



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

**MINUTES OF THE COMMITTEE OF THE WHOLE COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
ON TUESDAY, AUGUST 13, 2019 AT 6:30 PM**

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

ABSENT:

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

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 A resolution was passed to approve the Addendum.

No. 2019/269 Moved by: Councillor Séguin
Seconded by: Councillor Duhaime

BE IT RESOLVED THAT the Addendum for the meeting of Council held on August 13, 2019 be adopted as
 presented / amended.

CARRIED

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

No. 2019/270 Moved by: Councillor Duhaime
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the Agenda for the meeting of Council held on August 13, 2019 be adopted as
 presented / amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONSNIL

**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)

The issue of legal fees was raised by Councillor Fisher was raised. Councillor Fisher indicated that a policy regarding legal fees incurred by Council members be implemented to ensure clarity and transparency for both council members and constituents. Staff was directed to obtain additional information and clarity from insurers and to bring back a draft policy for consideration.

D-1(b) Meeting Schedule - September 2019

Council discussed the meeting schedule for the month of September in light of the upcoming IPM. Following discussion, it was agreed that the third meeting of September be cancelled and that a meeting be scheduled for August 27th to ensure that the business of the Municipality can continue, and staff can receive direction.

D-1(c) Revised budget document and budget presentation to Council

Council reviewed a budget presentation prepared by the Director of Corporate Services.

D-1(d) Municipal Modernization Fund

The CAO provided a brief overview of the Municipal Modernization Fund and made suggestions as to how the Municipality could utilize these funds with respect to moving the municipality forward by engaging council and the community through a strategic planning process. In addition, the CAO recommended that an operational review may be helpful in ensuring that resources are being efficiently utilized. Finally, the CAO indicated that Asset Management analyses should be undertaken with regard to municipal assets and facilities. Councillor Fisher requested that the Fire Service be included in any operational review. The Mayor suggested that a council strategic planning session be followed-up on and that the matter of an Economic Development Committee be brought back. It was also suggested that finalizing the Community Wellness Plan could be pursued with these funds. Staff will bring back terms of reference for the strategic plan and further information concerning the operational review and asset management plan.

D-1(e) Request to purchase a portion of vacant municipal land on Cholette Avenue

Council considered a request to purchase a portion of an unopened road allowance at the dead end of Cholette Street. Following discussion, Council was in agreement to convey the lands in accordance with the municipality's by-law governing disposal of municipal lands.

D-1(f) Request to purchase a portion of vacant municipal land on Glenrock Road

No. Keep waterfront lands for all residents of the municipality. Staff to come back with a plan for maintenance of municipal waterfront properties if they are to be retained. Council requested a report on municipal waterfront properties. It was suggested that the matter of waterfront access by residents be brought back at the next budget deliberation.

D-1(g) Municipal Affairs Session – Proposed Dates *(J. Savage)*

The Mayor shared potential dates for a Municipal Affairs session. Staff was directed to query council members to determine the date which best accommodates all council members.

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

D-2) PLANNING / PLANIFICATION

D-2(a) Proposed Licensing Agreement for Camping Trailers/RV's in West Nipissing

Council discussed a proposed By-law to regulate campers in the municipality of West Nipissing. Following discussion, it was agreed that further public consultation on the matter be undertaken prior to making any decision and it was suggested that a delegation by the North Bay Mattawa Conservation Authority be arranged.

D-2(b) Provincial Policy Statement Review

The Municipal Clerk/Planner advised council of upcoming consultation regarding changes to the Provincial Policy Statement.

Denis Sénécal,
Chair

Melanie Ducharme,
Municipal Planner

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)

Given the complexity of the steps to be undertaken for such an initiative, the matter will be deferred until further information is available.

Christopher Fisher,
Chair

Melanie Ducharme,
Clerk

D-4) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE

D-4(a) IPM Update

The Director of Economic Development and Community Services provided an update on the IPM and activities.

Joanne Savage,
Chair

Stephan Poulin,
Director of Economic Development and
Community Services

D-5) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ

D-5(a) Used Needles & Drug Issues (J. Savage)

The Mayor sought direction with respect to public inquires concerning public disposal of used sharps. Following discussion, Council was in agreement that the Municipality cooperate with the North Bay Parry Sound District Health Unit regarding obtaining receptacles and education to the public as to how to proceed in the event that a used sharp is encountered. The CAO indicated that staff are working with other agencies to obtain equipment and training to ensure safety to residents and employees of the Municipality.

Léo Malette,
Chair

Melanie Ducharme,
Clerk

D-6) PUBLIC WORKS / TRAVAUX PUBLICS

D-6(a) Lavigne Street Lights – Update

The Chair of Public Works presented a memo from the Manager of Public works concerning the installation of street lights at certain areas previously approved by council. The estimates previously obtained have increased three-fold due to encroachment permits required by the MTO. Following discussion, council agreed to proceed with both projects in this fiscal year with the budget short-fall to be covered with the municipal gas tax fund.

Yvon Duhaime,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

D-7) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES

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

The Mayor revisited the letter received from the Clear Lake Cottagers Association raising a variety of issues concerning parking and boating. Following discussion, Council agreed that a by-law be enacted restricting overnight parking and camping at public beaches. In addition, swimming areas should be clearly delineated. It was also recommended that the traffic and parking by-law be amended to restrict parking along Clear Lake Road.

Jeremy Séguin,
Chair

Stephan Poulin,
Director of Economic Development and
Community Services

D-8) SEWER AND WATER / LES ÉGOUTS ET L'EAU

D-8(a) Verner Water Situation Update

The CAO provided an update on the Verner Water situation. Testing indicates that the situation is improving due to cooler weather and the addition of new chemicals. It is anticipated that the water quality will continue to improve. Council also indicated that the public water tap in Verner, if turned back on, be done with some limitation.

Dan Roveda,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

D-9) ENVIRONMENTAL / L'ENVIRONNEMENT NIL

**REGULAR COMMITTEE MEETING /
RÉUNION RÉGULIÈRE**

E) PLANNING / PLANIFICATION

E-1 A resolution was passed to authorize By-Law **2019/64** to accept, assume and dedicate lands for public highway purposes (Pt of Piquette Road)

No. 2019/271 Moved by: Councillor Séguin
Seconded by: Councillor Duhaime

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.

CARRIED

E-2 A resolution was passed to adopt By-Law **2019/71**, to amend By-Law 2014/45, to amend the zoning of certain lands on Champagne Road.

[👉 Refer to the Addendum Section](#)

E-3 A resolution was passed to adopt By-Law **2019/72** to amend By-Law 2014/45, to amend the zoning of certain lands at 3965 Highway 539 from Seasonal Residential (SR-6) to Shoreline Residential (SR-10)

[Refer to the Addendum Section](#)

F) CORRESPONDENCE AND ACCOUNTS / *COMPTES ET COURIER*

F-1 A resolution was passed to adopt the minutes of the meeting of Council held on July 16, 2019.

No. 2019/274 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the minutes of the meeting of Council held on July 16, 2019 be adopted, as presented / amended. **CARRIED**

F-2 A resolution was passed to adopt the minutes of the closed meeting of Council held on July 16, 2019.

No. 2019/275 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the minutes of the CLOSED meeting of Council held on July 16, 2019 be adopted, as presented / amended. **CARRIED**

F-3 A resolution was passed to adopt the special minutes of the meeting of Council held on August 6, 2019.

No. 2019/276 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

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

F-4 A resolution was passed to receive the minutes of the North Bay Parry-Sound District Health Unit meeting.

No. 2019/277 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the minutes of the North Bay Parry-Sound District Health Unit (NBPSDHU) meeting held on April 24, 2019 be received. **CARRIED**

F-5 A resolution was passed to receive the minutes of the District of Nipissing Social Services Administration Board (DNSSAB) meeting.

No. 2019/278 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the minutes of the District of Nipissing Social Services Administration Board (DNSSAB) meeting held on June 19, 2019 be received. **CARRIED**

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

No. 2019/279 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

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

G) UNFINISHED BUSINESS / *AFFAIRES EN MARCHÉ* *NIL*

H) NOTICE OF MOTION / *AVIS DE MOTIONS*

I) NEW BUSINESS / AFFAIRES NOUVELLES

I-1 A resolution was passed to receive the 2nd Quarter Variance Financial Report.

No. 2019/280 Moved by: Councillor Malette
Seconded by: Councillor Fisher

BE IT RESOLVED THAT the 2019 - 2nd Quarter Variance Financial Report for the Municipality of West Nipissing be received, as presented.

CARRIED

I-2 A resolution was passed to adopt By-Law **2019/65** to appoint Municipal Law Enforcement Officers for the Municipality

No. 2019/281 Moved by: Councillor Fisher
Seconded by: Councillor Malette

BE IT ~~THEREFORE~~ RESOLVED THAT By-Law **2019/65**, being a By-Law to appoint **Robert Pilon** and **François Savage** as Municipal Law Enforcement Officers for the Municipality of West Nipissing, shall come into force and take effect on the date it is passed

CARRIED

I-3 A resolution was passed to adopt By-Law **2019/66** to appoint Municipal Law Enforcement Officers as enforcement authorities for property standards related matters

No. 2019/282 Moved by: Councillor Malette
Seconded by: Councillor Fisher

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.

CARRIED

I-4 A resolution was passed to adopt By-Law **2019/67** to Regulate Garbage Collection and Recycling in the Municipality

No. 2019/283 Moved by: Councillor Fisher
Seconded by: Councillor Malette

BE IT ~~THEREFORE~~ RESOLVED THAT By-law **2019/67**, being 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 within the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

I-5 A resolution was passed to approve the Stipend - Honorarium for **Volunteers Non-Elected** Members of Boards and Committees Policy

No. 2019/284 Moved by: Councillor Fisher
Seconded by: Councillor Malette

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 **Volunteers Non-Elected** Members of Boards/Committees Policy;

BE IT THEREFORE RESOLVED THAT Council of the Municipality of West Nipissing adopt the Stipend-Honorarium for **Volunteers Non-Elected** 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 **Volunteers Non-Elected** Members of Boards/Committees Policy shall become part of the Municipality of West Nipissing's Policy Manual.

CARRIED

I-6 A resolution was passed to declare Public Works equipment (vehicle & float) as surplus equipment and to authorize the disposition

No. 2019/285 Moved by: Councillor Fisher
Seconded by: Councillor Malette

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) 1995 Ford LTS9000 Tandem Axle (VIN # 1FDZY90XSVA11336)
- (2) 1999 Tandem Low Bed Trailer (VIN # 2J9B3C5D8XK001181)

CARRIED

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

No. 2019/286 Moved by: Councillor Malette
 Seconded by: Councillor Fisher

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.

CARRIED

- I-8** A resolution was passed to award the Request for Proposal for the Remediation of Flooded Roads in the Municipality

No. 2019/287 Moved by: Councillor Malette
 Seconded by: Councillor Fisher

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.

CARRIED

- I-9** A resolution was passed to adopt By-Law **2019/70** to amend the Taxi By-Law (rate and age of paravan taxicab)

[🔗 Refer to the Addendum Section](#)

- I-10** A resolution was passed to award the Request for Quotation for the purchase of a Snow Plow and Combination Dump Body/Spreader Truck for the Public Works Department

[🔗 Refer to the Addendum Section](#)

J) ADDENDUM / ADDENDA

- E-2** A resolution was passed to adopt By-Law **2019/71**, to amend By-Law 2014/45, to amend the zoning of certain lands on Champagne Road.

No. 2019/272 Moved by: Councillor Duhaime
 Seconded by: Councillor Séguin

BE IT RESOLVED THAT By-law **2019/71**, being a by-law to amend Zoning By-law 2014/45, as amended, to rezone certain lands located on Champagne Road from Residential One (R1) Zone to Residential One (R1-2) Zone Exception-2, shall come into force and take effect on the date it is passed

CARRIED

- E-3** A resolution was passed to adopt By-Law **2019/72**, to amend By-Law 2014/45, to amend the zoning of certain lands on at 3965 Highway 539.

No. 2019/273 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

BE IT RESOLVED THAT By-law **2019/72**, being a by-law to amend Zoning By-law 2014/45, as amended, to rezone certain lands located at 3965 Highway 539 from Seasonal Residential (SR-6) Zone to Shoreline Residential (SR-10) Exception Zone, shall come into force and take effect on the date it is passed

CARRIED

- I-9** A resolution was passed to adopt By-Law **2019/70** to amend the Taxi By-Law (rate and age of paravan taxicab)

No. 2019/288 Moved by: Councillor Fisher
Seconded by: Councillor Malette

BE IT RESOLVED THAT By-law **2019/70**, being a by-law to amend By-Law 2016/63, being a by-law to provide for licensing, regulating and governing taxicab brokers, taxicab owners, and taxicab driver; shall come into force and take effect on the date it is passed.

CARRIED

- I-10** A resolution was passed to award the Request for Quotation for the purchase of a Snow Plow and Combination Dump Body/Spreader Truck for the Public Works Department

No. 2019/289 Moved by: Councillor Malette
Seconded by: Councillor Fisher

WHEREAS Requests for Quotations for the purchase of Tandem Diesel Reversible Snow Plow and Combination Dump Body/Spreader Truck, were received on August 7, 2019 by the Director of Corporate Services and the Manager of Public Works;

AND WHEREAS one (1) proposal was received;

AND WHEREAS the quotation has been reviewed by the Manager of Public Works 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 Quotation for the purchase of a Tandem Diesel Reversible Snow Plow and Combination Dump Body/Spreader Truck be awarded to **FREIGHTLINER NORTH BAY**, having submitted the lowest proposal in the amount of \$293,253.00 meeting all the specifications.

CARRIED

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

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

L) CLOSED MEETING / RÉUNION À HUIS CLOS

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

No. 2019/290 Moved by: Councillor Fisher
Seconded by: Councillor Malette

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

(A) the security of the property of the municipality or local board;
(i) Internet Provider – Protected Commercial Proposal

(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

CARRIED

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

No. 2019/291 Moved by: Councillor Malette
Seconded by: Councillor Fisher

BE IT BE IT RESOLVED THAT the Closed meeting of Council held on August 13, 2019 be adjourned at 10:14 PM in order to proceed with the regular meeting.

CARRIED

M) ADJOURNMENT / AJOURNEMENT

M-1 A resolution was passed to adopt By-law **2019/69** confirming the proceedings of Council at its meeting held on August 13, 2019.

No. 2019/292 Moved by: Councillor Fisher
Seconded by: Councillor Malette

BE IT RESOLVED THAT By-law No. **2019/69** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 13th day of August 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. 2019/293 Moved by: Councillor Malette
Seconded by: Councillor Fisher

BE IT RESOLVED THAT the meeting of Council held on August 13, 2019 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK