

AGENDA / ORDRE DU JOUR

- A) **Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires**
- B) **Addendum (if applicable) and Agenda / Addenda (si nécessaire) et Ordre du jour**
- B-1 Resolution to approve the Addendum
B-2 Resolution to adopt the Agenda
- C) **Delegations / Petitions / Délégations / Pétitions**
- C-1 Petition from 'Groupe de bénévoles du Nipissing Ouest' (Presenter: Lise Sénécal)

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

- D-1) **Environmental / L'environnement** **NIL**
- D-2) **General Government / gouvernement général**
- D-2 (a) 2018 Budget Deliberations: Date recommendations
D-2 (b) OPP Update (CAO – verbal)
D-2 (c) Discussion re: Procedure regarding Agenda(s)
D-2 (d) Discussion re: Code of Conduct
D-2 (e) Discussion re: Request for rental support – Filles d'Isabelle
D-2 (f) Follow-Up re: Lavigne Music Festival
D-2 (g) Minnehaha Bay – Financing
- D-3) **Planning / Planification** **NIL**
- D-4) **Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique** **NIL**
- D-5) **Economic Development / Développement économique** **NIL**
- D-6) **Social Services and Health / Services sociaux et santé** **NIL**
- D-7) **Public Works / Travaux publics**
- D-7 (a) Update – Public Works
- D-8) **Community Services / Services communautaires** **NIL**
- D-9) **Sewer and Water / Les égouts et l'eau** **NIL**

**REGULAR COUNCIL MEETING /
RÉUNION RÉGULIÈRE**

- E) **Planning / Planification**..... **NIL**
- F) **Correspondence and Accounts / Comptes et courrier** **NIL**
- G) **Unfinished Business / Affaires en marche** **NIL**
- H) **New Business / Affaires nouvelles** **NIL**
- I) **Addendum / Addenda**
- J) **Notice of Motion / Avis de motion**
- K) **Information & Questions / Information et questions**
K-1 Mayor's Report
- L) **Closed Meeting / Réunion à huis clos**
L-1 Resolution to proceed into closed meeting as authorized in Section 239 (2) of the
Municipal Act, to discuss the following:
(B) litigation or potential litigation, including matters before administrative
tribunals, affecting the municipality or local board;
(i) Property Enforcement Issue
L-2 Resolution to adjourn the closed session
- M) **Adjournment / Ajournement**
M-1 Resolution to adopt By-law **2018/01** confirming proceedings of meeting
M-2 Resolution to adjourn the meeting

FORMULAIRE DE DEMANDE DÉLÉGATIONS / SOUMISSIONS ÉCRITE

Une demande pour une délégation ou pour une présentation devant le Conseil municipal doit être adressée par écrit à la Greffière municipale. Le formulaire suivant doit être rempli et soumis au plus tard à 16 h 30 le mercredi précédant la réunion en question.

S.V.P., IMPRIMEZ EN CARACTÈRE D'IMPRIMERIE :

Date demandée (réunion du Conseil municipal) :	Réunion du 9 janvier 2018		
Objet :	Présenter une pétition		
Nom :	Lise SENE'CAL		
Adresse :	923 DOVER COURT RD STURGEON FALLS ON P2B 0B5		
Téléphone :	Domicile : 705-580-2585	Travail / Cellulaire : 705-675-6422	Télécopieur : 705-675-1719
Courriel :	WN UNITED 2017@gmail.com		

Nom du groupe ou personne(s) représentée(s) (si applicable) :

Groupe de bénévoles du Nipissing Ovest.

Détails de la demande / intention / but (informations supplémentaires peuvent être joints séparément) :

Copie de la question écrite ou la pétition, est
EN ANNEXÉE À LE FORMULAIRE DE DEMANDE

Exigences de présentation :

☐

chevalet

NON

☐

projecteur

NON

☐

autre :

NON

Veuillez prendre note que votre délégation/présentation sera enregistrée en format vidéo dans le cadre des réunions du Conseil et sera diffusée en direct (soit sur Eastlink et sur Internet). Les renseignements personnels sur ce formulaire serviront aux fins de l'envoi de correspondance relative aux questions devant le Conseil et le Comité plénier. Votre nom, adresse, commentaires et autres renseignements personnels, sont recueillis et entretenus dans le but de créer un rapport qui sera disponible au public sous forme imprimée en vertu de l'article 27 de Loi sur l'accès à l'information municipale et la protection de la vie privée, L.R.O. 1990, ch. m 56, tel que modifié.

Soumettre votre formulaire de demande à :

Greffière municipale
Municipalité de Nipissing Ovest
225, rue Holditch, Unité 101
Sturgeon Falls, ON P2B 1T1
Courriel : mducharme@westnipissing.ca
Tél. : 705-753-2250 • Téléc. : 705-753-3950

Consultez ... www.westnipissingouest.ca

PÉTITION DEMANDANT UN RÉFÉRENDUM

Les soussignés pétitionnent le Conseil Municipal de Nipissing Ouest pour demander un référendum sur la question de l'acceptation de la proposition de la Police Provinciale de l'Ontario et ainsi, annuler le règlement municipal numéro 2017/85, adopté par le Conseil, le 5 décembre 2017 et passer un règlement municipal pour la question sur les bulletins de l'élection municipale 2018.

			Usage officiel seulement
1.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
2.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
3.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
4.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
5.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
6.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
7.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
8.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
9.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	
10.	Nom en lettres moulées _____ Signature _____	Adresse de résidence _____ Ville _____	

DÉCLARATION DE LA PERSONNE CIRCULANT LA PÉTITION

Je, Lise Sénéchal, déclare :

(Votre nom au complet en lettres moulées)

Mon adresse de résidence est Durham DR Sturgeon Falls ON et j'ai 18 ans

(Numéro, rue et ville)

ou plus.

705-580-2585

COUNCIL MEMORANDUM



West Nipissing Ouest

To: Mayor and Council
From: Jean-Pierre (Jay) Barbeau
Date: January 5th, 2018
Subject: 2018 Budget deliberations

It is that time of year again when staff and council develop the 2018 municipal budget. Staff have been working since early December preparing preliminary estimates for mine and Alisa's review. Given a greater than normal workload with a special project(s) and with my recent absence, it has been much more difficult to get the initial submissions to my attention. Once we have consolidated and validated the requests in order to determine our financial picture for this fiscal year, the department heads will work with their respective Committee Chairs to ensure that the assumptions are valid and that everything has been considered.

Assuming that Council wishes to maintain the same format as previous years, it is my recommendation that we would present the initial budget on Saturday February 10th, 2018 commencing at 8:30a.m.. We would then discuss future evening dates for continued discussions to reach a budget for this fiscal year.

Thank you.



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

MEMORANDUM

TO: MAYOR and COUNCIL

FROM: Jean-Pierre (Jay) Barbeau, CAO

DATE: January 5th, 2018

SUBJECT: ISSUES REGARDING SETTING COMMITTEE/ COUNCIL AGENDAS

Issue: There has been a trend over the past several months from staff and from Mayor and Council (I'll generalize) to bring forth agenda items or corresponding documentation at the very last moment to myself and/or the Clerk's department (Melanie or Janice). This is both frustrating and creates undue hardship on staff who are charged to prepare the agendas and the corresponding documentation. Though the Deputy Clerk never complains, she is often here on a Friday evening hours after everyone have begun to enjoy their weekend. As well, the last minute requests for items to be placed on agendas involving operations when staff has not had the opportunity to prepare sufficiently for the issue creates undue stress and often forces staff to change their planned work schedules. If there are external issues that do not involve staff time, this is not an issue. You should be aware that the setting of committee agendas has been under my authority since it involves the mobilization of staff resources.

Recommendation: It is therefore my recommendation that...

1. Agenda items brought by staff should be brought by end of day on the Wednesday preceding the meeting.
2. Corresponding documentation be brought no later than end of day on the Thursday preceding the meeting.
3. Any topic for discussion from Mayor or Council involving operations or staff preparation time should be submitted to my attention with one week's notice to allow staff to properly research and prepare thus not wasting Council's time at a meeting.
4. Exceptions to this rule would be items that are topical, need to be addressed immediately and only came to the attention of staff or Mayor or Council after the deadlines listed in points 1 to 3.

I believe that this will allow us to properly address issues in a thorough manner while not placing an unreasonable burden on staff and the Clerk's department.

I look forward to your comments.

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



Joie de vivre

www.westnipissingouest.ca

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: January 5, 2018

RE: **CODE OF CONDUCT**

At the meeting of December 19, 2017, Council agreed to re-examine the matter of enacting a Code of Conduct for its members. As a starting point, a copy of the document which had previously been enacted by By-Law No. 2015/08 is attached for review and discussion.

As indicated in my Memorandum concerning the Bill 68 changes, the legislative requirement for a Code of Conduct does not become enforceable until March, 2019; however there is no prohibition to enacting a Code in the interim. It should be noted however that when the legislation becomes enforceable, the requirement for such a code will extend to other committee members and the Council code may also be required to be revisited if any further regulations are passed.

Although the legal requirement for an Integrity Commissioner is not yet been enacted, any breach will still require investigation by an Integrity Commissioner, who will have to be retained on a "on-off" basis until such time as a permanent Integrity Commissioner is appointed by By-Law.

It is anticipated that educational opportunities will be forthcoming for both employees and elected officials in order to be ready for the March 2019 legislative changes.

Thank you,

Joie de vivre



www.westnipissingouest.ca



**SCHEDULE “A”
to
BY-LAW 2015/08**

**CODE OF
CONDUCT
POLICY
FOR COUNCIL**

Joie de vivre





TABLE OF CONTENTS

1. PURPOSE	3
2. DUTY OF COUNCIL.....	3
3. POLICY STATEMENT	4
4. DEFINITIONS.....	4
5. RESPONSIBILITIES.....	5
(1) Statement of Commitment.....	5
(2) Standard of Conduct.....	5
(3) Conduct to be observed	5
(4) Confidentiality	6
(5) Personal Gain.....	7
(6) Respect the Decision Making Process	7
(7) Conduct Respecting Staff	7
(8) Interpersonal Behaviour of Members of Council	8
(9) Gifts, Hospitality and other Benefits	9
6. BREACH OF POLICY.....	10
7. ACKNOWLEDGMENT	12



1. PURPOSE

The purpose and intent of this policy is to establish guidelines for ethical and interpersonal standards of conduct for Members of Council by improving the quality of public administration and governance and by encouraging high standards of conduct on the part of all government officials.

- (a) Protect the public interest.
- (b) Encourage high ethical standards among Municipal Council Members.
- (c) Provide a universal understanding of the fundamental rights, privileges, and obligations of Municipal Council Members.
- (d) Provides a means for Municipal Council Members to obtain authorization for some contemplated conduct in circumstances where they are uncertain as to the ethical appropriateness of that conduct.
- (e) Set out the means of correcting unethical conduct.
- (f) Municipal Council Members hold positions of privilege. Therefore, they must discharge their duties in a manner that recognizes a fundamental commitment to the well-being of the community and regard for the integrity of the Corporation.
- (g) The importance of Policy:
 - (i) ensures equitable treatment of citizens;
 - (ii) ensures equitable treatment of employees;
 - (iii) communicating corporate priorities to employees;
 - (iv) ensuring compliance with statutory requirements;
 - (v) minimize liability risks;
 - (vi) ensures accountability at all levels;
 - (vii) ensures optimal use of available resources;

2. DUTY OF COUNCIL

This Code of Conduct is a public declaration of the principles of good conduct and ethics (standards of behavior) “that we, the Members of the West Nipissing Council have decided its’ stakeholders could reasonably expect of us as Members of Council to demonstrate in the performance of our responsibilities as elected community representatives”.

Attaining an elected position within one’s community is a privilege which carries significant responsibilities and obligations. Members of Council are held to a high standard as leaders of the community and they are expected to become well informed on all aspects of municipal governance, administration, planning and operations. They are also expected to carry out their duties in a fair, impartial, transparent and professional manner. The key stakeholders, although obvious at first, represent a broad base of interests and concerns which require fair and open attention, adjudication and disposition.



These key stakeholders include but are not limited to:

- (a) Residents
- (b) Ratepayers
- (c) Other Members of Council
- (d) Staff
- (e) Local Boards and Committees
- (f) Province of Ontario
- (g) School Boards and other Public Agencies
- (h) Suppliers
- (i) Chambers of Commerce

To assist the Municipality of West Nipissing Council in interacting effectively with all stakeholders, the following obligations are expected of each **Member of Council** :

- (a) That they solemnly promise, declare and carry out their responsibilities as prescribed in the oath of office.
- (b) That they familiarize themselves with and follow the Procedural By-law for Council and its Committees.
- (c) That they follow the provisions of the *Municipal Act, as amended*, and read and follow the *Municipal Conflict of Interest Act* under E-laws: <http://www.e-laws.gov.on.ca/index/html>

3. POLICY STATEMENT

Local Government is an open, accessible, and accountable form of government. The relationship of public trust and mutual respect that has evolved between government and the public requires high standards of ethical conduct by municipal Council Members.

4. DEFINITIONS

- (a) **Municipal Council Members** – include the Mayor and Members of Council of the Municipality of West Nipissing.
- (b) **Public Comment** – disclosures made in a public speech, lecture, radio or television broadcast, in the press or book form or in the electronic media
- (c) **Confidential Information** – while the classification of information as “confidential” is a matter of Council discretion whether labeled as confidential or not, disclosure of information will not constitute a breach of the Code of Conduct unless that information is of an inherently confidential nature such as:
 - (i) Personal data of employees or others.
 - (ii) [intentionally deleted]
 - (iii) Records of a financial nature reflecting information given or accumulated in confidence.
 - (iv) Files prepared in connection with litigation and adjudicative proceedings.



- (v) Reports of consultants, policy drafts and internal communications, which, if disclosed, may prejudice the effective operation of the municipality.
- (d) **Municipality** – includes the Corporation of the Municipality of West Nipissing .

5. RESPONSIBILITIES

(1) Statement of Commitment

We, the Members of the Corporation of the Municipality of West Nipissing Council, are committed to discharging our duties conscientiously and to the best of our ability.

In the performance of our community role we will act with honesty and integrity and generally conduct ourselves in a way that both generates community trust and confidence in us as individuals and enhances the role and image of the Council and local government generally.

In addition to all legislative requirements, we the Members of the Corporation of the Municipality of West Nipissing Council have adopted the requirements of this Code of Conduct and ethics are standards that we will adopt in the performance of our role.

(2) Standard of Conduct

- (a) Members of Council must not make improper use of information acquired or have improper use of their position as a Member of Council;
- (b) Members of Council are to act honestly and with reasonable care and exercise due diligence in the performance and discharge of official functions and duties;
- (c) Members of Council shall, at all times, seek to advance the common good of the community which they serve and act in the best interest of the municipality and in such a way that the credibility and integrity of the municipality is not compromised;
- (d) Members of Council shall truly, faithfully and impartially exercise the office to the best of their knowledge and ability; and
- (e) Members of Council shall perform the functions of office in good faith, honestly and in a transparent manner.

(3) Conduct to be observed

a) Statutory Provisions Regulating Conduct

This *Code of Conduct* is supplemental to the existing statutes governing the conduct of members. Five pieces of legislation govern the conduct of Members of Council.

- (i) *Municipal Act, 2001, s.223.2(1), as amended;*



- (ii) *Municipal Conflict of Interest Act*;
- (iii) *Municipal Elections Act, 1996, as amended*;
- (iv) *Municipal Freedom of Information and Protection of Privacy Act*; and
- (v) the *Criminal Code of Canada* also governs the conduct of Members of Council.

b) *Municipal Act 2001, as amended – Legislated Responsibilities*

The following are distinct and specialized roles carried out by Council as a whole and by individual Councillors' when performing their other roles. The key requirements of these roles are captured as noted under 3. c).

c) **Role of Council** as noted under Section 224. 2006, c. 32, Sch. A, s.99

- (i) to represent the public & to consider the well-being & interests of the municipality;
- (ii) to develop and evaluate the policies and programs of the municipality;
- (iii) to determine which services the municipality provides;
- (iv) to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of the Council;
- (v) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- (vi) to maintain the financial integrity of the municipality; and
- (vii) to carry out the duties of council under this or any other Act.

Role of Head of Council as noted under Section 225. 2006, c. 32, Sch. A, s. 100

- (i) to act as Chief Executive Officer of the municipality;
- (ii) preside over Council meetings so that its business can be carried out efficiently and effectively;
- (iii) to provide leadership to the Council;
- (iv) without limiting clause (iii), to provide information and recommendations to the Council with respect to the role of Council described in 224 (d) and (d.1);
- (v) to represent the municipality at official functions; and
- (vi) to carry out the duties of the head of Council under this or any other Act.

Role of Officers and Employees as noted under Section 227. 2006, c.32, Sch. A, s.100

- (i) to implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions;
- (ii) to undertake research and provide advice to Council on the policies and programs of the municipality; and
- (iii) to carry out other duties required under this or any Act and other duties assigned by the municipality.

(4) Confidentiality

Every municipal Council Member must hold in strict confidence all information of a confidential nature acquired in the course of his or her term with the municipality.

Without restricting the scope of this rule, the following shall be considered breaches of the Code of Conduct:



- (a) To use confidential information, which is not available to the general public, and to which Members of Council have access by reason of his/her position with the municipality to further his/her personal interests or the interests of others.
- (b) To disclose, either directly or indirectly, release, make public or in any way divulge any such information (verbal or written) or any aspect of the in "Closed Session" deliberations to anyone, unless expressly authorized by Council or required by law to do so.
- (c) To disclose to unauthorized persons confidential information to which the Member of Council has access by reason of his/her position as a Member of Council with the municipality.
- (d) Council shall comply with the *Municipal Freedom of Information and Protection of Privacy Act* at all times. Public comments, discussions and disclosures to the media regarding employees of individuals that breach a person's privacy is deemed to be a contravention of this Code of Conduct.

(5) *Personal Gain*

- (a) A Member of Council may not use their position, privileges, or confidential information obtained as the Mayor or Councillor for private gain or to improperly benefit another person.
- (b) The Mayor or Councillor may not be a party to or beneficiary under a contract for:
 - (i) the provision of goods or services to the municipality; or
 - (ii) the performance of any work otherwise than as a Councillor for the municipality;
- (c) A Member of Council may not obtain a financial interest in any business of the municipality; or
- (d) A Member of Council may not appear on behalf of any other person before the Council or a Committee for a fee or other consideration.

(6) *Respect the Decision Making Process*

All Members of Council shall communicate accurately the decision of Council or Committees, in such a manner that shows respect for the decision making process of Council or Committees whether they agree or not.

(7) *Conduct Respecting Staff*

Only Council as a whole, where applicable, has the authority to approve budget, policy, Committee processes and other such matters. Accordingly, Members shall direct requests outside of Council or Committees approved budgets, as per the Communication Cycle, attached as schedule "A". Unless an emergency, all Staff responses will be provided during regular work hours.



- (a) Under the direction of the CAO or designate staff serves the Council as a whole and the combined interests of all members as evidenced through the decisions of Council.
- (b) Council shall be respectful of the role of staff to advise based on political fairness, and objectivity, and without due influence from any individual member or group of the Council.
- (c) No Member of Council shall maliciously or falsely harm the professional or ethical reputation or the prospects or practice of staff. All Members shall show respect for the professional capacities of the staff of the Municipality of West Nipissing .
- (d) No Member of Council shall compel staff to engage in partisan political activities or be subjected to threats or discrimination for refusing such activities.
- (e) Council shall not use or attempt to use their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any staff member with the intent of interfering with the person's duties including the duty to disclose improper activity.

No Member of Council shall:

- (i) maliciously or falsely injure the professional or ethical reputation by spreading malicious rumours;
- (ii) cause persistent, excessive nit-picking, unjustified criticism and constant scrutiny;
- (iii) exclude or ignore the target;
- (iv) refuse to acknowledge the target or his / her contributions;
- (v) undermine the target's efforts by setting impossible goals and deadlines; and
- (vi) impede or have influence on an employee's effort in advancing, promotions or transfers.

Bullying is the ongoing health or career endangering mistreatment of an employee, by one or more of their peers or high-ups. This takes the form of psychological harassment.

(8) Interpersonal Behaviour of Members of Council

- (a) Treat Every Person with Dignity, Understanding and Respect

Members of Council shall abide by the provisions of the *Human Rights Code* and, in doing so, shall treat every person including other Members of Council, Committees, Boards, corporate employees, individuals providing services on a contract basis and the public with dignity, understanding and respect for the right to equality and the right to an environment that is safe and free from harassment and discrimination.

- (b) Not to Discriminate

In accordance with the *Human Rights Code*, Members of Council shall not discriminate against anyone on the basis of their race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, same-sex partnership status, family status, or disability. "Age", "disability", "family status", "record of offences", "same sex partnership status" shall be as defined in the *Human Rights Code*.



(c) Not to Engage in Harassment

In accordance with the *Human Rights Code*, harassment shall mean engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome.

Without limiting the generality of the foregoing, Members of Council shall not:

- (i) make racial, homophobic, sexist or ethnic slurs;
- (ii) display pornographic, homophobic, sexist, racist or other offensive or derogatory material;
- (iii) make leering (suggestive staring) or other offensive gestures;
- (iv) make written or verbal abuse or threats;
- (v) vandalize the personal property of others;
- (vi) commit physical or sexual assault;
- (vii) make unwelcome remarks, jokes, innuendos or taunting statements about a person's physical appearance, racial background, colour, ethnic origin, place of origin, citizenship, ancestry, creed (religion or belief), sex, sexual orientation, age, record of offences, marital status, same-sex partnership status, family status, disability (physical or mental);
- (viii) make unwelcome remarks, insulting gestures or jokes which cause embarrassment or awkwardness;
- (ix) refuse to converse or interact with anyone because of their racial or ethnic background, colour, creed, sex, sexual orientation, age, record of offences, marital status, same-sex partnership status, family status, or disability;
- (x) make unnecessary or unwanted physical contact, including touching, patting, or pinching; and
- (xi) demand sexual favours or requests.

(9) Gifts, Hospitality and other Benefits

The objective of these policies is to ensure that Councillors make Council decisions based on impartial and objective assessment of each situation free from influence of gifts, favours, hospitality or entertainment.

In this policy, gifts, commission, hospitality, reward, advantage or benefit of any kind, may be interchanged and shall be deemed to include all of the aforementioned.

- (a) The stipend paid to each Member of Council is intended to fully remunerate Members of Council for service to the Corporation.
- (b) Members of Council are prohibited from soliciting, accepting, offering or agreeing to accept any gifts, commission, hospitality, reward, advantage or benefit of any kind, personally or through a family member or business connection, that is connected directly or indirectly with the performance of duties of office or dealings with the municipality or could reasonably be construed as being given in anticipation of future or



recognition of past “special consideration”.

- (c) The above policy does not preclude Members of Council from accepting:
 - (i) Token gifts, souvenirs, mementoes or hospitality received in recognition for service on a committee for speaking at an event or for representing the Corporation at an event;
 - (ii) Political contributions that are otherwise offered, accepted and reported in accordance with applicable law;
 - (iii) Food and beverages at meetings, banquets, receptions, ceremonies or similar events;
 - (iv) Food, lodging, transportation, entertainment provided by other levels of government, by other local governments or by local government boards or commissions;
 - (v) A stipend from a board or commission that the Councillor serves on as a result of an appointment by Council;
 - (vi) Reimbursement of reasonable expenses incurred in the performance of office;
 - (vii) Reimbursement of reasonable expenses incurred and honorariums received in the performance of activities connected with municipal associations;
 - (viii) Gifts of a nominal value that are received as an incident of protocol or social obligation that normally and reasonably accompany the responsibility of the office;
 - (ix) Services provided without compensation by persons volunteering their time for election campaign.
- (d) Where it is not possible to decline unauthorized gifts, hospitality or other benefit, Members of Council shall report the matter to the Chief Administrative Officer. The Chief Administrative Officer may require that the gift be returned to the sender with an acknowledgement of the return and reference to this Code of Conduct or be retained by the Corporation or be disposed for charitable purposes.
- (e) Members of Council shall not place themselves in a position of obligation to any person or organization which might reasonably benefit from special consideration or may seek preferential treatment.

6. BREACH OF POLICY

- (a) *Any member of Council including the Mayor may submit a confidential written allegation of a breach of the Code of Conduct for Council to the Chief Administrative Officer.*
- (b) *The Chief Administrative Officer shall hold the allegation in confidence and shall place the personal matter on the next Regular or Special Meeting of Council Agenda in Closed Session.*



- (c) Should Council determine that a Member has potentially breached a policy of the Code of Conduct, Council shall rise and report that such a determination has been made and pass a resolution as to the outcome and the consequences for such breach.

The breach shall be ratified by resolution in **Open Session** of Council.

- (d) Pursuant to Section 223.3 of the Municipal Act, 2001, the Municipality of West Nipissing shall appoint an Integrity Commissioner who reports to Council and is responsible for performing the following duties in an independent and consistent manner:

- (i) **Investigation:** having the power to assess and investigate formal written complaints respecting alleged contraventions of the Code of Conduct.
 - (ii) **Inquiry:** determining whether a member of Council or local board has in fact violated a protocol, by-law or policy governing their ethical behavior; with the final decision making authority resting with Council as to whether the recommendation(s) of the Integrity Commissioner should be imposed

- (e) Should a breach occur consequences for such breach may include, but are not limited to, removal from Committee assignments either permanently or for an interim period, barring the Member from attendance at closed session meetings either permanently or for an interim period, “barring” the Member from being circulated / informed of confidential materials/matters, or demand of an apology.
- (f) All breach’s under this By-Law will be treated fair and in keeping with the severity of the infraction giving due regard to the individual’s previous conduct.
- (g) Nothing in this section restricts or attempts to countermand a Councillor’s legal right to challenge a decision by Council through established legal channels.



7. ACKNOWLEDGMENT

SIGNATURE

The undersigned Member of Council hereby acknowledges receipt of a copy of By-law 2015/08, being the Mayor and Councillors “Code of Conduct By-law”.

Signature of Member of Council

Date of Signature

Acknowledgement of Receipt of Code of Conduct Policies

PRINTED NAME

NOTE:

The Member of Council acknowledges that a copy of **By-law 2015/08** containing the Code of Conduct Policy for Council was provided to the Member. One signed copy of the “**ACKNOWLEDGMENT**” was returned to the Clerk and the Member of Council retained a complete copy of the By-law.



7. ACKNOWLEDGMENT

SIGNATURE

The undersigned Member of Council hereby acknowledges receipt of a copy of By-law 2015/08, being the Mayor and Councillors "Code of Conduct By-law".

Signature of Member of Council

Date of Signature

Acknowledgement of Receipt of Code of Conduct Policies

PRINTED NAME

NOTE:

The Member of Council acknowledges that a copy of **By-law 2015/08** containing the Code of Conduct Policy for Council was provided to the Member. One signed copy of the "**ACKNOWLEDGMENT**" was returned to the Clerk and the Member of Council retained a complete copy of the By-law.

Sturgeon Falls Ontario

le 31 Octobre, 2017

Mme la Maire, Mme Joanne Savage

225, rue Holditch, local 101

Sturgeon Falls, Ontario P2B 1T1

Chère Mme la Maire,

Depuis avril 2009, le Conseil municipal de Nipissing Ouest octroie aux Filles d'Isabelle un montant de 300,00\$ par mois pour leur aider à défrayer les coûts de nourriture pour les gens nécessiteux de Nipissing Ouest qui font demande d'aide aux Filles d'Isabelle pour boucler les fins de mois ou leur aider quand des dépenses supplémentaires essentielles arrivent.

Ce Centre vient en aide aux plus démunis de Nipissing Ouest. Les vêtements sont donnés aux personnes qui n'ont pas les moyens et un coût minime est demandé aux autres. Ce qui permet de voir aux dépenses occasionnées par une telle entreprise. La balance de l'argent qu'on fait est remis à la communauté venant en aide à ceux qui ont besoin soit de nourriture pour boucler les fins de mois ou acheter des choses essentielles qu'on n'a pas dans le magasin.

Depuis ce temps, sur demande de notre part, ce montant de 300,00\$ par mois, fut octroyé aux Filles d'Isabelle.

Nous avons à cœur le bien-être de notre communauté de Nipissing Ouest, surtout pour les plus fragiles qui ont besoin d'aide pour garder courage devant leur situation difficile.

Les Filles d'Isabelle sont là depuis 73 ans et à l'exemple de leur patronne, la Reine Isabelle de Castille qui est considérée comme la patronne des Amériques, nous donnons le meilleur de nous-mêmes pour cette cause.

Espérant pouvoir compter encore sur votre soutien en 2018, qui nous permettra de continuer notre œuvre de bienfaisance pour le bien des gens de Nipissing Ouest, je vous salue et vous remercie à l'avance de votre soutien.

Bien vôtres,

Les Filles d'Isabelle

Cercle Mgr Lécuyer #694 Sturgeon Falls

par Marie-Lise Butchart, régente

A handwritten signature in cursive script that reads "Marie-Lise Butchart".

N.B. Nous avons tenu nos élections en mai dernier et j'ai accepté le poste de régente des Filles d'Isabelle. Voici mes coordonnées:

Marie-Lise Butchart

705-753-5156

mlbutchart@sympatico.ca

MEMORANDUM

TO: Mayor and Council
FROM: Shawn Remillard, Manager – Public Works
DATE: January 5, 2018
RE: PUBLIC WORKS UPDATE

Due to weather and assembly delays, delivery for the 2018 D40 snow blower is scheduled for the week of January 22, 2018.

In the meantime snow removal will be completed with our front end loader(s) as required. (pre 2017 method)

Thank you

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



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

BY-LAW 2018/01

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING HELD ON THE 9th DAY OF JANUARY, 2018

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 9th day of January, 2018, 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 9th DAY OF JANUARY, 2018 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK