



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, NOVEMBER 5, 2019 AT 6:30 PM**

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

ABSENT: COUNCILLOR CHRISTOPHER FISHER
COUNCILLOR ROLAND LARABIE

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. 2019/378 Moved by: Councillor Malette
Seconded by: Councillor Séguin

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

CARRIED

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

No. 2019/379 Moved by: Councillor Séguin
Seconded by: Councillor Duhaime

BE IT RESOLVED THAT the Agenda for the meeting of Council held on November 5, 2019 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) Proposal from Chamber of Commerce re: Use of Municipal Space

The Director of Community services provided information concerning a request from the Chamber of Commerce concerning the space at the Tourism Centre. The proposal is to use the space and to assist the municipality in providing tourism assistance. The CAO elaborated and expanded on the plans to reorganize some municipal space by moving the operations centre staff to Town Hall vacant space. Discussions have also taken place to relocated Economic Partners to Town Hall which would leave the building vacant and potentially declared surplus. Following discussions, council was generally agreeable to allowing the Chamber to rent the space on a month to month basis in the short term with a view of looking further at all municipal facilities.

D-1(b) Community Strategic Plan – Terms of Reference

The CAO provided information concerning beginning the process to establish a community strategic plan and to engage a consultant to carry out the process. Council was in favour of staff moving forward with the issuance of an RFP to engage the services of a consultant to assist in the process. It was also suggested that staff investigate additional funding opportunities. Council also requested the opportunity to meet with the consultant to convey its goals and objectives. It was also suggested that timelines be part of the selection criteria with a view of completing the plan quickly.

D-1(c) Municipal Operational Review – Terms of Reference

The CAO explained the parameter of an Operational Review and what the objectives are including the analysis of services offered by the municipality, efficiencies and human resources. The review will serve to examine how the municipality offers services to the public and to see if there are ways of being more efficient and effective. The report will come back to Council and Council will have the final say on recommendations arising from the review.

D-1(d) Funding Announcements :

(i) Ontario Municipal Partnership Funding (OMPF)

The CAO provided explanation on the OMPF announcement and how it will affect Council revenues in the upcoming year. While acknowledging that the news could have been worse, the lack of increase will result in some budgetary constraints in the upcoming year.

(i) Canada Infrastructure Program (ICIP)

The Mayor provided information on a recent program for infrastructure funding and staff was directed to identify projects which could potentially benefit from the program and to bring recommendations and priorities back to Council for determination.

D-1(e) Request for donation – Les Filles d’Isabelle

The Chair summarized the request for the Filles d’Isabelle for rental assistance and the request for direction from staff to include this organization in the policy for annual donations. Council was supportive of renewing the annual donation but did not support amending the policy. Council asked to have a list of all donations and assistance provided at budget time so that council can take the donations into account in making budgetary decisions.

D-1(f) Council Strategic Plan

[↩ Refer to Addendum Section](#)

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

D-2) PLANNING / PLANIFICATION

D-3(a) Proposed dates for public consultations re: Proposed Licensing Agreement for Camping Trailers/RV’s in West Nipissing

Staff proposed dates for public consultation on the issues of camping trailers. It was suggested that an additional session be held in Sturgeon Falls and it was also suggested that the meeting times be moved to 7:00 and that options for reaching out to the public other than social media be explored in order to ensure that all residents are duly informed of the sessions. It was agreed that the Sturgeon Falls session be held at the end of November 19th meeting.

Denis Sénécal,
Chair

Melanie Ducharme,
Municipal Planner

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

D-3(a) Community Safety and Well-Being Session

[↪ Refer to Addendum Section](#)

D-4) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUENIL

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

D-5(a) NBPSDHU – Location of Sharps Kiosk

Council discussed the options for installation of community sharps disposal location. Following discussion, the first choice was determined to be the most feasible location and staff was directed to move forward with that option. The Chief Administrative Officer will contact the NBPSDHU to inquire if installation can proceed despite the start of inclement weather.

Léo Malette,
Chair

Melanie Ducharme,
Clerk

D-6) PUBLIC WORKS / TRAVAUX PUBLICS

D-6(a) Dovercourt Road – Follow-up re: Speed Bumps

The Chair of public works provided information received from the Public Works Manager on the merits and detractors to installing speed bumps on Dovercourt Road to control the speed of vehicular traffic on that street. The CAO also raised the issue of potentially closing the south end of the street. Council discussed the various options and most were in agreement with the potential of closing south end of the street to eliminate through traffic.

D-6(b) Roy Street – Follow-up re: year round maintenance

Council was provided with information concerning the potential upgrade of Roy Street. It was agreed that it be added to the list of potential capital projects for 2020.

D-6(c) Sidewalks & Traffic around École Jeunesse Active

The Chair provided information concerning arrangements being made to re-route truck traffic through the PW yard to alleviate the pressure on Lisgar Street. A gate is being installed to allow access to Sturgeon Falls Brush via the Public Works Yard which will be controlled remotely. Further, a gate will be installed at the north end which will prohibit truck traffic from entering via Lisgar. It was recommended that an amendment to the Traffic By-Law be brought to restrict heavy traffic on Lisgar Street. The CAO indicated that he would bring additional information at the next meeting to provide council with visual representation and following discussions with representatives of the affected businesses.

Yvon Duhaime,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

D-7) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES

D-7(a) Request from WN Lynx Hockey Club for United Way OPP Fundraiser

Council considered and agreed to a donation of free ice time for a fundraiser being organized by the Lynx organization and the OPP.

D-7(b) Request from Nipissing First Nation re: Little NHL Sponsorship

Council considered a request for sponsorship of the Little NHL Hockey League Tournament to be held in Mississauga in March 2020. Following discussion, Council was agreeable to the Bronze Level sponsorship in the amount of \$2,500.00. It was also suggested that the Municipality could consider providing free ice time for practice as “in-kind” contribution.

D-7(c) Active Living Committee (creation of)

Councillor Roveda raised the issue of implementing an Active Living Committee which would have a mandate of making the community more active and would initiate partnerships with organizations which promote active living initiatives. Council was in support of such a committee and agreed that it would be incorporated into the Strategic Plan discussions.

Jeremy Séguin,
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) Recycling Bins :

- (i) Request from Cache Bay resident
- (ii) Update – Lavigne Recycling Depot

 [Refer to Addendum Section](#)

MOTION TO EXTEND MEETING :

At 9:26 PM, a motion was tabled to extend the meeting beyond the regular curfew time of 9:30PM in order to continue discussions:

Moved by: Councillor Séguin
Seconded by: Councillor Roveda

CARRIED

**REGULAR COMMITTEE MEETING /
RÉUNION RÉGULIÈRE**

E) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ NIL

F) NOTICE OF MOTION / AVIS DE MOTIONS

G) NEW BUSINESS / AFFAIRES NOUVELLES

I-1 A resolution was passed to authorize the signing of the Winter Maintenance Agreements for certain private roads

No. 2019/380 Moved by: Councillor Duhaime
Seconded by: Councillor Malette

WHEREAS the Municipality of West Nipissing has received Private Road Winter Maintenance Agreements for certain roads within the municipality;

AND WHEREAS the roads in question have been duly inspected and identified as meeting the municipality's standards for maintenance;

BE IT RESOLVED THAT the Mayor and Chief Administrative Officer be authorized to sign the 2019-2020 Private Road Winter Maintenance Agreements with the residents of each of the following roads:

- ❖ **ALFRED ROAD**
- ❖ **ARGO ROAD**
- ❖ **PELLERIN ROAD**
- ❖ **POINT ROAD**
- ❖ **PRANG'S LANE**
- ❖ **ST-JEAN ROAD**

CARRIED

H) ADDENDUM / ADDENDA

D-1) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

D-1(f) Council Strategic Plan

The Mayor provided council with information concerning a council visioning session. Staff was directed to bring back to the November 19th meeting a summary of The priorities of previous council to see where what objectives have been met and which are still a priority. The Mayor outlined a proposed timeline for the process with a view of completing the plan prior to 2020 budget discussions.

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

D-4(a) Community Safety and Well-Being Session

The Director of Corporate Services provided a brief update on the Community Safety and Well Being Plan process. Community partners are being invited and requested to share a brief summary of who they are and what they bring to the process. All council members are invited to be part of the process.

Christopher Fisher,
Chair

Melanie Ducharme,
Clerk

D-9) ENVIRONMENTAL / L'ENVIRONNEMENT

D-9(a) Recycling Bins :

- (i) Request from Cache Bay resident
- (ii) Update – Lavigne Recycling Depot

The CAO spoke to both items. The manager is working on getting the equipment to the locations requested; however there is a bit of work involved in getting the bins ready. The CAO also pointed out that there is a cost to obtaining and maintaining the bins. The CAO also indicated that the preferred location in Lavigne would be on Caron Road where it can be monitored. Councillor Senecal raised the issue of multiple locations and the CAO suggested that the one location be established for now with a view of looking at other locations in the future. The CAO also indicated that staff can re-furbish some bins for Cache Bay over the winter but if new bins are required, then it would be a budgetary discussion. Council also

requested that the matter of altering recycling and garbage pick-ups be looked at more closely at a future meeting.

Roland Larabie,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

I) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

I-1 The Mayor gave her report.

J) CLOSED MEETING / RÉUNION À HUIS CLOS NIL

K) ADJOURNMENT / AJOURNEMENT

K-1 A resolution was passed to adopt By-law **2019/92** confirming the proceedings of Council at its meeting held on November 5, 2019.

No. 2019/381 Moved by: Councillor Roveda
Seconded by: Councillor Duhaime

BE IT RESOLVED THAT By-law No. **2019/92** 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 November 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. 2019/382 Moved by: Councillor Duhaime
Seconded by: Councillor Séguin

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

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK