



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 5, 2019 AT 6:30 PM**

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

ABSENT:

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

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

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

No. 2019/051 Moved by: Councillor Malette
Seconded by: Councillor Fisher

BE IT RESOLVED THAT the Agenda for the meeting of Council held on March 5, 2019 be approved as
 presented / amended.

CARRIED

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

No. 2019/052 Moved by: Councillor Fisher
Seconded by: Councillor Malette

BE IT RESOLVED THAT the Addendum for the meeting of Council held on March 5, 2019 be adopted as
 presented / amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 Municipal Property Assessment Corporation (MPAC) (*Presenter: Steve McArthur*)

Mr. McArthur provided Council with an update pertaining to the role of the Municipal Property Assessment Corporation (MPAC) and how the four year assessment cycle works. Mr. McArthur also provided year-end assessments for the municipality which demonstrate that property values in West Nipissing with an overall 2.8% increase over the last 4 year cycle with a marked increase in farmland.

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

D-1) PUBLIC WORKS / TRAVAUX PUBLICSNIL

D-2) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES

D-2 (a) Museum Update (*presenter: Renée-Anne Paquette*)

The Director of Community Services provided a brief summary of the history of the one year pilot project which is now ten months in. Museum Manager, Renee-Anne Paquette updated Council

pertaining to the Museum operations which are in the process of hopefully becoming a year-round destination for arts, culture, etc.. Ms. Paquette walked council through the performance measures outlined in the business plan which was presented at the beginning of the pilot project. Ms. Paquette provided an overview of the programs and services which have been added and provided statistics of attendances at the various activities and programs. Council agreed to review the financial statements at the budget meeting on the 18th.

D-3) SEWER AND WATER / LES ÉGOUTS ET L'EAUNIL

D-4) ENVIRONMENTAL / L'ENVIRONNEMENTNIL

D-5) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

D-5 (a) Unsuccessful Tax Sale

The Treasurer provided a brief outline of the tax sale process under the Municipal Act following which she briefly described the two properties that have currently undergone the tax sale process with no offers having been made. Following discussion, Council directed the Treasurer to vest the properties and to look into the cost of demolishing the structures on the property in River Valley. It was also suggested that the property be declared surplus. It was also recommended that staff look into the prospect of demolishing the buildings on the River Valley property with our own forces.

D-5 (b) Discussion re: Procedural By-Law re: Setting agendas

The Mayor opened the discussion by summarizing the concerns raised by both staff and elected officials with respect to agenda items. The CAO provided the rationale for members of Council bringing items to staff for the Agenda in a timely fashion. A discussion ensued as to whether the need for a formal process for requesting items to be on the agenda. It was agreed that the procedural by-law be amended to include deadlines for COW agenda submission of one week prior if it is an issue with the corporation where staff analysis is required. External issues and documentation not involving staff time could be submitted by the Wednesday prior to the meeting. It was agreed that agenda submissions be on the prescribed form presented at the meeting and submitted by Councillors to the Mayor and CAO. The CAO shall then receive items and schedule them accordingly. He will meet with the Mayor on a regular basis to review same. An additional document will be shared with Council indicating which meeting items shall appear.

D-5 (c) Discussion re: Interest from resident in purchasing a municipal property in Verner (Principale & Paquette Streets)

The clerk presented an offer to acquire certain vacant land located on Principale Street in Verner. Prior to making a decision, Council directed the clerk to return to the individual making the offer and seek permission to share the details of the proposed development.

~~**D-5 (d) Clarification re: PSW Campaign**~~

It was agreed that this item has been resolved itself and need not be discussed.

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

D-6) PLANNING / PLANIFICATIONNIL

D-7) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE

D-7 (a) Revisions of the WN Fire Service By-Laws and Emergency Plan:

(i) By-Law to Establish and Regulate Fire & Emergency Services

- (ii) By-Law to Participate in the Nipissing and Parry Sound District Mutual Aid Plan
- (iii) By-Law to Establish an Emergency Plan

Council was presented with updates of the By-Law to Establish and Regulate Fire & Emergency Services, By-Law to Participate in the Nipissing and Parry Sound District Mutual Aid Plan as well as the updated Emergency Plan. Changes include updated language as legislated and changes to fees. It was agreed that the documents be brought to the regular meeting of council for ratification.

D-7 (b) Community Safety & Well-Being Plan

The Chair brought the matter of adopting a Community Safety and Well Being Plan to Council's attention and highlighted that free webinars are available for members of council to inform themselves.

D-7 (c) Financial Assistance for WN Search & Rescue

Councillor Fisher raised the issue of a request by the WN Search and Rescue organization for assistance with insurance premiums. Following discussion, Council agreed that the premium be honoured. It was also requested that the organization come back to council with an update on its activities.

D-7 (d) Financial Assistance for Field First Response

The Chair brought forward a request from the Field First responders to have the municipality fund the electricity at 100% so that fundraising monies are not having to be used to pay the hydro. Following discussion, it was agreed that the bills be paid out of operations.

A motion was tabled to extend the meeting beyond regular curfew in order to continue discussions:

Moved by: Councillor Fisher
Seconded by: Councillor Séguin

The motion was accepted by all.

D-8) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE

D-8 (a) Support letters re: Rural and Northern Immigration Pilot Project (RNIPP)

The Mayor briefed Council on letters which were issued to the North Bay Chamber of Commerce and the Greater Sudbury Development Corporation supporting their application to participate in the Rural Northern Immigration Pilot Project (RNIPP).

D-9) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉNIL

**REGULAR COMMITTEE MEETING /
RÉUNION RÉGULIÈRE**

E) PLANNING / PLANIFICATIONNIL

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURIERNIL

G) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉNIL

H) NOTICE OF MOTION / AVIS DE MOTIONS

A motion was tabled by Councillor Duhaime at the February 19th, 2019 Council pertaining to the accounts payable disbursements.

No. 2019/053 Moved by: Councillor Malette
Seconded by: Councillor Fisher

NOTICE OF MOTION FROM FEBRUARY 19, 2019

WHEREAS Council's objectives are to ensure that the Municipality's financial and administrative resources are being used as efficiently as possible;

AND WHEREAS accountability and transparency are a priority in maintaining public trust in Council and the Management of our Municipality;

AND WHEREAS it is important to ensure that councillors have access to more information about the Municipality's accountability (finances);

AND WHEREAS this information will be essential to ensure that integrity is practiced all the time;

AND WHEREAS the accounts payable have always been part of the Municipality of West Nipissing agenda and approved on a monthly basis;

BE IT THEREFORE RESOLVED THAT the Council of the Municipality of West Nipissing receive on a monthly basis the accounts payable in the same format as previously provided for review and questions of understanding.

Councillor Duhaime explained the justification for the motion citing past practice and transparency as the most important factors. A discussion ensued and it was suggested that a more strategic format, such as categorizing the information could be used rather than the current form, which is both time consuming and inaccurate due to required redactions for privacy issues.

A Motion was made to refer the item back to staff.

REFERRED

I) NEW BUSINESS / AFFAIRES NOUVELLES

I-1 Resolution to adopt By-Law 2019/16 to amend the Procedural By-Law regarding Conflict of Interest was overlooked due to time constraints and will be dealt with at the next regular Council meeting.

I-2 Resolution to award tender for Gym Decommissioning at the Verner Municipal Building.
[🔗 Refer to Addendum Section](#)

I-3 Resolution to award tender for Refrigeration Plant Upgrades at the Sturgeon Falls Arena.
[🔗 Refer to Addendum Section](#)

J) ADDENDUM / ADDENDA

I-2 A resolution was passed to award the tender for the Gym Decommissioning at the Verner Municipal Building.

No. 2019/054 Moved by: Councillor Duhaime
Seconded by: Councillor Larabie

WHEREAS tenders for the Decommissioning of the gymnasium at the Verner Municipal Building were opened on February 28, 2019 by the Director of Corporate Services and the Project Manager of Community Services;

AND WHEREAS two (2) tenders were received;

AND WHEREAS the tenders have been reviewed and the award being recommended herein consists of the best price meeting all of the specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the tender for the Decommissioning of the gymnasium at the Verner Municipal Building be awarded to **VENASSE BUILDING GROUP INC.**, having submitted the lowest quotation of \$175,000 meeting all the specifications.

CARRIED

I-3 A resolution was passed to award the tender for the Refrigeration Plant Upgrades at the Sturgeon Falls Arena.

No. 2019/055 Moved by: Councillor Larabie
Seconded by: Councillor Duhaime

WHEREAS request for proposals for the Refrigeration Plant Upgrades at the Sturgeon Falls Arena were opened on February 7, 2019 by the Director of Corporate Services and the Project Manager of Community Services;

AND WHEREAS two (2) proposals were received;

AND WHEREAS the proposals have been reviewed and the award being recommended herein consists of the best price meeting all of the specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for the Refrigeration Plant Upgrades at the Sturgeon Falls Arena be awarded to **CIMCO**, having submitted the lowest quotation of \$112,839.20 meeting all the specifications.

CARRIED

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

K-1 The Mayor gave her report.

L) CLOSED MEETING / RÉUNION À HUIS CLOS

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

No. 2019/056 Moved by: Councillor Duhaime
Seconded by: Councillor Larabie

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 of local board;
(i) Nature's Trail Bridge

(B) personal matters about an identifiable individual, including municipal or local board employees;
(ii) Integrity Commissioner
(iii) Human Resource matter

CARRIED

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

No. 2019/057 Moved by: Councillor Larabie
Seconded by: Councillor Duhaime

BE IT BE IT RESOLVED THAT the Closed meeting of Council held on March 5, 2019 be adjourned at 10:17 PM in order to proceed with the regular meeting

CARRIED

M) ADJOURNMENT / AJOURNEMENT

M-1 A resolution was passed to adopt By-law **2019/17** confirming the proceedings of Council at its meeting held on March 5, 2019.

No. 2019/058 Moved by: Councillor Duhaime
Seconded by: Councillor Larabie

BE IT RESOLVED THAT By-law No. **2019/17** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 5th day of March 2019, 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. 2019/059 Moved by: Councillor Larabie
Seconded by: Councillor Duhaime

BE IT RESOLVED THAT the meeting of Council held on March 5, 2019 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK