

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 **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 *(verbal)*
- D-2) Social Services and Health / Services sociaux et santé **NIL**
- D-3) Public Works / Travaux publics
- D-3(b) Public Works Update
- D-3(c) Update re: Petition Request for Street Lights (Lavigne)
- D-4) Community Services / Services communautaires
- D-4(a) Verner Canteen – Lease Renewal Agreement
- D-4(b) Verner Municipal Building – Update *(verbal)*
- D-5) Sewer and Water / Les égouts et l'eau **NIL**
- D-6) Environmental / L'environnement **NIL**
- D-7) General Government / Gouvernement général
- D-7(a) OPP Update *(verbal)*
- D-7(b) Discussion re: Proposed dates for Council summer meetings (July and August)
- D-7(c) Proposed Accountability & Transparency Policy
- D-7(d) Stipend for public members of Council Standing Boards/Committees *(Councillor Fisher)*
- D-7(e) Delays & Issues re: CANO *(Mayor Savage)*
- D-7(f) Travelling Expense Policy *(Councillor D. Sénécal)*
- D-7(g) Recording of Closed Meetings re: Procedural By-Law *(Councillor Fisher)*

D-8) Planning / Planification *NIL*

D-9) Economic Development / Développement économique

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

**REGULAR COUNCIL MEETING /
RÉUNION RÉGULIÈRE**

E) Unfinished Business / Affaires en marche *NIL*

F) Notice of Motion / Avis de motion

G) New Business / Affaires nouvelles

- G-1 Resolution to authorize By-Law **2019/47** to provide tax assistance to certain elderly and disabled residents who are owners of real property
- G-2 Resolution to authorize By-Law **2019/48** to set the tax rates for 2019
- G-3 Resolution to authorize the Treasure to enter into an Extension Agreement
- G-4 Resolution to adopt By-Law **2019/49** to amend the Traffic and Parking By-Law :
 - (a) Schedule “**D**” to add a stop sign at the intersection of Dovercourt Rd. and Niko Cres.
- G-5 Resolution to award the tender for the 2019 Granular Resurfacing Projects

H) Information, Questions and Mayor’s Report / Information, questions et rapport du maire

H-1 Mayor’s Report

I) Closed Meeting / Réunion à huis clos

- I-1 Resolution to proceed into closed meeting as authorized in Section 239 (2) of the Municipal Act, to discuss the following:
 - (A) the security of the property of the municipality or local board;
 - (i) Protection of property
 - (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
- I-2 Resolution to adjourn the closed session

J) Adjournment / Ajournement

- J-1 Resolution to adopt By-law **2019/50** confirming proceedings of meeting
- J-2 Resolution to adjourn the meeting

MEMORANDUM

D-3(c)

TO: MAYOR and COUNCIL
FROM: Shawn Remillard, Manager – Public Works
DATE: May 31st, 2019
SUBJECT: PETITION FOR STREET LIGHTS IN LAVIGNE

Information collected pertaining to petition request for street lights in Lavigne.

Chief St-Pierre
WN Police Service

From the data I have examined, we have had 2 collisions on the stretch of roadway in Lavigne since 2007.

Robert Long, MTO Traffic Supervisor
Northeastern Region

With regard to the petition concerning illumination on Highway 64 in the Lavigne area I have the following to offer. A municipality may apply for an encroachment permit to install identification lighting on the King's Highway. The details surrounding the application would include a review by the ministry. The municipality would be responsible for the installation cost, operating and maintenance costs associated with the lighting. Our Corridor Office would be able to help with the process.

A review and approval will be made from the information presented. The proposed installation shall pose no adverse effect upon the vision or driving task of the motoring public. Any subsequent measures to overcome adverse effects will be borne entirely by the municipality. This includes shielding, relocation, removal or the addition of lighting.

With regard to the illumination request for the S curve, the only caution I would have is the creation of dark spots where motorists are required to negotiate changes in horizontal alignment while their eyes are adjusting from lighted to non lighted areas. This can create a safety concern depending on the placement of the illumination.

Kari Juuti C. Tech., Engineering Project Coordinator
Greater Sudbury Hydro Inc.

Here are the estimates for the requested streetlight locations:

- 1) Hwy 64 Entrance to Lavigne S-turn approx. **\$4,500+ HST**
 - a. 3 x streetlights and arms with installation costs and Hydro One connection and design fees

Joie de vivre



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- 2) Hwy 64 and Porier Road intersection approx. **\$5,500 + HST**
 - a. Installing 1-40' pole requiring rock mount
 - b. Wire required for connection
 - c. 1 x streetlight and arm with installation costs and Hydro One connection and design fees
- 3) Hwy 64 and Eugene Road intersection approx. **\$6,500 + HST**
 - a. Installing 1-40' pole with port-o-hole
 - b. Wire required for connection
 - c. Hydro-One transformer required for power
 - d. 1 x streetlight and arm with installation costs and Hydro One connection and design fees

RECOMMENDATION:

Given the above information received, I would not recommend the street lights in the petitioned locations

- GSU quote = \$16,500.00 + HST
- MTO Traffic Supervisor Robert Long - Correspondence and "CAUTION"
- 12 year Collision Data = 2

Thank you,

MEMORANDUM

TO: Mayor and Council

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

DATE: May 30, 2019

RE: **VERNER ARENA CANTEEN**

The individual that operated the canteen at the Verner Arena last season has advised the Municipality that they would like to renew their agreement for a one year term.

The 2018-19 agreement included the following;

- \$400 per month in rent (plus HST) or \$100 per week where the arena is not operational for the full month.
- The Municipality is responsible for all utility costs (heat, hydro, etc.) and repairs to existing equipment.
- Use of all existing equipment (fridge, freezer, popcorn machine, deep fryer, etc.
- Lessee can have vending machines and ATM in the lobby for additional revenue
- Lessee to provide their own liability insurance and add the municipality as additional insured

Changes requested from the Lessee for the 2019-20 canteen operations agreement;

- That the Municipality supply a second deep fryer.
 - o The Canteen Operator said that during tournaments there were long wait times for customers to receive their food and she received many complaints.
 - o A deep fryer similar to the one that is currently being used at the Verner Canteen costs approximately \$7,000.
 - o The deep fryer at the SF arena is not in good working condition and we do not recommend moving it to Verner.
- That the monthly rent be reduced to \$200

We are seeking direction from Council regarding the renewal of a one year agreement taking into consideration the request for a new deep fryer and a reduction in monthly rent costs for the Verner Canteen operation.

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MEMORANDUM

TO: Mayor and Council
FROM: Janice Dupuis, Deputy Clerk
DATE: May 31, 2019
RE: **DISCUSSION re: SUMMER COUNCIL MEETINGS**

Council is required to discuss and select the summer meeting dates for the months of July and August 2018.

As in past practice, the second Tuesday of each month are being proposed for Council's consideration as follows :

- Tuesday, **JULY 9th, 2019** at 6:30 PM in Council Chambers
- Tuesday, **AUGUST 13th, 2019** at 6:30 PM in Council Chambers

If acceptable, a resolution will be brought forward to the June 18th regular Council meeting for approval.

Thank you

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MEMORANDUM

D-7(c)

TO: MAYOR and COUNCIL

FROM: Melanie Ducharme, Municipal Clerk

DATE: May 31, 2019

SUBJECT: ACCOUNTABILITY & TRANSPARENCY POLICY – FROM MAY 7TH MEETING

At the meeting of May 7, Council requested additional time to review the documents provided at that time with regard to the adoption of an Accountability and Transparency Policy,

Samples from the Township of Chapleau, Municipality of French River and the City of Greater Sudbury, as provided by Municipal Affairs are attached.

For Council's review, you will also find attached hereto, a proposed draft Accountability and Transparency Policy for the Municipality of West Nipissing.

Thank You,

Joie de vivre



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THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU

BY-LAW NO. 2010-14

Being a By-law to Adopt an Accountability and Transparency Policy for the Corporation of the Township of Chapleau

WHEREAS Section 270(1) of the Municipal Act, S.O. 2001, C.25, as amended, requires

that a municipality shall adopt and maintain a policy with respect to the manner in which

the municipality will try to ensure that its actions are transparent and accountable to the public.

NOW THEREFORE the Council of the Corporation of the Township of Chapleau enacts as follows that:

1. That Council adopts the Accountability and Transparency Policy identified as Schedule "A" attached hereto and forming part of this by-law.
2. This by-law shall come into full force and effect on the 17th day of May.

READ A First, Second and Third and Finally passed this 17th day of May, 2010.

Mayor

CAO

Schedule "A" to By-law 2010-14

THE CORPORATION OF THE TOWNSHIP OF CHAPLEAU Accountability and Transparency Policy

PURPOSE:

The Municipal Act, 2001, requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that the actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the municipality's activities and service in accordance with the principles as outlined herein. This policy has been developed in accordance with the *Municipal Act, 2001*, to comply with Section 270.

POLICY STATEMENT:

The Council of the Township of Chapleau acknowledges that it is responsible to provide good government for its ratepayers in an accountable and transparent manner and will do so by.

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions;
- Delivering high quality services to citizens; and
- Promoting the efficient use of public resources.

POLICY REQUIREMENTS:

The Township will be open, accountable and transparent to its ratepayers in its financial dealings. Some examples of how the municipality provides such accountability and transparency are as follows:

FINANCIAL MATTERS

1. Internal/External Audit.
2. Reporting/Statements.
3. Long term financial planning.
4. Asset Management.
5. Purchasing/Procurement.
6. Sale of Land.
7. Budget process.

INTERNAL GOVERNANCE

The Township's administrative policies and procedures ensure accountability and transparency in its internal governance through the following initiatives:

1. Code of conduct for staff.
2. Performance management and evaluation.
3. Staff Hiring Policy.
4. Occupational Health & Safety.
5. Compensation/benefit/pay equity.
6. Responsibility for ensuring that administrative practices and procedures recognize Council's commitment to accountability and transparency.
7. Sale of surplus land policy.
8. Accessibility policy.

PUBLIC PARTICIPATION AND INFORMATION SHARING

The Township's administrative policies and procedures ensure transparency and accountability in its public participation and information sharing through the following initiatives:

1. Procedural by-law.
2. Standing Committee System.
3. Delegation rules.
4. Records retention.
5. Planning Process.
6. Public Notice Policy.
7. Council meeting agendas posted on community portal.
8. Council minutes posted on community portal.
9. Council meeting schedule posted on community bulletin board.
10. Closed meeting rules included in all copies of Council meeting agendas.
11. Schedule of Council meetings included in all Council meeting agendas.
12. Public notices posted in Chapleau Express and on community portal.
13. Council quarterly Open Forum meetings.

Section: Administration & Governance	Policy number: A-6
Subject: Accountability and Transparency Policy	Effective Date: January 16, 2008
	Revision Date:
Page: 1 of 4	

Corporation of the Municipality of French River Accountability and Transparency Policy

I. Purpose/Application

The Municipal Act, 2001 (the Act) requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the municipality's activities and services in accordance with the principles as outlined herein. This policy has been developed in accordance with the Act to comply with section 270.

II. Definition(s): Accountability; Transparency

- (i) Accountability – The principle that the municipality will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions or inactions.
- (ii) Transparency – The principle that the municipality actively encourages and fosters stakeholder participation and openness in its decision making processes. Additionally, transparency means that the municipality's decision making process is open and clear to the public.

III. Policy Statement

The Council of the Municipality of French River acknowledges that it is responsible to provide good government for its stakeholders in an accountable and transparent manner, guided by the following principles:

1. Decision making will be open and transparent
2. Municipal operations will be conducted in an ethical and accountable manner
3. Financial resources and physical infrastructure will be managed in an efficient and effective manner
4. Municipal information will be accessible in accordance to legislative requirements
5. Inquiries, concerns and complaints will be responded to in a timely manner
6. Financial oversight, service standards and performance reporting, and all other accountability documents will be made available and accessible to increase the opportunity for the public scrutiny and involvement in municipal operations.

Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the municipality adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its stakeholders. In addition, wherever possible, the municipality will engage its stakeholders throughout its decision making process which will be open, visible and transparent to the public.

Section: Administration & Governance	Policy number: A-6
Subject: Accountability and Transparency Policy	Effective Date: January 16, 2008
	Revision Date:
Page: 2 of 4	

IV. Policy Requirements

The principles of accountability and transparency shall apply equally to the political process and decision making and to the administrative management of the municipality. Policies, procedures and practices have been divided in the following categories:

- i. Legislated Requirements
- ii. Financial Matters
- iii. Internal Governance
- iv. Public Participation and information sharing

i. Legislated Requirements

The Municipality of French River is accountable and transparent to taxpayers by fulfilling various legislated responsibilities and disclosure of information. The following are provincial statutes that govern how the Municipality conducts its business in a public, accountable and transparent manner:

- 1. Municipal Act, 2001
- 2. Municipal Conflict of Interest Act
- 3. Provincial Offences Act
- 4. Municipal Freedom of Information and Protection of Privacy Act
- 5. Health Information Protection Act
- 6. Public Sector Salary Disclosure Act

ii. Financial Matters

The municipality will be open, accountable and transparent to its stakeholders in its financial dealings as required under the Act. Some examples of how the municipality provides such accountability and transparency are as follows:

- 1. external audit
- 2. year end audited financial statements posted on web site
- 3. monthly interim reports to council
- 4. strategic planning
- 5. asset management and capitalization policy
- 6. procurement policy
- 7. signing authority policy
- 8. records retention
- 9. sale of real property policy
- 10. budget process
- 11. capital acquisition policy
- 12. monthly approval of disbursements

Section: Administration & Governance	Policy number: A-6
Subject: Accountability and Transparency Policy	Effective Date: January 16, 2008
	Revision Date:
Page: 3 of 4	

iii. Internal Governance

The municipality's administrative practices ensure specific accountability on the part of its employees through the following initiatives:

1. council staff protocol
2. employee performance evaluation
3. hiring policy
4. employee policy manual
5. health and safety policy
6. signing authority policy
7. responsibility for ensuring that administrative practices and procedures recognize Council's commitment to accountability and transparency

iii. Public Participation and Information Sharing

The municipality ensures that it is open and accountable to its stakeholders through implementing processes outlining how, when and under what rules meetings will take place. The municipality's meetings will be open to the public when and as required under the Act, and members of the public will have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the municipality has adopted policies which ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print media, websites, etc. Some specific examples include:

1. procedure by-law - code of conduct for councillors
2. strategic plan
3. records retention
4. public notice policy
5. election policy and procedures manual
6. policy for the use of Corporate resources for election purposes
7. minutes and agendas posted on website
8. by-laws affecting the conduct of the public posted on web site
9. year end financial statements and performance measures posted on the website

V. **Responsibilities**

Council of the Municipality of French River and municipal staff are responsible for adhering to the parameters of this policy and for ensuring accountability for their actions and transparency of municipal operations.

Section: Administration & Governance	Policy number: A-6
Subject: Accountability and Transparency Policy	Effective Date: January 16, 2008
	Revision Date:
Page: 4 of 4	

VI. Monitoring/Contraventions

The municipal Clerk shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the municipal Clerk shall notify:

1. In the case of staff, the Department Head responsible for the area;
2. In the case of a closed meeting, the Meeting Investigator;
3. In the case of Council, the Head of Council.

This policy is approved by Resolution No 2008-32 of the Council of The Municipality of French River, this 16th day of January, 2008.

BY-LAW 2007-299

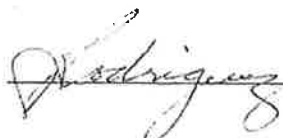
**A BY-LAW OF THE CITY OF GREATER SUDBURY TO ADOPT
A POLICY REGARDING ACCOUNTABILITY AND TRANSPARENCY
AND A POLICY REGARDING DELEGATION OF POWERS AND DUTIES**

WHEREAS the Council of the City of Greater Sudbury deems it advisable to adopt a Policy regarding Accountability and Transparency and a Policy regarding Delegation of Powers and Duties for the City of Greater Sudbury as required pursuant to the *Municipal Act, 2001*, S. O. 2001, c. 25;

**NOW THEREFORE THE COUNCIL OF THE CITY OF GREATER SUDBURY
HEREBY ENACTS AS FOLLOWS:**

1. The Policy Regarding Accountability and Transparency attached hereto as Schedule "A" is hereby adopted.
2. The Policy Regarding Delegation of Powers and Duties attached hereto as Schedule "B" is hereby adopted.
3. This By-law shall come into force and take effect immediately upon final passing of same.

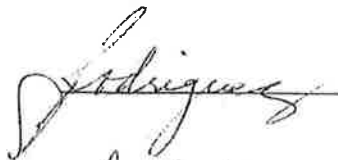
READ A FIRST AND SECOND TIME IN OPEN COUNCIL this 12th day of December, 2007.



A. Hocké

Clerk

**READ A THIRD TIME AND FINALLY ENACTED AND PASSED IN OPEN
COUNCIL** this 12th day of December, 2007.



A. Hocké

Clerk

TO BY-LAW 2007-299

CITY OF GREATER SUDBURY

Accountability and Transparency Policy

I. Purpose/Application

The *Municipal Act*, 2001 (the *Act*) requires that all Municipalities adopt and maintain a policy with respect to the manner in which the Municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the Municipality will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the Municipality's activities and services in accordance with the principles as outlined herein. This policy has been developed in accordance with the *Act* to comply with Section 270.

II. Definition(s): Accountability; Transparency

- i) Accountability - The principle that the Municipality will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions or inactions.
- ii) Transparency - The principle that the Municipality actively encourages and fosters stakeholder participation and openness in its decision making processes. Additionally, transparency means that the Municipality's decision making process is open and clear to the public.

III. Policy Statement

The City of Greater Sudbury conducts business within the municipality in a way that is open, transparent and accountable to the public. The City is committed to creating policies, guidelines and positions for delegation in a transparent manner for all staff of the Corporation.

Mapping the Vision has been adopted by the City of Greater Sudbury as a policy statement of its Vision, Mission, Values, Broad Goals and Strategies. In part, that document provides:

Mission:

We provide excellent access to quality municipal services and leadership in the social, environmental and economic development of the City of Greater Sudbury.

Values:

We are committed to:

- providing high quality service with a citizen focus;
- managing the resources in our trust efficiently, responsibly and effectively;

SCHEDULE "A"
TO BY-LAW 2007-299

Page 2 of 4

- encouraging innovation and accepting risks;
- developing organization excellence;
- maintaining honest and open communication;
- creating a climate of trust and a collegial working environment;
- acting today in the interests of tomorrow.

IV. Policy Requirements

The principles of accountability and transparency shall apply equally to the political process and decision making and to the administrative management of the Municipality.

i. Financial Matters

The City will be open, accountable and transparent to its stakeholders in its financial dealings as required under the Act. Some examples of how the City provides such accountability and transparency are as follows:

1. External audit;
2. Reporting statements;
3. Long term financial planning;
4. Annual Financial Statements;
5. Budget to actual variance analysis;
6. Budget process;
7. Auditor General;
8. Asset management;
9. Purchasing/procurement including tendering for goods and services;
10. Sale of land and other assets;
11. Adoption of policies / procedures / processes, such as Financial Information Returns

SCHEDULE "A"
TO BY-LAW 2007-299

Page 3 of 4

ii. Internal Governance

The Municipality's administrative practices ensure specific accountability on the part of its employees through the following initiatives:

1. Employee Handbook;
2. Salary Administration Plan;
3. Supervisor's Guidebook;
4. Performance management and evaluation;
5. Hiring policy;
6. Recruitment Guidebook;
7. Orientation/continuing education;
8. Health and Safety:
 - Joint Health and Safety Committee
 - Health and Safety Handbook
 - Annual Health and Safety Due Diligence Training
 - Harassment Policy which includes anti-bullying and anti-harassment training;
9. Work/life balance;
 - Employee Wellness Committee
10. Compensation/benefit;
11. Continuous Improvement Plan;
12. Employee Recognition Trial Program;
13. Responsibility for ensuring that administrative practices and procedures recognize Council's commitment to accountability and transparency.

iii. Public Participation and Information Sharing

The City ensures that it is open and accountable to its stakeholders through implementing processes outlining how, when and under what rules meetings will take place. The City's meetings will be open to the public when and required under the Act, and members of the public will have an opportunity to make delegations or comments in writing

SCHEDULE "A"
TO BY-LAW 2007-299

Page 4 of 4

on specific items at these meetings. In addition, the City has adopted policies which ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print media, websites, etc. Some specific examples include:

1. Procedure By-law;
2. Code of Conduct for Councillors
Procedure By-law, Schedule "D"
3. Strategic Priorities embedded in the Business Plans;
4. Delegation By-law;
5. Records Retention By-law, including archival facilities;
6. Planning processes;
7. Public notice By-law or policy;
8. 3 -1 -1;
9. Customer Relationship Management System;
10. Provincial/Municipal Benchmarking;
 - Ontario Municipal Benchmarking Initiative
 - Municipal Performance Measurement Program

TO BY-LAW 2007-299

CITY OF GREATER SUDBURY

Policy Regarding Delegation of Powers and Duties

1. Purpose/Application

The *Municipal Act, 2001* (the *Act*) requires that all municipalities adopt and maintain a policy with respect to the delegation of Council's legislative and administrative authority. The purpose of this policy is to set out the scope of the powers and duties which Council may delegate its legislative and administrative authority and to establish principles governing such delegation. This policy has been developed in accordance with the *Act* in order to comply with its other applicable sections, including section 270. This policy applies to all committees of Council, departments and staff.

II. Definition(s):

- i) Legislative Powers - Includes all matters where Council acts in a legislative or quasi judicial function including enacting by-laws, setting policies, and exercising decision making authority.
- ii) Administrative Powers - Includes all matters required for the management of the corporation which do not involve discretionary decision making.

III. Policy Statement

The Council of the City, as a duly elected municipal government is directly accountable to its constituents for its legislative decision making, policies, and administrative functions. Council's decision are generally expressed by by-law or resolution of Council carried by a majority vote. The efficient management of the municipal corporation and the need to respond to issues in a timely fashion require Council to entrust certain powers and duties to committees and staff while concurrently maintaining accountability, which can be effectively accomplished through the delegation of legislative and administrative functions. Council authority will be delegated within the context set out in the *Act* and will respect the applicable restrictions outlined in the *Act*.

IV. Policy Requirements

- 1. All delegations of Council powers, duties or functions shall be exercised by By-law.
- 2. Unless a power, duty, or function of Council has been expressly delegated by By-law, all of the powers, duties and functions of Council remain with Council.
- 3. A delegation of a power, duty or function under any By-law to any member of staff includes a delegation to a person who is appointed by the Chief Administrative Officer or selected from time to time by the delegate to act in the capacity of the delegate in the delegate's absence.
- 4. Subject to Section 3, a person to whom a power, duty or function has been delegated by By-law has no authority to further delegate to another person any power, duty or function that has been delegated, unless such sub-delegation is expressly permitted.

TO BY-LAW 2007-299

5. Legislative matters may be delegated by Council where they are minor in nature or where Council has explicitly provided for the terms and conditions under which the powers shall be exercised, and must take into account the limitations set out in the *Act*.
6. Administrative matters may generally be delegated to staff subject to the conditions set out in the *Delegation* and in this *Policy*, and must take into account the limitations set out in the *Act*.
7. Council has authorized the delegation of specific administrative matters to those individuals listed in the *Delegation By-law* subject to the terms set out therein.

In exercising any delegated power, the delegate shall ensure the following:

- Any expenditure related to the matter shall have been provided for in the current year's budget (or authorized by the *Purchasing By-law*);
- The scope of the delegated authority shall not be exceeded by the delegate;
- Where required by the specific delegated authority, reports shall be submitted to Council advising of the exercise of a delegated power and confirming compliance with the delegated authority and this policy;
- all practices regarding insurance and risk management shall be complied with;
- delegates shall ensure the consistent and equitable application of Council policies and guidelines;
- any undertaking or contract with a third party will be reviewed by Legal Services as appropriate.



BY-LAW 2019/

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING
TO ADOPT AN ACCOUNTABILITY AND TRANSPARENCY POLICY FOR THE
CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

WHEREAS Section 270(1) of the *Municipal Act*, 2001 requires that a municipality shall adopt and maintain a policy with respect to the manner which the municipality will try to ensure that its actions are transparent and accountable to the public;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Municipality of West Nipissing enacts as follows:

1. That Council adopt the Accountability and Transparency Policy identified as Schedule "A" attached hereto and forming part of this By-Law; and
2. This By-law shall come into force and effect on the date it is passed.

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

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

SCHEDULE 'A' TO BY-LAW 2019/

1. PURPOSE/APPLICATION

The Municipal Act, 2001 (the Act) requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the municipality's activities and services in accordance with the principles as outlined herein. This policy has been developed in accordance with the Act to comply with section 270.

2. DEFINITION(S)

- (i) **Accountability** – The principle that the municipality will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions or inactions.
- (ii) **Transparency** – The principle that the municipality actively encourages and fosters stakeholder participation and openness in its decision-making processes. Additionally, transparency means that the municipality's decision-making process is open and clear to the public.

3. POLICY STATEMENT

- 3.1 The Council of the Municipality of West Nipissing acknowledges that it is responsible to provide good government for its stakeholders in an accountable and transparent manner, guided by the following principles:
 - (a) Decision making will be open and transparent
 - (b) Municipal operations will be conducted in an ethical and accountable manner
 - (c) Financial resources and physical infrastructure will be managed in an efficient and effective manner
 - (d) Municipal information will be accessible in accordance to legislative requirements
 - (e) Enquiries, concerns and complaints will be responded to in a timely manner
 - (f) Financial oversight, service standards and performance reporting, and all other accountability documents will be made available and accessible to increase the opportunity for the public scrutiny and involvement in municipal operations.
- 3.2 Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the municipality adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its stakeholders. In addition, wherever possible, the municipality will engage its stakeholders throughout its decision-making process which will be open, visible and transparent to the public.

4. POLICY REQUIREMENTS

The principles of accountability and transparency shall apply equally to the political process and decision making and to the administrative management of the municipality. Policies, procedures and practices have been divided in the following categories:

4.1 Legislated Requirements:

The Municipality of West Nipissing is accountable and transparent to taxpayers by fulfilling various legislated responsibilities and disclosure of information. The following are provincial statutes which govern how the Municipality conducts its business in a public, accountable and transparent manner:

- (a) Municipal Act, 2001
- (b) Municipal Conflict of Interest Act
- (c) Municipal Freedom of Information and Protection of Privacy Act
- (d) Occupational Health and Safety Act;
- (e) Public Sector Salary Disclosure Act

4.2 Financial Matters

The municipality will be open, accountable and transparent to its stakeholders in its financial dealings as required under the Act. Some examples of how the municipality provides such accountability and transparency are as follows:

1. external audit
2. year end audited financial statements posted on web site
3. Interim reports to council
4. asset management and capitalization policy
5. procurement policy
6. signing authority policy
7. records retention
8. sale of real property policy
9. budget process
10. capital acquisition policy

4.3 Internal Governance

The municipality's administrative practices ensure specific accountability on the part of its employees through the following initiatives:

1. Council-Staff Relations By-Law
2. Workplace Violence and Harrassment Policy
3. Hiring Policy
4. West Nipissing Policy Manual
5. Health and Safety Policy
6. Signing authority By-Law
7. *Employee Code of Ethics (in process)*

4.4 Public Participation and Information Sharing

The municipality ensures that it is open and accountable to its stakeholders through implementing processes outlining how, when and under what rules meetings will take place. The municipality's meetings will be open to the public when and as required under the Act, and members of the public will have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the municipality has adopted policies which ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print media, websites, etc. Some specific examples include:

1. Procedural By-law -
2. Code of Conduct for Councillors By-Law
3. Records Retention Policy
4. Public Notice By-Law
5. Election Policy and Procedures By-Law
6. By-Law for the use of Corporate resources for election purposes
7. Minutes and Agendas posted on website
8. Year end financial statements and performance measures posted on the website

5. RESPONSIBILITIES

Council and Staff of the Municipality of West Nipissing are responsible for adhering to the parameters of this policy and for ensuring accountability for their actions and transparency of municipal operations.

6. MONITORING/CONTRAVENTIONS

The Chief Administrative Officer shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the CAO shall notify:

1. In the case of staff, the Department Head responsible;
2. In the case of a closed meeting, the Ombudsman for the Province of Ontario;
3. In the case of Council, the Integrity Commissioner

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: June 4, 2019

RE: **STIPEND FOR VOLUNTEER MEMBERS – BOARDS AND COMMITTEES**

Attached hereto is a report of how municipalities across Ontario are compensating members who sit on their Committees of Adjustment. For ease, I only used Committees of adjustment in my research since they are required to conduct site visits which goes above and beyond simply attending meetings. Compensation for other Boards and Committees would be for attending meetings only.

You will note that there is a wide variety of responses which varied depending on the frequency of meetings, the size of municipality and whether or not the members of the committee are also members of Council. Some municipalities have committees which are entirely comprised of members of Council and other are all volunteers. Here in west Nipissing we have both volunteer and council members on our Committees.

The municipality's travel policy currently compensates at \$.45 per kilometer.

Since contemplating such a remuneration does have budgetary implications, the following are some considerations for discussion:

1. Which committees/boards should be compensated?;
2. What the level of compensation? Should it be a flat rate or a per kilometer rate?
3. What is the threshold for compensation? For example, should there be a minimum number of meetings and a minimum distance travelled to be eligible?

Thank you,

Joie de vivre



www.westnipissingouest.ca

SCHEDULE "B" OF BY-LAW 2019/24

AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		April 9th 2019	
Name of Requestor:	Chris Fisher	Date submitted: April 1st 2019	
Address:	Full mailing address: 3636B Hwy 539 Field Ont		
Phone:	Home: 705-758-1632	Business / Cell: 705-492-6784	Fax:
E-Mail:	CFisher@westnipissing.ca		
Requested Agenda Item/Subject:		Stipend for Public Members of Standing Committees of Council	
Additional details / background information: <input type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately <i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i> It was discussed during budget deliberations that we could offer a stipend to Public Members of certain Standing Committees of Council, such as planning, this needs to be discussed and formalized.			
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:	
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:		Received from:	
Meeting Date Requested:		Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input 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):		<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

COMMITTEE / BOARD REMUNERATIONS

	MUNICIPALITY NAME	MEETING FREQUENCY	HONOURARIUM DETAILS
1	Alnwick/Haldimand	Monthly	No we have not - it is Council (\$75.00 each for 5 Members/mtg.)
2	Arran Elderslie	bi-weekly as part of Council	part of Council
3	Belleville	monthly	No
4	Bluewater	monthly	No
5	Bradford West Gwillimbury	Monthly	\$100.00 per meeting, plus mileage for site visits
6	Brantford	Monthly	Committee of Adjustment only - \$50/mtg (Chair gets \$80/mtg) + - Site visit are remunerated at \$0.52/km
7	Callander	Monthly	\$60 per session
8	Central Frontenac	monthly	Our members are councillors and do not receive a separate rate for attending the committee of adjustment
9	Centre Hastings	As required.	Each member receives \$60 per meeting.
10	City of Burlington	bi weekly	\$100 for the Chair and \$80 for the members
11	City of Greater Sudbury	bi-weekly	no
12	City of Guelph	Monthly and if large volume of applications, bi-monthly.	Chair \$100 per meeting, Members \$85 per meeting.
13	City of Kingston	Monthly	no
14	City of Markham	18 meetings per year	Chair - \$167.00 per meeting, Members \$133 per meeting
15	City of Niagara Falls	monthly	\$60.00
16	City of Peterborough	monthly	Yes - members \$50 per month, chair \$58.33
17	City of Pickering	every 3 weeks	\$80.00 per meeting per member
18	City of Port Colborne	monthly	\$80 Chair \$75 Members per meeting
19	City of Quinte West	Monthly	\$75 per meeting
20	City of St. Thomas	Second Thursday and Fourth Thursday of every month	yes \$50 per meeting
21	City of Temiskaming Shores	Monthly, however meetings are cancelled if there are no applications in a specific month	The Committee is paid an honorarium but to the best of our knowledge there is no by-law establishing the rate
22	City of Thunder Bay	monthly	\$85.00 per meeting for the Chair. \$75.00 per meeting for members
23	City of Vaughn		\$200/mtg for Members, \$234/mtg. for Chair
24	Clarington	Monthly, bi-weekly	\$47.77 per meeting. No mileage
25	Clearview Township	Monthly	No, members are paid \$100 per meeting plus mileage
26	Corporation of the County of Perth	Monthly	No.
27	Corporation of the Municipality of Calvin	As required	N/A
28	Corporation of the Town of Lakeshore	monthly	yes, \$125.00 per meeting and mileage for review of applications at \$0.55 per kilometre
29	Corporation of the Town of Renfrew	Monthly	No
30	County of Brant	Monthly	Yes, \$2,915.12 each per year, plus \$.52/km mileage and \$300 conference allocation

COMMITTEE / BOARD REMUNERATIONS

	MUNICIPALITY NAME	MEETING FREQUENCY	HONOURARIUM DETAILS
31	County of Hastings	Monthly	no
32	County of Peterborough	every two months	not sure what that is, provided by our finance dept
33	County of Renfrew	As needed	No honorarium. Base salary & per diem plus mileage
34	Dysart et al	monthly	Each Committee member receives \$60/meeting + mileage for site inspections
35	Edwardsburgh Cardinal	on demand	\$50 per hearing per member
36	Elgin County	monthly	yes - \$150.00 per meeting plus mileage (also inspection fee \$60.00 for each application in members area)
37	Essa Township	Monthly	Yes \$85/per meeting \$40/mileage & site visit
38	Fort Frances	Monthly	No
39	Georgina		Committee and Board Members receive \$40/mtg. Committee of Adjustment Members - \$81/mtg. + mileage for site visits
40	Gravenhurst	monthly	None for Council members (2) and \$100.00 per meeting for citizen members
41	Grimsby	monthly	\$50.00
42	Hastings Highlands	Monthly	No
43	Highlands East	as needed	no
44	Kenora	monthly	Yes, \$55 for chair, \$45 for regular members
45	Kirkland Lake	9 times a year	No.
46	Lambton Shores	Monthly	Yes - \$100.00/meeting
47	Loyalist Township	monthly	no
48	Marmora and Lake	as required	My Committee of Adjustment is Council
49	Mattice - Val Côté	as required	No - members of Council have been appointed to the C of A
50	Meaford	monthly	\$120 per meeting
51	Middlesex Centre	once a month	no, our council is our committee
52	Midland	monthly	Yes, but new Council will review.
53	Municipality of Clarington	twice a month on average	\$47.77 per meeting. No mileage.
54	Municipality of East Ferris	Monthly	Honorarium has been approved by resolution. The rate is \$50 per meeting.
55	Municipality of French River	needed basis	No, as the members are Members of Council
56	Municipality of Neebing	When necessary to have a hearing; when an application is filed.	Yes. The members are each paid \$50 for each meeting he/she attends, and an additional \$30 for each site visit he/she makes in preparation for the hearing.
57	Municipality of Northern Bruce Peninsula	Committee is convened when hearings are scheduled	No such by-law
58	Municipality of Trent Lakes	Monthly	75.00 per meeting
59	Municipality of Wawa	Only when we receive application.	There is no Honorarium By-law for our Committee of Adjustment. Our Municipal Council Members form our Committee of Adjustment.
60	Municipality of West Perth	As needed.	Councillor remuneration at a designated meeting rate of \$55.14.
61	North Frontenac	Monthly	\$103.81/Meeting \$19.11/Site Inspection \$0.55/km
62	Pembroke	monthly	Yes by-law passed and \$35 per meeting

COMMITTEE / BOARD REMUNERATIONS

	MUNICIPALITY NAME	MEETING FREQUENCY	HONOURARIUM DETAILS
63	Powassan	As needed	No
64	Prince Township	monthly	Council forms the Committee of Adjustment and does not get any additional honorarium
65	Region of Durham	monthly	Committee members are provided \$205.00 per meeting. The Chair and Vice-Chair of the Committee are also provided a \$1270.00 and \$635 Stipend.
66	Seguin	monthly	\$60 per meeting plus mileage
67	Severn	Monthly	Yes. \$99.82/meeting for a member and \$124.77/meeting for the Chair (a rotating position).
68	South Glengarry	typically monthly due to the number of applications	No
69	South Huron	for an application	Council members per By-law
70	Southwest Middlesex	monthly	Yes
71	St. Catharines	monthly	\$50 for member, \$75 for Chair & mileage for site tours
72	Strathroy-Caradoc	Monthly	\$50.00 per meeting
73	Tarbutt	monthly as needed	85.00 per meeting for chair 75.00 per meeting for board members mileage and 50.00 for sight visit
74	Tay Valley Township	Monthly	No.
75	The Corporation of Haldimand County	monthly	\$200 per meeting
76	The Corporation of The City of North Bay	bi-weekly	No honorarium paid - only mileage
77	The Corporation of the City of Oshawa	Every 2nd and 4th Wednesday of each month	\$75 per meeting
78	The Corporation of the Town of Caledon	monthly	Chair 140.00
79	The Corporation of the Township of Hamilton	monthly, except for August	\$100/meeting, reimbursement for mileage incurred (City policy)
80	The Township of the North Shore	when needed	\$103.53 per meeting
81	the Village of Westport	as required by the number of applications received	no
82	Town of Amherstburg	Monthly	Yes. \$75/ meeting
83	Town of Arnprior	as needed	Yes, \$75 per meeting
84	Town of Aurora	12 meetings per year	Chair \$125, Committee Members \$120
85	Town of Bancroft	as required	No
86	Town of Fort Erie	monthly - 6 months bi-monthly - 6 months	\$75
87	Town of Hanover	we meet on demand to move the applications forward in a timely manner	yes we pay \$35 per meeting but this will be up for review and could possible go to zero
88	Town of Huntsville	monthly	no - our CofA is solely made up of Council members
89	Town of Kingsville	monthly	yes
90	Town of Mono	Every other month	Yes, \$50 per meeting plus 75 km mileage @ current municipal rate
91	Town of Newmarket	Monthly	Chair receives \$90.00 per hearing; members receive \$75.00 per hearing
92	Town of Niagara-on-the-Lake	Monthly	\$50 plus \$25 for travel; total of \$75 per hearing


COMMITTEE / BOARD REMUNERATIONS

	MUNICIPALITY NAME	MEETING FREQUENCY	HONOURARIUM DETAILS
93	Town of Oakville	bi-weekly	\$80.00 per meeting attended
94	Town of Parry Sound	As applications are received.	\$75 per meeting for public members (5 members). Councillors paid per remuneration bylaw (2 members).
95	Town of Pelham	Monthly	Not Sure
96	Town of Petrolia	monthly	Yes, \$750 for Chair, \$500 for member, \$250 for alternate member - annually, paid in December
97	Town of Renfrew	Monthly	No
98	Town of Richmond Hill	17 Meetings per year	Chair \$175, Committee Members \$150
99	Town of Smiths Falls	As needed, usually every couple of months	Yes, \$25 per meeting for each member.
100	Town of South Bruce Peninsula	monthly if applications are received	No
101	Town of St. Marys	Monthly	\$20/meeting
102	Town of The Blue Mountains	monthly	Mileage rates are as specified by the current MTO rate. 1/2 day meeting = \$75.00 full day meeting = \$110.00 Meals (if required) - Breakfast \$15.00 Lunch \$20.00 Dinner \$40.00
103	Town of Whitchurch-Stouffville	monthly	\$80/meeting plus mileage
104	Township of Admaston/Bromley	when required	Yes - \$50 for the Chair and \$40 per member plus mileage
105	Township of Algonquin Highlands	monthly	\$100 per meeting plus \$10 per application
106	Township of Black River-Matheson	its application based, so if we receive an application, they meet.	n/a
107	Township of Brock	Meetings scheduled monthly if applications received	\$50 per meeting plus mileage
108	Township of Cavan Monaghan	Monthly	No
109	Township of Chatsworth	Monthly (or as needed)	no
110	Township of Dawn-Euphemia	As required	\$90/Meeting
111	Township of Elizabethtown-Kitley	Monthly, on a as-needed basis	\$40 per meeting plus mileage for site visits at \$.45 per kilometre
112	Township of Enniskillen	as required	no
113	Township of Georgian Bay	Monthly	\$150 per meeting
114	TOWNSHIP OF GUELPH/ERAMOSA	twice a month	Previous \$1060.00 but increased in 2018 to \$2,577.00
115	Township of Hornepayne	N/A	N/A
116	Township of Joly	as required	No
117	Township of King	every three 3 weeks (approx. 17 times a year)	\$80/meeting
118	Township of Laurentian Valley	As required timing triggered based on applications filed.	No as all Committee Members are members of Council.
119	Township of Leeds and the Thousand Islands	monthly	\$25.00 per application plus mileage
120	Township of Limerick	As required	\$150 per meeting
121	Township of Lucan Biddulph	As needed (typically monthly)	All 5 members are also members of Council so no additional remuneration paid.
122	Township of Mapleton	monthly when necessary	yes we have a bylaw - amount

COMMITTEE / BOARD REMUNERATIONS

	MUNICIPALITY NAME	MEETING FREQUENCY	HONOURARIUM DETAILS
123	Township of McNab/Braeside	monthly	Chairperson - \$82.74 Members - \$72.40
124	Township of Muskoka Lakes	monthly	~\$150/meeting
125	Township of North Kawartha	Bi-weekly, as needed	Five Members are also Members of Council - Honorarium is part of the Remuneration they receive as Members of Council
126	Township of Norwich	as required, monthly sometimes, often twice per month	no
127	Township of O'Connor		\$25.00/meeting
128	Township of Oro-Medonte	Monthly	No
129	Township of Ramara	Monthly	\$121.84/meeting
130	Township of South-West Oxford	Once every month or every other month.	No.
131	Township of Stone Mills	Monthly	\$75.00 per meeting plus travel
132	Township of The Archipelago / Arch. Area Planning Board	Monthly with Council on an 'as-required' basis - both the CoA and the Planning Board.	CoA members are Councillors - no additional remuneration. Two PIngBrd members-appointed by the Province receive \$150.00/mtg plus mileage. Six other PIng Brd members are Councillors-no additional remuneration
133	Township of Tiny	monthly	\$60.00 per meeting for the Chair \$50.00 per meeting for each member
134	Township of Uxbridge	monthly	\$25/application Chair also receives addition \$50/meeting
135	Township of Warwick	Monthly (as needed)	We pay on a per diem basis plus mileage. The current rate for the meeting is \$123.91 and mileage is \$0.58 per km.
136	Township of West Lincoln	monthly	yes \$55 per meeting for Chair and \$50 for a sitting member
137	Trent Lakes	monthly	\$75 per meeting
138	Welland	monthly	No By-law. Remuneration for the Committee members is through the annual budget process. The 2018 rate is \$75 per meeting.
139	West Elgin	As needed	No
140	West Nipissing	Monthly	No such bylaw has been passed
141	Whitewater Region	when needed	no as council sits as the committee

SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		June 4, 2019	
Name of Requestor:		Joanne Savage Mayor	Date submitted: May 24, 2019
Address:		Full mailing address:	
Phone:		Home:	Business / Cell: 705 498 0819 Fax:
E-Mail:			
Requested Agenda Item/Subject:		CANO	
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>Wish to discuss impact of payment delay and communication to enquires of council's decision</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:		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:		Received from:	
Meeting Date Requested:		Mode of Notification: <input type="checkbox"/> in person <input type="checkbox"/> by telephone <input type="checkbox"/> by e-mail <input type="checkbox"/> other: _____	
Processing of request:		<input 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):		<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting	
Requestor Notification:		The above requestor _____ was notified on _____ (date)	
Action Taken:			
Notes / Comments:			



AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date:		June 04/2019	
Name of Requestor:	DENIS SÉNÉCAL		Date submitted: MAY 16/2019
Address:	Full mailing address:		
Phone:	Home: 705-471-4463	Business / Cell:	Fax:
E-Mail:			

Requested Agenda Item/Subject:	TRAVELING EXPENSES (Policy 1999/131) AMENDMENT
--------------------------------	--

Additional details / background information:	<input type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately
--	---

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 am requesting an amendment to clause 1(c) of the TRAVEL expense policy (1999/131) to remove the wording "SURGEON FALLS" to more appropriate language that reflects real cost of TRAVELLING from each ward. LANGUAGE should reflect Point of ORIGIN.

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:

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:		Received from:	
Meeting Date Requested:		Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input 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):		<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)	

Action Taken:

Notes / Comments:

TRAVELING EXPENSES, CONFERENCES & TRAINING (Policy 1999/131)


Section: T	Policy Number: 1999/131
Department: All Departments	Effective Date: May 4, 1999
Subject: TRAVELLING EXPENSES, CONFERENCES & TRAINING	Revision Date: Mar-20-2007, May-19-2009, Jan-18-2011, Mar-15- 2011, Jun-21-2011, Feb-19-2013

POLICY STATEMENT

1. Compensation will be paid as follows:
 - a) For an event in the District of Parry Sound or North of this district which necessitates an overnight stay, mileage and \$225.00 per day.
 - b) For an event south of the District of Parry Sound which necessitates an overnight stay, mileage and \$275.00 per day.
 - c) Mileage at the rate of 45¢ per kilometer leaving from and returning to **Sturgeon Falls**.
 - d) Registration fees.
 - e) Equivalent time off shall be allowed for lost shift or weekend pay due to attendance at such activities for full-time employees.
2. Members of Council and Senior Staff may attend no more than two conferences or seminars yearly. The Mayor (or designate) is authorized to attend any association conferences or seminars to ensure municipal representation.
3. In the event that any conference or seminar should exceed the individual's allotment, a request shall be brought to Council for consideration.
4. In the event that a Member of Council or Senior Staff wishes to attend a Conference outside the Province of Ontario, a request must be made to Council for permission to do so.
5. When Council appoints a member to participate on an Ad-Hoc Committee/Project and the workload and travel required of said Committee/Project creates a significant additional burden incurred by the appointed member, Council may, on a case by case basis, upon appointing members to such projects, stipulate a re-imbursement of mileage at the prevailing rate.
6. When a member of Council attends social functions accompanied by their spouse/partner, if the function is attended on a voluntary basis, the member of Council shall be responsible for attendance and ancillary costs for their spouse/partner.
7. When a member of Council attends functions where municipal representation is either mandatory or in the best interest of the Municipality, a request to attend the function shall be presented to Council for approval, and upon obtaining such approval, the Municipality shall be responsible for attendance and ancillary costs for members of Council; however councilors shall be responsible for the costs of their partners.



SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		June 4th 2019	
Name of Requestor:	Chris Fisher	Date submitted: May 21 2019	
Address:	Full mailing address: 3636 B Hwy 539 Field Ontario		
Phone:	Home: 705-758-1632	Business / Cell: 705-492-6784	Fax:
E-Mail:	Cfisher@westnipissing.ca		
Requested Agenda Item/Subject:		Recording of Closed Meetings	
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>Motion to amend the Procedural by-law so that closed meeting are electronically recorded.</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:		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:		Received from:	
Meeting Date Requested:		Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input 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):		<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Municipal Clerk/Planner

DATE: June 4-2019

RE: **RECORDING OF CLOSED SESSION MEETINGS**

At a recent meeting of Council, it was suggested that the matter of recording closed session meetings be discussed. Attached is a sample policy adopted by the City of London as well as a flyer from the Office of the Ontario Ombudsman stating its position on the matter.

Thank you,

Melanie

Joie de vivre



www.westnipissingouest.ca

Closed meetings: Best practices

Municipal meetings should be open, with rare exceptions, as provided for in the *Municipal Act, 2001*, s. 239. The Ombudsman's investigations of closed meetings consider whether or not the law and best practices were followed. Best practices include the following:

- **Give adequate advance notice**

Meeting agendas should clearly identify any closed sessions and the reasons for them, and should be made available to the public in advance.

- **Pick the right exception**

Make sure the exception under which the meeting is closed is identified, and appropriate.

- **Record the meeting**

Closed session minutes should include place and time, attendees, a description of all matters discussed, and any motions or votes. The Ombudsman also recommends audio or video recording all closed meetings.



- **Make a clear resolution**

Authorize the closed session by making a resolution during open session that includes meaningful information about the issue to be discussed behind closed doors.

- **Stay on topic**

While in closed session, ensure that the discussion does not stray from the matters authorized in the resolution to close the meeting.

- **Vote with caution**

Voting in a closed meeting is only allowed for procedural reasons or to give directions or instructions to staff and others identified under the Act.

- **Report back publicly**

After a closed session, report publicly in open session on what occurred, giving as much detail as possible.

When in doubt, open the meeting.
Questions? info@ombudsman.on.ca

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SAMPLE

Audio Recording of Municipal Council and Standing Committee In Closed Session Meetings Policy

Policy Name: Audio Recording of Municipal Council and Standing Committee In Closed Session Meetings Policy

Legislative History: Adopted August 22, 2017 (By-law No. CPOL.-74-306); Amended July 24, 2018 (By-law No. CPOL.-74(a)-411)

Last Review Date: April 15, 2019

Service Area Lead: City Clerk

1. Policy Statement

- 1.1 This policy sets out the requirements for the audio recording of Municipal Council and Standing Committee In Closed Session Meetings Policy

2. Definitions

- 2.1 Not applicable.

3. Applicability

- 3.1 This policy shall apply to all in closed session meetings of Municipal Council and its Standing Committees.

4. The Policy

4.1 General

All Municipal Council and Standing Committee In Closed Session meetings shall be audio recorded by the City Clerk, or assigned City Clerk's Office staff, in accordance with the following procedures, for the purpose of having an audio recording to assist with any closed meeting investigation:

4.2 Procedure

- a) The City Clerk, or assigned City Clerk's Office staff, shall commence the audio recording of all Municipal Council or Standing Committee In Closed Session meetings, with details regarding the date, time, location and type of meeting.
- b) At the conclusion of each Municipal Council or Standing Committee In Closed Session meeting, the City Clerk, or assigned City Clerk's Office staff, shall end the audio recording of all Municipal Council or Standing Committee In Closed Session meetings with details regarding the time of the passing of a motion to resume in public session and shall immediately thereafter stop the recording device.
- c) In those circumstances where Municipal Council or a Standing Committee convenes in closed session multiple times, throughout one meeting, a separate recording will be made each time the Municipal Council or a Standing Committee resumes in closed session, following steps 1 and 2, above.
- d) All audio recordings will be transferred from the audio recording device to a secure location, to the satisfaction of the City Clerk. The recording device shall also be stored in a secure location to the satisfaction of the City Clerk.

- e) All audio recordings of closed meetings will be retained for a period of one year from the date of the meetings. The written Municipal Council Minutes and Standing Committee Reports shall constitute the permanent official meeting record, in accordance with the *Municipal Act, 2001* and the City of London's Records Retention By-law.
- f) The City Clerk shall be authorized to release an audio recording of a closed meeting only to:
 - i) the Closed Meeting Investigator, only in those instances where they are relevant to a closed meeting investigation and do not breach solicitor-client, or other, privilege;
 - ii) the City Solicitor, or designate, for the purpose of providing solicitor-client advice with respect to the contents of a recording; and,
 - iii) any additional party authorized by the Municipal Council.

BY-LAW 2019/47

**BEING A BY-LAW TO PROVIDE TAX ASSISTANCE TO
CERTAIN ELDERLY AND DISABLED RESIDENTS WHO
ARE OWNERS OF REAL PROPERTY**

WHEREAS Section 319(1) (2) of the *Municipal Act, S.O. 2001*, Chapter 25, as amended to October 12, 2002, provides that the Council of a municipality shall, for the purpose of relieving financial hardship, pass a by-law providing for cancellation of, or other relief in respect of, tax increases on property in the residential property class for owners who are, or whose spouses or same-sex partners, are low-income seniors or low-income persons with disabilities as are both defined in said by-law;

AND WHEREAS the Council of the Corporation of the Municipality of West Nipissing deems it expedient to provide for tax relief in the manner herein described;

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

1. DEFINITIONS

- 1.1 **"Corporation"** shall mean the Corporation of the Municipality of West Nipissing.
- 1.2 **"Eligible Person"** shall mean a low-income person with disabilities or a low-income senior or the spouse or same-sex partner of such eligible person.
- 1.3 **"Low-Income Person with Disabilities"** shall mean a person who is in receipt of an increment paid under the Ontario Disability Support Program, 1997.
- 1.4 **"Low-Income Senior"** shall mean a person who is 65 years of age or older and in receipt of an increment paid under the Guaranteed Income Supplement (GIS), as established under Part II of the Old Age Security Act (Canada).
- 1.5 **"Owner"** shall mean a person assessed as the owner of residential real property and includes an owner within the meaning of the Condominium Act.
- 1.6 **"Treasurer"** shall mean the Treasurer of the Corporation of the Municipality of West Nipissing.

2. TAX RELIEF GRANTED

- 2.1 Tax relief granted pursuant to this by-law shall be in the form of a cancellation of the eligible amount, provided that:
 - 2.1.1 such owner or the spouse of such owner occupies or occupy on a permanent basis, the property in respect of which the application for tax relief is made;
 - 2.1.2 such owner or the spouse of such owner or both has or have been assessed as the owner of the residential real property in the municipality for a period of not less than one year immediately preceding the date of the application for relief; and
 - 2.1.3 the balance of the property tax (including any arrears of taxes) is paid in full.
- 2.2 Where a property is owned jointly or co-owned with persons other than the owner's spouse, both or all co-owners must qualify under the eligibility criteria of Section 2.1 of this by-law.
- 2.3 No tax relief granted pursuant to this by-law shall be allowed to an owner in respect of more than one (1) single residential family dwelling unit in any year.
- 2.4 The amount of the tax cancellation shall be determined as follows:
 - 2.4.1 If the total taxes for municipal and school purposes for a qualifying property of

an eligible person exceeds its total for the preceding year, the amount of the tax cancellation is the amount of the difference, provided that said difference exceeds \$30.00. Increases above \$30.00 will be cancelled to a maximum of \$100.00.

- 2.5 The necessary adjustments in accordance with this by-law shall only be applied to an eligible person's tax account after the 1st installment of the final tax bill is issued, which shall reduce the amount owing for the 2nd installment billed.

3. APPLICATIONS

- 3.1 All applications for tax relief must be in writing on a form prescribed by the corporation of this purpose and must be submitted to the Treasurer on or before the last day of August, in the year for which the application applies.
- 3.2 All applications must include:
- 3.2.1 evidence of ownership; and
 - 3.2.2 evidence of benefits received by the applicant under the Ontario Disability Support Program Act and/or the Old Age Security Act (Canada).
- 3.3 Applications must be submitted annually to the Treasurer to establish continued eligibility.
- 3.4 All applications must be submitted to the Treasurer of the Corporation at the Municipality of West Nipissing, 101-225 Holditch Street, Sturgeon Falls, Ontario, P2B 1T1.

4. REPEALS

- 4.1 Any and all other by-laws or resolutions inconsistent with this by-law are hereby repealed.

5. ENACTMENT

- 5.1 This by-law shall come into force and take effect immediately upon the final passing thereof.

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

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

(See attachments)



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

SCHEDULE "A" TO BY-LAW 2019/47

APPLICATION FOR TAX RELIEF FOR LOW-INCOME SENIORS/DISABLED

NAME:	DATE OF BIRTH:
CUST. ACCOUNT #:	PHONE #:
ADDRESS:	
DATE OWNER PURCHASED PROPERTY:	

List the Names and Addresses of all owners of property:

<u>OWNER</u>	<u>ADDRESS</u>

DECLARATION:

- I/We receive benefits under (check one)
☐ Ontario Disability Support Program (ODSP)
☐ Guaranteed Income Supplement (GIS) under Part II of the Old Age Security Act
- I/We have read the attached municipal by-law and confirm that I (we) satisfy all criteria for qualifications.
- I/We do hereby submit proof of our receipt of benefits stated in Clause #1 of this declaration.

Signature

Date

Signature

Date

FOR MUNICIPAL OFFICE USE ONLY :

CALCULATION:

Current year taxes: (a) _____ - Preceding year taxes: (b) _____ = (c) _____
Amount of Cancellation
(maximum \$100)

☐ Entered in Roll Date: _____ Treasurer: _____

The information collected in this application will be used to determine the applicant's eligibility under the Senior and Disabled Tax Relief Program in accordance with the provisions of the Municipal Freedom of Information and Protection of Persons Privacy Act. All information collect shall remain confidential.

RÈGLEMENT MUNICIPAL 2019/47

RÈGLEMENT MUNICIPAL ADOPTÉ EN VUE D'OFFRIR DE L'AIDE FISCALE À CERTAINS RÉSIDENTS ÂGÉS ET HANDICAPÉS QUI SONT PROPRIÉTAIRES DE BIENS IMMOBILIERS

ATTENDU QUE l'article 319 (1) (2) de la *Loi sur les municipalités R.O. 2001*, chapitre 25, tel qu'amendé jusqu'au 12 octobre, 2002, stipule que le conseil d'une municipalité est tenu, en vue d'alléger les difficultés financières de ces personnes, de prendre un règlement municipal prévoyant l'annulation de l'impôt qui est prélevé sur les biens de la catégorie des biens résidentiels, ou une autre forme d'allègement en rapport avec cette augmentation, dans le cas des propriétaires qui satisfont à l'une ou l'autre des conditions suivantes ou dont le conjoint ou partenaire de même sexe satisfait: ils sont des personnes âgées à faible revenu ou des personnes à faible revenu atteintes d'une invalidité au sens du même règlement;

ATTENDU QUE le conseil de Corporation de la Municipalité de Nipissing Ouest considère qu'il est opportun d'offrir de l'aide fiscale selon les modalités décrites aux présentes;

À CES CAUSES, LE CONSEIL DE LA CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST PROMULGUE, PAR LES PRÉSENTES, CE QUI SUIT:

1. DÉFINITIONS

- 1.1 **"Corporation"** s'entend de la Corporation de la Municipalité de Nipissing Ouest.
- 1.2 **"Personne admissible"** s'entend d'une personne à faible revenu atteinte d'une invalidité ou une personne âgée à faible revenu ou le conjoint ou partenaire de même sexe de ladite personne admissible.
- 1.3 **"Personne à faible revenu atteinte d'une invalidité"** s'entend d'une personne qui touche des prestations versées en vertu du Programme ontarien de soutien aux personnes handicapées, 1997.
- 1.4 **"Personne âgée à faible revenu"** s'entend d'une personne âgée de 65 ans ou plus qui touche des prestations versées en vertu du Supplément de revenu garanti (SRG), tel que prévu en vertu de la partie II de la Loi sur la sécurité de la vieillesse (Canada).
- 1.5 **"Propriétaire"** s'entend d'une personne visée par une évaluation à titre de propriétaire d'un bien immobilier d'habitation et s'entend également d'un propriétaire au sens de la Loi sur les condominiums.
- 1.6 **"Trésorier"** s'entend du trésorier de la Corporation de la Municipalité de Nipissing Ouest.

2. ALLÈGEMENT FISCAL ACCORDÉ

- 2.1 L'allègement fiscal accordé en vertu du présent règlement doit être sous forme d'annulation du montant admissible, sous réserve que:
 - 2.1.1 le dit propriétaire ou le conjoint du dit propriétaire occupe le bien de façon permanente, à l'égard duquel la demande d'allègement fiscal est faite; et
 - 2.1.2 le dit propriétaire ou le conjoint du dit propriétaire ou les deux ont été visés par une évaluation à titre de propriétaire d'un bien immobilier d'habitation dans la municipalité pour une période d'au moins un an précédant immédiatement la date de la demande d'allègement fiscal; et
 - 2.1.3 le solde de l'impôt foncier (y compris tout arriéré d'impôt) est entièrement libéré.
- 2.2 Lorsque le bien est une propriété conjointe ou une copropriété appartenant à une ou des personnes autres que le conjoint du propriétaire, les deux ou tous les

copropriétaires doivent avoir droit à l'allégement fiscal en vertu des critères d'admission tels qu'énoncés à l'article 2.1 du présent règlement municipal.

- 2.3 Aucun allégement fiscal visé par le présent règlement municipal ne sera accordé à un propriétaire à l'égard de plus d'une (1) unité d'habitation résidentielle unifamiliale dans l'année.
- 2.4 Le montant de l'annulation d'impôt doit être établi comme suit:
 - 2.4.1 Si le montant total des impôts destinés à des fins municipales et scolaires sur le bien admissible d'une personne admissible dépasse le montant total de l'année précédente, le montant de l'annulation d'impôt est le montant de la différence, pourvu que ladite différence dépasse 30\$. Toute augmentation dépassant 30\$ sera annulée jusqu'à maximum de 100\$.
- 2.5 Les rajustements nécessaires prévus par le présent règlement municipal doivent s'appliquer au compte de taxes d'une personne admissible seulement après l'émission du premier acompte provisionnel de la facture finale d'impôt; la réduction s'appliquera au montant exigible du deuxième acompte provisionnel.

3. DEMANDE

- 3.1 Toute demande d'allégement fiscal doit être faite par écrit sur une formule prescrite à ces fins par la Corporation et doit être soumise au trésorier au plus tard le dernier jour du mois d'août de l'année d'application.
- 3.2 Toute demande doit comprendre:
 - 3.2.1 la preuve de propriété ; et
 - 3.2.2 la preuve des prestations que le demandeur a reçues en vertu de la Loi sur le Programme ontarien de soutien aux personnes handicapées et/ou la Loi sur la sécurité de la vieillesse (Canada).
- 3.3 Les demandes doivent être soumises au trésorier chaque année afin d'établir l'admissibilité continue.
- 3.4 Toute demande doit être soumise au trésorier de la Corporation de la Municipalité de Nipissing Ouest, 101-225, rue Holditch, Sturgeon Falls, Ontario, P2B 1T1.

4. ABROGATION

- 4.1 Tout autre règlement municipal et toute autre résolution allant à l'encontre du présent règlement municipal sont par les présentes abrogés.

5. PROMULGATION

- 5.1 Le présent règlement municipal entrera en vigueur dès son adoption définitive.

PROMULGUÉ ET ADOPTÉ CE JOUR DE JUIN 2019 TEL QUE TÉMOIGNÉ PAR LE SCEAU DE LA CORPORATION ET DES MAINS DE SES OFFICIERS AUTORISÉS

JOANNE SAVAGE
MAIRE

MELANIE DUCHARME
GREFFIÈRE

(Voir annexe)

ANNEXE "A" AU RÈGLEMENT MUNICIPAL 2019/47

**DEMANDE D'ALLÈGEMENT FISCAL POUR PERSONNES ÂGÉES À FAIBLE REVENU
OU POUR PERSONNES À FAIBLE REVENU ATTEINTES D'UNE INVALIDITÉ**

NOM:	DATE DE NAISSANCE:
NO. DE COMPTE DU CLIENT:	N ^o DE TÉLÉPHONE:
ADRESSE:	
DATE D'ACHAT DU BIEN PAR LE PROPRIÉTAIRE:	

Inscrivez les noms et adresses de tous les propriétaires de biens:

PROPRIÉTAIRE	ADRESSE

DÉCLARATION:

- Je reçois (Nous recevons) des prestations en vertu (cocher une case)
 - ☐ du Programme ontarien de soutien aux personnes handicapées
 - ☐ du Supplément de revenu garanti (SRG) tel que prévu en vertu de la partie II de la Loi sur la sécurité de la vieillesse
- J'ai lu (Nous avons lu) le règlement municipal ci-joint et je confirme (Nous confirmons) remplir toutes les conditions.
- Par les présentes, je donne (Nous donnons) la preuve des prestations que je reçois (nous recevons), tel qu'énoncé à l'alinéa 1 de la présente déclaration.

Signature

Date

Signature

Date

RÉSERVÉ POUR LE BUREAU MUNICIPAL :

CALCUL:

Impôts de l'année en cours: (a) _____ - Impôts de l'année précédente: (b) _____ = (c) _____
Montant annulé
(maximum 100\$)

☐ Inscrit au rôle Date: _____ Trésorier(ière): _____

Les renseignements recueillis dans la présente demande serviront à déterminer si le demandeur est admissible en vertu du Programme d'allégement fiscal pour personnes âgées et personnes atteintes d'une invalidité conformément aux dispositions de la Loi sur l'accès à l'information municipale et la protection de la vie privée. Tous les renseignements recueillis demeureront confidentiels.



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

Resolution No.

2019 /

JUNE 4, 2019

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

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 PAYABLE IN
DEFAULT OF PAYMENT THEREOF FOR 2019**

WHEREAS Section 312 (2) of the *Municipal Act 2001, S.O. 2001*, as amended provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class, and;

WHEREAS Section 307 and 308 of the said Act require tax rates to be established in the same proportion to tax ratios, and;

WHEREAS certain regulations require reductions in certain tax rates for certain classes and subclasses of property;

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

1. That the 2019 Municipal Budget for the Municipality of West Nipissing attached as Schedule "A" forms part of this by-law.
2. For the year 2019, the Municipality of West Nipissing shall levy upon all tax classes the rates of taxation per current value assessment as set out in Schedule 'B' attached hereto.
3. The taxation levy provided for in Schedule 'A' attached to this By-law shall be reduced by the amount of the interim levy for 2019 as provided in By-law No. **2019/01**.
4. The final levy rounded upwards to the next whole dollar shall become due and payable on the 25th day of July, 2019; the balance of the final levy shall become due and payable on the 26th day of September, 2019, and non-payment of the amount as noted, on the dates stated in accordance with this section shall constitute default.
5. A penalty of 1.25% per month will be added on the first day of each and every month that the default continues, until December 31st, 2019.
6. On all taxes in default on January 1st, interest shall be added at the rate of 1.25% per month or fraction thereof, in which the default continues.
7. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy. Payment received on arrears shall be applied first to penalties and interest and balance, if any, to taxes.
8. The collector shall mail or cause to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.

This by-law shall come into effect upon the date of passage.

ENACTED AND PASSED THIS 4th DAY OF JUNE 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

SCHEDULE "A"

The Corporation of the Municipality of West Nipissing

	Budget 2019
Revenues	
Property Taxation	16,794,129
Payments in lieu	530,022
Grants	6,549,050
Other Revenues	3,207,023
Total Revenues	<u>27,080,224</u>
Expenditures	
HR Costs	8,236,004
Operating Expenses	7,019,458
Social Programs	4,469,671
Total Expenditures	<u>19,725,133</u>
Local Boards	
Police	4,383,779
Library	446,000
Cemetery	36,850
Total Board Expenditures	<u>4,866,629</u>
Total Expenditures Incl. Boards	24,591,762
Surplus (Deficit)-Operating	2,488,462
Donations	-
Funding	<u>(1,687,897)</u>
Total Revenues-Capital Fund	(1,687,897)
Transfer to Reserve	1,770,000
Contribution from Reserve	(3,187,157)
Unexpended Revenue	-
Total Change in Reserves	<u>(1,417,157)</u>
Long Term Debt Financing	-
Payments on Loans	<u>333,462</u>
Total Change in Financing	333,462
Capital Assets	
Capital expenditures-Infrastructure	2,802,544
Capital expenditures	<u>2,457,510</u>
Total Capital Assets	5,260,054
	2,488,462
Surplus (Deficit)	<u><u>0</u></u>

SCHEDULE "B"

The Corporation of the Municipality of West Nipissing Tax Rate Schedule 2019

R.T.C./R.T.Q.	General	Education	Total
Residential	0.01057732	0.00161000	0.01218732
Multi-Residential	0.02115464	0.00161000	0.02276464
Commercial Occupied	0.01903622	0.01030000	0.02933622
Commercial Excess Land	0.01332536	0.00875500	0.02208036
Commercial Vacant Land	0.01332536	0.00875500	0.02208036
Industrial Occupied	0.01548643	0.01030000	0.02578643
Industrial Excess Land	0.01006618	0.00849750	0.01856368
Industrial Vacant Land	0.01006618	0.00849750	0.01856368
Large Industrial Occupied	0.07137310	0.01030000	0.08167310
Large Industrial Excess Land	0.04639252	0.00849750	0.05489002
Pipeline	0.03078635	0.01030000	0.04108635
Landfill	0.01903622	0.01030000	0.02933622
Farm Land	0.00264433	0.00040250	0.00304683
Managed Forest	0.00264433	0.00040250	0.00304683

**The Corporation of the Municipality of West Nipissing
Tax Rate Schedule "B"
2019**

R.T.C./R.T.Q.	Municipal	Education	Total
Residential	1,322,369,039	1,322,369,039	1,322,369,039
Rate	0.01057732	0.00161000	0.01218732
Taxes	\$13,987,120	\$2,129,014	\$16,116,135
Multi-Residential	26,990,350	26,990,350	26,990,350
Rate	0.02115464	0.00161000	0.02276464
Taxes	\$570,971	\$43,454	\$614,426
Commercial Occupied	79,309,756	79,309,756	79,309,756
Rate	0.01903622	0.01030000	0.02933622
Taxes	\$1,509,758	\$816,890	\$2,326,648
Commercial Excess Land	557,425	557,425	557,425
Rate	0.01332536	0.008755	0.02208036
Taxes	\$7,428	\$4,880	\$12,308
Commercial Vacant Land	2,406,275	2,406,275	2,406,275
Rate	0.01332536	0.008755	0.02208036
Taxes	\$32,064	\$21,067	\$53,131
Industrial Occupied	7,305,242	7,305,242	7,305,242
Rate	0.01548643	0.01030000	0.02578643
Taxes	\$113,132	\$75,244	\$188,376
Industrial Excess Land	196,550	196,550	196,550
Rate	0.01006618	0.00849750	0.01856368
Taxes	\$1,979	\$1,670	\$3,649
Industrial Vacant Land	800,525	800,525	800,525
Rate	0.01006618	0.00849750	0.01856368
Taxes	\$8,058	\$6,802	\$14,861
Pipeline	8,504,637	8,504,637	8,504,637
Rate	0.03078635	0.01030000	0.04108635
Taxes	\$261,827	\$87,598	\$349,424
Farm Land	52,237,348	52,237,348	52,237,348
Rate	0.00264433	0.00040250	0.00304683
Taxes	\$138,133	\$21,026	\$159,158
Managed Forest	1,383,778	1,383,778	1,383,778
Rate	0.00264433	0.00040250	0.00304683
Taxes	\$3,659	\$557	\$4,216
TOTAL TAXES	<u>\$16,634,129</u>	<u>\$3,208,203</u>	<u>\$19,842,333</u>
Supplementals	\$160,000		
TOTAL MUNICIPAL TAX LEVY	\$16,794,129		



RÈGLEMENT 2019/48

ÉTANT UN RÈGLEMENT POUR ADOPTER LES TAUX D'IMPOSITION 2019 QUI SERONT APPLICABLES, ET POUR ÉTABLIR LES PÉNALITÉS ET LES INTÉRÊTS RÉGLABLES POUR LES PAIEMENTS EN RETARD POUR 2019

ATTENDU QUE le paragraphe 312 (2) de la *Loi sur les municipalités, Règlement de 2001*, tel que modifié, prévoit que le conseil d'une municipalité locale doit, à la suite de l'adoption de ses prévisions budgétaires annuelles, approuver un règlement prévoyant le prélèvement d'un impôt distinct à l'égard de l'évaluation de chaque catégorie de biens; et

ATTENDU QUE les articles 307 et 308 de ladite loi exigent que les taux d'imposition soient fixés selon le même rapport que celui qui existe entre les coefficients d'impôt; et

ATTENDU QUE certains règlements exigent que certains taux d'imposition soient réduits pour certaines catégories et sous-catégories de biens;

À CES CAUSES, PAR LES PRÉSENTES, LE CONSEIL DE LA MUNICIPALITÉ DE NIPISSING OUEST DÉCRÈTE CE QUI SUIT :

1. Que, par les présentes, le budget municipal de 2019 de la Municipalité de Nipissing Ouest figurant à l'annexe 'A' fait partie du présent règlement.
2. Pour l'année 2019, la Municipalité de Nipissing Ouest prélèvera sur toutes les catégories fiscales les taux d'imposition applicables selon l'évaluation à la valeur actuelle du bien tel que prévu à l'Annexe 'B' ci-jointe.
3. Le prélèvement fiscal prévu à l'Annexe 'A' qui est jointe au présent règlement sera réduit par le montant du prélèvement provisoire pour 2019, tel que stipulé dans le Règlement 2019/01.
4. Le dernier prélèvement arrondi au dollar supérieur sera dû et exigible le 25^e jour de juillet 2019; le solde du dernier prélèvement sera dû et exigible le 25^e jour de septembre 2019, et le non-paiement du montant stipulé aux dates indiquées conformément au présent article constituera un manquement.
5. Une pénalité de 1,25 % par mois s'ajoutera le premier jour de chaque mois de retard que durera le manquement, jusqu'au 31 décembre 2019.
6. En cas de défaut de paiement de l'impôt au 1^{er} janvier, de l'intérêt s'ajoutera au taux de 1,25 % par mois ou une fraction de ce taux pour chaque mois que durera le manquement.
7. Les pénalités et l'intérêt ajoutés à la somme impayée seront dus et exigibles et seront perçus comme si ceux-ci avaient été imposés originalement et faisaient partie de l'impôt non payé. Le remboursement des arriérés sera d'abord appliqué aux pénalités et à l'intérêt; le solde, s'il y a lieu, sera appliqué à l'impôt.
8. L'agent de perception des impôts postera ou fera poster à la résidence ou au lieu de travail de toute personne dont le nom figure sur le dernier rôle d'évaluation révisé un avis écrit ou imprimé indiquant le montant de l'impôt à payer.

Le présent règlement entrera en vigueur à la date d'adoption.

PROMULGUÉ ET PASSÉ CE 4^{ème} JOUR DE JUIN 2019 TEL QU'OBSERVÉ PAR LE SCEAU DE LA CORPORATION ET LES MAINS DE SES OFFICIERS APPROPRIÉS.

JOANNE SAVAGE,
MAIRE

MELANIE DUCHARME,
GREFFIER(ÈRE)

La Corporation de la Municipalité de Nipissing Ouest
Barème D'imposition "B"
2019

Catégorie d'Impôt foncier/ Facteur d'imposition foncière	Municipale	Éducation	Totale
Résidence	1,322,369,039	1,322,369,039	1,322,369,039
Taux	0.01057732	0.00161000	0.01218732
Impôt	\$13,987,120	\$2,129,014	\$16,116,135
Immeuble à logements multiples	26,990,350	26,990,350	26,990,350
Taux	0.02115464	0.00161000	0.02276464
Impôt	\$570,971	\$43,454	\$614,426
Immeuble commercial occupé	79,309,756	79,309,756	79,309,756
Taux	0.01903622	0.01030000	0.02933622
Impôt	\$1,509,758	\$816,890	\$2,326,648
Terrain excédentaire à usage commercial	557,425	557,425	557,425
Taux	0.01332536	0.008755	0.02208036
Impôt	\$7,428	\$4,880	\$12,308
Terrain vacant à usage commercial	2,406,275	2,406,275	2,406,275
Taux	0.01332536	0.008755	0.02208036
Impôt	\$32,064	\$21,067	\$53,131
Immeuble industriel occupé	7,305,242	7,305,242	7,305,242
Taux	0.01548643	0.01030000	0.02578643
Impôt	\$113,132	\$75,244	\$188,376
Terrain excédentaire à usage industriel	196,550	196,550	196,550
Taux	0.01006618	0.00849750	0.01856368
Impôt	\$1,979	\$1,670	\$3,649
Terrain vacant à usage industriel	800,525	800,525	800,525
Taux	0.01006618	0.00849750	0.01856368
Impôt	\$8,058	\$6,802	\$14,861
Pipeline	8,504,637	8,504,637	8,504,637
Taux	0.03078635	0.01030000	0.04108635
Impôt	\$261,827	\$87,598	\$349,424
Terre agricole	52,237,348	52,237,348	52,237,348
Taux	0.00264433	0.00040250	0.00304683
Impôt	\$138,133	\$21,026	\$159,158
Forêt aménagée	1,383,778	1,383,778	1,383,778
Taux	0.00264433	0.00040250	0.00304683
Impôt	\$3,659	\$557	\$4,216
TOTAL DES IMPÔTS	\$16,634,129	\$3,208,203	\$19,842,333
Suppléments	\$160,000		
TOTAL DES IMPÔTS MUNICIPAUX	\$16,794,129		



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

Resolution No.

2019 /

JUNE 4, 2019

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

MEMORANDUM

TO: Mayor and Council

FROM: Alisa Craddock CPA, CMA Director of Corporate Services/Treasurer

DATE: May 31, 2019

RE: TAX EXTENSION AGREEMENTS

As part of the tax collection process, the Municipality will register a tax arrears certificate on a property that has tax arrears owing in the second year following the year that the taxes originally became due (i.e. if any part of taxes assessed in 2017 were owing on January 1, 2019). Once a tax arrears certificate is registered, there is an additional one year time period in which the full cancellation price must be paid. The cancellation price is comprised of the outstanding tax owing (including penalties and interest), legal fees and disbursements, and advertising costs related to the tax sale process. At the expiration of this year, if the cancellation price has not been paid, the property will be listed for tax sale.

During this one year period of registration, the Municipality is not able to entertain partial payments or payment plans without a valid extension agreement in place. The extension agreement can extend the registration period and allows for an agreed upon payment plan. These extension agreements can become time sensitive issues as property owners reach the final days of the registration period.

In prior years, Council has granted the ability for the Municipality to enter into extension agreements with any property that has not previously had an extension agreement. There is one property that currently has a tax arrears certificate registered that has had two prior extension agreements. This property would not qualify for an automatic extension agreement. The property owner has requested an extension agreement. As this property does not fit the usual scenario, I would like Council's direction on whether or not to proceed with an extension agreement.

Joie de vivre



www.westnipissingouest.ca



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

Resolution No.

2019 /

JUNE 4, 2019

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



BY-LAW 2019/49

**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**

WHEREAS the *Municipal Act*, S.O. 2001, c.25, allows municipalities to pass by-laws in the sphere of parking, except on highways;

AND WHEREAS the *Municipal Act*, S.O. 2001, c.25, allows the Municipality to pass by-laws respecting highways, including parking and traffic on highways;

AND WHEREAS Council deems it expedient to amend the municipal Traffic and Parking By-Law **2015/62**; to identify additional stop signs on municipal roads;

NOW THEREFORE the Council of the Corporation of the Municipality of West Nipissing amends by-law **2015/62**, as follows:

- (1)** That Schedule "**D - Stops at Intersections**", of By-Law **2015/62**, as amended, be repealed and replaced with Schedule "**D**" attached hereto and forming part of this by-law which:
 - (a)** adds a new stop sign at the intersection of Dovercourt Road and Niko Crescent
- (2)** That this by-law shall take effect on the date it is enacted.

ENACTED AND PASSED THIS 4th DAY OF JUNE 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Abitibi Street and Ottawa Street	Eastbound on Abitibi Street	Sturgeon Falls
Abitibi Street and Montreal Street	Westbound on Abitibi Street	Sturgeon Falls
Adelard Road at Hwy 539	Northeast bound on Adelard Road	Crerar – River Valley
Alphonse Road at Hwy 539	Eastbound on Alphonse Road	Crerar
Anderson Street and Young Street	Eastbound on Anderson Street	Cache Bay
Anderson Street and Cache Street	Eastbound on Anderson Street	Cache Bay
Andre-Lyne Road and Leclair Road	Southeast bound on Andre-Lyne Road	Caldwell
Arbour Road and Eugene Road	Northbound on Arbour Road	Caldwell
Arcand Road and Hwy 17	Northbound on Arcand Road	Springer
Arcand Road and Levac Road	Southbound on Arcand Road	Springer
Arthur Street and John Street	Northbound and Southbound on Arthur Street	Sturgeon Falls
Arthur Street and Ethel Street	Southbound on Arthur Street	Sturgeon Falls
Arthur Street and Front Street – Hwy 17	Southbound on Arthur Street	Sturgeon Falls
Arthur Street and Railway Street	Northbound on Arthur Street	Sturgeon Falls
Arthur Street and Salter Street	Northbound and Southbound on Arthur Street	Sturgeon Falls
Arthur Street and Queen Street	Northbound and Southbound on Arthur Street	Sturgeon Falls
Arthur Street and William Street	Northbound and Southbound on Arthur	Sturgeon Falls
Ashburton Road and Larocque Street	Northbound on Ashburton Road	Field
Aubin Street and Third Street	Southbound on Aubin Street	Sturgeon Falls
Aubrey Street and Levesque Street	Westbound on Aubrey Street	Sturgeon Falls
Aubrey Street and Nipissing Street	Eastbound on Aubrey Street	Sturgeon Falls
Aurele Street and Principal West Street	Northeast bound on Aurele Street	Caldwell
Avenue du Lac and Poirier Road	Northbound on Avenue du Lac	Caldwell
Ayotte Road at Hwy 539	Westbound on Ayotte Road	Crerar
Bain Avenue and Mill Street	Westbound on Bain Avenue	Cache Bay
Bain Avenue and Jessup Street	Eastbound and Westbound on Bain Avenue	Cache Bay
Bain Avenue and Young Street	Eastbound on Bain Avenue	Cache Bay
Bain Avenue and Gordon Street	Eastbound and Westbound on Bain Avenue	Cache Bay
Bain Avenue and Booth Street	Eastbound and Westbound on Bain Avenue	Cache Bay
Bain Avenue and Cache Street	Eastbound and Westbound on Bain Avenue	Cache Bay
Balsam Court and Tamarack Avenue	Northbound on Balsam Court	Sturgeon Falls
Bay Street and Leblanc Road	Eastbound and westbound on Bay Street	Springer
Bear Lake Road and Deer Lake Road	Southbound on Bear Lake Road	Hugel
Beaudin Street and Hwy 17	Northbound on Beaudin Street	Caldwell
Beaudin Street and Principal West Street	Southwest bound on Beaudin Street	Caldwell
Beaudry Road and Hwy 17	Northbound on Beaudry Road	Caldwell
Beaudry Road and Leclair Road	Southbound on Beaudry Road	Caldwell
Beaudry Road and Levac Road	Northbound on Beaudry Road	Caldwell
Belanger Street and Salter Street	Northbound and Southbound on Belanger Street	Sturgeon Falls
Belanger Street and Third Street	Southbound on Bélanger Street	Sturgeon Falls
Belisle Street and Belanger Street	Westbound on Belisle Street	Sturgeon Falls
Bellefeuille Road and Giroux-Vezina Road	Northbound on Bellefeuille Road	Gibbons
Betty Road and Hwy 64	Eastbound on Betty Road	Caldwell
Booth Street and Anderson Street	Northbound on Booth Street	Cache Bay
Booth Street and Hay Street	Northbound and Southbound on Booth Street	Cache Bay
Booth Street and Waterfront Road	Southbound on Booth Street	Cache Bay
Booth Street and Mary Street	Southwest bound on Booth Street	Cache Bay
Booth Street and Levac Road	Northeast bound on Booth Street	Cache Bay
Boulay Road and Hwy 17	Southbound on Boulay Road	Caldwell

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Bourbonnais Road and Hwy 539	Northbound on Bourbonnais Road	Gibbons
Bowes Road and Pine Poultry Road	Westbound on Bowes Road	Hugel
Bradley and St-Joseph	Northbound on Bradley	Crerar
Bridge Street and Montreal Street	Eastbound and Westbound on Bridge Street	Sturgeon Falls
Burnham Road and Hwy 539	Southwest bound on Burnham Road	Crerar – River Valley
Burnt Lake Road and Hwy 64	Eastbound on Burnt Lake Road	Springer
Cache Bay Road and Lisgar Street	Southeast and Northwest bound on Cache Bay Road	Sturgeon Falls
Carmen Road and North & South Road	Westbound on Carmen Road	Kirkpatrick
Caron Road and Hwy 64	Eastbound on Caron Road	Macpherson
Carrie Street and Front Street Hwy 17	Southbound on Carrie Street	Sturgeon Falls
Carrie Street and John Street	Northbound on Carrie Street	Sturgeon Falls
Carrie Street and Queen Street	Northbound and Southbound on Carrie Street	Sturgeon Falls
Carrie Street and William Street	Northbound and Southbound on Carrie Street	Sturgeon Falls
Cartier Street and Hwy 17	Northbound on Cartier Street	Caldwell
Cayouette Road and Larocque Street	Southbound on Cayouette Road	Field
Champagne Road and Quesnel Road	Southbound on Champagne Road	Springer
Champlain St and Principal East Street	Northeast bound on Champlain Street	Caldwell
Chebogan Road and Tomiko Road	Southeast bound on Chebogan Road	Field
Cholette Avenue and Third Street	Northbound on Cholette Avenue	Sturgeon Falls
Chretien Road and Michel Road	Southbound on Chretien Road	Macpherson
Chretien Road and Millrand Road	Northbound on Chretien Road	Macpherson
Church Street and Ethel Street	Northbound and Southbound on Church Street	Sturgeon Falls
Church Street and Front Street (Hwy 17)	Southbound on Church Street	Sturgeon Falls
Church Street and John Street	Northbound and Southbound on Church Street	Sturgeon Falls
Church Street and Queen Street	Northbound and Southbound on Church Street	Sturgeon Falls
Church Street and Mackie Street	Northbound and Southbound on Church Street	Sturgeon Falls
Clark Street and Front Street Hwy 17	Southbound on Clark Street	Sturgeon Falls
Clark Street and John Street	Northbound and Southbound on Clark Street	Sturgeon Falls
Claude Road and Michel Road	Southbound on Claude Road	Macpherson
Claude Road at Millrand Road	Northbound on Claude Road	Macpherson
Comeau Road and Eugene Road	Westbound on Comeau Road	Caldwell
Corbett Road at Hwy 539	Westbound on Corbett Road	Crerar
Coté Street and Hwy 17	Northbound on Coté Street	Caldwell
Coursol Road and Front Street (Hwy 17) -- Traffic Lights	Northbound and Southbound on Coursol Road	Sturgeon Falls
Courchesne Road and Hwy 64	Northbound on Courchesne Road	Macpherson
Courchesne Rd and Lafrenière Road	Westbound on Courchesne Road	Macpherson
Coursol Road and John Street	Northbound and Southbound on Coursol Road	Sturgeon Falls
Coursol Road and Salter Street	Southbound on Coursol Road	Sturgeon Falls
Coutu Road and Hwy 64	Westbound on Coutu Road	Macpherson
Coyote Ridge Rd and Shoreline Road	Northbound on Coyote Ridge Road	Field
Craig Street and Cache Bay Road	Southwest bound on Craig Street	Sturgeon Falls
Crosby Rd and Rainville Road	Southeast bound on Crosby Road	Caldwell
Crystal Falls Road and Hwy 64	Westbound on Crystal Falls Road	Field
Crystal Falls Road and Richer Road	Northwest bound on Crystal Falls Road	Field
Dalcourt Road and North & South Road	Eastbound on Dalcourt Road	Kirkpatrick
Danis Road and Tomiko Road	Southeast bound on Danis Road	Field
Deer Lake Road and Hwy 17	Southbound on Deer Lake Road	Kirkpatrick
Deer Lake Road and Kipling West Road	Northbound and Southbound on Deer Lake Road	Hugel
De l'Étang Road and Levert Road	Northbound on De l'Étang Road	Springer
Delorme Road and Leblanc Road	Westbound on Delorme Road	Springer

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
De la Montée Road and Hwy 575	Northbound and Southbound on De la Montée Road	Badgerow
Demers Street and Third Street	Northbound on Demers Street	Sturgeon Falls
Denis Street and Dupras Street	Southbound on Denis Street	Crerar – River Valley
Denis Street and Jacques Street	Eastbound on Denis Street	Crerar – River Valley
Dennonville Road and St-Joseph	Southbound on Dennonville Road	Gibbons
Desaulniers Road and Hwy 539	Northeast bound on Desaulniers Road	Gibbons
Des Cèdres and Maple Road	Southwest bound on rue des Cèdres	Field
Des Épinettes Road and Grande Allée	Northeast bound on Des Épinettes Road	Field
Des Érables Street and Gingras Street	Southbound on Des Érables Street	Caldwell
Des Érables Street and Principale Street East	Northbound and Southbound on Des Érables Street	Caldwell
Desgroseilliers Street and Belisle Street	Northbound on Desgroseilliers Street	Sturgeon Falls
Desgroseilliers Street and Salter Street	Northbound on Desgroseilliers Street	Sturgeon Falls
Desgroseilliers Street and Springer Street	Southbound on Desgroseilliers Street	Sturgeon Falls
Des Pins Street and Maple Street	Southwest bound on Des Pins Street	Field
Dock Road and Waterfront Drive	Northbound on Dock Road	Cache Bay
Domina Crescent and Dovercourt Street	Westbound on Domina Crescent	Sturgeon Falls
Douglas Road and Hwy 64	Westbound on Douglas Road	Falconer
Dovercourt Road and Cache Bay Road	Southbound on Dovercourt	Sturgeon Falls
Dovercourt Road and Hwy 64 (Toronto Street)	Northbound on Dovercourt	Sturgeon Falls
NEW Dovercourt Road and Niko Crescent	Northbound on Dovercourt	Sturgeon Falls
Drive-In Road and Hwy 17	Southwest bound on Drive-In Road	Cache Bay
Dubeau Street and Gingras Avenue	Southbound on Dubeau Street	Caldwell
Dubeau Street and Principale East Street	Northbound and Southbound on Dubeau Street	Caldwell
Duck Creek Rd and Lafrenière Road	Northbound on Duck Creek Road	Macpherson
Dufferin Street and Cache Bay Road	Northeast bound and Southwest bound on Dufferin Street	Sturgeon Falls
Dufferin Street and Ottawa Street	Northeast bound and Southwest bound on Dufferin Street	Sturgeon Falls
Dufferin Street and Simcoe Street	Northeast bound and Southwest bound on Dufferin Street	Sturgeon Falls
Dufferin Street and Toronto Street	Northeast bound on Dufferin Street	Sturgeon Falls
Dumouchel Street and Third Street	Northbound on Dumouchel Street	Sturgeon Falls
Du Moulin Road at St-Joseph Road	Northbound on Du Moulin Road	Crerar – River Valley
Dupras Street at Forget Avenue	Westbound on Dupras Street	Crerar – River Valley
Dupras Street and Jacques Street	Eastbound on Dupras Street	Crerar – River Valley
East Road and Hwy 64	Westbound on East Road	Falconer
École Street and Hwy 64	Northeast bound on École Street	Field
Edward Street and Anderson Street	Southwest bound on Edward Street	Cache Bay
Edward Street and Levac Road	Northeast bound on Edward Street	Cache Bay
Église Road and Hwy 64	Eastbound on Église Road	Macpherson
Ethel Street and Michaud Street	Eastbound and Westbound on Ethel Street	Sturgeon Falls
Ethel Street and Coursol Road	Eastbound on Ethel Street, Northbound and Southbound on Coursol	Sturgeon Falls
Ethel Street and Nipissing Street	Eastbound and Westbound on Ethel Street	Sturgeon Falls
Eugene Road and Hwy 64	Northbound on Eugene Road	Caldwell
Evansville Drive and Goulard Road	Southbound on Evansville Drive	Springer
Evansville Drive –End of Crescent	Eastbound toward start of Crescent- Evansville Road	Springer
First Street and Main Street	Westbound on First Street	Sturgeon Falls
First Street and Nipissing Street	Eastbound on First Street	Sturgeon Falls
Floral Street and Bridge Street	Southbound on Floral Street	Sturgeon Falls
Forget Avenue and Hwy 539	Westbound on Forget Road X 2	Crerar – River Valley
Fortier Street and Hwy 64	Eastbound on Fortier Street	Field

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Fourth Street and King Street	Northeast bound and Westbound on Fourth Street	Sturgeon Falls
Fourth Street and Levesque Street	Eastbound and Westbound on Fourth Street	Sturgeon Falls
Fourth Street and Nipissing Street	Eastbound on Fourth Street	Sturgeon Falls
Frappier and Munroe Road	Southbound on Frappier Road	Crerar
Fraser Road and Hwy 539	Southwest bound on Fraser Road	Hugel
Front Street (Hwy 17) and Coursol Road --Traffic Lights	Eastbound and Westbound on Front Street	Sturgeon Falls
Front Street (Hwy 17) and King Street --Traffic Lights	Eastbound and Westbound on Front Street	Sturgeon Falls
Front Street (Hwy 17) and Nipissing Street --Traffic Lights	Eastbound and Westbound on Front Street	Sturgeon Falls
Fryer Road and East Road	Southbound on Fryer Road	Falconer
Gabriel Road and Laplage Road	Eastbound on Gabriel Road	Caldwell
Gagné Street and Larocque Street	Northeast bound on Gagné Street	Field
Garden Village Rd and Dutrisac Road	Westbound on Garden Village Road	Springer
Gauthier Road and Beaudry Road	Eastbound and Westbound on Gauthier Road	Caldwell/Springer
Gauthier and Hwy 17	Eastbound on Gauthier Road	Springer
Gignac Road and Hwy 539	Northbound on Gignac Road	Gibbons
Gingras Avenue and Hwy 17	Eastbound on Gingras Road	Caldwell
Gingras Avenue and Hwy 64	Westbound on Gingras Avenue	Caldwell
Giroux Road and Hwy 17	Southbound on Giroux Road	Kirkpatrick
Giroux-Vezina Road and Hwy 64	Eastbound on Giroux-Vezina	Bastedo
Giroux-Vezina Road and Hwy 539	Westbound on Giroux-Vezina	Gibbons
Goegan Road and Rainville Road	Southbound on Goegan Road	Caldwell
Golf Course Road and Hwy 17	Northbound and Southbound on Golf Course Road	Springer/Pedley
Glenrock Road and Marleau Road	Northbound on Glenrock Road	Springer
Gordon Street and Hay Street	Northbound on Gordon Street	Cache Bay
Gordon Street and Waterfront Drive	Southbound on Gordon Street	Cache Bay
Grande Allée and Grande Allée	Southwest bound on Grande Allée	Field
Grande Allée and Des Cèdres	Southeast bound on Grande Allée	Field
Grande Allée and Hwy 64	Northeast bound on Grande Allée	Field
Guillemette Road at Hwy 539	Eastbound on Guillemette Road	Crerar
Hay Street and Mill Street	Westbound on Hay Street	Cache Bay
Hay Street and Jessup Street	Eastbound and Westbound on Hay Street	Cache Bay
Hay Street and Cache Street	Eastbound on Hay Street	Cache Bay
Hector Road and Hwy 539	Southbound on Hector Road	Crerar – River Valley
Herard Street and Hwy 64	Northeast bound on Herard Street	Field
Heritage Cresc. and Principale E. Street	Southbound on Heritage Crescent X 2	Caldwell
Highway 64 and Rivière Street	Southeast bound on Highway 64	Caldwell
Hillman Road and Old Aubin Road	Westbound on Hillman Road	Macpherson
Holditch Street and Front Street (Hwy 17)	Northbound and Southbound on Holditch Street	Sturgeon Falls
Holditch Street and King Street	Eastbound on Holditch Street	Sturgeon Falls
Holditch Street and John Street	Southbound on Holditch Street	Sturgeon Falls
Janen Street and King Street	Westbound on Janen Street	Sturgeon Falls
Janen Street and Levesque Street	Eastbound on Janen Street	Sturgeon Falls
Jarbeau Street and Larocque Street	Southbound on Jarbeau Street	Field
JB Alain Street and Springer Street	Northbound on JB Alain Street	Sturgeon Falls
Jessup Street and Anderson Street	Northbound on Jessup Street	Cache Bay
Jessup Street and Waterfront Drive	Southwest bound on Jessup Street	Cache Bay
John Street and Coursol Road	Eastbound on John Street	Sturgeon Falls
John Street and King Street	Eastbound and Westbound on John Street	Sturgeon Falls

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
John Street and Main Street	Eastbound and Westbound on John Street	Sturgeon Falls
John Street and Michaud Street	Eastbound and Westbound on John Street	Sturgeon Falls
John Street and Nipissing Street	Eastbound and Westbound on John Street	Sturgeon Falls
King Street and Front Street (Traffic Lights)	Northbound and Southbound on King Street	Sturgeon Falls
King Street and John Street	Northbound and Southbound on King Street	Sturgeon Falls
King Street and Market Street	Eastbound and Westbound on Market Street	Sturgeon Falls
King Street and Railway Street	Northbound on King Street	Sturgeon Falls
King Street and Second Street	Northbound and Southbound on King Street	Sturgeon Falls
King Street and Third Street	Northbound and Southbound on King Street	Sturgeon Falls
King Street and William Street	Northbound and Southbound on King Street	Sturgeon Falls
Kipling East Road and Sunny Ridge Road	Westbound on Kipling East Road	Hugel
Kipling East Road and Hwy 575	Eastbound on Kipling East Road	Badgerow
Kipling West Road and Hwy 539	Westbound on Kipling West Road	Hugel
Kirkpatrick Street and Hwy 17	Northbound on Kirkpatrick Street	Kirkpatrick
Kirkpatrick Street and Old Hwy 17	Southbound on Kirkpatrick Street	Kirkpatrick
Labelle Road and Golf Course Road	Westbound on Labelle Road	Pedley
Lac Clair Road and Hwy 17	Southbound on Lac Clair Road	Springer
Lac Clair Road and Hwy 64	Northeast bound on Lac Clair Road	Field
Lac Deux Milles Road and Marleau Road	Southwest bound on Lac Deux Milles Road	Springer
Lachance Drive and Coursol Road	Westbound on Lachance Drive	Springer
Lafond Road and Lac Clair Road	Eastbound on Lafond Road	Springer
Laframboise Road and Danis Road	Southwest bound on Laframboise Road	Field
Lafrenière Road and Hwy 64	Westbound on Lafrenière Road	Macpherson
Lafrenière Road and Hwy 64	Northbound on Lafrenière Road	Macpherson
Lakewood Road and Hwy 64	Eastbound on Lakewood Road	Macpherson
Landfill Site Road and Hwy 17	Southbound on Landfill Site Road	Pedley
Laplace Road and Leclair Road	Northbound on Laplace Road	Caldwell
Lapointe Road and Crystal Falls Road	Southbound on Lapointe Road	Field
Larabie Street and St-Joseph Road	Northbound on Larabie Street	Crerar
Larocque Street and Hwy 64	Southwest bound on Larocque Street	Field
Laronde Road and Cache Bay Road	Northbound on Laronde Road	Springer
Laurier Street and Paquette Street	Westbound on Laurier Street	Caldwell
Laurin Road and Hwy 575	Westbound on Laurin Road	Badgerow
Leblanc Road and Drive-In Road	Northbound and Southbound on Leblanc Road	Springer
Leblanc Road and Hwy 17	Northbound and Southbound on Leblanc Road	Springer
Leblond Road and Giroux-Vezina Road	Southbound on Leblond Road	Bastedo
Leclair Road and Hwy 64	Eastbound and Westbound on Leclair Road	Caldwell
Leclair Road and Levac Road	Northbound on Leclair Road	Caldwell
Leduc Road and Hwy 539	Northbound on Leduc Road	Gibbons
Leduc Road and Hwy 575	Southbound on Leduc Road	Badgerow
Legault Road and Coursol Road	Westbound on Legault Road	Springer
Lemieux Road Hwy 64	Westbound on Lemieux Road	Loudon
Levac Road and Beaudry Road	Westbound on Levac Road	Springer
Levac Road and Cache Street	Eastbound on Levac Road	Cache Bay
Lever Drive and Hwy 64	Westbound on Lever Drive	Springer
Levac Road and Hwy. 17	Eastbound on Levac Road	Cache Bay
Levac Road and Beaudry Road	Westbound on Levac Road	Caldwell
Levesque Street and Front Street (Hwy 17)	Southbound on Levesque Street	Sturgeon Falls
Levesque Street and John Street	Northbound and Southbound on Levesque Street	Sturgeon Falls
Levesque Street and First Street	Northbound and Southbound on Levesque Street	Sturgeon Falls

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Levesque Street and Market Street	Northbound and Southbound on Levesque Street	Sturgeon Falls
Levesque Street and Queen Street	Northbound and Southbound on Levesque Street	Sturgeon Falls
Levesque Street and Railway Street	Northbound on Levesque Street	Sturgeon Falls
Levesque Street and Salter Street	Northbound and Southbound on Levesque Street	Sturgeon Falls
Levesque Street and Second Street	Northbound on Levesque Street	Sturgeon Falls
Levesque Street and Third Street	Northbound and Southbound on Levesque Street	Sturgeon Falls
Levesque Street and William Street	Northbound and Southbound on Levesque Street	Sturgeon Falls
Lillie Street and Railway Street	Northbound on Lillie Street	Sturgeon Falls
Lillie Street and Salter Street	Northbound and Southbound on Lillie Street	Sturgeon Falls
Levis Street and Levesque Street	Westbound on Levis Street	Sturgeon Falls
Levis Street and Nipissing Street	Eastbound on Levis Street	Sturgeon Falls
Lisgar Street and Cache Bay Road	Northeast bound and Southwest bound on Lisgar Street	Sturgeon Falls
Lisgar Street and Dovercourt Street	Eastbound on Lisgar Street	Sturgeon Falls
Lisgar Street and Montreal Street	Northbound and Southbound on Lisgar Street	Sturgeon Falls
Lorne Street and Cache Bay Road	Northeast bound on Lorne Street	Sturgeon Falls
Lorne Street and Ottawa Street	Southwest bound on Lorne Street	Sturgeon Falls
Mackie Street and Church Street	Eastbound and westbound on Mackie Street	Sturgeon Falls
Mackie Street and Nipissing Street	Westbound on Mackie Street	Sturgeon Falls
Mageau Street and Roy Street	Eastbound on Mageau Street	Sturgeon Falls
Mageau Street and Third Street	Northbound on Mageau Street	Sturgeon Falls
Main Street and Ethel Street	Northbound and Southbound on Main Street	Sturgeon Falls
Main Street and Front Street (Hwy 17)	Southbound on Main Street	Sturgeon Falls
Main Street and John Street	Northbound and Southbound on Main Street	Sturgeon Falls
Main Street and Market Street	Northbound and Southbound on Main Street	Sturgeon Falls
Main Street and Railway Street	Northbound on Main Street	Sturgeon Falls
Main Street and Russell Street	Northbound and Southbound on Main Street	Sturgeon Falls
Main Street and Third Street	Southbound on Main Street	Sturgeon Falls
Maple Street and Grande Allée	Northwest bound on Maple Street	Field
Marier Road and Munroe Road	Southbound on Marier Road	Crerar
Margaret Street and Booth Street	Northwest bound on Margaret Street	Cache Bay
Margaret Street and Cache Street	Southeast bound on Margaret Street	Cache Bay
Market Street and Arthur Street	Eastbound on Market Street	Sturgeon Falls
Market Street and Church Street	Eastbound and Westbound on Market Street	Sturgeon Falls
Market Street and Holditch Street	Westbound on Market Street	Sturgeon Falls
Market Street and King Street	Northbound and Southbound on King Street	Sturgeon Falls
Market Street and Main Street	Eastbound and Westbound on Market Street	Sturgeon Falls
Market Street and Nipissing Street	Eastbound and Westbound on Market Street	Sturgeon Falls
Marleau Road and Nipissing Street	Westbound on Marleau Road	Springer
Martin Street and Bain Avenue	Southbound on Martin Street	Cache Bay
Martin Street and Cache Street	Northwest bound on Martin Street	Cache Bay
Mary Street and Edward Street	Northwest bound on Mary Street	Cache Bay
Mary Street and Cache Street	Southeast bound on Mary Street	Cache Bay
Maurice Street and Cockburn Road	Northbound on Maurice Street	Springer
McDonald Road and North-South Road	Eastbound and Westbound on McDonald Road	Kirkpatrick
McDonald Road and Old Hwy 17 Road	Northbound on McDonald Road	Kirkpatrick
McKee Crescent and Fourth Street	Southbound on McKee Crescent	Sturgeon Falls
Memquisit Lodge Road and Hwy 64	Westbound on Memquisit Lodge Road	Loudon
Mercer Lake Road and Hwy 64	Westbound on Mercer Lake Road	Falconer
Michaud Street and Ethel Street	Northbound and Southbound on Michaud Street	Sturgeon Falls
Michaud Street and Front Street (Hwy 17)	Southbound on Michaud Street	Sturgeon Falls
Michaud Street and John Street	Northbound and Southbound on Michaud Street	Sturgeon Falls

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Michaud Street and North Street	Northbound and Southbound on Michaud Street	Sturgeon Falls
Michaud Street and Queen Street	Northbound and Southbound on Michaud Street	Sturgeon Falls
Michaud Street and Salter Street	Southbound on Michaud Street	Sturgeon Falls
Michel Road and Hwy 64	Eastbound on Michel Road	Macpherson
Mill Street and Ritchie Street	Southbound on Mill Street	Cache Bay
Millrand Road and Hwy 64	Eastbound on Millrand Road	Macpherson
Monroe Road and Hwy 539	Eastbound on Monroe Road	Crerar
Montreal Street and Lisgar Street	Eastbound and Westbound on Montreal Street	Sturgeon Falls
Moose Point Road and Tomiko Road	Southbound on Moose Point Road	Grant
Moreau Road and Hwy 64	Southwest bound on Moreau Road	Field
Morley Drive and East Road	Northbound on Morley Drive	Falconer
Morrison Court and King Street	Westbound on Morrison Court	Sturgeon Falls
Moustik Road and Hwy 17	Northbound on Moustik Road	Kirkpatrick
Moustik Road and Old Hwy 17	Southbound on Moustik Road	Kirkpatrick
Muskosung Lake Road and Hwy 575	Northbound on Muskosung Lake Road	Badgerow
Musky Island Road and Hwy 64	Southeast bound on Musky Island Road	Loudon
Nadeau Road and Forget Road	Southbound on Nadeau Road	Crerar- River Valley
Needs Road and Giroux-Vézina Road	Southbound on Needs Road	Gibbons
Niko Crescent and Dovercourt Road	Southbound on Dovercourt Road	Sturgeon Falls
Nipissing Street and Ethel Street	Northbound and Southbound on Nipissing	Sturgeon Falls
Nipissing Street and Front Street (Hwy 17) – Traffic Lights	Northbound and Southbound on Nipissing Street	Sturgeon Falls
Nipissing Street and John Street	Northbound and Southbound on Nipissing Street	Sturgeon Falls
Nipissing Street and Salter Street	Northbound and Southbound on Nipissing Street	Sturgeon Falls
Nipissing Street and Third Street	Northbound and Southbound on Nipissing Street	Sturgeon Falls
Norland Road and Sunny Ridge Road	Eastbound on Norland Road	Hugel
North Street and Church Street	Westbound on North Street	Sturgeon Falls
Northshore Road and Lac Claire Road	Northeast bound on Northshore Road	Field
North-South Road and Millrand Rd	Southbound on North-South Road	Caldwell
North-South Rd & Old Hwy 17	Northbound on North-South Road	Caldwell
North & South Rd – Piquette Road	Southbound on North & South Road	Caldwell
O'Brien Road and Laplage Road	Northeast bound on O'Brien Road	Caldwell
Oak Court and Dumouchel Street	Westbound on Oak Court	Sturgeon Falls
Old Aubin Road and Hillman Road	Northbound on Old Aubin Road	Macpherson
Old Aubin Road and Hwy 64	Westbound on Old Aubin Road	Macpherson
Old North Road and Kipling West Road	Southbound on Old North Road	Hugel
Olivier Road and Hwy 64	Westbound on Olivier Road	Caldwell
Ottawa Street and Cache Bay Road	Northeast bound on Ottawa Street	Sturgeon Falls
Ottawa Street and Front Street	Southbound on Ottawa Street	Sturgeon Falls
Ottawa Street and Lisgar Street	Southeast bound and northwest bound on Ottawa Street	Sturgeon Falls
Ottawa Street and Ottawa Street	Southeast bound on Ottawa Street	Sturgeon Falls
Ottawa Street and Pembroke Street	Eastbound on Ottawa Street	Sturgeon Falls
Ottawa Street and Bay Street	Southbound on Ottawa Street	Sturgeon Falls
Ouellette Crescent and Fourth Street	Southbound on Ouellette Crescent	Sturgeon Falls
Paiement Court and Levesque Street	Eastbound on Paiement Court	Sturgeon Falls
Paquette Street and Hwy 17	Northbound on Paquette Street	Caldwell
Paquette Street and Principale East Street	Southwest bound on Paquette Street	Caldwell
Paradis Road and Kipling East Road	Southbound on Paradis Road	Hugel
Park Street and Salter Street	Northbound on Park Street	Sturgeon Falls
Parker Street and Front Street (Hwy 17)	Southbound on Parker Street	Sturgeon Falls
Parker Street and First Street	Southbound on Parker Street	Sturgeon Falls
Parker Street and John Street	Northbound and Southbound on Parker	Sturgeon Falls

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Parker Street and Market Street	Northbound and Southbound on Parker Street	Sturgeon Falls
Parker Street and Queen Street	Northbound and Southbound on Parker Street	Sturgeon Falls
Parker Street and Railway Street	Northbound on Parker Street	Sturgeon Falls
Parker Street and Salter Street	Northbound and Southbound on Parker Street	Sturgeon Falls
Parker Street and Second Street	Southbound on Parker Street	Sturgeon Falls
Parker Street and William Street	Northbound and Southbound on Parker Street	Sturgeon Falls
Pellerin Road and Alouette Road	Private Road with stop sign	Caldwell
Pembroke Street and Bay Street	Southbound on Pembroke Street	Springer
Pembroke Street and Front Street	Northbound on Pembroke Street	Sturgeon Falls
Perrin Road and Robichaud Road	Northbound on Perrin Road	Springer
Pierre Road and Dutrisac	Eastbound on Pierre Road	Springer
Piette Street and Coté Street	Eastbound on Piette Street	Caldwell
Piette Street and Street Amour Road	Westbound on Piette Street	Caldwell
Pike Lake Road and Hwy 64	Westbound on Pike Lake Road	Bastedo
Pilon Street and Principale East Street	Northeast bound on Pilon Street	Caldwell
Pine Poultry Road and Deer Lake Road	Eastbound on Pine Poultry Road	Hugel
Pine Ridge Road and Chebogan Road	Southwest bound on Pine Ridge Road	Field
Pine Street and Cache Bay Road	Northbound on Pine Street	Sturgeon Falls
Pine Street and Lisgar Street	Southeast bound on Pine Street	Sturgeon Falls
Pine Street and Dufferin Street	Southeast bound on Pine Street	Sturgeon Falls
Pine Street and Ottawa Street	Northbound on Pine Street	Sturgeon Falls
Piquette Road and Hwy 64	Eastbound on Piquette Road	Caldwell
Piquette Road and North & South Road	Westbound on Piquette Road	Kirkpatrick
Plante Road and Hwy 64	Eastbound on Plante Road	Macpherson
Poirier Road and Hwy 64	Westbound on Poirier Road	Caldwell
Principal West St and Cartier Street	Westbound and Eastbound on Principale W. Street	Caldwell
Prieur Street and Hwy 64	Eastbound on Prieur Street	Field
Promenade du Lac and Dutrisac Road	Eastbound on Promenade du Lac	Springer
Putman Road and Corbett Road	Northbound on Putman Road	Crerar
Queen Street and Clark Street	Eastbound on Queen Street	Sturgeon Falls
Queen Street and Holditch Street	Eastbound and Westbound on Queen Street	Sturgeon Falls
Queen Street and King Street	Eastbound and Westbound on Queen Street	Sturgeon Falls
Queen Street and Main Street	Eastbound and Westbound on Queen Street	Sturgeon Falls
Queen Street and Michaud Street	Eastbound and Westbound on Queen Street	Sturgeon Falls
Queen Street and Nipissing Street	Eastbound and Westbound on Queen Street	Sturgeon Falls
Quesnel Road and Nipissing Street	Eastbound and Westbound on Quesnel Road	Springer
Racette Street and Principale East Street	Northeast bound on Racette Street	Caldwell
Railway Street and Main Street	Eastbound and Westbound on Railway Street	Sturgeon Falls
Railway Street and Nipissing Street	Eastbound and Westbound on Railway Street	Sturgeon Falls
Rainville Road and Eugene Road	Eastbound and Westbound on Rainville Road	Caldwell
Rainville Road and Hwy 64	Westbound on Rainville Road	Caldwell
Rainville Road and Laplage Road	Eastbound and Westbound on Rainville Road	Caldwell
Remillard Road at Hwy 539	Eastbound on Remillard Road	Crerar
Richer Road and Crystal Falls Road	Southeast bound on Richer Road	Field
Riding Stable Road and Hwy 17	Southbound on Riding Stable Road	Pedley
Ritchie Street and Levac Road	Northbound on Ritchie Street	Cache Bay
River Street and John Street	Northbound on River Street	Sturgeon Falls
River Street and Third Street	Southbound on River Street	Sturgeon Falls
Riverfront Drive and Demers Street	Eastbound on Riverfront Drive	Sturgeon Falls
Riverview Court and Bourgault Street	Northwest bound on Riverview Court	Sturgeon Falls

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Rivet Street and Coursol Road	Westbound on Rivet Street	Springer
Rivière Street and Hwy 64	Southeast bound on Rivière Street	Caldwell
Rivière Veuve Road and Laplage Road	Eastbound and Westbound on Rivière Veuve Road	Caldwell
Roberge Road and Leclair Road	Northbound on Roberge Road	Caldwell
Robert Road at Hwy 539	Westbound on Robert Road	Crerar
Robichaud Road and Coursol Road	Westbound on Robichaud Road	Springer
Robitaille Road and Moose Point Road	Eastbound on Robitaille Road	Grant
Rochon Road at Hwy 539	Southeast bound on Rochon Road	Crerar
Rose Street and Forget Road	Westbound on Rose Street	Crerar- River Valley
Roy Road and Quesnel Road	Southbound on Roy Road	Springer
Roy Street and Third Street	Northbound and Southbound on Roy Street	Sturgeon Falls
Russell Street and Arthur Street	Eastbound and Westbound on Russell Street	Sturgeon Falls
Russell Street and Clark Street	Westbound on Russell Street	Sturgeon Falls
Russell Street and Church Street	Eastbound and Westbound on Russell Street	Sturgeon Falls
Russell Street and Coursol Road	Eastbound on Russell Street	Sturgeon Falls
Russell Street and Holditch Street	Westbound on Russell Street	Sturgeon Falls
Russell Street and King Street	Eastbound and Westbound on Russell Street	Sturgeon Falls
Russell Street and Levesque Street	Eastbound on Russell Street	Sturgeon Falls
Russell Street and Michaud Street	Eastbound on Russell Street	Sturgeon Falls
Russell Street and Nipissing Street	Eastbound and westbound on Russell Street	Sturgeon Falls
Russell Street and Parker Street	Westbound on Russell Street	Sturgeon Falls
Salter Street and Desgroseilliers Street	Eastbound and Westbound on Salter Street	Sturgeon Falls
St-Amour Road and Principale West	Northbound on St Amour Road	Caldwell
St-Jacques Court and Highway 64	Eastbound on St-Jacques Court	Sturgeon Falls
St-Jean Baptiste Street and Dubeau Street	Westbound on St Jean Baptiste	Caldwell
St-Jean Road and Alouette Road	Northbound on St Jean Road	Caldwell
St-Joseph Road at Hwy 539	Westbound on St Joseph Road	Crerar
St-Laurent Street and Beaudin Street	Eastbound and Westbound on Street Laurent Street	Caldwell
St-Laurent Street and Côté Street	Westbound on St Laurent Street	Caldwell
St-Laurent Street and Paquette Street	Eastbound and Westbound on Street Laurent Street	Caldwell
Sabourin Road and Drive-in Road	Westbound on Sabourin Road	Springer
Sabourin Road and Hwy 64	Eastbound and Westbound on Sabourin	Springer
Sabourin Road and Sandhill Road	Westbound and Eastbound on Sabourin	Springer
Salter Street and Main Street	Eastbound and Westbound on Salter Street	Sturgeon Falls
Salter Road and Dutrisac Road	Eastbound and Westbound on Salter Street	Springer
Salter Street and Coursol Street	Eastbound and Westbound on Salter Street	Sturgeon Falls
Salter Street and Nipissing Street	Eastbound and Westbound on Salter Street	Sturgeon Falls
Sandhill Road and Cache Bay Road	Northbound and Southbound on Sandhill Road	Sturgeon Falls
Sandhill Road and Sabourin Road	Northbound on Sandhill Road	Sturgeon Falls
Sandhill Road and Tamarack Avenue	Southbound and Eastbound on Sandhill Road	Sturgeon Falls
Sandy Falls Road and Hwy 17	Southbound on Sandy Falls Road	Pedley
Savignac Road and Leclair Road	Northbound on Savignac Road	Caldwell
Savignac Road and Rainville Road	Southbound on Savignac Road	Caldwell
Second Street and Nipissing Street	Eastbound on Second Street	Sturgeon Falls
Shoreline Rd and Crystal Falls Road	Westbound on Shoreline Road	Field
Shushwap Road and Lemieux Road	Southbound on Shushwap Road	Loudon
Simcoe Street and Lisgar Street	Northwest bound on Simcoe	Sturgeon Falls
Simcoe Street and Toronto Street	Southeast bound on Simcoe Street	Sturgeon Falls
Smylie Road and Bay Street	Northbound on Smylie Road	Springer
Southshore Road and Lac Claire Road	Southeast bound on Southshore Road	Field

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "D" TO BY-LAW 2019/49
AMENDING BY-LAW 2015/62

STOPS AT INTERSECTIONS (Sec. 26.1) See Section 26.2 re: Stop signs in MTO road allowances

Column 1 – Intersection	Column 2 – Facing Traffic	Town(ship)
Southview Crescent and Park Street	Westbound on Southview	Sturgeon Falls
Spring Street and Pembroke Street	Westbound on Spring Street	Sturgeon Falls
Springer Street and Park Street	Eastbound and Westbound on Springer Street	Sturgeon Falls
Stevens Road and Cockburn Road	Eastbound on Stevens Road	Springer
Stewart Road and Hwy 17	Westbound on Stewart Road	Springer
Stewart Road and Hwy 64	Eastbound on Stewart Road	Springer
Stewart Road and Lac Clair Road	Eastbound and Westbound on Stewart Road	Springer
Stewart Road and Leblanc Road	Eastbound and Westbound on Stewart Road	Springer
Sunny Ridge Road and Kipling West	Southbound on Sunny Ridge Road	Hugel
Sylvestre Street and Gingras Avenuenue	Southbound on Sylvestre Street	Caldwell
Sylvestre Street and Principale East Street	Northbound on Sylvestre Street	Caldwell
Tamarack Avenue and Cedar Grove Drive	Southbound on Tamarack Avenue	Sturgeon Falls
Tamarack Avenue and Sandhill Road	All way	Sturgeon Falls
Teal Road and Waterfront	Northbound on Teal Road	Cache Bay
Telesphore Street and Gingras Avenue	Southbound on Telesphore Street	Caldwell
Thibault Road and Levac Road	Southbound on Thibault Road	Springer
Thibault Road and Stewart Road	Northbound and Southbound on Thibault	Springer
Thibault Road and Hwy 17	Northbound and Southbound on Thibault Road	Cache Bay
Third Street and Dumouchel Street	Eastbound on Third Street	Sturgeon Falls
Third Street and Belanger Street	Westbound on Third Street	Sturgeon Falls
Third Street and Park Street	Eastbound on Third Street	Sturgeon Falls
Third Street and King Street	Eastbound and Westbound on Third Street	Sturgeon Falls
Third Street and Levesque Street	Eastbound and Westbound on Third Street	Sturgeon Falls
Third Street and Nipissing Street	Eastbound and Westbound on Third Street	Sturgeon Falls
Third Street and Roy Street	Eastbound and Westbound on Third Street	Sturgeon Falls
Tomiko Road and Crystal Falls Road	Southbound on Tomiko Road	Field
Toronto Street and Cache Bay Road	Southwest on Toronto Road	Sturgeon Falls
Trail End's Road and Dokis Road	Southwest bound on Trail End's Road	Falconer
Trottier Road and Hwy 64	Northbound on Trottier Road	Macpherson
Vachon Road and Drive-in Road	Southbound on Vachon Road	Springer
Vachon Road and Stewart Road	Northbound and Southbound – Both Sides	Springer
Vercheres Street and Hwy 64	Westbound on Vercheres Street	Caldwell
Victoria Street and Third Street	Northbound on Victoria Street	Sturgeon Falls
Villeneuve Crt and Bay Street	Northbound on Villeneuve Court	Sturgeon Falls
Waterfront Drive and Cache Street	Westbound on Waterfront Drive	Cache Bay
William Street and Holditch Street	Eastbound and Westbound on William Street	Sturgeon Falls
William Street and Nipissing Street	Eastbound and Westbound on William Street	Sturgeon Falls
William Street and King Street	Eastbound and Westbound on William Street	Sturgeon Falls
William Street and River Street	Westbound on William Street	Sturgeon Falls
William Street and Clark Street	Eastbound on William Street	Sturgeon Falls
William Street and Church Street	Eastbound and Westbound on William Street	Sturgeon Falls
William Street and Main Street	Eastbound and Westbound on William Street	Sturgeon Falls
William Street and Michaud Street	Eastbound and Westbound on William Street	Sturgeon Falls
Young Street and Bain Street	Southwest bound on Young Street	Cache Bay
Young Street and Hay Street	Southwest bound on Young Street	Cache Bay
Young Street and Waterfront Drive	Southbound on Young Street	Cache Bay



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

Resolution No.

2019 /

JUNE 4, 2019

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

Project	2019 Granular Resurfacing Projects			
Closing Information	May 30, 2019 @ 3:30 PM			
Opened By	Alisa Craddock and Janice Dupuis			
Name	Date Received	Bid Submission		
		Levert	Old Highway 17	Pike Lake
Ed Seguin & Sons	May 30, 2019	\$111,718.00	\$247,080.00	\$ 85,697.50
Labelle Bros Excavating	May 30, 2019	\$120,895.00	N/A	N/A
Roleo Seguin	May 30, 2019	\$116,905.00	\$277,530.00	\$ 104,289.50
Deep Construction	May 30, 2019	\$135,660.00	N/A	\$ 98,770.00



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

Resolution No.

2019 /

JUNE 4, 2019

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS quotations for the 2019 Granular Resurfacing Projects for the municipality areas were opened publicly on May 30th, 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

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



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

J-1

BY-LAW 2019/50

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING
TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING
HELD ON THE 4th DAY OF JUNE, 2019**

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 4th day of June, 2019, and each motion, resolution and other action passed and taken by the Council at its said meeting, is except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

The Mayor of the Municipality and the proper officer of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and except where otherwise provided, the Mayor and the Clerk or Deputy Clerk is hereby authorized and directed to affix the Corporation Seal of the Municipality to all such documents.

ENACTED AND PASSED THIS 4th DAY OF JUNE, 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

JANICE DUPUIS
DEPUTY CLERK