



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, MARCH 20, 2018 AT 6:30 PM**

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

ABSENT: 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 approve the addendum as presented.

No. 2018/87 Moved by: Councillor Fortier
Seconded by: Councillor Larabie

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

C) Delegations & petitions / *Délégations et pétitions*

NIL

D) Planning / *Planification*

D-1 A resolution was passed to authorize the 3rd and final reading for the construction of the drainage work for the Krause-Piquette Drain.

No. 2018/88 Moved by: Councillor Larabie
Seconded by: Councillor Fortier

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.

CARRIED

- D-2** A resolution was passed to accept, assume and dedicate lands for public highway purposes (Pt of Norland Road, Twp. of Hugel)

No. 2018/89 Moved by: Councillor Fortier
 Seconded by: Councillor Larabie

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.

CARRIED

- D-3** A resolution was passed to accept, assume and dedicate lands for public highway purposes (Pt of O'Brien Road, Twp. of Caldwell)

No. 2018/90 Moved by: Councillor Larabie
 Seconded by: Councillor Fortier

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.

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 February 20, 2018.

No. 2018/91 Moved by: Councillor Fortier
 Seconded by: Councillor Larabie

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

- E-2** A resolution was passed to adopt the minutes of the special budget meeting of Council held on February 21, 2018.

No. 2018/92 Moved by: Councillor Larabie
 Seconded by: Councillor Fortier

BE IT RESOLVED THAT the minutes of the SPECIAL BUDGET meeting of Council held on February 21, 2018 be adopted, as presented / amended. **CARRIED**

- E-3** A resolution was passed to adopt the minutes of the meeting of Council held on March 6, 2018.

No. 2018/93 Moved by: Councillor Fortier
 Seconded by: Councillor Larabie

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

- E-4** A resolution was passed to adopt the minutes of the closed meeting of Council held on March 6, 2018.

No. 2018/94 Moved by: Councillor Larabie
 Seconded by: Councillor Fortier

BE IT RESOLVED THAT the minutes of the CLOSED meeting of Council held on March 6, 2018 be adopted, as presented / amended. **CARRIED**

E-5 A resolution was passed to adopt the minutes of the special budget meeting of Council held on March 7, 2018.

No. 2018/95 Moved by: Councillor Fortier
 Seconded by: Councillor Larabie

BE IT RESOLVED THAT the minutes of the SPECIAL BUDGET meeting of Council held on March 7, 2018 be adopted, as presented / amended. **CARRIED**

E-6 A resolution was passed to adopt the minutes of the meeting of Council held on March 13, 2018.

No. 2018/96 Moved by: Councillor Tessier
 Seconded by: Councillor Brisson

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

E-7 A resolution was passed to receive the minutes of the Au Chateau Board of Management meeting.

No. 2018/97 Moved by: Councillor Brisson
 Seconded by: Councillor Tessier

BE IT RESOLVED THAT the minutes of the Au Chateau Board of Management meeting held on January 17, 2018 be received. **CARRIED**

E-8 A resolution was passed to receive the minutes of the West Nipissing Public Library Board meeting.

No. 2018/98 Moved by: Councillor Tessier
 Seconded by: Councillor Brisson

BE IT RESOLVED THAT the minutes of the West Nipissing Library Board meeting held on February 8, 2018 be received. **CARRIED**

E-9 A resolution was passed to adopt the minutes of the Planning Advisory Committee meeting.

No. 2018/99 Moved by: Councillor Brisson
 Seconded by: Councillor Tessier

BE IT RESOLVED THAT the minutes of the West Nipissing Planning Advisory Committee meeting held on December 18, 2017 be adopted as presented. **CARRIED**

E-10 A resolution was passed to receive the minutes of the Committee of Adjustment meeting.

No. 2018/100 Moved by: Councillor Tessier
 Seconded by: Councillor Brisson

BE IT RESOLVED THAT the minutes of the West Nipissing Committee of Adjustment meeting held on February 12, 2018 be received. **CARRIED**

E-11 A resolution was passed to receive the minutes of the West Nipissing Police Services Board meeting.

No. 2018/101 Moved by: Councillor Brisson
 Seconded by: Councillor Tessier

BE IT RESOLVED THAT the minutes of the West Nipissing Police Services Board meeting held on February 15, 2018 be received. **CARRIED**

E-12 A resolution was passed to receive the disbursements of accounts payables.

No. 2018/102 Moved by: Councillor Tessier
 Seconded by: Councillor Brisson

BE IT RESOLVED THAT the accounts payables disbursement sheets be received.

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

CARRIED

E-13 Correspondence from the Ministry of Transportation (MTO)

A letter from the MTO was shared with Council advising that a review will be carried out at the requested Hwy. 17 and Hwy. 575 intersection by the end of June 2018. The findings will be reported thereafter.

F) Unfinished Business / *Affaires en marche*

NIL

G) Notice of Motion / *Avis de motions*

H) New Business / *Affaires nouvelles*

H-1 A resolution was passed to approve the revised Donation Policy.

No. 2018/103 Moved by: Councillor Brisson
 Seconded by: Councillor Tessier

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 Donations Policy, which shall come into force and take effect on the date it is passed.

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

H-2 A resolution was passed to approve the revised Membership Policy.

No. 2018/104 Moved by: Councillor Fortier
 Seconded by: Councillor Brisson

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. **CARRIED**

H-3 A resolution was passed to approve By-Law **2018/25** to amend the Building and Planning Fees.

No. 2018/105 Moved by: Councillor Brisson
 Seconded by: Councillor Fortier

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. **CARRIED**

H-4 A resolution was passed to approve By-Law **2018/26** to authorize the new consolidation of the Procedural By-Law.

No. 2018/106 Moved by: Councillor Fortier
 Seconded by: Councillor Brisson

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.

CARRIED

H-5 A resolution was passed to authorize the disposition of surplus equipment (WN Public Works)

No. 2018/107 Moved by: Councillor Brisson

Seconded by: Councillor Fortier

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

CARRIED

H-6 A resolution was passed to establish the Municipal Election Policies and Procedures.

No. 2018/108 Moved by: Councillor Fortier

Seconded by: Councillor Brisson

BE IT RESOLVED THAT By-law **2018/27**, being a by-law to establish the policies and procedures for conducting the 2018 municipal elections in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

H-7 A resolution was passed to authorize the signing of the 2018 Solid Waste Collection and Landfill Site Management Agreement.

No. 2018/109 Moved by: Councillor Larabie

Seconded by: Councillor Brisson

BE IT RESOLVED THAT the Mayor and Chief Administrative Officer be authorized to sign the 2018 Solid Waste Collection and Landfill Site Management Agreement with West Nipissing Environmental Services for the Municipality of West Nipissing.

CARRIED

H-8 A resolution was passed to approve the Solid Waste Expenditure Estimates for 2018.

No. 2018/110 Moved by: Councillor Brisson

Seconded by: Councillor Larabie

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.

SCHEDULE 'A'

Solid Waste 2018					
	Actual	2017 Budget	Variance	2018 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	-	-

CARRIED

H-9 A resolution was passed to set the Solid Waste Rates for 2018.

No. 2018/111 Moved by: Councillor Larabie
Seconded by: Councillor Brisson

BE IT RESOLVED THAT By-law **2018/28**, being a by-law to set the rates for the Solid Waste Management System in the Municipality of West Nipissing for the year 2018, shall come into force and take effect on the date it is passed.

CARRIED

H-10 A resolution was passed to approve the Water and Wastewater Expenditure Estimates for 2018.

No. 2018/112 Moved by: Councillor Brisson
Seconded by: Councillor Larabie

WHEREAS at the combined **Special Budget** 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.

SCHEDULE 'A'

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					
	Actual	2017 Budget	Variance	2018 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)

CARRIED

H-11 A resolution was passed to set Water and Wastewater Rates for 2018.

No. 2018/113 Moved by: Councillor Larabie
Seconded by: Councillor Brisson

BE IT RESOLVED THAT By-law **2018/29**, being a by-law to set the 2018 Water and Wastewater Rates in the Municipality of West Nipissing, 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 confirm the proceedings of Council at its meeting of March 20, 2018.

No. 2018/114 Moved by: Councillor Brisson
Seconded by: Councillor Larabie

BE IT RESOLVED THAT By-law No. **2018/30**, being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 20 day of March 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.

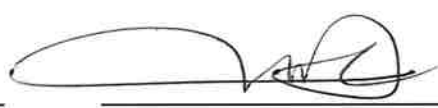
No. 2018/115 Moved by: Councillor Larabie
Seconded by: Councillor Brisson

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

CARRIED



JOANNE SAVAGE,
MAYOR



MELANIE DUCHARME,
CLERK