



COUNCIL MEETING – TUESDAY, FEBRUARY 2nd, 2021 – 6:30 PM
RÉUNION DU CONSEIL – MARDI, LE 2 FÉVRIER 2021 – 18H30

VIRTUAL ZOOM MEETING / RÉUNION VIRTUELLE PAR ZOOM

AGENDA / ORDRE DU JOUR

A) Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires

B) Addendum and Agenda / Addenda et Ordre du jour

- B-1 Approve the Addendum
B-2 Adopt the Agenda

C) Delegations & Petitions / Délégations et pétitions

- C-1 Sturgeon Falls Beautification Committee *(Presenters : Gayle Primeau, Ken Perrin)*
↳ *separate document*

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

D-1) Closed Meeting / Réunion à huis clos

Pursuant to Section 239 of the *Municipal Act* (2001)

D-1(a) Proceed into closed meeting to discuss the following:

- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - (i) St-Marie School (Field)

D-1(b) Adoption of previous CLOSED minutes: • Dec-15-2020 • Dec-23-2020 • Jan-19-2021

D-1(c) Adjourn the closed session

D-2) General Government / Planification

- D-2(a) Petition re: Demolition of St-Marie School in Field *(received at Jan-5th meeting)*
D-2(b) LAS Group Purchasing Discussion
D-2(c) Municipal Modernization Program Funding (Intake 2) *(J. Savage)*
D-2(d) ROMA Delegation Update *(J. Savage)*

D-3) Planning / Planification

- D-3(a) Offer to purchase land – Island in Sturgeon River near Field
D-3(b) Camping Trailers

D-4) Community Services / Services communautaires

- D-4(a) Update re: Arena Operations *(time sensitive)*

D-5) Public Works / Travaux publics

D-5(a) Belanger Street – Options *(time sensitive)*

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) Planning / Planification

E-1 By-Law **2021/06** to amend the Zoning By-Law on Floral Street (from R2 to R2-2)

E-2 By-Law **2021/07** to amend the Actual Cost for the Krause-Piquette Drain

F) Correspondence and Accounts / Courier et comptes

F-1 January 19, 2021 Council minutes

F-2 Adopt the minutes of the Planning Advisory Committee meeting of December 14, 2020

F-3 Receive the following minutes from various Boards / Committees :

- (i) Committee of Adjustment meeting held December 14, 2020;
- (ii) Au Chateau Board meetings held December 16, 2020;
- (iii) WN Library Board meetings held December 10, 2020;
- (iv) DNSSAB Board meeting held December 16, 2020;

G) Unfinished business / Affaires en marche

H) Notice of Motion / Avis de motion

I) New Business / Affaires nouvelles

J) Addendum / Addenda

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

K-1 Mayor's Report

L) Adjournment / Ajournement

L-1 Resolution to adopt By-law **2021/08** confirming proceedings of meeting

L-2 Resolution to adjourn the meeting



REQUEST FOR DELEGATION / WRITTEN SUBMISSIONS

A request for a delegation or presentation before Council must be in the form of a written submission to the Municipal Clerk. The following background information form must be duly completed and submitted by not later than 4:30 p.m. on the Wednesday prior to the requested meeting.

PLEASE PRINT CLEARLY:

Council Meeting Date: Feb 2 / 2021 or other available date

Subject: Sturgeon Falls Beautification

Name: Gayle Primeau

Address:

Phone: Home: 905-758-7564 Business / Cell: — Fax: —

E-Mail: gayleprimeau@outlook.com

Name of Group or Person(s) being represented (if applicable):

Gayle Primeau / Ken Perrin

Details of nature of the business/purpose (additional information can be attached separately):

The purpose of the presentation is to once again seek Council's approval and to continue our partnership with the Municipality of West Nipissing in the beautification of our downtown.

Presentation Requirements:

☐ Easel

☐ Projection Equipment

☐ Other:

Please be advised that your delegation/presentation will be recorded in video and audio format as part of Council meetings and will be subject to media broadcast (Eastlink and internet). Personal information on this form will be used for the purpose of sending correspondence relating to matters before Council and Committee of the Whole. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a report that is available to the general public in a hard copy format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, C.M 56, as amended.

Submit your completed form to:

Municipal Clerk (delegate)
Municipality of West Nipissing
101 - 225 Holditch Street
Sturgeon Falls, ON P2B 1T1

e-mail: mducharme@westnipissing.ca or jdupuis@westnipissing.ca

Tel: 705-753-2250 • Fax: 705-753-3950

Visit ... www.westnipissingouest.ca




AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date:		January 5th 2021	
Name of Requestor:	Chris Fisher	Date submitted: December 30th 2020	
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:		St Marie School Petition Submission to Council.	
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>	
Submission of a petition to demolish and clean up the school site in Field.			
ADMINISTRATIVE APPROVAL			
STEP 1 → 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: December 30/2020 (e-mail)	
MUNICIPAL OFFICE USE			
STEP 2 → 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:	December 30/2020	Received from: Councillor Fisher	
Meeting Date Requested:	JANUARY 5/2021	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 checked="" type="checkbox"/> Information only <input type="checkbox"/> Action Item <input 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):	JANUARY 5/2021	<input checked="" type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

SCHEDULE "B" OF BY-LAW 2019/24

D-2(b)

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Aug 11, 2020	
Name of Requestor:	Joanne Savage	Date submitted: July 30, 2020	
Address:		Full mailing address:	
Phone:	Name:	Business / Cell:	Fax:
		705 498 0819	
E-Mail:			
Requested Agenda Item/Subject:		Municipal Buying Group	
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>Many municipalities have joined LAS to take advantage of savings with expenditures Some neighbouring municipalities saved large sums with purchase of heavy equipment machineries Explore benefits and consideration to join group</p>			
ADMINISTRATIVE APPROVAL			
STEP 1 → 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:		e-mail	Date:
MUNICIPAL OFFICE USE			
STEP 2 → 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:	January 28, 2021	Received from:	Mayor J. Savage
Meeting Date Requested:		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):	February 2, 2021	<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

MEMORANDUM

TO: MAYOR and COUNCIL

FROM: Jean-Pierre (Jay) Barbeau, CAO

DATE: February 2nd, 2021

SUBJECT: MUNICIPAL GROUP PURCHASING.

This is a request from the Mayor to explore the pros and cons of joining a group purchasing initiative which is spearheaded by LAS (Local Authority Services). This is a centralized initiative that strives to obtain favourable pricing by leveraging the weight of many municipalities. To get a better sense of what is available you can look at their site at <https://www.las.on.ca/groupbuying>.

The pros to this initiative are obviously the possible savings to be had by combining the purchasing power of many municipalities rather than simply our own. The other positive is the reduced effort in availing ourselves of this option. No time and effort is spent getting tender/RFP/RFQ documentation together.

This sounds appealing however, as someone who has been involved in procurement issues for the past three decades, group buying initiatives, while convenient, also have their share of pitfalls.

The use of group purchasing initiatives have been used as a crutch by purchasing departments to save the headache of doing due diligence at the local level by ensuring that the organization is in fact obtaining the best price, quality and service. By taking the easy list price, they often fail to consider the total product cost of the purchase which includes the ability to obtain service. Other factors to be included are the consideration for local supply. As well, there have been many instances where the product being quoted on the group list is not exactly comparable to the regular supply.

While I believe it can be a useful tool, I would caution Council on the reliance of such initiatives at the expense of the principles of openness and fair competition. From an economic development perspective, relying on the largest suppliers from Southern Ontario could eventually lead to an erosion of local supply. In the end, service and price will be affected.

My recommendation is to amend our procurement by-law to allow the possibility of utilizing the service but not being too prescriptive as to negatively affect our ability to consider all factors before making purchase decisions. There is no need to join. It is already available to us.

Regards,

Jay Barbeau, CAO

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

Joie de vivre



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**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-344

January 26, 2021

Dear Head of Council:

Our government is committed to improving local service delivery and better respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

Today at the Rural Ontario Municipal Association (ROMA) conference, I announced the launch of the second intake under the Municipal Modernization Program. Modern, efficient municipal services that are financially sustainable are more important than ever in light of the COVID-19 pandemic. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The second intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. I also want to encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario (TPON) system by **March 15, 2021**. To get started, visit www.Ontario.ca/getfunding.

If you have questions on the program, or would like to discuss a proposal, I encourage you to contact your [Municipal Services Office](#) or e-mail municipal.programs@ontario.ca.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,

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

Steve Clark
Minister

c. Chief Administrative Officers and Treasurers

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: January 28, 2021

RE: **OFFER TO PURCHASE – VACANT MUNICIPAL LAND, FIELD**

A request has been received to purchase vacant water access only lands located close to the Town of Field. There are two islands, one of which was already purchased by the proponent from a local developer and the one owned by the Municipality. A small portion at the extreme south end of the municipality's property is also owned by this individual.

Direction is being sought as to whether Council wishes to declare this land surplus to the municipality and have it appraised with a view of disposition.

Property Location: Water Access only, Sturgeon River, Field
Property Zoning: Open Space (OS) – Permitted uses attached
Hazard Overlay - property is entirely located within the flood plain of the Sturgeon River and, as such, development is constrained by the policies of the WN Official Plan and Zoning By-Law.

The individual making the offer has been made aware of the development constraints of the property and that it would be sold, "as is" with little to no potential for future development due to the flood risk associated with the lands.

Thank you,

Joie de vivre



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Date : December 15, 2020

To,

Mayor Joanne Savage and Members of the council/

Melanie Ducharme – Municipal Planner

Municipality of West Nipissing

101 – 225 Holditch St.

Sturgeon Falls ON P2B 1T1

From ,

Anand Paul Anthraper

Sudbury, ON P3E 4Y4

Re : Interest in acquiring a land in Field Township

Respected Mayor Savage and members of the Council / Ms. Melanie ,

Recently I had purchased land in the Township of Field under PIN# 490720301 – PCL 13700 SEC NIP , PT BROKEN LT 14 CON 5 FIELD LYING NW OF STURGEON RIVER AS IN LT 35664 EXCEPT THEREFROM THAT PT OF THE SAID BAY OF BLIND CHANNEL OF THE SAID RIVER WEST NIPPISING .

My land has a budding adjoining land next to it under **(Roll no. 4852-070-002-5000 .)** pin# 490720050 OWNED BY THE TOWNSHIP OF FIELD Legal description (PCL 15281 SEC NIP ;PT W1/2 LT14 CON6 FIELD BEING ALL THAT PT OF SAID W1/2 OF SAID LT BOUNDED ON THE W,N & S BY A BAY OF THE STRUGEON RIVER AND ON THE S BY THE SLY LIMIT OF SAID LT;WEST NIPPISING) .

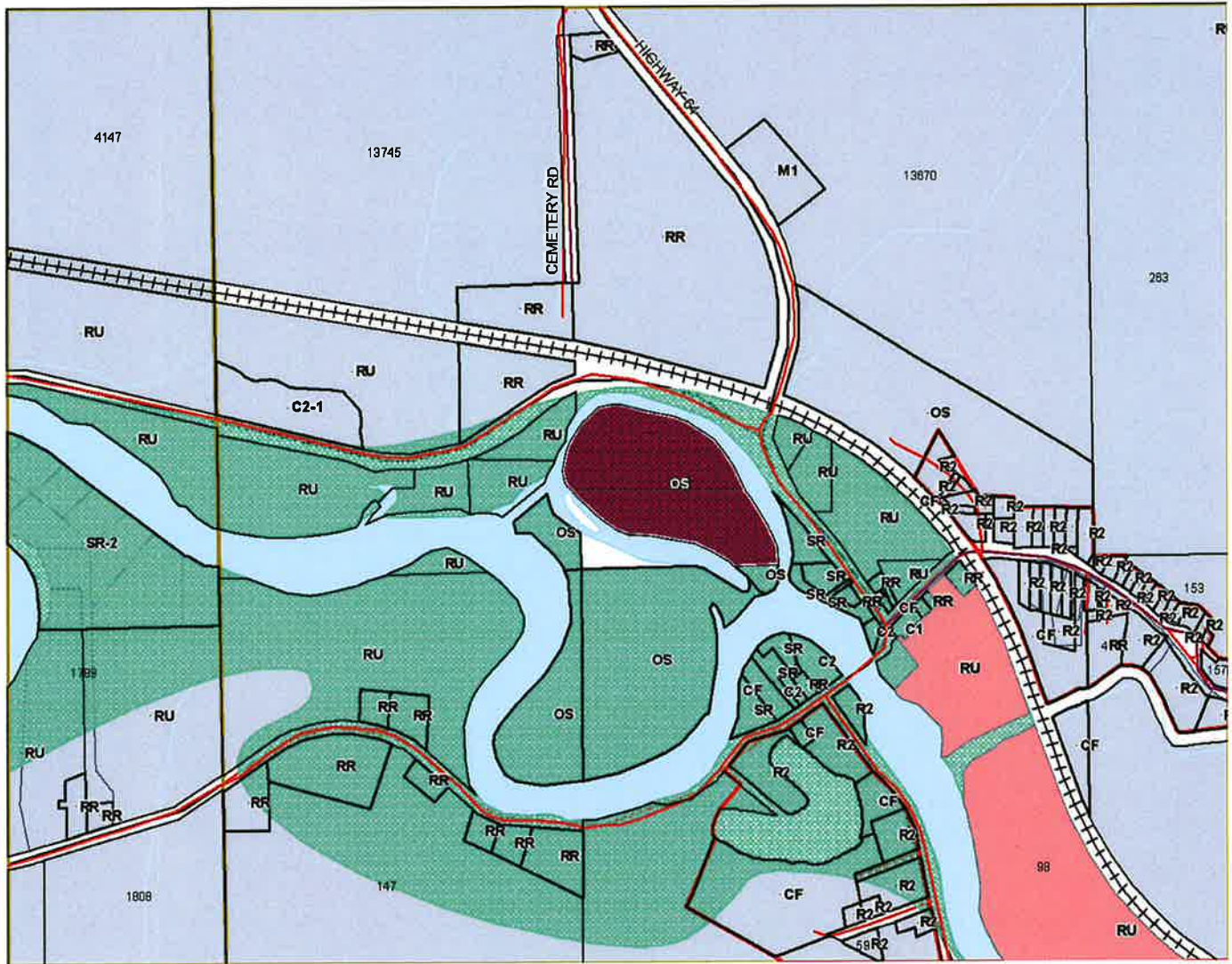
Would like to acquire the above property if, you approve , for a sum determined by you .

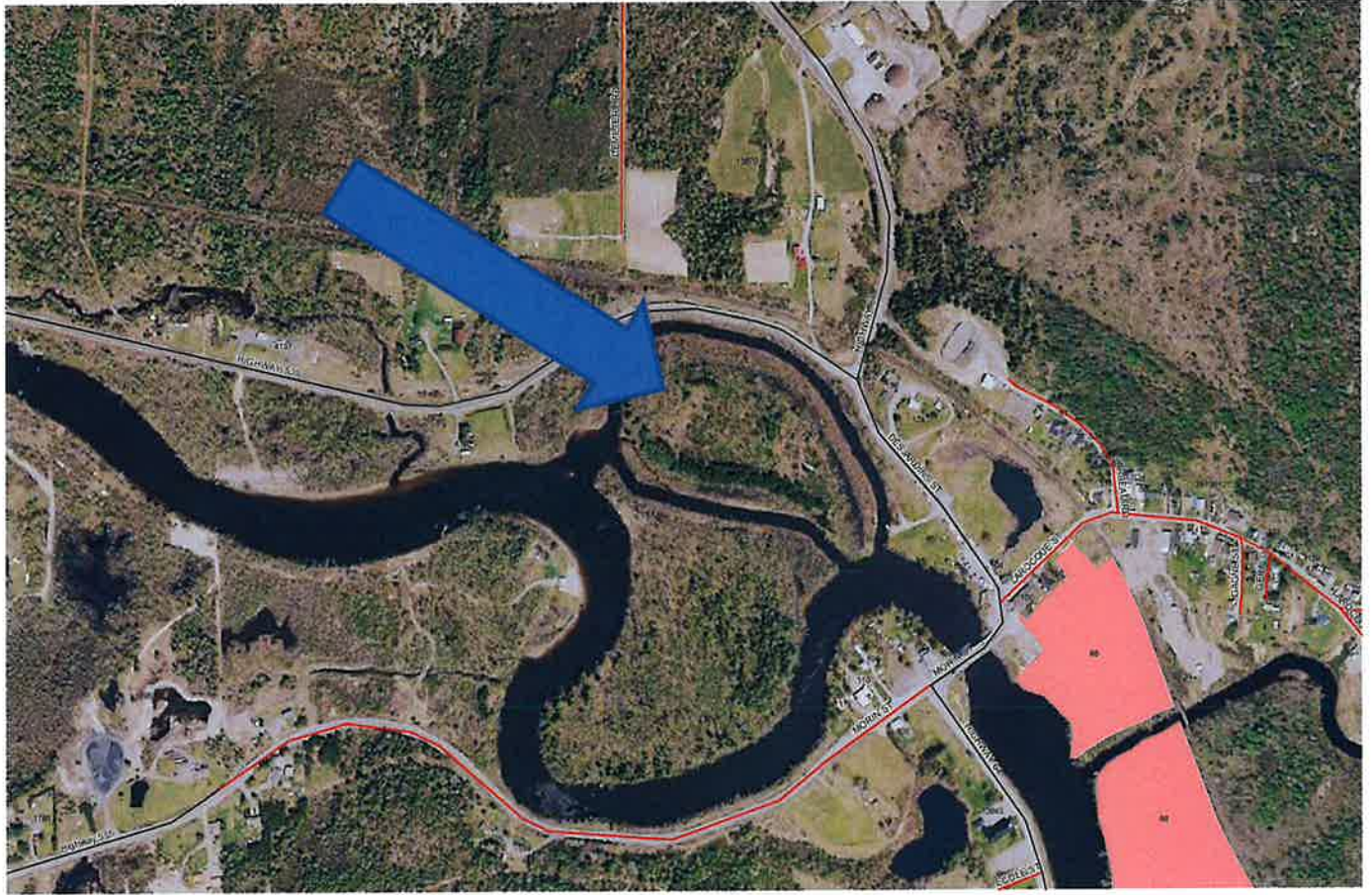
Thank you ,

Sincerely,

Anand Paul Anthraper

Sketch – Vacant Lands, Island in Sturgeon River





4.4 Dwelling Units in Non-Residential Buildings:

4.4.1 No person shall use any lot, or erect, alter or use any building or structure for the purpose of a separate dwelling unit on a lot zoned other than for residential uses or within a portion of a non-residential building, except in accordance with the following requirements:

- a) A maximum of 1 dwelling unit for use by the owner or operator shall be permitted.
- b) The dwelling unit shall have a minimum floor area of 70m².
- c) The dwelling unit shall have a separate washroom or bathroom and kitchen facilities from those of the non-residential use.
- d) The dwelling unit shall have a separate parking space.
- e) The dwelling unit shall have a separate building entrance to that provided for non-residential use.

4.4.2 Notwithstanding the provisions of this By-law, no dwelling unit shall be located in a non-residential building that is used for a Motor Vehicle Service Station.

4.5 Dwelling Units Per Lot:

4.5.1 Not more than one dwelling unit may be built on any lot except where specifically permitted in a particular zone.

4.6 Established Building Line:

4.6.1 Where a permitted building or structure or addition is to be erected on a lot where there is an established building line extending on both sides of the lot, 50.0 metres in either direction, such permitted building, structure or addition may be erected closer to the front lot line than required by this By-law, provided such permitted building or structure is not erected closer to the front lot line than the average setback, being a line drawn from the corner of each building abutting the subject lot. This provision does not apply to lands abutting a watercourse or a Provincial Highway.

4.7 Hazard Zone Overlay

4.7.1 Identification: Lands located in the Hazard (HZ) Zone Overlay are identified on the schedules to this By-law and identify lands that are susceptible to flooding or erosion hazards. The delineation of Hazard Land is based on the most current information available and may not be accurate or up to date in some areas. Development is restricted in these areas in an effort to minimize the threat of injury or loss of life and prohibit land uses where flooding may compromise the ability to deliver essential services, or where flooding may cause unacceptable risk of property damage.

The following provisions take precedence over the provisions of the underlying zone. Any development permitted shall be subject to the corresponding site regulations for setbacks, height and lot coverage.

4.7.2 Minimum Elevations: The minimum elevation of doors, windows or other openings in habitable buildings or structures shall be located above the following flood elevation for the following waterbodies:

- 197.25 metres G.S.C. above sea level on the French River, Lake Nipissing and the Sturgeon River below the dam in Sturgeon Falls.

4.7.3 Setback Requirement – Sturgeon River: The minimum setback from the edge of the Hazard Overlay along the Sturgeon River is 15 metres from the top of bank, or 20 metres from the high water mark where there is no top of bank, whichever is greater.

4.7.4 Requirements: Despite the provisions of the underlying zone, development is subject to the following:

- a) Development of an existing vacant lot is subject to applicable flood proofing of buildings and motor vehicle access.
- b) Minor alterations and repairs to buildings which existed on the date of the passing of this By-law, not exceeding an increase of 35.0 square metres in gross floor area to the existing building, shall be permitted without flood proofing.
- c) Alterations, replacements, repair, reconstruction or enlargements of existing buildings in excess of that permitted in b) above, or the construction of new buildings shall be permitted provided such building is flood proofed above the identified regulatory flood level.
- d) New accessory buildings shall be permitted subject to Section 3.2 provided such buildings, other than shoreline structures, are flood proofed above the identified regulatory flood level.

4.7.5 Institutional Uses and essential emergency services, including day nurseries, community centres, government facilities, hospitals, long-term care homes or nursing homes, retirement homes, schools, and University and Colleges, shall be prohibited in the regulatory flood plain.

4.7.6 Notwithstanding any other provisions of this By-law, no new dwelling shall be permitted in areas with extreme flood depths.

4.8 Group Home:

4.8.1 Where a Group Home is a permitted use, the following provisions shall apply:

- a) A group home shall only be permitted within a single detached dwelling; and

Section 10: Other Zones

10.1 Establishment of Other Zones

The Other Zones established by this By-law are:

ZONE	SYMBOL	DESCRIPTION
Crown Lands Zone	CL	Lands in the ownership of the Crown
Provincially Significant Wetland	PSW	Provincially significant wetlands
Community Facilities Zone	CF	Institutional uses
Open Space Zone	OS	Public and private open space uses

10.2 General Prohibition

No person shall within any of the Other Zones, use any land, or erect, alter, or use any building or structure except as specified hereunder, and in accordance with all other applicable provisions of this By-law.

10.3 Permitted Uses

Uses permitted in a Zone are noted by the symbol '●' in the column applicable to that Zone and corresponding with the row for a specific permitted use in the Permitted Uses Table. A letter(s) following the symbol '●', zone heading or identified permitted use, indicates that one or more conditions apply to the use noted or, in some cases, to the entire Zone. Conditions are listed in the Footnotes below the Permitted Uses Table, Table 10.1.

TABLE 10.1 - PERMITTED USES IN OTHER ZONES

USE	CL	PSW	CF	OS
Agricultural Use (Existing)	●	●		●
Cemetery			●	●
Day Nursery			●	
Educational Establishment			●	
Forestry Use	●			●
Golf Course				●
Government Office			●	
Health Services Establishment			●	
Hospital			●	
Hunt Camp	●			
Outdoor Recreation, Active			●	●
Outdoor Recreation, Passive			●	●
Park, Public	●		●	●
Place of Assembly			●	●
Place of Recreation			●	●
Place of Worship			●	
Residential Care Facility			●	

TABLE 10.2 - PERMITTED ACCESSORY USES IN OTHER ZONES

ACCESSORY USE	CL	PSW	CF	OS
Dwelling Unit			•	•
Dwelling, Accessory Single Detached				•

10.4 Lot Requirements

No person shall, within any Industrial Zone, use any lot or erect, alter or use any building or structure except in accordance with the standards in the Lot Requirements Table. A letter(s) following a Lot Requirement, zone heading or description of the requirement, indicates that one or more conditions apply to the requirement noted or, in some cases, to the entire Zone. Conditions are listed in the Footnotes below the Lot Requirements Table, Table 10.2.

TABLE 10.3 - LOT REQUIREMENTS FOR OTHER ZONES

REQUIREMENT		CL	PSW	CF	OS
Minimum Lot Area (m ²)	full services	n/a	n/a	1,000	n/a
	private and partial services	n/a	n/a	2,000	n/a
Minimum Lot Frontage (m)	full services	n/a	n/a	15	n/a
	private and partial services	n/a	n/a	30	n/a
Maximum Lot Coverage (%)	full services	5	5	50	30
	private and partial services	5	5	40	20
Maximum Lot Coverage of Accessory Buildings (%) (a)		n/a	n/a	20	10
Minimum Yard Requirements (m)	Front Yard	7.5	7.5	7.5	7.5
	Rear Yard	15	15	7.5	7.5
	Interior Side Yard	15	15	3	7.5
	Exterior Side Yard	15	15	7.5	7.5
	Interior Side Yard abutting a Residential Zone	15	15	6	7.5
	Rear Side Yard abutting a Residential Zone	15	15	10	7.5
Maximum Building Height (m)		n/a	6	14	11
Maximum Accessory Building Height (m)		n/a			
Minimum Landscaped Open Space (%)		50	n/a	20	50
NOTES:					
a) Included as part of total lot coverage.					

MEMORANDUM

TO: West Nipissing Planning Advisory Committee

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: January 28, 2021

RE: Update – Regulation of Camping Trailers

Commencing in May of 2019, the West Nipissing Planning Advisory Committee and Council have had ongoing discussions regarding the proposed regulation of camping trailers. The Municipality is authorized to do so pursuant to section 164(1) of the *Municipal Act*, 2001 and pursuant to the *Planning Act*, as it relates to land use.

During initial meetings, while there were many in support of the initiative, many more persons (presumably those directly affected) were not in favour of the regulation of trailers. On September 19, representatives of the North Bay Mattawa Conservation Authority made a presentation to Council, during which they stated that they have no authority whatsoever to regulate or inspect trailers and supported Council's initiative to undertake regulations regarding the proliferation of camping trailers in the municipality.

At Council's direction, there ensued an extensive public consultation in six different areas of the municipality, where staff and elected officials received and recorded concerns of the residents, both for and against trailer regulation. It is worth noting that even those most vehemently opposed to regulation, agreed that there should be no tolerance for negatively impacting the environment.

Following the public consultation, a staff report (See Schedule "A" attached) was prepared making a variety of recommendations to council for the proposed regulation of trailers in West Nipissing. Council considered the recommendations on March 3rd and May 19th. Notwithstanding lengthy debates at both meetings, there was no clear consensus on any of the proposed regulations, save and except that everyone agreed that there be no requirement to register/license trailers. Some items (15m set back, max 2 trailers on a shoreline residential lot) achieved a majority agreement, there were still members of council who disagreed. Since a number of the items would require amendments to the Zoning by-law, council suggested that the matters be referred back to Planning Advisory Committee.

On November 9th, the Planning Advisory committee considered a memo (See Schedule "B" attached) setting out the proposed amendments to the West Nipissing Zoning By-law and a proposed means of carrying out the amendment process given the COVID-19 situation. There arose a lengthy discussion about existing family situations, and how they would be affected by the proposed by-law. I explained that without registering existing campers and their owners, there is no way to know or which properties and/or individuals would be "grandfathered". The Planning Committee made no recommendation and asked that the matter be brought back to the next meeting. There was also some misunderstanding about the role of the Conservation Authority as it relates to enforcement.

The matter was brought back to PAC on January 18. The CAO, who facilitated the public consultation sessions, spoke to the Committee regarding the constraints on enforcement without a willingness to impose registration as a "starting point" to the regulation; in particular, the numerous pre-existing non-compliant situations. The Planning Committee generally agreed that without a willingness to impose regulations which can be enforced, there is little point in continuing the conversation and suggested the proposed by-law be placed in abeyance for the immediate future.

Melanie

Joie de vivre



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STAFF REPORT

TO: Mayor and Council

FROM: Jean-Pierre (Jay) Barbeau,
Melanie Ducharme, Municipal Clerk/Planner,

DATE: January 27, 2020

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

BACKGROUND:

At the meeting of May 3, 2019, the Planning Advisory Committee (PAC) received a presentation from the By-Law Enforcement Officer and a considered a Staff Report, addressing the ongoing issue of camping trailers in the Municipality of West Nipissing.

On June 10 and July 8, 2019 the PAC reviewed drafts of a proposed licensing by-law and heard depositions from a variety of citizens and further discussed the matter. Despite varying opinions on the specific provisions, PAC committee members 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.

On August 13, 2019 Council received the PAC recommendation and discussed a proposed by-law to regulate camping trailers. Following discussion, Council requested that further public consultation be undertaken and also requested that a presentation be sought from the North Bay Mattawa Conservation Authority and the Ministry of the Environment, Conservation and Parks in order to clarify the roles and responsibilities of those agencies.

PRESENTATION BY NBMCA & MOECP

On September 10, 2019, Paula Scott and Sacha Fredette of the North Bay Mattawa Conservation Authority (NBMCA) along with Brent Trach from the Ministry of the Environment, Conservation and Parks (MOECP), made a presentation to Council. In its presentation, the NBMCA outlined its roles and responsibilities with regard to septic regulation in West Nipissing and confirmed that the NBMCA's authority does not extend to trailers which are considered to be "self-contained" systems for the purposes of regulation. The NBMCA explained that where municipal regulation exists through zoning and licensing, the NBMCA will work with the municipality and the MOECP with respect to training and enforcement.

Joie de vivre



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Mr. Trach, of the MOECP explained the Ministry's authority over licensed trailer parks and the strict regulations under which such parks are required to manage their effluent. Mr. Trach confirmed that his experience through on-site visits has indicated that significant unregulated sewage is being disposed of in West Nipissing through "modified" holding tank situations and direct piping of sewage into the ground, lakes and rivers. Mr. Trach stated that both the MOECP and the NBMCA fully support the recommendation to regulate camping trailers and cautioned Council that negative environmental impacts are a certainty without implementation and enforcement of regulations for camping trailers.

PUBLIC CONSULTATION (NOV 1—DEC 2):

Staff undertook to schedule dates for consultation in the various communities during the month of November and the dates for each session were advertised throughout the latter part of October and early November in the local media, on social media (FaceBook, Twitter) and on the Municipality's website. Beginning on November 18, 2019, the Municipal Planner, the Chief Administrative Officer and the By-Law Enforcement Officer attended sessions in each of River Valley, Verner, Field, Lavigne, Sturgeon Falls and Cache Bay to consult with residents about the proposed regulation of camping trailers in West Nipissing. Mayor Savage attended all sessions and many councillors also attended. In addition to public deputation, some residents provided comments in writing. The media was also in attendance at most sessions. The resident turn-out in each area is below:

Date	Location	Attendees
November 18, 2019	River Valley	72
November 19, 2019	Sturgeon Falls	22
November 20, 2019	Verner	42
November 25, 2019	Lavigne	53
November 26, 2019	Field	57
December 2, 2019	Cache Bay	22

At each session, the Mr. Barbeau provided a brief summary of the challenges being faced by the municipality with respect to ongoing concerns being raised by local residents with respect to the recent proliferation of trailers on vacant lands and, more particularly, regarding the regulation of septic and grey water disposal for the many "pop-up campgrounds". Following introductory remarks and addressing some misconceptions about the proposed regulation as well as clarifying the role of the NBMCA and MOECP, Mr. Barbeau sought feedback on the following points:

1. Do residents agree that the environment needs to be protected?
2. Should there be a maximum number of trailers permitted on a property?
3. Should there be set-back requirements for trailers from lot lines and water bodies?
4. Should there be licensing and, if so, should it be one-time or annual?
5. Should there be a fee and, if so, should it be one-time or annual?

SUMMARY:

1. Protection of the environment: There was no debate among residents that the environment needs to be protected. In every community visited, the attendees unanimously agreed that the protection of the natural environment, including lakes and rivers, needs to be tantamount.
2. Maximum numbers of trailers: the question of whether there should be a maximum permitted number of trailers on a lot was discussed at length in every community and opinions varied widely from those who believe that more than one is too many to those who believe that no limit of any kind should be imposed. One clear message received in all communities, was that camping is a family activity and nobody camps alone, so limiting trailers to one (1) per lot, which is the norm in most municipalities, is not a feasible option for West Nipissing. The matter of permanent trailers versus transient trailers was discussed as well as some sort of formula which would take lot size into account; however there was no consensus whatsoever as to what would be a reasonable maximum number despite most agreeing that there needs to be some sort of limit.
3. Setbacks: At the outset of every session, the CAO began by asking people about whether or not they believe that the environment should be protected and the answer was overwhelmingly that it should. When asked, however, whether there should be a set back from water bodies for camping trailers, the answers were varied and many agreed that campers should have the same set back standards applied to them as to a seasonal dwelling or cottage; some felt that only campers with permanent structures affixed to them should be required to adhere to set-backs; and some said that there should be no restrictions whatsoever.
4. Licensing (Registration): The CAO explained that the purpose of licensing is to allow the municipality to know where campers are located in order that inspection can take place with a view of ensuring that all campers are safely and lawfully disposing of their septic effluent and grey-water. Many people expressed dissatisfaction at having to register their campers citing concerns of over-regulation and municipal "double-dipping" as property taxes are already being paid. The CAO explained that without registration and regulation, the municipality has no ability to inspect or enforce unauthorized waste disposal. Given the option of registering once (like a boat) or annually, the majority agreed that one-time registration was the preferred option.
5. Licensing (Fee): Very few were supportive of any type of licensing or registration fee being imposed and many stated that having to pay a license fee to camp on a property which is already paying property taxes seemed unfair. The CAO explained that there is an administrative component to what is being proposed and that the fees, like dog tags, lottery licenses and garbage pick up-, should be borne by the users, not the general tax payers. Given a choice between a one-time or annual fee, the majority agreed that a one-time fee would be preferable.
6. Existing Trailers (grandfathering). In addition to the questions posed about regulation of trailers, at every meeting, the question was raised about what would happen to existing trailers which do not meet the new standards, if imposed. The CAO stated that it is the intent that all trailers shall be registered, regardless of whether or not they are pre-existing. In addition, any camper which is currently unlawfully disposing of septic will not be permitted to continue to do so, regardless of how long the situation has been going

on. Compliance with environmental regulation is not optional. It was also identified that many campers have structures affixed to them or are located under permanent canopies which may be difficult to move, if a set-back is imposed.

RECOMMENDATIONS:

In reviewing the various meetings of the Planning Committee and Council, the delegations made by the North Bay Mattawa Conservation Authority and the Ministry of the Environment as well as the detailed notes made at each of the public consultation sessions, the following recommendations are being brought for discussion and consideration by Council with a view of moving toward implementation this spring:

1. **Council adopt a Trailer Licensing By-Law:** Despite the objections and concerns raised about the proposed licensing of trailers, there was consensus at every meeting that the environment needs to be protected. In order to do so, the municipality must enact a by-law which will permit inspection and enforcement of measures which will ensure that there is adherence to regulations concerning disposal of septic and grey water. Without a by-law, the municipality can do nothing.
 - a. Registration would consist of a one-time registration and one-time fee payable. In a previous discussion, a fee of \$50.00 was discussed. The by-law would include language to address owner's responsibility to ensure license information is kept current.
 - b. The By-law would require trailer owners to demonstrate in their application how their grey water and septic effluent are being disposed of. The By-Law enforcement officer would have the right of inspection at all times to ensure compliance.
 - c. Stored trailers and trailers located within commercial camp-grounds would not be subject to this by-law;
 - d. Work trailers, cargo trailers, boat trailers, etc., would not be subject to this by-law;
 - e. All camping trailers remain subject to the provisions of the Ontario Building Code as it relates to the construction of decks, porches, roofs, etc.
 - f. The licensing by-law would also include the provisions outlined below which must also be incorporated into the West Nipissing Comprehensive Zoning By-Law No. 2014-45 as it relates to land use provisions;
2. **Council undertake to amend the West Nipissing Zoning By-Law:**

As was noted at most of the meetings, the land use provisions of the West Nipissing Zoning By-Law 2014-45 would be required to be amended pursuant to Section 34 of the Planning Act. This process will involve additional public consultation in the form of a statutory public meeting at which residents will have the opportunity to address the proposed amendments.

 - a. Any lot on which is zoned primarily for residential use (R1, R2, R3, R4, RS and RR), the number of permitted trailers shall be limited to two (2). Any increase in that number may be dealt with through the minor variance provisions of the *Planning Act*, thereby permitting affected abutting owners the opportunity to make comment. The number however should in no case exceed four (4) trailers.

- b. On a lot which is zoned other than as provided above (RU or A1 or A2), there shall be no maximum number of permitted trailers. Notwithstanding however, that should the number of trailers be greater than six (6), an inspection be carried out by the North Bay Mattawa Conservation Authority and such property shall be required to install a septic bed of sufficient capacity. The justification for this recommendation is that pursuant to the Ontario Building Code Act, the effluent from a single camper without water and sewer hookup is calculated at 275 litres per day. More than 6 trailers would exceed the effluent of one single family dwelling which is calculated to be 1600 litres per day, and accordingly, should be required to adhere to the same requirements as would a dwelling.
- c. Any permitted trailer should be set back a minimum of 15m from any abutting water body. In addition, any permitted trailer should be set back a minimum of 3m from any rear or side lot line.
- d. An Engineer's Report confirming compliance with Section 9.1.1.8(b) of the OBCA would be required for any permanent structures (canopies, decks, sunrooms, etc.) to be constructed or located within the flood plain.
- e. Notwithstanding the provisions noted above, no septic bed shall be permitted

3. Existing trailers:

- a. All existing trailers shall be licensed in accordance with the provisions of the by-law;
- b. All existing trailers which can comply with the set-back provisions of 15m from the water's edge (i.e. no permanently affixed structures or physical ground impediments), shall do so by August 31, 2020;
- c. All existing trailers which permanently situated (decks, porches, etc., shall be registered as legal-non-conforming and shall be recognized as such for so long as the existing trailer remains. If such trailer is removed or replaced, the legal non-conforming status shall be at an end and the replacement shall be required to meet the required set-back.
- d. Any lot which there currently exists more than 6 trailers, those trailers shall be permitted to remain; however no additional trailers may be added to such lot and any which are removed may not be replaced. In addition, any lot on which there exists more than 6 trailers, the property owner shall, by August 31, 2022, have installed a septic system of sufficient quantity for the number of trailers or shall have reduced the number sufficiently so as to not require a septic bed.
- e. Any lot on which a non-approved septic installation has been installed, shall be immediately removed and replaced with an authorized installation.

MEMORANDUM

SCHEDULE "B"

TO: West Nipissing Planning Advisory Committee

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: September 25, 2020

RE: **CAMPING TRAILER REGULATION UPDATE**

On March 3, 2020, Council considered and discussed a staff report following extensive public consultation which took received feedback regarding the public consultation(s), which took place in the latter part of 2019 as well as a report from staff with recommendations for the proposed regulation of camping trailers. On May 19, 2020, Council further discussed the matter and it was agreed that the zoning by-law amendment process be held in abeyance due to COVID-19. It was further agreed that the matter be referred back to the Planning Advisory Committee, since many of the proposed changes will involve amendments to the West Nipissing Zoning By-Law 2014-45 which are under the purview of this Committee.

For the benefit of those members of the Committee who are not members of Council, the following is a summary of the discussions of Council with respect to regulation of camping trailers in West Nipissing. Note: I will have to have our Consultant review the proposed changes in the context of the rest of the Zoning By-law to ensure consistency, so the actual By-law amendment may look slightly different than this but will contain the same provisions and effect as the final recommendation of this committee:

- No person shall use nor shall an owner of Property permit a person to use and/or keep a Trailer on any Property within the Municipality except as provided in this By-law and the Zoning By-Law .
- No person shall locate more than one (1) Trailer, which shall include a stored trailer, on any property which is zoned Residential One (R1), Residential Two (R2), Residential Three (R3) or Residential Four (R4) except as provided in Section 5.5 of the Zoning By-Law.
- No person shall locate more than two (2) Trailers, which shall include a Stored Trailer on a Property which is zoned Shoreline Residential (SR);
- No person shall add or cause to be added to a Trailer any addition such as a sunroom, porch, roof canopy or deck without obtaining a building permit from the Municipality Further, such addition or structure shall be subject to the provisions of Section 4.2 (Accessory Uses, Buildings and Structures)
- No person shall discharge or caused to be discharged from any Trailer any septic effluent or grey water other than in accordance with Section ____ (actual section number to be inserted) hereof.

Joie de vivre



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- No Trailer shall be placed any closer than 15m to any property boundary except in accordance with the provisions of Section 5.5.2 (Parking of Boats & Trailers).
- No person shall locate a Trailer on a property without compliance with one of the following provisions for the handling of septic and grey water:
 - (a) the Trailer is connected to an approved Class 3 System (leaching bed);
 - (b) the property contains an approved Class 1 system (a chemical toilet, an incinerating toilet, a recirculating toilet, a self-contained portable toilet, an earth pit privy, a pail privy, a privy vault or a composting toilet system,) and an approved Class 2 system (grey-water);
 - (c) the septage and grey water is being removed from the Trailer by a licensed hauler. The Municipality reserves the right to require an owner to provide receipts and/or contracts as evidence of such an arrangement;
 - (d) The septage and grey water is being hauled from the property in a portable tank designed for such purpose and disposed of in a licensed transfer (dump) station. The Municipality reserves the right to conduct regular inspections of properties utilizing portable haulage systems.

Next Steps:

Pursuant to section 34 of the Planning Act, the Municipality is required to provide notice of its intention to amend the By-Law by giving notice, either by publishing in the local newspaper or by personal service. Further, the municipality is required to hold a public meeting for the purpose of giving the public the opportunity to ask questions and make representation.

As most are aware public gatherings are not recommended at this time and the Province has given municipalities the authority to carry out consultation and hold meetings using electronic means. I am seeking from the Planning Advisory Committee regarding the legislated public consultation such that everyone who has a concern or a comment will have the opportunity to make such comments.

For public consultation, am proposing the following:

1. Create a portal on our website similar to the one we had during the OPP consultation for people to leave comments.
 - Place a Notice in the Newspaper requesting written submissions;
 - Place a Notice on our website;
 - Place notices in public facilities (those that are open – library, landfill site)

For the Statutory Public Meeting I am proposing a Zoom Meeting where members of the public may make representation if they so wish. The meeting would be live-streamed via YouTube.

If the foregoing is acceptable, I will proceed with drafting the by-law amendment and undertake the public notification. Since the next PAC meeting is not scheduled until November 9, this should provide adequate time to obtain feedback for consideration by this Committee at its' next meeting.

MEMORANDUM

TO: Mayor and Council

FROM: Stephan Poulin, Director of Economic Development and Community Services

DATE: January 29, 2021

RE: **ARENA OPERATIONS – ESTIMATED COST AND REVENUE**

Council requested more details pertaining to the cost of arena operations and the estimated revenue anticipated if/when the provincial lockdown is lifted. Using the assumption that the lockdown will be lifted on February 11th and arenas can resume operations, we anticipate that there would be approximately 5-6 weeks of arena season remaining.

All user groups have confirmed that their intent is to resume their season if the lockdown is to be lifted on February 11th. That being said, some have indicated that the amount of ice time required could be reduced if some of their members opt not to return after the lockdown. The other factor that could have groups cancel their season is if additional restrictions were to be imposed by the Province or their governing bodies (ex. Ontario Hockey Federation, Skate Canada, etc.), however, that scenario/ information is not known at this time.

Assuming all user groups resume their season using the same amount of weekly ice time as was being used prior to the lockdown, the estimated weekly revenue from ice rental is as follows;

- 38 hrs per week rented at the SF arena = \$3,500/week in revenue
- 16 hrs per week rented at the Verner arena = \$1,700/week in revenue

The estimated cost to keep our arenas operational (staffing costs not included) is approximately \$4,000 per week per arena.

We are seeking direction from council regarding the status of our arena operations moving forward.

Joie de vivre

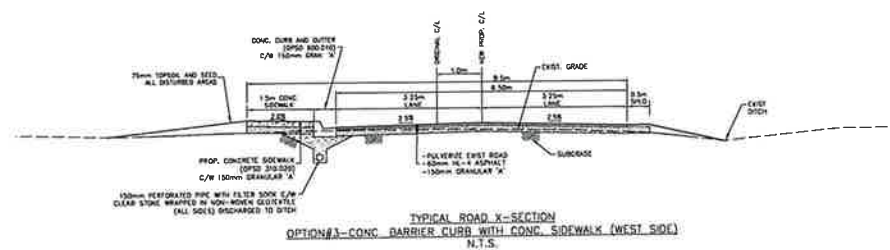
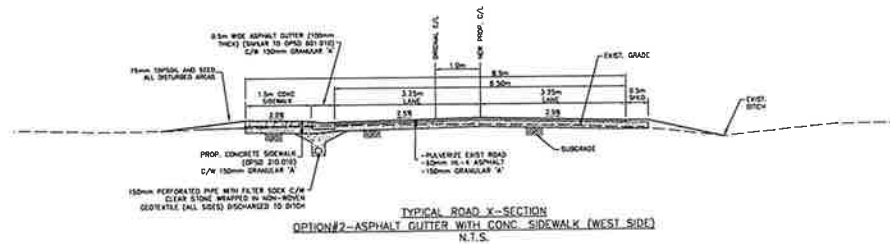
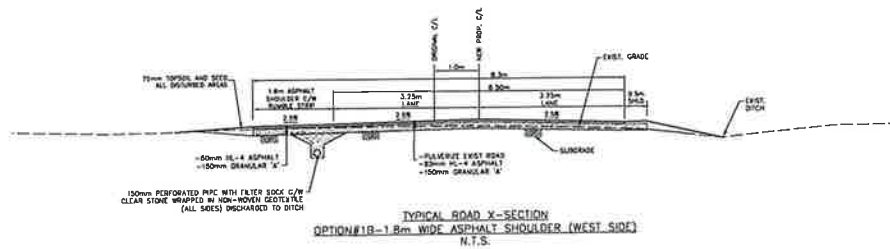
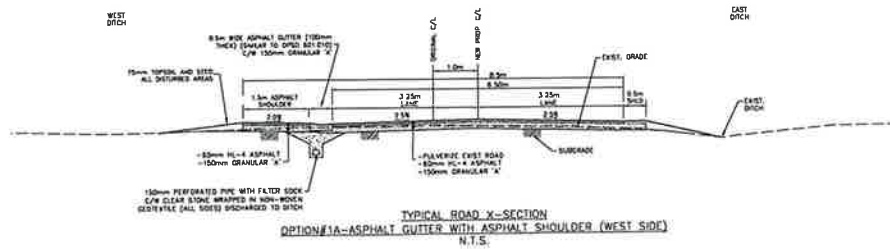


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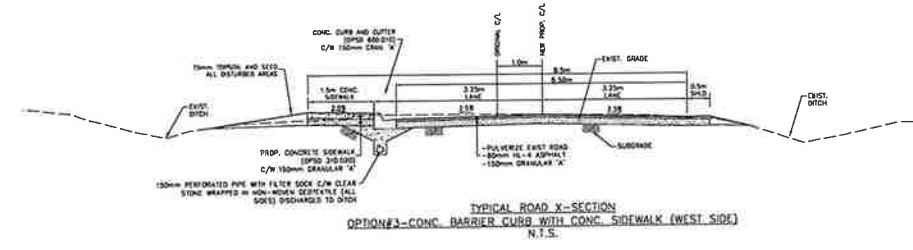
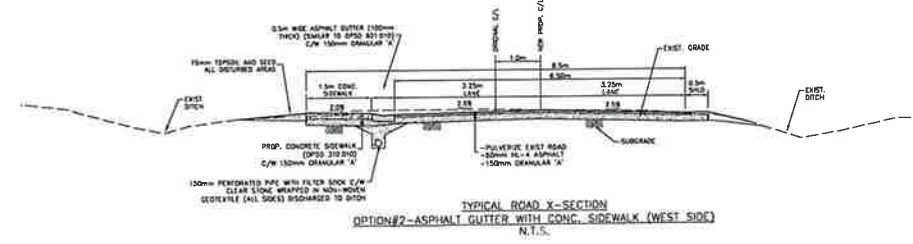
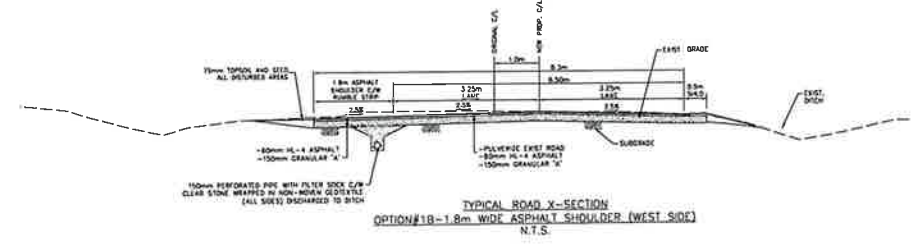
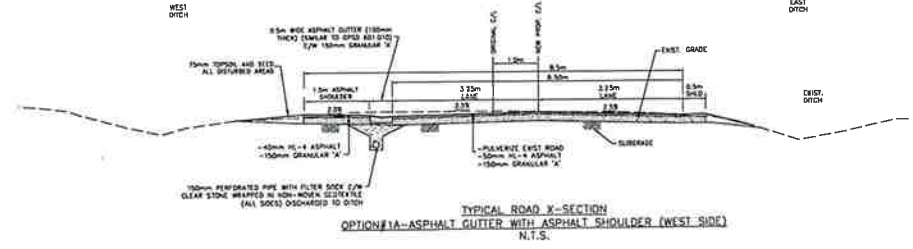
20-1471- Belanger Avenue - Preliminary Options Estimate

2020-12-01 (Incremental cost increase over base roadway and sanitary sewer revitalization)

Item	Item Description	Unit	Quantity	Unit Price	Total
OPTION#1A - 1.5m Asphalt Shoulder with Asphalt Gutter - North/West side of Rd					
1	Earth Excavation - Grading	L.S.	1	10000	\$ 10,000.00
2	Storm DIMH c/w Frame & Grate (all types)	ea	2	8000	\$ 16,000.00
3	DI c/w Frame & Grate (all types)	ea	2	4500	\$ 9,000.00
4	300mm, PVC, 320kPa Storm Sewer	m	100	400	\$ 40,000.00
5	Connect to Existing Storm Sewer Manhole	ea	1	7000	\$ 7,000.00
6	1.5m Asphalt Shoulder	m	370	60	\$ 22,200.00
7	Asphalt Gutter	m	410	40	\$ 16,400.00
8	Subdrain - 100mm incl excavation and granular	m	420	65	\$ 27,300.00
9	Topsoil	m ³	200	40	\$ 8,000.00
10	Seed & Mulch cover	m ²	2500	2.50	\$ 6,250.00
11	Contingency (15%)	L.S.	1	24322.50	\$ 24,322.50
				Total Estimate	\$ 186,472.50
			370m	Cost /m	\$ 503.98
OPTION#1B - 1.8m Asphalt Shoulder Including 0.3m wide Rumble Strip - North/West side of Rd					
1	Earth Excavation - Grading	L.S.	1	10000	\$ 10,000.00
2	Storm DIMH c/w Frame & Grate (all types)	ea	2	8000	\$ 16,000.00
3	DI c/w Frame & Grate (all types)	ea	2	4500	\$ 9,000.00
4	300mm, PVC, 320kPa Storm Sewer	m	100	400	\$ 40,000.00
5	Connect to Existing Storm Sewer Manhole	ea	1	7000	\$ 7,000.00
6	1.8m Asphalt Shoulder	m	370	65	\$ 24,050.00
7	0.3m wide Rumble Strip (Milled)	m	410	20.00	\$ 8,200.00
8	Subdrain - 100mm incl excavation and granular	m	420	65	\$ 27,300.00
9	Topsoil	m ³	200	40	\$ 8,000.00
10	Seed & Mulch cover	m ²	2500	2.50	\$ 6,250.00
11	Contingency (15%)	L.S.	1	23370.00	\$ 23,370.00
				Total Estimate	\$ 179,170.00
			370m	Cost /m	\$ 484.24
OPTION#2 - Concrete Sidewalk with Asphalt Gutter - North/West side of Rd					
1	Earth Excavation - Grading	L.S.	1	10000	\$ 10,000.00
2	Storm DIMH c/w Frame & Grate (all types)	ea	2	8000	\$ 16,000.00
3	DI c/w Frame & Grate (all types)	ea	2	4500	\$ 9,000.00
4	300mm, PVC, 320kPa Storm Sewer	m	100	400	\$ 40,000.00
5	Connect to Existing Storm Sewer Manhole	ea	1	7000	\$ 7,000.00
6	1.5m Concrete Sidewalk	m	370	120	\$ 44,400.00
7	Asphalt Gutter	m	410	40	\$ 16,400.00
8	Subdrain - 100mm incl excavation and granular	m	420	65	\$ 27,300.00
9	Topsoil	m ³	200	40	\$ 8,000.00
10	Sod (Extra Compared to Option 1&2)	m ²	2500	2.50	\$ 6,250.00
11	Contingency (15%)	L.S.	1	27652.50	\$ 27,652.50
				Total Estimate	\$ 212,002.50
			370m	Cost /m	\$ 572.98
OPTION#3 - Concrete Sidewalk with Concrete Barrier Curb - North/West side of Rd					
1	Earth Excavation - Grading	L.S.	1	15000	\$ 15,000.00
2	Storm DIMH c/w Frame & Grate (all types)	ea	7	8000	\$ 56,000.00
3	DI c/w Frame & Grate (all types)	ea	7	4500	\$ 31,500.00
4	300mm, PVC, 320kPa Storm Sewer	m	420	400	\$ 168,000.00
5	Connect to Existing Storm Sewer Manhole	ea	1	7000	\$ 7,000.00
6	1.5m Concrete Sidewalk	m	370	120	\$ 44,400.00
7	Concrete Barrier Curb	m	410	120	\$ 49,200.00
8	Subdrain - 100mm incl excavation and granular	m	420	65	\$ 27,300.00
9	Topsoil	m ³	200	40	\$ 8,000.00
10	Sod (Extra Compared to Option 1&2)	m ²	2500	7	\$ 17,500.00
11	Contingency (15%)	L.S.	1	63585.00	\$ 63,585.00
				Total Estimate	\$ 487,485.00
			370m	Cost /m	\$ 1,317.53



STA. 1+110
SHALLOW DITCH / NO DITCH



STA. 1+180
DEEP DITCH

		REVISION	NO	DATE	BY		BELANGER AVENUE WEST NIPISSING, ONTARIO		SCALE 1:250
							DRAWN D.R.		
							CHECKED T.M.		
							DATE DEC 1, 2020		
							PROJECT No. 20-18/1		
							SHEET		
							S3		



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

Resolution No.

2021 /

FEBRUARY 2, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2021/06**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located on Floral Street, in Sturgeon Falls from Residential Two Zone (R2) to Residential Two Exception Zone 2 (R2-2), 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		
Ward 7 (vacant)		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2021/06

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2014/45 TO REZONE
CERTAIN LANDS ON FLORAL ST
FROM RESIDENTIAL, TWO (R2) TO RESIDENTIAL, TWO (R2-2) EXCEPTION ZONE 2
(ZONING AMENDMENT FILE NO. ZBLA 2021-02)**

WHEREAS the owners of the subject property have initiated an amendment to Zoning By-Law 2014-45, for the properties located on Floral Street, being Lot 21, Plan 14, Sturgeon Falls, Municipality of West Nipissing;

AND WHEREAS the Council of the Corporation of the Municipality of West Nipissing has ensured that adequate information has been made available to the public, and has held at least one (1) public meeting after due notice for the purpose of informing the public of this By-Law;

AND WHEREAS it is deemed desirable to amend the zone designation shown on Schedule 'SF4' of By-Law No. 2014/45 pursuant to Section 34 of the *Planning Act* R.S.O. 1990, as amended;

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

1. Schedule 'SF4' of By-Law No. 2014/45 is amended by changing the zoning designation of the property shown on Schedule 'A' attached hereto, which property is more particularly described as Lot 21, Plan 14, Sturgeon Falls, Municipality of West Nipissing, shown on Schedule 'A' attached hereto from Residential, two (R2) Zone to Residential, two (R2-2) exception zone 2 in order to add personal storage as a principal use.

By-law	Location	Schedule	Special Provisions
2021-06	Floral Street, Sturgeon Falls Lot 21, E/S Floral Street Plan 14	SF-4	<ul style="list-style-type: none">• Table 6.1: Permitted Uses and Accessory Uses shall be limited to Personal Storage• Table 6.3<ul style="list-style-type: none">• Maximum Lot Coverage: 30%• Yard Requirements:<ul style="list-style-type: none">○ Front Yard: 6m○ Rear Yard: 3m○ Interior Side Yard: 3m


2. This By-law shall take effect on the date of passage and come into force in accordance with Section 34 of the *Planning Act*, RSO 1990, Ch. P 13.

ENACTED AND PASSED THIS 2nd DAY OF FEBRUARY, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE, MAYOR

MELANICE DUCHARME, CLERK



 LANDS TO BE REZONED FROM RESIDENTIAL TWO (R2)
TO RESIDENTIAL TWO EXCEPTION TWO (R2-2)

MUNICIPALITY OF WEST NIPISSING OUEST
TOWN OF STURGEON FALLS - SCHEDULE SF4

LOT 21, PLAN 14
TOWN OF STURGEON FALLS
GEOGRAPHIC TOWNSHIP OF SPRINGER
MUNICIPALITY OF WEST NIPISSING OUEST



25 12.5 0 25 50 Metres

THIS IS SCHEDULE 'A' TO
BY-LAW NO. 2021- 06 PASSED THIS
2nd DAY OF FEBRUARY 2021.

JOANNE SAVAGE, MAYOR

MEMORANDUM

TO: Mayor and Council
FROM: Melanie Ducharme, Municipal Clerk/Planner
DATE: January 29, 2021
RE: **KRAUSE-PIQUETTE MUNICIPAL DRAIN**

Attached is the Actual Cost By-Law for the **Krause Piquette Municipal Drain**. You will note that there is a substantial increase in the costs of this drain. These increased costs are, for the most part, attributable to delays and additional engineering and consultants' costs resulting from a landowner Appeal to the Ontario Drainage Tribunal. The project was delayed nearly a year by the Appeal and the resulting Tribunal's order, while dismissing the Appeal, did recommend some minor changes to the assessments in the original report.

These increased costs will be borne, on a pro rata basis, as shown on Schedule "C" to the By-law amendment.

Joie de vivre



www.westnipissingouest.ca



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

Resolution No.

2021 /

FEBRUARY 2, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-Law 2021/07, being an Actual Cost By-law to amend By-Law 2017/25 for the KRAUSE-PIQUETTE DRAIN in 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		
WARD 7, (<i>vacant</i>)		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



BY-LAW 2021/07

**BEING AN ACTUAL COST BY-LAW TO AMEND
BY-LAW NO 2017/25 FOR THE KRAUSE-PIQUETTE DRAIN
IN THE MUNICIPALITY OF WEST NIPISSING**

WHEREAS By-Law no. 2017/25 of the Municipality of West Nipissing authorized construction of the **KRAUSE-PIQUETTE DRAIN** at an estimated cost of \$200,635.00 and for levying the required sum of \$200,635.00 or such reduced sum after taking into account allowances and applicable grants;

AND WHEREAS the total final cost of the executing and completing the said drainage work is \$255,078.45;

AND WHEREAS it is required that By-Law number 2017/25 be amended to reflect the actual cost of construction of \$255,078.45;

NOW BE IT THEREFORE RESOLVED THAT

1. The Treasurer is hereby authorized to amend the assessments made in the report for the Krause-Piquette Municipal Drain By-Law number 2017/25 and is here by authorized to increase the assessment proportionately so that the total amount to be collected under the authority of By-Law 2017/25 will be \$255,078.45 (including all grants and allowances) as outlined in "Schedule C" attached hereto and forming part of this by-law.
2. The assessments after deducting allowances and grants, as are applicable, as set out in Schedule "C" shall be levied and collected from the properties indicated therein;
3. This by-law comes into force upon final passing thereof and may be cited as the "**KRAUSE-PIQUETTE DRAIN ACTUAL COST BY-LAW**".

ENACTED AND PASSED THIS 2nd DAY OF FEBRUARY 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

**SCHEDULE C - ASSESSMENTS FOR ACTUAL COST BYLAW
KRAUSE PIQUETTE DRAIN
MUNICIPALITY OF WEST NIPISSING**

					Actual		Section 24		Section 24		Actual		2/3 Grant		Allowances		Net		
Farm	Tax	Rated	Con	Lot	Roll No.	Owner/Address	Report	Section 24	Assessments	Assessments	non grantable	Gross Total	Gross Total	(\$)	(\$)	(\$)	Assessment	t (\$)	
Municipality of West Nipissing																			
(48-52-110-1) (Twp of Kirkpatrick)																			
F	2	W Pt 3			001-04500	G. & N. Piquette	40,637.00				3,000.00	53,684.24		0.00	2,500		54,184.24		
F	2	S Pt 4			001-04600	D. Leroux	493.00					651.29		434.19			217.10		
F	2	Pt 4			001-04700	D. Leroux	19,971.00	7,250.00				26,383.05		22,422.03	4,300		6,911.02		
	2	Pt 4			001-04710	S. Beaulieu	245.00					323.66		0.00			323.66		
F	2	Pt 4			001-04800	1929895 Ontario Inc.	12,722.00		5,971.81			16,806.63		15,185.63	3,900		3,692.81		
F	2	E Pt 5			001-04900	B. Krause	78,081.00	6,500.00		407.04		103,150.32		73,100.21	3,000		33,957.15		
F	2	W Pt 5			001-05000	B. & T. Krause	7,362.00					9,725.70		6,483.80			3,241.90		
	2	Pt 5			001-05100	J. Gingras	491.00					648.64		0.00			648.64		
F	2	Pt 6			001-05200	V. Coppola	60.00					79.26		52.84			26.42		
F	2	Pt 6			001-05300	B. & T. Krause	114.00					150.60		100.40			50.20		
F	3	S Pt 3			001-07000	F. Michel-Pedneault & F. Pedneault	5,806.00					7,670.12		5,113.41			2,556.71		
F	3	E Pt 4			001-07200	B. & B. Davison	2,829.00					3,737.30		2,491.53			1,245.77		
F	3	W Pt 4			001-07300	G. Piquette	528.00					697.52		465.01			232.51		
F	3	E Pt 5			001-07400	M. & C. Gelink	2,359.00					3,116.40		2,077.60			1,038.80		
F	3	Pt 5			001-07500	L. & J. Gingras	1,387.00					1,832.32		1,221.55			610.77		
	3	Pt 5			001-07600	G. Piquette	513.00					677.71		0.00			677.71		
	3	Pt 6			001-07700	E. Coppola	35.00					46.24		0.00			46.24		
	3	E Pt 6			001-07800	H. Bitzer	557.00					735.83		0.00			735.83		
	3	W Pt 6			001-07900	A. Ziarnik	584.00					771.50		0.00			771.50		
	2	Pt 6			001-08000	R. & C. Doody	174.00					229.87		0.00			229.87		
F	3	Pt 6			001-08010	V. Coppola	35.00					46.24		30.83			15.41		
F	3	Pt 7			001-08100	M. Bojenska	230.00					303.85		202.57			101.28		
F	3	Pt 7			001-08200	J. Piquette & T. Decaen	128.00					169.10		112.73			56.37		
	3	W Pt 7			001-08300	G. Piquette	435.00					574.66		0.00			574.66		
F	3	E Pt 8			001-08400	R. Pellerin	504.00					665.82		443.88			221.94		
F	3	W Pt 8			001-08500	R. Pellerin	298.00					393.68		262.45			131.23		
	3	S Pt 9			001-08650	F. & G. Pellerin	128.00					169.10		0.00			169.10		
	3	N Pt 10			001-08900	H. Keller	292.00					385.75		0.00			385.75		
O	3	N Pt 11			001-09100	Crown	477.00					630.15		0.00			630.15		
	3	N Pt 12			001-09300	C. & N. Pearson, R. Montgomery	576.00					760.94		0.00			760.94		
	4	W Pt 3			001-10400	G. & B. Bledgon	35.00					46.24		0.00			46.24		
F	4	E Pt 5			001-10650	W. & D. Fex	35.00					46.24		30.83			15.41		
F	4	W Pt 5			001-10700	W. & D. Fex	35.00					46.24		30.83			15.41		
F	4	S Pt 8			001-11400	F. & G. Pellerin	35.00					46.24		30.83			15.41		
	4	S Pt 12			001-22100	I. Giroux	77.00					101.72		0.00			101.72		
O	3	N Pt 3			—	Crown (A)	176.00					232.51		0.00			232.51		
O	3	N Pt 9			—	Crown (B)	300.00					396.32		0.00			396.32		
O	283	Pts 10-12			—	Crown (C)	1,227.00					1,620.95		0.00			1,620.95		
x	Total Assessments on Lands:						179,971.00	19,721.81	3,407.04	237,753.95	130,293.15	13,700	116,899.95						
M	TRIBUNAL							9,833.73											
M	Piquette Road						9,782.00					12,922.69		0			12,922.69		
M	North-South Road						58.00					76.62		0			76.62		
x	Total Assessments on Roads:						9,840.00	9,833.73				12,999.31		0			12,999.31		
x	TOTAL MUN. OF NIPISSING:						189,811.00	29,555.54	3,407.04	250,753.26	130,293.15	13,700	129,686.96						
Mun. of Markstay-Warren																			
(52-08-000-1) (Twp of Dunnet)																			
	2	E Pt 2			001-04000	H. & D. Dumont Estate	44.00					58.13		0.00			58.13		
	3	E Pt 1			001-07100	N. & C. Pearson, R. Montgomery	591.00					780.75		0.00			780.75		
M	3	W Pt 2			001-07300	Mun. of Markstay-Warren	522.00					689.60		0.00			689.60		
	3	Pt 3			001-07400	M. David	331.00					437.27		0.00			437.27		
	3	W Pt 3			001-07500	R. David	176.00					232.51		0.00			232.51		
	3	E Pt 4			001-07700	W. Paradis	58.00					76.62		0.00			76.62		
	4	E Pt 1			001-09300	G. Ducharme & S. Fillion	43.00					56.81		0.00			56.81		
	4	W Pt 1			001-09400	L. & L. Poirier	35.00					46.24		0.00			46.24		
	4	E Pt 2			001-09500	L. Gagne & J. Roussy	35.00					46.24		0.00			46.24		
	4	W Pt 2			001-09600	D. & G. Behm	35.00					46.24		0.00			46.24		
	4	E Pt 3			001-09700	D. & G. Gervais	35.00					46.24		0.00			46.24		
O	2 & 3	Pts 1 & 2			—	Crown (D)	1,276.00					1,685.68		0.00			1,685.68		
x	Total Assessments on Lands:						3,181.00					4,202.33		0.00			4,202.33		
M	Dumouchel Road						35.00					46.24		0			46.24		
M	Gervais Road						58.00					76.62		0			76.62		
x	Total Assessments on Roads:						93.00					122.86		0.00	0.00		122.86		
x	TOTAL MUN. OF MARKSTAY-WARREN:						3,274.00					4,325.19		0.00	0.00		4,325.19		
x	TOTAL KRAUSE-PIQUETTE DRAIN						193,085.00	29,555.54	3,407.04	255,078.45	130,293.15	13,700.00	134,214.15						

Notes:

1. All of the above lands noted with an "F" are classified as agricultural and currently have the Farm Property Class Tax Rate (F.P.C.T.R.).
2. Section 21 of the Drainage Act, RSO 1990 requires that assessments be shown opposite each parcel of land and road affected. The affected parcels of land have been identified using the roll number from the last revised assessment roll for the Municipality. For convenience only, the owners' names as shown by the last revised assessment roll, has also been included.

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

**MINUTES OF THE COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON TUESDAY, JANUARY 19, 2021 AT 6:30 PM**

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

ABSENT:

WARD 7 (vacant)

VIRTUAL MEETING / RÉUNION VIRTUELLE

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 Approve the Agenda.

No. 2021/14 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the Agenda for the meeting of Council held on JANUARY 19, 2021 be adopted as
☒ presented / ☐ amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 École St-Marie School (Field) (Presenter: Ken Paquette)

Mr. Ken Paquette made a presentation to Council concerning the dilapidated school property in Field. Mr. Paquette provided a slide show and video demonstrating the disrepair of the building. Mr. Paquette highlighted the concerns of the residents of Field and all residents of West Nipissing concerning the ongoing safety and aesthetic issues. Pursuant to the Procedural By-law, the matter will be further discussed at the first meeting in February.

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

D-1) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES

D-1(a) Updated Accessibility Plan (2021-2025) (Presenter: Sylvie Bélanger, Chair ~ Accessibility Committee)

Sylvie Bélanger, Chair of the Municipal Accessibility Advisory Committee, along with Lynn Duhaime, presented the updated West Nipissing Accessibility Plan as is legislated under the ODOA. Ms. Bélanger highlighted certain updates to the Plan and advised Council of the Committee's mandate which is to ensure accessibility to all municipal facilities and services by all residents and persons with disabilities. Ms. Bélanger highlighted the municipal building assessment which has recently been prepared and stated that the recommendations of the assessment will be utilized in carrying out the Plan's mandates by a proposed deadline of 2025, while acknowledging that some of the recommendations may not be achievable due to financial constraints. Ms. Bélanger noted that since 2004, a significant number of the identified barriers have been addressed.

D-1(b) COVID Update (verbal)

The Director of Community Services provided an update on recent changes to municipal facilities as a result of the recent Stay at Home Orders and the extension of Emergency Orders by the Province of Ontario. Recently, the local Health Unit has issued guidelines and restrictions. Arenas, pool, rinks, sliding hills and fitness centre remain closed. Walking trails can remain open and the trails at the Museum are still available for residents to walk or snow shoe. A key component of community facilities are the arenas and the Director has reached out to user groups to find out if they intend to resume their uses if the emergency orders/further restrictions are lifted. They have also indicated that if the guidelines are modified such that uses are altered, they may not continue their use. At present, two arenas are sitting idle and the Director stated that perhaps Council may wish to look at the arenas at a future meeting to determine the feasibility of keeping both open. Council agreed to monitor the situation, keeping the provincial trends in mind in determining whether or not the orders will be extended and then look at making a decision.

Joanne Savage, Mayor
Acting Chair

Stephan Poulin,
Director of Economic Development and
Community Services

D-2) SEWER AND WATER / LES ÉGOUTS ET L'EAU

D-2(a) Verner Water Feasibility Study

Alan Korell, assisted by the Manager(s) of Water and Waste Water, presented the Verner Water Feasibility Study. Mr. Korell outlined the various options outlined in the study which range from "do nothing" to a new water plant or a new ground water supply. The options of doing nothing or limiting growth are not realistic. The option of bringing the water to Verner from Sturgeon Falls is feasible. The upgrade of the existing water plant in Verner, which would be less than bringing the water from Sturgeon is cheaper, but the problems associated with the source water would not be alleviated. The preferred option is to bring a pipe from Sturgeon Falls to Verner along the railbed where the water would be re-chlorinated and distributed. It was suggested that the next steps include getting the project "shovel ready" with a view of being ready in the event that either funding becomes available to make the project viable or to be ready in the event that something happens that there is no choice. In order to do so, the design would have to be prepared at a rough magnitude of \$400,000. No direction is being sought at this time however analysis and discussions will continue and the matter will return to council when a decision point is required.

Dan Roveda,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

MOTION FOR RECESS: at approx. 8:05 PM, a motion was tabled for a brief recess and then continue with discussions.

Moved by: Councillor C. Fisher

Seconded by: Councillor L. Sénécal

CARRIED

D-3) PLANNING / PLANIFICATION

D-3(a) Industrial Park Lands

- (i) Receive updated appraisal
- (ii) Offer to purchase land

Council considered an updated appraisal report obtained for the Industrial Park Lands. Following discussion, Council was in general agreement to sell the property at the appraised price; however it was requested that a policy be implemented prior to so doing in order to set out the criteria for disposition of municipal lands. It was also requested that the proposed buyer be contacted to provide additional information concerning the proposed development.

Denis Sénécal,
Chair

Melanie Ducharme,
Municipal Planner

D-4) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE

D-4(a) Safety Issues on Toronto Street

The Manager of Public Works provided information to Council regarding concerns raised by residents of Toronto Street/Highway 64 about safety issues. Mr. Remillard provide input from the MTO concerning the implementation of an all way stop sign who did not support the initiative indicating that such signage can cause more accidents than it might prevent. The OPP did not have any motor vehicle collision data which would support a stop sign being required. Given the MTO and OPP recommendations, the Manager did not recommend additional traffic signage. Other options include maintaining status quo, re-opening Dovercourt Road or adopt a by-law for traffic control signals. Following discussion, Council agreed that the area continue to be monitored and that the traffic speed indicator (calming device) be moved to the other side of the road to obtain additional data regarding traffic counts and speed of persons heading toward town.

D-4(b) Request to use municipal parking lot for deliveries to private business

Council discussed a request to use the municipal parking lot across from Town Hall for deliveries. Following discussion, Council agreed that additional information concerning the time and frequency of deliveries is required prior to making a firm decision. Staff was directed to reach out to the individual to find out what the anticipated delivery schedule is. Council agreed that parking and safety to pedestrians are a priority and need to be considered.

Christopher Fisher,
Chair

Melanie Ducharme,
Clerk

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

D-5(a) Update re: Community Sharps Bin on John Street

Council discussed a request from the NBPSDHU for an additional Sharps Bin. Some members indicated that since the first bin is not being fully utilized that perhaps the installation of an additional bin might be premature. Others indicated that they would like to see an additional bin installed to assist in ensuring that needles are not discarded. It was agreed that the one bin be maintained in the short term.

Léo Malette,
Chair

Melanie Ducharme,
Clerk

D-6) PUBLIC WORKS / TRAVAUX PUBLICS

D-6(a) Street Light at Comeau Road (D. Sénécal)

Council received a request for a streetlight at the turnaround at Comeau Road. The Manager of Public Works identified that the residents should submit a petition as provided by policy and the Manager would assess the situation in accordance with the policy.

D-6(b) Wolseley Bay Bridge Update (D. Sénécal)

Councillor D. Sénécal requested an update on the status of the Nature's Trail Bridge. The CAO reiterated that the funds which were previously set aside for the project are insufficient to complete the project given the additional work which is now required to complete the project, however Council would have to determine whether the repair of this bridge is a priority at Budget time.

D-6(c) Request for sanding on Presqu'île Road (R. Larabie)

Council discussed a request for winter sand on Presqu'île Road. The Manager of Public Works stated that there are concerns with such request due to the precedent setting. In addition, the winter maintenance policy speaks to the process for obtaining winter maintenance. Council generally agreed that entertaining a "one-of" request would not be fair to residents of other private roads and may cause damage to municipal equipment. The policy for requesting winter maintenance should be adhered to.

D-6(d) Winter Maintenance Standards (J. Savage)

The Mayor requested information as to what the standards are for maintenance during storm events and suggested that Council enact a by-law setting out the standards by which roads are maintained. The Manager of Public Works stated that maintenance is based on provincial standards for different classes of roads which sets out the frequency and criteria by which roads are maintained. The Manager also stated that there is a service request management system which the employees get on their phones and they will go out and patrol or deploy staff to address, if deemed necessary.

Yvon Duhaime,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

MOTION FOR EXTENSION: A motion was tabled to extend the meeting beyond the regular curfew time.

Moved by: Councillor Duhaime
Seconded by: Councillor Fisher

CARRIED

D-7) ENVIRONMENTAL / L'ENVIRONNEMENT

D-7(a) Follow-up re: Cache Bay Recycling

Council discussed the matter of a request to install recycling bins in Cache Bay. The Mayor expressed concern that the matter had not been addressed in a timely manner and requested that the Chair take it back to the WNES board for budgetary discussion.

Roland Larabie,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) PLANNING / PLANIFICATION

E-1 By-Law 2020/61 to rezone certain land on Old Hwy. 17 from RR to RR-3

No. 2021/15 Moved by: Councillor Y. Duhaime
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law 2020/61, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located on Old Highway 17, Verner from Rural Residential (RR) Zone to Rural Residential Exception Zone 3 (RR-3), shall come into force and take effect on the date it is passed.

CARRIED

Council requested that the Consultant join the meeting to address questions. Mr. Goodridge responded to questions regarding the buffer and site plan submitted. Councillor Larabie noted that although he supports the initiative he does not believe it is the right place. Mr. Goodridge outlined the criteria by which a planning application must demonstrate if the matter is appealed to the LPAT. Mr. Goodridge stated that the application conforms to the Official Plan, is consistent to the PPS and meets the intent of the zoning by-law, he also stated that he believes that the application constitutes good planning.

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

F-1 Adopt the minutes of a Council meeting.

No. 2021/16 Moved by: Councillor C. Fisher
 Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the minutes of the meeting of Council held on JANUARY 5, 2021 be adopted, as
☒ presented / ☐ amended. **CARRIED**

F-2 Receive the disbursement sheets.

No. 2021/17 Moved by: Councillor D. Sénécal
 Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the account payables disbursement sheets for **NOVEMBER 2020** be received.
CARRIED

G) UNFINISHED BUSINESS / AFFAIRES EN MARCHE NIL

H) NOTICE OF MOTION / AVIS DE MOTIONS

I) NEW BUSINESS / AFFAIRES NOUVELLES

I-1 Adoption of updated Accessibility Plan

No. 2021/18 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor D. Roveda

WHEREAS at the meeting held on January 19, 2021; Council of the Municipality of West Nipissing received a presentation of the updated municipal Accessibility Plan from the Chair of the WN Accessibility Advisory Committee;

BE IT THEREFORE RESOLVED THAT Council of the Municipality of West Nipissing adopts the updated West Nipissing Accessibility Plan (2021-2025), as presented, which shall come into force and take effect on the date it is passed.

CARRIED

I-2 Letter of Concurrence – Communication Tower at 141 Bear Lake Rd (Northern Rigging)

No. 2021/19 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor D. Roveda

WHEREAS Northern Rigging & Tower Maintenance Ltd. wishes to erect a free standing 96 metre self-supporting telecommunications tower on a site located 141 Bear Lake Road, in the Township of Hugel, West Nipissing, District of Nipissing to meet the needs for high quality, high speed internet services in West Nipissing;

AND WHEREAS Northern Rigging & Tower Maintenance Ltd. has complied with the Municipality of West Nipissing's Policy No. 2012-407 for establishing Telecommunications Tower/Antennae Facilities in circulating notice with regard to the construction of the proposed tower and by holding the required public consultations;

AND WHEREAS Northern Rigging & Tower Maintenance Ltd. is required by Industry Canada to consult with land use authorities and to obtain a statement of concurrence therefrom;

THEREFORE BE IT RESOLVED that the Council of the Corporation of the Municipality of West Nipissing hereby approves that the Municipality issue a statement of concurrence to Northern Rigging & Tower Maintenance Ltd. for the proposed free standing Telecommunications Tower at 141 Bear Lake Road, in the Township of Hugel, West Nipissing Municipality for the delivery of high-speed internet services in West Nipissing.

CARRIED

I-3 Grant exemption from No Cut Policy – Olivier Rd., Verner (C. Dubuc)

No. 2021/20 Moved by: Councillor L. Malette
Seconded by: Councillor L. Sénécal

WHEREAS at the meeting held on January 19, 2021, Council received a request from Céline Dubuc seeking authorization for an exemption of the municipal No Cut Policy no. 2009/268 in order to proceed with the installation of natural gas services to her newly constructed home located at 871 Olivier Road in Verner;

BE IT RESOLVED THAT Council authorizes an exemption of the Municipality of West Nipissing No Cut Policy no. 2009/268, in order to proceed with the installation of natural gas services at 871 Olivier Road in Verner, as requested by Céline Dubuc.

CARRIED

I-4 Appointment to the West Nipissing Public Library Board

No. 2021/21 Moved by: Councillor Y. Duhaime
Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT the following Councillor Mayor Joanne Savage be appointed to the West Nipissing Public Library Board for the remainder of the 2018 – 2022 term.

Councillor L. Malette requested a recorded vote:

	YEAS	NAYS
DUHAIME, Yvon	✓	
FISHER, Christopher		✓
LARABIE, Roland		✓
MALETTE, Léo		✓
ROVEDA, Dan		✓
WARD 7 (vacant)		
SÉNÉCAL, Denis	✓	
SÉNÉCAL, Lise	✓	
SAVAGE, Joanne (MAYOR)		

DEFEATED

I-5 Appointment to the West Nipissing Environmental Services Board

In response to the vote on the preceding matter, Councillor Lise Sénécal withdrew her name from the proposed appointment and there was no vote on this matter.

No. 2021/ Moved by: Councillor
Seconded by: Councillor

BE IT RESOLVED THAT the following Councillor _____ be appointed to the West Nipissing Environmental Services Board for the remainder of the 2018 – 2022 term

I-6 Support for Bill C-213 – to enact the Canada Pharmacare Act

No. 2021/22 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

WHEREAS the Municipality of West Nipissing received a request seeking support for Bill C-213 to enact the *Canada Pharmacare Act*; which seeks to establish a universal, single-layer, comprehensive and public pharmacare plan that is accessible and affordable;

BE IT RESOLVED THAT Council for the Municipality of West Nipissing authorizes the signing of the “e-petition” supporting Bill C-213 to enact the *Canada Pharmacare Act*.

CARRIED

J) **ADDENDUM / ADDENDA** **NIL**

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

K-1 The Mayor gave her report.

L) CLOSED MEETING / RÉUNION À HUIS CLOS

L-1 Proceed into closed meeting.

No. 2021/23 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT we proceed into closed meeting as authorized in Section 239 (2) of the *Municipal Act (2001)*, to discuss the following:

- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - (i) Villeneuve Court – Sale of land

CARRIED

L-2 Approval of previous CLOSED minutes:

Due to time constraints, Item L-2 was removed and postponed to the next meeting.

L-3 Adjourn the closed session.

No. 2021/24 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Sénécal

BE IT BE IT RESOLVED THAT the Closed meeting of Council held on JANUARY 19, 2021 be adjourned at 10:35 PM in order to proceed with the regular meeting

CARRIED

M) ADJOURNMENT / AJOURNEMENT

M-1 Confirm the proceedings of Council.

No. 2020/25 Moved by: Councillor L. Malette
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT By-law No. **2021/05** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 19th day of JANUARY 2021, shall come into force and take effect on the date it is passed.

CARRIED

M-2 Adjourn the meeting of Council.

No. 2021/26 Moved by: Councillor L. Malette
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT the meeting of Council held on JANUARY 19, 2021 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



WEST NIPISSING PLANNING ADVISORY COMMITTEE

Resolution No.

2021 /002

January 18, 2021

Moved by / *Proposé par* :**“Christopher Fisher”**Seconded by / *Appuyé par* :**“Dan Roveda”**

BE IT RESOLVED that the Minutes of meeting held on December 14, 2020, be adopted, as presented.

“Denis Sénécal”

CHAIR

“Melanie Ducharme”

SECRETARY

	Yeas	Nays
Duhaime, Yvon		
Fisher, Christopher		
Pellerin, Fernand		
Roberge, Normand		
Savage, Joanne		
Sénécal, Denis		
Roveda, Dan		



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On December 14, 2020 at 06:00 PM
Chair: Denis Sénécal**

PRESENT: Yvon Duhaime
Fernand Pellerin
Normand Roberge
Dan Roveda
Joanne Savage
Denis Sénécal

ABSENT: Christopher Fisher

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2020/033

Moved by: Yvon Duhaime

Seconded by: Normand Roberge

That the Agenda for the meeting of December 14, 2020, be approved, as presented.

CARRIED

4. MINUTES

RESOLUTION #2020/034

Moved by: Joanne Savage

Seconded by: Fernand Pellerin

That the Minutes of meeting held on November 9, 2020 be adopted, as presented.

CARRIED

5. DEEMING BY-LAW-MICHEL HOLDINGS LIMITED

RESOLUTION #2020/035

Moved by: Yvon Duhaime

Seconded by: Fernand Pellerin

WHEREAS the Owner of Lots 10, 11 and 12 Registered Plan 36M-598, (the "Lands") has applied to the Municipality to have the Lands deemed not to be lots on a Registered Plan of Subdivision pursuant to Section 50(4) of the *Planning Act*, R.S.O., c. P. 13.

THEREFORE, BE IT RESOLVED that the West Nipissing Planning Advisory Committee recommends that Council for the Municipality of West Nipissing pass a By-law deeming lots 10 to 12, Plan 36M-598 not to be a lot on a plan of Subdivision.

CARRIED

6. CREMATORIUM-13 INDUSTRIAL PARK RD

RESOLUTION #2020/036

Moved by: Normand Roberge

Seconded by: Joanne Savage

WHEREAS the *Funeral Burial and Cremation Services Act*, 2002 (Sections 84. (4)(b) and 85, require a Municipality to approve the establishment of a crematorium and to provide Notice thereof;

AND WHEREAS 1929903 Ontario Inc. (cob Crystal Crematorium) has applied to the Bereavement Authority of Ontario for a license to operate a crematorium at the property located at 13 Industrial Park Road, Sturgeon Falls, being legally described as Part of Lot 7, Concession A, Parts 1 and 2, 36R-13688;

AND WHEREAS the property is zoned M2 (Heavy Industrial) in the Municipality of West Nipissing Zoning By-Law 2014-45 in which a crematorium is a permitted use;

BE IT RESOLVED that the West Nipissing Planning Advisory Committee recommends to Council for the Municipality of West Nipissing, authorize the establishment of a 162m² crematorium at the property located at 13 Industrial Park Road, Sturgeon Falls, Ontario.

CARRIED

7. ZONING AMENDMENT APPLICATION NO. ZBLA2020/11-GENESIS VILLAGE OF HOPE INC.

RESOLUTION #2020/037

Moved by: Yvon Duhaime

Seconded by: Joanne Savage

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at Old Highway 17, Verner, Ontario;

WHEREAS a public meeting was held for the purpose of amending Zoning By-law 2014-45;

AND WHEREAS written concerns and objections were received: ☐ Yes ☒ No

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE



RECOMMENDS

DOES NOT RECOMMEND

that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to rezone the property located at Old Highway 17 as follows:

1. Schedule **F2-1** of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as Part of Lot 5, Concession 5, Part 3, 36R-13422, Former Township of Kirkpatrick, Municipality of West Nipissing, shown as hatched on Schedule

'A', attached hereto from RR (Rural Residential) to RR-3 (Rural Residential exception zone 3) to permit a 12 unit supported living facility (group home).

2. For the purposes of this By-Law, the definition of Group Home for the RR-Exception Zone 2 shall be amended as follows:

GROUP HOME A dwelling unit, including accessory dwelling units, in which up to twelve (12) residents (excluding staff) live under responsible supervision consistent with the specific requirements of the residents.

3. The **Accessory Uses** of the **RR-Exception Zone 2** shall be as in Table 6.2 and shall also include the following:

Agricultural Uses as in 3.6, but shall exclude truck gardening, animal husbandry and dairying

Greenhouse, as in 3.72;

Place of Worship, as in 3.135

4. That the property be placed under Site Plan Control.

CARRIED

ZONING AMENDMENT APPLICATION NO. ZBLA2020/13-1395559 ONTARIO LTD.

RESOLUTION #2020/038

Moved by: Joanne Savage

Seconded by: Fernand Pellerin

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at Bay Street, Sturgeon Falls, Ontario;

AND WHEREAS written concerns and objections were received: ☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to rezone the property located on Bay Street as follows:

2. Schedule **SF4** of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on sketch attached hereto, which properties are more particularly described as Part of Lot 5, Concession A, Former Township of Springer, Municipality of West Nipissing, shown on sketch, attached hereto from M2 (Heavy, Industrial) with a portion of HZ (Hazard lands) to R2 (Residential, two) with a portion of HZ (Hazard lands).

CARRIED

ZONING AMENDMENT APPLICATION NO. ZBLA2020/14-MOOSE POINT COTTAGES

RESOLUTION #2020/039

Moved by: Yvon Duhaime

Seconded by: Dan Roveda

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 207 Moose Point Rd, Sturgeon Falls, Ontario;

AND WHEREAS oral submissions were received

☒ YES or ☐ NO

AND WHEREAS written concerns and objections were received

☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to rezone the property located on 207 Moose Point Rd as follows:

3. Schedule **C2** of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on sketch attached hereto, which properties are more particularly described as Part of Lot 10, Concession 5, Part 1, NR-24, Parts 2 & 3, NR-24A, Part 4, 36R-4832, Parts 1 & 2, 36R-13635, Former Township of Grant, Municipality of West Nipissing, shown on sketch, attached hereto from C3 (Tourist, Commercial) to SR-11 (Shoreline, Residential exception zone 11) including reducing the minimum lot frontage from 60m to 50m, to reduce the minimum lot area from 1Ha. to 0.36Ha. and to reduce the minimum front yard set-back from 18m to 7.5m.

8. AMENDMENT TO AGENDA

Mr. Fernand Pellerin wanted to discuss "Meeting Format".

9. ADJOURNMENT

RESOLUTION #2020/040

Moved by: Joanne Savage

Seconded by: Fernand Pellerin

That the West Nipissing Planning Advisory Committee meeting be adjourned to January 18th, 2021 in the West Nipissing Municipal Building.

CARRIED

**WEST NIPISSING COMMITTEE OF ADJUSTMENT**

Resolution No.

2021 /002**January 18, 2021**Moved by / *Proposé par* :**"Christopher Fisher"**Seconded by / *Appuyé par* :**"Fernand Pellerin"**

BE IT RESOLVED that the Minutes of the Committee of Adjustment meeting held on December 14, 2020, be adopted, as presented.

"Normand Roberge"

CHAIR

"Melanie Ducharme"

SECRETARY

NAMES	YEAS	NAYS
Fisher, Christopher		
Gagnon, Roger		
Pellerin, Fernand		
Roberge, Normand		
Sénécal, Denis		

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
On December 14th, 2020 at 7:30 PM
Chair: Denis Sénécal



PRESENT: Fernand Pellerin
Normand Roberge
Roger Gagnon
Denis Sénécal

ABSENT: Christopher Fisher

CALL TO ORDER

RESOLUTION #2020/075

Moved by: Roger Gagnon

Seconded by: Fernand Pellerin

That the Agenda for the Committee of Adjustment meeting of December 14th, 2020 be approved, as presented. **CARRIED**

MINUTES

RESOLUTION #2020/076

Moved by: Fernand Pellerin

Seconded by: Normand Roberge

That the Minutes of the Committee of Adjustment meeting held on November 9, 2020, be adopted, as presented. **CARRIED**

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

MV2020/17-Application for Minor Variance by Suzanne Lessard and Scott Maclean-Owners

A Minor Variance application made by Suzanne Lessard and Scott Maclean to reduce the minimum front yard set-back from 18m to 14m and to increase the lot coverage from 15% to 22%, legally described as Part of Lot 2, Concession C, Part 1, NR-289, Township of Caldwell, Municipality of West Nipissing.

RESOLUTION #2020/077

Moved by: Fernand Pellerin

Seconded by: Roger Gagnon

CARRIED

C37/2020 Application for Consent by Moose Point Cottages Ltd.-Owner

A consent application made by Moose Point Cottages Ltd. for the creation of a new lot at 207 Moose Point Road, legally described as Part of Lot 10, Concession 5, Part 1, NR-24, Parts 2 and 3, NR-24A, Part 4, 36R-4832, Parts 1 and 2, 36R-13635, Township of Grant, Municipality of West Nipissing.

RESOLUTION #2020/078

Moved by: Normand Roberge

Seconded by: Roger Gagnon

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That all conditions be met on or before December 16, 2021 being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
5. That any portion municipally maintained and travelled road located on the subject land be conveyed to the Municipality of West Nipissing.
6. That the property be re-zoned to SR (Shoreline Residential –Special Zone) in order to recognize the use and special provisions.
7. That the owner shall obtain a registered right of way for access.

CARRIED

C38/2020 Application for Consent by Michel Holdings Ltd.-Owner

A consent application made by Michel Holdings Ltd. for an addition to a lot on Heritage Crescent, legally described as Lot 11, Plan 36M-598, Township of Caldwell, Municipality of West Nipissing.

RESOLUTION #2020/079

Moved by: Fernand Pellerin

Seconded by: Roger Gagnon

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That all conditions be met on or before December 16, 2021 being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
5. That a Pin Consolidation be filed in the Land Registry Office in order to consolidate the lot addition.
6. That a By-law deeming the subject lot and the lots to which the severed lands are being added, not to be lots on a plan of Subdivision be obtained.

CARRIED

C39/2020 Application for Consent by Pauline and Gaston Betty-Owners

A consent application made by Pauline and Gaston Betty for an addition to a lot on Principale Street and Pilon Street, legally described as Part of Lots 5 and 6, Plan M-21 and Part of Lot 9, Concession 4, Part 2, 36R-3164, Township of Caldwell, Municipality of West Nipissing.

RESOLUTION #2020/080

Moved by: Normand Roberge

Seconded by: Fernand Pellerin

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That all conditions be met on or before December 16, 2021 being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
5. That a Pin Consolidation be filed in the Land Registry Office in order to consolidate the lot addition.
6. That the severed lands be re-zoned from Residential, Two (R2) to Residential, Three (R3).

CARRIED

C40/2020 Application for Consent by David and Diane Nicholson-Owners

A consent application made by David and Diane Nicholson for the creation of a new lot on lands on Highway 539/Roberts Road, legally described as Part of Lot 3, Concession 3, Township of Crerar, Municipality of West Nipissing.

RESOLUTION #2020/081

Moved by: Fernand Pellerin

Seconded by: Roger Gagnon

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That all conditions be met on or before December 16, 2021 being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
5. That any portion municipally maintained and travelled road located on the subject land be conveyed to the Municipality of West Nipissing.

CARRIED

ADJOURNMENT

RESOLUTION #2020/082

Moved By: Roger Gagnon

Seconded by: Fernand Pellerin

That the West Nipissing Committee of Adjustment meeting be adjourned to January 18, 2021 in the West Nipissing Municipal Building.

CARRIED

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on December 16, 2020 at 12:00 noon**

PRESENT: MEMBERS :	Lise Senécal	Chair
	Yvon Duhaime	
	Jacques Dupuis	Administrator / Secretary
	Léo Malette	Vice-Chair
	Catherine Neddow	Provincial Appointee
	Joanne Savage	
	Nicole Janson	Recording Secretary

REGRETS: Dan O'Mara

Due to COVID-19, the meeting was held by conference call and presided by Administrator in the physical absence of the Chair.

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest declared.

03. Adoption of Agenda

Resolution No. 59

Moved by : Léo Malette

Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Agenda of the Regular Meeting on December 16, 2020 be approved as presented at 12:00 pm.

Carried

04. Adoption of Minutes

Resolution No. 60

Moved by : Joanne Savage
Seconded by : Léo Malette

BE IT RESOLVED THAT the Minutes of the Regular Meeting held November 18, 2020 be approved as presented.

Carried

05. New Business:

a) Health & Safety Committee Meeting Minutes

The Health and Safety Committee Meeting Minutes were accepted as presented and the following resolution was adopted:

Resolution No. 61

Moved by : Yvon Duhaime
Seconded by : Joanne Savage

BE IT RESOLVED THAT the Minutes of the Joint Health and Safety Committee have been received.

Carried

b) Insurance Update

In response to the Board's inquiry in terms of their liability in case of a lawsuit due to COVID-19 or any other communicable diseases, Administrator advised that Directors and Officers will no longer be covered and therefore is recommending two options to get indemnification, as provided in the memo, which will be discussed further in the January meeting.

c) COVID Funding & Expenses Update

Administrator summarized the report and further advised that funding will be forthcoming to cover PPE and the pandemic pay.

d) **Staffing Analysis Update**

The Board was informed that in November the Home was in deficit but the first week of December we were balanced again. Administrator further advised that he is considering other options to lighten the workload for staff. This is currently being looked into and further details will be brought to the Board for further discussion.

e) **Ministry of Long-Term Care Inspection Report**

Discussion was held regarding the report whereas no order was issued due to our past history, nonetheless, the concerns raised were dealt with accordingly.

f) **Attending Nurse Practitioner Application**

The Ministry is awarding three Nurse Practitioners in the district and therefore with the support of the Medical Director and Attending physicians of the Home, Administrator sent in an application whereas this would be beneficial to the Home especially for those residents affected by Huntington disease amongst others.

g) **Strategic Planning – Letters to Municipalities**

Administrator informed the Board that the Home will make every effort to minimize the impact on municipalities as much as possible but cannot cut where it will be affecting the care of the residents.

06. **Unfinished Business:**

a) **Financial Report**

After clarification of a few items, the Financial Report was accepted as presented and the following resolution was adopted:

Resolution No. 62

Moved by : Léo Malette

Seconded by : Joanne Savage

BE IT RESOLVED THAT the Financial Report be accepted as presented.

Carried

b) Administrative Report

There being no further discussion other than what was presented on the report, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 63

Moved by : Yvon Duhaime
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

Prior to proceeding with the remainder of the meeting Administrator requested attestation from Board members that they were alone and did not have anyone else present at their location due to the scheduled In-camera session. Confirmation received by all members.

07. In-Camera Session

Resolution No. 64

Moved by : Joanne Savage
Seconded by : Léo Malette

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding Labour Matters at 1:00 pm.

Carried

a) Labour Matters

Administrator updated the Board on two matters relating to ONA, being letter of demands and the current negotiations.

Resolution No. 65

Moved by : Yvon Duhaime
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Board returns to its Regular Meeting at 1:05 pm.

Carried

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for January 20th, 2021 at 12:00 noon.

b) Information Items

None provided.

09. Adjournment

Resolution No. 66

Moved by : Catherine Neddow

Seconded by : Léo Malette

BE IT RESOLVED THAT the meeting now adjourns at 1:15 pm.

Carried

Chair

Administrator / Secretary

**The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest**

**Regular Board Meeting Minutes
Thursday, December 10, 2020 at 4 p.m. via ZOOM**

Present: S. Friedrich, S. Pilon, A. Langevin, S. Michaud, D. Venne

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:02 p.m.

2. Approval of the agenda for regular Board Meeting of December 10, 2020

MOTION #20-75

MOVED BY S. Michaud

SECONDED BY D. Venne that the agenda for the meeting of December 10, 2020 be approved as presented

CARRIED

3. Declaration of any conflicts of interest

None

4. Approval of the minutes of the previous meeting held on November 12, 2020

MOTION #20-76

MOVED BY S. Pilon

SECONDED BY S. Michaud that the minutes of the regular board meeting of November 12, 2020, be approved as presented

CARRIED

S. Friedrich joined the meeting at 4:05 p.m.

5. Business arising from the minutes

None

6. Correspondence

None

7. Treasurer's Report

a) Approval of disbursements for the month of November 2020

MOTION #20-77

MOVED BY D. Venne

SECONDED BY S. Pilon that the expenditures for the month of November 2020 in the amount of \$10,382.15 for cheques #6472 to #6483 inclusive be approved and that fees and fines in the amount of \$257.05 be acknowledged

CARRIED

b) Budget 2021

The CEO presented a revised budget with the discussed changes from the previous meeting. The Board approved the budget as presented and discussed the possibility of reviewing it in the future if the need arises due to potential provincial funding cuts.

MOTION #20-78

MOVED BY S. Pilon

SECONDED BY: S. Michaud that the budget for 2021 be approved as presented

CARRIED

c) Special Projects and expenses funded by the reserve

The CEO presented the revised document to the Board with details on each project. The plan was approved and will be submitted to council during the annual budget presentation.

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

None

10. Report of the CEO:

a) Year-end update

MOTION #20-79

MOVED BY S. Pilon

SECONDED BY S. Michaud that the CEO's report be approved as presented

CARRIED

11. Report of the Standing Committees

Policy & Personnel:

Finance & Property

12. Policy Review & Updates

The Board Chair suggested that the policy review be differed to the next meeting. This will allow the members to have a better look and make appropriate changes where needed. Many of these policies will need to be revamped entirely.

- a) HR-10 SICK LEAVE *(differed to next meeting)*
- b) HR-11 LEAVE OF ABSENCE WITH PAY *(differed to next meeting)*
- c) HR-12 BEREAVEMENT LEAVE *(differed to next meeting)*
- d) HR-13 LEAVE OF ABSENCE WITHOUT PAY *(differed to next meeting)*
- e) HR-16 GREIVANCES *(differed to next meeting)*
- f) V-1 VOLUNTEERES *(differed to next meeting)*

13. Review of Plans (i.e. Action Plan, Strategic Plan, etc)

None

14. New Business

a) Board Meeting Schedule

Thursday, January 14, 2021
Thursday, February 11, 2021
Thursday, March 11, 2021
Thursday, April 8, 2021
Thursday, May 13, 2021
Thursday, June 10, 2021
Thursday, September 9, 2021
Thursday, October 14, 2021
Thursday, November 11, 2021
Thursday, December 9, 2021

The Board agreed to the schedule for 2021 and suggested that three meetings could be cancelled if needed or deemed unnecessary.

b) Weather

The CEO discussed closing branches due to winter weather road conditions. Many suggestions were made by the Board and it is up to the CEO to make the decision. The CEO will communicate with the Board Chair when this happens. The CEO will keep a record of how often this happens.

15. Date & Time of Next Meeting

Thursday, January 14, 2021 at 4 p.m. via ZOOM

16. Adjournment

MOTION # 20-80

MOVED BY S. Michaud that the meeting be adjourned at 4:50 p.m.

Anne Languin
Chair

Eulie Han
Secretary

January 14, 2021
Date

Dec 10, 2020
Date

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – DECEMBER 16, 2020

12:00 PM VIA ZOOM (or directly following the Finance and Administration Committee)

MEMBERS PRESENT:

Councillor Mac Bain – (North Bay)
Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Chris Mayne (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Scott Robertson (North Bay)
Councillor Bill Vrebosch (North Bay)
Mayor Jane Dumas (South Algonquin)

REGRETS:

Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
David Plumstead – Manager Planning, Outcomes & Analytics
Justin Avery, Manager of Finance
Stacey Cyopeck, Manager, Housing Programs
Pierre Guenette, Manager, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment

Dawn Carlyle, Project Manager
Saxon Yanta, Contract and Purchasing Specialist

CALL TO ORDER

Resolution No. 2020-130

Moved by: Dave Mendicino

Seconded by: Dan O'Mara

Resolved THAT the Board of Directors accepts the Roll Call as read by the Recording Secretary for the Regular Board meeting of December 16, 2020 at 1:59 PM.

The regular Board Meeting was called to order at 1:59 PM by Chair Mark King.

Carried.

DECLARATION OF CONFLICTS OF INTEREST

Bill Vrebosch declared a conflict of interest in the Budget discussion as this item may involve a family member (daughter) who is on staff. Mac Bain declared a conflict in the Budget discussion as his employer receives funding for Indigent funerals.

CHAIR'S REMARKS

The Chair welcomed everyone to the last Board meeting of 2020 and reflected on the challenges posed by the Covid-19 pandemic, which showed how resilient members and staff have proven to be. He thanked everyone for their contributions. He noted the challenges, in particular relating to sheltering homeless people, and partnerships with Nipissing Mental Health and Housing Services and North Bay Indigenous Friendship Centre for providing warmth and services to this vulnerable population. He commended staff for developing a realistic budget, and noted he looks forward to the upcoming new year.

ADOPTION OF THE AGENDA

Resolution No. 2020-131

Moved by: Dan Roveda

Seconded by: Scott Robertson

That the Board accepts the agenda for the Regular Board meeting of December 16, 2020.

Carried.

APPROVAL OF MINUTES

Resolution No. 2020-132-A

Moved by: Jane Dumas

Seconded by: Mac Bain

THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of November 25, 2020.

Carried.

Resolution No. 2020-132-B

Moved by: Dan O'Mara

Seconded by: Dan Roveda

***Resolved* THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of November 25, 2020.**

Carried.

DELEGATIONS

There were no delegations.

CAO VERBAL UPDATE

Resolution No. 2020-133

Moved by: Terry Kelly

Seconded by: Dan O'Mara

That the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for December 16, 2020.

CAO Catherine Matheson thanked Chairs and members for their support through a tough year. She talked briefly about the budget, indicating she also looks forward to strategic planning in 2021 and setting the vision for the next 20 years. She talked about ongoing projects, noting the mental health and addictions needs in the community, housing development as a priority of the Board, and the Community Safety and Well Being Plan being prepared for the City of North Bay to be delivered in 2021. She also noted that in 2021 OW modernization will be closely monitored.

Carried.

CONSENT AGENDA

MOTION: #2020-134

Moved by: Jane Dumas

Seconded by: Bill Vrebosch

THAT the Board receives for information purposes Consent Agenda items 7.1 to 7.4.

7.1 B25-20 Rural Ontario Municipalities Association (ROMA) Virtual Conference 2021

7.2 EMS05-20 Community Paramedicine Funding

7.3 EMS06-20 Paramedic Bell

7.4 HS40-20 Shelter Statistics

Carried

MANAGER'S REPORTS

FA17-20 2021 Proposed Budget – (As Approved at Finance and Administration Committee)

RESOLUTION: #2020-135

Moved by: Dave Mendicino

Seconded by: Dan Roveda

Resolved THAT the Board of Directors accepts the 2021 Proposed Budget report FA17-20, as previously approved through resolutions FA #2020-18-A, FA #2020-18-B, FA #2020-18-C, and FA #2020-18-D.

Conflicts for Bill Vrebosch (FA #2020-18-A) and Mac Bain (FA #2020-18-B) were noted once again.

There was discussion about the current lack of operational dollars for the low barrier shelter and the need to contribute to housing reserves.

Carried

B27-20 Strategic Plan – Mission, Values and Goals

RESOLUTION: #2020-136

Moved by: Scott Robertson

Seconded by: Chris Mayne

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the first draft of the strategic plan for approval, including the vision, mission, values, and goals.

Dave Plumstead Dave provided members with an overview of his report and asked for approval to move ahead based on this foundation which is based on input from the board and other stakeholders. He highlighted the Vision and the focus on the Mission Statement which speaks to sustainability and core services. The Goals are new and include seamless access and continuous learning. Dave informed the Board the next stop is setting the Board priorities and strategic areas of focus. A finished version of the plan will be ready early in the new year.

Carried

B26-20 Approval of NDHC By Laws

RESOLUTION: #2020-137

Moved by: Dave Mendicino

Seconded by: Chris Mayne

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the NDHC Board By-law #1 and By-law #2 amendments by resolution; as Service Manager and Shareholder of the Nipissing District Housing Corporation (NDHC).

Carried

Move in Camera

RESOLUTION: #2020-138

Moved by: Dan Roveda

Seconded by: Mac Bain

THAT the District of Nipissing Social Services Administrative Board (DNSSAB) moves in-camera at 2:25 PM to discuss matters involving Labour Relations and instruction to be applied to a negotiation.

Carried.

IN CAMERA MINUTES ARE FILED SEPARATELY

Adjourn In Camera

RESOLUTION: #2020-139

Moved by: Dan O'Mara

Seconded by: Jane Dumas

That the District of Nipissing Social Services Administrative Board (DNSSAB) adjourns in-camera at 2:57 PM.

Carried.

Approve in Camera

RESOLUTION: #2020-140

Moved by: Chris Mayne

Seconded by: Scott Robertson

That the District of Nipissing Social Services Administrative Board (DNSSAB) approves the action/direction agreed to in-camera.

Carried.

NEW BUSINESS

Meeting Calendar 2021

RESOLUTION: #2020-141

Moved by: Terry Kelly

Seconded by: Jane Dumas

That the Board approves the potential meeting dates as noted in the 2021 Board Meeting Calendar as per Section C; 14.5 of the DNSSAB By Laws.

NEXT MEETING DATE

Wednesday, January 27, 2020 directly following the adjournment of the Community Service Committee.

ADJOURNMENT

Resolution No. 2020-142

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

RESOLVED that the Board meeting be adjourned at 3:00 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
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

L-1

BY-LAW 2021/08

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING
TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING
HELD ON THE 2nd DAY OF FEBRUARY, 2021**

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 2nd day of February 2021, 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 2nd DAY OF FEBRUARY 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK