



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

**MINUTES OF THE COMMITTEE OF THE WHOLE COUNCIL MEETING  
HELD IN COUNCIL CHAMBERS  
ON TUESDAY, JUNE 4, 2019 AT 6:30 PM**

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

**ABSENT:** COUNCILLOR JEREMY SÉGUIN

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

There were no pecuniary interests declared.

**B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA**

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

**No. 2019/189** Moved by: Councillor Fisher  
Seconded by: Councillor Malette

**BE IT RESOLVED THAT** the Agenda for the meeting of Council held on June 4, 2019 be adopted as  
 presented /  amended.

**CARRIED**


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

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

**D-1) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE**

**D-1(a)** Flood Update

The Chief Administrative Officer provided Council with an update on the emergency flooding situation. Lake Nipissing has apparently crested and with cooperative weather the lake level is dropping and should continue. Some roads remain closed; however, water is beginning to recede, and improvement is anticipated to continue. Request for sandbags is declining. The emergency control group continues to meet; however, on a less frequent basis and discussions will be ongoing with respect to lifting the state of emergency. It is anticipated that significant work will be required. to remediate affected roads. The Municipal Representative will be in discussions with the Treasurer concerning financial assistance with regard to the flooding damage to municipal infrastructure.

  
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Christopher Fisher,  
Chair

  
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Melanie Ducharme,  
Clerk

**D-2) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ .....NIL**

**D-3) PUBLIC WORKS / TRAVAUX PUBLICS**


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**D-3(a) Public Works Update**

The Chair of Public Works provided Council with an update indicating sweeping, line painting, ditching, brushing and culvert replacements are ongoing; specific details were provided regarding Garden Village and Dutrisac Road; Verner Sidewalk work is ongoing; new water & sewer has been completed on Railway Street and paving will occur this summer; roads affected by the flooding were identified. Transport traffic is being redirected off of Coursol Road back to Goulard Road; which has been augmented; half-load has been extended in light of the flooding.

**D-3(b) Update re: Petition Request for Street Lights (Lavigne)**

Information was collected from the WN Police Service and MTO and Greater Sudbury Utility (GSU) for the various proposed lighting locations. Given the noted safety concerns associated costs and lack of collision data, the Manager of Public Works is not recommending the proposed light installations. Following discussion, Council concurred that the lights at Poirier Road and Eugene Road be pursued.

  
Yvon Duhaime,  
Chair

  
Jean-Pierre (Jay) Barbeau,  
Chief Administrative Officer

**D-4) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES**

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Councillor Malette agreed to Chair in Councillor Seguin's absence.

**D-4(a) Verner Canteen – Lease Renewal Agreement**

The Director of Community Services shared a memo with Council outlining requests for the Verner canteen facility. The proponent has requested a second deep-fryer and a reduction in rent. Following discussion, Council was in agreement to acquire a new fryer but keep the monthly rent at the current level.

**D-4(b) Verner Municipal Building – Update**

The Director of Community Services updated Council on the status of the Verner Building and the existing tenants. Occupancy has been granted and tenants have been contacted and the Director is working with the tenants with regard to moving back into the building. Options are also being explored with regard to re-purposing the existing cement slab. New park equipment is expected by August. Options for combined municipal/library services are being explored and Council will be briefed as discussions evolve.

  
Leo Malette  
Acting Chair

  
Stephan Poulin,  
Director of Economic Development and  
Community Services

**D-5) SEWER AND WATER / LES ÉGOUTS ET L'EAU ..... NIL**

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**D-6) ENVIRONMENTAL / L'ENVIRONNEMENT ..... NIL**

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**D-2) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL**

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**D-7(a) OPP Update**

The Chief Administrative Officer (CAO) advised Council that June 6 at noon, the OPP will take over policing for the Municipality of West Nipissing. The temporary site is being finalized and OPP Officials are satisfied with the site. Human Resources issues are being finalized for both uniformed and civilian employees; assets have been disposed of and re-deployed where possible. Work is ongoing with respect to the permanent site including site servicing with a goal of being able to begin the construction this year. It was requested that the new Detachment Commander make a presentation to Council once the transition is effective.

**D-7(b) Discussion re: Proposed dates for Council summer meetings (July and August)**

A memo proposing the 2<sup>nd</sup> Tuesday of July and August as the summer Council meeting dates. Following discussion, Council proposed July 16<sup>th</sup> (third Tuesday in July) and August 13<sup>th</sup> dates. A resolution will be brought at the June regular meeting for approval.

**D-7(c) Proposed Accountability & Transparency Policy**

A draft Accountability & Transparency Policy was shared with Council for review. Council suggested some changes and additions to the policy; which will be brought to the next regular meeting of Council for adoption. It was recommended that a strategic plan be pursued as a future endeavour by Council.

**D-7(d) Stipend for public members of Council Standing Boards/Committees**

Council was provided with a survey outlining the honorarium/stipend practices for various municipalities. Following discussion, Council directed staff to return with a list of the various committees and volunteers to provide greater clarity to the anticipated expenditure.

**D-7(e) Delays & Issues re: CANO**

The Mayor provided an update on the agreement with CANO. A recent meeting with the representatives of CANO has resulted in finalization of the details of the agreement. A further discussion ensued concerning communications between staff and council.

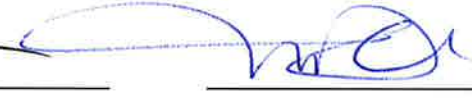
**D-7(f) Travelling Expense Policy**

Councillor Denis Sénécal requested a review of the municipal Travelling Expenses, Conferences & Training policy to amend the departing and returning location to be from 'point of origin'. Following discussion, Council agreed to the proposed amendment to the travelling policy; which will be brought to the next regular meeting of Council for adoption.

**D-7(g) Recording of Closed Meetings re: Procedural By-Law**

Council was provided with information for the Office of the Ombudsman pertaining to the recording of closed meeting as well as a draft policy from the City of London. Following discussion, Council agreed that closed sessions be both audio and video recorded and a policy be adopted.

  
Lise Sénécal,  
Chair

  
Melanie Ducharme,  
Clerk

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**D-8) PLANNING / PLANIFICATION ..... NIL**

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**D-9) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE**

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

The Mayor suggested that IPM updates be a regular agenda item leading up to the event. Members have been provided with volunteer forms. The Mayor also highlighted the bench sponsorship and

provided information as to how members of the public can purchase and be part of the sponsorship. Media announcements will be beginning shortly.

  
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Joanne Savage,  
Chair

  
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Stephan Poulin,  
Director of Economic Development and  
Community Services

**REGULAR COMMITTEE MEETING /  
RÉUNION RÉGULIÈRE**

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

**F) NOTICE OF MOTION / AVIS DE MOTIONS**

**F-1** A 'Notice of Motion' was submitted by Councillor L. Sénécal pertaining to a proposed amendment to the Council-Staff Relation Policy. The motion which reads as follows will be brought forward to the June 11<sup>th</sup>, 2019 meeting :

« **WHEREAS** Council rightfully adopted April 9<sup>th</sup> a 'Council-Staff Relations Policy' stating the Corporation of the Municipality of WN will promote respectful relationship

**WHEREAS** the purpose of the policy is to provide guidance on how the corporation ensures a respectful relation

**WHEREAS** a staff of the corporation is in contravention with section 3 5.1.2 of Council-Staff Relation Policy

**WHEREAS** the policy indicates the relationship between members of council and the officers and employees of the corporation is guided by the code of conduct for members of council

**WHEREAS** the CAO has indicated a code of conduct of officers and employees will be done

**WHEREAS** it is also important for officers and employees to be guided by code of conduct for respectful relationships

**WHEREAS** a copy of the code of conduct of officers and employees shall be shared with council

**THEREFORE**, to ensure mutual respect and a positive relation with council, recommend that the Council-Staff Relation Policy be amended to include the Code of Conduct of Officers and Employees. »

**G) NEW BUSINESS / AFFAIRES NOUVELLES**

**G-1** A resolution was passed to authorize By-Law 2019/47 to provide tax assistance to certain elderly and disabled residents who are owners of real property

**No. 2019/190** Moved by: Councillor Malette  
Seconded by: Councillor Fisher

**BE IT RESOLVED THAT** By-Law **2019/47**, being a by-law to provide tax assistance to certain elderly and disabled residents who are owners of real property, shall come into force and take effect on the date it is passed.

**CARRIED**

**G-2** A resolution was passed to authorize By-Law 2019/48 to set the tax rates for 2019.

**No. 2019/191** Moved by: Councillor Fisher  
Seconded by: Councillor Malette

**BE IT RESOLVED THAT** By-law **2019/48**, being a By-law to adopt the 2019 Tax Rates to be levied, and to further provide for penalty and interest in default of payment thereof; shall come into force and take effect on the date it is passed.

**CARRIED**

**G-3** A resolution was passed to authorize the Treasurer to enter into an Extension Agreement.

**No. 2019/192** Moved by: Councillor Duhaime  
Seconded by: Councillor Roveda

**WHEREAS** under the *Municipal Act, 2001* (the "Act"), as amended, the Treasurer/Deputy Treasurer registered a Tax Arrears Certificate indicating arrears of realty taxes against the parcel of land described below;

**AND WHEREAS** the parcel of land is recorded by the Municipality under the specific Tax Roll numbers indicated below;

**AND WHEREAS** a request for an extension agreement was made within the one year period after registration of the Tax Arrears Certificate;

**BE IT THEREFORE RESOLVED** that the Treasurer may enter into Extension Agreement extending the time in which the Cancellation Price may be paid in respect of the parcel identified below in accordance with and subject to such terms, conditions and restrictions as may be, required under the *Municipal Act, 2001*.

ROLL NUMBER
090 00122900

**CARRIED**

**G-4** A resolution was passed to adopt By-Law 2019/49 to amend Schedule "D" of the Traffic and Parking By-Law to add a stop sign at the intersection of Dovercourt Rd. and Niko Cres.

**No. 2019/193** Moved by: Councillor Roveda  
Seconded by: Councillor Duhaime

**BE IT THEREFORE RESOLVED THAT** By-law **2019/49**, being a by-law to amend By-Law 2015/62, being a by-law to regulate traffic and parking in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

**CARRIED**

**G-5** A resolution was passed to award the tender for the 2019 Granular Resurfacing Projects.

**No. 2019/194** Moved by: Councillor Duhaime  
Seconded by: Councillor Roveda

**WHEREAS** quotations for the 2019 Granular Resurfacing Projects for the municipality areas were opened publicly on May 30<sup>th</sup>, 2019 by the Director of Corporate Services and Deputy Clerk;

**AND WHEREAS** four (4) quotations that met all specifications were received;

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

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

**BE IT RESOLVED THAT** the quotations for the 2019 Granular Resurfacing Projects for the Municipality be awarded as follows, having submitted the lowest quotation meeting all the specifications for these projects:

AWARDED TO:	ROAD	TOTAL COST PER ROAD
ED SEGUIN & SONS	LEVERT DRIVE	\$111,718.00
ED SEGUIN & SONS	OLD HWY 17	\$247,080.00
ED SEGUIN & SONS	PIKE LAKE ROAD	\$85,697.50

**CARRIED**

**H) INFORMATION, QUESTIONS and MAYOR'S REPORT / INFORMATION, QUESTIONS et RAPPORT DU MAIRE**

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

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

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



**No. 2019/195**    Moved by:    Councillor Roveda  
                          Seconded by: Councillor Duhaime

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

- (A) the security of the property of the municipality or local board;;
  - (i) Property Enforcement Issue
- (C) a proposed or pending acquisition or disposition of land by the municipality or local board;
  - (ii) Villeneuve Street / Water & Sewer Easement on Front Street

**CARRIED**

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

**No. 2019/196**    Moved by:    Councillor Duhaime  
                          Seconded by: Councillor Roveda

**BE IT BE IT RESOLVED THAT** the Closed meeting of Council held on June 4, 2019 be adjourned at 9:32 PM in order to proceed with the regular meeting

**CARRIED**

**J)    ADJOURNMENT / AJOURNEMENT**

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**J-1**    A resolution was passed to adopt By-law 2019/50 confirming the proceedings of Council at its meeting held on June 4, 2019.

**No. 2019/197**    Moved by:    Councillor Roveda  
                          Seconded by: Councillor Duhaime

**BE IT RESOLVED THAT** By-law No. **2019/50** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 4<sup>th</sup> day of June 2019, shall come into force and take effect on the date it is passed.


**CARRIED**

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

**No. 2019/198**    Moved by:    Councillor Duhaime  
                          Seconded by: Councillor Roveda

**BE IT RESOLVED THAT** the meeting of Council held on June 4, 2019 be adjourned.

**CARRIED**

  
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JOANNE SAVAGE  
MAYOR

  
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MELANIE DUCHARME  
CLERK