



COUNCIL MEETING – TUESDAY, FEBRUARY 1st, 2022 – 6:30 PM RÉUNION DU CONSEIL – MARDI, LE 1^{er} FÉVRIER 2022 – 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 pétitions

C-1 Receive Petition – Request for installation of natural gas, water and sewer infrastructure from residents of Pierre Rd, Dutrisac Rd, Promenade du Lac and Garden Village Rd.

D) Closed Meeting / Réunion à huis clos

Pursuant to Section 239 of the *Municipal Act* (2001)

D-1 Proceed into closed meeting to discuss the following:

- a proposed or pending acquisition or disposition of land by the municipality or local board;
 - (i) RFP – Property on E/S Villeneuve Court

D-2 Resolution to adjourn the closed session

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

E-1) General Government / Gouvernement général

E-1(a) Vaccine Policy – Clarification re: Running for Council Seat (*C. Fisher*)

E-1(b) 2022 Proposed Budget Process and Dates

E-2) Planning / Planification

E-2(a) Sale of municipal land - Counter-Offers for :

- i) Morin Street, Field;
- ii) Dovercourt Road, Sturgeon Falls;
- iii) Access to landlocked property on Cholette;
- iv) Lorne St. road allowance

E-2(b) RFP – Villeneuve Court

E-3) Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique

E-3(a) Request to amend the Off-Road Vehicle By-Law (*R. Brouillette*)

E-3(b) No Wake Zone at Lavigne Bridge (*D. Sénécal*)

E-3(c) COVID-19 Update (*verbal*)

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

F) Planning / Planification

- F-1 Resolution to grant extension of Draft Plan of Subdivision (Delorme Road)
- F-2 Resolution to grant extension of Draft Plan of Subdivision (Russell / Main St.)
- F-3 By-Law **2022/17** to accept, assume and dedicate certain lands for public road (82 Quesnel Rd)
- F-4 By-Law **2022/18** to accept, assume and dedicate certain lands for public road (382 Quesnel Rd)
- F-5 By-Law **2022/19** to accept, assume and dedicate certain lands for public road (756 North & South Rd and Part of Millrand Rd)

G) Correspondence and Accounts / Courier et comptes

- G-1 September 7th, 2021 Council minutes
- G-2 September 21st, 2021 Council minutes
- G-3 October 5th, 2021 Council minutes
- G-4 October 19th, 2021 Council minutes
- G-5 November 2nd, 2021 Council minutes
- G-6 November 15th, 2021 Council minutes (*Special Mtg*)
- G-7 November 16th, 2021 Council minutes
- G-8 November 29th, 2021 Council minutes (*Special Mtg*)
- G-9 Adopt the minutes of the Planning Advisory Committee meeting of Jul-12th, Sept-13th, Oct-18th and Nov-15th, 2021;
- G-10 Receive the following minutes from various Boards / Committees:
 - (i) Committee of Adjustment meeting held Jul-12th, Sept-13th, Oct-18th and Nov-15th, 2021;
 - (ii) WN Accessibility Advisory Committee meeting held April 29, 2021;
 - (iii) WN Library Board meetings held Jun-10th, Sept-9th, Oct-14th 2021;
 - (iv) Au Chateau Board meetings held May-19th, Jun-16th and Oct-20th, 2021;
 - (v) DNSSAB Board meetings held Jun-23rd, Sept-22nd and Oct-27th, 2021
- G-11 Receive the **JUNE** and **JULY 2021** Disbursement Reports
- G-12 Receive 3rd Quarter – Variance Financial Report
- G-13 Correspondence: Office of the Ombudsman re: Closed Meeting Complaint
- G-14 Correspondence: Integrity Commissioner Report re: Complaint #21-06

H) Unfinished business / Affaires en marche **NIL**

I) Notice of Motion / Avis de motion

- I-1 Purchase of Land re: B. Guenette ([Y. Duhaime](#))
- I-2 Villeneuve Court – Sale of Land ([C. Fisher](#))

J) New Business / Affaires nouvelles

- J-1 Resolution to continue with rental assistance for Les Filles d'Isabelle
- J-2 Resolution to continue with rental assistance for WN Food Bank (rental increase)
- J-3 Resolution to continue winter maintenance for Royal Canadian Legion
- J-4 Authorize CAO to sign a Memorandum of Understanding with the WN Snowmobile Club
- J-5 Appointment to the West Nipissing Public Library Board
- J-6 By-Law **2022/20** to Lottery Licensing Officer
- J-7 By-Law **2022/21** to amend the User Fees & Charges for the issuance of burial permits

K) Addendum / Addenda

L) Information, Questions & Mayor's Report / Information, questions et rapport du Maire

L-1 Mayor's Report

M) Closed Meeting / Réunion à huis clos

Pursuant to Section 239 of the *Municipal Act* (2001)

M-1 Proceed into closed meeting to discuss the following:

- the security of the property of the municipality or local board;
- personal matters about an identifiable individual, including municipal or local board employees;
- a proposed or pending acquisition or disposition of land by the municipality or local board;
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

(i) Approval of Closed Minutes

M-2 Approval of previous CLOSED minutes:

👉 Apr-20-2021 • May-12-2021 • Jun-1-2021 • Jun-22-2021 • Aug-17-2021

M-3 Resolution to adjourn the closed session

N) Adjournment / Ajournement

N-1 Resolution to adopt By-law **2022/22** confirming proceedings of meeting

N-2 Resolution to adjourn the meeting

JAN 27 2022

DELIVER ON JANUARY 16, 2022

November 6th, 2021

Petition to implement natural gas, water and sewer infrastructure to the residents of Pierre Rd, Dutrisac Rd (south of Quesnel), Du Lac Dr and Garden Village Rd.

Name	Address	Phone #	# Of Occupants	Signature
Rene Roy	204 Prom. du Lac	705-492-1660		
Pauline Plutiny	204 Prom. du Lac	705-358-3081	3	
Louise Gauthier	202 Prom du Lac	705-753-2080	2	
Guy Gauthier	208 Prom du Lac	705-471-3190	1	
G.N.I.	207 " "	705-753-2080	2	
Mike Johnson	216 " "	705-471-8515	2	
Conny Rivest	220 Prom du Lac	705-471-2757	3	
Taylor Gaudin	171 Dutrisac Rd.	705-779-2255	2	
Justin Bruchet	191 Dutrisac	465-493-6119	2	
Claude Carpe	194 Prom du Lac	705-822-1147	2	
Raymond BÉLAND	192 Prom du Lac	705-665-8095	1	
Randy Amyot	190 Prom du Lac	705-351-1325	1	
Carl Brazier	184 Prom Du Lac	705-223-1495	2	
Carole Diotte-O'Bonsawin	188 chem Du Lac	705-561-6919	2	
Pete O'Bonsawin	186 chem Du Lac	705-691-3299	2	
Amy VanWynyarden	171 Du Lac Dr	705-358-1329	4	
STEFAN CORRIVEAU	197 PROM DU LAC	705-471-4927	2	
Gilles Legault	178 Prom du Lac	705-479-9494	1	
Roch Duchesne	181 Prom du Lac	705-471-3084	3	
Hebert Hoult	174 Prom du Lac	705-753-2893	2	
Rene Rivest	164 Promenade du Lac	705-493-5824	2	
Coranne Turner	152 Promenade du Lac	705-753-4631	2	
Guy Robert	150 Promenade du Lac	705-338-8453	2	
Ian Morrison	148 Promenade du Lac	705-492-2363	2	
Ian Morrison	145 Prom du Lac	705-753-2108	2	
Gisèle Bravillette			2	
Chantal Bravillette			2	

JAN 27 2022

November 6th, 2021


Petition to implement natural gas, water and sewer infrastructure to the residents of Pierre Rd, Dutrisac Rd (south of Quesnel), Du Lac Dr and Garden Village Rd.

Name	Address	Phone #	# Of Occupants	Signature
Dan Langlois	130 Prom du Lac	705-507-0024	4	
Cindy Grenier	111 Prom du Lac	705-465-2738	2	
Charlène Tremblay	92 Promenade du Lac	705-840-9040	2	
P. W. Campbell	108 P. Du Lac	705-753-5439	2	
MICHAEL GAUTHIER	102 Prom Du Lac	705-753-1027	2	
Yvon MARJEAN	98 Prom du Lac	705-753-3488	2	
RAY SUNDRIK	88 Prom du Lac	705-753-5011	4	
Jane & Paul Cote	84 Prom du Lac	705-753-5778	2	
RALPH NIGRO	80 Prom DULAC	416-464-0366	4	
MARY V O'CONNOR	10 V	705-753-1435	4	
JOE O'CONNOR	59 Promenade du Lac	705-498-9716	4	
H. A. SERWACZAK	104 Prom Du Lac	705-728-4856	4	
RAYMOND MARLEAU	128 - - -	705-995-0741	2	
Jessica Knight	146 Promenade du Lac	417-564-4584	1	
Chris Schweikert	174 Dutrisac Rd	705-753-5515	2	
Andre BEHNDJOM	160 Promenade du Lac	705-498-0390	2	
CA SION BOURG	150 Prom	705-497-4985	2	
JACQUES LOUBERGE	76 PROMENADE	705-753-2681	2	
Sandra Speener	74 Promenade	705-753-4448	2	
Travis Paul Raman	181A Dutrisac	705-618-1245	2	
Frank K Desha	182 Dutrisac	705-358-6065	3	
VINCENT DROST	131A/B DUTRISAC	705-207-5681	4	
Melanie Koffy	204 Pierre Rd	613-807-9172	4	
Sylvie Cull	240 Pierre Rd	705-303-3144	4	
Sylvie Davidson	218 Pierre Rd	705-753-2247	2	
Suzanne Davidson	220 Pierre Rd	705-753-7034	1	

JAN 27 2012

Name	Address	Phone #	# Of Occupants	Signature
Simone Dumont	231 Pierre Rd	705-580-2018	2	S. Dumont
Bill Clark	234 Pierre Rd	705-753-4286	2	Bill Clark
IAN LAUGHLAND	236 Pierre Rd	705-825-2014	4	I. Laughland
Jacqueline Mallette	284 Pierre Rd	705-753-3576	2	J. Mallette
Mike Hodgson	240 Pierre Rd	705-580-2296	2	M. Hodgson
Patricia Hodgson				
Paul Dintore	294 Cap. Poin	705-923-1188	2	P. Dintore
PAUL POISSON	216 PIERRE Rd	705-825-0320	4	P. Poisson
William South	170 GARDEN VILLAGE Rd.	705-580-2383	2	W. South
Cecile Piquette	166 ch Garden Village	705-303-8151	3	C. Piquette
W. Walder	454 GARDEN VILLAGE	705-477-8888	2	W. Walder
ALBERT TREMBLAY	155 GARDEN VILLAGE	705-753-3672	3	ALBERT TREMBLAY
Brian Lanniere	142 Garden Vill	705-303-7553	1	Brian Lanniere
140 GARDEN			3	
MICHEL OUELLET	119 GARDEN VILLAGE	705-753-9337	4	M. Ouellet
VINCENT DUBOIS	200 PRINCE AULTE	705-767-5681	3	V. Dubois

SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Feb 1st 2022	
Name of Requestor:	Chris Fisher	Date submitted: Jan 24th 2022	
Address:	Full mailing address: 3636B Hwy 539 Field		
Phone:	Home: 705-758-1632	Business / Cell:	Fax:
E-Mail:	Cfisher@westnipissing.ca		
Requested Agenda Item/Subject:		Vaccine Policy and it's implication on Running for a Council Seat	
Additional details / background information:		<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately	
<p><i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i></p> <p>The Vaccine policy and it's implications for those who are unvaccinated and wish to run for a council seat in the next Municipal election was not properly explained at the last meeting. As per the Municipal Act you may not run for council for the following reasons.</p> <ul style="list-style-type: none"> an employee of a municipality who has not taken an unpaid leave of absence and resigned a judge of any court an MP, an MPP or a senator an inmate serving a sentence in a penal or correctional institution <p>I believe it would be ultra vires for West Nipissing Council to prevent someone unvaccinated from running for office and further, should they win the seat they would need to be accomodated within the law to fulfill that duty.</p>			
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date: JANUARY 24/2022 (by - email)	
MUNICIPAL OFFICE USE			
STEP 2 → This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	JANUARY 24/2022	Received from:	COUNCILLOR C. FISHER
Meeting Date Requested:	FEBRUARY 1/2022	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):			<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			

MEMORANDUM

TO: MAYOR and COUNCIL

FROM: Jean-Pierre (Jay) Barbeau, CAO

DATE: January 27th, 2022

SUBJECT: 2022 PROPOSED BUDGET PROCESS AND DATES

As usual, staff has been finalizing their budgets for 2022. Last year was very trying on the heads of departments with COVID wreaking havoc on staff deployment as well as the general difficulty bringing matters to Council. In recent months, staff has had to adjust plans more than usual.

It is our hope to have our initial budget meeting on **Saturday, February 26th**. It is also our intention to present a budget document that more closely resembles an end product this year. This would take into consideration all factors such as grants available, surpluses or deficits and a list of necessary capital projects. You, of course, can question any matter presented or omitted but I believe this would streamline the process and eliminate the need for several meetings.

We could then schedule the evening meetings after that date.

I look forward to your feedback this Tuesday.

Jay Barbeau, CAO

from the desk of :
Jean-Pierre (Jay) Barbeau
C.A.O.



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca

Joie de vivre

MEMORANDUM

TO: MAYOR AND COUNCIL

FROM: MELANIE DUCHARME, MUNICIPAL CLERK/PLANNER

DATE: January 27, 2022

RE: PROPOSED DISPOSITION OF VACANT MUNICIPALLY OWNED LANDS

In mid 2021, I brought several expressions of interest to purchase municipal lands to council for consideration. In accordance with municipal policy, an Opinion of Value was obtained for all of the subject properties. There was a delay in obtaining these values due to the real estate market and real estate appraisers having been extraordinarily busy. Notwithstanding, the values were finally obtained and the values were communicated to each of the proposed purchasers, all of which have returned with counter-offers for Council's consideration:

1. MORIN STREET, FIELD, ON

APPRAISED VALUE	COUNTER-OFFER
\$25,000 - \$30,000	\$5,000

In the appraisal document, the appraiser noted that the lands cannot be developed due to the size constraint and also noted that he could find no comparable recent land sales upon which to base his opinion. A letter from the proposed purchaser is attached.

I am seeking direction from Council.

2. DEAD END CHOLETTE STREET – ROW ONLY FOR ACCESS TO LANDLOCKED PARCEL

APPRAISED VALUE	COUNTER-OFFER
\$15,000	\$5,000

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca

In addition to the reduced price for the Right of Way, the purchaser is also requesting that the municipality pay for the culvert required for the crossing of the Bradley Drain (estimated at \$8,000), to which I have already advised this is non-negotiable given that this is a Municipal Drain and the up-stream landowners should not be responsible for an improvement which benefits only one property and, further, that our policy indicates that the purchaser is responsible for all costs. I am seeking Council's direction on the proposed counter-offer.

**3. VACANT LAND BETWEEN SABOURIN & CACHE BAY ROAD
BLOCKS 39-44, PLAN 35 & UNOPENED ROAD ALLOWANCES (ARGYLE & NORTHCOTE)**

APPRAISED VALUE	COUNTER-OFFER
\$65,000-70,000	\$65,000

This offer is within the range provided by appraisal. Since this land has already been declared surplus in 2004, I will be proceeding with a formal Agreement of Purchase and Sale, provided Council is agreeable.

4. ROAD ALLOWANCE (1/2 UNOPENED PORTION OF LORNE STREET)

APPRAISED VALUE	COUNTER-OFFER
\$25,000-30,000	\$20,000

The proposed purchasers have requested whether Council would be willing to accept the sum of \$20,000.00 for the 33' of the road allowance abutting their property.

Le 13 janvier, 2022

Municipalité Nipissing Ouest
Attention: Mélanie Ducharme
225 rue Holditch, suite 101
Sturgeon Falls, Ontario
P2B 1T1

Objet: Contre-offre *Parcelle 15727 et parcelle 16739 du lot 15 concession 5 canton de Field*

Chère Mélanie,

Nouv vous proposons un prix de 5,000\$. Nous souhaitons récupérer le terrain é ce prix pour les raison suivantes:

Le terrain est d'une superficie trop petite pour accueillir un bâtiment et est situé en zone inondable et à risque.

Nous possédons tous les terrains adjacents à ce terrain et souhaitons joindre le terrain au nôtre..

Préserver et entretenir le terrain ainsi que prévenir les dépôts de vidanges par les passants.

Jusqu'à présent aucun impots n'a été perçu pour ce terrain depuis 1979.

Dans l'attente, je vous prie d'agréer, Madame / Monsieur le Mairie, l'assurance de mes respectueuses salutations.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

From: [REDACTED]
Cc: [REDACTED]; [Ducharme; Melanie Ducharme](#)
Subject: ROW for property at south end of Cholette Street
Date: December 13, 2021 7:53:47 AM

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Re: ROW for property at south end of Cholette Street

Good Morning Ms. Ducharme,

Thank you for your email dated 13-Oct-21 in response to the above. We respectfully request that you review our position on the following:

1. Purchaser will arrange for and pay for the subject easement property to be surveyed.
2. Purchase price of \$5,000 for the Easement.
3. Municipality responsible for the engineering, installation, and certification of the cross-culvert on the Bradley Drain. Purchaser is responsible for the cost to a maximum of \$8,000 plus HST.
4. Municipality will be responsible for drafting all legal agreements for the ROW including the clause for re-conveyance of the Easement and calculation of FMV.

We are excited to move forward on this purchase and hope we can find a mutually beneficial agreement to close the deal.

Sincerely,

[REDACTED]



Date:

January 26, 2022 8:56:40 AM

Attachments:

[image004.png](#)

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Melanie, I'm just looking for an update on purchasing the properties on Sabourin. We still want to purchase all 4 PINs

1. [REDACTED] and I would like to purchase PIN 490780089 and PIN 490780088 for \$9000.00
2. My boys would like to purchase PIN 490780004 ([REDACTED] \$43,000.00) and PIN 490780003 ([REDACTED] \$13,000.00) for a total of \$56,000.00. At some point they would like to subdivide the larger lot so that they each have 4 acres.

\$9,000

\$13,000

\$43,000

\$65,000



From: [REDACTED]
To: Melanie Ducharme
Subject: Re: Lorn street road access
Date: January 28, 2022 8:21:56 AM

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi,

Is the price negotiable? We would like to offer 20k cash.

[REDACTED]

Sent from my iPhone

>

>

>

>

[REDACTED]

>

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MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Planner

DATE: January 26, 2022

RE: Request for Proposals – Vacant Land e/s Villeneuve Court/Bay Street

On January 5, 2021, Council received two (2) separate expressions of interest in acquiring the lands owned by the Municipality of West Nipissing located at the south east corner of Villeneuve Court and Bay Street. Council determined that prior to declaring the lands surplus for sale, that staff proceed with obtaining proposals for the lands for consideration by Council. A Request for Proposal (RFP) was issued in November, 2021.

One (1) proposal was received. The proposal received is for intensive residential development, notwithstanding that the RFP provides that the property is zoned M2 (Heavy Industry) and is designated as Employment Lands in the West Nipissing Official Plan. The property was acquired in 2004 from Weyerhaeuser Limited. All of this information was provided in the RFP.

I would offer the following for consideration by Council:

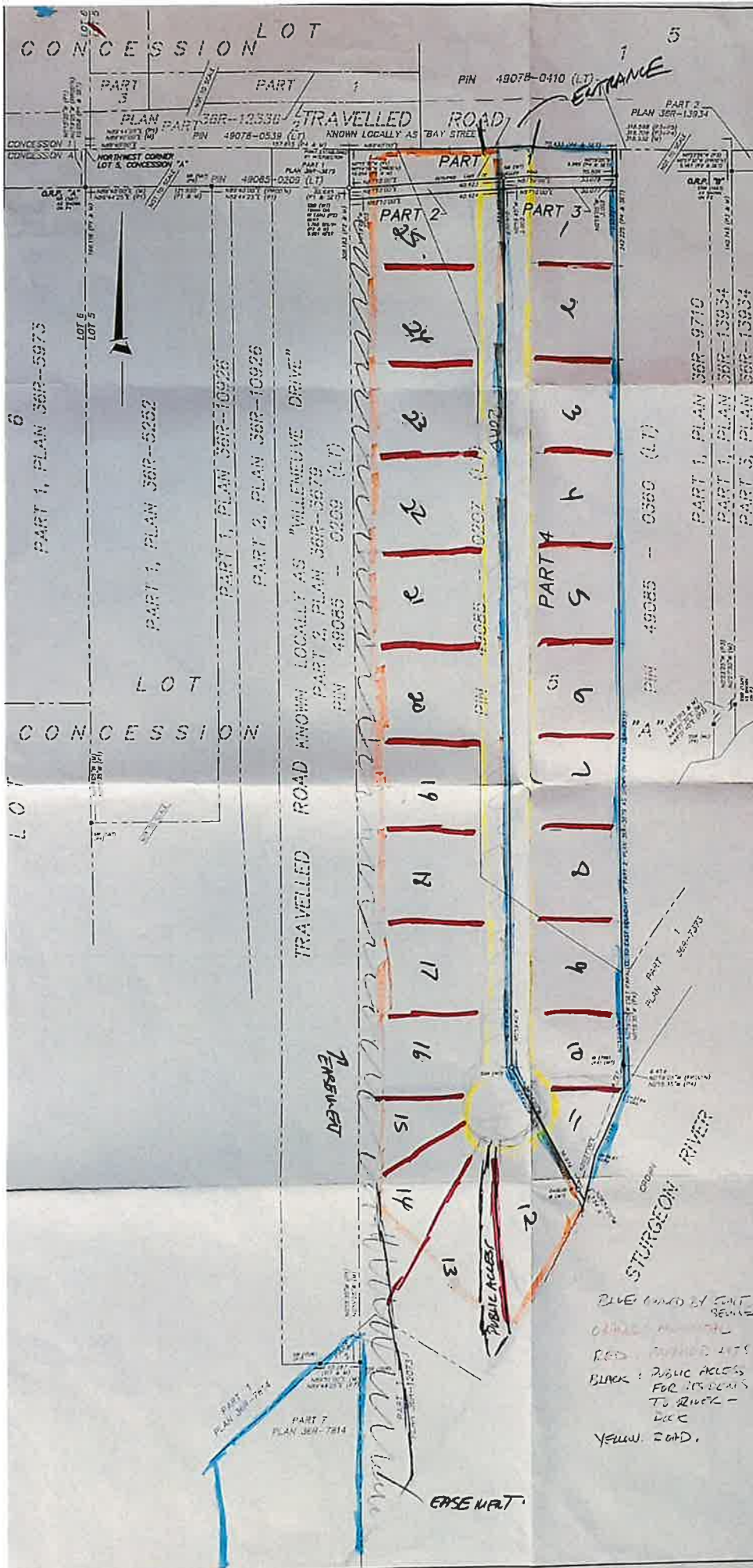
- This property is fully serviceable Heavy Industrially zoned land (M2) located within a district designated as Employment in the West Nipissing Official Plan;
- The property is flanked on all sides by industrial operations. Co-location of residential and industrial land uses can lead to land use conflicts;
- There is a significant municipal drainage course on the west limit of the property which may require attenuation if abutting residential. In addition, an easement/or ownership of not less than 15m would be required to be retained for future maintenance of this drainage course;
- The lands are considered a "Brownfield" having a known prior industrial use;
- In order to develop the lands, as proposed by the proponent the following actions/studies will be required prior to the property being used for more sensitive uses (residential):
 - Official Plan Amendment;
 - Zoning By-Law Amendment;
 - A Record of Site Condition which will entail a Phase I and potentially Phase II environmental evaluation and, potentially, remediation, depending on the results of such Phase II report;

The proposed use of the land for residential development is not supported by West Nipissing's local policy documents (Zoning By-Law and Official Plan) and does not represent the highest and best use of this property nor does it represent good land use planning as it contemplates mixing potentially incompatible land uses without sufficient land area to provide necessary attenuations to mitigate land use conflicts..

Joie de vivre



www.westnipissingouest.ca



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TILES ACT

DATE: OCTOBER 3, 2020

PAUL GOODRIDGE
ONTARIO LAND SURVEYOR

PLAN 368-14475
RECEIVED AND DEPOSITED
October 13, 2020
DATE

Sylvie Goulet
REPRESENTATIVE FOR LAND REGISTRATION FOR THE LAND TILES DIVISION OF MINES (M 36)

PART	LOT	CONCESSION	PIN	AREA (ha/ac)
1				0.003 / 0.015
2				0.012 / 0.030
3				0.008 / 0.020
4				0.003 / 0.008

PLAN OF SURVEY OF
PART OF LOT 5, CONCESSION "A"
GEOGRAPHIC TOWNSHIP OF SPRINGER
MUNICIPALITY OF WEST NIPISSING
DISTRICT OF NIPISSING
PAUL GOODRIDGE, OLS
SCALE: 1 : 500

BOUNDARY NOTE
GASSET SURVEYING NOTES, BOUNDARIES ILLUSTRATED HEREON WITH BOLD LINES ARE NOT FIELD

BEARING NOTE
BEARINGS HEREON ARE (AND BEARINGS DERIVED FROM RIN GPS OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN BY WEST LONGITUDE OF THE UTM SYSTEM, NAD83 (EPSG) (2011) ZONE 17 NORTH.

A QUANTY-CLOCKWISE ROTATION HAS BEEN APPLIED TO CONVERT ASTROLOGICAL BEARINGS (IN SUNDRIED PLANS) TO UTM GPS BEARINGS IN ACCORDANCE WITH THE FOLLOWING FORMULA:
ROTATION = (32.31 + DISTANCE FROM CENTRAL MERIDIAN (km) x 1 km 1470000 / 3600) - 0.04501

LEGEND

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
1	SECTION 1	10	SECTION 10
2	SECTION 2	11	SECTION 11
3	SECTION 3	12	SECTION 12
4	SECTION 4	13	SECTION 13
5	SECTION 5	14	SECTION 14
6	SECTION 6	15	SECTION 15
7	SECTION 7	16	SECTION 16
8	SECTION 8	17	SECTION 17
9	SECTION 9	18	SECTION 18
10	SECTION 10	19	SECTION 19
11	SECTION 11	20	SECTION 20
12	SECTION 12	21	SECTION 21
13	SECTION 13	22	SECTION 22
14	SECTION 14	23	SECTION 23
15	SECTION 15	24	SECTION 24
16	SECTION 16	25	SECTION 25
17	SECTION 17	26	SECTION 26
18	SECTION 18	27	SECTION 27
19	SECTION 19	28	SECTION 28
20	SECTION 20	29	SECTION 29
21	SECTION 21	30	SECTION 30
22	SECTION 22	31	SECTION 31
23	SECTION 23	32	SECTION 32
24	SECTION 24	33	SECTION 33
25	SECTION 25	34	SECTION 34
26	SECTION 26	35	SECTION 35
27	SECTION 27	36	SECTION 36
28	SECTION 28	37	SECTION 37
29	SECTION 29	38	SECTION 38
30	SECTION 30	39	SECTION 39
31	SECTION 31	40	SECTION 40
32	SECTION 32	41	SECTION 41
33	SECTION 33	42	SECTION 42
34	SECTION 34	43	SECTION 43
35	SECTION 35	44	SECTION 44
36	SECTION 36	45	SECTION 45
37	SECTION 37	46	SECTION 46
38	SECTION 38	47	SECTION 47
39	SECTION 39	48	SECTION 48
40	SECTION 40	49	SECTION 49
41	SECTION 41	50	SECTION 50
42	SECTION 42	51	SECTION 51
43	SECTION 43	52	SECTION 52
44	SECTION 44	53	SECTION 53
45	SECTION 45	54	SECTION 54
46	SECTION 46	55	SECTION 55
47	SECTION 47	56	SECTION 56
48	SECTION 48	57	SECTION 57
49	SECTION 49	58	SECTION 58
50	SECTION 50	59	SECTION 59
51	SECTION 51	60	SECTION 60
52	SECTION 52	61	SECTION 61
53	SECTION 53	62	SECTION 62
54	SECTION 54	63	SECTION 63
55	SECTION 55	64	SECTION 64
56	SECTION 56	65	SECTION 65
57	SECTION 57	66	SECTION 66
58	SECTION 58	67	SECTION 67
59	SECTION 59	68	SECTION 68
60	SECTION 60	69	SECTION 69
61	SECTION 61	70	SECTION 70
62	SECTION 62	71	SECTION 71
63	SECTION 63	72	SECTION 72
64	SECTION 64	73	SECTION 73
65	SECTION 65	74	SECTION 74
66	SECTION 66	75	SECTION 75
67	SECTION 67	76	SECTION 76
68	SECTION 68	77	SECTION 77
69	SECTION 69	78	SECTION 78
70	SECTION 70	79	SECTION 79
71	SECTION 71	80	SECTION 80
72	SECTION 72	81	SECTION 81
73	SECTION 73	82	SECTION 82
74	SECTION 74	83	SECTION 83
75	SECTION 75	84	SECTION 84
76	SECTION 76	85	SECTION 85
77	SECTION 77	86	SECTION 86
78	SECTION 78	87	SECTION 87
79	SECTION 79	88	SECTION 88
80	SECTION 80	89	SECTION 89
81	SECTION 81	90	SECTION 90
82	SECTION 82	91	SECTION 91
83	SECTION 83	92	SECTION 92
84	SECTION 84	93	SECTION 93
85	SECTION 85	94	SECTION 94
86	SECTION 86	95	SECTION 95
87	SECTION 87	96	SECTION 96
88	SECTION 88	97	SECTION 97
89	SECTION 89	98	SECTION 98
90	SECTION 90	99	SECTION 99
91	SECTION 91	100	SECTION 100

METRIC
DISTANCES & CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

GRID SCALE CONVERSION
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9995484.

INTEGRATION DETAILS
OBSERVED REFERENCE POINTS (ORP'S) DERIVED FROM PRECISE POINT POSITIONING SERVICE (PPP) UTM ZONE 17 NORTH, NAD 83 (EPSG) (2011) CO-ORDINATES TO BUREAU ACCURACY AS PER SECTION 14(2) OF OREGA 2001/02.

POINT ID	NORTHING	EASTING
ORP "A"	5,134,929.499	581,104.925
ORP "B"	5,135,005.352	581,423.330

CO-ORDINATES CANNOT, IN THEMSELVES, BE USED TO ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

SURVEYOR'S CERTIFICATE

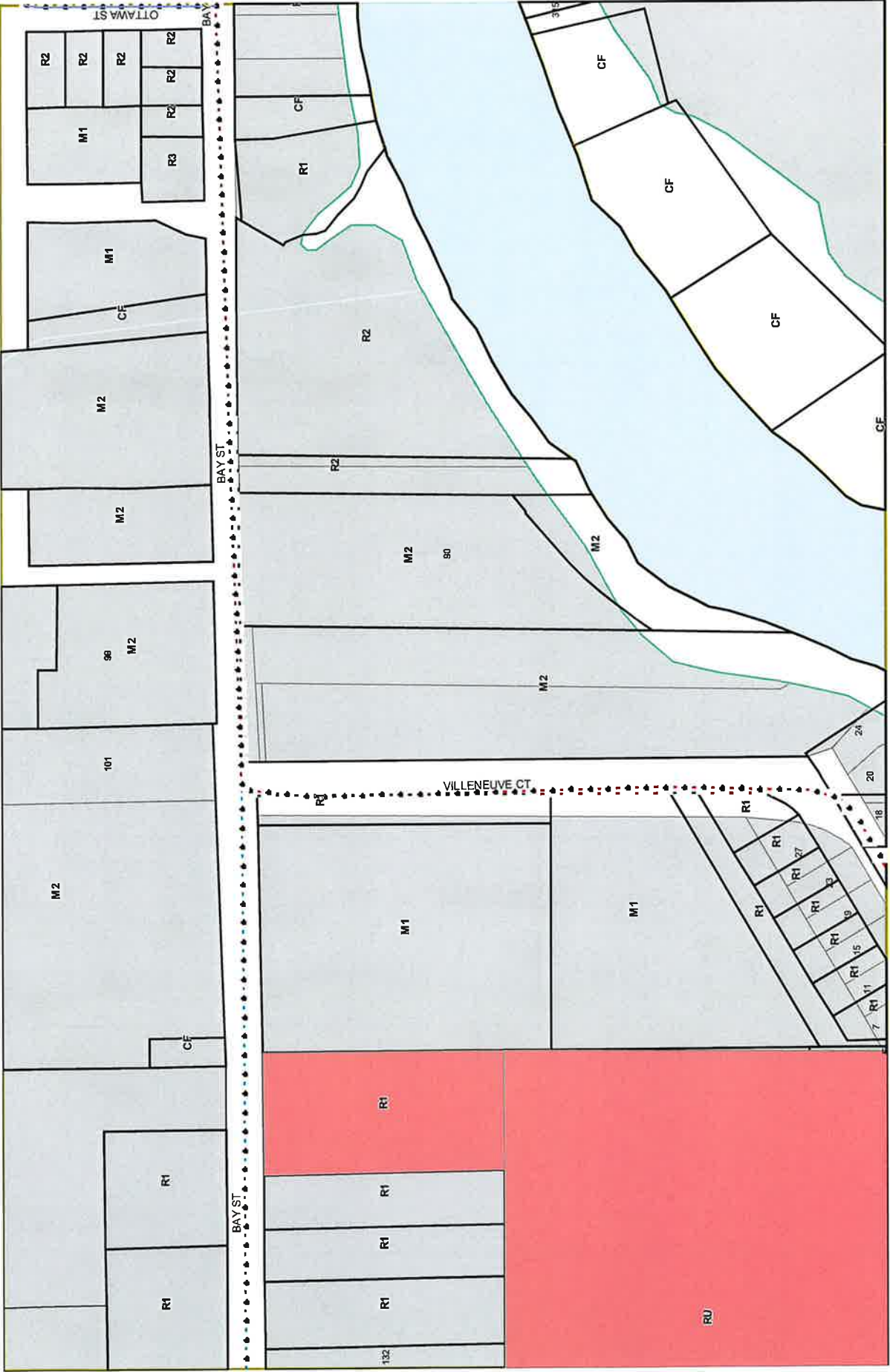
I CERTIFY THAT

1. THIS SURVEY AND PLAN ARE COMPILED AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TILES ACT AND THE REGULATIONS MADE THEREUNDER.

2. THE SURVEY WAS COMPLETED ON THE 21st DAY OF OCTOBER, 2020.

PAUL GOODRIDGE
ONTARIO LAND SURVEYOR

GOODRIDGE GOULET
PLANNING & SURVEYING LTD.
CHARTERED LAND SURVEYORS - LAND USE PLANNERS - DEVELOPMENT CONSULTANTS
UNIT 1 - 401 WARD STREET EAST, NORTH BAY, ONT. L1N 3K1
TEL: 416-710-1100 paul@goodridgegoulet.com
WWW.GOODRIDGEGOULET.COM



APPENDIX "A"

SUBJECT PROPERTY	
Roll Number:	48-52-010-005-00700
PIN No.:	49085-0384
Address:	no municipal address designated
Legal Description	Part of Lot 5, Concession A as in NB103122 (Thirdly), except Part 1, 36R-12073 and Parts 3 & 4, 36R-14475 Former Township of Springer s/t an easement in gross over Part 2, 36R-14475 Municipality of West Nipissing, District of Nipissing
Lot Area	3.65 Acres
OP Designation	Employment
Zoning Designation	M2 – Heavy Industry
Depth:	300m (irregular)
Water frontage	31m (approx.)
Street frontage	35m (approx.)
Road Maintenance:	Bay Street and Villeneuve Court fully maintained
Structures	none
	2004
Water Service Available:	Yes
Sanitary Service Available:	Yes
Garbage Collection:	Yes
Current Use:	Vacant
Nearest Intersection	Bay Street & Villeneuve Court
Known Encroachment:	unknown
Any other information:	

FW: Off-Road Vehicle bi-law

West Nipissing Support - Service Requests <support@municipality.westnipissing.on.ca>

Thu 2021-10-14 1:29 PM

To: Bylaw Enforcement Officer Shared <bylaw@municipality.westnipissing.on.ca>

From: Robin Brouillette <robin@rlequipment.com>

Sent: October 14, 2021 12:39 PM

To: info <info@municipality.westnipissing.on.ca>

Subject: Off-Road Vehicle bi-law



CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Bonjour,

I'm inquiring to see if the Municipality of West Nipissing has the intention to amend their current Off-road vehicle bi-law to include off-road motorcycles, as per the new MTO approvals. It would greatly benefit our business and our community, making our roads more accessible to a wider demographic.



Appendix A: Off-Road Vehicle Requirements

	Existing Types permitted: All-terrain vehicles, Two-Up All-terrain vehicles, Recreational Off-Highway Vehicles, Utility Terrain Vehicles. 	New Types: Off-Road Motorcycles and Extreme Terrain Vehicles 
Operator Requirements	<p><i>Existing Rider safety requirements:</i></p> <ul style="list-style-type: none">• Must be at least 16 years old.• Must hold at least a valid G2 or M2 licence.• Wear an approved motorcycle helmet.• Wear a seat belt, where provided.• Travel at speeds less than the posted speed limit.• Travel only on shoulder, and where unavailable, right most portion of the roadway.• Be Driven in the same direction as traffic• Carry the registration permit. <p><i>Existing Passenger safety requirements:</i></p> <ul style="list-style-type: none">• If the vehicle was manufactured with seat belts, everyone must buckle up.• If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests.• The number of occupants is limited to the number of available seating positions.• No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence.	<p><i>Rider safety requirements:</i></p> <ul style="list-style-type: none">• Extreme Terrain Vehicle and Off-road Motorcycle riders must hold at least a valid G2 or M2 licence (same as existing off-road vehicle types).• Must be at least 16 years old.• Wear an approved motorcycle helmet.• Wear a seat belt, where provided.• Travel at speeds less than the posted speed limit.• Travel only on shoulder, and where unavailable, right most portion of the roadway.• Be Driven in the same direction as traffic• Carry the registration permit. <p><i>Passenger safety requirements:</i></p> <ul style="list-style-type: none">• *NEW* No passengers are permitted on off-road motorcycles while operating on-road.• If the vehicle was manufactured with seat belts, everyone must buckle up.
	<ul style="list-style-type: none">• All riders – drivers and passengers – must wear an approved motorcycle helmet.	<ul style="list-style-type: none">• If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests.• The number of occupants is limited to the

Don't hesitate to reach out with any questions. I look forward to your response.

Merci,

Robin Brouillette
General Manager/ Gérant général
R.L. Equipment Sales & Services Ltd.
10402 Hwy 17, P.O. Box 430
Verner, Ontario P0H 2M0
tel: 705-594-2373
fax: 705-594-2762
e-mail: robin@rlequipment.com

THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW NO. 2011/64

**BEING A BYLAW TO REGULATE THE USE OF
OFF ROAD VEHICLES**

WHEREAS the Highway Traffic Act, R.S.O. 1990, Section 191.8, subsection (3), Chapter H.8, as amended, provides that the Council of a municipality may pass by-laws permitting the operation of off-road vehicles:

AND WHEREAS the Council of the Corporation of the Municipality of West Nipissing deems it in the best public interest to regulate, govern or prohibit the operation of off road vehicles within the Municipality.

NOW THEREFORE THE COUNCIL OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

PART 1- DEFINITIONS

- 1.1 **"ALL TERRAIN VEHICLE"** means an off road vehicle that:
 - (i) has four wheels, the tires of all of which are in contact with the ground
 - (ii) has steering handlebars,
 - (iii) has a seat that is designed to be straddled by the driver, and
 - (iv) is designed to carry a driver only and no passengers;
- 1.2 **"HIGHWAY"** means a highway as defined in the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended. Highway includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle designed and intended for, or used by, the general public for the passage of vehicles.
- 1.3 **"MUNICIPAL LAW ENFORCEMENT OFFICER"** means a member of the West Nipissing Police Service, or any other person appointed by the Council for the Municipality of West Nipissing, for the enforcement of municipal by-laws, including this by-law.
- 1.4 **"MUNICIPALITY"** means the Corporation of the Municipality of West Nipissing.
- 1.5 **"OFF ROAD VEHICLE"** has the same meaning as in the "Off Road Vehicles Act".
- 1.6 **"POLICE SERVICES"** means the West Nipissing Police Service.
- 1.7 **"PRIVATE PROPERTY"** includes developed Municipally-owned property, Church property and School Board property, Hospital and Home for Aged property or Cemetery Board property.
- 1.8 **"PUBLICLY OWNED PROPERTY"** includes land or premises under the control and management of the Corporation of the Municipality of West Nipissing.
- 1.9 **"SIDEWALK"** means a path or strip of land paved or otherwise in, on or alongside a highway and designed and intended for use by the general public for pedestrian travel. In addition, sidewalk includes any property that is or hereafter may be physically set apart or made available and intended for pedestrian use.

PART 2- GENERAL OPERATION

- 2.1 All terrain vehicles may be driven on all highways within the Municipality of West Nipissing save and except those specified in section 3 herein; only if, in addition to meeting the requirements of this by-law and Part III of Ontario Regulation 316-03, there is only one driver and no passenger on the all-terrain vehicle at the time.
- 2.2 Off road vehicles shall be prohibited from traveling in, over or upon the following streets within the Town of Sturgeon Falls in the Municipality of West Nipissing:
 - a) Main Street, commencing at Front Street to John Street
 - b) King Street, commencing at Front Street to John Street
 - c) Queen Street commencing at Levesque Street to Holditch Street
 - d) William Street commencing at Levesque Street to Holditch Street
- 2.3 No person shall operate an Off Road Vehicle over or upon the following areas,
 - a) On any municipal property, i.e. Arena, Complex, Parks, Playgrounds,
 - b) on any sidewalk within the Municipality of West Nipissing,

- c) on any centre meridian of a boulevard within the Municipality of West Nipissing,
 - d) Subsection (a) and (b) does not apply to members of the West Nipissing Police Service or to anyone with specific authorization from Council for a specific event.
- 2.4 No person shall operate an off road vehicle in or on any publicly owned property within the boundaries of the Municipality of West Nipissing unless:
- a) authorized by the West Nipissing Municipal Council
 - b) on authorized posted trails.
- 2.5 No person shall operate an off road vehicle within 100 metres of any school property, on the Municipality of West Nipissing, except if their permanent residence is situated within that area.
- 2.6 The operator of an off road vehicle shall ensure:
- a) that when towing a trailing device, that the said trailing device shall be equipped with a rigid hitch and shall be fastened securely to the off road vehicle.
 - b) that all trailing devices shall meet all requirements in accordance with the Highway Traffic Act and the Off Road Vehicle Act.

PART 3 OFFENCES

Any person who contravenes any of the provisions of this by-law is guilty of an offence and upon conviction is liable to a fine of not less than ninety dollars (\$90.00) and not more than two thousand (\$2,000.00) exclusive of costs, for each offence.

PART 4 – ENFORCEMENT

The provisions of this by-law shall be enforced by the West Nipissing Police Service or by any Municipal Law Enforcement Officer or person appointed by Council.

PART 5 – REPEAL

By-law 2004/25 is hereby repealed.

PART 7 – EFFECTIVE DATE

This by-law shall come into force and take effect immediately upon the passing thereof.

ENACTED AND PASSED THIS 20th DAY OF SEPTEMBER, 2011 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.


MAYOR


CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2015/55

**BEING A BY-LAW TO AMEND BY-LAW 2011/64, BEING A BY-LAW
TO REGULATE THE USE OF OFF-ROAD VEHICLES (ORV & ATV & UTV)**

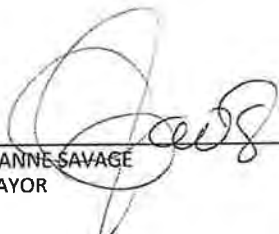
WHEREAS the Highway Traffic Act, R.S.O. 1990, Section 191.8, Subsection (3), Chapter H.8, as amended, provides that the Council of a municipality may pass by-laws permitting the operation of off-road vehicles (ATV and ORV and UTV).

AND WHEREAS the Council deems it expedient to update the municipal by-law to conform with the new Ministry of Transportation standards;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

1. **THAT** the following definitions under Part 1 be replaced by the following or added as identified:
 - 1.1 **"ALL TERRAIN VEHICLE"** means an off-road vehicle :
 - (i) has four wheels, all having contact with the ground,
 - (ii) has a steering handlebars,
 - (iii) has a seat that is designed to be straddled by the driver
 - (iv) has two-up seating for one passenger with required passenger footrests
 - 1.5 **"OFF-ROAD VEHICLE"** means an off-road vehicle that :
 - (i) has four or more wheels, all having contact with the ground,
 - (ii) has a steering wheel or handlebars
 - (iii) has seats that are not designed to be straddled, including side-by-side seating,
 - (iv) has a roll-over protective structure ,
 - (v) has a seat belt for each seating position
 - 1.10 **"UTILITY TERRAIN VEHICLE"** means an off-road vehicle that :
 - (i) has four or more wheels, all having contact with the ground,
 - (ii) has a steering wheel,
 - (iii) has seats that are not designed to be straddled, including side-by-side seating,
 - (iv) has a roll-over protective structure ,
 - (v) has a seat belt for each seating position
 - (vi) has a cargo box
2. **THAT** Item 2.1 shall be repealed and replaced with the following:
 - 2.1 Off-road vehicles may be driven on all highways within the Municipality of West Nipissing save and except those specified in Section 2.2 herein; only if, in addition to meeting the requirements of this by-law and Part III of Ontario Regulation 316-03;
3. **THAT** Item 2.2 shall be amended to add the following prohibited street :
 - 2.2 (e) Holditch Street, commencing at Front Street to John Street
4. **THAT** Item 2.7 shall be added and form part of this by-law:
 - 2.7 Riders of all ages are required to wear an approved helmet, securely fastened under the chin and wear a seat belt or use foot rests, when applicable.
5. **THAT** Item 2.8 shall be added and form part of this by-law:
 - 2.8 Drivers operating an off-road vehicle along a road or highway must be at least 16 years of age, hold a valid G2 or M2 driver's license, and the off-road vehicle must be registered and insured.
6. **THAT** this By-Law shall come into force and take effect on the date it is passed.

ENACTED AND PASSED THIS 14th DAY OF JULY, 2015 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.


JOANNE SAVAGE
MAYOR


MELANIE DUCHARME
CLERK

SCHEDULE "B" OF BY-LAW 2019/24

AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date: Oct / 2021

Name of Requestor: DENIS SENECAI

Date submitted:

Address:

Full mailing address:

Phone:

Home:

705 471-4463

Business / Cell:

Fax:

E-Mail:

Requested Agenda Item/Subject: NO WAKE ZONE at LAUIGNE Bridge.

Additional details / background information:

☐ see below

☒ Supporting documents attached separately

Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.

I would like for Council to give permission to staff to look into a "NO WAVE" ZONE restriction when approaching LAUIGNE Bridge on Hwy 64. Wakes from boating are affecting a Tourist Lodge in proximity of bridge.

ADMINISTRATIVE APPROVAL

STEP 1 →

Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.

Signature of CAO or designate:

e-mail

Date:

August 23, 2021

MUNICIPAL OFFICE USE

STEP 2 →

This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.

Date Received: August 23, 2021

Received from: Councillor D. Sénécal

Meeting Date Requested: October —, 2021

Mode of Notification: ☒ in person ☐ by telephone ☒ by e-mail ☐ other:

Processing of request:

☐ Information only

☐ Action Item

☒ Discussion/Action Item

☐ Report Required

☐ Public Hearing

☐ Closed Session

APPROVED FOR AGENDA:

Scheduled for (date):

☐ Regular meeting

☒ Committee of Whole meeting

Requestor Notification: The above requestor _____ was notified on _____ (date)

Action Taken:

Notes / Comments:

From: Creasor, Dustan
Sent: July 29, 2021 1:44 PM
To: denysen1717@gmail.com
Subject: Vessel Operation Restriction Regulation (VORR)

Good afternoon Denis,

Thank you for contacting Transport Canada's Office of Boating Safety.

1. You can see the below link to the Transport Canada website on VORRs (Vessel Operation Restriction Regulations), where you can search through the schedules (Different restrictions) to see if there are any in your area. You can also search the name of your lake/river/etc and anything related will show up. <https://laws-lois.justice.gc.ca/eng/regulations/SOR-2008-120/index.html>
2. Your local police department marine unit would be the responsible agency for enforcement, this is usually the OPP in your area, so you can contact them to request a higher level of enforcement. You can also take pictures/videos of operators and if they are not obey a regulation, you can send them to your police department's marine unit and that may lead to the operator being charged.
3. If there are VORRs in your area, you will have to contact the municipality because they would be responsible for the erection/replacement of signage.
4. If there are no current restrictions in your area and you feel having them would contribute to the safety of persons using the lake, reduction to damage/environment, etc; you can contact your municipality or township and express your concerns. They will be responsible for the application for a restriction.

I have attached to this email, the 'VORR Local Authority Guide' which you can send to your municipality/township in order for them to apply for the restriction, as well as the 'Signage Guide 2019', which they can use when creating the signs.

Also, in Ontario, in order to avoid damage due to wakes caused by recreational or other vessels, there is a provision in place across the Province of Ontario, under the *Canada Shipping Act, 2001*, Vessel Operation Restriction Regulations, s. 2(7), what we call the 10/30 rule. This is a universal shoreline speed restriction where a vessel cannot travel more than 10km/h (6 mph) within 30 metres (100 ft) of shore. There are some exceptions to this rule as listed below. It won't apply:

1. (a) in respect of a vessel that is operated for the purpose of towing a person on water skis or on any other sporting or recreational equipment, if the vessel follows a course away from and perpendicular to the shore; and
2. (b) in respect of a power-driven vessel that is operated
 1. (i) in rivers that are less than 100 m in width or in canals or buoyed channels, or
 2. (ii) in any waters referred to in Schedule 6 in respect of which a maximum speed is set out.

If you have any other questions/concerns, please do not hesitate to contact me back.

Sincerely,

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Planner

DATE: January 26, 2022

RE: **EXTENSION TO DRAFT PLAN APPROVAL OF SUBDIVISION ON DELORME ROAD
FILE NO. SUBD2014/03**

Please find attached correspondence from the Agent for Delorme Properties Inc., registered owner of the lands on which Council has granted Draft Plan Approval for a Plan of Subdivision on May 20, 2014, followed by a redline Amendment on March 19, 2019. At the same time, the approval was extended March 2020, which, as we all know, is when COVID began.

As a result, the Applicants, through their Agent, are seeking a further extension in order to complete the required engineering and construction required to meet the original conditions.

I am recommending a further 2 year extension from the date hereof.

Thank you.

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca

Goodridge Goulet Planning & Surveying Ltd.
ONTARIO LAND SURVEYOR
LAND USE PLANNERS & DEVELOPMENT CONSULTANTS

December 22, 2021

Ms. Melanie Ducharme, Municipal Clerk/Planner
Municipality of West Nipissing
225 Holditch Street, Suite 101
Sturgeon Falls, Ontario P2B 1T1

Dear Melanie,

Reference: Delorme Properties Inc. – Draft Plan of Subdivision
Part of Broken Lot 6, Concession "A", Geographic Township of Springer,
Municipality of West Nipissing, District of Nipissing
Our file: 114-15

Please accept this correspondence as confirmation that Delorme Properties Inc. have retained this firm to oversee the engineering work required for the design of the enhanced cul-de-sac at the easterly terminus of Delorme Road. Antoine Boucher, P.Eng. works with our firm to provide engineering services to our clients. The engineering plans are prepared on our letterhead and are signed and sealed by Mssr. Boucher. We are currently in the design stage. Once the design is complete and accepted by the Municipality, Mssr. Boucher will provide an engineering cost estimate for the works forming the basis of the amount required for the letter of credit.

We do need to obtain a further extension of the draft approval. Can this be brought to the Planning Advisory Committee on the January meeting?

I trust this submission satisfies your current requirements.

Regards,



Paul Goodridge



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

Resolution No.

2019 / 076

MARCH 19, 2019

Moved by / Proposé par :

Seconded by / Appuyé par :

WHEREAS on May 20, 2014, the Council of the Municipality of West Nipissing granted approval for a Draft Subdivision Plan (SUBD 2014/03) on Delorme Road to **DELORME PROPERTIES LIMITED**;

AND WHEREAS due to delays relating to the approval and construction of the Delorme Road Drain, which was imposed as a condition of the draft approval, the Applicant/Subdivider is seeking an extension of the Approved Draft Subdivision Plan;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of West Nipissing hereby approves the requested extension of the Approved Draft Subdivision Plan No. SUBD 2014/03 to **DELORME PROPERTIES LIMITED**, until March 19, 2020, allowing the Applicant/Subdivider time to complete the required work in order to meet the previously set terms and conditions.

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

CARRIED: 

DEFEATED: _____

DEFERRED OR TABLED: _____



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

Resolution No.

2014 / 171

May 20, 2014

Moved by / *Proposé par* :

Guil Jussis

Seconded by / *Appuyé par* :

Joanne Savage

WHEREAS at a Meeting of the West Nipissing Planning Advisory Committee held on April 14, 2014, the West Nipissing Planning Advisory Committee recommended draft plan approval of Subdivision Application No. SUBD 2014/03 made by Delorme Properties Limited for subdivision of 9 lots on lands legally described as Part of Lot 6, Concession A, Township of Springer, now Municipality of West Nipissing, District of Nipissing, subject to the imposition the terms and conditions set-out on Schedule "A" hereto.

	YEAS	NAYS
BRISSON, Denise		
FINLEY, Paul		
FORTIER, Guy		
FORTIN, Don		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: *Joanne Savage*

Defeated: _____

Deferred or tabled: _____

<p style="text-align: center;">SCHEDULE "A" SPECIAL CONDITIONS OF DRAFT APPROVAL</p>
--

- 1) The Corporation of the Municipality of West Nipissing's conditions and amendments to final plan of approval, for registration of Subdivision File No. SUBD2014/03 made by Delorme Properties Limited are as follows:
- 2) That this approval expires three (3) years from the date of approval shown by the "Draft Plan Approval Stamp" on the face of the draft plan. If there is an appeal to the Ontario Municipal Board under section 51 (39) of the *Planning Act*, the three (3) year expiration period does not begin until the date of the order of the Ontario Municipal Board issued in respect of the appeal or from the date of a notice issued by the Board under section 52(51) of the *Planning Act*.
- 3) This Draft Approval applies to the Plan of Subdivision prepared by Stantec Geomatics Limited as shown on the attached Schedule "A" dated February 17, 2014 which is comprised of 2.96 hectares.
- 4) That prior to signing the Final Plan by the Municipality, the proposed subdivision conform to the Zoning By-law in effect for the Municipality.
- 5) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the Municipality of West Nipissing concerning provision of roads, installation of services, and drainage.
- 6) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
- 7) That the Subdivision Agreement between the owner and the Municipality contain wording acceptable to the Municipality to ensure that:
 - a) the owner agrees that a Stormwater Management Plan shall be undertaken by a professional engineer with respect to the Subdivision Road and watershed describing best management practices and appropriate measures to maintain quality storm runoff, both during and after construction; and if required, a **Petition for a Municipal Drain** be undertaken.
 - b) The Stormwater Management report shall also address any slope stability or any hydrogeological issues associated with this development
 - c) Any recommendations forthcoming from the Stormwater Management Study shall be incorporated into the final Subdivision site design and implemented to the ongoing satisfaction of, and at no expense to, the Municipality.
- 8) That the owner agrees to convey up to 5% of the land included in the plan or cash-in-lieu to the Municipality for park or other public recreational purposes.

- 9) The owner covenants and agrees to provide the municipality with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) as required by Canada Post Corporation. The owner further agrees to provide notice to prospective purchaser of the locations of the CMB and that home/business mail delivery will be provided by CMBs provided by the owner, provided that the owner has paid for the activation and equipment installation of the CMB's.
- 10) That the Subdivision Agreement between the owner and the Municipality be registered by the Municipality against lands to which it applies once the Plan of Subdivision has been registered prior to any encumbrances.
- 11) That the Subdivision Agreement between the owner and the Municipality contain a Special Provision with wording acceptable to the Hydro Electric Authority to ensure that:
 - a. Prior to final approval, a copy of the lot grading and drainage plan, showing existing and final grades, must be submitted for review and approval.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any hydro-electric facilities located on the right-of-way. During construction, there will be no storage of materials or mounding of earth or other debris on the right-of-way.
 - c. The costs of any relocations or revisions to hydro-electric facilities which are necessary to accommodate this subdivision will be borne by the developer.
 - d. The easement rights of the hydro-electric utility and its legal predecessors are to be protected and maintained.
- 12) That before Municipal Council's Final Approval is given, the Council shall be advised in writing by the Director of Community Services how Condition No. 9 has been satisfied.
- 13) That before City Council's Final Approval is given, the Council shall be advised in writing by Canada Post Corporation how Condition No. 10 has been satisfied.
- 14) That notwithstanding the provisions of the Subdivision Agreement to be entered into, the Owner shall, to the satisfaction of the Director of Operations for the Municipality of West Nipissing, carry out the following upgrades to Delorme Road;
 - (a) Delorme Road shall be widened at the first cross-culvert east of Smiley Road to the satisfaction of the Municipality;
 - (b) The cross-culvert shall be extended at the location of the road widening; and
 - (c) The turn-around at the end of Delorme Road shall be constructed in accordance with municipal policy;
 - (d) The owner shall install drainage ditches on the North side of Delorme Road and obtain an easement, if necessary, for the outlet.
 - (e) That sufficient Land be dedicated to the Municipality of West Nipissing for extension and possible future connection to Villeneuve Crescent for transportation and maintenance planning.

NOTES

- 1) We suggest you make yourself aware of the following:
 - a) Section 143(1) of The Land Titles Act, R.S.O. 1980 as amended, which requires all new plans to be registered in a land titles system.
 - b) Section 143(2) allows certain exceptions.
- 2) Prior to any construction, a Fill, Construction and Alteration to Waterways Permit is required from the North Bay-Mattawa Conservation Authority. The subject lands are within an area regulated by the North Bay-Mattawa Conservation Authority under Ontario Regulation 162/90. This regulation is pursuant to Section 28 of the Conservation Authorities Act of Ontario.
- 3) Private water supply and sewage disposal facilities must be approved by the Ministry of the Environment, or its agent in certain areas, in accordance with Ontario Regulations 229/74 as amended, made under the Environmental Protection Act, 1971, as amended.
- 4) We recommend you make yourself aware of applicable Federal and Provincial laws regarding construction in proximity to waterbodies.
- 5) The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).
- 6) The Owner/Developer is hereby advised that prior to commencing any work within the Plan, the Owner/Developer must confirm with the hydro-electric authority that appropriate electrical services infrastructure is currently available along the proposed development to provide delivery of electrical energy to the proposed development. In the event that such infrastructure is not available, the Owner/Developer is hereby advised that the Owner/Developer may be required to pay for the connection to and/or extension of the existing electrical distribution infrastructure, in accordance with the hydro-electric authority's policies and the Ontario Distribution System Code.



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS on May 20, 2014, the Council of the Municipality of West Nipissing granted approval for a Draft Plan of Subdivision (SUBD 2014/03) of nine (9) lots on lands legally described as Part of Lot 6, Concession A, Township of Springer, now Municipality of West Nipissing, District of Nipissing to **DELORME PROPERTIES INC.**;

AND WHEREAS the Applicant/Subdivider received an earlier extension of the Approved Draft Plan of Subdivision until March 2020;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of West Nipissing hereby approves the requested extension of the Approved Draft Plan of Subdivision No. SUBD 2014/03 to **DELORME PROPERTIES INC.**, until February 1, 2024, allowing the Applicant/Subdivider time to complete the required work in order to meet the previously set terms and conditions.

	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: Melanie Ducharme, Clerk/Planner
DATE: January 26, 2022
RE: **EXTENSION TO DRAFT PLAN APPROVAL OF SUBDIVISION
FILE NO. SUBD2017/01**

On February 21, 2017 the Municipality of West Nipissing approved a draft plan of Subdivision for property owned by the Diocese of Sault Ste. Marie at 144 Main Street, Sturgeon Falls. The Church was subsequently severed out as a stand-alone parcel and the remainder of the lands were sold and the Diocese assigned the draft approval to the new owner, following which the new owner sought a red-line amendment to the original draft plan which was approved by Council on July 10, 2018. Since that time, there has been no activity on the file.

Attached hereto is a letter from the Owner, seeking an extension of the draft plan approval in order to move forward with the project, notwithstanding that the original approval lapsed in 2020.

I am recommending that Council grant the requested extension and authorize a further two (2) years from the date of adopting the Resolution, in order for the owner to complete the project on and upon the same terms and conditions as originally imposed.

Thank you,

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca

1973743 Ontario Ltd.
34 Goulard Road. Sturgeon Falls, Ontario P2B 2R8

January 14, 2022

VIA EMAIL: mducharme@municipality.westnipissing.on.ca

Municipality of West Nipissing
255 Rue Holditch Street
Sturgeon Falls, Ontario
2PB 1T1

Attention: Ms. Melanie Doucharme, Municipal Clerk/Planner

78 Russell,
Re: ~~144 Main St.~~ Sturgeon Falls (Formerly Eglise Sacre Coeur Property) - Subdivision Application
No. SUBD 2017/01

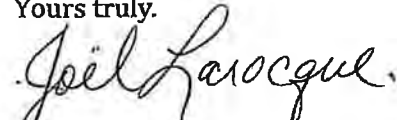
As you are aware, I am the owner of the above property which is subject to Subdivision Application No. SUBD 2017/01. On February 21, 2017, the Municipality of West Nipissing (the "**Municipality**") resolved to grant draft plan approval (Resolution No. 2017/044), subject to certain conditions. The approval was granted with an expiry period of three years. Subsequently, the Municipality approved a red line revision on July 10, 2018 (Resolution No. 2018/255).

The Municipality may recall that the original subdivision application was filed by The Roman Catholic Episcopal Corporation of the Diocese of Sault Ste. Marie. I purchased the property soon after it was draft approved. While I was diligently engaged in familiarizing myself with the conditions of subdivision approval and assembling the required consultants to clear all the conditions, I fell ill resulting in my inability to process the subdivision. That illness was subsequently followed by the COVID pandemic that has created a myriad of ongoing uncertainty. Unfortunately, in the intervening period, the draft plan approval lapsed.

The purpose of this correspondence is to seek the Council's indulgence to grant a further extension for a period of three-years expiring on February 21, 2023. The extension will permit me to go forward in satisfying all conditions of draft plan approval. In this regard, I am pleased to inform Council that I am in the final stages of retaining Miller & Urso Surveying Inc. and will finalize that arrangement immediately upon Council granting the requested extension.

I would like to thank Council for their consideration of this request. Should any questions arise I would be pleased to respond as requested.

Yours truly,


Joel Larocque,

President, 1973743 Ontario Ltd



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

Resolution No.

2017 / 0 4 4

FEBRUARY 21, 2017

Moved by / Proposé par :

Seconded by / Appuyé par :

WHEREAS at a meeting of the West Nipissing Planning Advisory Committee held on February 14th, 2017, the West Nipissing Planning Advisory Committee recommended draft plan approval of Subdivision Application No. SUBD 2017/01 made by THE ROMAN CATHOLIC EPISCOPAL CORPORATION OF THE DIOCESE OF SAULT STE. MARIE for subdivision of thirteen (13) lots on lands legally described as Lots 20-24 E/S Main Street and Lots 20-24 W/S Levesque Street, Plan 11 Town of Sturgeon Falls, now Municipality of West Nipissing, District of Nipissing, subject to the imposition of conditions set-out on Schedule "A".

BE IT THEREFORE RESOLVED THAT draft plan approval be given for Subdivision Application No. SUBD 2017/01 made by THE ROMAN CATHOLIC EPISCOPAL CORPORATION OF THE DIOCESE OF SAULT STE. MARIE for the subdivision of 13 lots on lands legally described as Lots 20-24 E/S Main Street and Lots 20-24 W/S Levesque Street, Plan 11 Town of Sturgeon Falls, now Municipality of West Nipissing, District of Nipissing, subject to the imposition of certain conditions set-out on Schedule "A".

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: _____

Defeated: _____

Deferred or tabled: _____

Schedule A

SPECIAL CONDITIONS OF DRAFT APPROVAL

If an approval is forthcoming by the West Nipissing Planning Advisory Committee, it is recommended that the following conditions be imposed on the Owner along with the Conditions of Draft Approval included in Schedule "A" hereto:

- 1) The Corporation of the Municipality of West Nipissing's conditions and amendments to final plan of approval, for registration of Subdivision File No. SUBD2017/01 made by THE ROMAN CATHOLIC EPISCOPAL CORPORATION OF THE DIOCESE OF SAULT STE MARIE are as follows:
- 2) That this approval expires three (3) years from the date of approval shown by the "Draft Plan Approval Stamp" on the face of the draft plan. If there is an appeal to the Ontario Municipal Board under section 51 (39) of the *Planning Act*, the three (3) year expiration period does not begin until the date of the order of the Ontario Municipal Board issued in respect of the appeal or from the date of a notice issued by the Board under section 52(51) of the *Planning Act*.
- 3) This Draft Approval applies to the Plan of Subdivision prepared by GOODRIDGE, GOULET PLANNING & SURVEYING as shown on the attached Schedule A, dated October 28, 2016 which is comprised of 0.81 hectares.
- 4) That prior to signing the Final Plan by the Municipality, the proposed subdivision conform to the Zoning By-law in effect for the Municipality.
- 5) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the Municipality of West Nipissing concerning provision of roads, installation of services, and drainage.
- 6) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
- 7) That the Subdivision Agreement between the owner and the Municipality contain wording acceptable to the City Engineer to ensure that:
 - a) the owner agrees that a Stormwater Management Plan shall be undertaken by a professional engineer with respect to the Subdivision describing best management practices and appropriate measures to maintain quality storm runoff, both during and after construction; and
 - b) The Stormwater Management report shall also address any slope stability or any hydrogeological issues associated with this development
 - c) Any recommendations forthcoming from the Stormwater Management Study shall be incorporated into the final Subdivision site design and implemented to the ongoing satisfaction of, and at no expense to, the Municipality.

- 8) That the Owner provides full engineering drawings showing the provision of full municipal services including storm, sanitary sewers, water and full curb section, prepared by a qualified engineer, to the satisfaction of, and at no expense to the Municipality of West Nipissing.
- 9) That the owner agrees to convey up to 5% of the land included in the plan or cash-in-lieu to the Municipality for park or other public recreational purposes.
- 10) The owner covenants and agrees to provide the municipality with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) as required by Canada Post Corporation. The owner further agrees to provide notice to prospective purchaser of the locations of the CMB and that home/business mail delivery will be provided by CMBs provided by the owner, provided that the owner has paid for the activation and equipment installation of the CMB's.
- 11) That the Subdivision Agreement between the owner and the Municipality be registered by the Municipality against lands to which it applies once the Plan of Subdivision has been registered prior to any encumbrances.
- 12) That the Subdivision Agreement between the owner and the Municipality contain a Special Provision with wording acceptable to Greater Sudbury Hydro Utilities (GSU) to ensure that:
 - a. Prior to final approval, a copy of the lot grading and drainage plan, showing existing and final grades, must be submitted to GSU for review and approval.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any GSU facilities located on the right-of-way. During construction, there will be no storage of materials or mounding of earth or other debris on the right-of-way.
 - c. The costs of any relocations or revisions to GSU facilities which are necessary to accommodate this subdivision will be borne by the developer.
 - d. The easement rights of GSU and its legal predecessors are to be protected and maintained.
- 13) That before Municipal Council's Final Approval is given, the Council shall be advised in writing by the Director of Parks, Recreation and Leisure Services how Condition No. 9 has been satisfied.
- 14) That before City Council's Final Approval is given, the Council shall be advised in writing by Canada Post Corporation how Condition No. 10 has been satisfied.

NOTES

- 1) We suggest you make yourself aware of the following:
 - a) Section 143(1) of The Land Titles Act, R.S.O. 1980 as amended, which requires all new plans to be registered in a land titles system.

b) Section 143(2) allows certain exceptions.

- ~~2) Prior to any construction, a Fill, Construction and Alteration to Waterways Permit is required from the North Bay Mattawa Conservation Authority. The subject lands are within an area regulated by the North Bay Mattawa Conservation Authority under Ontario Regulation 162/90. This regulation is pursuant to Section 28 of the Conservation Authorities Act of Ontario.~~
- ~~3) Private water supply and sewage disposal facilities must be approved by the Ministry of the Environment, or its agent in certain areas, in accordance with Ontario Regulations 229/74 as amended, made under the Environmental Protection Act, 1971, as amended.~~
- 4) We recommend you make yourself aware of applicable Federal and Provincial laws regarding construction in proximity to waterbodies.
- 5) The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).
- 6) The Owner/Developer is hereby advised that prior to commencing any work within the Plan, the Owner/Developer must confirm with Greater Sudbury Hydro that appropriate electrical services infrastructure is currently available along the proposed development to provide delivery of electrical energy to the proposed development. In the event that such infrastructure is not available, the Owner/Developer is hereby advised that the Owner/Developer may be required to pay for the connection to and/or extension of the existing electrical distribution infrastructure, in accordance with Greater Sudbury Hydro policies and the Ontario Distribution System Code.

SKETCH TO ACCOMPANY

DRAFT PLAN OF SUBDIVISION APPLICATION

LOTS 20 TO 24 (INCLUSIVE) EAST SIDE OF MAIN STREET

AND

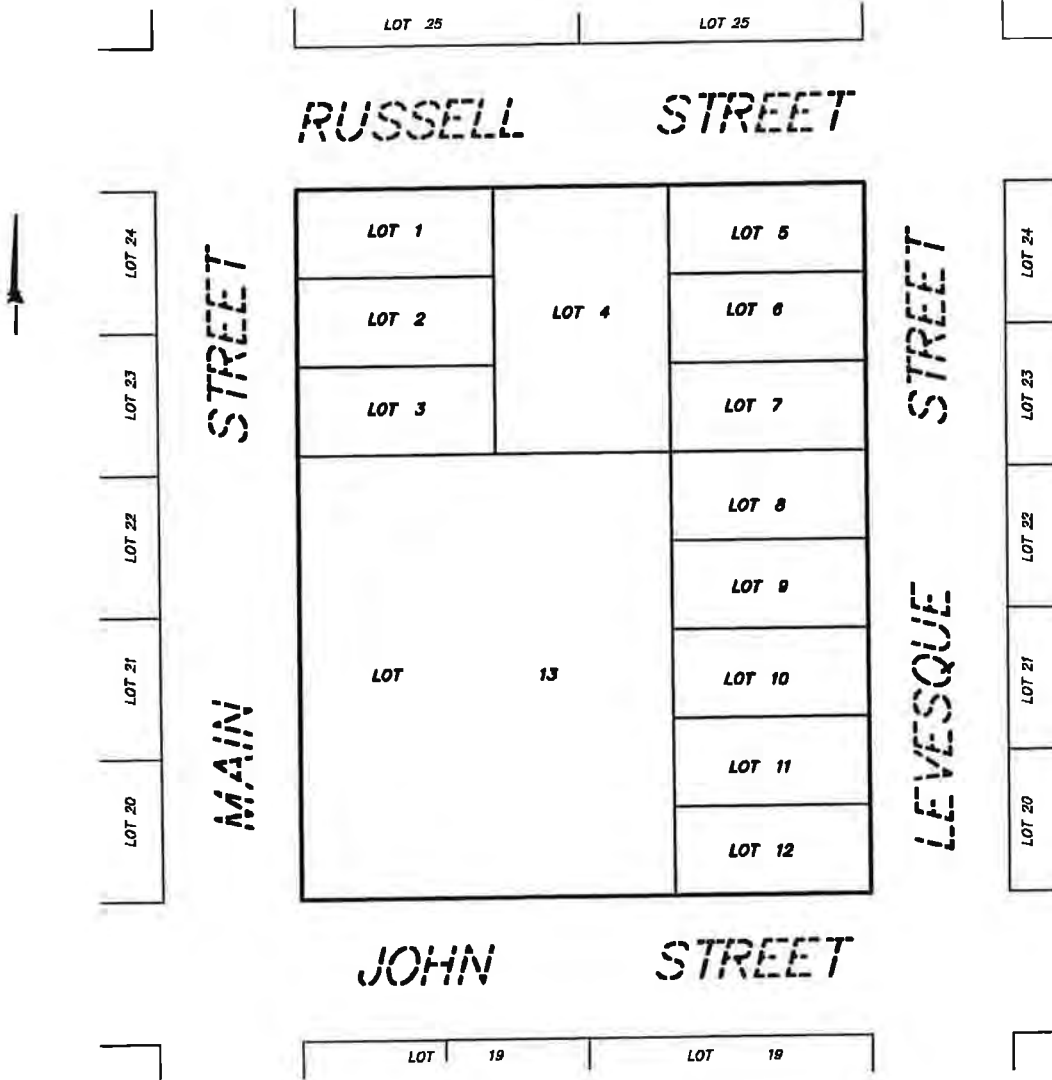
LOTS 20 TO 24 (INCLUSIVE) WEST SIDE OF LEVESQUE STREET

REGISTERED PLAN 11. TOWN OF STURGEON FALLS

MUNICIPALITY OF WEST NIPISSING

DISTRICT OF NIPISSING

PAUL GOODRIDGE, OLS
2016



GOODRIDGE GOULET
PLANNING & SURVEYING LTD.

ONTARIO LAND SURVEYOR - LAND USE PLANNER - DEVELOPMENT CONSULTANTS
UNIT 1 - 490 MAIN STREET EAST, NORTH BAY, ON P1B 1B5
705-493-1770 paul.goodridge@ggpalld.com
705-493-7974 don.goulet@ggpalld.com

FIELD	OFFICE	FILE
	P. GOODRIDGE	17B-10



The Corporation of the Municipality of West Nipissing
La Corporation de la Municipalité de Nipissing Ovest

Resolution No.

2018 / 2 5 5

JULY 10, 2018

Moved by / Proposé par :

Seconded by / Appuyé par :

WHEREAS on April 16, 2016, the Council of the Municipality of West Nipissing granted approval for a Draft Subdivision Plan, File No. SUBD 2017/01 for property at 144 Main Street to the Diocese of Sault Ste. Marie;

AND WHEREAS by Consent file No.C25/17 the Diocese of Sault Ste. Marie has severed and sold the property excluding the church lands and has assigned the Draft Plan Approval to the new owner, 1973743 Ontario Limited (Joel Larocque);

AND WHEREAS Council has received a proposed redline amendment of the Approved Draft Subdivision Plan, File No. SUBD 2017/01, legally described as Lots 20-24 West Side Levesque Street and Lots 23 and 24 East Side of Main Street, Sturgeon Falls Municipality of West Nipissing, in the District of Nipissing, prepared by Miller & Urso Surveying Inc. which will amend the subdivision to five (5) new lots and one Block (existing rectory building);

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of West Nipissing hereby approves the proposed redline amendments to the Approved Draft Subdivision Plan, File No SUBD 2017/01, legally described as Lots 20-24 West Side Levesque Street and Lots 23 and 24 East Side Main Street, Sturgeon Falls, Municipality of West Nipissing, in the District of Nipissing, owned by 1973743 Ontario Limited.

	YEAS	NAYS
BRISSON, Denise		
DUHAIME, Yvon		
FORTIER, Guy		
LARABIE, Roland		
MALETTE, Léo		
RESTOULE, Jamie		
ROBERGE, Normand		
TESSIER, Guilles		
SAVAGE, Joanne (MAYOR)		

Carried: 

Defeated: _____

Deferred or tabled: _____

LOT 20 TO 24 (INCLUSIVE) EAST SIDE OF MAIN STREET
 LOTS 26 TO 24 (INCLUSIVE) WEST SIDE OF LEVESOLE STREET
 REGISTERED PLAN 11, TOWN OF STURGEON FALLS
 MUNICIPALITY OF WEST NISSING
 35% OF NISSING
 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 82

GODRIDGE GOULET
PLANNING & SURVEYING LTD.



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS on February 21, 2017, Council of the Municipality of West Nipissing granted approval for a Draft Plan of Subdivision (SUBD 2017/01) of thirteen (13) lots on lands legally described as Lots 20-24, E/S Main Street and Lots 20-24 W/S Levesque Street, Plan 11, Town of Sturgeon Falls, now Municipality of West Nipissing, District of Nipissing to **THE ROMAN CATHOLIC EPISCOPAL CORPORATION OF THE DIOCESE OF SAULT STE. MARIE**;

AND WHEREAS the afore-mentioned property was thereafter sold to **1973743 ONTARIO LTD.** and was unable to satisfy all the required terms and conditions;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of West Nipissing hereby approves the requested extension of the Approved Draft Plan of Subdivision No. SUBD 2017/01 to **1973743 ONTARIO LTD.**, until February 1, 2024, allowing the Applicant/Subdivider time to complete the required work in order to meet the previously set terms and conditions.

	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: _____



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/17** being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF LOT 1, CONCESSION B,
PART 3, PLAN 36R-14672
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Quesnel Road, Sturgeon Falls, Ontario.

	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: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2022/17

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES PART OF QUESNEL ROAD, STURGEON FALLS**

WHEREAS Section 31 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, as amended, requires a municipality by by-law to establish a highway for public use.

AND WHEREAS Section 44 does not apply to the highways until the municipality has passed the by-law;

AND WHEREAS it is deemed prudent to accept and assume the lands described herewith and to dedicate the same for highway purposes;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

1. That part of the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be accepted and the said lands be assumed and dedicated as part(s) of the public highway(s).

PART OF LOT 1, CONCESSION B,
PART 3, PLAN 36R-14672
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Quesnel Road , Sturgeon Falls, Ontario.

ENACTED AND PASSED THIS 1st DAY OF FEBRUARY, 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

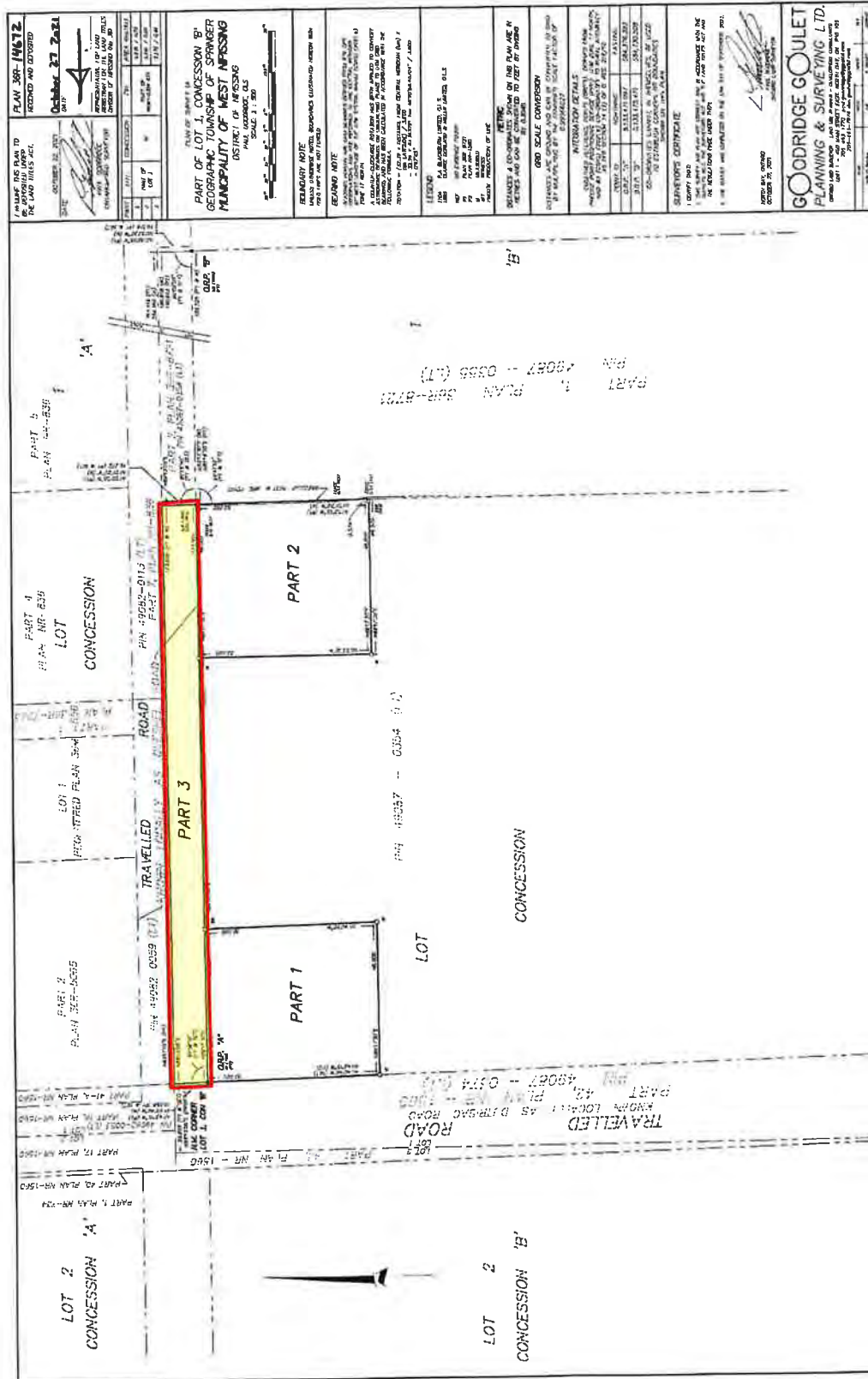
JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

SKETCH FOR BY-LAW 2022/17





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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/18** being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF LOT 3, CONCESSION B,
PART 2, PLAN 36R-14671
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Quesnel Road, Sturgeon Falls, Ontario.

	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: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2022/18

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES PART OF QUESNEL ROAD, STURGEON FALLS**

WHEREAS Section 31 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, as amended, requires a municipality by by-law to establish a highway for public use.

AND WHEREAS Section 44 does not apply to the highways until the municipality has passed the by-law;

AND WHEREAS it is deemed prudent to accept and assume the lands described herewith and to dedicate the same for highway purposes;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

1. That part of the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be accepted and the said lands be assumed and dedicated as part(s) of the public highway(s).

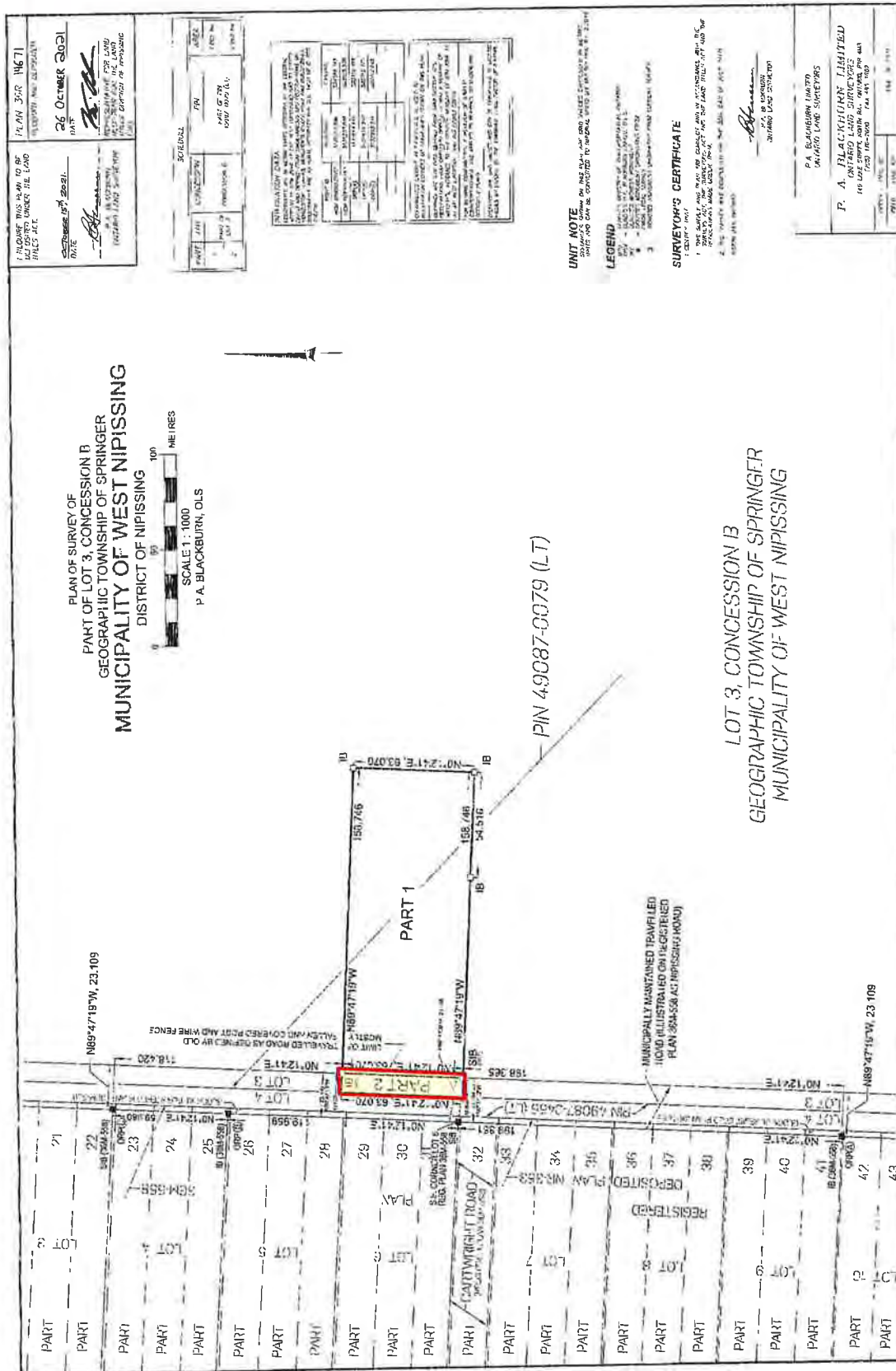
PART OF LOT 3, CONCESSION B,
PART 2, PLAN 36R-14671
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Quesnel Road , Sturgeon Falls, Ontario.

ENACTED AND PASSED THIS 1st DAY OF FEBRUARY, 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK

SKETCH FOR BY-LAW 2022/18



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/19** being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF LOT 8, CONCESSION 1,
PARTS 7 & 8, PLAN 36R-14716
GEOGRAPHIC TOWNSHIP OF KIRKPATRICK,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin Millrand Road and chemin North South Road,
Verner, Ontario.

	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: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2022/19

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES PART OF MILLRAND ROAD AND
PART OF NORTH SOUTH ROAD, VERNER**

WHEREAS Section 31 (2) of the *Municipal Act 2001, S.O. 2001, c.25*, as amended, requires a municipality by by-law to establish a highway for public use.

AND WHEREAS Section 44 does not apply to the highways until the municipality has passed the by-law;

AND WHEREAS it is deemed prudent to accept and assume the lands described herewith and to dedicate the same for highway purposes;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

1. That part of the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be accepted and the said lands be assumed and dedicated as part(s) of the public highway(s).

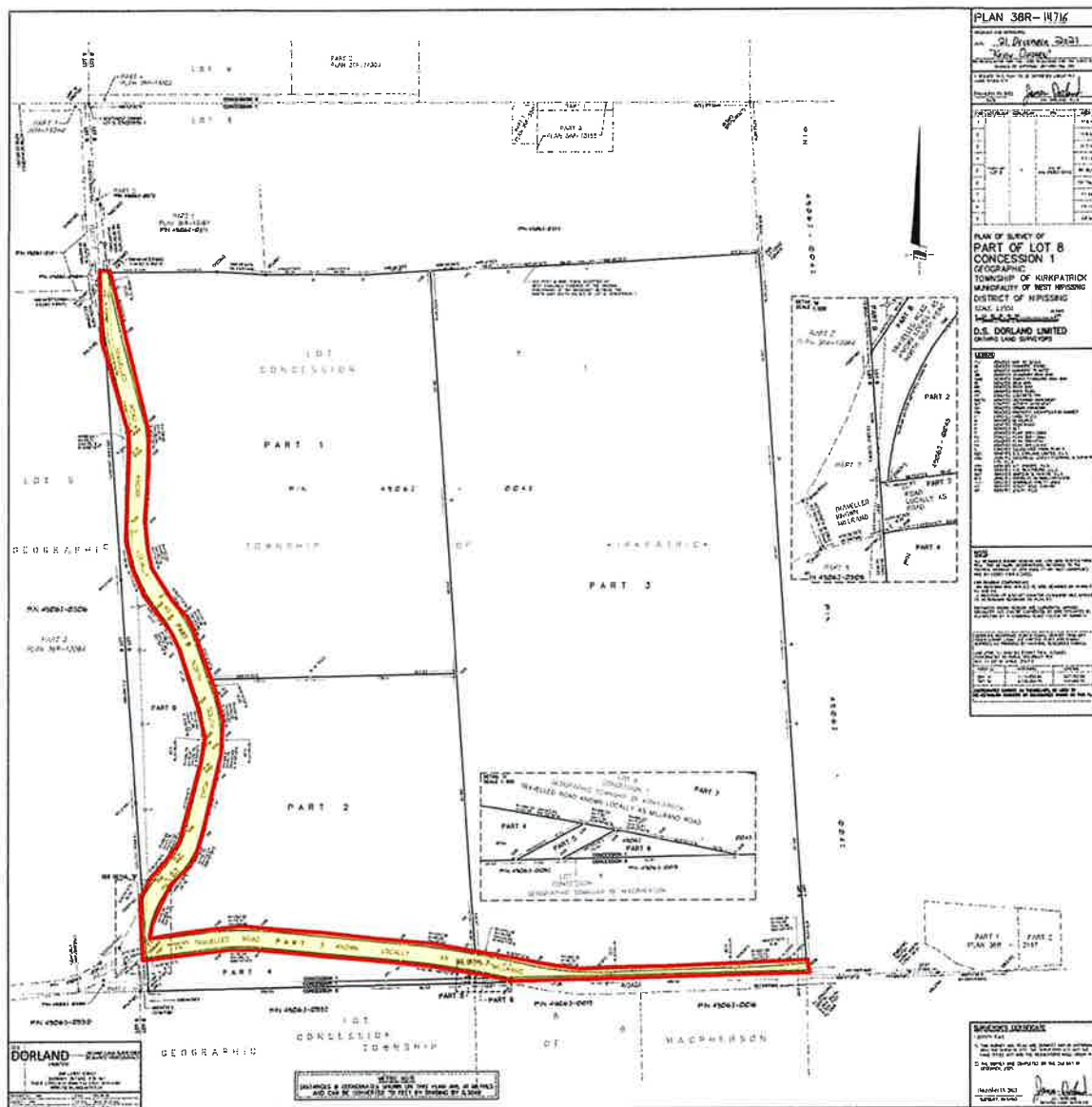
PART OF LOT 8, CONCESSION 1,
PARTS 7 & 8, PLAN 36R-14716
GEOGRAPHIC TOWNSHIP OF KIRKPATRICK,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin Millrand Road and chemin North South Road, Verner, Ontario.

ENACTED AND PASSED THIS 1st DAY OF FEBRUARY, 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK





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, SEPTEMBER 7, 2021 AT 6:30 PM

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR CHRISTOPHER FISHER (*left mtg.*)
COUNCILLOR ROLAND LARABIE (*left mtg.*)
COUNCILLOR LÉO MALETTE (*left mtg.*)
COUNCILLOR DAN ROVEDA (*left mtg.*)
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. 2021/288 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Addendum for the meeting of Council held on SEPTEMBER 7, 2021 be adopted
as ☒ presented / ☐ amended.

CARRIED

B-2 Adopt the Agenda.

No. 2021/289 Moved by: Councillor L. Sénécal
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the Agenda for the meeting of Council held on SEPTEMBER 7, 2021 be adopted as
☒ presented / ☐ amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 West Nipissing Pickleball Club (Presenters: Marsha O'Connor, President and Paul Goulard, Vice-President)

Council received a presentation and request from the WN Pickleball Club wherein the group was seeking access to a permanent year-round facility in which to hold their activities. Council thanked the group for sharing this initiative and commended the group for their enthusiasm in seeking healthy opportunities for social and physical activities during the pandemic.

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

D-1) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

D-1(a) 2nd Intake of funding – Green Stream under Investing in Canada Infrastructure Prg. (ICIP)

Alan Korell, engineer, provided Council with information concerning a grant program which is available to municipalities for improvements to drinking water systems. These upgrades would provide much needed improvements for reliability and would also provide enhancements to the proposed project of bringing water from Sturgeon Falls to Verner. Council supported Mr. Korell's recommendation and suggested that he seek the full amount of the funding available.

E-1(b) Request from Marcel Labbé family re: naming of municipal asset as memorial

The request, from the family of Marcel Labbé, seeking to rename a municipal facility in commemoration was brought forward. Council concurred that the individual's contributions to the municipality warrant the commemorative naming and because the Arena was his first project, it was agreed that the Sturgeon Falls Arena be renamed not just in Mr. Labbe's honour, but in honour of his spouse, Jane Labbé. The Chair of General Government indicated she would follow up with the family to advise of Council's decision. It was also suggested that staff coordinate with the family an official date for the proclamation by Council of the re-naming.

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

D-2) PLANNING / PLANIFICATION NIL

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) SEWER AND WATER / LES ÉGOUTS ET L'EAU NIL

D-7) ENVIRONMENTAL / L'ENVIRONNEMENT NIL

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) PLANNING / PLANIFICATION NIL

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

F-1 Adopt the minutes of a Council meeting.

No. 2021/290 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the minutes of the meeting of Council held on AUGUST 17, 2021 be adopted, as
☒ presented / ☐ amended. **CARRIED**

F-2 Adopt the minutes of a Council meeting.

No. 2021/291 Moved by: Councillor D. Sénécal
Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT the minutes of the SPECIAL meeting of Council held on AUGUST 30, 2021 be adopted, as ☒ presented / ☐ amended. **CARRIED**

F-3 Adopt the minutes of the Planning Advisory Committee.

No. 2021/292 Moved by: Councillor Y. Duhaime
Seconded by: Councillor D. Sénécal;

BE IT RESOLVED THAT the minutes of the meeting of West Nipissing Planning Advisory Committee held on JUNE 14th, 2021 be adopted, as ☒ presented / ☐ amended. **CARRIED**

F-4 Receive the minutes of the following boards/committees:

No. 2021/293 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Malette

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

BOARD / COMMITTEE NAME	MEETING DATES
West Nipissing Committee of Adjustment	• June 14, 2021
Au Chateau Board of Management	• April 28, 2021
West Nipissing Environmental Services Board	• February 1, 2021 • April 7, 2021
North Bay Parry Sound District Health Unit (NBPSDHU)	• April 28, 2021

CARRIED

MOTION FOR RECESS: **No. 2021/294** Moved by: Councillor R. Larabie
Seconded by: Councillor L. Sénécal

At approx. 7:55 PM, a motion was tabled for a brief 15-minute recess; following which the meeting will continue. **CARRIED**

G) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ

H) NOTICE OF MOTION / AVIS DE MOTIONS

The Mayor vacated the Chair and the Deputy Mayor assumed her duties.

H-1 Use of Water at Verner RV Dumping Station (J. Savage)

No. 2021/295 Moved by: Mayor J. Savage
Seconded by: Councillor L. Sénécal

« **WHEREAS** at the meeting of June 22, 2021, a verbal report was provided regarding the mis use of water at the Verner RV dumping station and other RV dumping stations in West Nipissing;

WHEREAS measures/option to control water use at the Verner dumping station was to be discussed by the August 2021 Council meeting.

WHEREAS requesting matter and options be discussed at September 7/2021 meeting. »

DEFEATED

The Mayor stated that she supported the initial turn-off of the Verner Water; however has since visited the various dumping station and notes that there is no signage indicating who is entitled to use the dumping station and water. The Mayor requested that signage be installed at the Verner dumping station indicating who is entitled to use it. The Mayor also noted inconsistencies in that persons in Sturgeon are still filling large containers and creating lineups at the Sturgeon Dumping Station.

H-2 Integrity Commissioner Recommendations (D. Sénécal)

No. 2021/296 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

« **WHEREAS** at the meeting of June 22, 2021, Council agreed with the two (2) Integrity Commissioner recommendations of apology for the violations of Councillor Fisher's violation of the Code of Conduct.

WHEREAS neither apologies have been provided therefore it is recommended that Councillor Fisher be suspended of pay for a period of two (2) months, one month for each violation. »

Councillor D. Roveda requested a recorded vote:

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

DEFEATED

A discussion during and following the vote took place with differing opinions on both the subject matter of the motion and the appropriateness of Councillor Fisher's participation in the vote being shared. The discussion culminated with Councillor Larabie being asked by the Chair to leave the meeting. Councillors Fisher, Roveda and Malette also left the meeting.

Pursuant to **Section 11.6** of the Procedural By-Law, the remaining members waited the required 30 minutes. The Clerk stated at 9:30 that the meeting was adjourned to the next regular meeting or until a Special Meeting is called to deal with the remaining matters on the Agenda.

I) **NEW BUSINESS / AFFAIRES NOUVELLES**

- I-1 Sign agreement for use of municipal parking lot
↳ lack of quorum, meeting adjourned – carried to next meeting
- I-2 By-Law 2021/64 to amend the Marriage License fee
↳ lack of quorum, meeting adjourned – carried to next meeting
- I-3 Authorization to close the tax account at the Verner Caisse Populaire
↳ lack of quorum, meeting adjourned – carried to next meeting
- I-4 NOHFC resolution re: Cost overages for Field Outdoor Rink Project
↳ lack of quorum, meeting adjourned – carried to next meeting
- I-5 Approval of project submissions under the ICIP - 2nd funding intake
↳ lack of quorum, meeting adjourned – carried to next meeting

I-6 'No Cut Policy' exemption re: 870 Lalande Road (R. & G. Rivet)

↳ *lack of quorum, meeting adjourned – carried to next meeting*

I-7 Support for OHIP-insured Eye Care (J. Savage)

↳ *lack of quorum, meeting adjourned – carried to next meeting*

J) ADDENDUM / ADDENDA

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS NIL

L) CLOSED MEETING / RÉUNION À HUIS CLOS

↳ *lack of quorum, meeting adjourned – carried to next meeting*

M) ADJOURNMENT / AJOURNEMENT

M-1 Confirm the proceedings of Council.

↳ *lack of quorum, meeting adjourned – carried to next meeting*

M-2 Adjourn the meeting of Council.

↳ *lack of quorum, meeting adjourned – carried to next meeting*

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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, SEPTEMBER 21, 2021 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. 2021/297 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the Addendum for the meeting of Council held on SEPTEMBER 21, 2021 be adopted as ☒ presented / ☐ amended.

DEFEATED

B-2 Adopt the Agenda.

No. 2021/298 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT the Agenda for the meeting of Council held on SEPTEMBER 21, 2021 be adopted as ☒ presented / ☐ amended.

DEFEATED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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, OCTOBER 5, 2021 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. 2021/299 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Addendum for the meeting of Council held on OCTOBER 5, 2021 be adopted as
☒ presented / ☐ amended.

CARRIED

B-2 Adopt the Agenda.

No. 2021/300 Moved by: Councillor L. Malette
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Agenda for the meeting of Council held on OCTOBER 5, 2021 be adopted as
☒ presented / ☐ amended.

CARRIED

The Mayor requested an apology from Councillor Larabie for actions taken at the September 7th meeting. Councillor Larabie provided reasons why he would not be providing the requested apology. The Mayor also requested apologies from other members of Council who, at the same meeting, vacated their seats at without requesting permission to do so. Following a brief exchange of differing opinions regarding procedures, the Mayor adjourned the meeting.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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, OCTOBER 19, 2021 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. 2021/301 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Addendum for the meeting of Council held on OCTOBER 5, 2021 be adopted as
☒ presented / ☐ amended.

CARRIED

B-2 Adopt the Agenda.

No. 2021/302 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

WHEREAS Section 9.1.1 of the Procedural By-Law sets out the format of Council agendas;

AND WHEREAS Section 9.2 of the Procedural By-Law permits Council adjust the order of the Agenda Matters by a resolution of 2/3 of the members present;

AND WHEREAS Council agrees to amend the Order of the Agenda for October 19th, 2021 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the October 19, 2021, be amended;

BE IT FURTHER RESOLVED THAT the Agenda for the meeting of Council held on October 19, 2021 be adopted, as ☒ presented / ☐ amended.

CARRIED

B-3 Adopt the Agenda.
↳ *Not required*

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

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

D) UNFINISHED BUSINESS / AFFAIRES EN MARCHE

D-1 NOHFC resolution re: Cost overages for Field Outdoor Rink Project

No. 2021/303 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Malette

WHEREAS at the Council meeting held on May 4th, 2021, Council authorized the Director of Economic Development and Community Services to submit a funding application to **Northern Ontario Heritage Fund Corporation (NOHFC)** for the Field Outdoor Rink Project;

AND WHEREAS the NOHFC requires confirmation of the Municipality's financial contribution towards this project and a commitment to cover cost overruns (if applicable);

BE IT THEREFORE RESOLVED THAT Council for the Municipality of West Nipissing confirms its financial contribution of \$150,000 towards the project and confirms that it will cover any cost overruns incurred for the successful completion of the Field Outdoor Rink project.

CARRIED

E) PLANNING / PLANIFICATION

E-1 By-Law 2021/65 to accept, assume and dedicate lands for public highway (Leduc Rd)

No. 2021/304 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-law **2021/65**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF THE NORTH ½ OF LOT 7, CON 6,
PARTS 2 AND 3, PLAN 36R-14613,
GEOGRAPHIC TOWNSHIP OF BADGEROW,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Leduc Road, Field, Ontario.

CARRIED

E-2 By-Law 2021/66 to accept, assume and dedicate lands for public highway (Douglas Rd)

No. 2021/305 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-law **2021/66**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF LOT 12, CON 6,
PART 4, PLAN 36R-14597,
GEOGRAPHIC TOWNSHIP OF FALCONER,
MUNICIPALITY OF WESTNIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Douglas Road, Monetville, Ontario.

CARRIED

E-3 By-Law 2021/67 to accept, assume and dedicate lands for public highway (Marleau Rd)

No. 2021/306 Moved by: Councillor L. Sénécal
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law **2021/67**, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF LOT 4, CON B,
PART 4, PLAN 36R-14607,
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Marleau Road, Sturgeon Falls, Ontario.

CARRIED

E-4 By-Law 2021/68 to accept, assume and dedicate lands for public highway (Savignac Rd)

No. 2021/307 Moved by: Councillor L. Malette
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law 2021/68, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF LOT 6, CON A,
PART 4, PLAN 36R-14582,
GEOGRAPHIC TOWNSHIP OF CALDWELL,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Savignac Road, Verner, Ontario.

CARRIED

E-5 By-Law 2021/71 to accept, assume and dedicate lands for public highway (Kipling Rd West)

No. 2021/308 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-law 2021/71, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF THE SOUTH HALF OF LOT 8, CONCESSION 4,
PART 2, PLAN 36R-14626,
GEOGRAPHIC TOWNSHIP OF HUGEL,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Kipling Road West/Ouest, Verner, Ontario.

CARRIED

E-6 By-Law 2021/69 to deem certain lots to not be part of Registered Plan No. 49 (Bain Rd)

No. 2021/309 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-law 2021/69, being a deeming by-law to designate lots 15, 16 and 17, Registered Plan 36M-49 not to be lots on a registered plan of subdivision, shall come into force and take effect on the date it is passed.

CARRIED

E-7 By-Law 2021/70 to amend zoning of property at 28 Fortin Drive (from SR & RU TO SR-13)

No. 2021/310 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-law 2021/70, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 28 Fortin Drive and vacant land on the North Side of Fortin Drive, in Verner from C-3 and RU (Tourist Commercial and Rural), respectively, to SR-13 (Shoreline Residential Exception Zone 13); shall come into force and take effect on the date it is passed.

CARRIED

E-8 Request for letter of concurrence for Xplornet Communications Inc. (12205 Hwy 17E)

No. 2021/311 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

WHEREAS Xplornet Communications Inc. wishes to erect a free standing 45 metre self-supporting lattice telecommunications tower on a site located at 12205 Hwy. 17 East, Sturgeon Falls, in the Township of Springer, West Nipissing, District of Nipissing to meet the needs for high quality, high speed internet services in West Nipissing;

AND WHEREAS Xplornet Communications Inc. has complied with the Municipality of West Nipissing's Policy No. 2012-407 for establishing Telecommunications Tower/Antennae Facilities in circulating notice with regard to the construction of the proposed tower and by holding the required public consultations;

AND WHEREAS Xplornet Communications Inc. is required by Industry Canada to consult with land use authorities and to obtain a statement of concurrence therefrom;

BE IT THEREFORE RESOLVED THAT Council of the Corporation of the Municipality of West Nipissing hereby approves that the Municipality issue a statement of concurrence to Xplornet Communications Inc. for the proposed construction of a self-supporting telecommunication tower at 12205 Hwy. 17 East, Sturgeon Falls, in the Township of Springer, West Nipissing Municipality for the delivery of high-speed internet services in West Nipissing.

CARRIED

E-9 By-Law 2021/74 to accept, assume and dedicate lands for public highway (Bear Lake Rd)

No. 2021/312 Moved by: Councillor L. Malette

Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT By-law 2021/74, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF BROKEN LOT 1, CONCESSION 2,
PART 2, PLAN 36R-14632,
GEOGRAPHIC TOWNSHIP OF HUGEL,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Bear Lake Road, Verner, Ontario.

CARRIED

E-10 By-Law 2021/75 to accept, assume and dedicate lands for public highway (Coursol Rd)

No. 2021/313 Moved by: Councillor C. Fisher

Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-law 2021/75, being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF THE WEST ½ LOT 2, CONCESSION 1,
PART 1, 36R-14435
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Coursol Road, Sturgeon Falls, Ontario.

CARRIED

E-11 By-Law 2021/76 to amend By-Law 2009/48 to correct legal description for a road assumption

No. 2021/314 Moved by: Councillor C. Fisher

Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-law 2021/76, being a by-law to correct the legal description of By-Law 2009/48 for lands accepted, assumed and dedicated for public highway purposes; shall come into force and take effect on the date it is passed.

Part of Lot 8, Concession B
Part 4, 36R-10958,
Part 1, Plan 36R-12303
Geographic Township of Springer
Municipality of West Nipissing
District of Nipissing

Being parts of the travelled road known as chemin Concorde Road, Sturgeon Falls, Ontario.

CARRIED

F) NEW BUSINESS / AFFAIRES NOUVELLES

F-1 Award tender for Municipal Building Roof Replacement/Repairs

No. 2021/315 Moved by: Councillor Y. Duhaime

Seconded by: Councillor R. Larabie

Proposed Amendment moved by: Mayor J. Savage and seconded by: Councillor Y. Duhaime

WHEREAS requests for tenders for the Municipal Building Roofing Replacement (north section), were opened on August 19th, 2021 by the Perry and Perry Architects;

AND WHEREAS four (4) tenders were received;

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

AND WHEREAS Council concurs with the recommendation received;

AND WHEREAS the budget amount for the project was \$55,000.00 *[amendment]*

BE IT THEREFORE RESOLVED THAT the tender for the Municipal Building Roofing Replacement (north section), in the Municipality of West Nipissing be awarded to **BLANCHFIELD ROOFING CO. LTD.**, having submitted the lowest quotations of \$87,950.00 (plus HST), meeting all the specifications.

CARRIED AS AMENDED

F-2 Transfer PW budget funds to a dedicated PW Infrastructure Reserve *(Connecting Links Prq.)*

No. 2021/316 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Malette

WHEREAS the 2021 Public Works Capital Budget included \$50,000.00 for the repair and restoration of the Hwy. 17 Eastbound curb lane;

AND WHEREAS the Ministry of Transportation's Connecting Links Program is accepting funding applications until November 19, 2021 for the design, construction, renewal, rehabilitation and replacement of connecting link infrastructure;

AND WHEREAS the Ministry of Transportation Connecting Link program will provide funding for up to 90% of total eligible project costs (max. \$3M per road project), the Municipality is required to contribute the remaining 10% of eligible project costs and pay for all ineligible project costs;

AND WHEREAS the 2021 capital works contemplated (east bound curb lane) as well as a number of other necessary upgrades on Front Street are eligible for funding under the said program;

BE IT THEREFORE RESOLVED THAT Council authorizes the transfer of \$50,000.00 from the 2021 Public Works Capital Budget to a dedicated **Public Works Infrastructure Reserve** for the purpose of meeting the Municipality's required contribution under the Connecting Links funding program.

CARRIED

F-3 Award of Engineering Designs for Construction Projects

No. 2021/317 Moved by: Councillor D. Roveda
Seconded by: Councillor L. Malette

WHEREAS requests for proposals for Engineering Designs for Construction Projects, were opened on September 15, 2021 by the Director of Corporate Services;

AND WHEREAS six (6) proposals were received;

AND WHEREAS the proposals have been reviewed by Manager of Water and Wastewater Operations and the municipal Engineering Consultant and the award being recommended herein consists of the best price meeting all of the specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for Engineering Designs for Construction Projects, in the Municipality of West Nipissing be awarded to **GREER GALLOWAY**, having received the highest rating score meeting all the specifications.

CARRIED

F-4 Award quotation for purchase of ¾ ton 4x4 pickup Truck *(Water & Sewer)*

No. 2021/318 Moved by: Councillor R. Larabie
Seconded by: Councillor Y. Duhaime

WHEREAS requests for quotations for the purchase of a new ¾ ton 4x4 pickup truck by the Water and Wastewater Department were opened on September 30th, 2021;

AND WHEREAS four (4) quotations were received;

AND WHEREAS the quotations have been reviewed by the Director of Corporate Services and the Manager of Water and Wastewater Operations and the award being recommended herein consists of the best price meeting all of the required specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the quotation for the of a new ¾ ton 4x4 pickup truck for the Water and Wastewater Department be awarded to **FINCH CHEVROLET CADILLAC BUICK GMC**, having submitted a quotation of \$70,000.00 (plus HST) meeting all the required specifications.

CARRIED

F-5 Award of tender for Nature's Trail Bridge Replacement

↳ *Refer to Addendum Section for all details*

F-6 Authorization to sign Transfer Payment Agreement with Ministry of Infrastructure (ICIP) – Covid-19 Resilience Infrastructure Stream

↳ *Refer to Addendum Section for all details*

MOTION FOR RECESS: **No. 2021/321** Moved by: Councillor L Sénécal
Seconded by: Councillor R. Larabie

At approx. 7:57 PM, a motion was tabled for a brief 15-minute recess; following which the meeting will continue.

CARRIED

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

G-1) PLANNING / PLANIFICATION

G-1(a) Update re: Holditch Property (boat launch) – encroachment on municipal land (Guenette)

Council received information from staff concerning the gazebo structure on the municipal property on Holditch Street. Following discussion, council agreed that since the structure needs to be moved in any event, that the lands behind the garage be offered for sale to the owner.

G-1(b) ~~Request for public consultation meeting in River Valley re: Camping Trailer By-Law (R. Larabie)~~

↳ *Removed from the agenda by the Addendum*

Denis Sénécal,
Chair

Melanie Ducharme,
Municipal Planner

G-2) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE

G-2(a) Accessibility Concern – Sidewalk too narrow on John St. Bridge (R. Larabie)

Council discussed concerns raised concerning accessibility concerns at the John Street Bridge. Following discussion, it was agreed that the matter be referred to the Public Works Manager to determine if there are options for widening the sidewalk to determine if there are any options. The Manager of Public Works commented that the south side sidewalk is less than provincial standards and that he would have to seek direction on how to proceed, but that there is sufficient width on the travelled portion of the bridge to do something. It was also suggested that the Accessibility Committee look at the matter of the increase in larger scooter/vehicles.

G-2(b) Request for reduction of speed limit on Sabourin and de l'Étang Roads

The Chair noted that this matter has come before council at a previous occasion and the recommendation was that the data-logger be deployed, however the data logger has been out of commission for some time. In addition, the PW manager had previously advised that lowering the speed limit on that road will create inconsistencies and that the province recommends consistency in speed limits in order to not cause confusion. In the interim it was recommended that information be gathered prior to making any decisions. Public works was recommended to obtain 2 months worth of data prior to making any decisions.

G-2(c) OPP Grand Opening Update (verbal)

↳ *Refer to Addendum Section for all details*

Christopher Fisher,
Chair

Melanie Ducharme,
Clerk

G-3) Community Services / Services communautaires

G-3(a) Update COVID-19 (verbal)

The Director of Community Services provided an update on restrictions and limitations at municipal facilities. Once additional direction is received from the Province regarding increases to capacities at municipal facilities, notification will be provided.

G-3(b) Upcoming Events – Seniors' Supper & Christmas Parade of Lights (verbal)

Staff has had discussions with the North Bay Parry Sound District Health Unit and is confident that the parade can safely proceed with some modifications to ensure safety. The senior Christmas Supper poses challenges not only in terms of the restrictions, but the venue is still being used for vaccination clinics and testing. The Director indicated that the risk to public safety is still too great at this time and recommends that the event be postponed another year. It was suggested that the dedicated funds be held for some sort of Senior gathering once restrictions are lifted.

G-3(c) Clear Lake Public Beach – Clear Lake Cottagers' Association of Field

Correspondence was received from the president of the Clear Lake Cottagers' Association highlighting various concerns to Council's attention. Council recommended the development of a beach by-law that would address key safety and security matters such as use of motorized vehicles (including boats), pets, hours of operation and bilingual signage among other matters. The by-law will encompass all municipal beaches. The Director of Community Services advised that a draft by-law will be brought forward to Council in the new year.

Joanne Savage
Acting Chair

Stephan Poulin,
Director of Economic Development and
Community Services

G-4) Public Works / Travaux publics

G-4(a) Road rehabilitation (Eugene, Comeau, Arbour & Gerard Rds) (petition received at Aug-17th mtg.)

↳ *Due to time constraints, this matter is carried to next meeting.*

G-4(b) Amendment to Budget - Replacement of aging PW asset - 2007 Case Loader

The Manager of Public Works informed Council that the 2007 Case Loader needs significant repairs and that this equipment was scheduled to be replaced in 2022. The Manager's recommendation is to replace the aging equipment now rather than continue with ongoing expensive repairs. Following discussion, Council directed the Manager of Public Works to proceed with the RFP process for replacement of the equipment.

Yvon Duhaime,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

MOTION TO EXTEND CURFEW:

No. 2021/322

Moved by:

Councillor L. Sénécal

Seconded by:

Councillor Y. Duhaime

At approx. 9:38 PM, a motion was tabled to extend the meeting beyond the regular curfew in order to proceed with the agenda

DEFEATED

G-5) Sewer and Water / Les égouts et l'eau

G-5(a) Update re: Water Filling / Dumping Stations (Verner arena, SF Goulard Park)

↳ Due to time constraints, this matter is carried to next meeting.

G-6) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE NIL

G-7) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ NIL

G-8) ENVIRONMENTAL / L'ENVIRONNEMENT NIL

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

H) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ

H-1 Sign agreement for use of municipal parking lot (B. Guenette)

↳ Due to time constraints, this matter is carried to next meeting.

H-2 By-Law 2021/64 to amend the Marriage License fee

↳ Due to time constraints, this matter is carried to next meeting.

H-3 Authorization to close the tax account at the Verner Caisse Populaire

↳ Due to time constraints, this matter is carried to next meeting.

H-4 Support for OHIP-insured Eye Care (J. Savage)

↳ Due to time constraints, this matter is carried to next meeting.

I) PLANNING / PLANIFICATION NIL

J) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

J-1 Adopt the minutes of a Council meeting.

↳ Due to time constraints, this matter is carried to next meeting.

J-2 Adopt the minutes of a Council meeting.

↳ Due to time constraints, this matter is carried to next meeting.

- J-3 Adopt the minutes of a Council meeting.
↳ Due to time constraints, this matter is carried to next meeting.
- J-4 Adopt the minutes of the Planning Advisory Committee.
↳ Due to time constraints, this matter is carried to next meeting.
- J-5 Receive the minutes of the following boards/committees:
↳ Due to time constraints, this matter is carried to next meeting.
- J-6 Receive the JUNE and JULY Disbursement Reports
↳ Due to time constraints, this matter is carried to next meeting.
- J-7 Correspondence: Office of the Ombudsman re: Closed Meeting Complaint
↳ Due to time constraints, this matter is carried to next meeting.

K) NOTICE OF MOTION / AVIS DE MOTIONS

L) NEW BUSINESS / AFFAIRES NOUVELLES

- L-1 Resolution for Naming of Municipal Asset - Sturgeon Falls arena (Labbé Family)
↳ Due to time constraints, this matter is carried to next meeting.
- L-2 Receive the 2nd Quarter – Variance Financial Report
↳ Due to time constraints, this matter is carried to next meeting.
- L-3 Reconsideration resolution – Exemption request re: No Cut Policy (Michaud St) (J. Savage)
↳ Due to time constraints, this matter is carried to next meeting.
- L-4 By-Law 2021/72 to appoint a Deputy Treasurer
↳ Due to time constraints, this matter is carried to next meeting.
- L-5 By-Law 2021/73 to authorize signing of cheques, notes and documents
↳ Due to time constraints, this matter is carried to next meeting.

M) ADDENDUM / ADDENDA

F-5 Award of tender for Nature's Trail Bridge Replacement

No. 2021/319 Moved by: Councillor D. Sénécal
Seconded by: Councillor C. Fisher

WHEREAS Council of the Municipality of West Nipissing has authorized the Nature's Trail Bridge Replacement during its 2021 Budget deliberations;

AND WHEREAS on June 1, 2021, EXP was awarded the Engineering Proposal to oversee the design, approvals and construction administration for the Nature's Trail Bridge Replacement;

AND WHEREAS requests for tender for the Nature's Trail Bridge Replacement were opened on September 30th, 2021 by the Director of Corporate Services

AND WHEREAS four (4) tenders were received;

AND WHEREAS the tenders have been reviewed and evaluated by EXP, based on the criteria identified in the request for tender;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the tender for the Nature's Trail Bridge Replacement, be awarded to **R.M. BELANGER LIMITED** having submitted a tender of \$853,907.00 (plus H.S.T.), meeting all the specifications.

A recorded vote was requested by Councillor L. Sénécal

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

CARRIED

F-6 Authorization to sign Transfer Payment Agreement with Ministry of Infrastructure (ICIP) – Covid-19 Resilience Infrastructure Stream.

No. 2021/320 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Mayor and Chief Administrative Officer be authorized to sign a Transfer Payment Agreement for the Investing in Canada Infrastructure Program (ICIP): COVID-19 Resilience Infrastructure Stream with Her Majesty the Queen in Right of Ontario, as represented by the Minister of Infrastructure.

CARRIED

G-2(c) OPP Grand Opening Update (verbal)

The Director of Community Services provided information concerning the Grand Opening of the new OPP detachment. The proposed date will be November 4, 2021 in order to have the event prior to winter. All information will be sent to Council by end of week and staff will be in touch with the Mayor regarding invitations. It will not be a public event due to ongoing COVID restrictions.

N) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

N-1 The Mayor gave her report.

O) CLOSED MEETING / RÉUNION À HUIS CLOS

Pursuant to Section 239 of the *Municipal Act* (2001)

O-1 Proceed into closed meeting.

↳ Due to time constraints, this matter is carried to next meeting.

O-2 Approve previous CLOSED minutes:

↳ Due to time constraints, this matter is carried to next meeting.

O-3 Adjourn the closed session.

↳ Due to time constraints, this matter is carried to next meeting.

P) ADJOURNMENT / AJOURNEMENT

P-1 Confirm the proceedings of Council.

No. 2021/323 Moved by: Councillor D. Sénécal
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law No. **2021/77** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 19th day of OCTOBER 2021, shall come into force and take effect on the date it is passed.

CARRIED

P-2 Adjourn the meeting of Council.

No. 2021/324 Moved by: Councillor D. Sénécal
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the meeting of Council held on OCTOBER 19, 2021 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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, NOVEMBER 2, 2021 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 **NIL**

B-2 Adopt the Agenda.

No. 2021/325 Moved by: Councillor C. Fisher
Seconded by: Councillor R. Larabie

WHEREAS Section 9.1.1 of the Procedural By-Law sets out the format of Council agendas;

AND WHEREAS Section 9.2 of the Procedural By-Law permits Council adjust the order of the Agenda Matters by a resolution of 2/3 of the members present;

AND WHEREAS Council agrees to amend the Order of the Agenda for November 2, 2021 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the November 2, 2021, be amended;

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

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS NIL

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

D) CLOSED MEETING / RÉUNION À HUIS CLOS

Pursuant to Section 239 of the *Municipal Act* (2001)

D-1 Proceed into closed meeting.

No. 2021/326 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:

- personal matters about an identifiable individual, including municipal or local board employees;

- litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

(i) Human Resources Investigation – CAO Complaint - Unresolved

DEFEATED

D-2 Adjourn the closed session*NIL*

E) UNFINISHED BUSINESS / AFFAIRES EN MARCHE (carried from Sept-7th mtg.)

E-1 Sign agreement for use of municipal parking lot

No. 2021/327 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Mayor and Municipal Clerk be authorized to sign a License and Indemnity Agreement for Temporary Use of Parking Facilities with Bobby Guenette (Licensor).

CARRIED

E-2 By-Law 2021/64 to amend the Marriage License fee

No. 2021/328 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-Law 2021/64, being a by-law to amend the Fees and Charges By-Law 2001/21 and the Marriage Licensing Protocol By-Law 2015/83 for the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

CARRIED

E-3 Authorization to close the tax account at the Verner Caisse Populaire

No. 2021/329 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

WHEREAS the Municipality of West Nipissing currently maintains a banking account at the Verner Caisse Populaire for Taxes;

AND WHEREAS the Verner Tax bank account has been unused for more than 3+ years, the Director of Corporate Services/Treasurer is seeking Council's authorization to transfer the balance from the Verner Tax bank account to the National Bank account; and that the Verner Tax bank account be closed thereafter;

BE IT THEREFORE RESOLVED THAT Council authorizes the Director of Corporate Services/Treasurer to execute any necessary documents required to transfer the balance from the Verner Tax bank account into the National Bank account; as may be necessary.

CARRIED

E-4 Support for OHIP-insured Eye Care (J. Savage)

No. 2021/330 Moved by: Councillor Y. Duhaime
Seconded by: Councillor D. Sénécal

WHEREAS routine eye care is critical in early detection of eye diseases like glaucoma, cataracts, and macular degeneration, and the health of eyes is critical to overall health and quality of life;

AND WHEREAS conditions that may be detected with an annual eye exam include Diabetes mellitus, Glaucoma, Cataract, Retinal disease, Amblyopia (lazy eye), Visual field defects (loss of part of the usual field of vision) Corneal disease, Strabismus (crossed eyes), Recurrent uveitis (an inflammation of the uvea, the middle layer of the eye that consists of the iris, ciliary body and choroid), Optic pathway disease;

AND WHEREAS payments from OHIP have only increased 9% over the last 30 years, which has not come close to matching inflation of costs (which include rent, staff, utilities, equipment, taxes and supplies);

AND WHEREAS the lack of funding makes it difficult to invest in modern technology, and newer technology means earlier detection of eye disease;

AND WHEREAS the Provincial Government refusal to formally negotiate with Optometrists for more than 30 years has forced the Optometrists to absorb approximately 173 million dollars annually in the cost to deliver eye care to Ontarians;

AND WHEREAS the 2021 Ontario Budget did not address OHIP-insured eye care, Ontario Optometrists took action and voted to withdraw OHIP services starting September 1, 2021, unless the government agrees to legally-binding negotiations to fund these services at least to the cost of delivery;

AND WHEREAS this job action will jeopardize good eyecare for those who need the care of an optometrist the most and will have to greatest impact on the most vulnerable groups. Children – who's lifetime ability to learn and develop depends on good vision – to the elderly, who are at the greatest risk for vision-threatening ocular diseases.

NOW THEREFORE, BE IT RESOLVED THAT the Municipality of West Nipissing requests that the Provincial Government recognize the value that access to quality eye care brings to all Ontarians and act now to protect it;

AND THAT the Ontario Government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place;

AND THAT a copy of this resolution be forwarded to the Premier of Ontario, Ontario Minister of Health, MP for Nickel Belt, MPP for Timiskaming-Cochrane and the Ontario Association of Optometrists.

CARRIED

F) NEW BUSINESS / AFFAIRES NOUVELLES (carried from Oct-19th mtg.)

F-1 Resolution for Naming of Municipal Asset - Sturgeon Falls arena (Labbé Family)

No. 2021/331 Moved by: Councillor Y. Duhaime

Seconded by: Councillor D. Sénécal

WHEREAS at the August 30, 2021 meeting, Council for the Municipality of West Nipissing enacted By-Law no. 2021/58 for the purpose of Commemorative Naming of Municipal Assets;

AND WHEREAS Council received a request from the Labbé family seeking the commemorative renaming of the Sturgeon Falls Arena;

BE IT THEREFORE RESOLVED THAT Council authorizes the renaming of Sturgeon Falls Arena to the "Marcel and Jane Labbé Arena".

CARRIED

F-2 Receive the 2nd Quarter – Variance Financial Report

No. 2021/332 Moved by: Councillor Y. Duhaime

Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT the 2021 – 2nd Quarter Variance Financial Report (April 1st to June 30th, 2021) for the Municipality of West Nipissing be received.

CARRIED

F-3 Reconsideration resolution – Exemption request re: No Cut Policy (Michaud St) (J. Savage)

No. 2021/333 Moved by: Mayor J. Savage

Seconded by: Councillor Y. Duhaime

WHEREAS at the meeting held on May 4, 2021, Council defeated Resolution No. 2021/181, being a request from Danielle Primeau and David Clark seeking authorization for an exemption of the municipal No Cut Policy no. 2009/268 in order to proceed with the installation of natural gas services to their home located at 228 Michaud Street in Sturgeon Falls;

AND WHEREAS a request for reconsider is being brought forward by a prevailing member of Council pursuant to S. 17.11 of the West Nipissing Procedural By-law 2019/94.

BE IT RESOLVED THAT Council authorizes an exemption of the Municipality of West Nipissing No Cut Policy no. 2009/268, in order to proceed with the installation of natural gas services at 228 Michaud Street in Sturgeon Falls, as requested by Danielle Primeau and David Clark.

NOT VOTED ON

F-4 By-Law 2021/72 to appoint a Deputy Treasurer

No. 2021/334 Moved by: Councillor C. Fisher

Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-Law **2021/72**, being a By-Law to appoint a Deputy Treasurer for the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

F-5 By-Law 2021/73 to authorize signing of cheques, notes and documents

No. 2021/335 Moved by: Councillor L. Malette

Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-Law **2021/73**, being a by-law to authorize the signing of cheques, promissory notes and other documents for the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

G-1) PUBLIC WORKS / TRAVAUX PUBLICS *(Time sensitive – Council direction required)*

G-1(a) Road rehabilitation (Eugene, Comeau, Arbour & Gerard Rds)

The Chair of Public Works provide Council with a memorandum from the Manager of Public Works regarding proposed upgrades to Comeau Road. A number of other upgrades are required in the area and the Manager is recommending pulverizing a portion of the road in the interim until budget discussions in 2022 can address the other upgrades which need to be addressed. It was also suggested that the Manager speak to the matter of the roads signs at the next meeting.

Yvon Duhaime,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

G-2) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

G-2(a) 2022 ROMA Conference – Deadline for delegation requests is Nov-15th

Council discussed possible delegations for the upcoming ROMA conference. Following discussion, Council requested delegations with the Ministry of Infrastructure and the Ministry of Transportation, both relating to funding opportunities for upgrades to municipal infrastructure.

MOTION FOR RECESS: **No. 2021/336** Moved by: Councillor C. Fisher
Seconded by: Councillor R. Larabie

At approx. 8:02 PM, a motion was tabled for a brief 15-minute recess; following which the meeting will continue.

CARRIED

G-2(b) Draft Vaccination Policy

The Director of Corporate Services provided a brief background concerning COVID vaccine policies. The West Nipissing policy has been vetted by our lawyers and developed along the same lines as other public sector organizations. All members of Council supported the draft policy however there was discussion regarding the penalties and it was requested that the word “may” be changed to “will” in order to ensure clarity. The issue of returning to in-person meetings was raised and it was suggested that it placed on a future Agenda.

G-2(c) New Optional Small Business Property Sub-class (taxes)

Council discussed information supplied by the Director of Corporate Services concerning a new initiative which would create a separate small business sub-class. A number of members voiced their concern that such an initiative may negatively affect another class of rate payers; others indicated that they would like to have more information prior to making a decision.

G-2(d) Discussion re: 2022 Municipal Elections

Council discussed the alternative voting methods for the 2022 Municipal Election. Council elected to proceed with Vote by Mail as in the past.

G-2(e) Request for renaming of Wolseley Bay Road and Wolseley River (Marian Grobov)

Council discussed a request to re-name Wolseley Bay Road, River and Bay due to negative connotations of the current name as it relates to Aboriginal Communities. It was suggested that staff consult with First Nation partners and report back to Council with additional information prior to making any decisions.

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

MOTION TO EXTEND CURFEW: No. 2021/337 Moved by: Councillor C. Fisher
Seconded by: Councillor R. Larabie

At approx. 9:35 PM, a motion was tabled to extend the meeting beyond the regular curfew in order to proceed with the agenda

DEFEATED

G-3) PLANNING / PLANIFICATION NIL

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

G-4(a) Request to amend the Off-Road Vehicle By-Law (R. Brouillette)

↳ Due to time constraints, matter carried to next meeting

G-4(b) No Wake Zone at Lavigne Bridge (D. Sénécal)

↳ Due to time constraints, matter carried to next meeting

G-5) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE NIL

G-6) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ NIL

G-7) SEWER AND WATER / LES ÉGOUTS ET L'EAU NIL

G-8) ENVIRONMENTAL / L'ENVIRONNEMENT NIL

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

H) PLANNING / PLANIFICATION

H-1 By-Law 2021/78 to accept, assume and dedicate lands for public highway (Lafrenière Rd)

↳ Due to time constraints, matter carried to next meeting

H-2 By-Law 2021/79 to accept, assume and dedicate lands for public highway (Lac Clair Rd)

↳ Due to time constraints, matter carried to next meeting

H-3 By-Law 2021/80 to amend the Zoning By-Law for 12 Principale St, Verner (from C-1 to R3-4)

↳ Due to time constraints, matter carried to next meeting

H-4 Resolution to grant draft Plan Subdivision Approval (Deer Lake Road)

↳ Due to time constraints, matter carried to next meeting

I) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

I-1 Adopt the minutes of a Council meeting.

↳ Due to time constraints, matter carried to next meeting

I-2 Adopt the minutes of a Council meeting.

↳ Due to time constraints, matter carried to next meeting

I-3 Adopt the minutes of a Council meeting.

↳ Due to time constraints, matter carried to next meeting

I-4 Adopt the minutes of the Planning Advisory Committee.

↳ Due to time constraints, matter carried to next meeting

I-5 Receive the minutes of the following boards/committees:

↳ Due to time constraints, matter carried to next meeting

I-6 Receive the JUNE and JULY Disbursement Reports

↳ Due to time constraints, matter carried to next meeting

I-7 Correspondence: Office of the Ombudsman re: Closed Meeting Complaint

↳ Due to time constraints, matter carried to next meeting

J) UNFINISHED BUSINESS / AFFAIRES EN MARCHE

K) NOTICE OF MOTION / AVIS DE MOTIONS

K-1 Purchase of Land re: B. Guenette – Motion to Reconsider (Y. Duhaime)

↳ Due to time constraints, matter carried to next meeting

K-2 Discussions between CAO and Mayor (J. Savage)

↳ Due to time constraints, matter carried to next meeting

L) NEW BUSINESS / AFFAIRES NOUVELLES

L-1 Authorization to transfer Seniors' Supper funds to reserve for 2022 event

↳ Due to time constraints, matter carried to next meeting

L-2 Authorize temporary street closures for Christmas Parade of Lights (Dec-3rd)

↳ Due to time constraints, matter carried to next meeting

L-3 Authorize to sign a Mutual Agreement Drain with R. Pellerin (North & South Rd)

↳ Due to time constraints, matter carried to next meeting

L-4 Request for exemption from No Cut Policy (Fort & Concord Rds – R. Foucault)

↳ Due to time constraints, matter carried to next meeting

M) ADDENDUM / ADDENDA

N) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

N-1 The Mayor gave her report.

O) CLOSED MEETING / RÉUNION À HUIS CLOS

Pursuant to Section 239 of the *Municipal Act* (2001)

O-1 Proceed into closed meeting.

↳ Due to time constraints, matter carried to next meeting

O-2 Approve previous CLOSED minutes:

↳ Due to time constraints, matter carried to next meeting

O-3 Adjourn the closed session.

↳ Due to time constraints, matter carried to next meeting

P) ADJOURNMENT / AJOURNEMENT

P-1 Confirm the proceedings of Council.

No. 2021/338 Moved by: Councillor L. Sénécal

Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-law No. **2021/81** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 2nd day of NOVEMBER 2021, shall come into force and take effect on the date it is passed.

CARRIED

P-2 Adjourn the meeting of Council.

No. 2021/339 Moved by: Councillor L. Sénécal

Seconded by: Councillor L. Malette

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

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

MINUTES OF THE SPECIAL COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON MONDAY, NOVEMBER 15, 2021 AT 3:00 PM

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR CHRISTOPHER FISHER *(left mtg.)*
COUNCILLOR ROLAND LARABIE *(left mtg.)*
COUNCILLOR LÉO MALETTE *(left mtg.)*
COUNCILLOR DAN ROVEDA *(left mtg.)*
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 Adopt the Agenda.

No. 2021/340 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the Agenda for the SPECIAL meeting of Council held on NOVEMBER 15, 2021 be adopted as ☒ presented / ☐ amended.

CARRIED

C) CLOSED MEETING / RÉUNION À HUIS CLOS

C-1 Pursuant to Section 239 of the *Municipal Act* (2001)

No. 2021/341 Moved by: Councillor L. Malette
Seconded by: Councillor C. Fisher

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

- personal matters about an identifiable individual, including municipal or local board employees;
 - (i) Human Resources Investigation – CAO Complaint – Unresolved
 - (ii) Human Resources Matter - CAO

CARRIED

C-2 Resolution to adjourn the closed session

👉 *lack of quorum – not passed*

D) ADJOURNMENT / AJOURNEMENT

D-1 Confirm the proceedings of Council.

👉 *lack of quorum – not passed*

D-2 Adjourn the SPECIAL meeting of Council.

↳ *lack of quorum – not passed*

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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, NOVEMBER 16, 2021 AT 6:30 PM

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR CHRISTOPHER FISHER (*left mtg.*)
COUNCILLOR ROLAND LARABIE (*left mtg.*)
COUNCILLOR LÉO MALETTE (*left mtg.*)
COUNCILLOR DAN ROVEDA (*left mtg.*)
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 **NIL**

B-2 Adopt the Agenda.

No. 2021/342 Moved by: Councillor D. Roveda
Seconded by: Councillor L. Sénécal

WHEREAS Section 9.1.1 of the Procedural By-Law sets out the format of Council agendas;

AND WHEREAS Section 9.2 of the Procedural By-Law permits Council adjust the order of the Agenda Matters by a resolution of 2/3 of the members present;

AND WHEREAS Council agrees to amend the Order of the Agenda for November 16, 2021 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the November 16, 2021, be amended;

BE IT FURTHER RESOLVED THAT the Agenda for the meeting of Council held on November 16, 2021 be adopted, as ☒ presented / ☐ amended.

CARRIED

Councillor Roveda made a request to have item L-1 removed from the agenda to which the Mayor responded that the resolution to accept the agenda had already been approved. Discussion ensued, following which Councillors Roveda, Fisher, Malette and Larabie left the meeting.

Pursuant to **Section 11.6** of the Procedural By-Law, the remaining members waited the required 30 minutes. The Clerk indicated that the meeting stands adjourned to the next regular meeting or until a Special Meeting is called to deal with the Agenda matters.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

MINUTES OF THE SPECIAL COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON MONDAY, NOVEMBER 29, 2021 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 Adopt the Agenda.

No. 2021/343 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the Agenda for the SPECIAL meeting of Council held on NOVEMBER 29, 2021 be adopted as ☒ presented / ☐ amended.

CARRIED

C) CLOSED MEETING / RÉUNION À HUIS CLOS

Pursuant to Section 239 of the *Municipal Act* (2001)

C-1 Proceed into closed meeting to discuss the following:

No. 2021/344 Moved by: Councillor L. Sénécal
Seconded by: Councillor C. Fisher

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

- personal matters about an identifiable individual, including municipal or local board employees;
 - a) Discussion with Municipal Legal Counsel
 - b) Unresolved Matters of Completed Investigations – CAO
 - c) New Human Resource Matter – CAO

CARRIED

C-2 Resolution to adjourn the closed session

No. 2021/345 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

BE IT BE IT RESOLVED THAT the Closed meeting of Council held on NOVEMBER 29, 2021 be adjourned at 9:00 PM in order to proceed with the regular meeting

CARRIED

D) ADJOURNMENT / AJOURNEMENT

D-1 Confirm the proceedings of Council.

No. 2021/346 Moved by: Councillor L. Malette
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law No. **2021/86** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its SPECIAL meeting held on the 29th day of NOVEMBER 2021, shall come into force and take effect on the date it is passed.

CARRIED

D-2 Adjourn the meeting of Council.

No. 2021/347 Moved by: Councillor L. Malette
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the meeting of Council held on NOVEMBER 29, 2021 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On July 12, 2021 at 06:00 PM
Chair: Denis Sénécal**

PRESENT: Yvon Duhaime
Christopher Fisher
Fernand Pellerin
Normand Roberge
Dan Roveda
Denis Sénécal
Joanne Savage

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/024

Moved by: Joanne Savage

Seconded by: Christopher Fisher

That the Agenda for the meeting of July 12, 2021, be approved as presented.

CARRIED

4. MINUTES

RESOLUTION #2021/025

Moved by: Christopher Fisher

Seconded by: Dan Roveda

That the Minutes of meeting held on June 14, 2021 be adopted, as presented.

CARRIED

5. ZONING AMENDMENT APPLICATION NO. ZBLA2021/08 Sturgeon Brush

RESOLUTION #2021/026

Moved by: Joanne Savage

Seconded by: Christopher Fisher

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 15 Landfill Site Road and 12471 Highway 17, Sturgeon Falls, Ontario;

AND WHEREAS written concerns and objections were received:

☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

or

☐ DOES NOT RECOMMEND

that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to rezone the property located at 15 Landfill Site Road and 12471 Highway 17, as follows:

Schedule **G6** of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as Part lot 9, Concession 1, 36R11543, and Part lot 9, Concession 1, 36R12791 Part 5, Pedley Township, Municipality of West Nipissing, shown as hatched on Schedule 'A', attached hereto from M1 (Light Industrial) to M2 (Heavy Industrial).

CARRIED

6. ZONING AMENDMENT APPLICATION NO. ZBLA2021/09 George Brouillette

RESOLUTION #2021/027

Moved by: Christopher Fisher

Seconded by: Joanne Savage

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 140 Promenade du Lac, Sturgeon Falls, Ontario;

AND WHEREAS written concerns and objections were received:

☒ YES or ☐ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

or

☐ DOES NOT RECOMMEND

that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to rezone the property located at 140 Promenade du Lac, as follows:

Schedule **H5-2** of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as PCL 13848 and 13856, SEC NIP, Part lot 1, Concession C, 36R9449, Springer Township, Municipality of West Nipissing, shown as hatched on Schedule 'A', attached hereto from SR (Shoreline Residential) to SR-12 (Shoreline Residential Exception Zone 12) as follows:

The provisions shall be as follows:

By-law	Location	Schedule	Special Provisions
2021/____	PCL 13848 and 13856, SEC NIP, Part lot 1, Concession C, 36R9449, Springer Township, Municipality of West Nipissing	H5-2	Section 4.1 – Accessory Dwelling Unit: (a) A detached accessory dwelling unit is permitted. (b) Only one (1) accessory dwelling may be created; (c) The accessory dwelling unit and principal dwelling shall meet all other applicable provisions of the By-law and any other health, safety or occupancy regulations or by-laws; and (d) A minimum of one parking space is provided for the accessory dwelling unit.

CARRIED

9. ADJOURNMENT

RESOLUTION #2021/028

Moved by: Christopher Fisher

Seconded by: Normand Roberge

BE IT RESOLVED that the West Nipissing Planning Advisory Committee meeting of July 12, 2021 be adjourned to September 13, 2021.

CARRIED



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On September 13, 2021 at 06:00 PM
Chair: Denis Sénécal**

PRESENT: Yvon Duhaime
Christopher Fisher
Fernand Pellerin
Normand Roberge
Dan Roveda
Denis Sénécal
Joanne Savage

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/029

Moved by: Yvon Duhaime

Seconded by: Christopher Fisher

That the Agenda for the meeting of September 13, 2021, be approved as presented.

CARRIED

4. MINUTES

RESOLUTION #2021/030

Moved by: Christopher Fisher

Seconded by: Normand Roberge

That the Minutes of meeting held on July 12, 2021 be adopted, as presented.

CARRIED

5. DEEMING BY-LAW APPLICATION - Cathy Jodouin and Marc St. Louis

RESOLUTION #2021/031

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

WHEREAS the Owner of Lots 15, 16, and 17 Registered Plan 49, (the "Lands") has applied to the Municipality to have the Lands deemed not to be lots on a Registered Plan of Subdivision pursuant to Section 50(4) of the *Planning Act*, R.S.O., c. P. 13.

THEREFORE BE IT RESOLVED that the West Nipissing Planning Advisory Committee recommends that Council for the Municipality of West Nipissing pass a By-law deeming lots 15, 16, and 17,

Registered Plan 49 not to be a lot on a plan of Subdivision.

CARRIED

6. ZONING AMENDMENT APPLICATION NO. ZBLA2021/10

RESOLUTION #2021/032

Moved by: Christopher Fisher

Seconded by: Fernand Pellerin

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 28 Fortin Road, Verner, Ontario;

AND WHEREAS written concerns and objections were received:

☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

1. that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to rezone the property located at 28 Fortin Road, from SR (Shoreline Residential) and RU (Rural) to SR-13 (Shoreline Residential Exception Zone 13).
2. Schedule H3-4 of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as PCL 19393, NIP, Part Lot 2, Concession C, and Part 3, 36R14500, Caldwell Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from SR (Shoreline Residential) and RU (Rural) to SR-13 (Shoreline Residential Exception Zone 13).

CARRIED

7. The Committee discussed the proposed Consultation Process for the proposed changes to the Comprehensive by-law concerning the regulation of camping trailers. The committee generally agreed that the consultation consist of 3 in-person consultations and one electronic format, however several members raised concerns about other communities not being included. The Committee also briefly discussed the proposed by-law content; however, it was stated by a member that a starting point for discussion is needed and suggested that the current draft be used for the purposes of giving of notice.
8. The Committee was discussed a number of housekeeping changes to the West Nipissing Comprehensive Zoning By-Law. The Committee supported the proposed changes to the by-law but recommended that the consultation for these changes be kept separate and apart from the changes proposed for the trailer regulation.

9. ADJOURNMENT

RESOLUTION #2021/033

Moved by: Yvon Duhaime

Seconded by: Normand Roberge

BE IT RESOLVED that the West Nipissing Planning Advisory Committee meeting of September 13, 2021 be adjourned to October 18, 2021.

CARRIED



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On October 18, 2021 at 06:00 PM
Chair: Normand Roberge**

PRESENT: Yvon Duhaime
Christopher Fisher
Fernand Pellerin
Normand Roberge
Dan Roveda
Joanne Savage

ABSENT: Denis Sénécal

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/034

Moved by: Yvon Duhaime

Seconded by: Dan Roveda

That the Agenda for the meeting of October 18, 2021, be approved as presented.

CARRIED

4. MINUTES

RESOLUTION #2021/035

Moved by: Christopher Fisher

Seconded by: Dan Roveda

That the Minutes of meeting held on September 13, 2021 be adopted, as presented.

CARRIED

5. SUBDIVISION APPLICATION NO. SUBD2021/11 – Gerald and Diane Gagnon

RESOLUTION #2021/036

Moved by: Christopher Fisher

Seconded by: Joanne Savage

WHEREAS a Public meeting was held on October 18, 2021 for draft plan approval of a plan of subdivision on property located on Deer Lake, Verner, Municipality of West Nipissing and more particularly described as Part of the North Half of Lot 6, Con 1, Hugel Township, owned by Gerald and Diane Gagnon;

AND WHEREAS written concerns have been received and considered ☒ Yes ☐ No

AND WHEREAS Oral submissions were made at the said Public Meeting ☒ Yes ☐ No

BE IT RESOLVED that the Planning Advisory Committee of West Nipissing

☒ **RECOMMENDS**
☐ **DOES NOT RECOMMEND**

draft approval of the Application for Subdivision Approval made by **Gerald and Diane Gagnon** for plan of subdivision located on Deer Lake, Verner, Municipality of West Nipissing and more particularly described as Part of the North Half of Lot 6, Con 1, Hugel Township, owned by Gerald and Diane Gagnon;

CARRIED

6. ZONING AMENDMENT APPLICATION NO. ZBLA2021/11 – Andre Coutu

RESOLUTION #2021/037

Moved by: Christopher Fisher

Seconded by: Yvon Duhaime

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 12 Principale Street East, Verner, Ontario;

AND WHEREAS written concerns and objections were received: ☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ **RECOMMENDS**
☐ **DOES NOT RECOMMEND**

1. that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to re-zone the property at 12 Principale Street East from C1 (General, Commercial) to R3-4 (Residential Three Exception Zone 4) in order to construct a building which will house 4 residential apartments.
2. Schedule F3-1 of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as PCL 9873, Part Lot 10, Plan M21, Caldwell Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from C1 (General, Commercial) to R3-4 (Residential Three Exception Zone 4).

CARRIED

5. CAMPING TRAILER BY-LAW AMENDMENTS

RESOLUTION #2021/037A

Moved by: Christopher Fisher

Seconded by: Dan Roveda

WHEREAS the Planning Advisory Committee further discussed proposed Trailer By-Law amendments.

THEREFORE BE IT RESOLVED that the West Nipissing Planning Advisory Committee hold consultation sessions on the proposed camping trailer by law changes in the communities of Field, Lavigne, Cache Bay, Verner, River Valley, and one (1) Zoom meeting.

CARRIED

7. ADJOURNMENT

RESOLUTION #2021/038

Moved by: Joanne Savage

Seconded by: Yvon Duhaime

BE IT RESOLVED that the West Nipissing Planning Advisory Committee meeting of October 18, 2021 be adjourned to November 15, 2021.

CARRIED



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On November 15, 2021 at 06:00 PM
Chair: Normand Roberge**

PRESENT: Yvon Duhaime
Christopher Fisher
Fernand Pellerin
Normand Roberge
Dan Roveda
Joanne Savage
Denis Sénécal

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/039

Moved by: Yvon Duhaime

Seconded by: Norman Roberge

That the Agenda for the meeting of November 15, 2021, be approved as presented.

CARRIED

4. MINUTES

RESOLUTION #2021/040

Moved by: Yvon Duhaime

Seconded by: Fernand Pellerin

That the Minutes of meeting held on October 18, 2021 be adopted, as amended.

CARRIED

5. ZONING AMENDMENT APPLICATION NO. ZBLA2021/14 – Burrows Livestock Auction Limited

RESOLUTION #2021/041

Moved by: Normand Roberge

Seconded by: Joanne Savage

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 12051A Highway 17, Sturgeon Falls, Ontario;

AND WHEREAS written concerns and objections were received: ☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

☐ DOES NOT RECOMMEND

1. that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to re-zone the property at 12051A Highway 17 from RU (Rural) to C2 (Highway Commercial).
2. Schedule SF-6 of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as Part lot 2, Concession 1, Springer Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from RU (Rural) to C2 (Highway Commercial).

CARRIED

6. ZONING AMENDMENT APPLICATION NO. ZBLA2021/15 – Charles Beauparlant

RESOLUTION #2021/042

Moved by: Yvon Duhaime

Seconded by: Denis Sénécal

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at Domina Crescent, Sturgeon Falls, Ontario;

AND WHEREAS written concerns and objections were received: ☐ YES or ☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

☐ DOES NOT RECOMMEND

1. that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to re-zone the property at Domina Crescent from R1 (Residential Zone One) to R2 (Residential Zone Two) and to recognize legal non-complying lot frontage of 6.064m.
2. Schedule SF-2 of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as Part lot 4, Concession 1, 36R13041 Part 5, Springer Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from R1 (Residential Zone One) to R2 (Residential Zone Two) and to recognize legal non-complying lot frontage of 6.064m.

CARRIED

7. ADJOURNMENT

RESOLUTION #2021/043

Moved by: Joanne Savage

Seconded by: Fernand Pellerin

BE IT RESOLVED that the West Nipissing Planning Advisory Committee meeting of November 15, 2021 be adjourned to December 13, 2021.

CARRIED

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
Held on July 12, 2021 at 7:00 PM
Chair: Denis Sénécal



PRESENT: Fernand Pellerin
Normand Roberge
Roger Gagnon
Denis Sénécal
Christopher Fisher

ABSENT:

CALL TO ORDER

RESOLUTION #2021/058

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

That the Agenda for the Committee of Adjustment meeting of July 12th, 2021 be adopted, as presented.

CARRIED

MINUTES

RESOLUTION #2021/059

Moved by: Christopher Fisher

Seconded by: Fernand Pellerin

That the Minutes of the Committee of Adjustment meeting held on June 14th, 2021, be adopted, as presented.

CARRIED

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

C36/21 - Application for Consent by Peter and Karen Quinlan (Owners)

A consent application made by Peter and Karen Quinlan to create one (1) new lot at 33 McDonald Road, Verner. Part lots 4 and 5, Concession 5, 36R12509 Part 1, Kirkpatrick Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/060

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all property taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.

4.	That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.
5.	That any portion municipally maintained and travelled road located on the subject land be conveyed to the Municipality of West Nipissing.

CARRIED

C37/21 - Application for Consent by Hans Tobler Jr. (Owner)

A consent application made by Hans Tobler Jr. to create one (1) new lot at Leclair Road, Verner. Part of Lot 2, Concession 1, except Pt 5, 36R-13922 Caldwell (49069-0585), District of Nipissing.

RESOLUTION #2021/061

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That the owner shall convey, at no cost to the municipality, any portion of the municipally maintained travelled road located on the property.
6.	The property is assessed for maintenance in the Tourigny Drain, Guenette Improvement Drain, J & R Steep Drain. The Clerk shall direct the Municipal Engineer to prepare a report to apportion the assessment for future maintenance of the severed and retained lands in relation to the respective drains to which each is located. The owner shall be responsible for the cost of the said report.
7.	The severed and retained lands shall be re-designated A2 in the West Nipissing Zoning by-law such that no dwelling may be constructed on either of the severed or retained lands.

CARRIED

C38/21 - Application for Consent by Hans Tobler Jr. (Owner)

A consent application made by Hans Tobler Jr. for an addition to a lot at Highway 17, Verner. Part of Lots 1 & 2, Concession 3, Caldwell, Municipality of West Nipissing, District of Nipissing. (PIN No.(s) 49069-0062, 0543, 0059)

RESOLUTION #2021/062

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.

3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The property is assessed for maintenance in the Demers Drain, Catchment of Beaudry-Poitras Drain. The Clerk shall direct the Municipal Engineer to prepare a report to apportion the assessment for future maintenance of the severed and retained lands in relation to the respective drains to which each is located. The owner shall be responsible for the cost of the said report.
6.	The severed and retained lands shall be re-designated A2 in the West Nipissing Zoning by-law such that no dwelling may be constructed on either of the severed or retained lands.
7.	The conditions of Consent file C40/21 be met and Consent Granted.
8.	That a PIN consolidation for the severed lands and the lands created by C40/21 be filed in the land registry office.

CARRIED

C40/21 - Application for Consent by Hans Tobler Jr. (Owner)

A consent application made by Hans Tobler Jr. to create one (1) new lot and lot addition at 147 Beaudry Road, Verner. Part of Lots 1 & 2, Concession 3, Caldwell Township, Municipality of West Nipissing, District of Nipissing. (PIN No.(s) 49069-0062, 0543, 0059)

RESOLUTION #2021/063

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The property is assessed for maintenance in the Beaudry-Poitras Drain. The Clerk shall direct the Municipal Engineer to prepare a report to apportion the assessment for future maintenance of the severed and retained lands in relation to the respective drains to which each is located. The owner shall be responsible for the cost of the said report.
6.	The severed and retained lands shall be re-designated A2 in the West Nipissing Zoning by-law such that no dwelling may be constructed on either of the severed or retained lands.
7.	The conditions of Consent file C38/21 be met and Consent Granted.
8.	That a PIN consolidation for the severed lands and the lands created by C38/21 be filed in the land registry office.

CARRIED

C42/21 - Application for Consent by Denis and Rita Beaudry (Owners)

A consent application made by Denis and Rita Beaudry to create one (1) new lot at 11038 Highway 17, Verner. E 1/2 of E 1/2 Part Lot 2, Concession 3, Caldwell Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/064

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The property is assessed for maintenance in the Demers Drain, Beaudry-Poitras Drain. The Clerk shall direct the Municipal Engineer to prepare a report to apportion the assessment for future maintenance of the severed and retained lands in relation to the respective drains to which each is located. The owner shall be responsible for the cost of the said report.
6.	The severed and retained lands shall be re-designated A2 in the West Nipissing Zoning by-law such that no dwelling may be constructed on either of the severed or retained lands.

CARRIED

C41/21 - Application for Consent by Rheal and Madeleine Beaudry (Owners)

A consent application made by Rheal and Madeleine Beaudry to create one (1) new lot at 182 Quesnel Road, Sturgeon Falls. Part Lot 1, Concession B, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/065

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The property is located within the Watershed of Municipal Drains, namely the Duchesne Drain and Promenade du Lac Drain. the Municipal Clerk shall instruct the engineer to prepare a report pursuant to Section 65(1) of the Drainage Act to apportion the assessment for future maintenance. the Owner shall be solely responsible for the report. The report shall also satisfy Condition 5 for Consent file C22/21.

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| 6. | That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance. |
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CARRIED

C43/21 - Application for Consent by Niko Toulouse and Pierre Seguin (Owners)

A consent application made by Niko Toulouse and Pierre Seguin for an addition to a lot at Dovercourt Road, Sturgeon Falls. Part Lot 4, Concession 1, 36R14278 Part 6, Springer Township, Municipality of West Nipissing, District of Nipissing. (PIN 49079-1019)

RESOLUTION #2021/066

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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| 1. | That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality. |
| 2. | Confirmation that all taxes are paid up to date. |
| 3. | That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended. |
| 4. | That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent. |
| 5. | That a PIN Consolidation for the severed lands in C43/21 and C44/21 and the lands to which they are added be registered in the Land Registry Office. |

CARRIED

C44/21 - Application for Consent by 2623822 Ontario Ltd. (Owners)

A consent application made by 2623822 Ontario Ltd. for a lot addition at Dovercourt Road, Sturgeon Falls. Part Lot 4, Concession 1, Springer Township, Municipality of West Nipissing, District of Nipissing. (PIN 49079-1020)

RESOLUTION #2021/067

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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| 1. | That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality. |
| 2. | Confirmation that all taxes are paid up to date. |
| 3. | That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended. |
| 4. | That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent. |
| 5. | That all conditions of Consent File C43/21 are met and Consent granted. |
| 6. | That a PIN Consolidation for the severed lands in C43/21 and C44/21 and the lands to which they are added be registered in the Land Registry Office. |

CARRIED

C45/21 - Application for Consent by Roch and Julie Ducharme (Owners)

A consent application made by Roch and Julie Ducharme for a lot addition at 750 Burnt Lake Road, Sturgeon Falls. Part Lot 7, Concession 5, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/068

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion municipally maintained and travelled road located on the subject land be conveyed to the Municipality of West Nipissing.
6.	That a PIN consolidation for the severed lands and the lands to which it is being added be filed in the Land Registry Office.

CARRIED

C46/21 - Application for Consent by Elvin Mopera, Cesar Arabejo, and Godofredo Camacho (Owners)

A consent application made by Elvin Mopera, Cesar Arabejo, and Godofredo Camacho to add two (2) new lots at 786 Old Highway 17 Road, Verner. Part Lot 7, Concession 5, 36R13434 Parts 13 and 14, Kirkpatrick Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/069

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion municipally maintained and travelled road located on the subject land be conveyed to the Municipality of West Nipissing.
6.	That a PIN Consolidation for the severed (2) lands be registered with the Land Registry Office.

CARRIED

C47/21 - Application for Consent by SVK Completions Solutions Inc. (Owners)

A consent application made by SVK Completions Solutions Inc. to add two (2) new lots on Island B8, PCL 7047, Nipissing, E Pt Island B8, Loudon Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/070

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	Pursuant to the provisions Table 6.3, Note (e) of the West Nipissing. The owner shall obtain a Septic Review by the North Mattawa Conservation Authority which review shall address the type and size of septic installation appropriate for the subject property.

CARRIED

MV2021-06 - Application for Minor Variance by Robert and Laurie Roeterink (Owners)

A minor variance application made by Robert and Laurie Roeterink to reduce minimum front yard set-back from 18m to 9.7m in order to convert existing deck to enclosed sunroom at 89A South Shore Road, Field. PCL 19504, NIP, Pt lot 13, Con 2 Pt SR LOC TT-79, PCL 29190 Pt RD ALL Being Pt 7 36R11031, Field Township, Municipality West Nipissing.

RESOLUTION #2021/071

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

CARRIED

MV2021-07 - Application for Minor Variance by SVK Completions Solutions Inc. (Owner)

A minor variance application made by SVK Completions Solutions Inc. to reduce minimum lot area from 1 ha to 0.80 ha in a Shoreline Residential Zone (SR). Island B8, PCL 7047, Nipissing, E Pt Island B8, Loudon Township, Municipality West Nipissing.

RESOLUTION #2021/072

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CARRIED

Request for issuance of a Validation Certificate by Daniel and Rachel Michel

WHEREAS it has been determined that the property located at 30 Dubeau Street, Verner is in in

violation of the *Planning Act* (Ontario) as a result of being held in common ownership prior to the *Planning Act* coming into force and effect on June 27, 1970;

AND WHEREAS Section 57 of the *Planning Act* authorizes the issuance of a Validation Certificate in order to correct certain violations of the *Planning Act* for parcels of land which are legally existing;

BE IT RESOLVED THAT Validation Certificate (s) be issued for Pin no.49070-0110, Parcel 16458, Nipissing, being Part Lot 8, Concession 4, Caldwell, being Part 2, Plan 36R-7776, Township of Caldwell, District of Nipissing, Municipality of West Nipissing;

BE IT FURTHER RESOLVED THAT the Committee of Adjustment for the Municipality of West Nipissing confirms that the lands meet the criteria for the issuance of a Certificate of Validation.

RESOLUTION #2021/073

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CARRIED

ADJOURNMENT

RESOLUTION #2021/074

Moved By: **Christopher Fisher**

Seconded by: **Roger Gagnon**

BE IT RESOLVED THAT the West Nipissing Committee of Adjustment meeting be adjourned to September 13, 2021.

CARRIED

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
Held on September 13, 2021 at 7:30 PM
Chair: Denis Sénécal



PRESENT: Fernand Pellerin
Normand Roberge
Roger Gagnon
Denis Sénécal
Christopher Fisher

ABSENT:

CALL TO ORDER

RESOLUTION #2021/075

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

That the Agenda for the Committee of Adjustment meeting of September 13th, 2021 be adopted, as presented. **CARRIED**

MINUTES

RESOLUTION #2021/076

Moved by: Roger Gagnon

Seconded by: Denis Sénécal

That the Minutes of the Committee of Adjustment meeting held on July 12th, 2021, be adopted, as presented. **CARRIED**

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

C48/21 - Application for Consent by Randolph and Wendy Ackerland (Owners)

A consent application made by Randolph and Wendy Ackerland to create one (1) new lot at 510 Kipling Road East, Verner. South Part Lot 2, Concession 3, Hugel Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/077

Moved by: Roger Gagnon

Seconded by: Denis Sénécal

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all property taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.

5.	That the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centre line of road be transferred to the municipality as a condition of the within severance.
6.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Hughey Drain)

CARRIED

C49/21 - Application for Consent by Gary Clarke and Shawn D. Graham (Owners)

A consent application made Gary Clarke and Shawn D. Graham to create two (2) new lots at 756 North and South Road, Verner. South 1/2 Lot 8, Concession 1, Kirkpatrick Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/078

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centre line of road be transferred to the municipality as a condition of the within severance.
6.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Hurtubise Drain)
7.	In the event that the survey determined that no portion of the travelled roadway touches the property described as 49063-0552 The owners shall use their best efforts to negotiate a right of way over the naturally severed lands lying south of Millrand Road to the owner of PIN NO. 49063-0552. It is understood and agreed that the owner of PIN no. 490630552 shall be responsible for the application and survey costs of such right of way.

CARRIED

C50/21 - Application for Consent by Gisele and Michel Rainville. (Owners)

A consent application made by Gisele and Michel Rainville to create one (1) new lot at Old Highway 17, Verner. Part Lot 3 and 4, Concession 5, Kirkpatrick Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/079

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centre line of road be transferred to the municipality as a condition of the within severance.
6.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (A. Brunet Drain 2004)

CARRIED

C51/21 - Application for Consent by Robin Frazer and Thea Sebastiany (Owners)

A consent application made by Robin Frazer and Thea Sebastiany to create two (2) new lots at Fortin Road, Verner. Part lot 2, Concession C, 36R14500 Part 2, Caldwell Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/080

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.

5.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centerline of roadway transferred to the municipality as a condition of the within severance.
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CARRIED

C52/21 - Application for Consent by The Estate of Donat Brosseau (Owner)

A consent application made by The Estate of Donat Brosseau for addition to three (3) lots at Laurin Road, Verner. Lot 7, Concession 2, 36R14440 Parts 4-6, Badgerow Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/081

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That a PIN Consolidation be filed in the Land Registry Office in order to consolidate the lot addition with the lands to which it is being added.

CARRIED

C53/21 - Application for Consent by Craig and Suzanne Dearden (Owners)

A consent application made by Craig and Suzanne Dearden to create one (1) new lot at Highway 575, Verner. Lot 9, Concession 1, 36R14534 Parts 1 and 2, Badgerow Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/082

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That written confirmation be obtained from the Ministry of Transportation that an entrance permit can be issued for the subject property.

6.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.
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CARRIED

C54/21 - Application for Consent by Peter and Karen Quinlan (Owners)

A consent application made by Peter and Karen Quinlan to create one (1) new lot at 33 McDonald Road, Verner. Part lots 4 and 5, Concession 5, 36R12509 Part 1, Kirkpatrick Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/083

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion municipally maintained and travelled road located on the subject land, including the retained portion, be surveyed at the owner's cost and 10m from centerline of road be conveyed to the Municipality of West Nipissing.

CARRIED

C55/21 - Application for Consent by Madeleine Goulet (Owner)

A consent application made by Madeleine Goulet to create one (1) new lot, six (6) lot additions, and one (1) Right-of-Way at Nipissing Street, Sturgeon Falls. Part lot 4, Concession A, 36R2551 Part 1, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/084

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That a PIN Consolidation be filed in the Land Registry Office in order to consolidate the lot addition(s) with the lands to which they are being added.

6.	That a 3m easement be granted to Greater Sudbury Utilities across the entire parcel (severed and retained). The applicant shall be responsible for all costs (survey, legal) in relation to the granting of the said easement.
7.	The owner shall be fully responsible for the installation of water and sanitary services to the lands shown as Severed 1 and retained.
8.	The owner shall convey to the Municipality sufficient lands for the construction of a turn-around at the dead end of Levesque Street and the owner shall be fully responsible for the construction of such turn-around to the satisfaction of the Manager of Public Works for the Municipality of West Nipissing.
9.	The owner shall, at its cost, convey an easement to the Municipality of West Nipissing along the north boundary of the retained lands for existing drainage infrastructure.

CARRIED

C56/21 - Application for Consent by Alydra Limitee (Owner)

A consent application made by Alydra Limitee to create one (1) new lot at Levac Road, Cache Bay. Part lot 220, Plan 40, 36R8366 Parts 1 and 2, Cache Bay Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/085

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That a 3m easement be granted to Greater Sudbury Utilities across the entire parcel (severed and retained). The applicant shall be responsible for all costs (survey, legal) in relation to the granting of the said easement.
6.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Sayer Drain)
7.	That the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centre line of road be transferred to the municipality as a condition of the within severance.

CARRIED

C57/21 - Application for Consent by Robert and Madeleine Vaillancourt (Owners)

A consent application made by Robert and Madeleine Vaillancourt to create one (1) new lot at Highway 64, Sturgeon Falls. Part lot 4, Concession 6, 36R14502 Parts 1, 2 and 4, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/086

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That written confirmation be obtained from the Ministry of Transportation that an entrance permit can be issued for the subject property.

CARRIED

C58/21 - Application for Consent by Olgica Tusun-Kalac and Daria Schwartzentruber (Owners)

A consent application made by Olgica Tusun-Kalac and Daria Schwartzentruber to create three (3) new lots at Trottier Road, Lavigne. Part lot 1, Concession 2, 36R13548 Part 6, Macpherson Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/087

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centre line of road be transferred to the municipality as a condition of the within severance.
6.	Owners provide written acknowledgment of a Drainage Petition filed by the former owner for a Municipal Drain to be constructed on the subject property.

CARRIED

C59/21 - Application for Consent by Allison Black (Owner)

A consent application made by Allison Black to create two (2) new lots at 463 Kilpling Road West, Warren. Part lot 8, Concession 4, Hugel Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/088

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Anderson Municipal Drain)
6.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and 10m from centre line of road be transferred to the municipality as a condition of the within severance.

CARRIED

C60/21 - Application for Consent by Colby Douglas (Owner)

A consent application made by Colby Douglas to create one (1) new lot and one (1) Easement at 616 Sabourin Road, Sturgeon Falls. Part lot 6, Concession 1, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/089

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.

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| 5. | The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Cedar Grove Drain) |
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CARRIED

MV2021-10 - Application for Minor Variance by Colby Douglas (Owner)

A minor variance application made by Colby Douglas to reduce minimum lot area from 0.2 ha to 0.16 ha. at 616 Sabourin Road, Sturgeon Falls. Part lot 6, Concession 1, Springer Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2021/090

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CARRIED

MV2021-08 - Application for Minor Variance by Frederick Bohrer (Owner)

A minor variance application made by Frederick Bohrer, seeking exemption from Paragraph 4.22 (d) prohibiting galvanized steel buildings in a Shoreline Residential Zone. Part lot 12, Concession C, 36R8243 Part 2, Caldwell Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2021/091

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

MV2021-11 - Application for Minor Variance by Rolland and Sharon Sauve (Owners)

A minor variance application made by Rolland and Sharon Sauve, to reduce minimum rear yard setback from 15m to 8.5m. Part lot 8, Concession B, Springer Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2021/092

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CARRIED

C43/21 – Change of Conditions: Consent Application by Niko Toulouse and Pierre Seguin (Owners)

RESOLUTION #2021/093

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

WHEREAS Provisional Consent to a Lot Addition Severance was granted by the Committee of Adjustment for the Municipality of West Nipissing on the 12TH day of JULY, 2019;

AND WHEREAS the Committee of Adjustment for the Municipality of West Nipissing has requested a Change of Conditions pursuant to Section 51(23) of the Act, as follows:

6. That a 3m Frontage Easement along Dovercourt Road, across the entire parcel, both severed and retained lands, be registered on title to the subject property. The owner applicant will be responsible for all legal and survey costs. The owner applicant is also responsible for obtaining a postponement to be registered on title to the subject property in favour of Greater Sudbury Hydro's interest with respect to any and all existing Charge/Mortgage of Land(s) registered on title to the property. The Owner/Applicant will be responsible for all associated costs of obtaining the said postponement.

7. That Notice of the Change of Conditions be given in accordance with Section 53(24) of the Act.

8. That all conditions be met on or before September 23, 2022, being the date which is one year from the date of giving of notice of the changed conditions.

CARRIED

C43/21 – Change of Conditions: Consent Application by 2623822 Ontario Ltd. (Owners)

RESOLUTION #2021/093

Moved by: Denis Sénécal

Seconded by: Roger Gagnon

WHEREAS Provisional Consent to a Lot Addition Severance was granted by the Committee of Adjustment for the Municipality of West Nipissing on the 12TH day of JULY, 2019;

AND WHEREAS the Committee of Adjustment for the Municipality of West Nipissing has requested a Change of Conditions pursuant to Section 51(23) of the Act, as follows:

6. That a 3m Frontage Easement along Dovercourt Road, across the entire parcel, both severed and retained lands, be registered on title to the subject property. The owner applicant will be responsible for all legal and survey costs. The owner applicant is also responsible for obtaining a postponement to be registered on title to the subject property in favour of Greater Sudbury Hydro's interest with respect to any and all existing Charge/Mortgage of Land(s) registered on title to the property. The Owner/Applicant will be responsible for all associated costs of obtaining the said postponement.

7. That Notice of the Change of Conditions be given in accordance with Section 53(24) of the Act.

8. That all conditions be met on or before September 23, 2022, being the date which is one year from the date of giving of notice of the changed conditions.

CARRIED

ADJOURNMENT

RESOLUTION #2021/095

Moved By: Christopher Fisher

Seconded by: Roger Gagnon

BE IT RESOLVED THAT the West Nipissing Committee of Adjustment meeting be adjourned to October 18, 2021.

CARRIED

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
Held on October 18, 2021 at 7:30 PM
Chair: Normand Roberge



PRESENT: Fernand Pellerin
Normand Roberge
Roger Gagnon
Christopher Fisher

ABSENT: Denis Sénécal

CALL TO ORDER

RESOLUTION #2021/096

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

That the Agenda for the Committee of Adjustment meeting of October 18th, 2021 be adopted, as presented. **CARRIED**

MINUTES

RESOLUTION #2021/097

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

That the Minutes of the Committee of Adjustment meeting held on September 13th, 2021, be adopted, as presented. **CARRIED**

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

C61/21 - Application for Consent by Gerald and Diane Gagnon (Owners)

A consent application made by Gerald and Diane Gagnon to create a Right of Way for access to Subdivision lots, and an Easement for Hydro on Deer Lake, Verner. Part of the North Half of Lot 6, Concession 1, Hugel Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/098

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all property taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.

5.	That a Right of Way Agreement be entered into between the Owner and the Owner of the Subdivision lots to which the ROW is appurtenant in order to establish, among other things, the rights and responsibilities of each party regarding the financial contribution and future maintenance of the ROW. The ROW agreement shall be registered on title to the Dominant and Servient Lands;
6.	The Owner shall obtain written confirmation from the Fire Chief of the West Nipissing Fire Service that the ROW has been inspected and meets the requirements for future fire protection.

CARRIED

C62/21 - Application for Consent by Harvey and Lise Malette (Owners)

A consent application made by Harvey and Lise Malette to create two (2) new lots at 84 Quesnel Road, Sturgeon Falls. Part Lot 1, Concession B, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/099

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Duchesne Drain)

CARRIED

C64/21 - Application for Consent by Daniel Giroux (Owner)

A consent application made by Daniel Giroux to create one (1) lot addition at Jacques Street, River Valley. Part Block B, Plan M257, Part Lot 2, Concession 4, Parts 2 and 3, 36R10990, Crerar Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/100A

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
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2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That a PIN Consolidation be in the Land Registry Office in order to consolidate the lot addition(s) with the lands to which they are being added.

CARRIED

C64/21 - Application for Consent by Daniel Giroux (Owner)

A consent application made by Daniel Giroux to create one (1) new lot at Jacques Street, River Valley. Part Block B, Plan M257, Part Lot 2, Concession 4, Parts 2 and 3, 36R10990, Crerar Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/100B

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	If approved, the Owner shall be responsible for the upgrading of Legault Avenue to a standard acceptable to the Municipality of West Nipissing for maintenance. The Owner shall further be responsible for conveying to the Municipality sufficient property for a turn circle, the construction of which shall also be the responsibility of the Owner.

DEFERRED

MV2021/12 - Application for Minor Variance by Daniel Giroux (Owner)

A minor variance application made by Daniel Giroux to reduce minimum front yard from 60m to 20m. at Jacques Street, River Valley. Part Block B, Plan M257, Part Lot 2, Concession 4, Parts 2 and 3, 36R10990, Crerar Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/100C

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

DEFERRED

C65/21 - Application for Consent by WBPW Lands Inc. (Owners)

A consent application made by WBPW Lands Inc. to create one (1) lot addition at 14 Toulouse Crescent, Sturgeon Falls. Lot 14, 36M618, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/101

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That the Lot Addition lands be re-zoned to M1 (Light Industry) so that the zoning of the Lot addition lands be the same as the property to which it is being added.
6.	That a PIN Consolidation be in the Land Registry Office in order to consolidate the lot addition(s) with the lands to which they are being added.

CARRIED

MV2021/14 - Application for Minor Variance by WBPW Lands Inc. (Owners)

A minor variance application made by WBPW Lands Inc. to reduce minimum lot area from 0.4ha to 0.33ha. at 14 Toulouse Crescent, Sturgeon Falls. Lot 14, 36M618, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/090

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

MV2021/09 - Application for Minor Variance by Cynthia Gareau-Gingras and Davis Case (Owners)

A minor variance application made by Cynthia Gareau-Gingras and Davis Case to increase maximum lot coverage of accessory structures from 5% to 6.4% in order to construct garage (11m x 11.5m). Lot 13, Plan M307, Badgerow Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2021/103

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CARRIED

MV2021/13 - Application for Minor Variance by Roch Gallien (Owner)

A minor variance application made by Roch Gallien to reduce minimum front yard setback from 18m to 11m to permit deck enclosure. Part Lot 2, Concession 3, Macpherson Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2021/104

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

ADJOURNMENT

RESOLUTION #2021/105

Moved By: **Roger Gagnon**

Seconded by: **Christopher Fisher**

BE IT RESOLVED THAT the West Nipissing Committee of Adjustment meeting be adjourned to November 15, 2021.

CARRIED

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
Held on November 15, 2021 at 7:30 PM
Chair: Normand Roberge



PRESENT: Fernand Pellerin
Normand Roberge
Roger Gagnon
Christopher Fisher
Denis Sénécal

ABSENT:

CALL TO ORDER

RESOLUTION #2021/106

Moved by: Roger Gagnon

Seconded by: Denis Sénécal

That the Agenda for the Committee of Adjustment meeting of November 15th, 2021 be adopted,
as presented. **CARRIED**

MINUTES

RESOLUTION #2021/107

Moved by: Denis Sénécal

Seconded by: Christopher Fisher

That the Minutes of the Committee of Adjustment meeting held on November 15th, 2021, be
adopted, as presented. **CARRIED**

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

C63/21 - Application for Consent by Sean Clifford (Owner)

A consent application made by Sean Clifford to create a three (3) new lots at 226 Kipling East Road, Verner. Part Lot 11, Concession 2, Badgerow Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/108

Moved by: Roger Gagnon

Seconded by: Fernand Pellerin

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all property taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary-Treasurer for the issuance of a Certificate of Consent.

5.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Bouchard-Harrison Municipal Drain)
6.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.

CARRIED

C66/21 - Application for Consent by Burrows Livestock Auction Limited (Owners)

A consent application made by Burrows Livestock Auction Limited to create one (1) new lot at 12051A Highway 17, Sturgeon Falls. Part Lot 2, Concession 1, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/109

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	If entrance permit not already in place, written confirmation be obtained from the Ministry of Transportation that an entrance permit can be issued for the subject property.

CARRIED

C67/21 - Application for Consent by Allison Black (Owner)

A consent application made by Allison Black to create three (3) new lots at 1354 Betty Road, Verner. Part Lot 1 and North ½ Lot 2, Concession 3, Kirkpatrick Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/110

Moved by: **Denis Sénécal**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.

3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.

CARRIED

C68/21 - Application for Consent by 1751097 Ontario Ltd (Owner)

A consent application made by 1751097 Ontario Ltd to create an addition to a lot at 696 Laplage Road, Verner. Part Lot 2, Concession C, Caldwell Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/111

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.

CARRIED

C69/21 - Application for Consent by Raymond and Lorraine Brouillette (Owners)

A consent application made by Raymond and Lorraine Brouillette to create one (1) new lot at 960 Betty Road, Verner. West ½ Lot 9, Concession 3, Caldwell Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/112

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.

4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.
6.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Gingras 1979 Drain and R. Gareau Drain 1986)

CARRIED

C71/21 - Application for Consent by Roch and Carole Rochon (Owners)

A consent application made by Roch and Carole Rochon to create a new lot at 10188 Highway 64, Lavigne (fronting on Courchesne Road). West ½ Lot 3, Concession 2, Macpherson Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/109

Moved by: **Denis Sénécal**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Courchesne Drain)
6.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.

CARRIED

C72/21 - Application for Consent by Mitch Deschatelets (Owner)

A consent application made by Mitch Deschatelets to create one (1) new lot at 452 Quesnel Road, Sturgeon Falls. Part Lot 4, Concession B, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/111

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.
5.	The owners shall, pursuant to Section 65(2) of the Drainage Act, R.S.O., 1990 (the "Act"), enter into an Agreement with regard to their respective share(s) of the drainage assessment and shall file such agreement with the Clerk of the Municipality of West Nipissing, for the approval by the Council for the Municipality of West Nipissing. In the event that the Agreement of the parties is not acceptable to the Council of the West Nipissing Municipality, the provisions of Section 65(1) of the Act shall apply. (Quesnel Drain 1974)
6.	That any portion of the municipally maintained and travelled roadway(s) located on the subject property, including the retained portion, shall be surveyed, at the owner's cost, and transferred to the municipality as a condition of the within severance.

CARRIED

C70/21 - Application for Consent by SVK Completions Solutions Inc (Owner)

A consent application made by SVK Completions Solutions Inc to create three (3) new lots on Island B8. PCL 7047, East Part Island B8, Loudon Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/119

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

1.	That a Reference Plan be prepared and deposited in the Land Registry Office and a copy of the new survey be filed with the Municipality.
2.	Confirmation that all taxes are paid up to date.
3.	That all conditions be met on or before a date being one year from the date of giving of notice or the consent shall be deemed not to have been given as per Section 53(20) of the Planning Act, R.S.O., as amended.
4.	That a Transfer/Deed of Land be submitted to the Secretary Treasurer for the issuance of a Certificate of Consent.

CARRIED

MV2021/15 - Application for Minor Variance by SVK Completions Solutions Inc. (Owner)

A minor variance application made by SVK Completions Solutions Inc. to reduce minimum lot area from 1ha to 0.5ha at Island B8, PCL 7047, Nipissing, E Pt Island B8, Loudon Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2021/120

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

C68/21 – Change of Conditions: Application for Consent by Madeleine Goulet (Owner)

RESOLUTION #2021/119

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

WHEREAS Provisional Consent to a to create one (1) new lot, six (6) lot additions, and one (1) Right-of-Way was granted by the Committee of Adjustment for the Municipality of West Nipissing on the 13TH day of September, 2021;

AND WHEREAS the Committee of Adjustment for the Municipality of West Nipissing has requested a Change of Conditions pursuant to Section 51(23) of the Act, as follows:

1. Conditions 7 and 8 shall apply to Severed 1 and Retained only.
2. Condition 9 applies to the Retained portion.
3. Condition 6 shall apply to Severed 1, Severed 2, and Retained.
4. That Notice of the Change of Conditions be waived in accordance with Section 53(26) of the Act.
5. That all conditions be met on or before **November 17, 2022**, being the date which is one year from the date of giving of notice of the changed conditions.

CARRIED

ADJOURNMENT

RESOLUTION #2021/122

Moved By: **Denis Sénécal**

Seconded by: **Roger Gagnon**

BE IT RESOLVED THAT the West Nipissing Committee of Adjustment meeting be adjourned to December 13, 2021.

CARRIED

MINUTES of the Municipal Accessibility Advisory Committee
Virtual Meeting held on April 29th, 2021

PRESENT: Sylvie Bélanger, Yvon Gauthier, Roberte Giroux, Céleste Auger Proulx, Brian Robert, Councillor Roland Larabie and Lynn Duhaime.

ABSENT: Rachel Gagnon

CALL TO ORDER

The meeting was call to order at 2:58pm.

APPROVAL AND ADDITION TO THE AGENDA

Moved by: Roberte Giroux

Seconded by: Yvon Gauthier

THAT the agenda be accepted as presented. CARRIED

APPROVAL OF THE MINUTES

Moved by: Brian Robert

Seconded by: Celeste Auger Proulx

THAT the minutes of February 4th, 2021 be approved as presented.

CARRIED.

NEW BUSINESS

Budget Update – Councillor Larabie reported that a total of \$245,000 for accessibility project has been approved for this year:

\$125, 000 Town Hall

\$40,000 Recreation Centre

\$30,000 Verner Arena

\$20,000 Cache Bay Community Centre

\$30,000 Verner Municipal Building

The committee was very pleased that the municipality is moving forward with some of the projects that was identified in the AODA Maintenance Projects.

Awareness Day – Lynn reported that the communication department is able to help us promote the Awareness Day/Week. A copy of the participant guide “Understanding Accessibility Customer Services” and a copy of the different types of disabilities “hints and tips regarding

how to communicate with people with various types of disabilities were presented to the committee for comments. Sylvie mentioned that the information is very good but maybe we can look at putting a video or even a PowerPoint presentation instead because people might not stop and read the entire document.

Lynn will work with the communication department and see what they recommend and will share with the committee prior to putting it live on social media and the municipal website.

CORRESPONDANCE

Enabling Accessibility Fund – Sylvie mentioned that more funding is coming out for accessibility so the municipality will be able to apply to help with the AODA projects.

Villa Aubin – Celeste mentioned that Villa Aubin had their grand opening of their new elevator; this is great NEWS.

Handicapped Parking Request - Brian mentioned that he was approach by a business owner requesting to have a handicapped parking space in front of his business. The request was sent to town hall so that the appropriate department can deal with it because of the special request.

Lynn explained that the request is different from just asking to be part of the traffic and parking by-law for handicapped parking. The business was asking to put a handicapped parking on the street NOT on private/business parking lot. The committee mentioned that it should not take that long for the town to reply to a request. Councillor Larabie said that he will look into it to make sure that we are aware of the proper procedure.

NEXT MEETING –Thursday, September 9th, 2021 @ 3pm

AJOURNMENT

Moved by: Yvon Gauthier

Seconded by: Celeste Auger Proulx

THAT the meeting be adjourned.

Carried



Sylvie Belanger, Chair

**The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest**

**Regular Board Meeting Minutes
Thursday, June 10, 2021 at 4 p.m. via ZOOM**

Present: S. Friedrich, S. Pilon, A. Langevin, D. Venne, S. Michaud

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:04 p.m.

2. Approval of the agenda for regular Board Meeting of June 10 2021

MOTION #21-42

MOVED BY S. Michaud

SECONDED BY S. Pilon that the agenda be approved as amended

14. d) Diversifying of the staff

CARRIED

3. Declaration of any conflicts of interest

None

**The Chair left the meeting at 4:07 p.m.
The Vice-chair chaired the meeting in the interim**

4. Approval of the minutes of the previous meeting:

MOTION #21-43

MOVED BY S. Pilon

SECONDED BY S. Michaud that the minutes of the regular board meeting of May 13, 2021, be approved as presented

CARRIED

5. Business arising from the minutes

None

6. Correspondence

None

7. Treasurer's Report

MOTION #21-44

MOVED BY D. Venne

SECONDED BY S. Michaud that the expenditures for the month of May 2021 in the amount of \$12,216.66 for cheques #6541 to #6556 inclusive be approved and that fees and fines in the amount of \$331.75 be acknowledged

CARRIED

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

a) River Valley: Agreement

The School Board has not yet reviewed the agreement. They plan on doing so over the summer months.

10. Report of the CEO:

a) Monthly update

See attached.

b) COVID-19

There is no change to restrictions for Libraries during Step 1 of the reopening plan. Only in Step 2 are Libraries permitted to open to the public with restrictions.

The CEO suggested that the Library keep the current COVID hours of operation throughout the summer. This will also ensure adequate staff during scheduled vacations.

The CEO also suggested that the Board review the regular hours of operations for the branches come September.

MOTION #21-45

MOVED BY S. Friedrich

SECONDED BY D. Venne that the CEO's report be approved as presented

CARRIED

The Chair returned to the meeting at 4:18 p.m.

11. Report of the Standing Committees

None

12. Policy Review & Updates

a) HR 12 – Attendance Management Policy

Remove Section 7. *Modified Work Program*. The Board will discuss at next meeting whether it will become its own policy or Appendix.

Contact Municipality to see if *HR B – Functional Abilities Form* is still current

MOTION #21-46

MOVED BY S. Michaud

SECONDED BY S. Pilon that policy *HR 12 – Attendance Management Policy* be approved as amended

b) V 1 – Volunteer Policy (*Differed, awaiting info*)

13. Review of Plans (i.e. Action Plan, Strategic Plan, etc)

None

14. New Business

a) CEO Performance Appraisal

The CEO has not yet had a performance appraisal. The Chair along with the CEO will develop a template for a performance appraisal and present it to the Board at the September meeting.

b) Contacting the CEO

The Chair suggested it may be a good idea for the CEO to have a business cell phone to ensure proper and fair communication. The CEO will speak to other CEO's and develop a policy for the September meeting.

c) Sentry Quote

The CEO presented the quote received from Sentry. Only one quotation was presented at this time due to time constraints with a refurbished system being held at a discount price. The chair suggested that more quotations should be provided prior to approval as outlined in policy *F 1 - Purchasing*. The vice-chair disagreed and believe the Board should approve the purchase and take advantage of the savings with the refurbished unit. The Board and CEO will be more vigilant with the purchasing policy for all future purchases.

MOTION #21-47

MOVED BY S. Michaud

SECONDED BY D. Venne that the purchase for an Electromagnetic Security System from Sentry Custom Security not to exceed \$26,000 be approved.

4 Yes / 1 No

d) Diversifying the Staff

The Board discussed the topic of diversity in the workplace.

Going forward, all job postings will include a line on inclusivity to ensure that all members of the community feel welcome to apply.

15. Date & Time of Next Meeting

Thursday, September 9, 2021 at 4 p.m. via ZOOM

The Board will decide in September if following meetings will be conducted in-person or virtually.

16. Adjournment

MOTION # 21-48

MOVED BY S. Michaud that the meeting be adjourned at 4:58 p.m.

Anne Languin
Chair
Emili Plana
Secretary

Sept 9, 2021
Date
Sept 9 2021
Date

The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest

Regular Board Meeting Minutes
Thursday, September 9, 2021 at 4:00 p.m. via ZOOM

Present: S. Friedrich, S. Pilon, A. Langevin, D. Venne, S. Michaud, C. Fisher

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:03 p.m.

2. Approval of the agenda for regular Board Meeting of September 2021

MOTION #21-49

MOVED BY S. Pilon

SECONDED BY S. Michaud that the agenda for the meeting of September 9, 2021 be approved as presented

CARRIED

3. Welcome new Board member: Councillor Chris Fisher

4. Declaration of any conflicts of interest

None

5. Approval of the minutes of the previous meeting:

MOTION #21-50

MOVED BY S. Pilon

SECONDED BY D. Venne that the minutes for the meeting of June 10, 2021, be approved as presented

CARRIED

6. Business arising from the minutes

a) CEO Performance Appraisal

The CEO will prepare copies for each Board member to pick up and to fill out. The Board was asked to return them in a sealed envelope to the Library by September 23rd. The chair will condense them into one document. The Board will meet without the CEO prior to the October 14th meeting at 3:00 p.m. to discuss.

b) Contacting the CEO

The CEO shared that she would prefer to have a work cell phone from the Library. Policies and pricing will be presented at the next meeting. C. Fisher will look into the cell phone policy for Municipal staff. A brief discussion took place on where the funds would be taken from for the remainder of the year.

7. Correspondence

None

8. Treasurer's Report

a) Approval of disbursements for the month of June 2021

MOTION #21-51

MOVED BY C. Fisher

SECONDED BY S. Michaud that the expenditures for the month of June 2021 in the amount of \$9,836.17 for cheques #6557 to #6565 inclusive be approved and that fees and fines in the amount of \$471.90 be acknowledged

CARRIED

b) Approval of disbursements for the month of July 2021

MOTION #21-52

MOVED BY S. Pilon

SECONDED BY D. Venne that the expenditures for the month of July 2021 in the amount of \$21,864.72 for cheques #6566 to #6574 inclusive be approved and that fees and fines in the amount of \$387.80 be acknowledged

CARRIED

c) Approval of disbursements for the month of August 2021

MOTION #21-53

MOVED BY S. Michaud

SECONDED BY C. Fisher that the expenditures for the month of August 2021 in the amount of \$5,398.58 for cheques #6575 to #6585 inclusive be approved and that fees and fines in the amount of \$445.00 be acknowledged

CARRIED

d) Financial Update

The Board reviewed the spreadsheets. The CEO mentioned that spending was on track. Some figures have not yet been received from the Municipality. The Miscellaneous line was over budget due to an unexpected license renewal. The Board will review the budget towards the end of the year.

9. Report of Board Members' Advocacy Activities

None

10. Branch Reports

See attached

The Board discussed the ongoing issues with River Valley and suggested that priority should be given to the agreement renewal over the COVID-19 reopening. A copy of the expired agreement will be sent to all members. The CEO and the Board will make notes for possible changes, discuss and finalize a new agreement to present to the school board, in hopes of speeding up the process.

11. Report of the CEO:

See attached

a) COVID-19

Most COVID-19 protocols remain the same. The CEO mentioned that S. Friedrich had shown interest in a staff vaccination policy in a recent email. Members discussed the pros and cons of such policy. The CEO shared that not many Libraries had created policies mandating vaccines for staff yet. Those that did are Southern and Libraries in large cities. C. Fisher offered to look into Municipal policies regarding this matter. S. Friedrich voiced concern that not implementing such policy could open possibilities for future liabilities. The discussion will be brought back at the next meeting. The chair suggests that no hiring should take place until the Board make a final decision.

MOTION #21-53

MOVED BY S. Friedrich

SECONDED BY S. Pilon that the Library adopt a policy mandating all Employees to be fully vaccinated against COVID-19 following guidelines from the North Bay Parry Sound Health Unit

DEFEATED

3 YES / 3 NO

MOTION #21-55

MOVED BY C. Fisher

SECONDED BY S. Michaud that the CEO's report be approved as presented

CARRIED

12. Policy Review & Updates

a) Section 7: Modified Work Program

Previously included in *HR 12 – Attendance Management Policy*, this section will now become its own policy and will be named *HR 16 – Modified Work Program*.

b) HR 8 – Paid Holidays

The National Day for Truth and Reconciliation has been declared a Federal statutory holiday, and will be observed for the first time on September 30th 2021. The Provincial government will not be recognizing it at this time. The Board has decided to follow policy *HR 8 – Paid Holidays, Section 1*, which states “...and any Holidays proclaimed by the Government of Canada or the Government of the Province of Ontario.”

MOTION #21-56

MOVED BY S. Pilon

SECONDED BY D. Venne that the National Day for Truth and Reconciliation be added to the list of holidays recognized by the Library in policy *HR 8 - Paid Holidays*

CARRIED

5 YES / 1 NO

c) HR B – Functional Abilities Form

As per stated by the Municipal Director of Corporate Services, this form is outdated and is no longer required. The CEO will remove this appendix make adjustments to policies referencing this form.

d) V 1 – Volunteer Policy

Awaiting information, differed

13. New Business

a) Hours of Operation & staffing

The Board hoped to return to normal hours of operation for the Sturgeon Falls branch. The CEO reminded them that hiring will need to take place for current vacancies before returning to the hours. C. Fisher suggested waiting another month to see how things progress with COVID and until the Board revisit the subject of employee vaccine mandate policy. Temporary hours are to remain in effect until the next meeting. The CEO suggested that a discussion about hours of operations in the branches take place at the next meeting as well.

14. Date & Time of Next Meeting

Thursday, October 14, 2021 at 4:00 p.m.

a) Discussion about next meeting: In-person vs. Virtual

A brief discussion of the options took place. It was decided that it was best to have the next meeting in October virtually and revisit the subject again at that time.

15. Adjournment

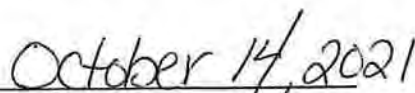
MOTION # 21-57

MOVED BY S. Pilon that the meeting be adjourned at 5:53 p.m.


Chair


Date


Secretary


Date

**The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest**

**Regular Board Meeting Minutes
Thursday, October 14th 2021 at 3:00 p.m. via ZOOM**

Present: S. Friedrich, S. Pilon, A. Langevin, D. Venne, S. Michaud, C. Fisher

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 3:06 p.m.

2. Approval of the agenda for regular Board Meeting of October 2021

MOTION #21-58

MOVED BY S. Michaud

SECONDED BY S. Pilon that the agenda for the meeting of October 14, 2021 be approved as presented

CARRIED

3. In-camera Session

Meeting proceeds to an in-camera session

MOTION #21-59

MOVED BY S. Michaud

SECONDED BY S. Friedrich that the meeting proceeds to an in-camera session at 3:08 p.m.

CARRIED

Meeting proceeds out of camera

MOTION #21-60

MOVED BY D. Venne

SECONDED BY S. Michaud that the meeting proceeds out of camera at 3:42 p.m.

CARRIED

4. Declaration of any conflicts of interest

None

5. Approval of the minutes of the previous meeting:

MOTION #21-61

MOVED BY S. Pilon

SECONDED BY S. Michaud that the minutes for the meeting of September 9, 2021, be approved as presented

CARRIED

6. Business arising from the minutes

a) Contacting the CEO

Cell phone plans were presented to the Board. The CEO also shared that Municipal employees share a package and could look into the possibility of being added to the plan. After a brief discussion on the matter, the Board agreed it would be best to purchase our own plan. The CEO will choose a plan as seen fit and present a draft policy at the next meeting.

b) Hours of Operations & Hiring

The CEO suggested returning to the regular hours of operations for the Sturgeon Falls branch but to keep the current hours of operations for most of the other branches. River Valley's hours would need to be changed to be able to open to the public after class hours.

The CEO explained that hiring needed to be done for 2 current vacancies before returning to regular hours in Sturgeon Falls. The vice-chair suggested offering extra hours to part-time staff before hiring outside. The CEO will look into scheduling and discuss options with part-time staff.

7. Treasurer's Report

a) Approval of disbursements for the month of September 2021

MOTION #21-62

MOVED BY S. Pilon

SECONDED BY D. Venne that the expenditures for the month of September 2021 in the amount of \$2,159.02 for cheques #6586 to #6590 inclusive be approved and that fees and fines in the amount of \$682.65 be acknowledged

CARRIED

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

a) River Valley (*see attached*)

- **Curbside service:**

The CEO shared that the River Valley branch would be able to open to the public after class hours. The Board agreed that this is progress however, the branch will eventually need to have access during the daytime to be able to accommodate all members of the community.

- **Agreement:**

Some Board members felt overwhelmed with the agreement as they were unfamiliar with this type of document and the information it contained. The Chair suggested that the Board continue to work on renewing the agreement however, it may take some time.

10. Report of the CEO:

(see attached)

The CEO presented her report.

MOTION #21-63

MOVED BY D. Venne

SECONDED BY S. Friedrich that the CEO's report be approved as presented

CARRIED

11. Policy Review & Updates

a) V 1 – Volunteer Policy *(differed, awaiting info)*

b) HR 17 – COVID-19 Vaccination Policy *(draft)*

The CEO presented a draft policy for mandatory staff vaccination based on surrounding libraries policies. There was a discussion about specific sections in the policies and what it would mean when hiring new employees. D. Venne did not feel as though the Library needed such a vigorous policy as she believed the Library was not a high-risk setting. C. Fisher also wished to see regular testing as an alternative for unvaccinated staff.

MOTION #21-64

MOVED BY _____

SECONDED BY _____ that the draft policy *HR 17 - COVID-19 Vaccination Policy* be adopted as presented

DEFEATED

2 YES / 4 NO

MOTION #21-65

MOVED BY S. Michaud

SECONDED BY S. Pilon that the draft policy *HR 17 - COVID-19 Vaccination Policy* be adopted as amended, removing the option of testing for those who are not vaccinated

CARRIED

4 YES / 2 NO

c) OP PS 18 – COVID-19 Policy *(draft)*

The CEO explained that this draft contained updated versions of previous COVID-19 policies. The only suggested addition was that patrons must show proof of vaccination to participate in any indoor programming or special events hosted in Library facilities. It is mandated by the Provincial Government that anyone looking to access a meeting room need to show proof that they are fully vaccinated. As most programs take place in meeting rooms, they wouldn't have a choice in the matter. The CEO shared that the North Bay Parry

Sound Health Unit advised her to be “better safe than sorry” and to ask for proof of vaccination for all indoor programs, as distance cannot always be met.

MOTION #21-66

MOVED BY S. Michaud

SECONDED BY S. Friedrich that the draft policy *OP PS 18 - COVID-19 Policy* be adopted as presented

CARRIED

12. New Business

a) Reserve

The plan for the reserve funds and a history behind the reserve was shared with C. Fisher, as he is a new Board member.

The CEO will present a draft 2022 operating budget, along with the reserve budget at the next meeting.

b) Lavigne

C. Fisher asked why Lavigne did not have a Library as it is a large area with a large percentage of municipal taxes coming from the community. The CEO gave a brief of the Libraries during amalgamation. The Chair shared a background of the history behind the ‘mailbox library’ service that the community previously had. The vice-chair added that there is no longer a school in Lavigne. C. Fisher asked if the Board would be willing to do research and perform surveys to see if there was interest to have one there. After some discussion, it was decided not to look into it for the time being.

c) Archives

The vice-chair shared her ideas for a place in West Nipissing that would hold all the archives of community. This would be more of a partnership that the Library would have with different local history groups in the area. The vice-chair volunteered to start looking for a location that could hold these house the archives. The CEO explained that a proper inventory of the items in the Libraries needed to be completed before anything be given away. The CEO and employees will continue to work on the inventory.

13. Date & Time of Next Meeting

Wednesday, November 10th, 2021 at 4:00 p.m.

The majority of the Board expressed they would like to return to in-person meetings. The CEO explained that Board members would need to provide proof of vaccination to attend the meeting in person. Members can still attend virtually if they prefer.

14. Adjournment

MOTION # 21-67

MOVED BY D. Venne that the meeting be adjourned at 5:10 p.m.

Anne Langwin
Chair

Colin R.
Secretary

November 10, 2021
Date

November 10, 2021
Date

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on May 19, 2021 at 12:00 noon**

PRESENT: MEMBERS :	Lise Senécal	Chair
	Ronald Demers	
	Yvon Duhaime	
	Jacques Dupuis	Administrator / Secretary
	Léo Malette	
	Catherine Neddow	Vice-Chair
	Nicole Janson	Recording Secretary
REGRETS:	Dan O'Mara	
	Joanne Savage	

Due to COVID-19, the meeting was held by conference call and presided by Administrator in the physical absence of the Chair.

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest declared.

03. Adoption of Agenda

Resolution No. 23

Moved by : Yvon Duhaime
Seconded by : Léo Malette

BE IT RESOLVED THAT the Agenda of the Regular Meeting on May 19, 2021 be approved as presented at 12:00 noon.

Carried

04. Adoption of Minutes

Resolution No. 24

Moved by : Catherine Neddow
Seconded by : Léo Malette

BE IT RESOLVED THAT the Minutes of the Regular Meeting held April 28, 2021 be approved as presented.

Carried

05. New Business:

a) Health & Safety Committee Meeting Minutes

The Health and Safety Committee Meeting Minutes were accepted as presented and the following resolution was adopted:

Resolution No. 25

Moved by : Ronald Demers
Seconded by : Léo Malette

BE IT RESOLVED THAT the Minutes of the Joint Health and Safety Committee have been received.

Carried

b) French Language Report

Administrator made the Board aware that every year a French Language Services Report is completed by answering a questionnaire on the services we provide and the staff performing such. Although the Home is "Identified" the Home meets all the requirements of "designated" except for the fact that not all internal documents are translated in French and all staff positions not a 'must' to be bilingual. Although being a francophone Home, and having some unilingual staff members, the Board was assured that when a resident requests a French speaking staff member, service is provided accordingly.

c) **LHIN's Declaration of Compliance – MSSA - CSS**

Board approval was required to authorize the Chair to sign the Declaration of Compliance and therefore the following resolution was passed:

Resolution No. 26

Moved by : Ronald Demers
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Board authorizes the Chair to sign the Declaration of Compliance with respect to Au Château's Multi-Sector Service Accountability Agreement.

Carried

d) **Nursing Staffing Analysis – April 2021**

The Board was updated on the staffing report whereas when there was a shortage of PSW's it was compensated with Helping Hands and Plan A. He further informed the Board that PSW programs have been expedited due to the overall shortage but close monitoring will be performed during training to ensure continued quality of care is provided to residents.

e) **Ontario's Long-Term Care COVID-19 Commission Report**

Administrator highlighted key characteristics and areas where improvements have occurred due to the concerns and issues raised regarding long-term care homes during the pandemic. It was agreed that the Board take advantage of the window of opportunity. After discussion, it was recommended that a letter of acknowledgement be sent to the Ministry of Health, Long-Term Care on behalf of the Board.

f) **Letter from Municipality of Temagami**

Discussion was held regarding the Temagami matter and it was recommended that a letter be sent to the Temagami municipality expressing our disappointment and questioning on-going participation on the Board. It was further recommended that the Home also consult legal counsel and furthermore that a letter be sent to the Ministry of Health and other parties that would be involved.

g) Strategic Plan – Future Planning Date.

It was agreed that the June 16th, 2021 Board meeting be dedicated solely for discussion on the strategic plan.

06. Unfinished Business:

a) Financial Report

After clarification of a few items, the Financial Report was accepted as presented and the following resolution was adopted:

Resolution No. 27

Moved by : Yvon Duhaime

Seconded by : Léo Malette

BE IT RESOLVED THAT the Financial Report be accepted as presented.

Carried

b) Administrative Report

There being no further discussion other than what was presented on the report, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 28

Moved by : Léo Malette

Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

07. In-Camera Session

None

Carried

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for June 16th , 2021 at 12:00 noon.

b) Information Items

None provided.

09. Adjournment

Resolution No. 29

Moved by : Léo Malette

Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the meeting now adjourns at 1:10 pm.

Carried

Chair

Administrator / Secretary

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on June 16, 2021 at 12:00 noon**

PRESENT: MEMBERS : Lise Sénécal Chair
 Catherine Neddow Vice-Chair
 Ronald Demers
 Yvon Duhaime
 Jacques Dupuis Administrator / Secretary
 Léo Malette
 Joanne Savage

REGRETS: Dan O'Mara

Due to COVID-19, the meeting was held by conference call and presided by Administrator in the physical absence of the Chair.

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest declared.

03. Adoption of Agenda

Resolution No. 30

Moved by : Yvon Duhaime

Seconded by : Léo Malette

BE IT RESOLVED THAT the Agenda of the Regular Meeting on June 16, 2021 be approved as presented at 12:05 pm.

Carried

04. New Business:

a) Strategic Planning Session

The purpose of the Strategic Planning session is to review the post plan in an effort to identify what needs to be updated and what new goals that the Board wish to set for the next five (5) years. Significant barriers have slowed down the process of redevelopment but it is important that we move forward to ensure a systematic approach to future planning. The Board has reviewed the mission, vision and care values and have determined that no changes were required. Significant discussions ensued regarding the strengths, weaknesses, opportunities and threats and many important points were documented. Finally, the Board brought forward four key strategic goals. The Administrator will prepare a draft plan for the Board to review at its next meeting.

05. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for September 15th, 2021 at 12:00 noon.

06. Adjournment

Resolution No. 31

Moved by : Catherine Neddow
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the meeting now adjourns at 1:25 pm.

Carried

Chair

Administrator / Secretary

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on October 20, 2021 at 12:00 noon**

PRESENT: MEMBERS :	Lise Senécal	Chair
	Ronald Demers	
	Yvon Duhaime	
	Jacques Dupuis	Administrator / Secretary
	Léo Malette	
	Catherine Neddow	Vice-Chair
	Joanne Savage	
	Nicole Janson	Recording Secretary

REGRETS: Dan O'Mara

Due to COVID-19, the meeting was held by conference call and presided by Administrator in the physical absence of the Chair.

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest declared.

03. Adoption of Agenda

Resolution No. 41

Moved by : Ronald Demers
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Agenda of the Regular Meeting on October 20, 2021 be approved as presented at 12:05 pm.

Carried

04. Adoption of Minutes

Resolution No. 42

Moved by : Léo Malette

Seconded by : Joanne Savage

BE IT RESOLVED THAT the Minutes of the Regular Meetings held September 15, 2021 be approved as presented.

Carried

05. New Business:

a) Health & Safety Committee Meeting Minutes

The Health and Safety Committee Meeting Minutes were accepted as presented and the following resolution was adopted:

Resolution No. 43

Moved by : Léo Malette

Seconded by : Ronald Demers

BE IT RESOLVED THAT the Minutes of the Joint Health and Safety Committee have been received.

Carried

b) Mandatory Vaccination Update

Administrator informed the Board that the Home's Mandatory Vaccination Policy is in compliance with the Ministry of Long-Term Care's directive. He further made the Board aware that ONA is grieving this policy in general as there is no reference to any employee and no mention of MLTC Directive. After discussion on this policy, it was recommended that the Home's Vision, Mission etc. also be included in this policy.

c) Staffing Report - September

This month's Report shows in negative for the first time. Discussion was held regarding the different reasons why there is a shortage and what promotions are being offered to entice PSW's. This issue has been going on for many years and affects all Long-Term Care facilities throughout the province.

d) **MLTC Funding Announcement**

The Ministry is committing a significant amount of funding in the next four years for staffing and more specifically for Homes.

Administrator advised the Board that the current year's increase for direct care and staffing is based on \$599.49 per bed per month which amounts to \$97,166 monthly beginning November 1, 2021.

Furthermore, \$112.94 per bed per month or \$18,296 will be received for adding Allied Health professionals.

After four years under this funding regime, it is estimated that an additional 40 staff would be added to our operations.

e) **Strategic Plan**

The Strategic Plan for the year 2021 was presented and after review and discussion the Plan was approved and the following resolution was adopted:

Resolution No. 44

Moved by : Catherine Neddow

Seconded by : Joanne Savage

BE IT RESOLVED THAT the Board approves the 2021 Strategic Plan.

Carried

Letters to Ministers regarding Temagami's situation, also required Board's approval. No amendments were made to the exception of including a cc sent to France Gélinas.

06. **Unfinished Business:**

a) **Financial Report**

Administrator apprised the Board on pavement repairs and the fact that only one supplier's quotation was received. As the quotation was reasonable in the circumstances, direction was given to Administrator to go ahead with the work.

After clarification of a few items, the Financial Report was accepted as presented and the following resolution was adopted:

Resolution No. 45

Moved by : Yvon Duhaime
Seconded by : Léo Malette

BE IT RESOLVED THAT the Financial Report be accepted as presented.

Carried

b) Administrative Report

There being no further discussion other than what was presented on the report, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 46

Moved by : Joanne Savage
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

Prior to proceeding with the remainder of the meeting Administrator requested attestation from Board members that they were alone and did not have anyone else present at their location due to the scheduled In-camera session. Confirmation received by all members.

07. In-Camera Session

Resolution No. 47

Moved by : Ronald Demers
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding a Legal Matter at 1:15 pm.

Carried

a) Legal Matter

Administrator updated the Board on legal matters as it relates to governance of the Board of Management.

Resolution No. 48

Moved by : Léo Malette
Seconded by : Joanne Savage

BE IT RESOLVED THAT the Board returns to its Regular Meeting at 1:27 pm.

Carried

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for November 17th, 2021 at 12:00 noon.

b) Information Items

None provided.

09. Adjournment

Resolution No. 49

Moved by : Yvon Duhaime
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the meeting now adjourns at 1:28 pm.

Carried

Chair

Administrator / Secretary

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – JUNE 23, 2021 **Directly following the Community Services Committee**

MEMBERS PRESENT:

Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Scott Robertson (North Bay)
Councillor Bill Vrebosch (North Bay)
Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)
Councillor Mac Bain – (North Bay)
Councillor Chris Mayne (North Bay)
Mayor Jane Dumas (South Algonquin)

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
David Plumstead – Manager Planning, Outcomes & Analytics
Justin Avery, Manager of Finance
Stacey Cyopeck, Director, Housing Programs
Tracy Bethune, Acting Director, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment
Dawn Carlyle, Project Manager

1.1 CALL TO ORDER

Resolution No. 2021-55

Moved by: Dan O'Mara

Seconded by: Dan Roveda

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of June 23, 2021 at 1:04 PM.

The regular Board Meeting was called to order at 1:04 PM by Chair Mark King.

Carried.

1.2 DECLARATION OF CONFLICTS OF INTEREST

Amanda Smith declared a conflict with item 8.2 as her employer is noted in the report.

Dave Mendicino declared a conflict with item 8.2 as his partner's employer is noted in the report.

Bill Vrebosch declared a conflict with an in-camera item.

2.0 CHAIR'S REMARKS

The Chair welcomed everyone. He spoke the presentation of the Community Safety and Wellbeing Plan, prepared by DNSSAB, at the City of North Bay's Community Services Committee. He acknowledged David Plumstead and Tyler Venable for their excellent work on the very thorough plan, which received unanimous support at the committee meeting. The report will be brought to council for approval in July.

The Chair mentioned an immunization clinic at the Edgewater housing units and commended staff for organizing the clinic where 83 people were vaccinated and 53 Covid-19 swabs were performed.

He informed members he has been elected to the NOSDA executive as Vice Chair and indicated this is a great opportunity for our organization to push for many items concerning the North.

He wished fellow members a restful summer following 14 months of hard work and reminded all of the critical need for increased affordable and geared to income housing, which will be prioritized when regular meetings resume in September.

3.0 ADOPTION OF THE AGENDA

Resolution No. 2021-56

Moved by: Bill Vrebosch

Seconded by: Scott Robertson

Resolved THAT the Board accepts the agenda as presented.

Carried.

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2021-57-A

Moved by: Dave Mendicino

Seconded by: Amanda Smith

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of May 26, 2021.

Carried.

4.2 Resolution No. 2021-57-B

Moved by: Terry Kelly

Seconded by: Jane Dumas

Resolved THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of May 26, 2021.

Carried.

4.2 Resolution No. 2021-57-C

Moved by: Chris Mayne

Seconded by: Mac Bain

Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of May 26, 2021.

Carried.

5.0 DELEGATIONS

There were no delegations.

6.0 CAO VERBAL UPDATE

Resolution No. 2021-58

Moved by: Dan O'Mara

Seconded by: Dan Roveda

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for June 23, 2021.

CAO Catherine Matheson updated the Board on the NOSDA AGM held the previous day. She talked about the resolutions passed related to northern issues, including mental health and addictions system capacity, the opioid crisis, the need for funding equity among DSSABs with emphasis on the need to continue service system management at the local level by DSSABs and municipalities particularly in the areas of child care, social services, and employment. In addition, there was emphasis on the support for the national child care plan, the need for simplification of the social services system, the need for non-urgent provincial funding as currently exists in southern Ontario and the need for system planning coordination around corrections and discharge to community. The CAO stated she would forward the resolutions to Board members.

The CAO informed the Board she is now serving on a national board (Housing Investment Corporation) that is a sector based financing institution. With the CMHC affordable housing innovation fund, the HIC supports non-profits and cooperatives with low-cost financing for affordable housing development.

The CAO updated the Board on vaccinations services at an encampment on Third Avenue earlier in the week. Many community partners were involved and DNSSAB supports the leadership of public health on this matter. In response to a request from the Chair, the CAO to addressed the issue of people being discharged from jail, sometimes into homelessness, indicating there are discussions underway both locally and through the NOSDA group as many DSSABs have had this issue.

Carried.

7.0 CONSENT AGENDA

RESOLUTION: #2021-50

Moved by: Scott Robertson

Seconded by: Dave Mendicino

THAT the Board receives for information purposes Consent Agenda items 7.1 to 7.5.

7.1 HS30-21 2019 Annual Update - 10-Yr Plan - an overview of the “2019 Annual Report Implementation Update: A Place to Call Home: Nipissing District 10-Year Housing and Homelessness Plan 2014-2024” attached as “Appendix A” (same title), for information purposes.

7.2 HS31-21 CHPI/SSRF YE Report and Reconciliation – an outline of how the Community Homelessness Prevention Initiative (CHPI) funding was used in 2020-21 as well as the additional pandemic related CHPI Social Services Relief Fund (SSRF) allocations, for information purposes.

7.3 HS29-21 Low Barrier Shelter Usage Update – an update on the LBS usage and is for information purposes.

[This item was pulled for further discussion.]

Housing Services Director Stacey Cyopeck reviewed the information provided in the briefing note, indicating the current statistics show an increase in Low Barrier Shelter usage since the beginning of June and that it is at capacity. Following comments about encampments in the city of North Bay, the CAO indicated that while Nipissing District has benefitted from provincial support, the pandemic has exposed the vulnerability of the homelessness system, and others including long term are homes. She acknowledged much has been done in response mode to keep people safe, adding upstream approaches are also being examined, such as systems tables improvements. Other members expressed that this is also a federal issue, and that a national program is needed. It was also noted that the Community Safety and Well-Being Plans offer a roadmap of sorts as to what is needed. Members asked that the North Bay plan be shared once passed at council and that other municipalities share their plans as well. It was also noted that the Community Safety and Well-Being Plans can be considered while developing DSSAB’s strategic plan.

7.4 B10-21 AMO Virtual Conference 2021 – information regarding the Board delegations at the August 2021 AMO Conference.

7.5 B11-21 New Business Model – Status Update – an update that includes changes made as part of the new business model for information.

[This item was pulled for further discussion.]

Corporate Services Direction Melanie Shaye reviewed the contents of her report, noting the changes and advantages resulting from the co-location of DNSSAB and NDHC staff at City Hall.

Carried.

8.0 MANAGER’S REPORTS

8.1 8.1 HS28-21 Sale of Cam's Place (AHP)

RESOLUTION: #2021-60

Moved by: Chris Mayne

Seconded by: Mac Bain

THAT the District of Nipissing Social Services Administration Board receive, for approval, report HS28-21 regarding the sale of the Canada-Ontario Affordable Housing Program (AHP) (2003) project located at 240 Kingsway Avenue, North Bay, known as Cam's Place.

Stacey Cyopeck reviewed the report, adding that Community Living is a good proponent for this project, which will remain as it is currently operating until 2030. Once approved by the board, this will be brought to the ministry for approval.

Carried.

8.2 HS33-21 Update on SSRF3

RESOLUTION: #2021-61

[A conflict for Dave Mendicino and Amanda Smith, noted earlier, was reiterated.]

Moved by: Jane Dumas

Seconded by: Terry Kelly

THAT the District of Nipissing Social Services Administration Board accepts Briefing Note HS33-21, an update on SSRF Phase 3 allocations, for information.

Stacey Cyopeck noted that 11 applications for just over \$1M in funding were received by 10 community agencies. One applicant was ineligible due to timelines that would not be met by the deadline for expenditure.

Carried

8.3 HS34-21 2021-2022 Reaching Home Funding Update

RESOLUTION: #2021-62

Moved by: Dan Roveda

Seconded by: Scott Robertson

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receive, for approval, the 2021-2022 Reaching Home Funding Update and RFP process, and;

THAT the Board delegates authority to the CAO to enter into contracts with the successful projects following the RFP evaluation process as set out in report HS34-21.

Stacey Cyopeck reviewed the how the RFP for the additional allocation for Reaching Home funding would be designed, and that it would be issued over the summer. A sub-committee of the CAB will review the submissions in September and recommendations will be brought to the Board.

Carried

8.4 In Camera

RESOLUTION: #2021-63

Moved by: Chris Mayne

Seconded by: Amanda Smith

THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 1:56 PM to discuss matters of negotiation.

Carried

[In-camera minutes are filed separately.]

8.5 Adjourn In Camera

RESOLUTION: #2021-64

Moved by: Dan Roveda

Seconded by: Scott Robertson

THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 2:07 PM.

Carried

8.5 Adjourn In Camera

RESOLUTION: #2021-65

Moved by: Dave Mendicino

Seconded by: Jane Dumas

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.

9. NEW BUSINESS

There was no new business brought forward.

10. NEXT MEETING DATE

Wednesday, September 22, 2021

11. ADJOURNMENT

Resolution No. 2021-66

Moved by: Chris Mayne

Seconded by: Amanda Smith

Resolved THAT the Board meeting be adjourned at 2:09 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – SEPTEMBER 22, 2021

Directly following the Finance and Administration Committee

MEMBERS PRESENT:

Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Bill Vrebosch (North Bay)
Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)
Councillor Mac Bain – (North Bay)
Councillor Chris Mayne (North Bay)
Mayor Jane Dumas (South Algonquin)

REGRETS:

Councillor Scott Robertson (North Bay)

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
David Plumstead – Manager Planning, Outcomes & Analytics
Justin Avery, Manager of Finance
Stacey Cyopeck, Director, Housing Programs
Tracy Bethune, Acting Director, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment

Tyler Venable, Community Projects Planner

Dawn Carlyle, Project Manager

1.1 CALL TO ORDER

Resolution No. 2021-67

Moved by: Bill Vrebosch

Seconded by: Amanda Smith

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of September 22, 2021 at 12:32 PM.

The regular Board Meeting was called to order at 12:32 PM by Chair Mark King.

Carried.

1.2 DECLARATION OF CONFLICTS OF INTEREST

Bill Vrebosch declared a conflict with an in-camera item.

2.0 CHAIR'S REMARKS

The Chair welcomed everyone back from the summer break.

He spoke about the retirement of two long-time employees, Joanne Chirico and Pierre Guenette, and wished them well.

He reviewed what has happened with encampments (Jet Street) over the summer, how various organizations have worked together to find people shelter and connect them to services.

The Chair noted the NOSDA resolutions in the package which DNSSAB has been asked to endorse, including ones that speak to continued funding for Community Paramedicine and CHPI as a minimum threshold to support homelessness prevention initiatives.

He spoke about the upcoming budget and indicated another Finance and Administration meeting will be held in November with updated numbers.

The Chair informed the board about a presentation to the Rotary Club on the DNSSAB and its scope of services in early September.

He indicated DNSSAB will be closing its office on September 30th, to honour a Day of Truth and Reconciliation.

3.0 ADOPTION OF THE AGENDA

Resolution No. 2021-68

Moved by: Dave Mendicino

Seconded by: Dan O'Mara

Resolved THAT the Board accepts the agenda as presented.

Carried.

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2021-69-A

Moved by: Jane Dumas

Seconded by: Dan Roveda

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of June 23, 2021.

Carried.

4.2 Resolution No. 2021-69-B

Moved by: Jane Dumas

Seconded by: Dan Roveda

Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of June 23, 2021.

Carried.

5.0 DELEGATIONS

5.1 Anti-Stigma Campaign – Developed by the NDHHP (CAB), Tawnia Healy, Community Health Promoter with the NBPSDHU and Glenn Peterson, Lived Expert presented a video and advertisements about this October campaign. "See the person" encourages people to disregard preconceptions people may have about those experiencing homelessness, and to treat everyone with the same regard. The series of videos and social media posts reflect the feelings the perspectives of people with lived experience of homelessness, and how stigma makes them feel inferior and further challenges their journey to housing and stability.

The Chair thanked the presenters.

5.2 B17-21 Nipissing District Community Safety and Well-Being Plans – Community Projects Planner Tyler Venable reviewed report B17-21 through a presentation. He reviewed the priority risks and strategy themes identified in the plans provided by District Municipalities, with the exception of West Nipissing, Bonfield and Temagami, whose plans were not yet submitted. There was discussion about how affordable housing is defined. Tyler indicated the province uses 80% of market rent to define affordable. There was discussion about how this will be enacted and who is responsible. The DNSSAB will incorporate some of the findings of the CSWB Plans into its strategic plan.

It was agreed that local MPs and MPPs will be sent a synopsis of the District plans on Board's behalf, indicating what is happening now and what the plans hope to change.

5.3 HS46-21 Homelessness Landscape in the Nipissing District – Review of Current Programs, Services, Supports and Investments in the Homelessness Sector

Resolution No. 2021-70

Moved by: Terry Kelly

Seconded by: Dan Roveda

WHEREAS the number of people experiencing homelessness (unsheltered and sheltered) in North Bay and the broader Nipissing District continues to rise, putting increased pressure on the emergency shelter and first response systems, and community social and health services; and

WHEREAS the homelessness situation was exacerbated with the COVID-19 pandemic which has further changed the landscape and conditions under which the Board was previously addressing homelessness and related issues;

THEREFORE BE IT RESOLVED that the Board accept the report "Homelessness Landscape in the Nipissing District" as described in HS46-21 and attached "A" (same title), which will then be followed by a Homelessness Action Plan in October.

Manager Planning, Outcomes & Analytics, David Plumstead reviewed the homelessness environment before 2019 and the changes that have happened after 2019. This information sets up the plan to be presented next month. The CAO stated the facts in this report are important to understand the landscape and next month's report about action going forward, especially since the Province has advised that new Social Services Relief funding will no longer be available. There was discussion about the need to work with community partners throughout the housing continuum and where funding might come from.

Carried.

6.0 CAO VERBAL UPDATE

Resolution No. 2021-71

Moved by: Dean Backer

Seconded by: Dan O'Mara

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for September 22, 2021.

CAO Catherine Matheson updated the Board on the following items:

The Board will be hearing more about the Ontario Works modernization plan in upcoming meetings as the Province ramps up modernization in four regions between now and 2023. The City of Toronto and the North will be the last regions to get onboard. The Province has placed a temporary pause on the centralized intake for Ontario Works. Funding for 2022 won't be impacted by this. There will be further information on this in October.

The EMS business case for direct delivery is coming forward in November. Work continues on analysis, and conversations with contract agencies and unions.

Carried.

7.0 CONSENT AGENDA

RESOLUTION: #2021-72

Moved by: Jane Dumas

Seconded by: Terry Kelly

THAT the Board receives for information or approval purposes Consent Agenda items 7.1 to 7.8.

7.1 B14-21 Pandemic Plan Update – for approval

THAT the District of Nipissing Social Services Administration Board accepts Briefing Note B14-21; COVID-19 Workplace Pandemic Plan Update, dated September 22, 2021; and

THAT the Board supports the approach of the updated Plan, which focuses on the continuation of services during the pandemic, with primary consideration for the health and safety of employees, clients and tenants.

7.2 HS42-21 Coordinated Access Update – Nipissing Counts 2021, By Name List, HIFIS 4.0 - Report HS42-21 provides and update on the implementation of Coordinated Access, By Name List, and HIFIS 4.0, as well as Nipissing Counts 2021 Homeless Enumeration, for information purposes.

7.3 HS43-21 Procurement in Emergencies – COVID Isolation Centre – Report HS43-21 is provided for information, in accordance with the Board's Purchasing Policy #CORP-01, under the authority of the DNSSAB Procedural Bylaw 2020-01.

7.4 HS39-21 Sale of Affordable Housing project located at 70 John Street, Sturgeon Falls - Report HS39-21 outlines the details of the sale and early withdrawal of the Canada-Ontario Affordable Housing Program (AHP) (2003) project located at 70 John Street in Sturgeon Falls, and is provided for information purposes.

7.5 EMS08-21 Response Time Standard 2022 Plan - for approval

THAT the District of Nipissing Social Services Administration Board approve the Response Time Standard (RTS) plan for calendar year 2022 for submission to the Minister of Health, as described in briefing note EMS08-21.

7.6 EMS09-21 Community Paramedicine: Joint Submission by AMO and OAPC – EMS09-21 details for information a recent submission to the Minister of Health (MOH) and Minister of Long Term Care (MLTC) prepared by the Association of Municipalities of Ontario (AMO) and the Ontario Association of Paramedic Chiefs (OAPC). The submission focuses on Community Paramedicine programming across the Province.

7.7 B18-21 National Day for Truth and Reconciliation - Briefing Note B18-21 provides information for the Board on the National Day of Truth and Reconciliation and its observance by the District of Nipissing Social Services Administration Board (DNSSAB) staff.

7.8 B20-21 NOSDA Resolutions – for approval

THAT the District of Nipissing Social Services Administration Board (DNSSAB) agrees to endorse the attached Northern Ontario Service Deliverers Association (NOSDA) resolutions 2021-6 to 2021-17, as presented at their AGM.

Carried.

8.0 MANAGER'S REPORTS

8.1 HS41-21 Native People of Nipissing Non-Profit Residential Development Corporation (NPON) Phase I End of Operating Agreement

RESOLUTION: #2021-73

Moved by: Bill Vrebosch

Seconded by: Dan Roveda

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS41-21, regarding the End of Operating Agreement for the Native People of

Nipissing Non-Profit Residential Development Corporation (NPON) Phase I scattered units; and,

THAT the DNSSAB continue to fund the 15 Urban Native units through the COCHI Rent Supplement allocation from the 2021-22 and 2022-23 fiscal years.

Housing Services Director Stacey Cyopeck reviewed the report, adding that DNSSAB is looking to continue its relationship and provide rent supplements to maintain urban Native priority units. Money has been set aside and future funds will be dispersed to keep these units on line.
Carried.

8.2 In Camera

RESOLUTION: #2021-74

Moved by: Chris Mayne

Seconded by: Jane Dumas

THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 2:01 PM to discuss matters of negotiation and legal matters.

Carried

[In-camera minutes are filed separately.]

8.5 Adjourn In Camera

RESOLUTION: #2021-75

Moved by: Dan O'Mara

Seconded by: Dan Roveda

THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 2:22 PM.

Carried

8.5 Adjourn In Camera

RESOLUTION: #2021-76

Moved by: Amanda Smith

Seconded by: Terry Kelly

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.

9. NEW BUSINESS

There was no new business brought forward.

10. NEXT MEETING DATE

Wednesday, October 27, 2021

11. ADJOURNMENT

Resolution No. 2021-77

Moved by: Chris Mayne

Seconded by: Dave Mendicino

Resolved THAT the Board meeting be adjourned at 2:25 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – October 27, 2021 Directly following the Community Services Committee Virtually via Zoom

MEMBERS PRESENT:

Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Bill Vrebosch (North Bay)
Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)
Councillor Mac Bain – (North Bay)
Councillor Chris Mayne (North Bay)
Mayor Jane Dumas (South Algonquin)
Councillor Scott Robertson (North Bay)

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
David Plumstead – Manager Planning, Outcomes & Analytics
Justin Avery, Manager of Finance
Stacey Cyopeck, Director, Housing Programs
Tracy Bethune, Manager, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment

Tyler Venable, Community Projects Planner
Dawn Carlyle, Project Manager

1.1 CALL TO ORDER
Resolution No. 2021-78

Moved by: Chris Mayne
Seconded by: Mac Bain

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of October 27, 2021 at 1:01 PM.

The regular Board Meeting was called to order at 1:01 PM by Chair Mark King.
Carried.

1.2 DECLARATION OF CONFLICTS OF INTEREST

No conflicts were declared.

2.0 CHAIR'S REMARKS

The Chair welcomed thanked everyone for attending.

He indicated he was looking forward to the delegation on the Homelessness Action Plan - a strategy to assist vulnerable people over the next 12 months- which follows the Homelessness Landscape Report, presented last month.

He updated the Board on the Point in Time Count and the By Name Registry surveys conducted two weeks ago at 58 locations across the district including North Bay, Mattawa, Sturgeon Falls, Temagami, Chisholm, and South Algonquin. More than 30 partner agencies and 75 volunteers were involved. He indicated an analysis of the aggregate survey data is underway and that the results should be ready to share in a few months. The Chair thanked all who participated.

He reminded members that the safety of staff and clients is important to remember when looking at the proposed new Workplace COVID Vaccination Protocol on the agenda.

3.0 ADOPTION OF THE AGENDA
Resolution No. 2021-79

Moved by: Dan Roveda

Seconded by: Dean Backer

Resolved THAT the Board accepts the agenda as presented.

Carried.

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2021-80-A

Moved by: Amanda Smith

Seconded by: Dan O'Mara

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of September 22, 2021.

Carried.

4.2 Resolution No. 2021-80-B

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

Resolved THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of September 22, 2021.

Carried.

5.0 DELEGATIONS

5.1 HS46-21 Action Plan for Homelessness

Resolution No. 2021-81

Moved by: Scott Robertson

Seconded by: Terry Kelly

BE IT RESOLVED THAT the Board accepts the report "Homelessness Action Plan in the Nipissing District" as described in HS46-21; and

THAT any financial implications for the Board associated with the respected actions in the Plan be brought forward to the board for decision prior to commitment; and

THAT staff provide quarterly updates to the Board on the progress of the plan and achievement of the priorities.

CAO Catherine Matheson introduced the presentation by stating that a low barrier shelter and

transitional housing didn't exist pre-pandemic and that two key pre-pandemic guiding documents, the District's 10-Year Housing and Homelessness Plan and the Mayor's Roundtable, helped to inform the priorities, as did engagement with community partners. She explained the difference between absolute homelessness and functional homelessness and that functional homelessness is the realistic goal of the plan.

David Plumstead, Manager Planning, Outcomes & Analytics reviewed the purpose of the plan and outlined the seven priorities therein.

Tyler Venable, Community Project Manager, went into further detail reviewing the Action Plan section by section, in accordance with the first sections of the housing continuum from emergency shelter services, transitional and supportive housing, to homelessness prevention services.

He indicated that information and data collection and analysis is key to measure outcomes and that system coordination is also recommended to support the plan with a shared vision. He noted that implementation of the plan outlines how financial implications will be brought to the board before carried out, partnerships in community will be sought and quarterly action plan updates will be brought to the board.

There was discussion about who is responsible for managing homelessness in municipalities, and how the Board has been aggressive in lobbying the government for ongoing funding. It was noted that moving to a model of housing and supports is the accepted best practice and that an admission policy is part of the model, which will help in determining who is from the District and who is not, and the housing situation of each individual. There was further discussion about making supports mandatory for those accessing shelter, aligning CHPI funding to current needs, working with local services to achieve the desired outcomes, and how this aligns with many district community safety and wellbeing plans.

Carried.

6.0 CAO VERBAL UPDATE

Resolution No. 2021-82

Moved by: Jane Dumas

Seconded by: Dave Mendicino

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for October 27, 2021.

CAO Catherine Matheson updated the Board on the following items:
She recognized the significant work of the organization, the board and community partners throughout the pandemic, indicating the priority has been to provide continued services across the program areas of child care, social services, EMS and housing.

She noted the Provincial Government has provided a total of \$11.8 million in SSRF funds since the onset of the pandemic, and that all of the funds have been utilized to support vulnerable persons during the pandemic with shelter, supports including PPE and food, and services to prevent and mitigate homelessness.

In referring to the presentation of the Homelessness Action plan for the next 12 months, she noted the objective is to get to functional zero homelessness in the community which means sufficient services, housing and shelter beds exist for anyone who needs them along with a systematic response to prevent homelessness. She also noted that with the approval of the action plan today, DNSSAB can continue to plan and support the changes that are necessary to achieve that outcome. She reiterated that quarterly status updates and budgetary impacts will be brought to the board for consideration.

She also informed the board that the EMS direct delivery analysis will be brought to the board next month.

Carried.

7.0 CONSENT AGENDA

RESOLUTION: #2021-83

Moved by: Mac Bain

Seconded by: Chris Mayne

THAT the Board receives for information or approval purposes Consent Agenda items 7.1 to 7.2.

7.1 B21-21 COVID-19 Employee Survey Results - information on the COVID-19 employee survey results.

7.2 B20-21 COVID-19 Workplace Vaccination Protocol – (for approval)

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves Briefing Note B20-21, outlining the COVID-19 Workplace Vaccination Protocol.

There was some discussion about apparent inconsistencies with vaccination policies for paramedics. It was explained that paramedics are employees of the hospitals, not the DNSSAB, so the DNSSAB policy does not apply to them.

Carried.

8.0 MANAGER'S REPORTS

8.1 In Camera

RESOLUTION: #2021-84

Moved by: Dan Roveda

Seconded by: Dean Backer

THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 2:06 PM to a discuss matter of negotiation and a personnel matter.

Carried

[In-camera minutes are filed separately.]

8.2 Adjourn In Camera

RESOLUTION: #2021-85

Moved by: Dave Mendicino

Seconded by: Jane Dumas

THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 3:06 PM.

Carried

8.3 Approve In Camera

RESOLUTION: #2021-86

Moved by: Amanda Smith

Seconded by: Dan O'Mara

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.

9. NEW BUSINESS

There was no new business brought forward.

10. NEXT MEETING DATE

Wednesday, November 24, 2021

11. ADJOURNMENT

Resolution No. 2021-87

Moved by: Bill Vrebosch

Seconded by: Dan Roveda

**Resolved THAT the Board meeting be adjourned at 3:08 PM.
*Carried.***

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator



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

Resolution No.

2022 /

JANUARY 4, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the accounts payables disbursement sheets for **JUNE** and **JULY 2021** 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: _____



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

Resolution No.

2022 /

JANUARY 4, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the 2021 – 3rd Quarter Variance Financial Report (July 1st to September 30th, 2021) for the Municipality of West Nipissing 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: _____

2021 — Third Quarter Variance Report

November 12, 2021

By Alisa Craddock CPA, CMA Director of Corporate Services/Treasurer

This report provides a variance analysis of the Municipality's third quarter results (January 1 to September 30, 2021). The September variance report reflects expenditures and revenues for the first nine months of 2021.

The following explanations relate to areas where a potential variance may occur or areas that the Treasurer is monitoring closely with Departments.

Overall Trends

As identified in the Second Quarter Variance Report, human resources costs are trending under budget in all departments. This is a result of recruitment challenges, unplanned absences, and the extended period of COVID shut down. These challenges have continued through the third quarter and are anticipated to continue into the fourth quarter. Human resources expenses are going to be under budget.

General Government

Supplemental taxation revenue continues to lag behind expectations in a typical year. This is not unexpected. However, penalties and interest are exceeding COVID projects and overall revenue in General Government should be on budget. As MPAC has continued to assess properties at the 2016 assessment, write offs and tax changes are also lower than budget.



Community Services

Budgeting and planning for Community Services was perhaps the most challenging department for 2021, given the constantly changing COVID landscape. The budget anticipated very little revenue streams until the fall of 2021. The department is just beginning to realize those revenues; however, it is anticipated that Community Services may not achieve the budgeted revenue targets. However, there has been a corresponding offset in expenses, particularly human resources costs and utilities. The marina had a strong season.

Building and Planning

The Building and Planning department had a very strong start to 2021 and this has continued through the third quarter. Building and Planning has already exceeded budgeted revenue. It is anticipated that Building and Planning will continue this trend through the end of the year.

Capital Projects

Departments continue to complete capital projects through the end of the year. There will be projects that are awarded or in progress but not completed at the end of the year. Department heads have provided Council with a capital update. A summary of projects that will be in progress or carried at the end of the year will be provided to Council at a subsequent Council meeting. Council has been made aware of individual projects where tenders exceed budget values; however, at this time there is no concern to overall budgets. Transfers from reserve and funding for projects is recognized at the time the expense is incurred.

COVID 19 Impact

COVID costs represent the continued operation of an assessment centre and other expenditures directly related to managing the Municipality's COVID response. Revenues are an allocation of the COVID funding received to date. The assessment centre fully transitioned out of Municipal facilities in November 2021.



Summary of All Categories

As of September 30, 2021

	Actual	Budget	Variance
Revenues			
Property Taxation	18,080,364	18,192,119	(111,755)
Payments in lieu	528,245	553,235	(24,990)
OMPF	4,956,675	6,608,900	(1,652,225)
Other Revenues	1,798,429	3,860,719	(2,062,290)
Total Revenues	25,363,713	29,214,973	(3,851,260)
Expenditures			
HR Costs	5,097,091	8,156,643	3,059,552
Operating Expenses	4,444,983	7,606,960	3,161,977
Policing	2,974,109	4,478,337	1,504,228
Social Programs	4,116,556	5,092,577	976,021
Total Expenditures	16,632,739	25,334,517	8,701,778
Local Boards			
Police	3,472	15,662	12,190
Library	312,746	416,995	104,249
Cemetery	11,010	44,840	33,830
Total Board Expenditures	327,228	477,497	150,269

Total Expenditures incl. Boards	16,959,967	25,812,014	8,852,047
Surplus (Deficit)-Operating	8,403,746	3,402,959	5,000,787
Donations	-	-	-
Funding	(916,413)	(2,864,080)	(1,947,667)
Total Revenues-Capital Fund	(916,413)	(2,864,080)	(1,947,667)
Transfer to Reserve	2,105,000	2,105,000	-
Contribution from Reserve	(744,631)	(3,351,849)	(2,607,218)
Total Change in Reserves	1,360,369	(1,246,849)	(2,607,218)
Long Term Debt Financing	-	-	-
Payments on Loans	197,043	322,959	125,916
Total Change in Financing	197,043	322,959	125,916
Capital Assets			
Capital expenditures-Infrastructure	1,181,056	4,489,080	3,308,024
Capital expenditures	740,571	2,701,849	1,961,278
Total Capital Assets	1,921,627	7,190,929	5,269,302
	2,562,626	3,402,959	(840,333)
Surplus (Deficit)	5,841,120	-	5,841,120

Summary of Revenues and Expenses

	Actual	Budget	Variance
Taxation			
Revenues	18,080,364	18,192,119	(111,755)
Payments in lieu	528,245	553,235	(24,990)
Provincial Grants-OMPF	4,956,675	6,608,900	(1,652,225)
General Government			
Revenues	909,127	2,289,214	(1,380,087)
Expenses	2,388,264	3,797,910	1,409,646
Surplus (Deficit)	(1,479,137)	(1,508,696)	29,559
Mayor & Council			
Expenses	126,836	218,629	91,793
Public Works			
Revenues	75,520	80,000	(4,480)
Expenses	4,360,494	6,628,378	2,267,884
Surplus (Deficit)	(4,284,974)	(6,548,378)	2,263,404
Community Services			
Revenues	382,031	901,700	(519,669)
Expenses	3,000,447	4,813,413	1,812,966
Surplus (Deficit)	(2,618,416)	(3,911,713)	1,293,297



Fire Department

Revenues	27,164	18,000	9,164
Expenses	1,714,554	2,433,651	719,097
Surplus (Deficit)	(1,687,390)	(2,415,651)	728,261

Economic Development

Revenues	-	100,000	(100,000)
Expenses	2,523	362,718	360,195
Surplus (Deficit)	(2,523)	(262,718)	260,195

COVID

Revenues	114,574	252,805	(138,231)
Expenses	114,574	252,805	138,231
Surplus (Deficit)	-	-	-

Planning & Development

Revenues	290,013	219,000	71,013
Expenses	308,259	470,946	162,687
Surplus (Deficit)	(18,246)	(251,946)	233,700

Emergency Management

Expenses	-	3,500	3,500
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Heritage Committee

Expenses	-	2,500	2,500
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Policing

Revenues	49,493	495,767	(446,274)
Expenses	3,023,602	4,974,104	1,950,502
Surplus (Deficit)	(2,974,109)	(4,478,337)	1,504,228



Police Board			
Expenses	3,472	15,662	12,190
Libraries			
Expenses	312,746	416,995	104,249
Cemetery			
Expenses	11,010	44,840	33,830
Municipal Drains			
Expenses	10,039	87,500	77,461
Animal Control			
Expenses	78,710	94,612	15,902
Health Services			
Expenses	348,271	417,926	69,655
DNSSAB			
Expenses	2,405,492	3,207,723	802,231
Home for the Aged-Au Chateau			
Expenses	1,362,793	1,466,928	104,135
Grand Total			
Revenues	25,413,206	29,710,740	(4,297,534)
Expenses	19,572,086	29,710,740	10,138,654
Net Surplus (Deficit)	5,841,120	-	5,841,120



September 9, 2021

Council for the Municipality of West Nipissing
c/o Melanie Ducharme, Municipal Clerk / Planner
225 Holditch Street, Suite 101
Sturgeon Falls, ON
P2B 1T1

Dear Council for the Municipality of West Nipissing:

Re: Closed meeting complaint

My Office received complaints about a closed meeting held by council for the Municipality of West Nipissing (the "Municipality") on May 12, 2021. The complaints alleged that one of the topics discussed by council did not fit within the cited exception under the *Municipal Act, 2001* (the "Act").

I am writing to share the outcome of my Office's review.

Ombudsman jurisdiction

As of January 1, 2008, the Act gives anyone the right to request an investigation into whether a municipality has complied with the Act in closing a meeting to the public. Municipalities may appoint their own investigator. The Act designates the Ombudsman as the default investigator for municipalities that have not appointed their own. My Office is the closed meeting investigator for the Municipality of West Nipissing.

In reviewing closed meeting complaints, we consider whether the open meeting requirements of the Act and the municipality's governing procedures have been observed.

My Office has investigated hundreds of closed meetings since 2008. To assist municipal councils, staff, and the public, we have developed an online digest of open meeting cases. This searchable repository was created to provide easy access to the Ombudsman's decisions on, and interpretations of, the open meeting rules. Council members and staff can consult the digest to inform their discussions and decisions on whether certain matters can or should be discussed in closed session, as well as issues

related to open meeting procedures. Summaries of the Ombudsman's previous decisions can be found in the digest: www.ombudsman.on.ca/digest.

Review

My Office reviewed documentation related to the May 12, 2021 meeting, including the agenda, minutes, invoices and correspondence. We also spoke with the Municipality's Clerk about the meeting, listened to the audio recording and reviewed relevant portions of the Municipality's procedure by-law.

On May 12, 2021, council held a special closed meeting electronically. The meeting, conducted electronically using Zoom, commenced at 1:00 p.m. with all members of council in attendance.

Council passed resolution 2021/187 to go into closed session to discuss (i) payment of legal fees and (ii) a historical insurance claim, citing the "personal matters" and "litigation" exceptions under the Act. Those we spoke with confirmed that the "personal matters" exception applied to the first topic of discussion, while the "litigation" exception applied only to the second matter related to an insurance claim. The complaints received by my Office pertained only to the first topic.

My review found that council discussed whether the Municipality should pay certain legal fees, in the process referencing previous instances when legal fees had been incurred for a number of confidential matters. Council did not pass any resolutions pertaining to the payment of the legal fees or provide any direction to staff on the matter.

Following discussion of the second topic, council approved minutes from a previous closed session meeting and passed a resolution to rise from closed session at 1:48 p.m.

Application of the "personal matters" exception

The personal matters exception applies to discussions that reveal personal information about an identifiable individual. In order to qualify as personal information, it must be reasonable to expect that an individual could be identified if the information were disclosed publicly.¹

The Act does not define "personal matters" for the purposes of the open meeting rules. When reviewing the parameters of the open meeting exceptions, my Office has often considered decisions of the Office of the Information and Privacy Commissioner (the

¹ *Ontario (Ministry of Correctional Services) v Goodis* [2008], OJ No 289 at para 69 [Goodis].

“IPC”). Although not binding on our Office, these cases can be informative. The IPC has found that information will only qualify as personal for the purposes of the Act if it pertains to an individual in their personal capacity, rather than their professional capacity.² Information about a person in their professional capacity may still qualify if it reveals something personal about the individual, such as information about job performance.³

As noted by the Ontario Superior Court of Justice in *Ontario (Ministry of Correctional Services) v. Goodis*, “if there is reasonable expectation that the individual can be identified from the information, then such information qualifies...as personal information.”⁴

My Office has found in past cases that discussion of indemnification for legal fees on its own does not fit any of the exceptions in the Act.⁵ In this case, however, my review found that council’s discussion about legal fees, which identified why the legal advice had been sought and previous instances in which the municipality had incurred legal fees, revealed personal information about identifiable individuals as a matter of necessity.

Although all exceptions to the open meeting requirements should be interpreted narrowly and applied prudently, in this case the closed session discussions fit within the parameters of the “personal matters” exception.

Conclusion

Our review indicates that council for the Municipality did not contravene the open meeting requirements on May 12, 2021 when discussing the payment of legal fees in closed session under the Act.

I would like to thank the Municipality for its co-operation during my review. The Clerk confirmed that this letter would be included as correspondence at an upcoming council meeting.

² IPC Order MO-2204 and *Township of Russell*, 2014.

³ *South Huron (Municipality of) (Re)*, 2015 ONOMBUD 6 at para 18, <<https://canlii.ca/t/gtp80>>.

⁴ *Goodis*, *supra* note 5.

⁵ Letter from Ombudsman of Ontario to the Town of Midland, (February 4, 2014), online: <https://www.ombudsman.on.ca/Files/sitemedia/Documents/Midland-closing-letter-July-22-mtg-final.pdf>; *Norfolk (County)*, 2016 ONOMBUD 7 at para 33, <<https://canlii.ca/t/h2sth>>; *Amherstburg (Town of)*, 2016 ONOMBUD 9 at para 77, <<https://canlii.ca/t/h2stm>>.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Dubé', is positioned above the printed name.

Paul Dubé
Ombudsman of Ontario

CC: Melanie Ducharme, Municipal Clerk / Planner, Municipality of West Nipissing

Le 9 septembre 2021

Au Conseil de la Municipalité de Nipissing Ouest
a/s Melanie Ducharme, Greffière / Planificatrice municipale
225, rue Holditch, bureau 101
Sturgeon Falls, ON
P2B 1T1

Au Conseil de la Municipalité de Nipissing Ouest

Objet : Plaintes sur une réunion à huis clos

Mon Bureau a reçu des plaintes sur une réunion à huis clos tenue par le conseil de la Municipalité de Nipissing Ouest (la « Municipalité ») le 12 mai 2021. Les plaintes alléguaient que l'un des sujets discutés par le conseil ne relevait pas de l'exception citée en vertu de la *Loi de 2001 sur les municipalités* (la « Loi »).

Je vous écris pour vous informer des résultats de l'examen effectué par mon Bureau.

Compétence de l'Ombudsman

Depuis le 1^{er} janvier 2008, la Loi accorde à quiconque le droit de demander une enquête visant à déterminer si une municipalité a respecté la Loi en se réunissant à huis clos. Les municipalités peuvent nommer leur propre enquêteur(euse). La Loi fait de l'Ombudsman l'enquêteur par défaut pour les municipalités qui n'ont pas désigné le leur. L'Ombudsman est l'enquêteur des réunions à huis clos pour la Municipalité de Nipissing Ouest.

Quand nous enquêtons sur les plaintes à propos de réunions à huis clos, nous cherchons à déterminer si les exigences de la Loi en matière de réunions publiques et les procédures de gouvernance de la municipalité ont été respectées.

Notre Bureau a enquêté sur des centaines de réunions à huis clos depuis 2008. Pour aider les conseils municipaux, le personnel municipal et le public, nous avons créé un recueil en ligne des cas de réunions publiques. Nous avons créé ce recueil

interrogeable en ligne pour permettre aux intéressé(e)s d'accéder facilement aux décisions de l'Ombudsman et à ses interprétations des règles des réunions publiques. Les membres du conseil et le personnel peuvent consulter ce recueil pour éclairer leurs discussions et leurs décisions afin de déterminer si certaines questions devraient ou pourraient être discutées à huis clos, ainsi que pour examiner les questions liées aux procédures des réunions publiques. Des résumés des décisions antérieures de l'Ombudsman sont consultables dans ce recueil à : <https://www.ombudsman.on.ca/digest-fr/accueil>.

Examen

Mon Bureau a examiné la documentation de la réunion tenue le 12 mai 2021, notamment l'ordre du jour, le procès-verbal, les factures et la correspondance. De plus, nous nous sommes entretenu(e)s avec la greffière municipale au sujet de la réunion, nous avons écouté l'enregistrement sonore de la réunion, et nous avons examiné les parties pertinentes du règlement de procédure de la Municipalité.

La réunion, qui s'est déroulée par voie électronique sur Zoom, a débuté à 13 h 00 et tous les membres du conseil étaient présent(e)s.

Le Conseil a adopté la résolution 2021/187 pour se retirer à huis clos afin de discuter (i) du paiement de frais juridiques et (ii) d'une réclamation d'assurance, en invoquant les exceptions des « renseignements privés » et des « litiges » prévues par la Loi. Les personnes à qui nous avons parlé ont confirmé que l'exception des « renseignements privés » s'appliquait au premier sujet de discussion, tandis que celle des « litiges » s'appliquait uniquement au deuxième sujet. Les plaintes reçues par mon Bureau ne portaient que sur le premier sujet.

Mon examen a montré que le conseil avait cherché à déterminer si la Municipalité devait payer certains frais juridiques, faisant alors référence à des cas antérieurs où des frais juridiques avaient été engagés pour un certain nombre de questions confidentielles. Le conseil n'a adopté aucune résolution concernant le paiement de frais juridiques, et n'a donné aucune directive au personnel à ce sujet.

Après avoir discuté du deuxième sujet, le conseil a approuvé le procès-verbal d'une réunion à huis clos précédente et il a adopté une résolution pour lever la séance à huis clos à 13 h 48.

Application de l'exception des « renseignements privés »

L'exception des renseignements privés s'applique aux discussions qui révèlent des renseignements privés au sujet d'une personne qui peut être identifiée. Pour qu'il

s'agisse de renseignements privés, il faut pouvoir raisonnablement s'attendre à ce qu'une personne puisse être identifiée si les renseignements étaient divulgués publiquement¹.

La Loi ne définit pas les « renseignements privés » aux fins des règles des réunions publiques. Lorsque mon Bureau a examiné les paramètres des exceptions relatives aux réunions publiques, il a souvent tenu compte de décisions du Bureau du Commissaire à l'information et à la protection de la vie privée (CIPVP). Bien que ces cas ne soient pas contraignants pour mon Bureau, ils peuvent s'avérer instructifs. Le CIPVP a conclu que les renseignements ne sont considérés comme des renseignements privés aux fins de la Loi que s'ils se rapportent à quelqu'un à titre personnel, plutôt qu'à titre professionnel². Les renseignements concernant une personne à titre professionnel peuvent néanmoins être qualifiés de renseignements privés s'ils révèlent quelque chose de personnel à propos de cette personne, par exemple des renseignements sur son rendement au travail³.

Comme l'a souligné la Cour supérieure de justice de l'Ontario dans *Ontario (Ministry of Correctional Services) v. Goodis*, « si l'on peut raisonnablement s'attendre à ce que la personne puisse être identifiée à partir des renseignements, alors ces renseignements sont considérés... comme des renseignements personnels »⁴.

Dans des cas antérieurs, mon Bureau a conclu qu'une discussion sur l'indemnisation de frais juridiques ne relevait, à elle seule, d'aucune des exceptions énoncées dans la Loi⁵. Dans le cas présent, toutefois, mon examen a conclu que la discussion du conseil sur les frais juridiques, qui incluait les raisons pour lesquelles des avis juridiques avaient été sollicités, et faisait référence à des cas antérieurs dans lesquels la Municipalité avait engagé des frais juridiques, a divulgué par nécessité des renseignements privés concernant des personnes qui pouvaient être identifiées.

Bien que toutes les exceptions aux exigences des réunions publiques doivent être interprétées de façon restrictive et appliquées avec prudence, dans ce cas les discussions à huis clos relevaient des paramètres de l'exception des « renseignements privés ».

¹ *Ontario (Ministry of Correctional Services) v Goodis* [2008], OJ No 289 au paragraphe 69 [Goodis].

² IPC Order MO-2204 and *Township of Russell*, 2014.

³ *South Huron (Municipalité de) (Re)*, 2015 ONOMBUD 6 au paragraphe 18, <<https://canlii.ca/t/gtp80>>.

⁴ Goodis, *supra* note 5.

⁵ Lettre de l'Ombudsman de l'Ontario à la Ville de Midland, (4 février 2014), en ligne : <https://www.ombudsman.on.ca/ressources/rapports-et-cas-selectionnes/reunions-municipales/2014/ville-de-midland>; *Norfolk (Comté de)*, 2016 ONOMBUD 7 au paragraphe 33, <<https://canlii.ca/t/h2sth>>; *Amherstburg (Ville de)*, 2016 ONOMBUD 9 au paragraphe 77, <<https://canlii.ca/t/h2stn>>.

Conclusion

Notre examen indique que le conseil de la Municipalité n'a pas enfreint les exigences des réunions publiques le 12 mai 2021 quand il a discuté à huis clos du paiement de frais juridiques en vertu de la Loi.

Je tiens à remercier la Municipalité de sa coopération au cours de mon examen. La greffière a confirmé que cette lettre serait incluse à titre de correspondance lors d'une prochaine réunion du conseil.

Cordialement,



Paul Dubé
Ombudsman de l'Ontario

C.c. : Melanie Ducharme, Greffière / Planificatrice municipale, Municipalité de Nipissing Ouest

Subject: FW: Complaint MWN#21-06 against Councillor Y. Duhaime - Report to Council

Bonjour,

I have now reviewed a Request for Investigation from CAO Jay Barbeau sworn on July 12/21 and received in our offices on July 16th last. The complaint is based on the fact that Councillor Duhaime would have breached his duties while presiding a closed session on May 12/21 by permitting 2 Members of Council to remain and participate in a debate but not vote. I have received the evidence from Mr. Barbeau and I do accept that Councillor Duhaime (who was presiding at a closed meeting) permitted 2 Members of Council who had declared a conflict to remain in a closed session during debate but could not vote.

After having received a detailed chronology of the events by Councillor Duhaime, I also accept that he understood (wrongly when in a closed session) that he was permitted to do so in case further information or clarifications were required. This procedure is not permitted and is contrary to section **5.(11)(e)(v) of the Code of Conduct for Council amended on September 10, 2019**. The Code specifically addresses the issue at Section **5. RESPONSABILITIES (11) Conflict of Interest (e) Every member has the following obligations: (v) If the matter which creates the conflict of interest is discussed in closed session, (my emphasis added) the Member may not attend that portion of the closed session where that matter is discussed**. As such, I find that Councillor Duhaime has contravened the Code of Conduct. Though the said Councillor did in fact reach out to the undersigned for advice regarding conflicts of interest in general, it had not been sought for presiding duties in a closed session? I do however accept that the Councillor may have misapprehended the advice at that time. I also accept Councillor Duhaime's evidence that his actions have always been "on striving to fulfill his duties to the best of his abilities and has acted honestly, impartially and transparently as the voice of his constituents".

These are my findings.

I would recommend that Councillor Duhaime review the Code of Conduct, more particularly the entirety of Section 5. RESPONSABILITIES and that he prepare a letter of apology confirming his review of the Code and that his letter be shared with Members of Council within 30 days.

Trusting all to be satisfactory, please keep safe and remain healthy!

Merci!

Patrice J. Cormier, B.A., LL.B.

Société Professionnelle Julien & Cormier Professional Corporation

132, rue Race Street
Hawkesbury, Ontario
K6A 1V2
(t) 613.632.0148, (f) 613.632.1810

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

NOTICE OF MOTION FORM

In accordance with Section 20.0 "NOTICES OF MOTION" of the Corporation of the Municipality of West Nipissing Procedural By-Law:

Member of Council: YVON DUBAIME
(print name)

Hereby files a NOTICE OF MOTION to be included on the Agenda for the meeting of Council, which is scheduled to be held on: NOV 2 / 21
(enter date)

SUBJECT: PURCHASE OF LAND RE BOB GUENETTE

and which NOTICE OF MOTION to read as follows:

Member of Council: [Signature]
(signature)

FOR CLERK'S OFFICE USE ONLY:

Date received:	<u>October 29/2021</u>
Time received:	<u>1:30 pm</u>
Entered in Council Agenda for meeting date of:	<u>November 2/2021</u>

[Signature]

ON JULY 13TH COUNCIL
MADE A DECISION TO SELL
A SMALL PIECE OF LAND
TO MR BOB GUENETTE

MR. BOB GUENETTE SHARED
COPIES OF:

THE PURCHASE OF SALE SIGNED
FOR THE LOT AGREED UPON
MINUTES FROM JULY 13TH.
SHOWING AGREEMENT OF THE
COUNCIL VOTE (7-1)
AND A LETTER FROM CLERK
ACKNOWLEDGING ACCEPTANCE
OF COUNCIL

→ COUNCIL MEETING OF OCT 19
COUNCIL REVERSED THEIR DECISION
OF JULY 13TH MEETING

IM SEEKING TO DISCUSS
REGARDING PROCEDURE
FOR RECONSIDERATION OF THE
INITIAL DECISION

MOTION TO RECONSIDER

A handwritten signature in black ink, appearing to be 'Yuan' followed by a stylized, flowing script.

OCT. 29 2021



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

NOTICE OF MOTION FORM

In accordance with Section 20.0 "NOTICES OF MOTION" of the Corporation of the Municipality of West Nipissing Procedural By-Law:

Member of Council: Christopher Fisher
(print name)

Hereby files a **NOTICE OF MOTION** to be included on the Agenda for the meeting of Council, which is scheduled to be held on: Feb 1st 2020
(enter date)

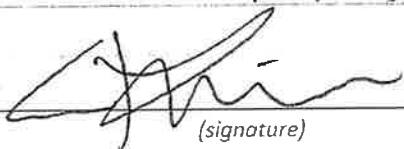
SUBJECT: Villeneuve Court

and which NOTICE OF MOTION to read as follows:

Be it resolved that whereas council voted to sell property legally described as Part of lot 5, concession A, parts 1 and 2, 36R-10926, Springer Twp, Municipality of West Nipissing, further information has since come to light on this file and therefore:

Be it resolved that West Nipissing Council's disposition remains the same and it still wishes to sell this property.

Member of Council:


(signature)

FOR CLERK'S OFFICE USE ONLY:	
Date received:	JANUARY 19 / 2022
Time received:	3:03 PM (e-mail)
Entered in Council Agenda for meeting date of:	February 1 / 2022



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

Resolution No.

2022 /

FEBRUARY 01, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the February 1st meeting, Council received a request from Les Filles d'Isabelle requesting that the financial assistance received from the Municipality of West Nipissing, to be applied toward their leasing responsibilities, be continued for the year 2022;

BE IT THEREFORE RESOLVED THAT Council authorizes the financial contribution of \$3,600.00 (\$300.00 per month) be sustained for Les Filles d'Isabelle, to be applied toward their rental costs for the year 2022.

	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: _____

Sturgeon Falls Ontario

le 17 Novembre 2021

RECEIVED
NOV 17 2021

Mme la Maire, Mme Joanne Savage

225, rue Holditch, local 101

Sturgeon Falls, Ontario P2B 1T1

Chère Mme la Maire,

Depuis avril 2009, le Conseil municipal de Nipissing Ouest octroie aux Filles d'Isabelle un montant de 300,00\$ par mois pour leur aider à défrayer les coûts de nourriture pour les gens nécessiteux de Nipissing Ouest qui font demande d'aide aux Filles d'Isabelle pour boucler les fins de mois ou leur aider quand des dépenses supplémentaires essentielles arrivent.

Ce Centre vient en aide aux plus démunis de Nipissing Ouest. Les vêtements sont donnés aux personnes qui n'ont pas les moyens et un coût minime est demandé aux autres. Ce qui permet de voir aux dépenses occasionnées par une telle entreprise. La balance de l'argent qu'on fait est remis à la communauté venant en aide à ceux qui ont besoin soit de nourriture pour boucler les fins de mois ou acheter des choses essentielles qu'on n'a pas dans le magasin.

Depuis ce temps, sur demande de notre part, ce montant de 300,00\$, fut octroyé aux Filles d'Isabelle.

Nous avons à cœur le bien-être de notre communauté de Nipissing Ouest, surtout pour les plus fragiles qui ont besoin d'aide pour garder courage devant leur situation difficile.

Les Filles d'Isabelle sont là depuis 78 ans et à l'exemple de leur patronne, la Reine Isabelle de Castille qui est considérée comme la patronne des Amériques, nous donnons le meilleur de nous-mêmes pour cette cause.

Espérant pouvoir compter encore sur votre soutien en 2022, qui nous permettra de continuer notre œuvre de bienfaisance pour le bien des gens de Nipissing Ouest, je vous salue et vous remercie à l'avance de votre soutien.

Bien vôtres,

Les Filles d'Isabelle

Cercle Mgr Lécuyer #694 Sturgeon Falls

par Marie-Lise Butchart, régente

Voici mes coordonnées:

Marie-Lise Butchart

161 Salter

Sturgeon Falls, ON

P2B 3B4

Tel 705-753-5156

Cell 705-471-5164



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

Resolution No.

2022 /

FEBRUARY 01, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the February 1st meeting, Council received a request from the West Nipissing Food Bank requesting that the financial assistance received from the Municipality of West Nipissing, to be applied toward their rental expenses, be continued for 2022;

AND WHEREAS the West Nipissing Food Bank has informed the Municipality that their monthly rent has increased from \$530.00 to \$572.40, plus H.S.T.;

BE IT THEREFORE RESOLVED THAT Council authorizes a financial contribution of \$7,761.74 (\$646.81 per month) be sustained for the West Nipissing Food Bank, which funds will be applied toward their 2022 rental expenses.

	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: _____

RECEIVED
DEC 15 2021



December 6, 2021

Dear Mayor Joanne Savage and members of council,

The West Nipissing Foodbank is a non for profit charity that has grown in need in the past years. We are helping on average 170 households per month including emergencies. We do not get any funding to operate this charity and we survive solely on fundraising. We would like to ask you for a renewal of commitment from you to help pay our monthly rent for the year 2022. We currently rent the location at 109 Third Street in Sturgeon Falls for a monthly rent of \$572.4 + hst = 646.81 a month. The total cost for the year is that of \$7,761.74. This help would be enormous on the amount of extra items we could purchase for our Foodbank. We greatly appreciate your support in the last year.

Should you have further questions, please contact our Chairperson, Don Clendenning at 705-580-2508.

My kindest regards,



Linda Lafantaisie
Treasurer

On behalf of the Board of Directors

*109 Third Street Rue Third Unit/Local 3
Sturgeon Falls, Ontario
P2B 3A7*

**S & A Gauvreau Properties Inc.
158 Birch Court
Sturgeon Falls, ON
P2B 3N6**

August 26, 2021

Dear Tenant,

Effective March 1st, 2022, your monthly rent fee will be increased by 8%.

The West Nipissing Food Bank's current rent is \$530.00 + HST monthly since 2021. This is an increase of \$42.40 monthly from the above amount, for the year 2022-2023.

Your new monthly rental rate will be \$ 572.40 plus HST= \$646.81

We will be requiring 12 postdated cheques in the amount of \$646.81 starting March 1st, 2022 since this is a 90 day notice.

Thank you!

Sincerely,

Steven and Angèle Gauvreau
Owners



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

Resolution No.

2022 /

FEBRUARY 01, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the February 1st meeting, Council received a request from the Royal Canadian Legion Branch 225 requesting that the financial assistance received from the Municipality of West Nipissing, to be applied toward their winter maintenance (snow removal and sanding) expenses, be continued for 2022;

BE IT RESOLVED THAT Council authorizes the Municipality of West Nipissing to continue financial support to the Royal Canadian Legion Branch 225, by covering their winter maintenance expenses for 2022.

	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: _____



ROYAL CANADIAN LEGION BRANCH 225
201 River Street (Veterans Way)
Sturgeon Falls, Ontario
P2B 1T4

October 31, 2021

RECEIVED
NOV 02 2021

West Nipissing Town Council
225 Holditch Street
STURGEON FALLS, Ontario
P2B

Dear Members of Council:

Re: Snow Removal and Sanding Season 2021-2022

We thank you for your support in covering our expenses for the 2020-2021 Snow Winter Plowing.

We understand that this request must be repeated yearly and as such, we would like the council to consider our request to assist our Legion alleviating our financial woes by decreasing our winter expenses for 2021 – 2022 season by undertaking the snow ploughing and sanding on our behalf.

Your continued support in this manner is greatly appreciated by our membership.

We look forward to hearing from you at your earliest convenience.

Yours-in-Comradeship

ROYAL CANADIAN LEGION
BRANCH 225

Lori Richer, President



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the Municipality of West Nipissing be authorized to execute a Memorandum of Understanding with the **WEST NIPISSING SNOWMOBILE CLUB** to authorize the use of a portion of Stewart and Leblanc Roads for their trail system, for the 2022 season.

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

Carried: _____

Defeated: _____

Deferred or tabled: _____

MEMORANDUM OF UNDERSTANDING (MOU)

PRESCRIBED SNOWMOBILE TRAIL LAND USE PERMISSION

(PLEASE PRINT OR TYPE)

On this 15 day of January, year 2022, I, the undersigned, owner/occupier of the premises that is lot # known as Stewart Rd (closed portion) and Leblanc Rd. ^{municipal roadways} concession # or other in the Township of within County/District/Region of West Nipissing do hereby give the West Nipissing Snowmobile Club

(snowmobile club), hereinafter referred to as the "local snowmobile club" (a member in good standing of the Ontario Federation of Snowmobile Clubs – OFSC), permission to legally enter, establish, groom, maintain, sign and use that portion of the premises herein designated by me for the exclusive purpose of allowing legally permitted snowmobiles and their riders to use said designated premises for snowmobiling under the following terms and conditions:

1. This MOU is valid for the period commencing January 2022 and ending April, until revoked
2. The local snowmobile club shall at all times remain a member in good standing of the OFSC and be able to verify this to the owner/occupier with a current OFSC certificate or this agreement shall be immediately null and void.
3. The local snowmobile club will provide liability insurance in the amount of \$15,000,000 for liability arising from the grooming, maintenance and use of the snowmobile trail but only with respect to the negligence of the local snowmobile club for those operations usual to a snowmobile trail. This coverage is confirmed to the undersigned owner/occupier by signing this memorandum of understanding on the condition no fee has been charged by the owner/occupier for the use of designated premises.
4. The insurers will add the landowner as an additional insured but only with respect to liability arising from the operations of the named local snowmobile club name. Coverage will be extended to the location listed in the landowner agreement through an insurance policy held by the OFSC and its member organization snowmobile club.
5. The above referenced insurance liability policy will not provide any coverage for the willful misconduct and or negligence on the part of the landowner.
6. The designated premises shall be sketched on a separate sheet of paper or shown on an attached map and a copy of each/both shall be initialed by both parties hereto and attached to each copy of this agreement.
7. It is understood that the local snowmobile club, with the owner/occupier's verbal consent on each occasion, shall have access to the designated premises prior to and after the winter months for the purpose of opening and closing, upgrading and maintaining the trail when there is no snow cover.
8. The local snowmobile club shall maintain that portion of the designated premises to be used as a trail in reasonably good condition for snowmobiling purposes only; and undertake to post appropriate signage; remove on an annual basis any litter and repair or replace property damaged by valid permitted and exempted snowmobiles and their riders on that portion of the designated property used for snowmobiling.
9. Each party hereto shall give the other sixty (60) days prior written notice to the address below of any changes to, or cancellation of this agreement.
10. Representative of the local snowmobile club or district are hereby authorized to be the owner/occupier's agent(s) to cooperate with local law enforcement agencies in their efforts to supervise and enforce the uses defined hereunder with respect to the designated premises in accordance with the Trespass to Property Act R.S.O. 1990, c.T21; the Motorized Snow Vehicles Act R.S.O. 1990, c.M44; and the Occupiers Liability Act R.S.O. 1990, c.O-2 as amended.
11. The landowner/occupier and the local snowmobile club mutually confirm that the landowner/occupier, by signing this MOU is not requesting nor granting permission for a registered easement over the designated premises.
12. Additional Conditions: WNOSC will provide/install all legally required trail signage and remove in the Spring of each season.

LANDOWNER/OCCUPIER

Name	<u>Municipality of West Nipissing</u>	Phone:	<u>705-753-2250</u>
Address	<u>101-225 Hadditch St. Sturgeon Falls, ON P2B 1T1</u>	Email:	
Landowner Signature			

LOCAL SNOWMOBILE CLUB

Club Name	<u>West Nipissing Snow Club</u>	Phone:	<u>289-404-8131 (Dora)</u>
Address	<u>PO Box 6 Verner, ON P0H 2N0</u>	Email:	
Alternate Contact (District)	<u>Jessica Reynolds</u>	Alternate Phone/Email	<u>705-495-4333</u>
Club Signature	<u>Dora Hoffmann (WNOSC Vice President)</u>		

Privacy Policy: Personal information provided on this form will only be used for purposes related to this agreement.

OFSC MOU Form v2019

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer. This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS		2. INSURED'S FULL NAME AND MAILING ADDRESS	
Municipality of West Nipissing		Ontario Federation of Snowmobile Clubs & Member Organizations	
101- 225 Holditch St.		West Nipissing Snowmobile Club	
		322 King Street, Unit 9 and 10	
Sturgeon Falls, ON	POSTAL CODE P2B 1T1	Barrie, ON	POSTAL CODE L4N 6L2

Re: The Certificate of Insurance (COI) naming the Additional Insured party is only applicable to the Ontario Federation of Snowmobile Clubs insurance policy pertaining to coverage for liability arising from the grooming, operation, use and maintenance of the snowmobile trail, but only with respect to the negligence of the Member snowmobile club and/or district for those operations usual to a snowmobile trail.

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.


LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

[illegible]

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS		7. ADDITIONAL INSURED NAME AND MAILING ADDRESS	
Halpenny Insurance Brokers Ltd		Municipality of West Nipissing	
1550A Laperriere Ave		101- 225 Holditch St. Sturgeon Falls, ON	
Suite 104		Is added as Additional Insured pertaining to coverage for liability arising from	
Ottawa, ON	POSTAL CODE K1Z7T2	the grooming, operation, use and maintenance of the snowmobile trail, but only with respect to the negligence of the Member snowmobile club and/or district for those operations usual to a snowmobile trail.	
BROKER CLIENT ID: ONTAFED-01		POSTAL CODE	P2B 1T1

8. CERTIFICATE AUTHORIZATION			
ISSUER Halpenny Insurance Brokers Ltd	CONTACT NUMBER(S)		
	TYPE Phone	NO (613) 722-7626	TYPE Fax NO (613) 722-5382
AUTHORIZED REPRESENTATIVE Mike Oulahan	TYPE	NO	TYPE NO
SIGNATURE OF AUTHORIZED REPRESENTATIVE 	DATE	2021/11/23	EMAIL ADDRESS moulahan@halpenny.com

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Clerk
Janice Dupuis, Deputy Clerk

DATE: January 27, 2022

RE: **WN PUBLIC LIBRARY BOARD VACANCY**

Following a resignation from the West Nipissing Public Library Board back in November 2021 and at the request of the Library CEO, the Municipality posted calls of interest to fill the vacancy.

Attached hereto is a volunteer application received by the Municipality to fill the vacancy on the West Nipissing Public Library Board.

Thank you,

Joie de vivre



West Nipissing Ouest

Joie de vivre

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The Corporation of the Municipality of West Nipissing
101 – 225 Holditch Street
Sturgeon Falls, ON P2B 1T1

VOLUNTEER PROFILE APPLICATION FORM FOR COMMITTEE or BOARD


CONTACT INFORMATION: (PLEASE PRINT)			
Name:	(Last Name) Hatton	(First Name) Catherine	
Address:	(Street Address) [REDACTED]		
	(Apartment/Unit #)	(P.O. Box)	(Rural Route)
	(City/Town) Sturgeon Falls		(Postal Code) P2B 2K4
Telephone:	(Home) [REDACTED]	(Work) [REDACTED]	(Cell) [REDACTED]
E-mail address:	[REDACTED]		
Occupation:	Teacher		
Employer:	Near North District School Board		

ELIGIBILITY and REQUIREMENTS:
<p><u>Application Criteria:</u></p> <ul style="list-style-type: none"> • Applicants must not be employees of the Municipality of West Nipissing • Applicants must live in the Municipality of West Nipissing • Applicants should be able to serve for the full term of the appointment <p><u>Time Commitment:</u></p> <p>Time requirements vary among the Committees and Boards. Some Committees meet once a month in the day or evening for two to three hours while other Committees/Boards may meet less frequently.</p> <p><u>Remuneration:</u></p> <p>As these are volunteer positions, successful candidates serve without remuneration.</p>

SELECT COMMITTEE(S) / BOARD(S) OF INTEREST:	
<input type="checkbox"/> Accessibility Advisory Committee <input type="checkbox"/> Agricultural Advisory Committee <input type="checkbox"/> Cemetery Board <input type="checkbox"/> Court of Revision (Municipal Drains) <input type="checkbox"/> Economic Development Committee <input type="checkbox"/> Sturgeon River House Museum Advisory Committee	<input type="checkbox"/> Property Standards Committee <input type="checkbox"/> Police Services Board <input checked="" type="checkbox"/> Public Library Board <input type="checkbox"/> Planning Advisory Committee <input type="checkbox"/> Committee of Adjustment <input type="checkbox"/> Economic Development Committee

PLEASE IDENTIFY YOUR AREA OF EXPERTISE/EXPERIENCE:	
<input type="checkbox"/> Volunteer Management <input type="checkbox"/> Arts Education <input type="checkbox"/> Fundraising Experience	<input type="checkbox"/> Program Development <input type="checkbox"/> Marketing and Promotion <input type="checkbox"/> Business
<input type="checkbox"/> Other (please describe):	


PLEASE DESCRIBE YOUR SKILLS/QUALIFICATIONS/KNOWLEDGE THAT YOU WILL BRING TO THE COMMITTEE / BOARD:

Since 2001, I have lived in West Nipissing and am an English teacher at Northern so I have familiarity with many members of this community and its outlying areas. As a teacher I participate in staff and department meetings. I have been a department head and lead the English and Arts departments for many years. 

PLEASE PROVIDE A BRIEF SUMMARY OF YOUR BUSINESS AND EDUCATIONAL BACKGROUND:

I have no business background.
I have an English and Teaching degree from University.

PLEASE INDICATE YOUR COMMUNITY AND VOLUNTEER ACTIVITIES (PAST & PRESENT):

I have run extra curricular activities at Northern since 2001: SAC advisor, director & producer of 5 stage productions; collaborate to develop Arts evenings; coach track and field; tutored students for literacy test. In 2005 volunteered for the Literacy Alliance. 

ADDITIONAL INFORMATION:

Please provide any additional information that will assist in the selection process:

I am computer literate with the web, word, teams, zoom. Use Libby regularly.

Please indicate any accessibility requirements, limitations, etc.

I do not speak or read French.

I cannot use Excel.

Availability and willingness to attend meetings? ☒ Yes ☐ No

By signing this application, I consent to the release of the information on my application and understand that it will be made available, on an as needed basis, to the Municipality of West Nipissing Council and staff, for the purpose of making appointments to Committees and Boards. If selected to be a member of a Committee/Board, I agree to abide by the rules of the Committee/Board and I agree to attend meeting to the best of my ability.

December 3, 2021

Date completed:



Signature:

Please return your completed application to the attention of:

**Municipal Clerk
Municipality of West Nipissing
101 – 225 Holditch Street
Sturgeon Falls, ON P2B 1T1**

**OR
OR**

**Fax to: 705-753-3950
E-mail to: mducharme@westnipissing.ca**

Applicant information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used strictly for the purpose of committee appointments.

We thank all applicants in advance; however only those applicants selected for an interview will be contacted.



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the February 1st meeting, Council considered an application to fill a vacancy on the West Nipissing Library Board;

BE IT RESOLVED THAT _____ be appointed to the West Nipissing Public Library Board for the remainder of the 2018 – 2022 term.

	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: _____



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-Law **2022/20**, being a by-law to amend By-Law 2010/48 to appoint a Lottery Licensing Officer and Lottery Licensing Deputies for the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

	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: _____



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

BY-LAW 2022/20

BEING A BY-LAW TO AMEND BY-LAW 2010/48 TO APPOINT A LOTTERY LICENSING OFFICER AND LOTTERY LICENSING DEPUTIES FOR THE MUNICIPALITY OF WEST NIPISSING

WHEREAS By-Law No. 2010/48 provided for the appointment of Lottery Licence Officer and Lottery Licence Deputies for the Corporation of the Municipality of West Nipissing;

NOW THEREFORE THE COUNCIL FOR THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

1. That Paragraph 1 of By-Law 2010/48 is amended to remove Louise Laforge and to add Najette Goulard as the Lottery Licensing Officer for the Corporation of the Municipality of West Nipissing.
2. This By-law shall come into force and effect on the date it is enacted.

ENACTED AND PASSED THIS 1st DAY OF FEBRUARY 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

STAFF REPORT

TO: Mayor and Council
FROM: Melanie Ducharme, Clerk
DATE: January 28, 2022
RE: **FEE INCREASE FOR BURIAL PERMITS**

RATIONALE and REQUEST

In recent years, the Municipality has been issuing an increased number of burial permits to out of town funeral homes; which such organizations should be requesting permits from their local municipal authorities. However, the increased number of requests to our municipality can be traced to the ownership of Simple Wishes of the North, operating in Sudbury, which is owned by Theoret Bourgeois Funeral Home and thus submitting their Sudbury requests to West Nipissing. Following discussions with the Funeral Director who acknowledges the significant increase in requests, he is agreeable to the proposed permit increase.

STATISTICAL HISTORY:	2019	2020	2021
Hillside Funeral Services	30	13	4
Theoret Bourgeois Inc.	161	173	171
Simple Wishes of the North	8	65	99
Basic Cremation Services	5	7	3
TOTALS:	204	258	277

The Municipality of West Nipissing has not increased the fee for the issuance of burial permits since 2001. As a comparison, below are the current fees being charged for the issuance of Burial Permits in neighbouring communities:

COMMUNITY:	FEES	(after hours)
Greater Sudbury	\$34.00	\$113.00
North Bay	\$30.00	N/A
West Nipissing	\$20.00	N/A

RECOMMENDATION

Staff is recommending that the Municipality of West Nipissing amend its Fees and Charges By-Law to increase the Burial Permit Fee to \$30.00, in order to be in line with neighbouring communities' fees.

Thank you,

Joie de vivre



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

Resolution No.

2022 /

FEBRUARY 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-Law **2022/21**, being a by-law to amend the Fees and Charges By-Law 2001/21 for the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

	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: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2022/21

**BEING A BY-LAW TO AMEND BY-LAW 2001/21 SETTING FEES AND CHARGES
FOR THE MUNICIPALITY OF WEST NIPISSING**

WHEREAS By-law 2001/21 was passed on March 20th, 2001 setting various fees and charges within the Municipality of West Nipissing;

AND WHEREAS Council for the Municipality of West Nipissing deems it desirable to update the burial permit fee in Schedule "B" of By-Law 2001/21;

BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

- (1) **THAT** the Burial Permits Fee referenced in "Schedule B" of the Fees and Charges By-Law No. 2001/21 be replaced with the following:

SCHEDULE "B"

VITAL STATISTICS	FEE
(1) Burial Permits	\$ 30.00

- (2) **THAT** this By-Law shall come into force and take effect on the date it is passed.

ENACTED AND PASSED THIS 1st DAY OF FEBRUARY, 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

BY-LAW 2022/22

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING HELD ON THE 1st DAY OF FEBRUARY, 2022

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 1st day of FEBRUARY 2022, 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 1st DAY OF FEBRUARY 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK