

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 et pétitions *NIL***
- D) Planning / Planification**
- D-1 Resolution to authorize the 3rd and final reading for the construction of the drainage work for the Krause-Piquette Drain.
D-2 Resolution to authorize By-Law **2018/23** to accept, assume and dedicate lands for public highway purposes (Pt of Norland Rd in the Twp. of Hugel)
D-3 Resolution to authorize By-Law **2018/24** to accept, assume and dedicate lands for public highway purposes (Pt of O'Brien Rd in the Twp. of Caldwell)
- E) Correspondence and Accounts / Comptes et courrier**
- E-1 Resolution to adopt the minutes of the meeting of Council held on February 20, 2018.
E-2 Resolution to adopt the minutes of the SPECIAL BUDGET meeting of Council held on February 21, 2018.
E-3 Resolution to adopt the minutes of the meeting of Council held on March 6, 2018.
E-4 Resolution to adopt the minutes of the CLOSED meeting of Council held on March 6, 2018.
E-5 Resolution to adopt the minutes of the SPECIAL BUDGET meeting of Council held on March 7, 2018.
E-6 Resolution to adopt the minutes of the meeting of Council held on March 13, 2018.
E-7 Resolution to receive the minutes of the Au Chateau Board of Management meeting held on January 17, 2018.
E-8 Resolution to receive the minutes of the West Nipissing Public Library Board meeting held on February 8, 2018.
E-9 Resolution to adopt the minutes of the Planning Advisory Committee meeting held on December 18, 2017.
E-10 Resolution to receive the minutes of the Committee of Adjustment meeting held February 12, 2018.
E-11 Resolution to receive the minutes of the West Nipissing Police Services Board meeting held on February 15, 2018.
E-12 Resolution to receive the disbursements of accounts payables for the previous month.
E-13 Correspondence from the Ministry of Transportation re: Review of Hwy 17 & Hwy 575 intersection
- F) Unfinished Business / Affaires en marche *NIL***

G) Notice of Motion / Avis de motion *NIL*

H) New Business / Affaires nouvelles

- H-__ Resolution to approve the revised Donation Policy
- H-__ Resolution to approve the revised Membership Policy
- H-__ Resolution to approve By-Law **2018/25** to amend the Building and Planning Fees.
- H-__ Resolution to approve By-Law **2018/26** to authorize the new consolidation of the Procedural By-Law (*by-law separate document*)
- H-__ Resolution to authorize the disposition of surplus equipment (WN Public Works)
- H-__ Resolution to authorize By-Law **2018/27** to establish the Municipal Election Policies and Procedures (*memo attached / by-law separate document*)
- H-__ Resolution to authorize the Mayor and CAO to sign an agreement with Environmental Services for Waste Collection and Landfill Site Management
- H-__ Resolution to approve the Solid Waste Expenditure Estimates for 2018.
- H-__ Resolution to authorize By-Law **2018/28** to set the Solid Waste rates for 2018.
- H-__ Resolution to approve the Water and Wastewater Expenditure Estimates for 2018
- H-__ Resolution to authorize By-Law **2018/29** to set the Water and Wastewater rates for 2018.

I) Addendum / Addenda

J) Information & Questions / Information et questions

- J-1 Mayor's Report

K) Closed Meeting / Réunion à huis clos *NIL*

L) Adjournment / Ajournement

- L-1 Resolution to adopt By-law **2017/30** confirming proceedings of meeting
- L-2 Resolution to adjourn the meeting

MEMORANDUM

TO: Mayor and Council
FROM: Melanie Ducharme, Municipal Clerk/Planner
DATE: March 16, 2018
RE: Krause-Piquette Drain

On January 31, 2018 the Drainage Tribunal for the Ministry of Agriculture, Food and Rural Affairs heard the Appeal(s) to the Krause-Piquette Drain.

On February 28, 2018 the Appeals were dismissed and a copy of the Tribunal's Decision is attached as a separate document in the drop-box.

Accordingly, the By-Law may be given third and final reading at this time.

Thank you,

Joie de vivre



www.westnipissingouest.ca



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS By-law **2017/25**, being a By-law to provide for the construction of a drainage work in the Municipality of West Nipissing on the **KRAUSE-PIQUETTE DRAIN**, received first and second readings on March 21st, 2017;

AND WHEREAS Court of Revision was held for the **KRAUSE-PIQUETTE DRAIN** on April 26, 2017 and May 17, 2017;

AND WHEREAS Appeals were made to the Tribunal for the Ministry of Agriculture, Food and Rural Affairs which Appeals were heard on January 31, 2018;

AND WHEREAS the Decision of the Tribunal dated February 28, 2018 dismissed the Appellants' appeals;

BE IT RESOLVED THAT By-law **2017/25**, being a by-law to provide for the construction of drainage work in the Municipality of West Nipissing in the District of Nipissing on the **KRAUSE-PIQUETTE DRAIN** and for the borrowing on the credit of the Municipality the sum of \$200,635.00 for the completion of drainage work, be read a third time and be finally enacted.

	YEAS	NAYS
BRISSON , Denise		
DUHAIME , Yvon		
FORTIER , Guy		
LARABIE , Roland		
MALETTE , Léo		
RESTOULE , Jamie		
ROBERGE , Normand		
TESSIER , Guilles		
SAVAGE , Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____



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

BY-LAW 2017/25

**BEING A BY-LAW TO PROVIDE FOR THE CONSTRUCTION OF
DRAINAGE WORK FOR THE KRAUSE-PIQUETTE DRAIN
IN THE MUNICIPALITY OF WEST NIPISSING, IN THE DISTRICT OF NIPISSING,
AND FOR THE BORROWING ON THE CREDIT OF THE
MUNICIPALITY THE SUM OF \$ 200,635.00 FOR THE COMPLETION OF DRAINAGE WORK**

WHEREAS an engineering report was initiated by the Corporation of the Municipality of West Nipissing pursuant to Sections 4 of the *Drainage Act* to for the **KRAUSE-PIQUETTE DRAIN**;


AND WHEREAS, further to on-site meetings and public meetings, the firm of K. Smart Associates Ltd. prepared an engineer's report dated January 31, 2017, which consists of a description of the work, cost estimates, drawing and specifications, a schedule of assessment to distribute the cost of the work in accordance with the *Drainage Act*. Said report is attached and forms part of this by-law;

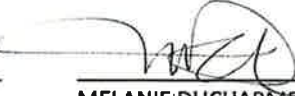
AND WHEREAS the Council is of the opinion that the amended drainage improvements are desirable;

THEREFORE, the Council of the Municipality of West Nipissing pursuant to the *Drainage Act* enacts as follows:

1. The engineer's report dated January 31, 2017 is hereby adopted and the drainage work as therein described is hereby authorized and shall be completed in accordance therein.
2. The Corporation of the Municipality of West Nipissing may borrow on the credit of the Corporation the sum of the funds necessary for the drainage work but otherwise provided that the sum of \$200,635.00 shall be reduced by the amounts of grants and commuted payments with respect to lands and road assessed.
3. This by-law comes into force on the passing thereof, and may be cited as the **KRAUSE-PIQUETTE DRAIN**.

READ A FIRST TIME AND CONSIDERED READ A SECOND TIME IN OPEN COUNCIL THIS 21st DAY OF MARCH, 2017.


JOANNE SAVAGE
MAYOR


MELANIE DUCHARME
CLERK

**ENACTED AND PASSED THIS _____ DAY OF _____, 2017 AS WITNESSED BY
THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2018/23

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES – NORLAND ROAD, VERNER**

WHEREAS Section 31 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, as amended, requires a municipality by by-law to establish a highway for public use.

AND WHEREAS Section 44 does not apply to the highways until the municipality has passed the by-law;

AND WHEREAS it is deemed prudent to accept and assume the lands described herewith and to dedicate the same for highway purposes;

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

1. That part of the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be accepted and the said lands be assumed and dedicated as part(s) of the public highway(s).

Part of Broken Lot 4, Concession 3
Parts 4 and 5, Plan 36R-14151
Geographic Township of Hugel
Municipality of West Nipissing
District of Nipissing

Being parts of the travelled roads known as chemin Norland Road, Verner, Ontario.

ENACTED AND PASSED THIS 20th DAY OF MARCH, 2018 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

METRIC DISTANCES & CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

POINT	NORTHING	EASTING
1	501181.368	101117.112
2	501179.101	101119.815
3	501180.437	101118.841
4	501179.112	101118.815
5	501180.741	101119.371
6	501179.884	101119.881
7	501179.605	101119.481
8	501180.230	101119.441
9	501181.441	101119.381
10	501179.712	101119.341
11	501179.101	101119.341
12	501179.101	101119.341
13	501179.101	101119.341
14	501179.101	101119.341
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88	501179.101	101119.341
89	501179.101	101119.341



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2018/23**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

Part of Broken Lot 4, Concession 3
Parts 4 and 5, Plan 36R-14151
Geographic Township of Hugel
Municipality of West Nipissing
District of Nipissing

Being parts of the travelled roads known as chemin Norland Road, Verner, Ontario.

	YEAS	NAYS
BRISSON , Denise		
DUHAIME , Yvon		
FORTIER , Guy		
LARABIE , Roland		
MALETTE , Léo		
RESTOULE , Jamie		
ROBERGE , Normand		
TESSIER , Guilles		
SAVAGE , Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2018/24

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES – O'BRIEN ROAD, VERNER**

WHEREAS Section 31 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, as amended, requires a municipality by by-law to establish a highway for public use.

AND WHEREAS Section 44 does not apply to the highways until the municipality has passed the by-law;

AND WHEREAS it is deemed prudent to accept and assume the lands described herewith and to dedicate the same for highway purposes;

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

1. That part of the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be accepted and the said lands be assumed and dedicated as part(s) of the public highway(s).

Part Broken Lot 3, Concession C
Parts 1 – 16, 36R-14167
Geographic Township of Caldwell
Municipality of West Nipissing
District of Nipissing

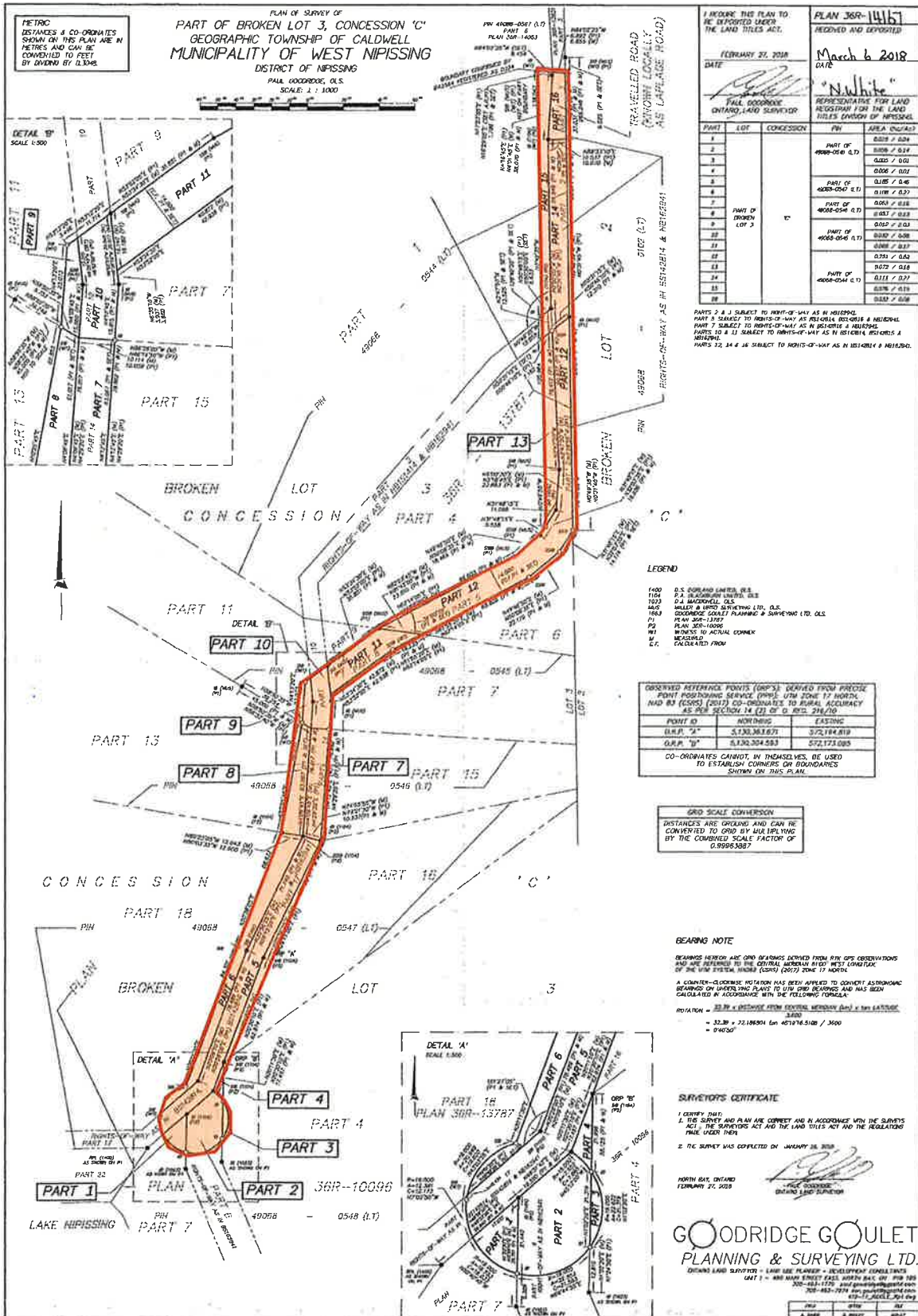
Being parts of the travelled road known as chemin O'Brien Road, Verner, Ontario.

ENACTED AND PASSED THIS 20th DAY OF MARCH, 2018 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

SKETCH FOR BY-LAW 2018/24





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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2018/24**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

Part Broken Lot 3, Concession C
Parts 1 – 16, 36R-14167
Geographic Township of Caldwell
Municipality of West Nipissing
District of Nipissing

Being parts of the travelled road known as chemin O'Brien Road, Verner, Ontario.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____



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

**MINUTES OF THE REGULAR COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
ON TUESDAY, FEBRUARY 20, 2018 AT 6:30 PM**

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR GUY FORTIER
COUNCILLOR ROLAND LARABIE
COUNCILLOR JAMIE RESTOULE
COUNCILLOR NORMAND ROBERGE
COUNCILLOR GUILLES TESSIER

ABSENT: COUNCILLOR DENISE BRISSON
COUNCILLOR LEO MALETTE

A) Declaration of pecuniary interest / Déclaration d'intérêts pécuniaires

No pecuniary interest declared.

B) Adoption of agenda / Confirmation de l'ordre du jour

B-1 A resolution was passed adopting the agenda as presented.

No. 2018/46 Moved by: Councillor Fortier
Seconded by: Councillor Duhaime

BE IT RESOLVED THAT the Agenda for the meeting of Council held on February 20, 2018 be adopted,
as ☒ presented / ☐ amended. **CARRIED**

C) Delegations & petitions / Délégations et pétitions

C-1 International Plowing Match and Expo – Launch of Cookbook (Presenter: Jean Beauchemin)

Mr. Jean Beauchemin made a presentation to Council and provided information concerning the upcoming International Plowing Match and Rural Expo to be held in West Nipissing in 2019. In conjunction with other activities, the committee will be creating a commemorative cookbook and Mr. Beauchemin sought submissions from local residents for recipes reflecting the cultures (French, Indigenous, etc.) of West Nipissing.

C-2 2018 West Nipissing Police Service Budget Presentation (Presenter: Barry Bertrand, WNPS Chair)

Mr. Barry Bertrand made a presentation to Council for the 2018 West Nipissing Police Service Budget.

C-3 Receipt of Petition re: Request for 4-way stop sign at the intersection of John and Holditch Street

Council received a petition submitted by Mr. Jean-Paul Quenneville requesting a 4-way stop at the intersection of John and Holditch intersection. The petition will be discussed at the next C.O.W. meeting.

D) Planning / Planification

D-1 A resolution was passed to authorize By-Law **2018/10** for Actual Cost By-Law for the Delorme Road Drain

No. 2018/47 Moved by: Councillor Duhaime
Seconded by: Councillor Fortier

BE IT RESOLVED THAT By-law **2018/10**, being a Final Cost By-law to amend By-Law number **2016/72** for the **DELORME ROAD DRAIN** in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

- D-2** A resolution was passed to authorize By-Law **2018/11** to accept, assume and dedicate lands for public highway purposes

No. 2018/48 Moved by: Councillor Fortier
 Seconded by: Councillor Duhaime

BE IT RESOLVED THAT By-law **2018/11**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

Part of Lot 1, Concession 1, Parts 9, 11 on Plan 36R-13548; and
Part of Lot 1, Concession 2, Parts 5, 7 on Plan 36R-13548
Geographic Township of Macpherson
Municipality of West Nipissing
District of Nipissing

Being parts of the travelled roads known as Trottier Road, Lavigne, Ontario.

CARRIED

- D-3** A resolution was passed to authorize By-Law **2018/12** to accept, assume and dedicate lands for public highway purposes

No. 2018/49 Moved by: Councillor Tessier
 Seconded by: Councillor Fortier

BE IT RESOLVED THAT By-law **2018/12**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

Part of Lot 8, Concession C
Part 5, 36R-14142
Geographic Township of Springer
Municipality of West Nipissing
District of Nipissing

Being parts of the travelled roads known as chemin Quesnel Road, Sturgeon Falls, Ontario.

CARRIED

- D-4** A resolution was passed to authorize By-Law **2018/13** to execute a Subdivision Agreement with Dalron Construction Ltd.

No. 2018/50 Moved by: Councillor Fortier
 Seconded by: Councillor Tessier

BE IT RESOLVED THAT By-law **2018/13**, being a by-law of the municipality of West Nipissing to authorize the execution of a Subdivision Agreement with **DALRON CONSTRUCTION LIMITED** (SUBD FILE NO. 2016/02) in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

- D-5** A resolution was passed to authorize By-Law **2018/14** to exempt certain lands from part lot control

No. 2018/51 Moved by: Councillor Tessier
 Seconded by: Councillor Fortier

BE IT RESOLVED THAT By-law **2018/14**, being a by-law to exempt certain lands from part lot control pursuant to section 50 (7) of the *Planning Act*, in respect of lands described as lots 1 to 12 (Plan 36M-) in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

E) Correspondence and Accounts / Comptes et courrier

- E-1** A resolution was passed to adopt the minutes of the meeting of Council held on January 16, 2018.

No. 2018/52 Moved by: Councillor Fortier
 Seconded by: Councillor Tessier

BE IT RESOLVED THAT the minutes of the meeting of Council held on January 16, 2018 be adopted, as ☒ presented / ☐ amended.

CARRIED

- E-2** A resolution was passed to adopt the minutes of the meeting of Council held on February 6 2018.
- No. 2018/53** Moved by: Councillor Tessier
Seconded by: Councillor Fortier
- BE IT RESOLVED THAT** the minutes of the CLOSED meeting of Council held on February 6, 2018 be adopted, as ☐ presented / ☒ amended. **CARRIED**
- E-3** A resolution was passed to adopt the minutes of the CLOSED meeting of Council held on February 6, 2018.
- No. 2018/54** Moved by: Councillor Fortier
Seconded by: Councillor Tessier
- BE IT RESOLVED THAT** the minutes of the CLOSED meeting of Council held on February 6, 2018 be adopted, as ☒ presented / ☐ amended. **CARRIED**
- E-4** A resolution was passed to adopt the minutes of the SPECIAL BUDGET meeting of Council held on February 10, 2018.
- No. 2018/55** Moved by: Councillor Tessier
Seconded by: Councillor Fortier
- BE IT RESOLVED THAT** the minutes of the SPECIAL BUDGET meeting of Council held on February 10, 2018 be adopted, as ☐ presented / ☒ amended. **CARRIED**
- E-5** A resolution was passed to adopt the minutes of the meeting of Council held on February 13, 2018.
- No. 2018/56** Moved by: Councillor Larabie
Seconded by: Councillor Roberge
- BE IT RESOLVED THAT** the minutes of the meeting of Council held on February 13, 2018 be adopted, as ☒ presented / ☐ amended. **CARRIED**
- E-6** A resolution was passed to receive the minutes of the Au Chateau Board of Management meeting.
- No. 2018/57** Moved by: Councillor Roberge
Seconded by: Councillor Larabie
- BE IT RESOLVED THAT** the minutes of the Au Chateau Board of Management meeting held on December 20, 2017 be received. **CARRIED**
- E-7** A resolution was passed to receive the minutes of the West Nipissing Police Services Board meeting.
- No. 2018/58** Moved by: Councillor Larabie
Seconded by: Councillor Roberge
- BE IT RESOLVED THAT** the minutes of the West Nipissing Police Services Board meetings held on December 14, 2017 and January 18, 2018 be received. **CARRIED**
- E-8** A resolution was passed to receive the minutes of the West Nipissing Public Library Board meeting.
- No. 2018/59** Moved by: Councillor Roberge
Seconded by: Councillor Larabie
- BE IT RESOLVED THAT** the minutes of the West Nipissing Library Board meeting held on January 11, 2018 be received. **CARRIED**
- E-9** A resolution was passed to receive the minutes of the Committee of Adjustment meeting.
- No. 2018/60** Moved by: Councillor Larabie
Seconded by: Councillor Roberge
- BE IT RESOLVED THAT** the minutes of the West Nipissing Committee of Adjustment meeting held on January 15, 2018, be received. **CARRIED**

- E-10 A resolution was passed to receive the disbursements of accounts payables.

No. 2018/61 Moved by: Councillor Roberge
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT the accounts payables disbursement sheets be received.
General Accounts..... \$ 2,751,289.26

CARRIED

F) **Unfinished Business / Affaires en marche**

- F-1 Discussion re: Travellink Project (brought forward – Feb-13th meeting)

Additional information was brought forward by the Director of Community Services and Economic Development. He shared that he has communicated with various local organizations regarding the usefulness of a Travellink System and what the perceived impact could be on their organizations (if any). A letter received from the owners of the local taxi business was also shared with Council wherein they voice concerns about the impact on their business. Following discussion, Council directed staff to submit an application for the funding for the local transportation initiative.

G) **Notice of Motion / Avis de motions**

H) **New Business / Affaires nouvelles**

- H-1 A resolution was passed to authorize By-Law 2018/15 to amend the Traffic and Parking By-Law 2015/62 (Schedule "H" and overnight parking exemption during the winter months)

No. 2018/62 Moved by: Councillor Larabie
 Seconded by: Councillor Roberge

BE IT RESOLVED THAT By-law 2018/15, being a by-law to amend By-law 2015/62, as amended, being a By-law to Regulate Traffic and Parking in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

- H-2 A resolution was passed to declare the Annual Verner Jug Curling Tournament as a community event.

No. 2018/63 Moved by: Councillor Roberge
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT the Annual Jug Curling Tournament to be hosted by the Verner Skating Club and held at the Verner Arena the weekend of March 23rd and 24th, 2018, be declared as a community event;

BE IT FURTHER RESOLVED THAT the Municipality of West Nipissing be provided with proof of liability insurance coverage for the said event.

CARRIED

- H-3 A resolution was passed to support a request from OGRA seeking reforms to the Municipal Class Environmental Assessment (MCEA) process.

No. 2018/64 Moved by: Councillor Larabie
 Seconded by: Councillor Roberge

WHEREAS a coalition of the Municipal Engineers Association (MEA) and the Residential and Civil Construction Alliance of Ontario have successfully applied to have a review of the Municipal Class Environmental Assessment process conducted under Part IV (Section 61) of the *Environmental Bill of Rights Act, 1993* (EBR Act);

AND WHEREAS impact studies and public meetings required by the MCEA process often take two years or more to complete before construction can commence;

AND WHEREAS the MCEA requirements to evaluate alternatives are often not well aligned with prior or municipal land use planning decisions;

AND WHEREAS analysis by the Residential and Civil Construction Alliance of Ontario (RCCAO) has demonstrated that the time to complete an EA rose from 19 months to 26.7 months and costs went from an average of \$113,300 to \$386,500;

AND WHEREAS the Auditor General of Ontario has tabled recommendations for modernizing the MCEA process;

AND WHEREAS in spite of written commitments made by the Ministry of the Environment between 2013-2015, no action has been taken;

AND WHEREAS local projects that do not have the necessary approvals could lose out on the next intake of Build Canada funding;

THEREFORE BE IT RESOLVED that Municipality of West Nipissing requests that the Minister of the Environment and Climate Change take immediate steps to expedite the response process for Part II Orders or Bump-Up requests, as part of the s.61 review to improve MCEA process times and reduce study costs;

AND FURTHER that the Minister of the Environment and Climate Change support changes to better integrate and harmonize the MCEA process with processes defined under the *Planning Act*;

AND FURTHER that the Minister of the Environment and Climate Change amend the scope of MCEA reports and studies to reduce duplication with existing public processes and decisions made under municipal Official Plans and provincial legislation.

CARRIED

- H-4** A resolution was passed to authorize By-Law 2018/16 authorizing the Mayor and CAO to sign an amending agreement with Ontario Community Infrastructure Fund (OCIF AC2-0312 – Amending Agreement #1) for the Michaud / Bourgault Area Project.

No. 2018/65 Moved by: Councillor Roberge
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT By-law **2018/16** being a by-law to authorize the execution of a municipal funding Amending Agreement #1 (OCIF AC2-0312 – Michaud/Bourgault Project) with Her Majesty The Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs, shall come into force and take effect on the date it is passed.

CARRIED

I) Addendum / Addenda

J) Information & Questions / Information et questions

- J-1** Mayor Savage gave her report.

K) Closed Meeting / Réunion à huis clos

NIL

L) Adjournment / Ajournement

- L-1** A resolution was passed to adopt By-law **2018/66** to confirm the proceedings of Council at its meeting of February 20, 2018.

No. 2018/66 Moved by: Councillor Roberge
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT By-law No. **2018/17**, being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 20th day of February 2018, shall come into force and take effect on the date it is passed.

CARRIED

L-2 A resolution was passed to adjourn the meeting.

No. 2018/67 Moved by: Councillor Larabie
 Seconded by: Councillor Roberge

BE IT RESOLVED THAT the meeting of Council held on February 20th, 2018 be adjourned.

CARRIED

JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK



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

**MINUTES OF THE SPECIAL BUDGET MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS
ON WEDNESDAY, FEBRUARY 21st, 2018 AT 6:45 PM**

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR ROLAND LARABIE
COUNCILLOR JAMIE RESTOULE
COUNCILLOR NORMAND ROBERGE
COUNCILLOR GUILLES TESSIER

ABSENT: COUNCILLOR DENISE BRISSON
COUNCILLOR GUY FORTIER
COUNCILLOR LEO MALETTE

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

There were no pecuniary interests declared.

B) ADOPTION OF AGENDA / CONFIRMATION DE L'ORDRE DU JOUR

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

No. 2018/68 Moved by: Councillor Roberge
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the Agenda for the Special Budget Meeting of Council held on February 21, 2018 be adopted as ☒ presented / ☐ amended.

CARRIED

C) 2018 BUDGET PRESENTATION / PRÉSENTATION BUDGÉTAIRES POUR L'ANNÉE 2018

- The CAO provided a summary of the presentations made on February 10, 2018 and summarized the financial position of the municipality at 2017 year-end.
- The CAO presented various scenarios by which the proposed general levy could be reduced to 2.33%
- A discussion concerning the doctor recruitment/retention request and health centre requests ensued and it was agreed that the health centre ask be honoured but that the amount for the hospital be left status quo. This would further reduce the general levy to 2.17%
- The CAO indicated that the proposed reductions in Public Works and Fire would not disadvantage the departments. Council was in general agreement with the proposals;
- The Manager of Public Works presented the 2018 capital projects including road resurfacing, patching, gravel, sidewalks, culverts, bridge repairs and brushing and ditching; discussions were held with respect to the proposed reconstruction of Dutrisac Road and it was suggested that a letter be drafted requesting funding assistance due to the shared use of the road with Garden Village;
- The Mayor requested that all funding opportunities be explored with respect to upgrades to roads and sidewalks
- The Public Works Manager then presented the 2018 Fleet Capital Budget
- The Director of Community Services and Economic Development presented the Community Services proposed capital projects for 2018 including deferred projects from 2017; the complex tables, Minnehaha roof access, Lavigne welcome signs and town hall elevator were committed projects from 2017; The Director highlighted the siding on the museum, which has been assessed and shown to require much more remediation than originally thought; the Director will be obtaining a building envelope assessment and coming back in May or June with a report;
- 2018 community service priorities were enumerated following which the Director proposed to transfer approximately \$229,000 to reserve in anticipation of required works for 2019 at which time the Community Services Department will be mandated to have a 5 year management plan

D) ADJOURNMENT / AJOURNEMENT

- D-1 A resolution was passed to adopt By-law 2018/18 to confirm the proceedings of Council at its Special Budget meeting.

No. 2018/69 Moved by: Councillor Larabie
 Seconded by: Councillor Roberge

BE IT RESOLVED THAT By-law No. **2018/18** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 21st day of February 2018, shall come into force and take effect on the date it is passed.

CARRIED

- D-2 A resolution was passed to adjourn the meeting.

No. 2018/70 Moved by: Councillor Roberge
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT the Special Budget meeting of Council held on February 21, 2018 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

**MINUTES OF THE COMBINED COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
ON TUESDAY, MARCH 6, 2018 AT 6:30 PM**

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR DENISE BRISSON
COUNCILLOR YVON DUHAIME
COUNCILLOR GUY FORTIER
COUNCILLOR ROLAND LARABIE
COUNCILLOR LEO MALETTE
COUNCILLOR JAMIE RESTOULE
COUNCILLOR NORMAND ROBERGE
COUNCILLOR GUILLES TESSIER

ABSENT:

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

There were no pecuniary interests declared.

B) ADDENDUM (IF APPLICABLE) AND AGENDA / ADDENDA (SI NÉCESSAIRE) ET ORDRE DU JOUR

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

No. 2018/71 Moved by: Councillor Roberge
Seconded by: Councillor Malette

BE IT RESOLVED THAT the Addendum for the meeting of Council held on March 6, 2018 be adopted as
☒ presented / ☐ amended. **CARRIED**

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

No. 2018/72 Moved by: Councillor Malette
Seconded by: Councillor Roberge

BE IT RESOLVED THAT the Agenda for the meeting of Council held on March 6, 2018 be adopted as
☒ presented / ☐ amended. **CARRIED**

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

NIL

D) CLOSED MEETING / RÉUNION À HUIS CLOS

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

No. 2018/73 Moved by: Councillor Restoule
Seconded by: Councillor Malette

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

- (A) the security of the property of the municipality or local board;
(i) Funding Agreement

CARRIED

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

No. 2018/74 Moved by: Councillor Malette
Seconded by: Councillor Restoule

BE IT BE IT RESOLVED THAT the CLOSED meeting of Council held on March 6, 2018 be adjourned at
6:35 PM in order to proceed with the regular meeting

CARRIED

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

E-1) ENVIRONMENTAL / L'ENVIRONNEMENT

NIL

E-2) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

E-2(a) (i) Discussion re : proposed amendments to the Donation Policy

Council was provided with proposed changes to the municipal donation policy to clarify matters and provide Council with the authorization to consider individual requests. Council was agreeable to the amendments.

(ii) Request for donation from "Association pour l'amélioration des sols et récoltes du Nipissing Ouest Sudbury Est"

A donation request from L'Association pour l'amélioration des sols et récoltes du Nipissing Ouest Sudbury Est was shared with Council for their consideration. Following discussion, Council agreed to the request.

E-2(b) Discussion re: Amendments to the Procedural By-Law (Revision #6)

The amended Procedural By-Law was presented to Council for their consideration. Councillor Roberge suggested that the Declaration of Pecuniary Interest be at the beginning of either meeting (Regular or Committee of the Whole). Council was in agreement with the changes proposed. The Mayor requested that the issue of Point of Privilege be investigated. Staff agreed to investigate and provide information on the matter of privilege at the next meeting.

E-2 (c) Discussion re: Amendments to the Municipal Membership Policy

Revisions to the municipal Membership Policy were presented to Council for their consideration. Council was in agreement with the updated list and to also terminate the Federation of Canadian Municipalities (FCM) membership.

E-2 (d) Discussion re: Facility Analysis *(See under Addendum)*

Guy Fortier,
Chair

Melanie Ducharme,
Clerk

D-3) PLANNING / PLANIFICATION

D-3(a) Follow-Up re: Building and Planning Fees

The Director of Community Services and Economic Development provided Council with a schedule outlining various options available pertaining to the proposed Building and Planning Fee increases. Following discussion, it was agreed that the building fees be increased in accordance with Option No. 2 as presented.

Normand Roberge,
Chair

Melanie Ducharme,
Municipal Planner

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

D-4(a) Discussion re: Petition requesting 4-way stop at the intersection of Holditch and John Street

Council received a petition at its February 20th, meeting seeking the installation of a 4-way stop at the intersection of Holditch and John Street. The Chair indicated the Public Works Director's

- J-1 A resolution was passed to approve By-Law **2018/19** to authorize the Mayor and CAO to sign an agreement with Ontario Community Infrastructure Fund (OCIF AC4-4057)

No. 2018/75 Moved by: Councillor Roberge
 Seconded by: Councillor Malette

BE IT RESOLVED THAT By-law **2018/19** being a by-law to authorize the execution of a municipal funding Agreement (OCIF AC4-4057) with Her Majesty The Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs, shall come into force and take effect on the date it is passed.

CARRIED

- J-2 A resolution was passed seeking funding opportunities for the rehabilitation of Dutrisac Road

No. 2018/76 Moved by: Councillor Roberge
 Seconded by: Councillor Restoule

WHEREAS the Municipality of West Nipissing will be completing necessary repairs to approximately 2.4 kilometers of Dutrisac Road as part of its 2018 capital works projects;

AND WHEREAS the project is anticipated to cost approximately \$466,000.00;

AND WHEREAS the Municipality has in 2017 already expended in excess of \$200,000.00 on this project including upgrades to the Canadian Pacific rail crossing;

AND WHEREAS Dutrisac Road serves not only residents of West Nipissing but provides the only means of access to Garden Village, Nipissing First Nation (NFN);

AND WHEREAS the Municipality ~~has been advised that~~ in partnership with NFN ~~is unable to provide any~~ is seeking financial assistance for this road repair;

AND WHEREAS the Municipality of West Nipissing is seeking funding opportunities from either or both of the federal and/or provincial governments to assist with these necessary capital upgrades;

BE IT THEREFORE RESOLVED THAT the Municipality of West Nipissing is requesting financial support from the Government of Canada and/or or the Province of Ontario to assist the municipality in the rehabilitation of Dutrisac Road;

BE IT FURTHER RESOLVED THAT this resolution be forwarded to Marc Serré (MP Nickel Belt) and to John Vanthof (MPP Temiskaming-Cochrane) to be considered by any Ministry or available funding programs which may be able to provide financial assistance to West Nipissing for this initiative.

CARRIED

K) ADDENDUM / ADDENDA

E-2 (d) Discussion re: Financing / Costing for certain Municipal Buildings

The Treasurer provided information on various municipal facilities including the Information Centre, Minnehaha Bay and the Museum including the annual operating costs of each and revenue derived from each. The Treasurer indicated that additional information will be forthcoming with respect to options for each facility going forward.

In addition, a letter from the President of the Museum Board was presented, highlighting all of the recent changes in programming and exhibits. Following discussion, it was agreed that a site visit by all members of council and staff to view the changes. Staff was asked to coordinate the visit to the museum. The mayor also suggested that consideration be given to additional staffing. The CAO indicated that the options need to be explored prior to making any recommendation.

L) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

- L-1 The Mayor gave her report.

M) CLOSED MEETING / RÉUNION À HUIS CLOS

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

No. 2018/77 Moved by: Councillor Restoule
 Seconded by: Councillor Roberge

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

- (B)** personal matters about an identifiable individual, including municipal or local board employees;
 - (i)** HR Matter

CARRIED

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

No. 2018/078 Moved by: Councillor Roberge
Seconded by: Councillor Restoule

BE IT BE IT RESOLVED THAT the CLOSED meeting of Council held on March 6, 2018 be adjourned at 10:00 PM in order to proceed with the regular meeting

CARRIED

N) ADJOURNMENT / AJOURNEMENT

N-1 A resolution was passed to adopt By-law **2018/20** confirming the proceedings of Council at its meeting held on March 6, 2018.

No. 2018/79 Moved by: Councillor Restoule
Seconded by: Councillor Roberge

BE IT RESOLVED THAT By-law No. **2018/20** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 6th day of March 2018, shall come into force and take effect on the date it is passed.

CARRIED

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

No. 2018/80 Moved by: Councillor Roberge
Seconded by: Councillor Restoule

BE IT RESOLVED THAT the meeting of Council held on March 6, 2018 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

**MINUTES OF THE SPECIAL BUDGET MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS
ON WEDNESDAY, MARCH 7, 2018 AT 6:00 PM**

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR DENISE BRISSON
COUNCILLOR YVON DUHAIME
COUNCILLOR GUY FORTIER
COUNCILLOR ROLAND LARABIE
COUNCILLOR LEO MALETTE
COUNCILLOR JAMIE RESTOULE
COUNCILLOR NORMAND ROBERGE
COUNCILLOR GUILLES TESSIER

ABSENT:

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

There were no pecuniary interests declared.

B) ADOPTION OF AGENDA / CONFIRMATION DE L'ORDRE DU JOUR

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

No. 2018/081 Moved by: Councillor Malette
Seconded by: Councillor Roberge

BE IT RESOLVED THAT the Agenda for the Special Budget Meeting of Council held on March 7, 2018 be adopted as ☒ presented / ☐ amended.

CARRIED

C) 2018 BUDGET PRESENTATION / PRÉSENTATION BUDGÉTAIRES POUR L'ANNÉE 2018

C-1 Solid Waste Presentation

The Treasurer went through the 2017 actuals and the budgeted 2018 highlighting some key points:

- Blue box revenue was slightly higher than projected.
- Recycling revenue from scrap metal continues to be the most profitable.
- Biggest expenditure continues to be Contractors; which includes services for site maintenance, pest control at landfills, curbside collection and hauling charges for refuse.
- Special projects for solid waste include small improvements at various landfill sites including attendants' building, gate repairs and such.
- Professional service fees is high due to water testing for ground leaching which is mandatory.
- There were questions about the dates for disposal of household hazardous waste (i.e. paint products, fertilizers, batteries, cleaning chemicals, etc.) at the North Bay location. The Environmental Services Manager indicated that a list of dates and hours for accessing the hazardous waste site in North Bay, as well as what is accepted, are available on the municipality's website.
- The projected rate increase is 2.90% which is equivalent to:
 - approx. \$7.00 per household receiving all services;
 - approx. \$3.00 for outlying areas with access to landfill sites only; and
 - approx. \$1.30 for seasonal dwellings

C-2 Water and Wastewater Presentation

The Treasurer went through the 2017 actuals and the budgeted 2018 highlighting some key points:

- Anticipated rate revenues for metered customers were not realized due to discrepancies with commercial clients.
- Revenues which were usually transitioned from West Nipissing Power Generation to Water & Sewer has been decreased from \$160,000 down to \$100,000; the difference now being captured on the municipal side.
- The Water and Sewer Department is a high hydro consumer and in 2017 efficiencies were implemented which led to a significant consumption decrease; however the 2018 budgeted expenditure is indicative of continued high hydro consumption.
- Human Resources costs remain consistent.
- Sludge processing (contracted service) is a large expenditure for the Municipality. On this matter, the Municipality will be evaluating the option of implementing a municipal sludge processing/removal but this is still being evaluated and additional specific information, details and requirements will be brought forward to Council, as it becomes available.
- The Michaud / Bourgault project is nearing completion although all the invoices have not yet been received and processed.
- Professional fees were budgeted at \$20,000 but only \$2,400 was expensed in 2017 which results in not requiring any additional outside consulting services.
- Material and supplies expenditures were down but can vary annually.
- Salary and wages was also lower due to shared personnel between the Public Works and the Water & Sewer Departments.
- A projected rate increase is 1.76% which is equivalent to approx. \$23.00 annual increase for both water and sewer services.

Other matters:

Safety concerns about the lift station equipment were raised specifically pertaining to children playing on the equipment. The Manager of Water & Wastewater will monitor.

C-3 Municipal Budget – Additional Information

The CAO indicated that we started at a 2.17% increase point and shared some of the following key points:

- We received an adjustment from DNSSAB which has adjusted our initial budget increase from 2.17% up to 2.21%
- Au Chateau's budget has not yet been finalized
- Ontario Community Infrastructure Fund (OCIF) has committed funding for the rehabilitation of Leblanc, Lalande and Fort Roads citing that the Municipality needs to fund their portion of the project. OCIF funding will be shared between Water & Sewer and the Public Works budgets for this rehabilitation project. It was commented, that this road rehabilitation project should include expansion for a bike paths.
- Dutrisac Road requires rehabilitation, an interim option is to grind the road thus eliminating the potholes and apply calcium for dust control, until funding can be secured for the project. On this matter, Councillor Restoule offered assistance with initiating contact with various levels of government pertaining to Indian Affairs in search of possible funding assistance for the rehabilitation of Dutrisac Road being the only access road into Garden Village (Nipissing First Nation).
- Concerns were raised about the front portion of Leblanc Road specifically as it relates to increased travel of heavy-duty vehicles to and from the Industrial Park. The Municipality needs to ensure the integrity and prolonged life expectancy of all new infrastructure investments including roads / water & sewer.
- There were discussions pertaining to the opportunity of extending water & sewer connections to the Industrial Park during the rehabilitation of Leblanc, Lalande and Fort Roads. This possibility can be re-evaluated during the course of project.
- On other budget matters, Council further discussed the proposition from the Museum Board for a one (1) year pilot project seeking full-time operation of the Museum which includes a Museum Assistant. It was agreed that a site visit by Council would be beneficial and the Director of Community Services indicated that he will provide Council with statistical data pertaining to attendance and usage of the Museum. With this statistical data in hand, Council could then discuss the viability/practicality of the Museum Board's proposal.
- Another inquiry regarding the snow-blower rental (for snow bank removal) was raised. The Municipality is anticipating renting the equipment for a 3 month period in 2018 (approx. Dec-15th to Mar-15th). It was noted that it is more cost efficient to lease the equipment rather than purchase it due to long-term maintenance and costly repairs.

- The CAO reiterated that Council is ultimately responsible for prioritizing municipal projects including roads and water & sewer.
- In conclusion, the current budget increase stands at 2.21%

D) ADJOURNMENT / AJOURNEMENT

- D-1 A resolution was passed to adopt By-law **2018/21** to confirm the proceedings of Council at its Special Budget meeting.

No. 2018/082 Moved by: Councillor Roberge
 Seconded by: Councillor Malette

BE IT RESOLVED THAT By-law No. **2018/21** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 7th day of March 2018, shall come into force and take effect on the date it is passed.

CARRIED

- D-2 A resolution was passed to adjourn the meeting.

No. 2018/083 Moved by: Councillor Roberge
 Seconded by: Councillor Malette

BE IT RESOLVED THAT the SPECIAL BUDGET meeting of Council held on March 7, 2018 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

JANICE DUPUIS
DEPUTY CLERK



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

**MINUTES OF THE COMBINED COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
ON TUESDAY, MARCH 13, 2018 AT 6:30 PM**

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR DENISE BRISSON
COUNCILLOR YVON DUHAIME
COUNCILLOR GUY FORTIER
COUNCILLOR ROLAND LARABIE
COUNCILLOR LEO MALETTE
COUNCILLOR JAMIE RESTOULE
COUNCILLOR NORMAND ROBERGE
COUNCILLOR GUILLES TESSIER

ABSENT:

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

There were no pecuniary interests declared.

B) ADDENDUM (IF APPLICABLE) AND AGENDA / ADDENDA (SI NÉCESSAIRE) ET ORDRE DU JOUR

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

No. 2018/084 Moved by: Councillor Fortier
Seconded by: Councillor Brisson

BE IT RESOLVED THAT the Agenda for the meeting of Council held on March 13, 2018 be adopted as
☒ presented / ☐ amended. **CARRIED**

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

NIL

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

D-1) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

D-1(a) Memo re : Proposed Amendments to the Procedural By-Law re : Privileges

The Clerk provided members with additional information pertaining to concerning 'Privileges' including a definition and proposed new wording. Following discussion, Council agreed that no such provision be included in the procedural by-law. The final version of the by-law will be brought forward at the next regular meeting for approval.

D-1(b) 2018 Municipal Election – Policies and Procedures

The Clerk provided Council with the proposed new by-law pertaining to policies and procedures for the upcoming 2018 municipal elections. A brief summary of the *Municipal Elections Act* changes was provided and a discussion ensued concerning the 25 endorsement signatures required for nomination. The Clerk agreed to provide clarification at the next meeting.

Guy Fortier,
Chair

Melanie Ducharme,
Clerk

D-2) PLANNING / PLANIFICATION

NIL

D-3) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE **NIL**

D-4) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE **NIL**

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

D-6) PUBLIC WORKS / TRAVAUX PUBLICS **NIL**

D-7) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES

D-7(a) Possibility of partnership re : Summer Day Camp

The Treasurer provided Council with memo outlining a possible partnership with the YMCA for the operation of a summer day camp in Sturgeon Falls. The management, activity planning and hiring of supervisory personnel would be the responsibility of the YMCA who would also bear the responsibility for insurance and liability. The organization could potentially rent the Sports Hall of Fame at \$75.00 per day as the home base for the service and they would also use the pool facility during regular scheduled times. Council was informed that this is a time sensitive matter as the YMCA requires a municipal decision. It was commented that the primary concern was that the service remain affordable for local families. Following discussion, Council agreed to proceed with the joint venture and to re-evaluate the service next year if needed.

Denise Brisson,
Chair

Stephan Poulin,
Director of Economic Development and
Community Services

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

D-9) ENVIRONMENTAL / L'ENVIRONNEMENT

D-9(a) Spring Clean-Up Week

The Public Works Manager provided a memo to Council detailing the strain on resources (i.e. staff and equipment) surrounding the Spring Clean Up week. In the past clean-up week has taxed staff resources due to misuse or abuse of the service which is intended to assist persons in need who may not have resources or equipment to dispose of refuse and unwanted household items. Staff reached out to other municipalities who, for the most part, are no longer offering these services. Some have implemented free tipping fees or obtained services of a contractor to assist. Following discussion, it was agreed that Spring Clean-Up be discontinued as recommended.

Roland Larabie,
Chair

Melanie Ducharme,
Clerk

**REGULAR COMMITTEE MEETING /
RÉUNION RÉGULIÈRE**

E) PLANNING / PLANIFICATION **NIL**

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURIER **NIL**

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

H) NEW BUSINESS / AFFAIRES NOUVELLES NIL

I) ADDENDUM / ADDENDA NIL

J) NOTICE OF MOTION / AVIS DE MOTIONS NIL

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

K-1 The Mayor gave her report.

L) CLOSED MEETING / RÉUNION À HUIS CLOS NIL

M) ADJOURNMENT / AJOURNEMENT

M-1 A resolution was passed to adopt By-law **2018/22** confirming the proceedings of Council at its meeting held on March 13, 2018.

No. 2018/085 Moved by: Councillor Brisson
Seconded by: Councillor Fortier

BE IT RESOLVED THAT By-law No. **2018/22** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 13th day of March 2018, shall come into force and take effect on the date it is passed.

CARRIED

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

No. 2018/086 Moved by: Councillor Fortier
Seconded by: Councillor Brisson

BE IT RESOLVED THAT the meeting of Council held on March 13, 2018 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

**Minutes of the Annual Meeting
of the Board of Management of Au Château
held in Au Château's Boardroom
on January 17, 2018 at 4:45 pm**

PRESENT: MEMBERS :	Léo Malette	Chairperson
	Bertrand Bizier	Vice-Chairperson
	Denise Brisson	
	Jacques Dupuis	Administrator / Secretary
	Guy Éthier	
	Caroline Lowery	
	Joanne Savage	
	Nicole Janson	Recording Secretary

REGRETS: Yvon Duhaime

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest declared.

03. Elections

The Administrator chaired the elections having the following resolutions being adopted:

Resolution No. 1

Moved by : Denise Brisson

Seconded by : Guy Éthier

BE IT RESOLVED THAT Léo Malette be appointed Chairperson for the year 2018.

Carried

Resolution No. 2

Moved by : Denise Brisson

Seconded by : Guy Éthier

BE IT RESOLVED THAT Bertrand Bizier be appointed Vice-Chairperson for the year 2018.

Carried

04. Adoption of Agenda

Resolution No. 3

Moved by : Caroline Lowery

Seconded by : Denise Brisson

BE IT RESOLVED THAT the Agenda of the Annual Meeting held January 17, 2018 be approved as amended at 4:50 pm.

Carried

05. Adoption of Minutes

Resolution No. 4

Moved by : Denise Brisson

Seconded by : Caroline Lowery

BE IT RESOLVED THAT the Minutes of the Regular Meeting held December 20, 2017 be approved as presented.

Carried

06. New Business:

a) Health & Safety Committee Meeting Minutes

None presented.

b) MOHLTC – Notification of Amendments

Administrator highlighted the four (4) amendments to the Ontario Regulation 79/10 under the Long-Term Care Homes Act, 2007 which will be in force as of January 1, 2018.

c) LHIN's – Family Member Concern

The Board was provided with a letter from a family member that was sent to the LHIN's which reiterates the issues with behavioural problems. No response from the Ministry has been received to date.

d) **Letter to Minister Hoskins**

The Board was presented with a draft copy of a letter to be sent to the Minister regarding the order relating to the use of Agency staff. After discussion, the Board agreed to proceed with the forwarding of this letter to the Minister.

e) **AdvantAge Ontario – 2018 Provincial Budget Submission**

Administrator highlighted the recommendations put forward in this submission to ensure the delivery of the best possible care to seniors.

f) **Strategic Plan Update – Draft Resolution – re: Redevelopment**

Discussed as part of item e) above.

07. **Unfinished Business:**

a) **Financial Report**

Community Support Services 2018-2019 Budget

Administrator advised the Board that the LHIN's require that all Community Support Services (CSS) provide a refresh of its financial position along with the level of service for the year 2018/2019.

After review and discussion, the Budget Refresh for the LHIN's CAPS was accepted as presented and the following resolution was adopted:

Resolution No. 5

Moved by : Caroline Lowery

Seconded by : Denise Brisson

WHEREAS the LHIN's required a Community Accountability Planning Submission (CAPS) Refresh of our budget financial data, service activities and performance indicators for the year 2018-2019.

BE IT RESOLVED THAT the Board approves the CAPS Refresh as presented.

Carried

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

Resolution No. 6

Moved by : Denise Brisson

Seconded by : Caroline Lowery

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

Carried

b) Administrative Report

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

Resolution No. 7

Moved by : Bertrand Bizier

Seconded by : Joanne Savage

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

Carried

c) Letter of Support

Board member requested that the Administrator prepare a letter of support for transportation in West Nipissing.

08. In-Camera Session

Resolution No. 8

Moved by : Guy Éthier

Seconded by : Bretrand Bizier

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding Labour Relations at 5:50 pm.

Carried

a) Labour Relations

Administrator updated the Board on outstanding grievances with both CUPE and ONA, termination case and one accommodation case.

Resolution No. 9

Moved by : Bertrand Bizier
Seconded by : Joanne Savage

BE IT RESOLVED THAT the Board returns to its Annual Meeting at 6:10 pm.

Carried

09. Other Business / Information Items

a) Next Meetings

The next Regular Meeting is scheduled for February 21, 2018 at 4:45 pm.

b) Information Items

- a) OANHSS – Executive Report – December 14, 2017
- b) OANHSS – Action Update - December 2017

10. Adjournment


Resolution No. 10

Moved by : Bertrand Bizier
Seconded by : Guy Éthier

BE IT RESOLVED THAT the meeting now adjourn at 6:11 pm.

Carried


Chairperson


Administrator / Secretary

**Minutes of the regular meeting of the West Nipissing Public Library Board
held at 5:00 p.m. on Thursday February 8, 2018 in Sturgeon Falls**

PRESENT: M. Willemsen, S. Friedrich, S. Pilon, M. Shaye, A. Langevin,

STAFF: C. Marion

REGRETS: D. Brisson

CALL TO ORDER: Meeting called to order by M. Willemsen, chair

APPROVAL OF THE AGENDA FOR REGULAR BOAD MEETING OF: February 8,2018

MOTION #18-09

MOVED BY S. Pilon

SECONDED BY: A. Langevin that the agenda be approved....**carried**

DECLARATION OF ANY CONFLICTS OF INTEREST: none

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING:

MOTION #18-10

MOVED BY S. Pilon

SECONDED BY A. Langevin that the minutes of the regular board meeting of January 11, 2018, be approved as presented.....**carried**

BUSINESS ARISING FROM THE MINUTES:

- Interest in additional space conveyed to administration at municipality

CORRESPONDENCE: none

TREASURER'S REPORT:

MOTION #18-11

MOVED BY S.Pilon

SECONDED BY A. Langevin that the expenditures for the month of January 2018 in the amount of \$11,708.35 for cheques #5775 to #5786 inclusive be approved and that fees and fines in the amount of \$734.60 be acknowledged.....**carried**

REPORT OF BOARD MEMBERS' ADVOCACY ACTIVITIES -

- a) M.Willemsen- OLA Conference report
- b) S.Pilon - OLA Conference report

BRANCH REPORTS:

- a) Cache Bay
 - Conversational Spanish Popular Program- sessions full
 - Feb 9th- Crochet Class
 - Feb 23rd Lego Day
 - Feb 26th Home School visit & Storytime
 - Donation of Rods & Reels from Rod & Gun Club
- b) Verner: Closed for week of Feb 11-17 - Floor replacement

REPORT OF THE CEO:

- a) OLA Conference Report
- b) Twitter Statistics- 3X more Tweet impressions in last 6 months ,+9,000 in Jan)
- c) Meetings Attended
 - i) Teleconference Guidelines Committee
 - ii) Literacy Alliance Jan 25, 2018
 - iii) Health & Safety Feb7, 2018
- d) Budget presentation February 10, 2018

MOTION #18-12

MOVED BY A. Langevin

SECONDED BY M. Shaye that the CEO's report be received....carried

REPORT OF THE STANDING COMMITTEES:

Policy & Personnel:

- a) Resignation of staff member. Positing will be prepared and advertised
- b) Succession Plan committee met. Suggested plan needs to be re-drafted
- c) Organisational Review/PE/Job descriptions- Quotation forthcoming from Debrina for services

Finance & Property: Approval of 2018 Budget

MOTION # 18-13

MOVED BY A. Langevin

SECONDED BY S. Shaye that the 2018 Budget be approved as presented...carried

POLICY REVIEW AND UPDATES: no action

REVIEW OF PLANS (i.e. ACTION PLAN, STRATEGIC PLAN etc: no action

NEW BUSINESS: none

DATE AND TIME OF NEXT MEETING: Thursday March 8, 2018 at 5:00 in SF

ADJOURNMENT

MOTION # 18-14

MOVED BY A. Langevin

SECONDED BY M. Shaye that the meeting be adjourned at 6:40.....carried

CHAIRMAN _____

SECRETARY _____

DATE _____



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On Dec 18, 2017 at 06:00 PM
Chair: Normand Roberge**

PRESENT: Yvon Duhaime
Roger Gagnon
Fernand Pellerin
Normand Roberge
Joanne Savage
Guilles Tessier

ABSENT: Guy Fortier

(1) CALL TO ORDER

(2) DECLARATION OF PECUNIARY INTEREST

(3) APPROVAL OF AGENDA

RESOLUTION # 2017/019

Moved By: Roger Gagnon

Seconded By: Yvon Duhaime

That the Agenda for the meeting of December 18, 2017, be approved, as presented.

CARRIED

(4) APPROVAL OF PREVIOUS MINUTES

RESOLUTION #2017/020

Moved By: Joanne Savage

Seconded By: Roger Gagnon

That the Minutes of meeting held on November 20, 2017 be adopted, as presented.

CARRIED

(4) SUBD2017/04 – B&S Morrison Excavating Inc. – Application for Subdivision

RESOLUTION #2017/021

Moved by: Roger Gagnon

Seconded by: - Yvon Duhaime

WHEREAS a Public meeting was held on Dec 18th, 2017 for draft plan approval of a plan of subdivision in the Township of Springer, Municipality of West Nipissing;

AND WHEREAS written concerns have been received and considered

☒ Yes ☐ No

AND WHEREAS Oral submissions were made at the said Public Meeting

☒ Yes ☐ No

BE IT RESOLVED that the Planning Advisory Committee of West Nipissing

☐
☐

RECOMMENDS

DOES NOT RECOMMEND

draft approval of the Application for Subdivision Approval made by B & S Morrison Excavating for plan of subdivision located on Vacant Land, East of Roy St, North of Quesnel Rd, West of Nipissing St, Township of Springer, Municipality of West Nipissing.

SPECIAL CONDITIONS to be included in addition to SCHEDULE "A", attached hereto:

Oral submissions were made by Denis Lafond and JP Carré, following which a motion was made to defer the matter to January 15 in order to obtain additional information concerning drainage

DEFERRED

(5) (8) **ADJOURNMENT**

RESOLUTION #2017/022


Moved By: Fern Pellerin

Seconded By: Roger Gagnon

That the West Nipissing Planning Advisory Committee meeting be adjourned in the Library Auditorium (Lower Level) of the West Nipissing Municipal Building.

CARRIED


Chair


Secretary-Treasurer



WEST NIPISSING PLANNING ADVISORY COMMITTEE

Resolution No.

2018 / 0 0 2

January 15th, 2018

Moved by / Proposé par :

Seconded by / Appuyé par :

BE IT RESOLVED that that the Minutes of meeting held on December 18th, 2017, be adopted, as presented.

CHAIR
SECRETARY

	Yeas	Nays
Duhaime, Yvon		
Fortier, Guy		
Gagnon, Roger		
Pellerin, Fernand		
Roberge, Normand		
Savage, Joanne		
Tessier, Guilles		



MINUTES
Municipality of West Nipissing
Meeting of the Committee of Adjustment
On February 12th, 2018 at 06:00 PM
Chair: Normand Roberge

PRESENT: Guy Fortier
 Mark Fryer
 Normand Roberge

ABSENT: Fernand Pellerin
 Roger Gagnon

CALL TO ORDER

RESOLUTION #2018/007

Moved by: Mark Fryer

Seconded by: Guy Fortier

That the Agenda for the meeting of February 12, 2018 be approved, as presented, amended.

CARRIED

MINUTES

RESOLUTION #2018/008

Moved by: Guy Fortier

Seconded by: Mark Fryer

That the Minutes of the Committee of Adjustment meeting held on January 15, 2018, be adopted, as presented.

CARRIED

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

1. Application for Consent C05/2018 by Danielle Prieur-Applicant.

A consent application made by Danielle Prieur for the Creation of a New Lot with a Right-of-Way at 36 De L'Etang Road legally described as Pt Lot 2, Con 2,36R-13705, Part 6 to 8, Township of Springer, Municipality of West Nipissing on February 12, 2018.

RESOLUTION #2018/009

Moved by: Mark Fryer

Seconded by: Guy Fortier

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.

4. That all conditions be met on or before February 12, 2019 a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
5. That the Owner shall execute an Acknowledgement and Agreement in favour of the Municipality of West Nipissing that the road known as chemin de l'Etang, is not open or maintained on a rear-round basis and that the Municipality of West Nipissing shall not be responsible for ensuring access to the severed or retained lands. The Owner agrees that a Notice/Agreement be registered on title to the severed and the retained lands, pursuant to Section 71 of the *Land Titles Act*;

CARRIED

2. Application for Consent C06/2018 by Cynthia Mayer-Applicant

A consent application made by Cynthia Mayer for the Creation of a New Lot with a Right of Way at the L'Etang Road, Legally described as Part Lot 2, Con 2, Township of Springer, Municipality of West Nipissing on February 12, 2018.

RESOLUTION #2018/010

Moved by: Mark Fryer

Seconded by: Guy Fortier

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
4. That all conditions be met on or before February 12, 2019 a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
5. That an Entrance permit be obtain from the Ministry of Transportation
6. That the Owner shall execute an Acknowledgement and Agreement in favour of the Municipality of West Nipissing that the road known as chemin de l'Etang, is not open or maintained on a rear-round basis and that the Municipality of West Nipissing shall not be responsible for ensuring access to the severed or retained lands. The Owner agrees that a Notice/Agreement be registered on title to the severed and the retained lands, pursuant to Section 71 of the *Land Titles Act*;

3. Application for Consent C07/18 by 2400517 Ontario Limited-Applicant

A consent application made by 2400517 Ontario Limited for Creation of a New Lot at 860 Quesnel Road, Legally described as Part Lot 8, Con B, Township of Springer, Municipality of West Nipissing on February 12, 2018.

RESOLUTION #2018/005

Moved by: Guy Fortier

Seconded by: Mark Fryer

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality ;
2. Confirmation that all property taxes are paid up to date;
3. That all conditions be met on or before February 12, 2019 from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended;
4. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent;
5. That a PIN Consolidation be filed in the Land Registry Office in order to consolidate the lot addition with the lands to which it is being added.

4. Application for Consent C08/2018 by Nikola Toulouse, Sebastien Toulouse, Pierre Jr Seguin, Jean Seguin-Applicant

A consent application made by Nikola Toulouse, Sebastien Toulouse, Pierre Jr Seguin, Jean Seguin for the Creation of a New Lot legally described as Pt Lot 4, Con 1,36R-13705, Township of Springer, Municipality of West Nipissing on February 12, 2018.

RESOLUTION #2018/012

Moved by: Mark Fryer

Seconded by: Guy Fortier

CONDITIONS:

1. That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality;
2. Confirmation that all property taxes are paid up to date;
3. That all conditions be met on or before February 12, 2019 a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4. That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
5. That the owner provide confirmation from an Engineer that the property at the rear of the severed lands can be accessed and /or a road built over the ravine and bell easements.

CARRIED

ADJOURNMENT

RESOLUTION #2018/013

Moved By: Mark Fryer

Seconded By: Guy Fortier

That the West Nipissing Committee of Adjustment meeting be adjourned to March 12, 2018 in the Library Auditorium (Lower Level) of the West Nipissing Municipal Building.

CARRIED

Chair



Secretary-Treasurer



WEST NIPISSING COMMITTEE OF ADJUSTMENT

Resolution No.

2018 / 0 15

March 12, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED that the Minutes of the Committee of Adjustment meeting held on February 12, 2018, be adopted, as presented.

CHAIR
SECRETARY

Name	Yeas	Nays
Fortier, Guy		
Fryer, Mark		
Gagnon, Roger		
Pellerin, Fernand		
Roberge, Normand		

**MINUTES OF THE WEST NIPISSING POLICE SERVICES BOARD
MEETING HELD IN THE STURGEON FALLS LIBRARY AUDITORIUM
ON THURSDAY, FEBRUARY 15th, 2018 AT 5:30 P.M.**

Members present: Barry Bertrand (Chair)
Celeste Auger Proulx
Paul Finley
Leo Malette
Jamie Restoule

Staff Present: Chief Charles Séguin
Inspector Ray St. Pierre
Diane Lagacé (Secretary)

Meeting called to order at 17:33 HR

1. Declaration of Pecuniary Interest: Nil
2. Adoption of the Consent Agenda:

No. 2018/013 Moved by: C. Auger Proulx Seconded by: Paul Finley
BE IT RESOLVED THAT the consent agenda for the meeting of February 15th, 2018 be adopted as amended. **CARRIED**

3. **No. 2018/014 Moved by: Paul Finley Seconded by: C. Auger Proulx**
BE IT RESOLVED THAT the agenda for the meeting of February 15th, 2018 be adopted as amended. **CARRIED**

4. **No. 2018/015 Moved by: C. Auger Proulx Seconded by: Paul Finley**
BE IT RESOLVED THAT the accounts payables disbursements sheet be received in the amount of: \$65,534.21 **CARRIED**

5. Business Arising Out the Minutes

a) Letter of Thanks: A copy of the letter that was sent to Lise Senecal and her group for their work on the petition calling for a referendum on police costing was shared with the Board.

6. Outstanding Business

a) Review of Board Policies and By-Laws: The Chief provided the Board with a copy of the Regulation along with the Board Policy relating to this matter. The Chief has reviewed the policy with respect to the requirements and feels that they are compliant as this policy was prepared in 2016 following a template prepared by a committee of the OACP.

b) Awards & Recognition: Deferred until Spring 2018

- c) Rod & Gun Club Recognition: To be discussed in the Spring of 2018.
- d) West Nipissing Police Board Self-Assessment: The Board Chair again requested that Members who hadn't sent him their Self-Assessment to please do so in order for him to compile the data and present it to the Board.
- e) Budget 2018: The Chief provided the Board with a report of the proposed Budget for 2018.

No. 2018/016 Moved by: Jamie Restoule Seconded by: C. Auger Proulx
BE IT RESOLVED THAT the West Nipissing Police Services Board adopts the 2018 Budget as presented. **CARRIED**

- 7. Monthly Budget Report
The Chief provided the Board with the monthly financial statement for the month of January 2018 along with the Year-End 2017.
- 8. Collection of Identifying Information in Certain Circumstance (Annual Report)
Pursuant to Ontario Regulation 58/16, the Chief provided the Board with the Annual Report with respect to the legislation with Collection of Identifying Information in Certain Circumstances.

No. 2018/017 Moved by: Paul Finley Seconded by: C. Auger Proulx
BE IT RESOLVED THAT the West Nipissing Police Services Board accepts the Chief's Annual Report and forward it to the Ministry upon such acceptance and that the report be added to the Service's website. **CARRIED**

- 9. Secondary Employment
Following the January meeting where the Chief indicated that no requests had been reported one has since been received. The Chief has approved the request as the officer will be providing instruction to a post-secondary institution and it's consistent with past practices.
- 10. Board Contingency Account
The Chief provided the Board documentation pertaining to a deposit to the Board's Contingency Account.
- 11. Disposal of Assets – 2 x 2013 Ford Explorers
The Chair informed the Board that the service has now decommissioned two vehicles and has offered them to the Municipality for other departments. Should the Municipality not want them; the Chief will put them out to public tender.
- 12. Correspondence:
 - a) OAPSB Spring Conference: An email from OAPSB confirming that registration is now open for the 2018 OAPSB Spring Conference & AGM from May 23-26, 2018. Any Board Member wishing to attend is asked to contact the Chief.

- b) Ministry Inspection: A letter from the MCSCS stating that the Ministry will be conducting a focused inspection on the Major Case Management Regulation. The Chief has received the documentation and stated that he and the Inspector would have no issue meeting the deadline. Once the inspection is completed, the Board will receive a debrief with the body doing the inspection.
- c) Administration of Naloxone and the SIU: The Chief provided the Board with correspondence he had received today pertaining to the administration of Naloxone and the SIU. The Chief advised that this is a hot button issue and might come up during the OAPSB Spring conference.
13. Other
Overtime Tracking: (Removed from the consent agenda) Board Member Finley questioned if this was on par for the course. The Chief explained that he does track it from pay period to pay period and is monitored closely.
14. **No. 2018/018 Moved by: C. Auger Proulx Seconded by: Leo Malette**
BE IT RESOLVED THAT we proceed into closed meeting at 19:00 HR to discuss the following:
1) Personal matters about an identifiable individual, including board employee
2) Labour relations or employee negotiations. **CARRIED**
15. Next meeting
The next regular meeting is scheduled for Thursday, March 15th, 2018 beginning at 17h30 in the Sturgeon Falls Library Auditorium.
16. Direction on Municipal Council
None.
17. **No. 2018/023 Moved by: C. Auger Proulx Seconded by: Paul Finley**
BE IT RESOLVED THAT this meeting be adjourned at 21:06 HR.
CARRIED

Barry Bertrand - Chair

Diane Lagacé - Secretary

The Corporation of the Municipality of West Nipissing

Regular Council Meeting March 20 2018

SUMMARY

February 2018 Payables	\$	1,685,317.26
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Total Disbursements as per A/P report enclosed	\$	<u>1,685,317.26</u>
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Additional Disbursements

EFT Fees	Feb-18	\$	1,174.12
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Bank Fees/Charges	Feb-18	\$	118.00
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Total Additional Disbursements	\$	<u>1,292.12</u>
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Grand Total	\$	<u>1,686,609.38</u>
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**The Corporation of the Municipality of West Nipissing
La Corporation de la Municipalité de Nipissing Ouest**

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the accounts payables disbursement sheets be received in the amount of:

General Accounts **\$ 1,686,609.38**

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

Ministry of Transportation

Engineering Office
Northeastern Region
447 McKeown Avenue
North Bay ON P1B 9S9
Tel.: (705) 497-5462
Fax: (705) 497-5208

Ministère des Transports

Bureau du génie
Région du Nord-Est
447, avenue McKeown
North Bay ON P1B 9S9
Tél : (705) 497-5462
Télec : (705) 497-5208

RECEIVED

MAR 15 2018



March 13, 2018

M2018-956

Ganice Dupuis
Deputy Clerk/Assistant to the Chief Administrative Officer
The Corporation of the Municipality of West Nipissing
101-225 rue Holditch Street
Sturgeon Falls ON P2B 1T1

Dear Ganice Dupuis:

Thank you for your letter to the Honourable Kathryn McGarry, Minister of Transportation, regarding an operational review at the intersection of Highway 17 and Highway 575, within the Township of Caldwell. I am pleased to respond on behalf of the ministry.

A complete review of this intersection and adjacent corridor will be necessary to properly assess all operating characteristics and make appropriate recommendations. I anticipate this study will be completed by the end of June 2018 and I will inform you of our findings shortly thereafter.

In the meantime, if you have any questions or concerns, please feel free to contact Rob Long, Traffic Supervisor at (705) 497-6843.

Thank you again for bringing your concerns to my attention.

Sincerely,

for/ John Fraser, P.Eng.
Manager of Engineering

cc. Doug Herbrand
Rob Long



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the Committee of the Whole meeting held on March 6th, 2018; Council of the Municipality of West Nipissing reviewed the amended policy regarding Donations;

BE IT THEREFORE RESOLVED THAT Council of the Municipality of West Nipissing adopts the Donation Policy, which shall come into force and take effect on the date it is passed.

BE IT FURTHER RESOLVED THAT the adopted Donation Policy shall become part of the Municipality of West Nipissing's Policy Manual.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

Section: D	Policy Number: 1999/131
Department: All Departments	Effective Date: May 4, 1999
Subject: DONATIONS	Revision Date: Jun-6-2000, Apr-15-2014, Mar-20-2018

- 1) Council will consider written requests for donations from private groups/organizations which are not registered charities and which do not solicit donations from the general public.
- 2) Notwithstanding the provisions of Item 1, donations to registered charities in accordance with Policy 1999/131 – Flowers, purchase of (funeral arrangements) shall be honoured.
- 3) Donations in the form of a bursary will be made annually to both secondary schools in the amount of \$600.00 each for graduation purposes only.
 - École secondaire Franco-Cité
 - École secondaire Northern Secondary School
- 4) Donations in the form of a bursary will be made annually to primary schools in the amount of \$50.00 each for graduation purposes only.
 - École Christ Roi
 - École La Résurrection
 - Jeunesse Active
 - Sainte Marguerite D'Youville
 - Our Lady of Sorrows
 - St-Joseph
 - White Woods Public School
- 5) Donations in the form of a bursary will be made annually to Collège Boréal in the amount of \$100.00 for graduation purposes only.



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the Committee of the Whole meeting held on March 6th, 2018; Council of the Municipality of West Nipissing reviewed the amended policy regarding Memberships;

BE IT THEREFORE RESOLVED THAT Council of the Municipality of West Nipissing adopts the Memberships Policy, which shall come into force and take effect on the date it is passed.

BE IT FURTHER RESOLVED THAT the adopted Memberships Policy shall become part of the Municipality of West Nipissing's Policy Manual.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

Section: M	Policy Number: 2000/333
Department: Administration	Effective Date: June 20, 2000
Subject: MEMBERSHIPS	Revision Date: Mar-20-2018

The following memberships are annually renewable:

COUNCIL: Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
Association française des municipalités de l'Ontario (AFMO)

ADMINISTRATION: Association of Municipal Clerks & Treasurers of ON (AMCTO)
Ontario Municipal Tax and Revenue Association (OMTRA)
Municipal Finance Officers Association
Ontario Municipal Administrators Association
Canadian Payroll Association
Ontario Municipal Human Resources Association
Municipal Employee Pension Centre
Emergency Services Steering Committee
Economic Development Council of Ontario

PUBLIC WORKS: Ontario Good Roads Association (OGRA)
Association of Ontario Roads Superintendents (AORS)
Nipissing Road Association

FIRE DEPARTMENT: Canadian Association of Fire Chiefs
Ontario Association of Fire Chiefs
Wood Energy Technology
Nipissing & Parry Sound Mutual Fire Aid Association
Ontario Fire and Life Safety Educators' Association
Canadian Association of Fire Investigators
Fire Prevention Officers' Association
Training Officers' Association

BUILDING INSPECTION: Ontario Building Official Association
Voyageur Chapter OBOA

MUSEUM: Canadian Museums Association
Ontario Museum Association

RECREATION: Ontario Recreation Facilities Association
West Nipissing Chamber of Commerce
Parks and Recreation Ontario (PRO)

WATER & SEWER: Ontario Municipal Water Association
American Water Works Association

ENVIRONMENTAL: Municipal Waste Association

CEMETERY: Ontario Association of Cemetery & Funeral Professionals



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2018/25

**BEING A BY-LAW TO AMEND BY-LAW 2005/49 BEING A BY-LAW RESPECTING
CONSTRUCTION, DEMOLITION AND CHANGE OF USE PERMITS**

WHEREAS Section 7 of the *Building Code Act*, S.O. 1992, Chapter 23, as amended authorizes Council to pass by-laws respecting construction, demolition and change of use permits and related matters;

AND WHEREAS the Council of the Municipality of West Nipissing desires to amend a fee schedule for all applicable building permit fees;

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

1. That Schedule 'A' to by-law 2005/49 is repealed and replaced with Schedule 'A' attached hereto and shall form part of this by-law.

ENACTED AND PASSED THIS 20th DAY OF MARCH 2018 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

**PERMIT FEES for BY-LAW 2018/25,
Amending By-Law 2005/49
- BUILDING DEPARTMENT -
SCHEDULE "A"**

BUILDING CLASSIFICATION		PERMIT FEE
➤ NEW CONSTRUCTION		
GROUP "A" Assembly Occupancies	Schools, libraries, theatres, churches, restaurants, etc.	\$8.00 per \$1,000 of construction value plus \$65.00 administration fee
GROUP "B" Institutional Occupancies	Hospitals, nursing homes, care homes, etc.	\$8.00 per \$1,000 of construction value plus \$65.00 administration fee
GROUP "C" Residential Occupancies	Single family dwellings, semi-detached dwellings, duplexes, apartments, hotels, motels, etc.	\$0.88 per square foot of gross floor area, excluding crawl spaces, plus \$65.00 administration fee
GROUP "C" Seasonal	Cottages, Camps	\$0.70 per square foot of gross floor area, excluding crawl spaces, plus \$65.00 administration fee
GROUP "C" Residential	Garages, carports, accessory buildings, etc.	\$0.45 per square foot of gross floor area, plus \$65.00 administration fee
GROUP "D" Business and Personal Services Occupancies	Offices, banks, medical clinics, etc.	\$8.00 per \$1,000 of construction value plus \$65.00 administration fee
GROUP "E" Mercantile Occupancies	Retail stores, supermarkets, department stores, etc.	\$8.00 per \$1,000 of construction value plus \$65.00 administration fee
GROUP "F" Industrial Occupancies -	Warehouses, factories, etc.	\$8.00 per \$1,000 of construction value plus \$65.00 administration fee
FARM BUILDING	New Construction / Additions / Renovations or Alterations	\$0.45 per square foot of gross floor area, plus \$65.00 administration fee
➤ ADDITIONS		
GROUPS "A", "B", "D", "E" or "F"		\$8.00 per \$1,000 of construction value, plus \$65.00 administration fee
GROUP "C" (all)		\$0.88 per square foot of gross floor area, excluding crawl spaces, plus \$65.00 administration fee
➤ RENOVATIONS OR ALTERATIONS		
GROUPS "A", "B", "C" (all), "D", "E" or "F"		\$8.00 per \$1,000 of construction value, plus \$65.00 administration fee
DEMOLITION PERMIT		\$80.00
CHANGE OF USE PERMIT		\$8.00 per \$1,000 of construction value plus \$65.00 administration fee
PERMIT EXTENSION FEE		\$65.00



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2018/25**, being a by-law to amend By-law 2005/49, as amended, being a By-law respecting construction, demolition and change of use permits in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2018/26**, being a consolidated by-law to govern the proceedings of the municipal council, the conduct of its members and the calling of meetings in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

MEMORANDUM

TO: Mayor and Council
AND TO: Jay Barbeau, CAO
FROM: Shawn Remillard, C. Tech. Manager, Public Works
DATE: March 5, 2018
RE: SURPLUS EQUIPMENT – PUBLIC WORKS

The Public Works department has an opportunity to dispose of a sidewalk machine blower attachment. This piece of equipment is not used in regular operations and has been in storage since 2015. The equipment is currently in storage.

Proceeds of disposition would be applied to the municipalities 2018 Fleet Capital purchases.

Joie de vivre



www.westnipissingouest.ca



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the equipment described herein be declared as surplus for the Municipality of West Nipissing; and

BE IT ALSO RESOLVED THAT Council hereby authorizes the Manager of Public Works to dispose of the said surplus equipment:

- (1) Sidewalk Machine Blower

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

MEMORANDUM

TO: Mayor and Council
FROM: Melanie Ducharme, Municipal Clerk/Planner
DATE: March 16, 2018
RE: **MUNICIPAL ELECTION 2018 – CANDIDATE ENDORSEMENT SIGNATURES**

The Municipal Elections Act states:

(1.3) The clerk is entitled to rely upon the information filed by the candidate under clause (2) (a.1), and a nomination certified by the clerk under section 35 is conclusive evidence that all conditions precedent under subsection (1.1) have been complied with. 2016, c. 15, s. 23 (1).

Following direction given at the March 13th Council meeting, additional information was sought to clarify the requirements pertaining to the new election regulation concerning the 25 endorsement signatures. While some municipalities are requiring declarations from the endorsing parties, the majority of Ontario municipalities are taking the position that the 25 signatures will be taken at face value by the Clerk and I am content to follow suit.

The wording in Section 3.6 has been amended as follows:

3.6 The onus is on the candidate to file a bona fide nomination paper, ensuring that at least 25 endorsement signatures are from eligible electors, which endorsements will be accepted by the Clerk at face value. An eligible individual may endorse more than one candidate.

At this time, the actual forms which will be required to be used are not available.

Thank you

Joie de vivre



www.westnipissingouest.ca



- - 2018 AGREEMENT - -

SOLID WASTE COLLECTION AND LANDFILL SITE MANAGEMENT

BETWEEN:

THE WEST NIPISSING ENVIRONMENTAL SERVICES

AND:

THE MUNICIPALITY OF WEST NIPISSING

1. The West Nipissing Environmental Services (WNES) agrees to provide
 - Curbside residential solid waste collection for Sturgeon Falls, Cache Bay, Springer, Field, Crystal Falls, and Pedley
 - Curbside residential and commercial recycling collection from Verner, Sturgeon Falls, Cache Bay, Springer, Field, Crystal Falls, and Pedley, including seasonal recycling collection from designated areas
 - Recycling collection and diversion activities from outlying Municipally maintained recycling depots at the Field Landfill site, Verner Landfill site, Lavigne Landfill site, Kipling Landfill site, River Valley Landfill site, Muskasung Landfill site, Field Public Works yard, Verner arena, North Monetville Fire Hall, and Crystal Falls
 - Operation of the Municipal landfill site on Landfill Site Road, Sturgeon Falls. This includes, but is not limited to, collection of revenue at the gate, supervising of loads, site maintenance, covering waste and ensuring compliance with all legislative requirements.
 - Operation of the Material Recovery Facility on Landfill Site Road. This includes, but is not limited to, processing all recycled materials and storage of materials.
2. The West Nipissing Environmental Services shall provide management services to The Municipality of West Nipissing's Solid Waste department. The Municipality shall assume 30% of the Manager's salary and 70% of the Assistant's salary. Through the Municipal Solid Waste department, WNES is responsible for the management of all landfill sites recycling activities, inquiries from public, co-ordination with other government agencies, and ensure compliance with all respective legislation and by-laws.

3. The fees for **2018** shall be \$1,009,005.00
4. The fees shall be renewed on an annual basis. The West Nipissing Environmental Services is to provide The Municipality of West Nipissing with a budget and proposed fee structure prior to January 31 of each year.
5. The parties agree to meet from time to time, as required, to review and update this agreement.
6. This agreement can be terminated by either party thirty (30) days after the delivery of a written notice.

DATED THIS ____ DAY OF _____, 2018.

**THE WEST NIPISSING
ENVIRONMENTAL SERVICES**

**THE CORPORATION OF THE
MUNICIPALITY OF WEST NIPISSING**

Ginette Rochon
Chair

Joanne Savage
Mayor

Raymond Marleau
Director

Jean-Pierre (Jay) Barbeau
Chief Administrative Officer

Date

Date



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

Resolution No.

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the Special Budget meeting of Council held on March 7th, 2018, deliberations were held to discuss expenditure estimates for the management of Solid Waste for the year 2018;

AND WHEREAS Council approved the expenditure estimates for the management of Solid Waste for the year 2018;

BE IT RESOLVED THAT the Council for the Corporation of the Municipality of West Nipissing approves the expenditure estimates attached hereto as Schedule "A" for the management of Solid Waste for the year 2018.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

SCHEDULE "A"

Solid Waste
2018

	2017			2018	
	Actual	Budget	Variance	Budget	Variance
Revenues					
Rate Revenue	1,319,299	1,305,045	14,254	1,357,162	52,117
Stewardship	136,088	134,161	1,927	138,721	4,560
Miscellaneous Income	40,627	10,000	30,627	10,000	-
Total Revenues	1,496,014	1,449,206	46,808	1,505,883	56,677
Expenditures					
HR Costs					
Salaries & Wages	126,288	125,716	(572)	131,940	(6,224)
Benefits	13,851	14,310	459	14,456	(146)
Education	6,734	6,000	(734)	6,000	-
Total HR Costs	146,873	146,026	(847)	152,396	(6,370)
Operating Costs					
Advertising	2,597	5,000	2,403	5,000	-
Contractors	1,237,274	1,156,480	(80,794)	1,226,767	(70,287)
General Insurance	5,600	5,600	-	5,620	(20)
Materials	7,874	22,000	14,126	10,000	12,000
Office Supplies	2,552	1,700	(852)	1,700	-
Professional Fees	65,743	68,000	2,257	70,000	(2,000)
Services and Rents	8,162	23,100	14,938	13,100	10,000
Supplies	15,125	17,500	2,375	17,500	-
Utilities & Telecommunication	2,642	3,800	1,158	3,800	-
Non TCA Expenses	-	-	-	-	-
Total Material, Supplies & Rents	1,349,031	1,303,180	(45,851)	1,353,487	(50,307)
Total Expenditures	1,495,904	1,449,206	(46,698)	1,505,883	(56,677)
Net Surplus (Deficit) Operations	110	-	110	-	-
Transfer to Reserve					
Contribution from Reserve	(14,576)	(46,000)	(31,424)	(30,000)	16,000
Total Change in Reserves	(14,576)	(46,000)	(31,424)	(30,000)	16,000
Capital Assets					
Capital expenditures	14,576	46,000	31,424	30,000	(16,000)
Total Capital Assets	14,576	46,000	31,424	30,000	(16,000)
Surplus (Deficit)	110	-	110	-	-



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

BY-LAW 2018/28

**BEING A BY-LAW TO SET THE RATES FOR A SOLID WASTE MANAGEMENT SYSTEM
IN THE MUNICIPALITY OF WEST NIPISSING**

WHEREAS Section 326(2)(b) of the *Municipal Act* states as follows:

“Special Service” means a service or activity of a municipality or local board of the municipality that is being provided or undertaken at different levels or in a different manner in different parts of the municipality.

WHEREAS the solid waste management for the Corporation of the Municipality of West Nipissing shall be segregated in two areas, being:

- Sturgeon Falls, Springer Township and Cache Bay, Verner and Field, being one area, and
- all other outlying areas being the other area;

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

1) THAT THE FOLLOWING SOLID WASTE MANAGEMENT RATES FOR THE YEAR 2018:

Sturgeon Falls, Springer and Cache Bay, Verner and Field:

Per household unit: \$ 256.90
Each additional unit: \$ 156.25
Seasonal units: \$ 156.25

OUTLYING AREA:

Residential:

A) Where landfill access and garbage pickup is provided:

Per household unit: \$ 222.60
Each additional unit: \$ 122.00
Seasonal units: \$ 122.00

B) Where landfill access only is provided:

Per household unit: \$ 122.00
Each additional unit: \$ 60.00
Seasonal units: \$ 60.00
Island units: \$ 60.00

Commercial and Industrial:

A) Group 1 consisting of Lodges, Trailer Parks, Restaurants, Grocery Stores and Confectionaries: \$ 360.70

B) Group 2 consisting of Professional Office, Banks, Motels, Garages, Bell, and all others not captured in Group 1:

- Where landfill access and garbage pickup is provided \$ 222.60
- Where landfill access only is provided \$ 122.00

2) That any By-law in contradiction hereof is repealed.

**ENACTED AND PASSED ON THIS 20th DAY OF MARCH, 2018, AS WITNESSED BY THE SEAL OF THE
CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
MUNICIPAL CLERK



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

2018 /

MARCH 20, 2018

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the combined meeting of Council held on March 7, 2018, deliberations were held to discuss expenditure estimates for Water and Wastewater for the year 2018;

AND WHEREAS Council approved the expenditure estimates for Water and Wastewater for the year 2018;

BE IT RESOLVED THAT the Council for the Corporation of the Municipality of West Nipissing approves the expenditure estimates attached hereto as Schedule "A" for Water and Wastewater for the year 2018.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

Water & Wastewater 2018

	Actual	2017 Budget	Variance	2018 Budget	Variance
Revenues					
Provincial	3,255	-	3,255	-	-
Rate Revenue	5,402,350	5,445,033	(42,683)	5,497,394	52,361
Interest Revenue	26,502	15,000	11,502	15,000	-
Management Fees	-	-	-	-	-
Other Income	33,538	34,500	(962)	34,500	-
West Nipissing Power Generation	160,000	160,000	-	100,000	(60,000)
Transfer from Reserve	-	-	-	-	-
Total Revenues	5,625,645	5,654,533	(28,888)	5,646,894	(7,639)
Expenditures					
HR Costs					
Salaries & Wages	813,883	915,902	102,019	933,728	(17,826)
Benefits	195,251	208,932	13,681	226,499	(17,567)
Education	24,227	25,000	773	25,000	-
Total HR Costs	1,033,361	1,149,834	116,473	1,185,227	(35,393)
Operating Costs					
Advertising	2,672	500	(2,172)	500	-
Contractors	184,272	180,000	(4,272)	180,000	-
General Insurance	123,666	123,666	-	126,049	(2,383)
Interest on Loans	520,982	529,428	8,446	490,650	38,778
Materials & Supplies	98,236	139,750	41,514	142,750	(3,000)
Office Supplies	28,160	24,450	(3,710)	34,850	(10,400)
Process Materials	663,514	645,500	(18,014)	675,000	(29,500)
Professional Fees	2,408	20,000	17,592	20,000	-
Repairs & Maintenance	121,218	120,000	(1,218)	120,000	-
Services and Rents	270,720	285,240	14,520	285,240	-
Special Projects	-	-	-	-	-
Utilities & Telecommunication	494,153	594,735	100,582	538,478	56,257
Vehicle Expenses	16,371	21,000	4,629	21,000	-
Non TCA Expenses	-	-	-	-	-
Total Material, Supplies & Rents	2,526,372	2,684,269	157,897	2,634,517	49,752
Total Expenditures	3,559,733	3,834,103	274,370	3,819,744	14,359
Net Surplus (Deficit) Operations	2,065,912	1,820,430	245,482	1,827,150	6,720

**Water & Wastewater
2018**

	2017			2018	
	Actual	Budget	Variance	Budget	Variance
Transfer to Reserve	1,125,000	1,125,000	-	1,125,000	-
Contribution from Reserve	(785,221)	(1,508,657)	(723,436)	(708,400)	(800,257)
Funding	(1,499,873)	(2,890,343)	(1,390,470)	(1,168,600)	(1,721,743)
Other revenue			-		-
Total Change in Reserves	(1,160,094)	(3,274,000)	(2,113,906)	(752,000)	(2,522,000)
Repayment to General Reserve	32,069	32,069	-	-	32,069
Payments on Loans	663,361	663,361	-	702,150	(38,789)
Total Change in Financing	695,430	695,430	-	702,150	(6,720)
Capital Assets					
Capital expenditures-Infrastructure	2,240,066	4,173,000	1,932,934	1,627,000	2,546,000
Capital expenditures-Equipment	45,028	226,000	180,972	250,000	(24,000)
Total Capital Assets	2,285,094	4,399,000	2,113,906	1,877,000	2,522,000
	1,820,430	1,820,430	-	1,827,150	(6,720)
Surplus (Deficit)	245,482	(0)	245,482	0	(0)



BY-LAW 2018/29

**BEING A BY-LAW WITH RESPECT TO SETTING
THE WATER AND SEWER RATES
WITHIN THE MUNICIPALITY OF WEST NIPISSING FOR THE YEAR 2018**

WHEREAS the *Public Utilities Act*, R.S.O. 1990 Chapter p. 52, as amended by: 1991 Chapter 15, s.43; 1996 Chapter 1, Sch. M, s.33, authorizes the Municipality to acquire, establish, maintain and operate a water distribution system; and

AND WHEREAS Part II, Section 10. (2) 3. of the *Municipal Act* provides for single-tier municipalities to pass by-laws respecting financial management of the municipality and its local boards; and

WHEREAS Section 398 (2) of the *Municipal Act*, 2001, S.O. 2001 provides that: 'The Treasurer of a local municipality may add fees and charges imposed by the municipality, to the tax roll for the following property in the local municipality and collect them in the same manner as municipal taxes';

- (1) In the case of fees and charges for the supply of public utility, the property to which the public utility was supplied;

AND WHEREAS Section 391 (3) of the *Municipal Act* provides that: The costs included in a fee or charge may include costs incurred by the municipality or local board related to administration, enforcement and the establishment, acquisition and replacement of capital assets;

AND WHEREAS the Council of the Corporation of the Municipality of West Nipissing deems it desirable and expedient to revise and amend its rates for the maintenance and operation of its sewer distribution systems and to fix new rates for the supplying of waste water services;

NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS PER SCHEDULES ATTACHED HERETO AND FORMING PART OF THE BY-LAW:

- (1) **THAT** all Single Family dwellings in the Municipality be charged the same flat fee for water and sanitary sewer services as follows:

	Single Family Dwelling	Term
Water service	\$594.18	year
Sanitary sewer service	\$742.72	year
Both water and sewer	\$1,336.90	year

- (2) **THAT** all Multiple dwellings in the Municipality be charged the same flat fee for water and sewers services as follows:

	First dwelling	Each Additional Dwelling	Term
Water service	\$594.18	\$297.09	year
Sanitary sewer service	\$742.73	\$371.36	year
Both water and sanitary sewer	\$1,336.91	\$668.45	year

- (3) **THAT** all Cache Bay residents not connected to sanitary sewer services, the annual fee shall be : \$297.09

- (4) **THAT** all Cache Bay residents not connected to sanitary sewer services, the annual rate for multiple-dwellings is as follows: \$297.09 year for the first dwelling and \$148.55 year for each addition dwelling

- (5) **THAT** all Residential and Commercial pools be charged the following fee: \$72.62 year

- (6) **THAT** all Buildings within the Municipality of West Nipissing, other than Residential Buildings be charged for the use of municipal water and sewer based upon **Schedule "A"** of rates attached.

- (7) **THAT** the following water rate be the one charged to all clients within the Municipality of West Nipissing who have water meters.

(a)	All metered services Industrial, Commercial and Residential	\$6.9558 per 1,000 i.g.
(b)	All Commercial Water Tankers	\$6.9558 per 1,000 i.g.

- (8) **THAT** the Sanitary Sewer surcharge rate charged to all clients within the Municipality be the water rate multiplied by 1.25

- 8.1 In case of non-payment of water rates or charges by any owner or consumer when the same becomes due and payable, the Collector's office will charge a monthly interest charge of 1.25% of the outstanding balance to the account on the (1st) day of each month.
- 8.2 When a consumer neglecting to pay his water charge for six (6) months, the entire outstanding balance, including all interest charges and administrative fee, shall be added to the tax roll and shall become due and payable, and shall be collected as if the same had originally been imposed and formed part of such tax levy.
- 8.3 Penalties and interest on the principle outstanding amount in default of the utility charges so added to the tax roll shall continue to be computed until the clearance of the tax roll balance.
- 8.4 An administration fee of \$25.00 shall be added to the outstanding utility charge before the total outstanding balance is added to the tax roll.

- (9) **THAT** By-law **2017/35** be hereby repealed.

- (10) **THAT** this By-Law shall be retroactive to the first day of the Year 2018.

ENACTED AND PASSED THIS 18th DAY OF APRIL 2017 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
MUNICIPAL CLERK

SCHEDULE "A" TO BY-LAW NO. 2018/29

BEING A BY-LAW WITH RESPECT TO SETTING THE WATER AND SEWER RATES

WITHIN THE MUNICIPALITY OF WEST NIPISSING FOR THE YEAR 2018

1.	Bath tubs or showers	Hotels and Motels & Institutions	144.98
		Each additional	67.51
2.	Basins		117.99
	Each additional	Institutions & Commercial	50.77
3.	Bait Dealers & Minnow Ponds	(Per season X 4 yearly)	
		Min. ponds with Cont. Flow	675.61 quarter
		Min. Ponds with Reg. Systems	337.99 quarter
4.	Barber Shops	First chair	144.98
		Each additional	84.69
5.	Building (during const.)	New commercial building	561.16
		New residential building	112.14
		New industrial building	1,690.64
6.	Bakeries	Each	506.97
7.	Banks	Each	337.99
8.	Beauty Salons, Spa's and other Health Related Businesses	First Chair	144.98
		- Each additional	84.69
9.	Brewer's Warehouse	Each	1,020.24
10.	Steam Boilers	Manufacturing establishments	337.99
11.	Bowling Alleys	First lane	135.99
		Each additional lane	50.77
12.	Water closets (toilets)	Stores, offices, restaurants, bars	101.52
		Each additional	60.94
		Manufacturing establishment	169.01
		Hotels, Motels, Institutions	84.69
		Schools, public buildings, (Halls)	84.69
		Each additional	67.56
		Continuous Flow	144.98
13.	Churches	Base Rate - First 2,000 sq. ft.	101.52
		Each additional 1,000 sq. ft.	22.39
		(Based on main floor area)	
14.	Golf Course	Base rate (no irrigation)	135.10
15.	Club Rooms	Base rate	135.10
16.	Curling Rinks	Base rate	675.91
17.	Cleaning, Drying,	Base rate	337.99
		Pressing Shops	
18.	Fountains (drinking)	Self Closing	202.06
		Continuous Flow	506.97
		Ornamental display - public	202.06
		Ornamental - swimming pools	202.06
		Ornamental - private property	101.17
		In restaurant	235.95
19.	Gas Station, Service Station	Base rate	506.97
	Car Wash Manual	Each bay	401.76
	Car Wash	Semi-automatic	1,262.55
20.	Garages	Base rate	506.97
21.	Greenhouses	Private- per season	101.52
		Commercial - per person	420.85
22.	Hospital West Nipissing Flat Rate		10,099.94
23.	Car Wash	Base rate	506.97
		Manual each bay	401.76

SCHEDULE "A" TO BY-LAW NO. 2018/29

BEING A BY-LAW WITH RESPECT TO SETTING THE WATER AND SEWER RATES

WITHIN THE MUNICIPALITY OF WEST NIPISSING FOR THE YEAR 2018

		Semi-automatic	1,262.55
24.	Hotels, Motels, Boarding Houses		
		Each room	33.97
		Bars in hotels	471.88
		Cocktail lounges	841.69
25.	Home for the Aged	Base rate first 2,500 sq. ft.	101.52
		Each additional 1,000 sq. ft.	50.77
26.	Heating	Central heating system (Hot water)	
		Hotel, commercial establishments,	168.99
27.	Private Hydrants	Each per year	1,020.24
28.	Liquor Store	Base rate	596.22
29.	Laundromats	Base rate	169.01
		Each additional washing machine	169.01
30.	Municipal Buildings and Government buildings	Base rate	271.07
31.	Market	Base rate	204.09
32.	Offices	Printing	191.33
	Dental	First Chair	404.93
		Each additional chair	169.01
	Law	Base rate	101.52
	Medical	Base rate	176.70
	All others	Base rate	101.52
33.	Schools, Day Care Buildings	Base rate	841.69
		Each additional room	50.77
34.	Photograph Galleries	Base Rate	471.88
35.	Pool rooms & billiards	Base rate	84.69
36.	Restaurants and Chip stands	No seating inside	404.93
		With seating inside	841.69
37.	Rinks & Skating	Closed	675.91
		Open - Institutions	506.97
		Open - Commercial	1,681.26
38.	Stores	General, provisions groceries	235.95
		Confectionery	337.99
		Drug Stores	337.99
		Department Stores	675.91
		Dry Goods & Hardware	235.95
		Stationery Stores	235.95
		Butcher Shop	302.93
		Shoemaker & Tinsmith Shops	135.99
		Butcher Shops with grocery store	404.93
39.	Swimming pools	Maintenance fee	72.60
40.	Siphon Water	Each	420.90
41.	Taxi Stands	Base rate	169.01
42.	Tubs (wash)	In Hotels & Commercial	101.52
		Each additional	50.77
43.	Theatres or Bingo Halls	Each	303.09
		Hall attached to Church or School	252.48

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WITHIN THE MUNICIPALITY OF WEST NIPISSING FOR THE YEAR 2018**

44.	Tourist Cabins	Each single cabin without water service from system	27.32 year
		Each single cabin with water service from system	42.36 year
		Double cabins to be treated as two cabins when calculating water	
45.	Urinals Self Acting Only	Hotels & Motels	151.92
		Public Buildings, schools, etc.	151.92
46.	Warehouses	Base rate	169.01
47.	Welders	Base rate	169.01
48.	Washer	Commercial buildings	
		Automatic washer	58.00
		Automatic dishwasher	58.00
49.	Jacuzzi	Hotels & Motels	202.92
50.	Outside taps	Each tap	29.03
51.	Shut off and turn on water box	Each time during regular hours	86.56
52.	Buildings with sprinkler systems	Base rate	431.65
53.	Ice machines in building	Base rate	107.95
54.	Manufacturing buildings & Industrial Building (No water meter)	Base rate	841.69