



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

**MINUTES OF THE COMMITTEE OF THE WHOLE COUNCIL MEETING  
HELD IN COUNCIL CHAMBERS  
ON TUESDAY, MAY 7, 2019 AT 6:30 PM**

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

**ABSENT:** COUNCILLOR LÉO MALETTE

**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 approve the Addendum.

**No. 2019/151** Moved by: Councillor Fisher  
Seconded by: Councillor Sénécal

**BE IT RESOLVED THAT** the Addendum for the meeting of Council held on May 7, 2019 be adopted as  presented /  amended.

**CARRIED**

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

**No. 2019/152** Moved by: Councillor Fisher  
Seconded by: Councillor Sénécal

**BE IT RESOLVED THAT** the Agenda for the meeting of Council held on May 7, 2019 be adopted as  presented /  amended.

**CARRIED**

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

**C-1(a)** Presentation of Municipal Financial Statements (*Presenter: Dan Longlade, Baker Tilly LLP*)

Mr. Dan Longlade presented the 2018 Municipality of West Nipissing Financial Statements to Council. Mr. Longlade provided a comparator of the Municipality's position in a variety of areas including debt ratios, surpluses (see slide deck). Following the presentation, councillors were provided the opportunity to ask questions.

**C-1(b)** A resolution was passed to authorize the Mayor and Chair of General Government to sign the 2018 Audited Financial Report.

**No. 2019/153** Moved by: Councillor Fisher  
Seconded by: Councillor L. Sénécal

**WHEREAS** at the Combined meeting of Council held on May 7<sup>th</sup>, 2019, Baker Tilly SNT LLP made a presentation to Council regarding the Audited Financial Statements for the Municipality of West Nipissing for the Fiscal Year ending on December 31, 2018;

**BE IT RESOLVED THAT** the Audited Financial Statements for the Municipality of West Nipissing for the Fiscal year 2018 be approved;

**BE IT FURTHER RESOLVED** that the Mayor and the Chair of General Government be authorized to sign the 2018 Audited Financial Report on behalf of the Municipality of West Nipissing.

**CARRIED**

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

**D-1) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE .....NIL**

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

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

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

**D-4(a) Agreement with the Junior 'A' Hockey Team**

The Chair of Community Services presented a draft renewal agreement with the Sturgeon Falls Lynx for Council's review. The agreement is for a three-year term for the use of the Sturgeon Falls and Verner ice surfaces and appurtenances including dressing rooms, hall of fame room and storage areas. Following discussion, Council agreed to the terms of the new agreement and it will be brought forward at the next regular meeting for approval.

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Jeremy Séguin,  
Chair

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Stephan Poulin,  
Director of Economic Development and  
Community Services

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

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

**D-7) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL**

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

The Chief Administrative Officer (CAO) provided Council with an update pertaining to the transition for the policing services in West Nipissing. Mr. Barbeau indicated that the letters of offer have been received from the OPP for the officers who will be transitioned to OPP and those who will not. As of May 7, all staff have been informed of their prospective status and have a period of time in which to accept the offers made. At this time, the matter relates to human resources, no specific details can be shared until all offers have been dealt with. Some members expressed concern that the OPP has not provided any update to Council concerning hours of operation, staffing levels, etc. The CAO reiterated the OPP's position concerning its accountability to the Board as the communication vehicle for municipal policing. Councillor Roveda suggested that Council be educated in the differences between the two types of Police Service Boards.

**D-7(b) Discussion re: Legal Interpretation of Sec 239(7) of the Municipal Act**

Following discussions from the April 23<sup>rd</sup> Council meeting, the CAO shared a legal interpretation of Section 239(7) as provided by the counsel for the Municipality. Councillor Duhaime indicated that he

did not agree with the lawyer's position and believes that the spirit of the section of the Municipal Act as conveyed by the Municipal Advisor at MMAH. The Mayor expressed concern about the opinion letter and having incurred a cost for obtaining same when everyone has access to the municipal advisor. Councillor Roveda stated that he feels that the minutes, as presented, are a good representation of what transpired that night and should be accepted, as written. Councillor Duhaime differed. Both Councillor Fisher and Duhaime indicated that they believe that a policy should be implemented with respect to electronic recording of the minutes so that there can be a permanent record. The Mayor expressed concerns about the CAO's decision to obtain a legal opinion concerning a matter for which she believed clear direction had been given. Councillor L. Senecal expressed concern for having been requested to provide information regarding where she had received her advice.

→ **Add to minutes ... 'transcription'**

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

A request was submitted for the development of a draft Accountability and Transparency Policy for the Municipality. The office of Municipal Affairs provided various samples from Chapleau, French River and Sudbury. The Clerk prepared a draft Accountability and Transparency policy for the Municipality based on the provided samples. Despite acknowledging that the document is simply a compendium of other policies, Council requested that the matter be postponed to next meeting in order to provide council with opportunity to better review the policy and provide comments.

**D-7(d)** Sound System & Video in Council Chambers (re: Eastlink)

The Director of Community Services explained the issues with the audio system. The equipment has been tested and the current situation with Eastlink can only be improved by going back to the old camera system and users need to be cognisant of how they are speaking into the microphones. It appears that the Live Streaming is working satisfactorily. Another option is out-source the camera and recording of the meetings to an outside provider for which there will be a cost. There was direction by Council to return to the old model with a student operating the camera.

**D-7(e)** Municipal Affairs Session

The Mayor suggested that the Municipality coordinate a session with Municipal Affairs to facilitate and coordinate relations with staff and council. The session would have no monetary cost but would involve a time commitment and a resolution of council is required. Councillor Duhaime concurred; Councillor Fisher requested additional time to obtain further information. Councillor Seguin suggested that the matters may be too broad and requested that the content be better defined. Councillors Larabie and Roveda both indicated that they felt that previous sessions had already covered the topics proposed to be raised. Councillor D. Senecal stated that he felt that the session would be unlikely to fix the division and also requested additional information and perhaps an agenda prior to making a decision. The Mayor stated that she would be contacting the Municipal Advisor tomorrow to see if additional details and an agenda can be obtained.

**D-7(f)** Minutes from Boards and Committees (i.e. DNSSAB, NBPSDHU, Environmental, etc.)

The Mayor requested that the minutes of the DNSSAB and the Health Unit as well as all other boards and committees be brought to Council for receipt. The CAO indicated that the Municipality is already receiving the minutes so they will be included in the future. Councillor Roveda requested that opportunity at each meeting where the minutes are received to explain. Councillor Senecal suggested that if persons have questions at the time the minutes are presented that they have an opportunity to do so.

**D-7(g)** Policy re: CAO / Council Information Sharing

The Mayor requested that the discussion of this matter be deferred to the next COW meeting. Council concurred.

**D-7(h)** Stipend for public members of Council Standing Committees

Councillor Fisher suggested that staff review at what other municipalities are doing in terms of remuneration/reimbursement ~~for members of council and~~ **for** members of the public who sit on

various committees and boards; and that a report be prepared for Council. Staff was directed to bring a report back to Council for discussion at a later date.

**D-7(i)** Recommendations from Bilingualism Sub-Committee pertaining to proposed amendments to the municipal By-Law re: "Use of French & English"

The Chair suggested that item D-7(m) be dealt with prior to dealing with proposed by-law. Council concurred.

In follow up to the related discussion of D-7(m), Council discussed the proposed by-law at length and a variety of suggestions were raised including obtaining input from professionals; obtaining translation services and having the by-law looked at by other anglophone and francophone individuals from the public to provide input on the proposed by-law. It was recommended that staff seek expressions of interest from the public for review of the proposed by-law.

A motion was tabled to extend the meeting beyond the regular curfew time of 9:30PM in order to continue discussions:

Moved by: Councillor Roveda  
Seconded by: Councillor Fisher

CARRIED

**D-7(j)** Request for installation of a post sign (corner of Nipissing & Front)

A request for the installation of signage on municipal property at the corner of Front and Nipissing was considered. Since the proposed signage would be co-located with another existing sign, the requestor was directed to obtain permission from the original sign owner. Staff was requested to report back once such discussions have taken place.

**D-7(k)** Amendments to the Taxi By-Law 2016/63 pertaining to continuity of services

The clerk presented proposed changes to the Taxi-By-law's enforcement provisions which are required in order to ensure a smooth transition of services during the amalgamation of policing from WNPS to OPP. Enforcement provisions will be assumed by the Municipality's Licensing and By-Law enforcement personnel.

**D-7(l)** Update re: Request for LiveStreaming of Board and Committee meetings

The Mayor provided a brief update on the requests for Boards and Committees to have their meetings recorded and/or live streamed. AT present, only the Planning Committee has agreed to such recording and some committees have yet to report back. It was noted that the Council Chamber may not be the best venue and staff will be seeking pricing for recording/live streaming equipment in the library auditorium. Once all Boards and Committees have reported back, the matter will be determined.

**D-7(m)** Réception de plainte formelle - bilinguisme / Receipt of formal complaint re: bilingualism

[↪ Refer to the Addendum Section 'J'](#)

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Lise Sénécal,  
Chair

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Melanie Ducharme,  
Clerk

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

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**D-9) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE**

**D-9(a)** Emergency Management Update - Flood Levels

The Fire Chief provided an update to Council pertaining to flood levels in the Municipality indicating specific locations which are being closely monitored. Requests for assistance are being evaluated on a case-by-case basis. Discussion ensued pertaining to the Municipality providing sand bags and sand to those locations which have increased risk of flooding. Following discussion, it was agreed that the municipality would provide sandbags at no charge to residents in an initial amount of 100 per property with additional amounts being assessed on a case-by-case basis.

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Christopher Fisher,  
Chair

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Melanie Ducharme,  
Clerk

**REGULAR COMMITTEE MEETING /  
RÉUNION RÉGULIÈRE**

**E) PLANNING / PLANIFICATION**

**E-1** Resolution granting Draft Subdivision Plan Approval SUBD 2019/02 to 2623822 Ontario Ltd. (44 Lots, Dovercourt Rd.)

A short discussion was commenced with input from the Developer's consultants concerning the matter of granting of parkland versus cash in lieu to the municipality in the proposed subdivision development. Due to time constraints, all parties agreed that the matter be further discussed at the next meeting of Council.

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

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

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

**I) NEW BUSINESS / AFFAIRES NOUVELLES .....NIL**

**J) ADDENDUM / ADDENDA**

**D-7(m)** Réception de plainte formelle - bilinguisme / Receipt of formal complaint re: bilingualism

The Chair indicated that a letter had been received by the Municipality indicating a formal complaint by a resident concerning the municipality's adherence or lack thereof to the existing bilingualism by-law. Councillor Duhaime suggested that the complainant be part of the sub-committee; Councillor Roveda suggested that the complainant be provided the opportunity to review the new by-law prior to taking action. The Mayor suggested that the matter be referred back to staff for review and return to Council with a report.

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

**K-1** No report was given due to curfew.

**L) CLOSED MEETING / RÉUNION À HUIS CLOS .....NIL**

**M) ADJOURNMENT / AJOURNEMENT**

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**M-1** A resolution was passed to adopt By-law **2019/41** confirming the proceedings of Council at its meeting held on May 7, 2019.

**No. 2019/154** Moved by: Councillor L. Sénécal  
Seconded by: Councillor Fisher

**BE IT RESOLVED THAT** By-law No. **2019/41** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 7<sup>th</sup> day of May 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. 2019/155** Moved by: Councillor L. Sénécal  
Seconded by: Councillor Fisher

**BE IT RESOLVED THAT** the meeting of Council held on May 7, 2019 be adjourned.

**CARRIED**

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JOANNE SAVAGE  
MAYOR

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MELANIE DUCHARME  
CLERK