



## COUNCIL MEETING – TUESDAY, FEBRUARY 16<sup>th</sup>, 2021 – 6:30 PM RÉUNION DU CONSEIL – MARDI, LE 16 FÉVRIER 2021 – 18H30

### VIRTUAL ZOOM MEETING / RÉUNION VIRTUELLE PAR ZOOM

#### AGENDA / ORDRE DU JOUR

A) Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires

B) Addendum and Agenda / Addenda et Ordre du jour

B-1 Approve the Addendum

B-2 Adopt the Agenda

C) Delegations & Petitions / Délégations et pétition

Presentation of WN Economic Development Committee Plan ([Presenter: Bruno Lepage, Chair](#))

#### COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

D-1) Public Works / Travaux publics

D-1(a) Update re: Comeau Road Street Light

D-2) Planning / Planification

D-2(a) Update – Betty Road Drainage

D-2(b) Update re: Use of municipal parking lot for private business deliveries

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) Community Services / Services communautaires

D-6(a) COVID Update

D-7) Sewer and Water / Les égouts et l'eau ..... NIL

D-8) Environmental / L'environnement ..... NIL

## REGULAR COUNCIL / SÉANCE RÉGULIÈRE

- E) **Planning / Planification** ..... **NIL**
- F) **Correspondence and Accounts / Courier et comptes**
- F-1 February 2, 2021 Council minutes
- F-2 Receive the following minutes from various Boards / Committees :
- (i) WN Environmental Services Board & AGM meetings held November 16, 2020
  - (ii) WN Accessibility Advisory Committee meeting held December 17, 2020
  - (iii) NBPSDHU Board meeting held December 9, 2020
- F-3 Receive the **DECEMBER** Disbursement Reports
- G) **Unfinished business / Affaires en marche**
- H) **Notice of Motion / Avis de motion**
- I) **New Business / Affaires nouvelles**
- I-1 Authorization for the Mayor and Clerk to enter into an agreement with MTO pertaining to the replacement of the Little Cache Creek culvert (intersection of Hwy 17 & Arcand Rd)
- I-2 Support resolution from Mun. of Grey Highlands re: Joint and Severable Liability Insurance
- J) **Addendum / Addenda**
- K) **Information, Questions & Mayors' Report / Information, questions et rapport du Maire**
- K-1 Mayor's Report
- L) **Closed Meeting / Réunion à huis clos** ..... **NIL**
- M) **Adjournment / Ajournement**
- M-1 Resolution to adopt By-law **2021/09** confirming proceedings of meeting
- M-2 Resolution to adjourn the meeting

# MEMORANDUM

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**TO:** Mayor and Council

**FROM:** Stephan Poulin, Director of Economic Development and Community Services

**DATE:** February 12, 2021

**RE:** **WEST NIPISSING ECONOMIC DEVELOPMENT COMMITTEE - DELEGATION**

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The WNEDC recently completed an economic development strategy highlighting the committee's priorities moving forward. Bruno Lepage, Chair of the committee, will be presenting the plan to Council.

**Joie de vivre**



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**West Nipissing Ouest**

# West Nipissing's Economic Development Priorities

2021



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## INTRODUCTION

### West Nipissing Economic Development Committee

The West Nipissing Economic Development Advisory Committee is a group of dedicated volunteers, who have an interest in contributing to West Nipissing's quality of life, by improving the economic and financial prosperity of its people and businesses. The committee is focused on making the municipality and its institutions sustainable, vibrant and a sought-after business and leisure destination.

Economic Development Advisory Committee Members: Bruno Lepage (Chair), Stuart Seville (Vice-Chair), Jo-Anne Savage (Mayor), Lise Sénécal (Councillor), Jean-Pierre Martin, Serge Bourgoin, Rachel Quesnel, Patrick Gladu and Carole Lafrenière-Noël.

### Vision

The vision for West Nipissing is to become a sought-after community in Northeastern Ontario to play, work, invest and to innovate. West Nipissing is a place to thrive, with a high quality of life and where our multicultural community is valued and celebrated. Our natural resources are at the forefront of day-to-day living with a community ready to learn and work hard to fuel a thriving economy.

## OBJECTIVES

### Objective No. 1

For West Nipissing to become the community of choice for people from all over Ontario who want to relocate to a central location with a Joie de Vivre, affordable housing, a fantastic quality of life, all while being surrounded by pristine nature and waterways.

#### Housing Target Goals

Action item for the next 3 years:

- Plan and implement a housing development strategy for West Nipissing communities that will meet the needs of families, retirees, people on assisted living and low-income earners.



- Obtain an inventory of available land and locations; consult with community members to better understand their needs; consult with developers that are ready to invest.

## **Downtown Goals for West Nipissing Communities**

Action items for the next 3 years:

- Survey the local population of West Nipissing to identify the type of businesses that are missing to meet the needs of locals. Develop an action plan to attract such opportunities.
- Plan for different modes of transportation and invest in the required infrastructure, especially with regards to infrastructure tailored to different mobility needs.

## **Cultural, Heritage, Recreational and Natural Resources Goals**

Action items for the next 3 years:

- Reignite entertainment and recreational activities.
- Seek and support environmental and eco-friendly initiatives.

## **Objective No. 2**

Celebrate and market the uniqueness and Joie de Vivre of West Nipissing; a proud multilingual community, where diversity is cherished. West Nipissing is a community that challenges the ordinary.

Action item for the next 3 years:

- Implement a communications strategy that is aligned with objectives 1 and 3 that includes key messages to target audiences, to promote our Joie de Vivre, our people and the advantages of living and investing in West Nipissing.
- Develop a marketing campaign that includes the development, production and distribution of a full range of traditional and electronic communications products, advertising and events.



## Objective No. 3

Foster an investment and business-friendly environment with the objective of economic prosperity and a great quality of life. This will be achieved by promoting learning opportunities, job creation, economic development and innovation; in partnership with key economic sectors including retail, service, agriculture, forestry, mining, technology, finance, manufacturing, trades, transportation and tourism, as well as key government services and programs such as education, health, and social services.

### Action items for the next 3 years:

- Work with Internet service providers to ensure high-speed broadband connectivity is available throughout West Nipissing.
- Review municipal regulations and incentives to ensure a favourable environment for investing and conducting business in West Nipissing.
- Research job creation and retention opportunities in West Nipissing.
- Promote downtown Sturgeon Falls as a vibrant and active hub to do business (see communications objective 2).
- Stimulate the industrial sector by promoting the availability of space in the industrial park (also under communications objective 2).
- Develop an investment attraction program that is aligned with identified goals and objectives.



# MEMORANDUM

**TO:** West Nipissing Planning Advisory Committee

**FROM:** Melanie Ducharme, Municipal Clerk/Planner  
Shawn Remillard, Manager of Public Works

**DATE:** February 9, 2021

**RE:** **UPDATE – BETTY ROAD DRAINAGE MATTERS**

The purpose of this memo is to provide Council with an update on the Betty Road Drainage Matters which commenced in the latter part of 2019. On October 8, 2019, Council adopted a Resolution to accept a Petition from the Road Authority under Section 4(1)(c) of the Drainage Act in order to rectify a long-standing drainage course located between the homes at 905 and 909 Betty Road. This Petition followed ongoing discussions between the landowners, Drainage Engineers and municipal staff which commenced in 2017 as a result of some nearby drainage work undertaken by the Municipality. Several site visits by municipal staff and the Drainage Engineer also took place and it was ultimately determined that the only legal means for the municipality to undertake the work was through the Drainage Act process.

On November 12, 2019, Mrs. Bazinet made a delegation to Council raising concerns about the adoption of Council's resolution to move forward under the Drainage Act. Council discussed the matters raised by Mrs. Bazinet at its' meeting of December 3, 2019. The direction from Council was for staff to explore the possibility of undertaking remedial work to the property concurrently with the Drainage Act process. There was a discussion by Council that the assessment of the costs under the Drainage Act process be held in abeyance for the time being until additional information was obtained from OMAFRA and an estimate by the Engineer of the proposed costs.

Mr. Miller and I met with Mr. and Mrs. Bazinet in January, 2020 to discuss next steps and Mr. Miller undertook to canvass the situation with Tim Brook at OMAFRA to find out if the work could be undertaken outside of the *Drainage Act* under the Emergency Work provisions set out in Section 124 of the Act.

In March, the COVID-19 pandemic Emergency Declaration was declared and since public site meetings are required under the *Drainage Act*, the matter was paused. Mr. Miller did, however, follow up with Tim Brook at OMAFRA, and was advised by Mr. Brook that the remedial work did not qualify under the provisions of Section 124 as "Emergency Work" and, if done prior to the Engineer's Report being considered by Council, would not qualify for any grant payable by OMAFRA.

As the COVID-19 uncertainty continued throughout 2020 and without clear direction on how the statutory process could be safely carried out, the matter stalled. The Engineers report could not be prepared and the remedial work could not proceed as a result of OMAFRA's position. Direction has now been obtained by the Engineer as to how to carry out the statutory process within the confines of virtual meetings and we will be moving forward with the necessary virtual public meetings in order to get an Engineer's Report for Council's consideration as soon as possible.

## Joie de vivre



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# MEMORANDUM

**D-2(b)**

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**TO:** Mayor and Council

**FROM:** Melanie Ducharme, Municipal Clerk/Planner

**DATE:** February 12, 2021

**RE:** **REQUEST TO USE MUNICIPAL PARKING LOT FOR DELIVERY ACCESS**

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At the meeting of Council on January 19, Council discussed a request to use the municipal parking lot at across from Town Hall by a local merchant for deliveries to the rear entrance of a King Street business. Council requested additional information prior to deciding, namely:

- What would be the frequency of deliveries;
- Time of day when deliveries will take place;
- Anticipated duration of deliveries;

I requested the additional information from the requestor and was advised of the following:

- The business would be receiving deliveries 3-4 times a week;
- The deliveries would take place between the hours of 7am and 6pm, Monday to Friday (exact schedule unknown);
- The anticipated duration of a delivery would be 5-15 mins.

Council's direction is being sought so that the owner can be notified.

**Joie de vivre**



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

**MINUTES OF THE COUNCIL MEETING**  
**VIRTUAL ZOOM MEETING**  
**ON TUESDAY, FEBRUARY 2, 2020 AT 6:30 PM**

**PRESENT:** MAYOR JOANNE SAVAGE  
COUNCILLOR YVON DUHAIME  
COUNCILLOR CHRISTOPHER FISHER  
COUNCILLOR ROLAND LARABIE  
COUNCILLOR LÉO MALETTE  
COUNCILLOR DAN ROVEDA  
COUNCILLOR DENIS SÉNÉCAL  
COUNCILLOR LISE SÉNÉCAL  
**WARD 7 (vacant)**

**ABSENT:**

**VIRTUAL MEETING / RÉUNION VIRTUELLE**

**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** Approve the Addendum.

**No. 2021/27** Moved by: Councillor Y. Duhaime  
Seconded by: Councillor D. Roveda

**BE IT RESOLVED THAT** the Addendum for the meeting of Council held on February 2, 2021 be adopted as  
☒ presented / ☐ amended.

**CARRIED**

**B-2** Adopt the Agenda.

**No. 2021/28** Moved by: Councillor Y. Duhaime  
Seconded by: Councillor D. Roveda

**BE IT RESOLVED THAT** the Agenda for the meeting of Council held on February 2, 2021 be adopted as  
☒ presented / ☐ amended.

**CARRIED**

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

**C-1** Sturgeon Falls Beautification Committee (Presenter: Gayle Primeau, Ken Perrin)

Mrs. Gayle Primeau and Mr. Ken Perrin made a presentation to Council providing members with an overview of their efforts and accomplishments including clean-ups, gardening, murals and acquisitions of statues. The presentation was followed by a request funding assistance for the committee. The matter will be discussed during budget meetings and they will be informed accordingly.

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

**D-1) CLOSED MEETING / RÉUNION À HUIS CLOS**

**D-1(a)** Proceed into closed meeting.

**No. 2021/29** Moved by: Councillor L. Malette  
Seconded by: Councillor C. Fisher

**BE IT RESOLVED THAT** we proceed into closed meeting as authorized in Section 239 (2) of the *Municipal Act (2001)*, to discuss the following:

- the security of the property of the municipality of local board
- a proposed or pending acquisition or disposition of land by the municipality or local board;

(i) St-Marie School, Field

**CARRIED**

**D-1(b)** Approve previous CLOSED minutes:

↪ Dec-15-2020 • Dec-23-2020 • Jan-19-2021

**D-1(c)** Adjourn the closed session.

**No. 2021/33** Moved by: Councillor C. Fisher

Seconded by: Councillor L. Malette

**BE IT BE IT RESOLVED THAT** the Closed meeting of Council held on February 2, 2021 be adjourned at 7:27 PM in order to proceed with the regular meeting

**CARRIED**

**MOTION FOR RECESS:** at approx. 7:29 PM, a motion was tabled for a brief recess and then continue with discussions.

Moved by: Councillor C. Fisher

Seconded by: Councillor Y. Duhaime

**CARRIED**

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## **D-2) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL**

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**D-2(a)** Petition re: Demolition of St-Marie School in Field (received at Jan-5<sup>th</sup> mtg.)

Council discussed the petition received at the January 5<sup>th</sup> meeting. The Treasurer explained that the property is currently undergoing the tax sale process under the *Municipal Act*. Due to COVID, the process was paused in 2020 which has delayed the realization on the sale. The Treasurer explained that should the tax sale prove unsuccessful, that Council will have to determine whether they wish to vest the property at that time.

**D-2(b)** Local Authority Services (LAS) Group Purchasing Discussion

The CAO provided information on a group buying initiative by LAS Group. The CAO provided both pros and cons to participating in such an arrangement. If Council wishes to move forward to participate in a buying group, the procurement by-law will require amendment to make provisions. Council discussed the matter while agreeing that the savings would be advantageous, they raised several points including supporting local businesses and the potential difficulty in obtaining service for equipment purchased out of the local area. The Mayor stated that she did not intend the initiative to be a detriment to local vendors, but as an additional tool. The CAO indicated that there are a variety of factors to be considered when purchasing, but not to rely on the group and to continue to explore all opportunities. Council agreed that the by-law be amended to include language to permit such buying and that the amended by-law be brought back to council for discussion and adoption.

**D-2(c)** Municipal Modernization Program Funding (Intake 2) (J. Savage)

The second intake of the Municipal Modernization Funding was discussed. The deadline to submit application is March 15, 2021 and staff was asked to explore opportunities for this funding and to provide additional information on the criteria for application and potential projects at the next meeting.

**D-2(d)** ROMA Delegation Update (J. Savage)

The Mayor provided an update on the recent delegations with the Ministry of Transportation and the Ministry of Long-Term Care. Councillor Larabie elaborated on the delegation with the MTO. The delegation was very well received by the MTO and the ministry was receptive to meeting with the Municipality to receive additional information and discuss options. The Minister of Long-Term Care acknowledged that West Nipissing is in a very special situation with regard to the loss of funding and

agreed to look into what assistance can be provided. The Mayor also provided comments in addition to Councillor Larabie's. The Mayor noted that the MTO was receptive. The Mayor also noted that the Minister of Long-Term Care was very compassionate concerning the situation and asked that letters of thanks be sent to both ministries.

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Lise Sénécal,  
Chair

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Melanie Ducharme,  
Clerk

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#### **D-3) PLANNING / PLANIFICATION**

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##### **D-3(a) Offer to purchase land – Island in Sturgeon River, Field**

Upon receiving the request of interest, Council wished to defer the matter until a Sale-Disposition of municipal land policy is developed and in place. Wait for policy.

##### **D-3(b) Camping Trailers**

The Clerk provided Council with a compilation report outlining the various consultations with residents, Planning Committee and Council discussions held on the matter of camping trailers in West Nipissing. Council direction is being sought on the next step to move the file forward or to forgo any further action.

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Denis Sénécal,  
Chair

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Melanie Ducharme,  
Municipal Planner

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

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##### **D-4(a) Update re: Arena Operations**

The Director of Community Services and Economic Development provided additional information concerning the arenas which was requested at the previous meeting. All of the user groups have been contacted and there is a willingness to continue the season(s) after the lockdown is lifted. Some indicated that if new restrictions are imposed which are too onerous, that some may choose not to proceed. The Director sought direction as to whether both arenas should remain open on a "wait and see" basis until it is known if the lockdown will be extended or if one arena be closed. Council agreed that if the lockdown is extended on February 11, that the arenas be closed for the rest of 2021. If the lockdown is not extended and if user groups will continue, both arenas re-open for the balance of the season.

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Joanne Savage  
Acting Chair

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Stephan Poulin,  
Director of Economic Development and  
Community Services

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#### **D-5) PUBLIC WORKS / TRAVAUX PUBLICS**

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##### **D-5(a) Belanger Street - Options**

The Manager of Public Works provided Council with options as it relates to the rehabilitation of Belanger Street. Following consideration of the options presented, Council agreed to proceed with a paved shoulder with a rumble strip presented as option 1(b) in the Manager's memo.

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Yvon Duhaime,  
Chair

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Jean-Pierre (Jay) Barbeau,  
Chief Administrative Officer

**MOTION FOR EXTENSION:** A motion was tabled to extend the meeting beyond the regular curfew time in order to proceed.

Moved by: Councillor Y. Duhaime  
Seconded by: Councillor C. Fisher

**CARRIED**

## REGULAR COUNCIL / SÉANCE RÉGULIÈRE

### E) PLANNING / PLANIFICATION

**E-1** By-Law 2021/06 to amend the Zoning By-Law on Floral Street (from R2 to R2-2)

**No. 2021/34** Moved by: Councillor D. Sénécal  
Seconded by: Councillor Y. Duhaime

**BE IT RESOLVED THAT** By-law **2021/06**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located on Floral Street, in Sturgeon Falls from Residential Two Zone (R2) to Residential Two Exception Zone 2 (R2-2), shall come into force and take effect on the date it is passed.

**CARRIED**

**E-2** By-Law 2021/07 to amend the Actual Cost for the Krause-Piquette Drain

**No. 2021/35** Moved by: Councillor D. Sénécal  
Seconded by: Councillor Y. Duhaime

**BE IT RESOLVED THAT** By-Law **2021/07**, being an Actual Cost By-law to amend By-Law 2017/25 for the **KRAUSE-PIQUETTE DRAIN** in the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

**CARRIED**

### F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

**F-1** Adopt the minutes of a Council meeting.

**No. 2021/36** Moved by: Councillor L. Malette  
Seconded by: Councillor L. Sénécal

**BE IT RESOLVED THAT** the minutes of the meeting of Council held on January 19, 2021 be adopted, as ☒ presented / ☐ amended.

**CARRIED**

**F-2** Adopt the minutes of the Planning Advisory Committee.

**No. 2021/37** Moved by: Councillor L. Malette  
Seconded by: Councillor L. Sénécal

**BE IT RESOLVED THAT** the minutes of the meeting of West Nipissing Planning Advisory Committee held on December 14, 2020 be adopted, as ☒ presented / ☐ amended.

**CARRIED**

**F-3** Receive the minutes of the following boards/committees:

**No. 2021/38** Moved by: Councillor L. Malette  
Seconded by: Councillor L. Sénécal

**BE IT RESOLVED THAT** the minutes of the following Boards / Committees be received :

BOARD / COMMITTEE NAME	MEETING DATES
West Nipissing Committee of Adjustment	• December 14, 2020
Au Château Board of Management	• December 16, 2020
West Nipissing Public Library Board	• December 10, 2020
District of Nipissing Social Services Administration Board (DNSSAB)	• December 16, 2020

**CARRIED**

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

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

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**I) NEW BUSINESS / AFFAIRES NOUVELLES**

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**I-1** Request for financial assistance from West Nipissing Food Bank

↳ Refer to ADDENDUM section for all pertinent details

**J) ADDENDUM / ADDENDA**

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**I) New Business / Affaires Nouvelles**

**I-1** Request for financial assistance from West Nipissing Food Bank

**No. 2021/39**      Moved by:      Councillor R. Larabie

Seconded by:      Councillor L. Sénécal

**WHEREAS** at the February 2<sup>nd</sup>, 2021 meeting, Council received a request from the West Nipissing Food Bank requesting a financial contribution, from the Municipality of West Nipissing, for rental assistance for the year 2021;

**BE IT THEREFORE RESOLVED THAT** Council authorize a financial donation of \$7,186.80 to the West Nipissing Food Bank; which shall be applied toward their rental expenditures for the year 2021.

**CARRIED**

**K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS**

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**K-1** The Mayor gave her report.

**L) ADJOURNMENT / AJOURNEMENT**

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**L-1** Confirm the proceedings of Council.

**No. 2020/40**      Moved by:      Councillor L. Malette

Seconded by:      Councillor Y. Duhaime

**BE IT RESOLVED THAT** By-law No. **2021/08** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 2<sup>nd</sup> day of February 2021, shall come into force and take effect on the date it is passed.

**CARRIED**

**L-2** Adjourn the meeting of Council.

**No. 2021/41**      Moved by:      Councillor L. Malette

Seconded by:      Councillor Y. Duhaime

**BE IT RESOLVED THAT** the meeting of Council held on February 2, 2021 be adjourned.

**CARRIED**

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JOANNE SAVAGE  
MAYOR

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MELANIE DUCHARME  
CLERK

2021/

**The West Nipissing Environmental Services  
La Corporation de la Municipalité de Nipissing Ouest**

Moved by:  
Proposé par:

Louise

Seconded by:  
Appuyé par:

Bertrand

Feb. 13<sup>th</sup> JP  
January 25<sup>th</sup>, 2021

BE IT RESOLVED THAT the following minutes be adopted as presented.

1. November 16<sup>th</sup>, 2020 AGM (ZOOM)

2. November 16<sup>th</sup>, 2020 Regular Meeting (ZOOM)

	YEAS	NAYS
ROCHON, Ginette		
LARABIE, Roland		
ALLAIRE, Louise		
MARLEAU, Ray		
OLIVIER, Dan		
BIZIER, Bertrand		

Carried: G. Rochon

Defeated: \_\_\_\_\_

Deferred or tabled: \_\_\_\_\_



**MINUTES OF THE ANNUAL GENERAL MEETING OF  
THE BOARD OF DIRECTORS OF  
THE WEST NIPISSING ENVIRONMENTAL SERVICES  
HELD ON NOVEMBER 16<sup>th</sup>, 2020 AT 6:00 P.M.  
BY ZOOM**

**DIRECTORS PRESENT:** ROCHON, Ginette  
LARABIE, Roland  
ALLAIRE, Louise  
BIZIER, Bertrand  
MARLEAU, Raymond  
SEGUIN, Jeremy

**ABSENT :** OLIVIER, Dan

**STAFF:** BARBEAU, Jay (C.A.O.)  
SULLIVAN, Jason (Manager)

**GUEST:** LONGLADE, Dan (Bakertilly)

**RECORDING SECRETARY:** LEVAC, Chantale

Meeting was called to order at 6:00 p.m. (ZOOM – Streaming live by You Tube)

**1. DECLARATION OF PECUNIARY INTEREST:** None

**2. ADOPTION OF THE AGENDA**

**Resolution number 2020-11-01**

**Moved by: Louise Alaire**

**Seconded by: Ray Marleau**

BE IT RESOLVED THAT the agenda for the Annual General Meeting held November 16<sup>th</sup>, 2020 be adopted as presented.

**-CARRIED**

**3. FINANCIAL REPORTS:**

The Chairperson welcomed Mr. Dan Longlade to the WNES AGM meeting. At this time Mr. Longlade proceeded to go through the financials for the year 2019. He highlighted the following key line items.

- Increase in contaminated soil – Note that this increase may not occur yearly
  - Increase in tipping fees and garbage collection
  - Decrease in the recycling since we did not sell due to market being low
  - Expenditures are comparable to budgeted expenses
  - Due to COVID 19 approval of the Financials could not be done in its usual manner.
- Approved tonight at AGM.

- WNES finished the year in a very good financial position
- Following the C.A.O's question regarding retained earnings, Mr. Longlade informed the members that a good working capital secures a healthy financial position for WNES especially in these uncertain times

Mr. Longlade proceeded to answer any questions and comments relating to the financial statements and finished by thanking everyone for their help during the audit. The Chairperson thanked Mr. Longlade for his presentation.

**Resolution number 2020-11-02**

**Moved by: Louise Allaire**

**Seconded by: Bertrand Bizier**

BE IT RESOLVED THAT the Financial Statement for the year 2019 be adopted as presented.

-CARRIED

**4. WELCOME MESSAGE**

Director Rochon proceeded with her welcome message. She started by thanking the members for their continued commitment, involvement and interest in the West Nipissing Environmental Services operations. She also mentioned that even though our meeting procedures have changed due to COVID 19 we are still able to proceed with the responsibilities of keeping the daily operations of WNES. During these challenging time teamwork is a big factor to ensure that all activities and financial dealings are kept up to date. Lastly Director Rochon thanked the Manager the staff and municipal employees for their input and guidance.

**5. APPROVAL OF 2019 MINUTES**

**Resolution number 2020-11-03**

**Moved by: Raymond Marleau**

**Seconded by: Louise Allaire**

BE IT RESOLVED THAT the minutes of the Annual General Meeting held June 17<sup>th</sup>, 2019 be adopted as amended.

-CARRIED

**6. RESOLUTION TO APPOINT AUDITORS**

**Resolution number 2020-11-04**

**Moved by: Bertrand Bizier**

**Seconded by: Louise Allaire**

BE IT RESOLVED THAT Bakertilly be appointed as auditors for the fiscal year 2020 for West Nipissing Environmental Services.

-CARRIED

Minutes of the AGM held Nov 16/20

## **7. MANAGER'S REPORT**

The Manager proceeded to highlight key aspects that occurred of the year 2019

- First full year has Manager spent on familiarizing himself on the day to day operations, budget, fleet and human resources
- Adoption and implementation of the Waste Collection by-law
- Major contaminated soil revenue increase due to a project that brought in over 5000 cubic meters of soils that can be used for future landfill operations

Mr. Sullivan finished by thanking the Board Members, Staff and Municipal Council for their dedication and hard work over the year.

## **8. NEW BUSINESS - None**

## **10. ADJOURNMENT:**

**Resolution number 2020-11-05**

**Moved by: Ray Marleau**

**Seconded by: Bertrand Bizier**

**BE IT RESOLVED THAT** this meeting be adjourned at 6:30 p.m.

**-CARRIED**

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Recording Secretary

**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
THE WEST NIPISSING ENVIRONMENTAL SERVICES  
HELD ON NOVEMBER 16<sup>th</sup>, 2020  
VIA ZOOM**

**DIRECTORS PRESENT:** ROCHON, Ginette  
BIZIER, Bertrand  
LARABIE, Roland  
MARLEAU, Ray  
ALLAIRE, Louise  
**ABSENT** OLIVIER, Dan

**STAFF:** BARBEAU, Jay ( Municipal C.A.O.)  
SULLIVAN, Jason (Manager)

**RECORDING SECRETARY:** LEVAC, Chantale

Meeting was called to order at 6:35 p.m.

**1. DECLARATION OF PECUNIARY INTEREST** None

**2. ADOPTION OF THE AGENDA**

**Resolution number 2020-11-07**

**Moved by:** Roland Larabie

**Seconded by:** Ray Marleau

BE IT RESOLVED THAT the agenda for the Meeting held November 16<sup>th</sup>, 2020 be adopted as amended.

-CARRIED

**3. APPROVAL OF MINUTES**

**Resolution number 2020-11-08**

**Moved by:** Roland Larabie

**Seconded by:** Louise Allaire

BE IT RESOLVED THAT the following minutes be adopted as amended.

1. August 10, 2020 Regular meeting

-CARRIED

**4. FINANCIAL MATTERS**

**a) Disbursements**

**Resolution number 2020-11-09**

**Moved by:** Ray Marleau

**Seconded by:** Louise Allaire

THAT the following West Nipissing Environmental Services expenditures be received as printed and that same be attached to form part of this resolution.

Minutes of the Regular meeting held on November 16 10/20

July 2020	\$178, 826.96
August 2020	\$192,071.73
September 2020	\$121,136.69

-CARRIED

The Manager answered the Board's questions and comments relating to the expenditure lists. Director Rochon also mentioned that she has not been signing any checks due to COVID 19. Following a brief discussion on the changes occurring due to the pandemic the Municipal C.A.O. suggested that to keep a good financial control a resolution should be passed to allow municipal employees Alisa Craddock and Brigitte Carriere to sign checks.

**Resolution number 2020-11-10**

**Moved by: Bertrand Bizier**

**Seconded by: Ray Marleau**

BE IT RESOLVED THAT Alisa Craddock and Brigitte Carriere continue has signing authority during COVID 19 until such time we return to the normal signature process.

-CARRIED

Members requested that disbursement list be forwarded to them as soon as the secretary receives them.

**b) Budget & Reports**

Mr. Sullivan went through the Income Statement and answered the member's questions.

- i) Tipping fees have decreased since cash is not accepted at the gate for garbage disposal
- ii) The Municipal C.A.O. informed the members that some funds due to COVID has been received therefore might be used to offset loss of tipping fees
- iii) The sale of scrap metal has brought approximately \$42,800 in revenues
- iv) Good year for contaminated soil
- v) Repairs and maintenance have been manageable
- vi) WNES is in a very good financial position

**5. MANAGER'S REPORT**

**a) Daily Operational Update**

- i) Daily operation are going well
- ii) Gate is operating differently since not accepting cash, Contractors are being billed monthly per ticket
- iii) Update on Capacity: Meeting was held with MOE. They were provided with a letter stating facts and option regarding the capacity. Still waiting on their response
- iv) Director Larabie inquired on the capacity study for the outlying landfill sites. Surveys were done in the past the only concern was Lavigne since it is close to water
- v) 2 new trucks to come in early 2021
- vi) Replacement schedule for 2021- need to replace Bobcat/Skidsteers
- vii) Damage incurred at Northern Secondary School. The Manager along with Jonny Belanger are taking care of fixing the brick that was damaged

**6. NEW BUSINESS:**

**a) Solid Waste Collection & Landfill Management Agreement.**

Following resolution was passed

**Resolution number 2020-11-11**

**Moved by: Roland Larabie**

**Seconded by: Bertrand Bizier**

BE IT RESOLVED THAT the following agreement between the West Nipissing Environmental Services and the Municipality of West Nipissing be adopted as presented and that same be attached to form part of this resolution.

**1. Solid Waste Collection & Landfill Management Agreement**

-CARRIED

**b) Laving Recycling Depot**

- i) Council as requested that a recycling depot be placed in Lavigne. Key concerns discussed.
  - a) Examine cost to expand the service
  - b) Do we have the man power to offer this service
  - c) Type of level of service
  - d) Decision is to be made at Board level and not Council
  - e) Director Larabie suggested to do the same has River Valley- add C cans
  - f) The Municipal C.A.O. offered to assist in writing a letter to Council on behalf of the Board expressing their concerns regarding sustainability of adding a recycling depot

**c) West Nipissing Fleet/ Tech Mechanic**

The Manager expressed the need to have a Full time Fleet/Tech Mechanic for WNES. This new position would have to be added in the Collective agreement. To be discussed during budget deliberations.

**7. UNFINISHED BUSINESS**

- a) Interac / Debit Machine - Deferred to future meeting

**8. Next Meeting:**

Scheduled for January 18/21 at 6:00 p.m. VIA ZOOM

Minutes of the Regular meeting held on November 16 10/20

**9. ADJOURNEMENT**

**Resolution number 2020-11-12**

**Moved by: Roland Larabie**

**Seconded by: Ray Marleau**

**BE IT RESOLVED THAT this meeting be adjourned at 7:34 p.m..**

**-CARRIED**

  
Chairperson

  
Recording Secretary

**MINUTES of the Municipal Accessibility Advisory Committee  
Virtual Meeting held on December 17th, 2020**

**PRESENT:** Sylvie Bélanger, Yvon Gauthier, Roberte Giroux, Céleste Auger Proulx, Rachel Gagnon, Councillor Roland Larabie and Lynn Duhaime.

**ABSENT:** Brian Robert

**CALL TO ORDER**

The meeting was call to order at 3:02pm.

**APPROVAL AND ADDITION TO THE AGENDA**

Moved by: Yvon Gauthier  
Seconded by: Céleste Auger Proulx

That the agenda be accepted as presented. CARRIED

**APPROVAL OF THE MINUTES**

Moved by: Céleste Auger Proulx  
Seconded by: Yvon Gauthier

THAT the minutes of February 6<sup>th</sup>, 2020 be approved as presented.  
CARRIED.

**BUSINESS ARISING OUT OF THE MINUTES**

Thank You Letter - Sylvie Belanger mentioned that we had prepared the letters but due to COVID-19 they were not sent out. Lynn will coordinate distribution of the letters in the new year.

Public Consultations – Sylvie reported that all groups were contacted, dates were established but because of the COVID, everything was cancelled. The public consultations will be done at a later date.

**NEW BUSINESS**

Accessibility Plan 2021-2025 – The new plan was presented to the committee. Lynn mentioned that once the plan is approved at council, it will be posted on our website.



Moved by: Céleste Auger Proulx  
 Seconded by: Roberte Giroux

That the Accessibility Plan 2021-2025 be approved with the minor corrections.  
**CARRIED.**

Accessibility Building Assessment (AODA) – The committee reviewed the barriers that were addressed in the assessment report. Sylvie mentioned that everything we had in our report was brought forward in the building assessment report. Lynn mentioned that the municipality is looking at doing the remaining municipal facilities as part of the Building Assessment Project therefore our remaining barriers that was in our report will be included in the phase two of the assessment building review. It was recommended that we ask Jonny to come and present the report at our next meeting.

New Website – Lynn informed the committee that the Municipality launch their new website in November in which it is in accordance with accessibility standards.

**NEXT MEETING** – Tentative date scheduled for Thursday, January 28<sup>th</sup>, 2021

## **ADJOURNMENT**

Moved by: Yvon Gauthier  
 Seconded by: Celeste Auger Proulx

That the meeting be adjourned. **Carried**

*Sylvie Belanger*

---

Sylvie Belanger, Chair

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, December 9, 2020, via teleconference. An audio live-stream of the proceedings was provided for the public.

**PRESENT:****Nipissing District:**

Central Appointee

Dave Butti

Central Appointee

Nancy Jacko (*Chairperson*)

Central Appointee

Stuart Kidd

Central Appointee

Scott Robertson

Central Appointee

Tanya Vrebosch

Eastern Appointee

Dean Backer

**Parry Sound District:**

North Eastern Appointee

Blair Flowers

South Eastern Appointee

Marianne Stickland

Western Appointee

Don Brisbane (*Vice-Chairperson*)**Public Appointees:**

Gary Guenther

Mike Poeta

**ALSO IN ATTENDANCE:**

Medical Officer of Health/Executive Officer

Dr. Chirico

Master of Public Health Student

Dr. Carol Zimbalatti

Executive Director, Human Resources

Josée Goulet

Executive Director, Finance

Isabel Churcher

**REGRETS:**

Western Appointee – Nipissing District

Dan Roveda

**RECORDER:**

Management Administrative Assistant

Sheri Beaulieu

**1.0 CALL TO ORDER**

Nancy Jacko, Board of Health Chairperson, called the Board of Health meeting to order at 5:03 p.m.

\*Note: Live streaming of the Board of Health meeting was not initiated until the close of the camera session.

**2.0 APPROVAL OF THE AGENDA**

The agenda for the December 9, 2020, Board of Health meeting was reviewed and the following motion was read:

**Board of Health Resolution #BOH/2020/09/12/01 \*Poeta/Stickland**

***Be It Resolved***, that the Board of Health Agenda, dated December 9, 2020, be approved.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers				Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*"Carried"*

### **3.0 CONFLICT OF INTEREST DECLARATION**

There were no conflicts of interest declared.

### **4.0 IN CAMERA**

#### **4.1 Labour Relations or Employee Negotiations**

An in camera session of the Board of Health was held. The following motion was read:

#### **Board of Health Resolution #BOH/2020/09/12/02 \*Guenther/Robertson**

***Be It Resolved***, that the Board of Health move in camera at 5:05 p.m. to discuss Agenda Item #4.1, Labour Relations or Employee Negotiations.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers				Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*"Carried"*

Blair Flowers joined the Board of Health meeting at 5:10 p.m.

#### **Board of Health Resolution #BOH/2020/09/12/03 \*Brisbane/Poeta**

***Be It Resolved***, that the Board of Health rise and report at 5:11 p.m.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*"Carried"*

Josée Goulet signed out of the Board of Health meeting at 5:12 p.m.

The Board of Health commenced live streaming to the public at 5:13 p.m.

A closed meeting was held to consider a matter concerning labour relations or employee negotiations. A decision was made as follows:

**Board of Health Resolution #BOH/2020/09/12/04 \*Stickland/Guenther**

***Whereas, the current OPSEU and ONA collective agreements and the Management/Non-Union Employment Policy expired on March 31, 2020; and***

***Whereas, negotiations were held with ONA on September 21, 22, 28, October 2, and 22, 2020, with OPSEU on October 28, 29, November 19, 24, 2020, and the management/non-union employees on November 23, 25, and December 2, 2020;***

***Now Therefore Be It Resolved, that the Board of Health approve the Memorandum of Agreement reached on October 22, 2020, between the North Bay Parry Sound District Health Unit and ONA for full-time and part-time nurses effective April 1, 2020 to March 31, 2022; and***

***Furthermore Be It Resolved, that the Board approve the Memorandum of Settlement reached on November 24, 2020, between the North Bay Parry Sound District Health Unit and OPSEU for full-time and part-time employees effective April 1, 2020 to March 31, 2022; and***

***Furthermore Be It Resolved, that the Board approve the agreement reached on December 7, 2020, between the North Bay Parry Sound District Health Unit and Management/Non-Union Employees effective April 1, 2020 to March 31, 2022.***

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			

Gary Guenther	x	Marianne Stickland	x
Nancy Jacko	x	Tanya Vrebosch	x

*"Carried"*

## 5.0 APPROVAL OF PREVIOUS MINUTES

### 5.1 Board of Health Minutes – September 23, 2020

The minutes from the Board of Health meeting held on September 23, 2020, were reviewed and the following motion was read:

#### **Board of Health Resolution #BOH/2020/09/12/05 \*Robertson/Brisbane**

***Be It Resolved***, that the minutes from the Board of Health meeting held on September 23, 2020, be approved as presented.

The recorded vote was as follows:

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		

*"Carried"*

## 6.0 DATE OF NEXT MEETING

Date: January 27, 2021  
Time: To be determined  
Location: To be determined

## 7.0 BUSINESS ARISING

There was nothing under Business Arising.

## 8.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The [Report of the Medical Officer](#) of Health dated December 3, 2020, was presented to the Board of Health for information purposes.

In additional to the Report of the Medical Officer of Health circulated in the agenda package, the following verbal update from the Medical Officer of Health was provided:

- There are 91 cases as of today
- 80% of the new cases are related to the Nipissing University outbreak
- The Health Unit service area remains in the green zone under the provincial framework
- Preliminary findings are showing that the infection prevention measure currently in place, such as hand-washing, social distancing, and face masks, to name a few, have positively impacted the influenza season
- The influenza season typically runs from November to April; the Health Unit normally would have seen positive influenza cases by this time; however, we have not had any cases to date
- The public's efforts to date is to be congratulated
- Provincially, the COVID-19 cases continue to rise
- The Health Unit continues to conduct contact tracing within the mandated 24 hours, and continues to assist Peel Region with their case management efforts
- The Health Unit continues to provide regular messaging and updates to the public; public health messaging for the holiday season is expected to be released December 10
- The public continues to be encouraged to assume COVID-19 is everywhere in the community, and to take the necessary precautions
- Health Canada granted approval for the Pfizer vaccine today; Moderna is currently in the process of acquiring Health Canada approval
- Planning and rollout of the vaccine by the province is underway
- Public health's role in the vaccine distribution and rollout is unclear at this time; however, the Health Unit has already initiated the planning process to ensure we are ready to start immunizing, when requested
- Grey and red zones of the province are expected to be prioritized in the rollout process
- It could be closer to the end of the first quarter or early in the second quarter before our service area receives any of the vaccine
- It will take many months before there is herd immunity in the province. Until then, encouraging public health measures will continue

## **9.0 CORRESPONDENCE**

Board of Health correspondence listed for the December 9, 2020, meeting is made available for review by Board members in the Board of Health online portal.

## **10.0 NEW BUSINESS**

### **10.1 Board of Health Meeting Schedule 2020 – Revised**

In accordance with Section 18 of the Board of Health Bylaws, revisions to the Board of Health meeting schedule are to be approved by the Board. The following motion was read:

**Board of Health Resolution #BOH/2020/09/12/06 \*Stickland/Brisbane**

**Whereas**, on January 22, 2020, the Board of Health approved the meeting schedule for the 2020 year (#BOH/2020/01/06); and

**Whereas**, on April 22, 2020, the Board of Health approved revision to the previously approved meeting schedule for 2020 (#BOH/2020/04/05); and

**Whereas**, on December 9, 2020, the Board of Health for the North Bay Parry Sound District Health Unit were provided for review a further revised 2020 Board of Health Meeting Schedule as follows:

**NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT  
BOARD OF HEALTH 2020 MEETING SCHEDULE**

<b>DATE</b>	<b>MEETING</b>	<b>TIME</b>
January 22	Finance and Property Committee Board of Health Meeting	5 – 7 p.m.
February 26	Personnel Policy, Employee and Labour Relations Committee Board of Health Meeting	5 – 7 p.m.
April 22	Finance and Property Committee Board of Health	5 – 7 p.m.
June 24	Personnel Policy, Employee and Labour Relations Committee Board of Health	5 – 7 p.m.
September 23	Personnel Policy, Employee and Labour Relations Committee Finance and Property Committee Board of Health	5 – 7 p.m.
<del>November 25</del>	<del>Board of Health</del>	<del>5 – 7 p.m.</del>
<del>December 2</del>	<del>Finance and Property Committee Board of Health</del>	<del>5 – 7 p.m.</del>
<del>December 9, 2020</del>	<del>Board of Health</del>	<del>5 – 7 p.m.</del>
January 27, 2021	Finance and Property Committee Board of Health	5 – 7 p.m.

**Now Therefore Be It Resolved**, that in accordance with Section 18 of the Board of Health Bylaws, the Board of Health for the North Bay Parry Sound District Health Unit approve the revision to the 2020 Board of Health Meeting Schedule, as presented.

<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>	<b>Name:</b>	<b>For:</b>	<b>Against:</b>	<b>Abstain:</b>
Dean Backer	x			Stuart Kidd	x		

Don Brisbane	x	Mike Poeta	x
Dave Butti	x	Scott Robertson	x
Blair Flowers	x	Dan Roveda	
Gary Guenther	x	Marianne Stickland	x
Nancy Jacko	x	Tanya Vrebosch	x

*"Carried"*

## 10.2 Board of Health Personnel Policies

Board of Health policies require review and renewal once every two years, with the exception of four Personnel policies, which require annual review and renewal.

The following four Personnel Policies requiring annual review were brought forward for review and renewal:

- Preventing Workplace Harassment, B-P-001
- Occupational Health and Safety, B-P-004
- Scent Free Workplace, B-P-005
- Preventing Workplace Violence, B-P-009

The following motion was read:

### **Board of Health Resolution #BOH/2020/09/12/07 \*Poeta/Stickland**

***Be It Resolved***, that the Board of Health for the North Bay Parry Sound District Health Unit approve renewal of B-P-001, Preventing Workplace Harassment, as presented; and

***Furthermore Be It Resolved***, that the Board approve renewal of B-P-004, Occupational Health and Safety, as presented; and

***Furthermore Be It Resolved***, that the Board approve renewal of B-P-005, Scent Free Workplace, as presented; and

***Furthermore Be It Resolved***, that the Board approve renewal of B-B-009, Preventing Workplace Violence, as presented.

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Dean Backer	x			Stuart Kidd	x		
Don Brisbane	x			Mike Poeta	x		
Dave Butti	x			Scott Robertson	x		
Blair Flowers	x			Dan Roveda			
Gary Guenther	x			Marianne Stickland	x		
Nancy Jacko	x			Tanya Vrebosch	x		



*"Carried"*

### **10.3 Third Quarter Income Statements – July 1 to September 30, 2020**

The third quarter income statements were brought forward for information purposes for the Board of Health members.

### **10.4 COVID-19 Expenses – Report to the Ministry of Health – January 1 to December 31, 2020**

The COVID-19 Expense Report to the Ministry of Health was brought forward for information purposes for the Board of Health members.

Board members were advised that the report was submitted to the Ministry in September 2020; the fourth quarter totals were projected amounts.

The Health Unit will not be requesting any extraordinary funding from the Ministry for COVID-19 activities. Savings to the budget from regularly run programs and services that were not provided due to COVID-19 covered the COVID-19 expenses.

### **10.5 Third Quarter Medical Officer of Health Expenses – July 1 to September 30, 2020**

The third quarter expenses for the Medical Officer of Health were brought forward for information purposes for the Board of Health members.

## **11.0 ADJOURNMENT**

The Chair thanked staff for the all of the work during the COVID-19 pandemic, and wished both staff and Board members a happy, healthy holiday season.

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 5:41 p.m.

*Original Signed by Nancy Jacko*

*2021.01.29*

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

*Original Signed by Sheri Beaulieu*

*2021.01.27*

Sheri Beaulieu, Recorder

Date (yyyy/mm/dd)



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

Resolution No.

**2021 /**

**FEBRUARY 16, 2021**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the accounts payables disbursement sheets for **DECEMBER 2020** be received.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
Ward 7 (vacant)		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: \_\_\_\_\_

DEFEATED: \_\_\_\_\_

DEFERRED OR TABLED: \_\_\_\_\_

# MEMORANDUM

**TO:** Mayor and Council

**FROM:** Alisa Craddock CPA, CMA Director of Corporate Services/Treasurer

**DATE:** February 11, 2021

**RE:** **SUPPORT FOR MUNICIPALITY OF CHARLTON AND DACK RESOLUTION**

The Municipality of Charlton and Dack is requesting support for a resolution that requests the Province of Ontario address municipal insurance costs.

Late in 2020, many of our northeastern neighbours began to receive their 2021 renewal notices and the results were devastating. Increases ranged from 13% to 152% over the prior year; many were in the 25% range.

The Municipality has had several years of double digit increases. In 2019, our insurance premium increased 12% over 2018, in 2020, it was a 10% increase. The increase in insurance premiums for 2021 is 25.41%. Overall, our 2021 insurance premium is 55% higher than our 2018 premium. Our biggest increase, in dollars, is in general liability and property. Our largest increase as a percentage of prior year is in environmental liability and property.

Council may have heard the term “hardening of the insurance market”. This is a time of high demand for insurance but few options for coverage. Many insurance companies are not providing municipal insurance programs or not providing full municipal insurance coverage, limiting the supply available. Recent severe weather events and catastrophe’s with higher costs of construction, materials and labour are impacting the insurance market, in addition to increasing levels of claims against municipalities.

The resolution from the Municipality of Charlton and Dack is requesting that the Province review the joint and several liability model, impose reasonable time constraints, and assess other measures that may assist municipalities in controlling the escalating costs of insurance.

## Joie de vivre



[www.westnipissingouest.ca](http://www.westnipissingouest.ca)



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

Resolution No.

2021 /

FEBRUARY 16, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**WHEREAS** the Municipality of West Nipissing received requests for support from the Municipality of Grey Highlands, the Township of Larder Lake and the Municipality of Charlton and Dack calling on the provincial government to immediately review the AMO recommendations pertaining to Joint and Several Liability insurance costs; which continue to increase at unsustainable rates;

**BE IT RESOLVED THAT** Council for the Municipality of West Nipissing supports the Municipality of Grey Highlands', the Township of Larder Lake and the Municipality of Charlton and Dack resolutions calling on the provincial government to immediately review the AMO recommendations pertaining to Joint and Several Liability insurance, in an effort to address unsustainable insurance costs;

**BE IT FURTHER RESOLVED THAT** Council for the Municipality of West Nipissing also requests that the resolution be forwarded to the Premier of Ontario, the Minister of Finance, the Attorney General on Ontario, the local MP and MPP, the Association of Municipalities of Ontario (AMO), and all Ontario municipalities.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
WARD 7 (vacant)		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: \_\_\_\_\_

DEFEATED: \_\_\_\_\_

DEFERRED OR TABLED: \_\_\_\_\_



## MUNICIPALITY OF CHARLTON AND DACK

TEL: (705)-544-7525  
FAX: (705)-544-2369  
info@charltonanddack.com  
[www.charltonanddack.com](http://www.charltonanddack.com)

January 7<sup>th</sup>, 2021

The Honourable Doug Ford  
Premier of Ontario

Sent by email: doug.fordco@pc.ola.org

**RE: MOTION REGARDING - Insurance**

The following resolution was passed by the Council for the Municipality of Charlton and Dack on December 18<sup>th</sup>, 2020:

*WHEREAS the cost of municipal insurance in the Province of Ontario has continued to increase – with especially large increases going into 2021.*

*AND WHEREAS Joint and Several Liability continues to ask property taxpayers to carry the lion's share of a damage award when a municipality is found at minimum fault;*

*AND WHEREAS these increases are unsustainable and unfair and eat at critical municipal services;*

*AND WHEREAS the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:*

- 1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.*
- 2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10 day rule on slip and fall cases given recent judicial interpretations and whether a 1 year limitation period may be beneficial.*
- 3. Implement a cap for economic loss awards.*
- 4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third party liability coverage to \$2 million in government regulated automobile insurance plans.*
- 5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non profit insurance reciprocals.*
- 6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its*



*and municipal arguments as to the fiscal impact of joint and several liability.*

7. *Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.*

*THEREFORE BE IT RESOLVED THAT the Council for the Municipality of Charlton and Dack call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities.*

*AND FURTHER BE IT RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Rod Phillips, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable John Vanthof, MPP for Timiskaming- Cochrane, and all Ontario municipalities.*

Yours Truly,

A handwritten signature in black ink, appearing to read "Dan Thibeault".

**Dan Thibeault**  
**Clerk Treasurer CAO**  
**Municipality of Charlton and Dack**

**CC:** Honourable Peter Bethlenfalvy, Minister of Finance  
Honourable Doug Downey, Attorney General of Ontario  
Honourable John Vanthof, MPP for Timiskaming- Cochrane  
All Ontario Municipalities

January 22, 2021

RE: Insurance Rates Resolution

Please be advised that the Council of the Municipality of Grey Highlands, at its meeting held January 20, 2021, passed the following resolution:

**2021-39**

**Moved by Tom Allwood, Seconded by Aakash Desai**

**Whereas the cost of municipal insurance in the Province of Ontario has continued to increase – with especially large increases going into 2021; and**

**Whereas Joint and Several Liability continues to ask property taxpayers to carry the lion's share of a damage award when a municipality is found at minimum fault; and**

**Whereas these increases are unsustainable and unfair and eat at critical municipal services; and**

**Whereas the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:**

- 1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.**
- 2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a 1 year limitation period may be beneficial.**
- 3. Implement a cap for economic loss awards.**
- 4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.**
- 5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as nonprofit insurance reciprocals.**
- 6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its own and municipal arguments**

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**The Municipality of Grey Highlands**

☐ 206 Toronto Street South, Unit One P.O. Box 409 Markdale, Ontario N0C 1H0  
☎ 519-986-2811 Toll-Free ☎ 1-888-342-4059 Fax 519-986-3643  
🌐 [www.greyhighlands.ca](http://www.greyhighlands.ca) ✉ [info@greyhighlands.ca](mailto:info@greyhighlands.ca)

**as to the fiscal impact of joint and several liability.**

**7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General;**

**Now therefore be it resolved that the Council for the Municipality of Grey Highlands call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities and**

**Be it further resolved that this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Bill Walker, MPP for Bruce - Grey - Owen Sound, and all Ontario municipalities.  
CARRIED.**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,



Jerri-Lynn Levitt  
Deputy Clerk  
Council and Legislative Services  
Municipality of Grey Highlands

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# THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

- ☐ Thomas Armstrong  
☐ Patricia Hull  
☐ Paul Kelly  
☒ Lynne Paquette

SECONDED BY:

- ☐ Thomas Armstrong  
☐ Patricia Hull  
☒ Paul Kelly  
☐ Lynne Paquette

Motion #: 56

Resolution #: 6

Date: January 12, 2021

WHEREAS, the council of the Township of Larder Lake supports the resolution of the Municipality of Charlton and Dack, requesting that the Province of Ontario address municipal insurance cost; And

WHEREAS, the Association of Municipalities of Ontario Outlined seven recommendation to address insurance issues including:

1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.
2. Implement enhancements to the existing limitations period including the continued applicability of the existing (10) day rule on slip and fall cases given recent judicial interpretations and whether a one-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non- profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

THEREFORE, BE IT RESOLVED THAT the Council for the Municipality of Larder Lake call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities.

AND FURTHER BE IT RESOLVED THAT this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Rod Phillips, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable John Vanthof, MPP for Timiskaming- Cochrane, and all Ontario municipalities.

Recorded vote requested: ☐

	For	Against
Tom Armstrong	✓	
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

## Disclosure of Pecuniary Interest\*


Chair:

\*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

# MEMORANDUM

**TO:** Mayor and Council

**FROM:** Melanie Ducharme, Clerk

**DATE:** February 12, 2021

**RE:** **REPLACEMENT OF CACHE CREEK CULVERT – MTO AGREEMENT**

The Ministry of Transportation will be replacing the Cache Creek Culvert located at the intersection of Hwy 17 and Arcand Road. They require municipal concurrence to construct a staging area for equipment and material required for the project; which is anticipated to be on the north side of Hwy. 17 at Arcand Rd.

For this purpose, the MTO requires a resolution to enter into a Permission to Construct Agreement with the Municipality for this project.

The timing of the project and any foreseeable disruptions will be forthcoming from MTO in due time; as this project is expected to take place between March 2022 and December 2025.

Thank you,

## Joie de vivre



[www.westnipissingouest.ca](http://www.westnipissingouest.ca)



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

Resolution No.

2021 /

**FEBRUARY 16, 2021**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the Mayor and Clerk be authorized to sign a Permission to Construct Agreement with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Transportation, for the purpose of construction and staging operations during the replacement of the Little Cache Creek culvert, located at the intersection of Hwy 17 and Arcand Road in the Municipality of West Nipissing.

	YEAS	NAYS
<b>DUHAIME, Yvon</b>		
<b>FISHER, Christopher</b>		
<b>LARABIE, Roland</b>		
<b>MALETTE, Léo</b>		
<b>ROVEDA, Dan</b>		
<b>Ward 7 (vacant)</b>		
<b>SÉNÉCAL, Denis</b>		
<b>SÉNÉCAL, Lise</b>		
<b>SAVAGE, Joanne (MAYOR)</b>		

**CARRIED:** \_\_\_\_\_

**DEFEATED:** \_\_\_\_\_

**DEFERRED OR TABLED:** \_\_\_\_\_



For Internal Use Only
W.P. No.: 5177-12-01PR1
Highway No.: 17
MTO Area Office: North Bay
Region: Northeastern
P-Plan: P-2261-62
Agent: Smith-Chadbourn
Rec:
Rec:
Rec:
App:

## PERMISSION TO CONSTRUCT

We, The Corporation of the Municipality of West Nipissing  
Of The Town of Sturgeon Falls  
In the District of Nipissing  
being the owner(s) of the land in  
The Geographic Township of Springer  
(Township, City, Town, etc.)  
In the District of Nipissing  
(County, District, Regional or District Municipality)  
being Part of the Original Road Allowance in Lots 10 and 11, Concession 2,  
(Lot, Block – Concession and Township – or – Registered Plan)  
shown as Parts 2 and 6 on Ministry Plan P-2261-62,  
Deposited in the Land Registry Office for the Land Titles Division of Nipissing  
as Plan 36R-14441

in consideration of the sum of One Dollar (\$1.00) (receipt of which is acknowledged), grant permission to Her Majesty The Queen in Right of Ontario, as represented by the Minister of Transportation, Her employees, agents, contractors and consultants, to enter our property for the purpose of:

**Temporary Limited Interest Agreement for construction and staging operations during the replacement of the Little Cache Creek culvert.**

The Minister assumes the risk of injury or damages, and related reasonable legal fees of the Owner(s) to defend against third party claims, arising out of the Minister's use of the land except to the extent that the injury or damages are caused by the Owners negligence.

The term of this Permission to Construct shall be from **March 31, 2022 to December 31, 2025.**

The Owner shall provide a copy of the resolution or the bylaw authorizing the execution of this Agreement.

**The Ministry will restore the area to a neat and tidy condition.**

**If affected, it is understood that trees cut from the above lands become the property of the Ministry and the disposal of same shall be the Ministers responsibility**

**There are no fences or gates required in this matter.**

Dated \_\_\_\_\_  
at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_,

JOANNE SAVAGE - MAYOR  
Print Name

MELANIE DUCHARME – MUNICIPAL CLERK  
Print Name

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
Signature(s)

\_\_\_\_\_  
I/We have authority to bind the corporation

\_\_\_\_\_  
I/We have authority to bind the corporation



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

**M-1**

**BY-LAW 2021/09**

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING  
TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING  
HELD ON THE 16<sup>th</sup> DAY OF FEBRUARY, 2021**

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**WHEREAS** the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 16<sup>th</sup> day of February 2021, and each motion, resolution and other action passed and taken by the Council at its said meeting, is except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

The Mayor of the Municipality and the proper officer of the Municipality are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approval where required and except where otherwise provided, the Mayor and the Clerk or Deputy Clerk is hereby authorized and directed to affix the Corporation Seal of the Municipality to all such documents.

**ENACTED AND PASSED THIS 16<sup>th</sup> DAY OF FEBRUARY 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

---

JOANNE SAVAGE  
MAYOR

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MELANIE DUCHARME  
CLERK