:**

- (1) **THAT** the Mayor and Chief Administrative Officer be authorized to sign the Amending Agreement with Ontario Clean Water Agency for the operations of the Verner Water Treatment Facility and Wastewater Treatment Lagoon.

**ENACTED AND PASSED THIS 13<sup>th</sup> DAY OF AUGUST 2019 AS WITNESSED BY THE SEAL OF  
THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

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JOANNE SAVAGE  
MAYOR

---

MELANIE DUCHARME  
CLERK



**The Corporation of the Municipality of West Nipissing  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** By-law **2019/68**, being a by-law to authorizing the Mayor and Chief Administrative Officer to sign an Amending Agreement with Ontario Clean Water Agency for the operations of the Verner Water Treatment Facility and Wastewater Treatment Lagoon, shall come into force and take effect on the date it is passed.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_





**The Corporation of the Municipality of West Nipissing /  
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

**2019 /**

**AUGUST 13, 2019**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**WHEREAS** Requests for Proposal for the 2019 Flooded Road Remediation, were opened on August 8, 2019 by the Director of Corporate Services and the Manager of Public Works;

**AND WHEREAS** one (1) proposal was received;

**AND WHEREAS** the proposal has been reviewed and the award being recommended herein consists of the best price meeting all of the specifications;

**AND WHEREAS** Council concurs with the recommendation received;

**BE IT THEREFORE RESOLVED THAT** the Request for Proposal for the 2019 Flooded Road Remediation be awarded to **ED SEGUIN & SONS**, having submitted the lowest proposal in the amount of \$138,372.00 meeting all the specifications.

	YEAS	NAYS
<b>DUHAIME</b> , Yvon		
<b>FISHER</b> , Christopher		
<b>LARABIE</b> , Roland		
<b>MALETTE</b> , Léo		
<b>ROVEDA</b> , Dan		
<b>SÉGUIN</b> , Jeremy		
<b>SÉNÉCAL</b> , Denis		
<b>SÉNÉCAL</b> , Lise		
<b>SAVAGE</b> , Joanne (MAYOR)		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_



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

**M-1**

**BY-LAW 2019/69**

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING  
TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING  
HELD ON THE 13<sup>th</sup> DAY OF AUGUST, 2019**

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**WHEREAS** the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 13<sup>th</sup> day of August, 2019, and each motion, resolution and other action passed and taken by the Council at its said meeting, is except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

The Mayor of the Municipality and the proper officer of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and except where otherwise provided, the Mayor and the Clerk or Deputy Clerk is hereby authorized and directed to affix the Corporation Seal of the Municipality to all such documents.

**ENACTED AND PASSED THIS 13<sup>th</sup> DAY OF AUGUST, 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

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JOANNE SAVAGE  
MAYOR

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MELANIE DUCHARME  
CLERK