



COUNCIL MEETING – TUESDAY, FEBRUARY 15th, 2022 – 6:30 PM RÉUNION DU CONSEIL – MARDI, LE 15 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 Resolution to deviate from normal agenda format and to Adopt the Agenda
- C) **Delegations & Petitions / Délégations et pétition..... NIL**

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

- D) **Planning / Planification**
- D-1 Resolution to grant extension of Draft Plan of Subdivision (Delorme Road)
- D-2 Resolution to grant extension of Draft Plan of Subdivision (Russell / Main St.)
- D-3 By-Law **2022/17** to accept, assume and dedicate certain lands for public road (82 Quesnel Rd)
- D-4 By-Law **2022/18** to accept, assume and dedicate certain lands for public road (382 Quesnel Rd)
- D-5 By-Law **2022/19** to accept, assume and dedicate certain lands for public road (756 North & South Rd and Part of Millrand Rd)
- D-6 Resolution to approve Tile Drainage Loan application (D. Schwartzenruber & L. Bernard)
- D-7 By-Law **2022/23** to authorize the special drainage rates for a tile loan application (D. Schwartzenruber and L. Bernard)
- E) **New Business / Affaires nouvelles**
- E-1 By-Law **2022/20** to Lottery Licensing Officer
- E-2 By-Law **2022/21** to amend the User Fees & Charges for the issuance of burial permits
- E-3 Continue with rental assistance for Les Filles d'Isabelle
- E-4 Continue with rental assistance for WN Food Bank (rent increase)
- E-5 Continue winter maintenance for Royal Canadian Legion
- E-6 Authorize CAO to sign a Memorandum of Understanding with the WN Snowmobile Club
- E-7 Appointment to the West Nipissing Public Library Board
- E-8 Award RFP for Housing Needs and Development Strategy
- E-9 Award RFP for Land-Use and Development Strategy
- E-10 Resolution to amend resolution no. **2021/282** for Hwys. 539 & 805 projects due to delay
- E-11 By-Law **2022/24** to authorize the signing of a Franchise Agreement with Enbridge Gas Inc. ([separate supporting documents](#))
- E-12 Resolution to ratify the Memorandum of Settlement with West Nipissing Professional Firefighters Association ([separate supporting documents](#))
- E-13 Resolution supporting DNSSAB re: Supporting of Provincial funding for Housing and Health Supports for the vulnerable (Gateway House).

- E-14** Resolution to authorize extension for required repairs and/or replacement of vehicles as regulated under the Taxi By-Law 2016/63

F) Correspondence and Accounts / *Courier et comptes*

- F-1** September 7th, 2021 Council minutes
F-2 September 21st, 2021 Council minutes
F-3 October 5th, 2021 Council minutes
F-4 October 19th, 2021 Council minutes
F-5 November 2nd, 2021 Council minutes
F-6 November 15th, 2021 Council minutes (*Special Mtg*)
F-7 November 16th, 2021 Council minutes
F-8 November 29th, 2021 Council minutes (*Special Mtg*)
F-9 January 18, 2022 Council minutes
F-10 Adopt the minutes of the Planning Advisory Committee meeting of Jul-12th, Sept-13th, Oct-18th and Nov-15th, 2021;
F-11 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
F-12 Receive the **JUNE** and **JULY 2021** Disbursement Reports
F-13 Receive 3rd Quarter – Variance Financial Report
F-14 Correspondence: Office of the Ombudsman re: Closed Meeting Complaint
F-15 Correspondence: Integrity Commissioner Report to Council re: Complaint #21-06
F-16 Correspondence: Integrity Commissioner Report to Council re: Complaint #21-12

G) Notice of Motion / *Avis de motion*

- G-1** Purchase of Land re: B. Guenette (*Y. Duhaime*)
G-2 Villeneuve Court – Sale of Land (*C. Fisher*)
G-3 Mayor Savage Breaches Procurement By-Law (*D. Roveda*)

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

H-1) Public Works / *Travaux publics*

- H-1(a)** Winter Road Maintenance Policy and Contracts for private roads (*C. Fisher*)
H-1(b) Walk-in snowshoeing public access (*J. Savage*)

H-2) Sewer and Water / *Les égouts et l'eau*

- H-2(a)** Petitions:
 (a) Request for installation of natural gas, water and sewer infrastructure from residents of Pierre Rd, Dutrisac Rd, Promenade du Lac and Garden Village Rd.
 (b) Request for installation of municipal water and sewer from residents of Quesnel Rd

H-3) Community Services / *Services communautaires*

- H-3(a)** Petition: Cache Bay Trailer Park – Replacement of Park Operator
H-3(b) Dog Park (*J. Savage*)

H-3(c) Wearing helmets – arenas and outdoor skating rinks

H-4) **Planning / Planification**

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

I) **Addendum / Addenda**

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

J-1 Mayor's Report

K) **Closed Meeting / Réunion à huis clos**

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

K-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

K-2 Approval of previous CLOSED minutes:

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

K-3 Resolution to adjourn the closed session

L) **Adjournment / Ajournement**

L-1 Resolution to adopt By-law **2022/25** confirming proceedings of meeting

L-2 Resolution to adjourn the meeting



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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 FEBRUARY 15, 2022 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the FEBRUARY 15, 2022 agenda, be amended;

BE IT FURTHER RESOLVED THAT the Agenda for the meeting of Council held on FEBRUARY 15, 2022 be adopted, as ☐ presented / ☐ amended.

	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 Ovest

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 **DELOME 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 **DELOME 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, 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 Tessier

Seconded by / *Appuyé par* :

Joanne Savoy

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 Savoy*

Defeated: _____

Deferred or tabled: _____

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

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

JP 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,

Joël Larocque
Joël 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

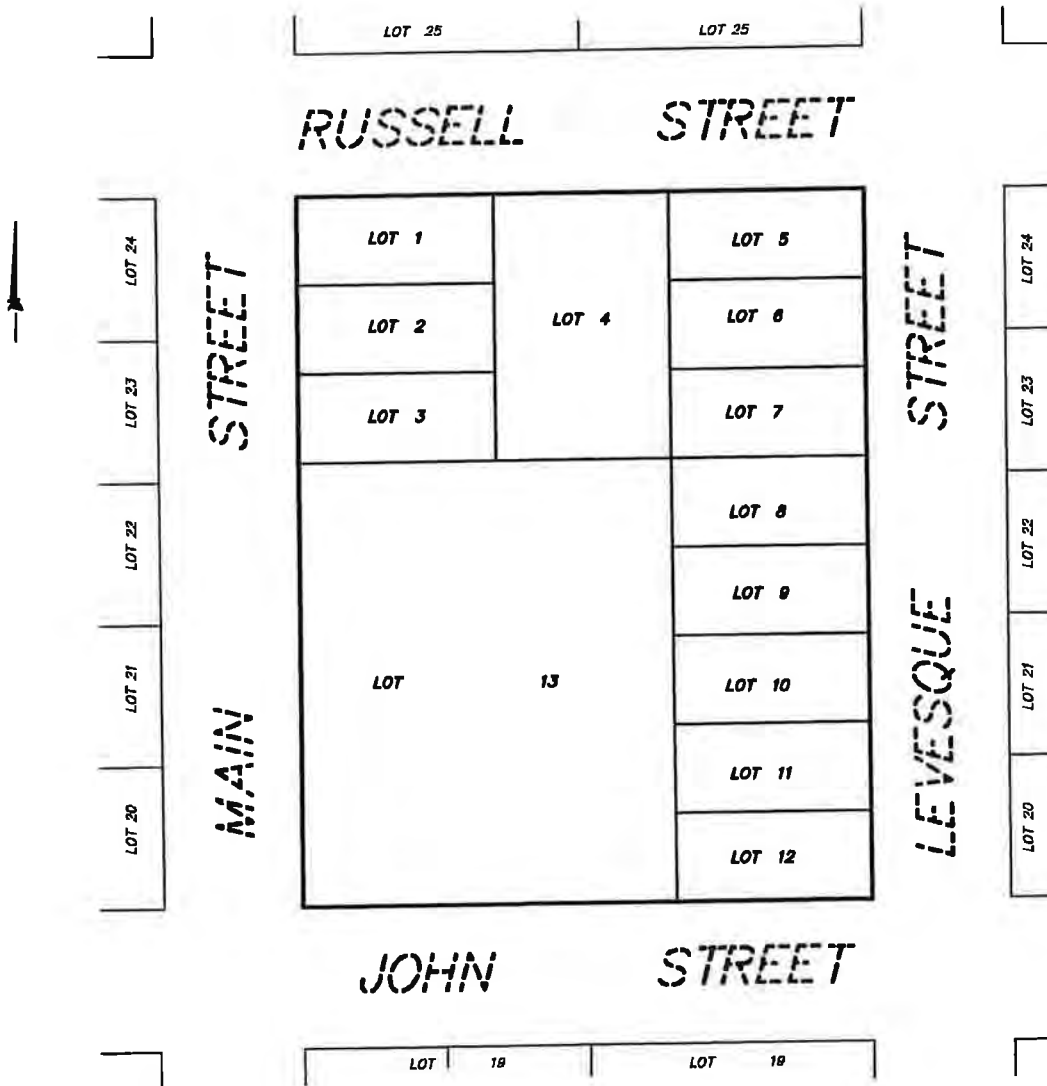
LOTS 20 TO 24 (INCLUSIVE) WEST SIDE OF LEVESQUE STREET

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@ggpltd.com
705-493-7974 dan.goulet@ggpltd.com

FIELD	OFFICE	FILE
	P. GOODRIDGE	17B-18



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

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 1
LOT 2
LOT 3
LOT 4
LOT 5
LOT 6
LOT 7
LOT 8
LOT 9
LOT 10
LOT 11
LOT 12

BLOCK 4
BLOCK 5
BLOCK 6

PROPOSED HOUSE SHED - 1000 SQ. FT.

PROPOSED HOUSE - 1000 SQ. FT.

PROPOSED GARAGE - 1000 SQ. FT.

PROPOSED DRIVEWAY - 1000 SQ. FT.

PROPOSED WALKWAY - 1000 SQ. FT.

PROPOSED FENCE - 1000 SQ. FT.

PROPOSED LANDSCAPING - 1000 SQ. FT.

PROPOSED UTILITY - 1000 SQ. FT.

PROPOSED STORAGE - 1000 SQ. FT.

PROPOSED PORCH - 1000 SQ. FT.

PROPOSED PATIO - 1000 SQ. FT.

PROPOSED DECK - 1000 SQ. FT.

PROPOSED BENCH - 1000 SQ. FT.

PROPOSED TABLE - 1000 SQ. FT.

PROPOSED CHAIRS - 1000 SQ. FT.

PROPOSED BBQ - 1000 SQ. FT.

PROPOSED FIRE PIT - 1000 SQ. FT.

PROPOSED GARDEN - 1000 SQ. FT.

PROPOSED TREES - 1000 SQ. FT.

PROPOSED SHRUBS - 1000 SQ. FT.

PROPOSED FLOWERS - 1000 SQ. FT.

PROPOSED VEGETATION - 1000 SQ. FT.

PROPOSED SOIL - 1000 SQ. FT.

PROPOSED WATER - 1000 SQ. FT.

PROPOSED AIR - 1000 SQ. FT.

PROPOSED LIGHT - 1000 SQ. FT.

PROPOSED SOUND - 1000 SQ. FT.

PROPOSED TASTE - 1000 SQ. FT.

PROPOSED SMELL - 1000 SQ. FT.

PROPOSED FEEL - 1000 SQ. FT.

PROPOSED THINK - 1000 SQ. FT.

PROPOSED EMOTION - 1000 SQ. FT.

PROPOSED BEHAVIOR - 1000 SQ. FT.

PROPOSED ATTITUDE - 1000 SQ. FT.

PROPOSED BELIEF - 1000 SQ. FT.

PROPOSED OPINION - 1000 SQ. FT.

PROPOSED JUDGMENT - 1000 SQ. FT.

PROPOSED ACTION - 1000 SQ. FT.

PROPOSED REACTION - 1000 SQ. FT.

PROPOSED RESPONSE - 1000 SQ. FT.

PROPOSED FEEDBACK - 1000 SQ. FT.

PROPOSED EVALUATION - 1000 SQ. FT.

PROPOSED ANALYSIS - 1000 SQ. FT.

PROPOSED SYNTHESIS - 1000 SQ. FT.

PROPOSED CONCLUSION - 1000 SQ. FT.

PROPOSED RECOMMENDATION - 1000 SQ. FT.

PROPOSED ACTION PLAN - 1000 SQ. FT.

PROPOSED MONITORING - 1000 SQ. FT.

PROPOSED EVALUATION - 1000 SQ. FT.

PROPOSED REVISION - 1000 SQ. FT.

PROPOSED APPROVAL - 1000 SQ. FT.

PROPOSED SIGNATURE - 1000 SQ. FT.

PROPOSED DATE - 1000 SQ. FT.

PROPOSED SCALE - 1000 SQ. FT.

PROPOSED NORTH ARROW - 1000 SQ. FT.

PROPOSED LEGEND - 1000 SQ. FT.

PROPOSED TITLES - 1000 SQ. FT.

PROPOSED REFERENCES - 1000 SQ. FT.

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PROPOSED GLOSSARY - 1000 SQ. FT.

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PROPOSED ENDNOTES - 1000 SQ. FT

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* :

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).

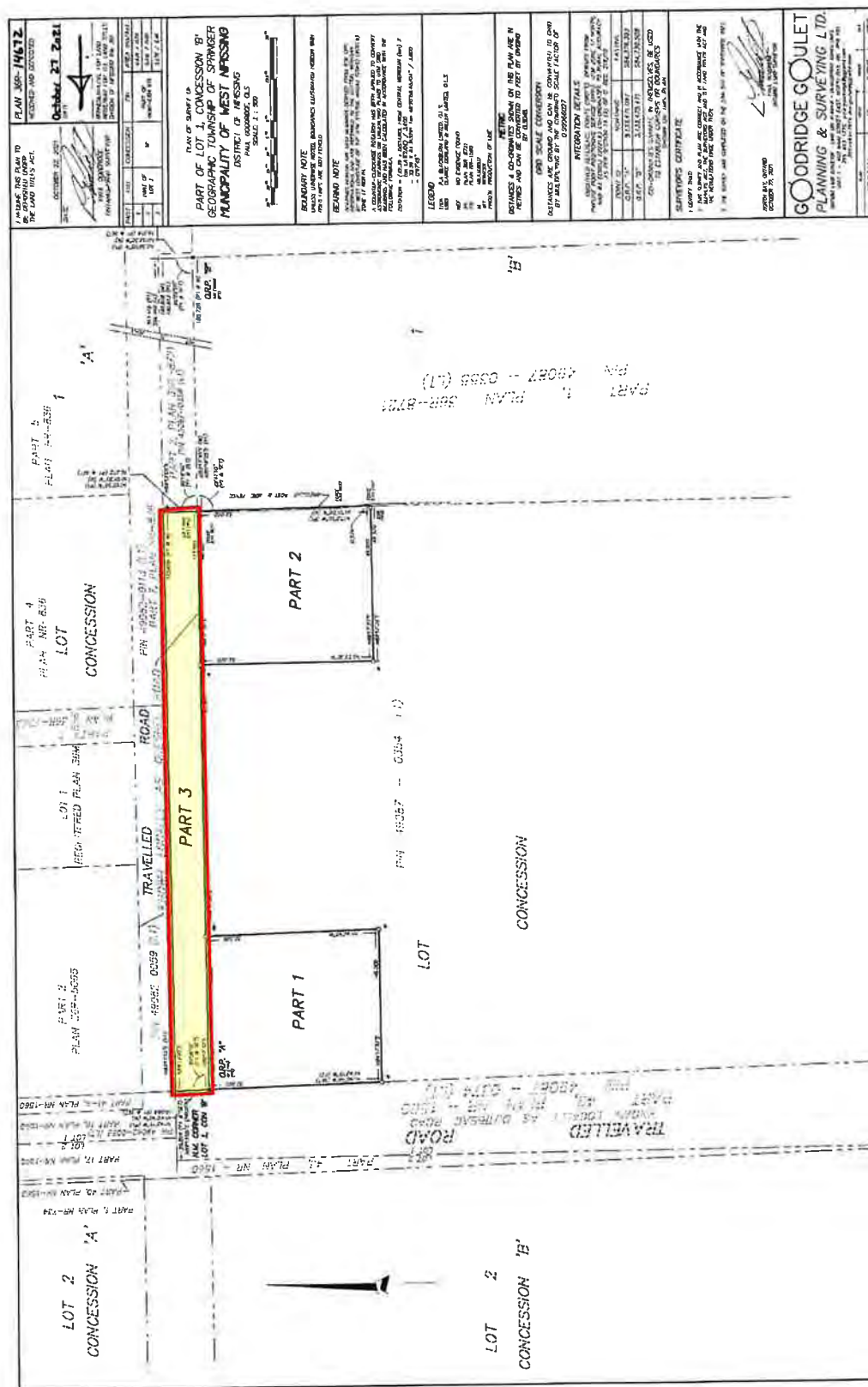
PART OF LOT 1, CONCESSION B,
PART 3, PLAN 36R-14672
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

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

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.

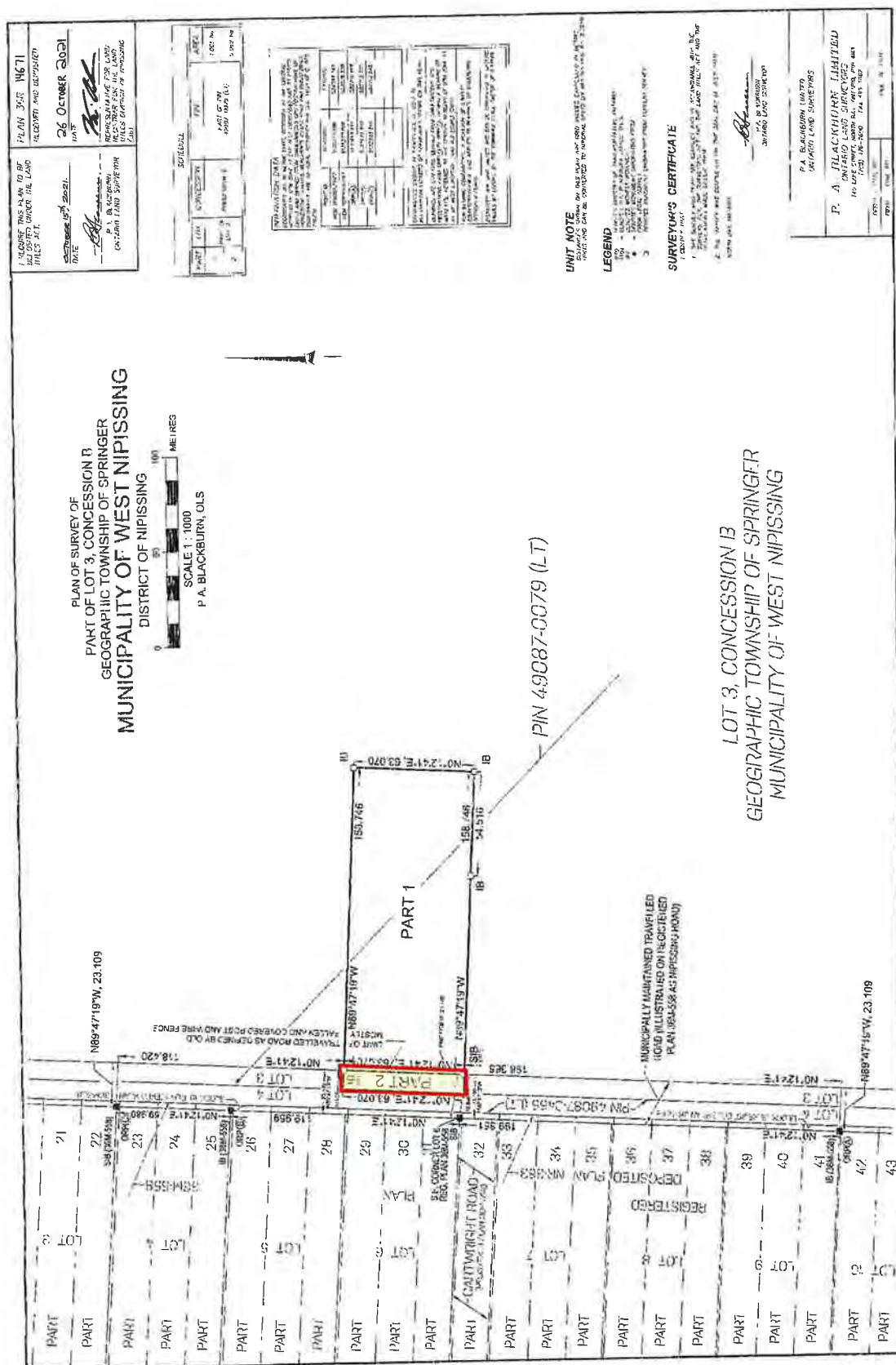
Being parts of the travelled road known as chemin Quesnel Road , Sturgeon Falls, Ontario.

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.

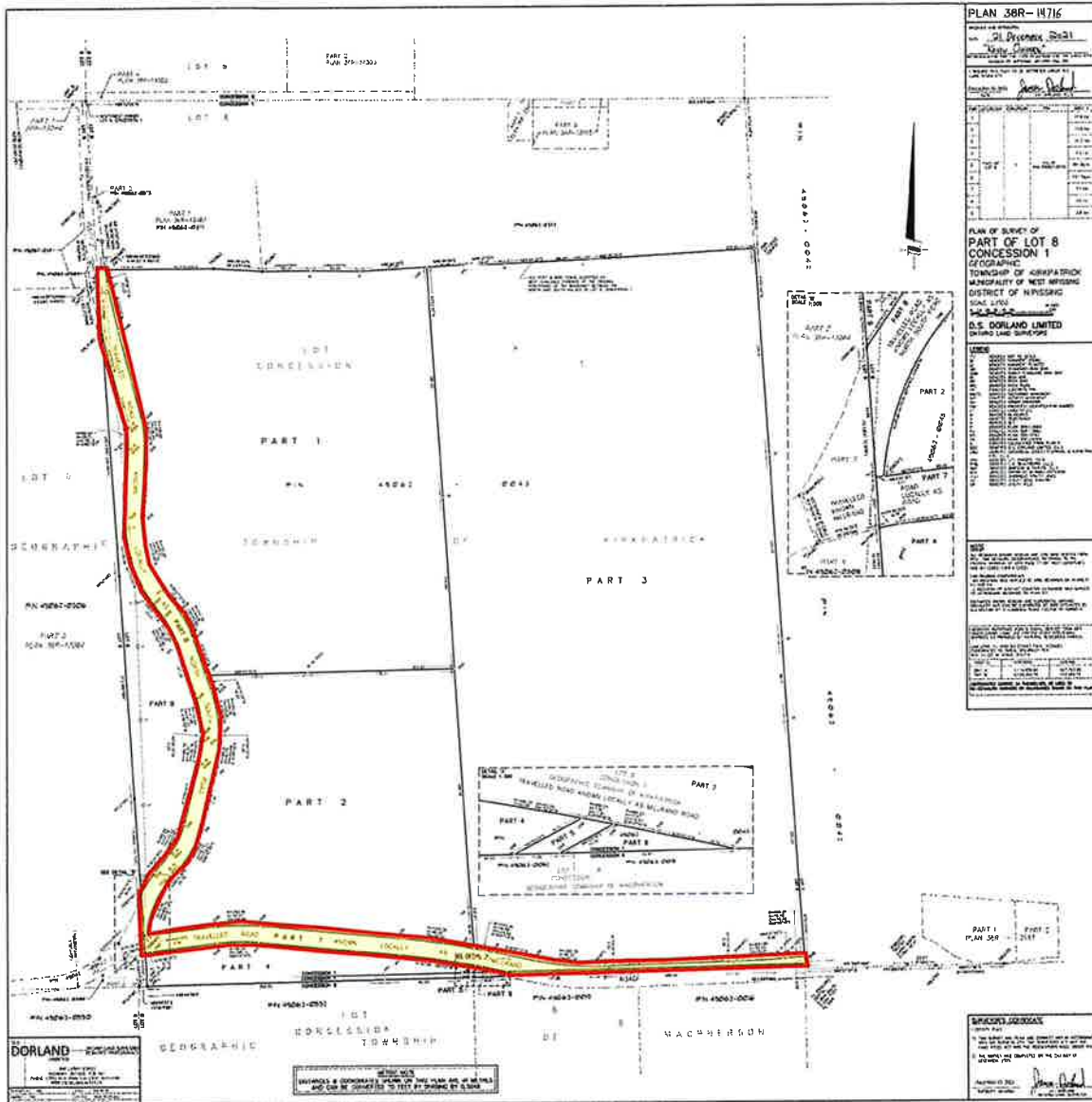
Being parts of the travelled roads known as chemin Millrand Road and chemin North South Road, Verner, Ontario.

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

SKETCH FOR BY-LAW 2022/19





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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the Application for a Tile Loan made under the *Tile Drainage Act RSO 1998*, by **DANIEL SCHWARTZENTRUBER AND LESLIE BERNARD**, for the property described below in the amount of \$50,000.00 be accepted, pending financing by the Ministry of Agriculture, Food and Rural Affairs:

10725 Highway 17
Part of Lot 6, Concession 4,
Parcels 12249 & 14461
Twp. Macpherson,
Municipality of West Nipissing

Roll No. 48-52-060-001-53700

	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: _____

To the council of the Municipality of West Nipissing
Property Ownership

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may apply for the loan.

Ownership Type Partnership
Applicant Mailing Address and Primary Contact Information

Last Name <u>Schwartzentruber</u> <u>Bernard</u>		First Name <u>Daniel</u> <u>Leslie</u>	Middle Initial
Unit Number	Street/Road Number <u>122</u>	Street/Road Name <u>Rainville Road</u>	PO Box
City/Town <u>Lavigne</u>		Province <u>Ontario</u>	Postal Code <u>P0H 1R0</u>
Telephone Number ext.	Cellphone Number (optional) <u>519 949-2866</u>	Email Address (optional) <u>northlandfarms@yahoo.ca</u>	

Location of Land to be Drained

Lot or Part Lot <u>Part of Lot 6, Parcels 12249 & 14461</u>	Concession <u>4</u>	Geographic Township <u>Macpherson</u>
Parcel Roll Number <u>48-52-060-001-53700</u>		

Civic Address

Unit Number	Street/Road Number <u>10725</u>	Street/Road Name <u>Highway 17</u>	PO Box
City/Town <u>Verner</u>		Province <u>Ontario</u>	Postal Code <u>P0M 2M0</u>

Description of Drainage System

Please attach a sketch of the location of the land you are planning to drain.

A mapping tool is available at: www.ontario.ca/drainage

Approximate Length of Pipe Material ft/m <u>65,959 Feet</u>	Area to be Drained acre/ha <u>59 Acres</u>
Proposed Outlet <u>Paquette-Lebeau Drains '84 '86</u>	Anticipated Date of Commencement <u>October 1, 2021</u>
	Anticipated Date of Completion <u>October 31, 2021</u>

Estimated Total Cost of Drainage System

Material	\$58,500.54
Installation	\$21,969.20
Inspection Fee	\$600.00
Other	
Total Cost	\$81,069.74

Amount of Loan Requested*	<u>\$50,000.00</u>	* Must be a multiple of \$100 not exceeding 75% of total cost of drainage work.
----------------------------------	--------------------	---

Terms of Agreement

In making this application for a loan, I understand and agree to the following:

- a) The granting of the loan is conditional upon all work being conducted in accordance with the *Agricultural Tile Drainage Installation Act*;
- b) The approval or refusal of the application is at the discretion of council whose decision is final;
- c) I will be advised in writing of council's decision regarding the application;
- d) Should the loan application be approved, an inspector of drainage will complete an Inspection and Completion Certificate and submit it to council;
- e) Council shall levy and collect for the term of ten years, over and above all other rates upon the land in respect of which the loan is made, a special equal annual rate sufficient to discharge the principal and interest of the loan;
- f) The *Tile Drainage Act* sets out procedural matters which pertain to this application for a loan; and
- g) The sum of all loans issued to me, as an individual, or in my role in a partnership or corporation in this and any other municipality does not exceed \$50,000 for the period of April 1st to March 31st.

Signature of Owner(s)/Primary Contact

Date (yyyy/mm/dd)

2022/01/11

Signature of Owner(s)/Primary Contact

Date (yyyy/mm/dd)

2022/01/25

Notice of Collection of Personal Information

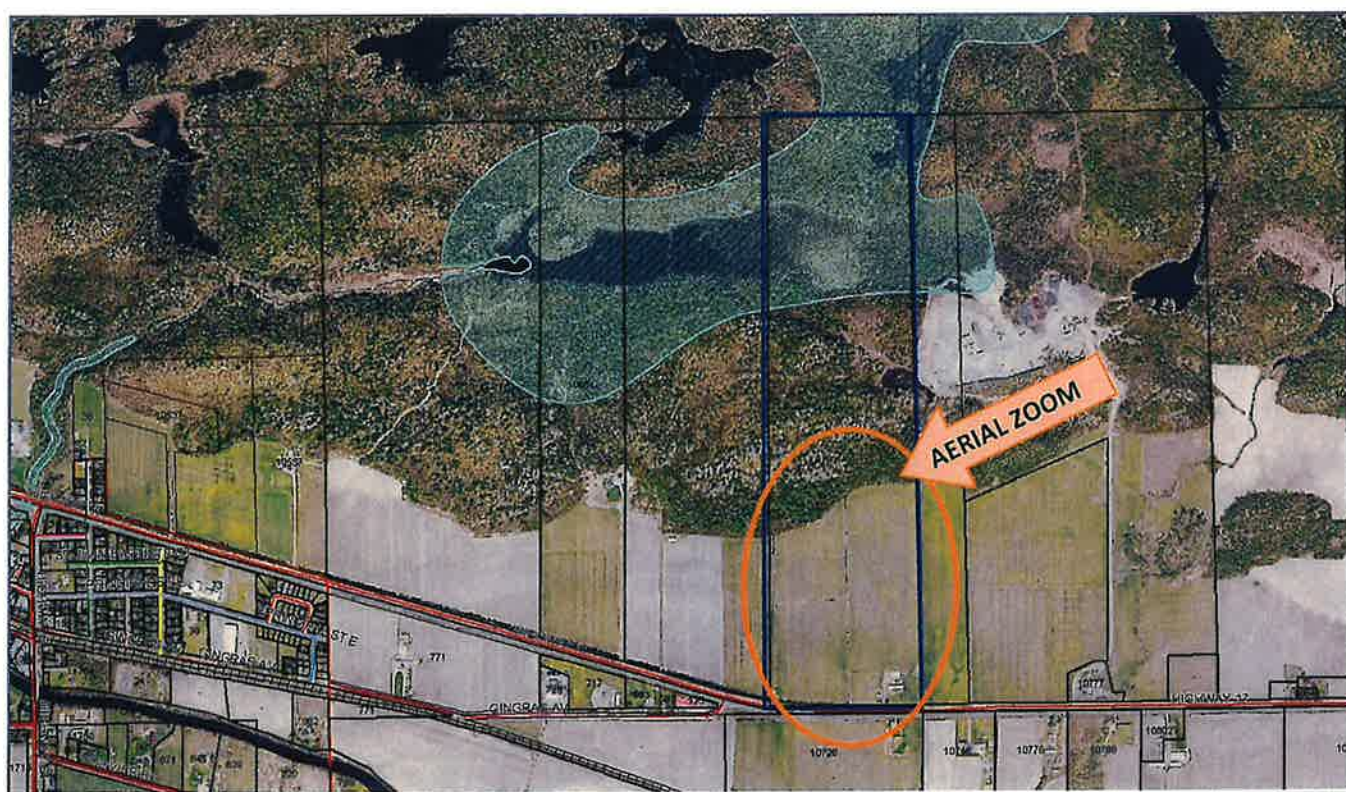
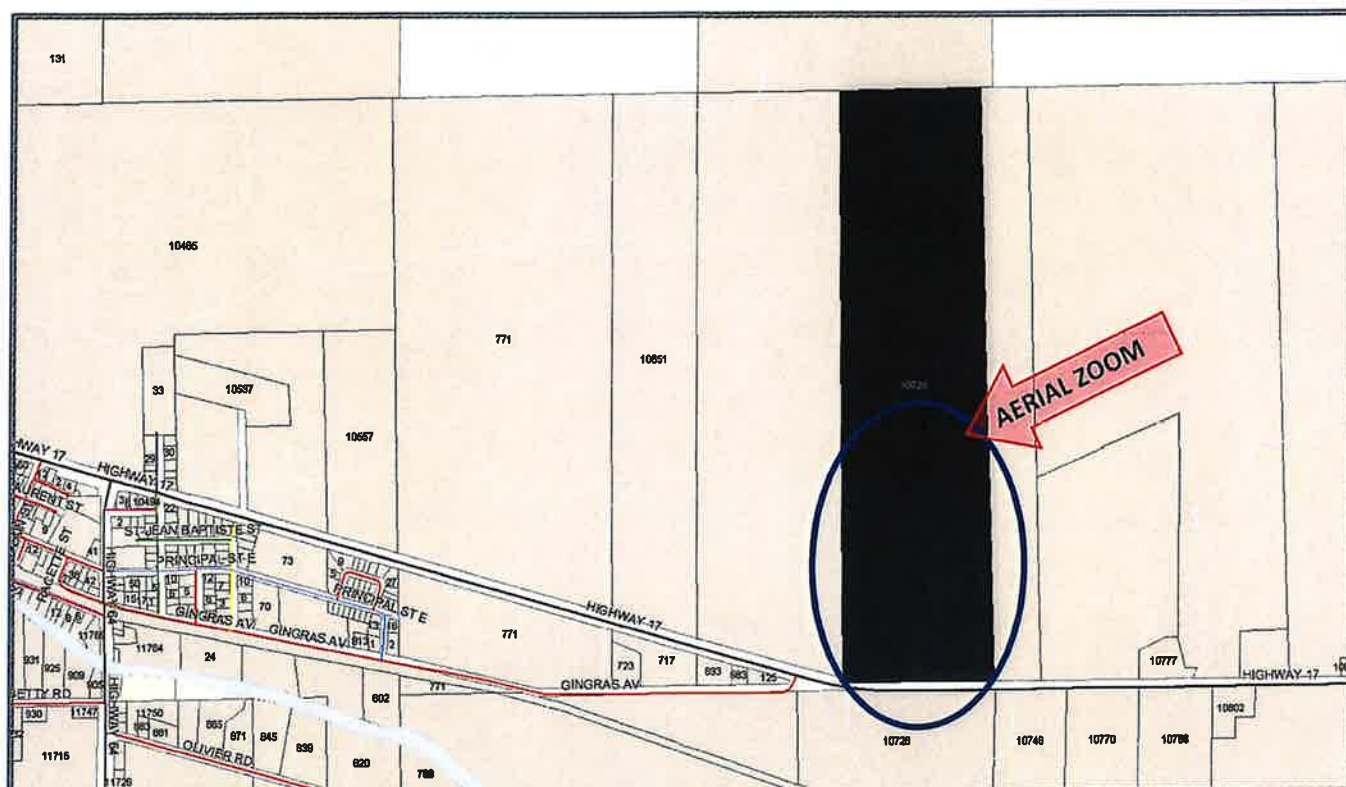
Any personal information collected on this form is collected under the authority of the *Tile Drainage Act*, R.S.O. 1990, c. T.8 and will be used for the purposes of administering the Act. Questions concerning the collection of personal information should be directed to:

where the form is addressed to a municipality (*municipality to complete*)

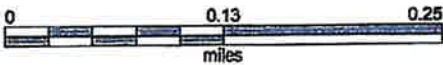
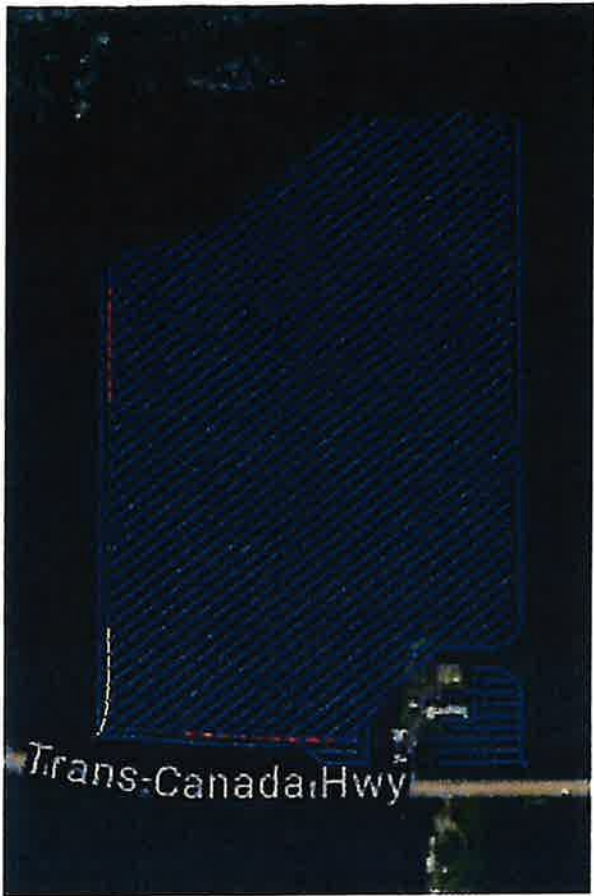
Melanie Ducharme, Clerk

and where the form is addressed to a territory without municipal organization, the Drainage Coordinator, Ministry of Agriculture, Food and Rural Affairs, 1 Stone Rd W, Guelph ON N1G 4Y2, 519 826-3552.

D. Schwartzentruber – 10725 Highway 17, Verner, ON

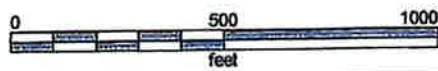
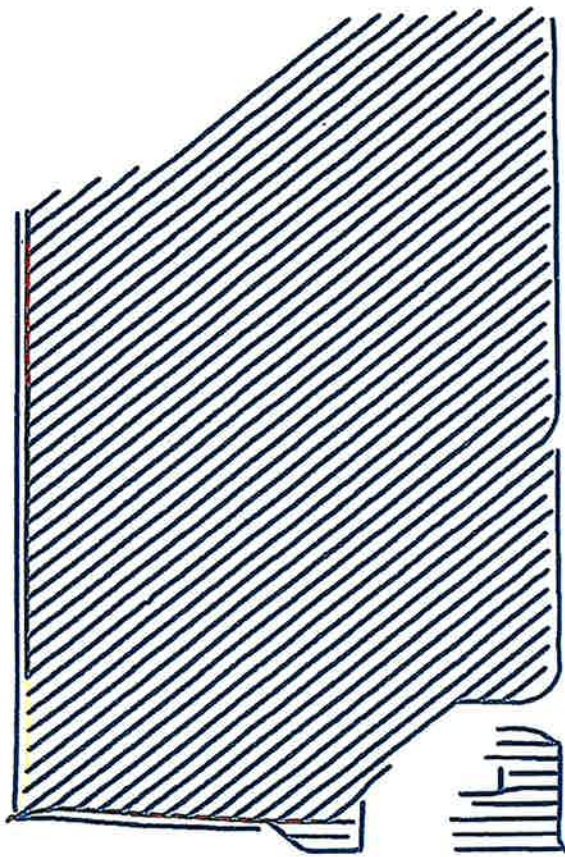


DAN SCHWARTZENTRUBER



4 inch	63844.19 ft
6 inch	810.00 ft
8 inch	939.99 ft
10 inch	350.00 ft
12 inch	15.00 ft

DAN SCHWARTZENTRUBER



4 inch	63844.19 ft
6 inch	810.00 ft
8 inch	939.99 ft
10 inch	350.00 ft
12 inch	15.00 ft



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-Law **2022/23**, being a by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*, application made by **DANIEL SCHWARTZENTRUBER AND LESLIE BERNARD**, (Part of Lot 6, Concession 4, Parcels 12249 & 14461, Twp. Macpherson, Roll No. 48-52-060-001-53700) in 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: _____



BY-LAW 2022/23

A BY-LAW IMPOSING SPECIAL ANNUAL DRAINAGE RATES IN RESPECT OF WHICH MONEY IS BORROWED UNDER THE *TILE DRAINAGE ACT*

WHEREAS Daniel Schwartzenruber and Leslie Bernard, being owners of land in the municipality has applied to the Council for the Municipality of West Nipissing under the *Tile Drainage Act* for loan for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS Council has, upon the application lent the owners the total sum of **\$50,000.00** to be repaid with interest by means of the rates hereinafter imposed;

NOW THEREFORE THE COUNCIL FOR THE MUNICIPALITY OF WEST NIPISSING, PURSUANT TO THE *TILE DRAINAGE ACT*, ENACTS AS FOLLOWS:

1. That annual rates as set out in the Schedule "A" attached hereto are hereby imposed upon such lands located on 10725 Highway 17, Verner, ON (Part of Lot 6, Parcels 12249 & 14461, Concession 4, Twp. of Macpherson - Roll No. 48-52-060-001-53700) for a period of ten (10) years, such rates shall have a priority lien status and shall be levied and collected in the same manner as taxes.

ENACTED AND PASSED THIS 15th 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

* If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer in the last blank space provided. Only the owner(s) of the property may apply for a loan.



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



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



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

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

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

Janice Dupuis

Subject: FW: landowner agreement
Attachments: COI - OFSC -Municipality of West Nipissing 2021-22[826].pdf; Scan0003.pdf

From: Dora Hoffmann [REDACTED] >
Sent: January 21, 2022 6:43 PM
To: Jay Barbeau <jbarbeau@municipality.westnipissing.on.ca>
Cc: Melanie Ducharme <mducharme@municipality.westnipissing.on.ca>
Subject: landowner agreement

Hello. My name is Dora Hoffmann. I am a contact for the West Nipissing Snowmobile Club. I realize and apologize for the lateness of the agreement. I included a copy of a filled out landowner agreement minus a signature and the date at the top. I also included a copy of the insurance certificate for your consideration. Please direct any concerns or questions to Dora Hoffmann [REDACTED] or [REDACTED]. You used to deal with Jim Riddle but he has deservingly retired as a volunteer with the club. Thank-you

Sent from [Mail](#) for Windows



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. within municipal roadways concession # or other in the Township of West Nipissing 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: WNSC 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>101-235 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 2M0</u>	Email:	
Alternate Contact (District)	<u>Jessica Reynolds</u>	Alternate Phone/Email	<u>705-495-4333</u>
Club Signature	<u>Dora Hoffmann (WNSC 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

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

www.westnipissingouest.ca



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)
	(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:

Application Criteria:

- 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

Time Commitment:

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.

Remuneration:

As these are volunteer positions, successful candidates serve without remuneration.


SELECT COMMITTEE(S) / BOARD(S) OF INTEREST:

<input type="checkbox"/> Accessibility Advisory Committee	<input type="checkbox"/> Property Standards Committee
<input type="checkbox"/> Agricultural Advisory Committee	<input type="checkbox"/> Police Services Board
<input type="checkbox"/> Cemetery Board	<input checked="" type="checkbox"/> Public Library Board
<input type="checkbox"/> Court of Revision (Municipal Drains)	<input type="checkbox"/> Planning Advisory Committee
<input type="checkbox"/> Economic Development Committee	<input type="checkbox"/> Committee of Adjustment
<input type="checkbox"/> Sturgeon River House Museum Advisory Committee	<input type="checkbox"/> Economic Development Committee

PLEASE IDENTIFY YOUR AREA OF EXPERTISE/EXPERIENCE:

<input type="checkbox"/> Volunteer Management	<input type="checkbox"/> Program Development
<input type="checkbox"/> Arts Education	<input type="checkbox"/> Marketing and Promotion
<input type="checkbox"/> Fundraising Experience	<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: _____



West Nipissing Ovest

Municipality of West Nipissing

101-225 Holditch Street

Sturgeon Falls, ON P2B 1T1

Project:	Housing Needs and Development Strategy - Bid No.: 2021-035
Opened by:	Alisa Craddock
Reviewed and Scored by:	Stephan Poulin, Kassandra Girard, Bruno Lepage, Jean-Pierre Martin, Stuart Seville

	Colliers Project Leaders	Watson & Associates	Harriman & Associates
1. Qualifications and Experience - Planning and Development Experience / 30	24	25	16
2. Process - Proposed Methodology, Timeline and Milestones / 30	27	26	16
3. Price - Costing Proposal and Financial Implications / 30	29	26	13
4. Quality of Proposal and Value Added / 10	8	9	4
TOTAL SCORE / 100	88	86	49

Recommendation to Council: Colliers Project Leaders with a score of 88/100.

Notes:



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS three (3) requests for proposals were received for a Housing Needs and Development Strategy;

AND WHEREAS the proposals have been reviewed by the Director of Economic Development, the Economic Development Officer as well as members of the Economic Development Committee and the award being recommended herein consists of the best score meeting all of the specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for Housing Needs and Development Strategy in the Municipality of West Nipissing be awarded to **COLLIERS PROJECT LEADERS** having received the highest rating score meeting all the specifications.

	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: _____



West Nipissing Quest

Municipality of West Nipissing

101-225 Holditch Street

Sturgeon Falls, ON P2B 1T1

Project:	Land-Use and Development Strategy - Bid No.: 2021-036
Opened by:	Alisa Craddock
Reviewed and Scored by:	Stephan Poulin, Kassandra Girard, Bruno Lepage, Jean-Pierre Martin, Stuart Seville

		Colliers Project Leaders	Deloitte LLP	Explorer Solutions
1. Qualifications and Experience - Planning and Development Experience / 30		25	22	25
2. Process - Proposed Methodology, Timeline and Milestones / 30		28	24	28
3. Price - Costing Proposal and Financial Implications / 30		29	10	24
4. Quality of Proposal and Value Added / 10		8	6	8
TOTAL SCORE / 100		90	62	85

Recommendation to Council: Colliers Project Leaders with a score of 90/100.

Notes:



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS three (3) requests for proposals were received for a Land-Use and Development Strategy;

AND WHEREAS the proposals have been reviewed by the Director of Economic Development, the Economic Development Officer as well as members of the Economic Development Committee and the award being recommended herein consists of the best score meeting all of the specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for Land-Use and Development Strategy in the Municipality of West Nipissing be awarded to **COLLIERS PROJECT LEADERS** having received the highest rating score meeting all the specifications.

	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
Janice Dupuis, Deputy Clerk

DATE: February 11, 2022

RE: **DELAY IN REHABILITATION OF HIGHWAYS 539 AND 805**

Following a presentation to Council in July 2021, Council passed resolution 2021/282 on August 30th 2021, authorizing temporary road closures of Highways 539 and 805 for necessary road rehabilitation.

The Municipality has received correspondence from the project coordinators, D.M. Wills Associates Ltd., on behalf of the Ministry of Transportation, advising that the Rehabilitation of Highways 539 and 805 scheduled over the Summer of 2022 and Spring 2023 has been delayed by one (1) year.

Attached hereto is correspondence from the Project Engineer, Wes Kingdon, informing the Municipality of the delay and also seeking an updated resolution from Council to reflect the new project dates.

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the meeting held on July 13, 2021, Council received a presentation from the Ministry of Transportation, through its consultants, DM Wills Engineering Ltd. and LEA Consulting Ltd., outlining certain upgrades to be carried out on Highways 539 and 805,

AND WHEREAS Council passed resolution no. 2021/282 on August 30, 2021, authorizing temporary full closures of Highways 539 and 805, during the 2022 or 2023 construction seasons, to allow the required upgrades to the highways including the replacement and/or rehabilitation of multiple culverts;

AND WHEREAS on January 10, 2022, the municipality received new information from the Consultant/Contractor advising that MTO has pushed back the scheduled rehabilitation of Highways 539 and 805 by one (1) year;

AND WHEREAS the Consultant/Contractor is seeking an amendment to resolution no. 2021/282 in order to reflect the new proposed construction dates;

BE IT THEREFORE RESOLVED THAT Council for the Municipality of West Nipissing is agreeable to the anticipated temporary full closures of Highways 539 and 805 as necessary in order to complete the rehabilitation and multiple rapid culvert replacements between River Valley and Warren as follows:

- Hwy 539 – 3 weeks full closure (Monday-Friday), re-open on weekends, **Summer 2023**
- Hwy 805 – 1 week full closure (Monday-Friday), re-open on weekend, **Fall 2023**

BE IT FURTHER RESOLVED THAT all other requirements as set out in resolution no. 2021/282 shall remain in effect and shall be adhered thereto; which such requirements include, but are not limited to, proper detour signage, notification to local residents, coordination of Emergency Services and such.

	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: _____

Janice Dupuis

Subject: FW: Council Meeting - Resolution for Temporary Road Closures (Hwys. 539 + 805)
Attachments: RES - MTO - Hwys 539 + 805 - Temporary Full Road Closures (culvert replacements in 2022-2023) _ Aug-30-2021.pdf

From: Wes Kingdon
Sent: Monday, January 10, 2022 9:09 AM
To: 'Janice Dupuis' <jdupuis@municipality.westnipissing.on.ca>
Cc: Melanie Ducharme <mducharme@municipality.westnipissing.on.ca>; Shawn Remillard <sremillard@municipality.westnipissing.on.ca>;
Subject: RE: Council Meeting - Resolution for Temporary Road Closures (Hwys. 539 + 805)

Hi Janice,

Happy new year to yourself and everyone at West Nipissing. We hope everyone has had a lovely holiday season.

Further to our council presentation and subsequent support resolution last summer (attached) for Temporary Full Closures of Highway 539 and 805 in the River Valley area, I wanted to circle back and let the Municipality know that the MTO has advised that this project will be pushed back by one year.

The 3, one week closures planned on Highway 539 that were presented to council would now be planned in July/August of **2023**.

Furthermore, **the one week full closure of Highway 805 is now being planned for the Fall of 2023 (same year).**

Would you please be so kind as to let us know how we can go about updating the attached resolution from Council? Given the relative simplicity of the change in plans we were hopeful that this could be relayed to council at one of the next council meetings, and we could be provided with an updated support resolution. Kindly let us know if our presence is required for this and we'd be happy to attend a meeting and quickly provide an update on the change in plans.

Also, we are aware of the upcoming West Nipissing election this coming October 2022. Our plan is to acquire an updated resolution from the current council at this time, then follow up with the Municipality sometime in November 2022 to ensure that the current Council at that time is still in agreement with the resolution, prior to construction in 2023.

Thanks Janice, please let me know if we need to make any arrangements or preparations on our end.

Kind Regards,



Wes Kingdon, P.Eng. · Project Engineer

D.M. Wills Associates Limited

150 Jameson Drive · Peterborough, ON · K9J 0B9
Tel: (705) 742-2297 ext. 266 · Fax: (705) 748-9944
Cell: (705) 559-3464



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

Resolution No.

2021 / 282

AUGUST 30, 2021

Moved by / Proposé par :

« **Councillor R. Larabie** »

Seconded by / Appuyé par :

« **Councillor C. Fisher** »

WHEREAS at the meeting of Council held on July 13, 2021, the Ministry of Transportation, through its consultants, DM Wills Engineering Ltd. and LEA Consulting Ltd., presented a detailed design study outlining certain upgrades to be carried out on Highways 539 and 805, in 2022 and 2023;

AND WHEREAS the proposed upgrades to the highways include the replacement and/or rehabilitation of multiple culverts along Highways 539 and 805;

AND WHEREAS it is anticipated that temporary traffic delays and single lane closures will occur at most of the locations; however temporary full closures of Highways 539 and 805 are necessary in order to complete multiple rapid culvert replacements between River Valley and Warren as follows:

- Hwy 539 – 3 weeks full closure (Monday-Friday), re-open on weekends, Summer 2022
- Hwy 805 – 1 week full closure (Monday-Friday), re-open on weekend, Spring 2023

AND WHEREAS the Consultant and/or Contractor will ensure that all local residents will be notified and that Emergency Services will be consulted and notified prior to the highway closures so as to ensure the safety and security of residents is maintained at all times during the temporary full highway closures;

AND WHEREAS the temporary full closures of Highways 539 and 805 will be scheduled during the 2022 or 2023 construction seasons with detours to be clearly identified;

AND WHEREAS the consultants are seeking concurrence from the Municipality of West Nipissing to the proposed temporary full closures of Highways 539 and 805, over multiple weeks (excluding weekends), in order to complete multiple rapid culvert replacements;

BE IT RESOLVED THAT the Municipality of West Nipissing is agreeable to the temporary full closure of Highways 539 and 805, over multiple weeks (excluding weekends), for the rapid culvert replacements conditional that residents are notified and that coordination with emergency services be undertaken by the Consultant/Contractor to ensure the safety and security of residents is maintained at all times during the closure and that appropriate detour signage will be in place.

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

CARRIED: « **Mayor Joanne Savage** »

DEFEATED: _____

DEFERRED OR TABLED: _____



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT Council for the Municipality of West Nipissing approves the form of By-Law **2022/24** and franchise agreement attached hereto and authorizes the submission thereof to the Ontario Energy Board for approval pursuant to the provisions of Section 9 of the *Municipal Franchises Act*.

BE IT FURTHER RESOLVED THAT Council requests that the Ontario Energy Board make an Order declaring and directing that the assent of the municipal electors to the attached draft by-law and franchise agreement pertaining to the Corporation of the Municipality of West Nipissing is not necessary pursuant to the provisions of Section 9(4) of the *Municipal Franchises Act*.

	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 2022/24

BEING A BY-LAW TO AUTHORIZE A FRANCHISE AGREEMENT BETWEEN THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING AND ENBRIDGE GAS INC.

WHEREAS Council of the Corporation of the Municipality of West Nipissing deems it expedient to enter into the attached franchise agreement (the "Franchise Agreement") with Enbridge Gas Inc.;

AND WHEREAS the Ontario Energy Board by its Order issued pursuant to the *Municipal Franchises Act* on the ____ day of _____, 2022 has approved the terms and conditions upon which and the period for which the franchise provided in the Franchise Agreement is proposed to be granted, and has declared and directed that the assent of the municipal electors in respect of this By-Law is not necessary:

NOW THEREFORE the Council of the Corporation of the Municipality of West Nipissing enacts as follows:

1. **THAT** the Franchise Agreement between the Corporation of the Municipality of West Nipissing and Enbridge Gas Inc. attached hereto and forming part of this by-law, is hereby authorized and the franchise provided for therein is hereby granted.
2. **THAT** the Mayor and Clerk are hereby authorized and instructed on behalf of the Corporation of the Municipality of West Nipissing to enter into and execute under its corporate seal and deliver the Franchise Agreement, which is hereby incorporated into and forming part of this By-Law.
3. **THAT** By-Law 2001/77, passed by Council for the Municipality of West Nipissing, on the 19th day of November 2002, is hereby repealed.
4. **THAT** this by-law shall come into force and take effect as of the final passing thereof.

READ A FIRST TIME AND CONSIDERED READ A SECOND TIME AND PASSED AS SUCH IN OPEN COUNCIL THIS 15th DAY OF FEBRUARY 2022

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

**READ A THIRD TIME, PASSED AND FINALLY ENACTED THIS ____ DAY OF _____
20____ AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

Subject: FW: Municipality of West Nipissing Franchise Renewal with Enbridge Gas

From: Chris Minor <Chris.Minor@enbridge.com>

Date: Monday, February 7, 2022 at 9:01 AM

To: "jbarbeau@municipality.westnipissing.on.ca" <jbarbeau@municipality.westnipissing.on.ca>

Cc: Chris Minor <Chris.Minor@enbridge.com>

Subject: Municipality of West Nipissing Franchise Renewal with Enbridge Gas

Good Morning Jay.

On November 19, 2022, the current franchise agreement between the Municipality of West Nipissing and the former Union Gas Limited will expire. Based on the most recent customer count report, we currently provide service to approximately 3,400 customers within the Municipality of West Nipissing.

Provincial legislation requires a franchise agreement between the municipal corporation and the gas company serving that municipality. The Ontario Energy Board has directed that the current 2000 Model Franchise Agreement be used as the model for such agreements.

As a result, Enbridge Gas and the Municipality of West Nipissing will need to commence the process to renew a 20-year franchise agreement using the approved model.

To assist in this matter, I am enclosing the following documents for discussions:

1. Franchise Agreement Renewal Documents:
 - Guidelines to Municipalities Respecting the Renewal of Franchise Agreements
 - Draft Resolution of the municipality
 - Draft By-Law of the municipality
 - 2000 Model Franchise Agreement with Enbridge Gas Inc.
2. Historical Background:
 - a copy of the current By-Law 2001 / 77 (passed on November 19, 2002) and the current Franchise Agreement effective November 19, 2002
 - a copy of the Certificate of Public Convenience and Necessity that Enbridge Gas holds for the Municipality of West Nipissing (RP-2002-0119 / EB-2002-0344)
3. Reference Document:
 - a copy of the Gas Franchise Handbook (an explanatory supplement to the 2000 Model Franchise Agreement)

This entire process to get a franchise agreement approved by the Ontario Energy Board can be quite lengthy and may take up to **eight months** so we will have to get started on this very soon.

Please feel free to contact me and we can set up a time to walk through all this information and the process.

Best Regards,.

Chris Minor, P.Eng

Operations Manager, Northeast

—
ENBRIDGE GAS INC

TEL: 705-475-7914 | CELL: 705-845-1526 | chris.minor@enbridge.com

36 Charles St E | PO BOX 3040 | North Bay, ON | P1B 8K7

MEMORANDUM

TO: Mayor and Council

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

DATE: February 11, 2022

RE: **AGREEMENT WITH WEST NIPISSING PROFESSIONAL FIREFIGHTERS ASSOCIATION**

In January, the Municipality met with the West Nipissing Professional Firefighters Association to address the expired collective agreement. A memorandum of settlement was reached. The memorandum of settlement, outlining the changes, and the updated agreement are included for your review.

Joie de vivre



www.westnipissingouest.ca



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the Memorandum of Settlement between the Municipality of West Nipissing and the West Nipissing Professional Firefighters Association (Local 1531), for the period of January 1, 2020 to December 31, 2022, be ratified as presented.

	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 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS the Municipality of West Nipissing received a request for support from the District of Nipissing Social Services Administration Board (DNSSAB) encouraging member municipalities to advocate for housing and health staffing support funding for the District's transitional housing development known as Gateway House with the provincial government;

AND WHEREAS the Gateway House is a shelter providing not only housing but also health supports to the District's most vulnerable population;

BE IT RESOLVED THAT Council for the Municipality of West Nipissing hereby supports DNSSAB's request and we call on the Provincial Government to provide the necessary funding to support the operations of Gateway House in order to provide aid with health and housing services for the District's most vulnerable population.

	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: _____

BRIEFING NOTE B07-22

☐ For Information or ☒ For Approval

Date: January 26, 2022

Purpose: **Resolution for Member Municipalities in Support of Provincial Funding for Housing and Health Supports**

Prepared by: Marianne Zadra, Executive Coordinator and Communications

Reviewed by: Catherine Matheson, CAO

RECOMMENDATION:

Whereas the 2021 Point in Time Count identified 300 people in the District as homeless, indicating a steady increase from previous counts; and,

THAT while Government funding has provided capital dollars throughout the pandemic for the development of the Gateway Campus to provide emergency and transitional housing to the District's most vulnerable, there is no health and housing funding to support operations, and;

THAT while DNSSAB continues to advocate for housing and health funding with the Province to staff and meet the needs of the District's most vulnerable;

Be it resolved THAT area municipalities be encouraged to advocate for housing and health staffing support funding for the District's transitional housing development known as Gateway House with the provincial government.

BACKGROUND:

At the December 15, 2021, members passed the 2022 DNSSAB Budget (FA12-21), which indicated:

"In October 2021, the Board approved the construction of an additional 25 transitional housing units (Gateway House Phase 3) to be completed by March 31, 2023, that will be staffed 24/7. The goal of this project is to be a high support alternative to the temporary low barrier emergency shelter that is currently located in portables on the Gateway House site. There is currently no provincial or federal operating funding available to fund this project."

In addition, it was reported at the same meeting that the results of the latest Point in Time count (October 2021) shows that the number of people experiencing homeless (300) has steadily increased in recent years.

Also at that meeting, members felt strongly that municipalities should not carry the burden of funding operations at the Gateway House Campus that serves the most vulnerable in the District, as this is seen as a Provincial responsibility.

CURRENT STATUS/STEPS TAKEN TO DATE:

The DNSSAB continues to seek support from the provincial government for housing and health dollars and welcomes member municipalities to do the same.

NEXT STEPS:

The DNSSAB asks that member municipalities join in the advocacy efforts with the Province to obtain funding to provide housing and health supports for the District's most vulnerable.

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

Resolution No. 2022-06

Carried: ☒

Defeated: ☐

Date: January 26, 2022

MOVED BY: Amanda Smith

SECONDED BY: Dan O'Mara

THAT the Board receives for approval or information, Consent Agenda items 7.1 to 7.5.

7.1 FA2022-01 Municipal Apportionment

This report provides the 2022 municipal apportionment figures for each municipality in the Nipissing district.

7.2 B01-22 Accessibility Plan 2021-2025

This report provides information on the legislatively required 2021-2025 Accessibility Plan.

7.3 B02-22 Approval of NDHC By-Law #1 Amendments – For Approval

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approve the NDHC Board By-law #1 amendments by resolution; as Service Manager and Shareholder of the Nipissing District Housing Corporation (NDHC).

7.4 B03-22 Draft Revisions to the Travel Meal and Hospitality Policy – For Approval

THAT the District of Nipissing Social Services Administration Board approve the changes to the draft Travel, Meal and Hospitality Policy as presented.

7.5 B07-22 Resolution to Municipalities Regarding Federal Funding – For Approval

Whereas the 2021 Point in Time Count showed 300 people in the District identified as homeless, indicating a steady increase from previous counts; and,

THAT while Government funding has provided capital dollars throughout the pandemic for the development of the Gateway Campus to provide emergency and transitional housing to the District's most vulnerable, there is no health and housing funding to support operations, and;

THAT while DNSSAB continues to advocate for housing and health funding with the Province to staff and meet the needs of the District's most vulnerable;


Be it resolved THAT area municipalities be encouraged to advocate for housing and health staffing support funding for the District's transitional housing development known as Gateway House with the provincial government.

CARRIED

DocuSigned by:

MARK KING
CHAIRPERSON

CARRIED

DocuSigned by:

CATHERINE MATHESON
SECRETARY

MEMORANDUM

TO: Council

FROM: Melanie Ducharme, Clerk
Janice Dupuis, Deputy Clerk

DATE: February 11, 2022

RE: REQUEST FOR VEHICLE LICENCING EXTENSION – LE TAXI

Council received a request from Le Taxi, via e-mail, wherein they were seeking an extension to the vehicle licencing provisions of By-Law 2016/63.

«...I was asking to be extended to the 15th of March so I have some additional time to replace the vehicles I have, as well as to get the others fixed correctly. I have several sitting at dealerships but due to staff shortages and the difficulty everyone is having obtaining parts due to the COVID-19 pandemic they are doing exactly that, sitting. Not to mention the issue I'm having obtaining new vehicles to replace the old as the lots are understaffed and understocked. I have been doing the very best with I have to work with.

I hope you can find leniency as we have served the Sturgeon Falls area for 13 years and have never run into so many delays with trying to fix and upgrade our vehicles. Thank you for taking the time to read this email and I hope we can come to a resolution soon.

To clarify, we are replacing the 2011 vehicles and are asking for an extension from February 15th to March 15th so everything can come in and vehicles can be replaced.»

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



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

Resolution No.

2022 /

FEBRUARY 15, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS By-Law 2016/63 provides for the licensing, regulating and governing of Taxi Operations in the Municipality of West Nipissing;

AND WHEREAS the Taxi By-Law 2016/63 provides that :

Sec. 19 A Taxi Owner's licence shall only be issued when the Taxi Owner has submitted the motor vehicle intended to be used as a Taxi, for visual inspection and produced satisfactory proof that:

- (a) the motor vehicle is less than 10 years of age (by subtracting model year from current licence year),

Sec.23. Taxi Owners' licences, issued under this Part, unless sooner revoked, shall expire on **February 15th**, of the year following the date of issue, and shall only be considered valid after the annual licence fee as illustrated in Schedule "A" attached, has been paid to the Corporation.

AND WHEREAS Council received a request from LE TAXI seeking an extension for the licensing requirement of taxicab vehicles in order to allow time to replace and/or repair taxicab vehicles in order to comply with the requirements of By-Law 2016/63;

BE IT THEREFORE RESOLVED THAT Council for the Municipality of West Nipissing is agreeable to the request and grants LE TAXI an extension to March 15, 2022 for the licensing of taxicab vehicles.

	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: _____



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

<u>PRESENT:</u> MAYOR JOANNE SAVAGE COUNCILLOR YVON DUHAIME COUNCILLOR CHRISTOPHER FISHER (<i>left mtg.</i>) COUNCILLOR ROLAND LARABIE (<i>left mtg.</i>) COUNCILLOR LÉO MALETTE (<i>left mtg.</i>) COUNCILLOR DAN ROVEDA (<i>left mtg.</i>) COUNCILLOR DENIS SÉNÉCAL COUNCILLOR LISE SÉNÉCAL <i>WARD 7 (vacant)</i>	<u>ABSENT:</u>
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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 MARCHÉ

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 (Labbe 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 OUEST

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

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, JANUARY 18, 2022 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. 2022/05 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Addendum for the meeting of Council held on JANUARY 18, 2022 be approved,
as ☒ presented / ☐ amended.

A recorded vote was requested :

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

DEFEATED

B-2 Adopt the Agenda.

No. 2022/06 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 January 18, 2022 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the January 18, 2022 agenda, be amended;

BE IT FURTHER RESOLVED THAT the Agenda for the meeting of Council held on January 18, 2022 be adopted, as ☒ presented / ☐ amended.

CARRIED

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

C-1 Municipal Vaccination Policy (Presenter: Dave Lewington)

Mr. Lewington made a presentation outlining his opinion on the validity of forcing personnel to abide to a vaccination policy therefore infringing on their civil rights for making decisions as it relates to their bodies.

C-2 Receipt of Petition re: Cache Bay Trailer Park – Replacement of Park Operator (separate document)

Council received a petition signed by campers of the Cache Bay Trailer Park seeking the replacement of the current Park Operator. The matter will be brought forward to a future council meeting for discussion.

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

D) **PLANNING / PLANIFICATION**

D-1 By-Law 2022/01 to amend the Zoning By-Law for 12 Principale St, Verner (A. Coutu)

No. 2022/07 Moved by: Councillor C. Fisher
 Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-law 2022/01, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 12 Principale Street East in Verner from C1 (General Commercial) to R3-4 (Residential Three Exception Zone 4); shall come into force and take effect on the date it is passed.

CARRIED

D-2 Resolution to grant draft Plan Subdivision Approval (Deer Lake Road)

No. 2022/08 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor R. Larabie

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 Road, Verner, Municipality of West Nipissing and more particularly described as Part of the North Half of Lot 6, Concession 1, Township of Hugel, owned by Gerald and Diane Gagnon.

AND WHEREAS written and public submissions were made and considered by the West Nipissing Planning Advisory Committee, on October 18, 2021;

AND WHEREAS the West Nipissing Planning Advisory Committee has recommended to Council for the Municipality of West Nipissing that the Draft Plan, be approved, subject to certain conditions;

BE IT THEREFORE RESOLVED THAT draft plan of Subdivision, be granted for Subdivision Application No. SUBD 2021/04 made made by **Gerald and Diane Gagnon** for plan of subdivision located on Deer Lake Road, Verner, Municipality of West Nipissing and more particularly described as Part of the North Half of Lot 6, Concession 1, Township of Hugel; including Schedule "A" attached hereto.

CARRIED

D-3 By-Law 2022/02 to acquire lands from 2569189 Ontario Ltd. for municipal purposes

No. 2022/09 Moved by: Councillor C. Fisher
 Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-Law 2022/02, being a by-law to authorize the acquisition of certain lands from **2569189 ONTARIO LTD**, situated on Dovercourt Road in Sturgeon Falls, shall come into force and take effect on the date it is passed.

CARRIED

D-4 By-Law 2022/03 to Amend the Zoning By-Law for 12051A Highway 17 (Burrows Livestock Auction)

No. 2022/10 Moved by: Councillor C. Fisher
 Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT By-Law **2022/03**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 12051A Highway 17, from RU (Rural) to C2 (Highway Commercial); shall come into force and take effect on the date it is passed.

CARRIED

D-5 By-Law 2022/04 to Amend the Zoning By-law for Vacant Land, Domina Cres. (C. Beauparlant)

No. 2022/11 Moved by: Councillor D. Sénécal
 Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-Law **2022/04**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located Domina Crescent in Sturgeon Falls, from R1 (Residential One Zone) to R2-3 (Residential Two Exception Zone 3); shall come into force and take effect on the date it is passed.

CARRIED

D-6 By-Law **2022/13** to amend the Zoning By-Law for 13117 Hwy 17 (Brazeau)

No. 2022/12 Moved by: Councillor D. Sénécal
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law **2022/13**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 13117 Highway 17, Sturgeon Falls, ON, from RR (Rural Residential), to RR-4 (Rural Residential Exception Zone 4); shall come into force and take effect on the date it is passed.

CARRIED

D-7 Resolution to approve Tile Drainage Loan application (R. Pellerin)

No. 2022/13 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the Application for a Tile Loan made under the *Tile Drainage Act RSO 1998*, by **RAYMOND PELLERIN**, for the property described below in the amount of \$50,000.00 be accepted, pending financing by the Ministry of Agriculture, Food and Rural Affairs:

North & South Road
East Part of Lot 8, Concession 3,
Parcel 6161
Twp. Kirkpatrick,
Municipality of West Nipissing
Roll No. 48-52-110-001-08400

CARRIED

D-8 By-Law **2022/14** to authorize the special drainage rates for a tile loan application (R. Pellerin)

No. 2022/14 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-Law **2022/14**, being a by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*, application made by **RAYMOND PELLERIN**, (East Part of Lot 8, Concession 3, Parcel 6161, Twp. Kirkpatrick, Roll No. 48-52-110-001-08400) in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

E) NEW BUSINESS / AFFAIRES NOUVELLES

E-1 By-law 2022/11 to authorize borrowing to meet current expenditures

No. 2022/15 Moved by: Councillor D. Sénécal
 Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT By-Law **2022/11**, being a by-law to borrow money to meet current expenditures, shall come into force and take effect on the date it is passed.

CARRIED

E-2 By-Law 2022/12 to authorize levying of interim tax installments

No. 2022/16 Moved by: Councillor C. Fisher
Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT By-law 2022/12, being a by-law to levy interim taxes for 2022, shall come into force and take effect on the date it is passed.

CARRIED

E-3 By-Law 2022/05 to authorize a voting method for the 2022 municipal elections

No. 2022/17 Moved by: Councillor L. Malette
Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT By-Law 2022/05, being a by-law to authorize vote-by-mail for the 2022 municipal elections in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

E-4 Approval of Vaccination Policy

No. 2022/18 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Sénécal

WHEREAS at the Council meeting held on November 2, 2021; Council for the Municipality of West Nipissing reviewed the Vaccination Policy;

BE IT THEREFORE RESOLVED THAT Council of the Municipality of West Nipissing adopts the Vaccination Policy, which shall come into force and take effect on the date it is passed.

BE IT FURTHER RESOLVED THAT the Vaccination Policy shall become part of the Municipality of West Nipissing's Policy Manual.

¶

Councillor L. Sénécal 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)	✓	

CARRIED

E-5 Award quotation for purchase of a loader (PW)

No. 2022/19 Moved by: Councillor Y. Duhaime
Seconded by: Councillor R. Larabie

WHEREAS quotations were requested for the purchase of a new loader by the West Nipissing Public Works Department; which quotations were opened on November 10th, 2021;

AND WHEREAS three (3) quotations were received;

AND WHEREAS the quotations have been reviewed by the Director of Corporate Services and the Manager of Public Works 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 purchase of a new loader by the West Nipissing Public Works Department be awarded to **BRANDT TRACTOR**, having submitted a quotation of \$214,900.00 (plus HST) meeting all the required specifications.

CARRIED

BE IT THEREFORE RESOLVED THAT Part of Lot 219, Plan 40, Springer Township, being PIN No. 490760-0086, Municipal Roll No. 48-52-050-000-17510, in the Municipality of West Nipissing, District of Nipissing, is hereby declared as surplus.

CARRIED

E-9 By-Law 2022/06 to authorize the sale of land in the Town of Cache Bay

No. 2022/24 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-Law No. 2022/06, being a By-law of the Municipality of West Nipissing to authorize the sale of land in the Town of Cache Bay, shall come into force and take effect on the date it is passed.

CARRIED

E-10 Award tender for Engineering Design re: Rehabilitation of Champlain Bridge

No. 2022/25 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor C. Fisher

WHEREAS requests for proposals for Engineering Services for the Rehabilitation of the Champlain Bridge were opened on December 1, 2021 by the Director of Corporate Services;

AND WHEREAS six (6) proposals were received;

AND WHEREAS the proposals have been reviewed and evaluated by the municipal Engineering Consultant and the award being recommended herein consists of the best rating score meeting all of the specifications;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for Engineering Services for the Rehabilitation of the Champlain Bridge, in the Municipality of West Nipissing, be awarded to **EXP SERVICES INC.** having received the highest rating score meeting all the specifications.

CARRIED

E-11 By-Law 2022/07 to accept, assume and dedicate lands for public highway (Lafrenière Rd)

No. 2022/26 Moved by: Councillor C. Fisher
 Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT By-law 2022/07, 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 ½ OF WEST ½ OF LOT 5, CONCESSION 2
PART OF THE SOUTH ½ OF EAST ½ OF LOT 5, CONCESSION 2,
PARTS 3 AND 4, PLAN 36R-14590
GEOGRAPHIC TOWNSHIP OF MACPHERSON,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

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

CARRIED

E-12 By-Law 2022/08 to accept, assume and dedicate lands for public highway (Lac Clair Rd)

No. 2022/27 Moved by: Councillor D. Sénécal
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law 2022/08, 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 lot 10, CONCESSION 2,
PARTS 4, 5 & 6 1, PLAN 36R-14662
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Lac Clair Road, Cache Bay, Ontario.

CARRIED

E-13 By-Law 2022/09 to accept, assume and dedicate lands for public highway (Deer Lake Road)

No. 2022/28 Moved by: Councillor C. Fisher
Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT By-law 2022/09, 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 EAST ½ BROKEN LOT 5, CONCESSION 5,
PARTS 3, PLAN 36R-14629
GEOGRAPHIC TOWNSHIP OF KIRKPATRICK,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled road known as chemin Deer Lake Road, Warren, Ontario.

CARRIED

E-14 Authorize to sign a Mutual Agreement Drain with R. Pellerin (North & South Rd)

No. 2022/29 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Mayor and Municipal Clerk be authorized to sign a Mutual Agreement Drain under Sections 2 and 65 of the *Drainage Act* with RAYMOND PELLERIN

CARRIED

E-15 Authorization to transfer Seniors' Supper funds to reserve for 2022 event

No. 2022/30 Moved by: Councillor C. Fisher
Seconded by: Councillor D. Sénécal

WHEREAS at the October 19th meeting, Council recommended not to proceed with the annual Seniors' Christmas Supper given the current restrictions for indoor gatherings due to the ongoing COVID pandemic;

AND WHEREAS Council recommended to transfer the budgeted funds allocated for the 2021 Seniors' Christmas Supper to a reserve; to be used for a future event once gathering restrictions have been lifted by the Province;

BE IT THEREFORE RESOLVED THAT Council authorizes the transfer of \$7,200 from the 2021 Budget to a **Dedicated Reserve** for a future event.

CARRIED

E-16 By-Law 2022/10 to authorize the Mayor and CAO to sign a Municipal Housing Facilities Agreement with DNSSAB

No. 2022/31 Moved by: Councillor L. Sénécal
Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT By-Law 2022/10, being a by-law to authorize the execution of an Municipal Housing Facilities Agreement between the Corporation of the Municipality of West Nipissing, the District of Nipissing Social Services Administration Board and 5053523 Ontario Inc.; shall come into force and take effect on the date it is passed.

CARRIED

E-17 Award of RFP re: Engineering Services for Rehabilitation of John Street

No. 2022/32 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Malette

WHEREAS requests for proposals for Engineering Designs for the Rehabilitation of John Street, were opened on December 16, 2021 by the Director of Corporate Services;

AND WHEREAS seven (7) proposals were received;

AND WHEREAS the proposals have been reviewed by 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 the Rehabilitation of John Street, in the Municipality of West Nipissing be awarded to **EXP SERVICES INC.**, having received the highest rating score meeting all the specifications.

CARRIED

E-18 Award of Tender for Accessibility Upgrades to various municipal buildings

No. 2021/33 Moved by: Councillor Y. Duhaime
Seconded by: Councillor R. Larabie

WHEREAS requests for quotations were requested for Accessibility for Ontarians with Disabilities Act (AODA) Upgrades to various municipal buildings were opened on December 17th, 2021;

AND WHEREAS three (3) quotations were received;

AND WHEREAS the quotations have been reviewed by Perry & Perry Architects Inc. 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 Accessibility for Ontarians with Disabilities Act (AODA) Upgrades to various municipal buildings be awarded to **PROSPERI CO. LTD.**, having submitted a quotation of \$199,500.00 (plus HST) meeting all the required specifications.

CARRIED

E-19 Appointment of Deputy Mayor (1 yr. term)

No. 2021/34 Moved by: Councillor C. Fisher
Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT Councillor YVON DUHAIME be appointed DEPUTY MAYOR for the Corporation of the Municipality of West Nipissing for a one (1) year term, ending on November 15, 2022.

CARRIED

MOTION TO EXTEND CURFEW:

No. 2022/35 Moved by: Councillor L. Sénécal
Seconded by: Councillor C. Fisher

At approx. 9:29 PM, a motion was tabled to extend the meeting beyond the regular curfew in order to proceed with the agenda

DEFEATED

➤➤➤ All remaining agenda matters will be carried forward to the next Council agenda.

M) ADJOURNMENT / AJOURNEMENT

M-1 Confirm the proceedings of Council.

No. 2022/36 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT By-law No. **2022/16** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 18th day of JANUARY 2022, shall come into force and take effect on the date it is passed.

CARRIED

M-2 Adjourn the meeting of Council.

No. 2022/37 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT the meeting of Council held on JANUARY 18, 2022 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.

- | | |
|----|--|
| 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

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:

- | | |
|----|--|
| 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:

- | | |
|----|--|
| 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.

- | | |
|----|--|
| 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

Emilie 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

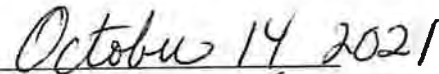
A brief discussion of the options took place. It was decided that it was best to have the next meeting in October virtually and revisit the subject again at that time.

15. Adjournment

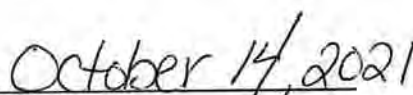
MOTION # 21-57

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.

Ann Languin
Chair
Colin J. 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 core 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 dark 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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Janice Dupuis

Subject: FW: Complaint MWN#21-12 against Councillor Dan Roveda - Report to Council

From: Patrice J Cormier <[pjgormier@julien-cormier.ca](mailto:pjcormier@julien-cormier.ca)>

Sent: January 19, 2022 5:23 PM

To: Chris Fisher <cfisher@municipality.westnipissing.on.ca>; Dan Roveda <droveda@municipality.westnipissing.on.ca>; Denis Senecal <dsenecal@municipality.westnipissing.on.ca>; Joanne Savage <jsavage@municipality.westnipissing.on.ca>; Leo Malette <lmalette@municipality.westnipissing.on.ca>; Lise Senecal <lsenecal@municipality.westnipissing.on.ca>; Roland Larabie <rlarabie@municipality.westnipissing.on.ca>; Yvon Duhaime <yduhaime@municipality.westnipissing.on.ca>
Cc: Jay Barbeau <jbarbeau@municipality.westnipissing.on.ca>; Melanie Ducharme <mducharme@municipality.westnipissing.on.ca>; Roxanne <roxanne.racine@julien-cormier.ca>

Subject: RE: **Complaint MWN#21-12 against Councillor Dan Roveda - Report to Council**

Bonjour,

I have now reviewed a Request for Investigation from Mayor Savage sworn on June 24/21 and received in our offices on July 6th last. The complaint is based on the fact that Councillor Roveda would have breached the Code of Conduct by the following: "Comments and emails of Councillor Roveda are insulting, disrespectful, rude and unwelcome towards the Mayor" and more specifically by sending an inappropriate email dated June 18/21. I have received written evidence from the Mayor and some background information from Councillor Roveda as well as an explanation from Councillor Roveda.

After having granted a short extension of time for submissions and having received a detailed chronology of the events by Councillor Roveda, I was further directed to consider other information. I accept Councillor Roveda's own evidence of his previous "annoyance, desperation, frustration, and displeasure" of what he considers as a "toxic work environment". Given the tone of these particular emails and the specific words used by Councillor Roveda towards the Mayor: "Your last request fully supports my point...**does not provide me with the notion you are sympathetic to anyone but yourself.**" **(my emphasis added)**, I have determined that his outburst via email to all members of Council and to CAO Jay Barbeau is in direct contravention of Section 5(8)(viii) where it states that: "Members shall not: make unwelcome remarks... which cause embarrassment or awkwardness;" as per the **Code of Conduct for Council amended on September 10, 2019**.

As such, I find that Councillor Roveda has contravened the Code of Conduct.

These are my findings.

I would recommend, once again, that Councillor Roveda review the Code of Conduct, more particularly the entirety of Section 5. RESPONSABILITIES and that he prepare a letter of apology to the Mayor confirming his review of the Code and that his letter be shared with Members of Council within 30 days. If we were in different times, I would have suggested a meeting in-person before me in an attempt to better the on-going difficult issues between the parties. However, Covid-19 restrictions do not permit that at this time, unfortunately.

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



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

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:

YVES DUHAIME
(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:

October 29/2021

Time received:

1:30 pm

Entered in Council Agenda for meeting date of:

November 2/2021

[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


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)

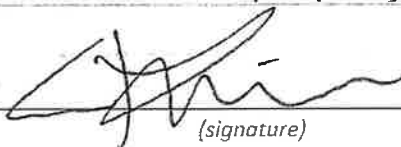
Hereby files a **NOTICE OF MOTION** to be included on the Agenda for the meeting of Council, which is scheduled to be held on: Feb 1st 2020
(enter date)

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

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: Dan Roveda
(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: February 15 2022
(enter date)


SUBJECT: Mayor Joanne Savage Breaches Procurement By-law

and which NOTICE OF MOTION to read as follows:


Whereas, on January 21/2022, without Council's approval, Mayor Joanne Savage emailed our Solicitor George Vuicic regarding a Human Resource issue; Whereas, no single member of Council has the authority under the procurement by-law to do so; Whereas, the actions of Mayor Joanne Savage is a breach of the Municipality's procurement by-law; Whereas, this is not the first time the Mayor has violated the municipality's procurement by-law in this manner; Therefore, be it resolved that the costs related to this violation of the procurement by-law be incurred personally by Mayor Joanne Savage or that she acknowledge her unauthorized breaching of the procurement by-law. Furthermore be it resolved Mayor Joanne Savage familiarize herself with the procurement by-law and follow its policies.

Member of Council: 
(signature)


FOR CLERK'S OFFICE USE ONLY:

Date received:	<u>February 8, 2022</u>	
Time received:	<u>3:45 pm</u>	
Entered in Council Agenda for meeting date of:	<u>February 15, 2022</u>	

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 25 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:		Private Road Snow Clearance Policy and Contract	
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>I see no reason that this needs to come to council each year, the policy should say that the roads are inspected by Public Works and if they meet the contractual obligation then the contract can rollover. May require some tweaks to the policy and contract, However, council only needs to be involved if there is a problem, a dispute, an addition or a subtraction. Seems to be an operational exercise.</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:	
(by e-mail)		JANUARY 25 / 2022	
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 25 / 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):	February 15 / 2022		<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Feb 15/2022	
Name of Requestor:	Mayor Joanne Savage	Date submitted: Feb 8, 2022	
Address:		Full mailing address:	
Phone:	Home:	Business / Cell:	Fax:
E-Mail:			
Requested Agenda Item/Subject:		Walk-in snowshoeing public access	
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>Discuss Pathway to access River from Sturgeon Falls public landing</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: February 8, 2022 (via e-mail)	
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:	February 8, 2022	Received from:	Mayor J. Savage
Meeting Date Requested:	February 15, 2022	Mode of Notification:	<input type="checkbox"/> in person <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> by telephone <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Report Required <input type="checkbox"/> Action Item <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	February 15, 2022		<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			







MEMORANDUM

TO: Jay Barbeau
AND TO: Council
FROM: Peter Ming, Alan Korell, Shawn Remillard, Melanie Ducharme
DATE: February 10, 2022
RE: Petitions for Municipal Services – Water and Sewer

As the Municipality has prioritized and has already expended resources and obtained studies to extend drinking water from Sturgeon Falls to Verner, it is assumed the costs undertaking these extensions of services would be covered by the landowners as a Local Improvement or some other owner-shared cost arrangement.

Petition for water and sewer infrastructure to the residents of Pierre Road, Dutrisac Road (South of Quesnel), Du Lac Drive and Garden Village Road

Extending the watermain along Dutrisac Road, south of Quesnel Road, is cost prohibitive, due to the required amount of bedrock blasting and lack of service connections before reaching Pierre Road.

In addition, the West Nipissing Official Plan delineates the Urban Service Boundary, this project would fall outside of that boundary and would require Council to amend its Official Plan to include this extension, which approval would be subject to recommendation of the Ministry of Municipal Affairs and Housing. Given the province's continue focus is on in-fill development and creation of affordable housing in the existing built up areas, it is unknown whether the province would support an extension of the service boundary at this time.

Petition for municipal water on Quesnel Road between Dutrisac Road and Nipissing Street

An investigation was conducted in the past for this project, and although there would be a benefit to looping two existing watermains (Nipissing Street & Dutrisac Road, the cost of this endeavour may also be prohibitive based on the numbers of potential users.

The following are estimated costs:

- 200mm pipe @ \$200.00/m (\$330K)
- Commissioning @ \$5,000.00 ea.
- Services @ \$2,000.00 ea x 34 potential (\$68K)
- Hydrants @ \$9,000.00 ea x 19 at 90 meter spacing (\$171K)
- Final connections @ \$5,000.00 ea x 2 connections (\$10K)
- Bedrock will be encountered, quantities could be determined with Geotech survey, the survey and rock trench would be extra

The total budgetary cost, not including blasting and preliminary geotechnical survey is \$600,000.00. This petition had only 10 signatures, with a potential of over 30 connections if the project takes place. Council would have to determine an equitable method of distributing the cost between interested and uninterested land owners.

Joie de vivre



West **Nipissing Ouest**

Joie de vivre

www.westnipissingouest.ca

JAN 27 2022

DELIVER ON JANUARY 16, 2022

November 6th, 2021



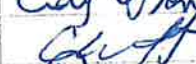























Petition to implement natural gas, water and sewer infrastructure to the residents of Pierre Rd, Dutrisac Rd (south of Quesnel), Du Lac Dr and Garden Village Rd.

Name	Address	Phone #	# Of Occupants	Signature
Rene Roy	204 Prom. du Lac	705-492-1660	2	Rene Roy
Pauline Plutiny	204 Prom. du Lac	705-358-3081	2	Pauline Plutiny
Louise Courchesne	208 Prom du lac	705-753-2080	2	Louise Courchesne
Guy Courchesne	208 Prom du lac	705-471-3190	1	Guy Courchesne
G.N.I.	207 " "	705-753-2080	2	Guy Courchesne
Mike Johnson	216 " "	705-471-8515	2	Mike Johnson
Conny Rignall	220 Prom du lac	705-471-2757	3	Conny Rignall
Taylor Goudreau	171 Dutrisac Rd	226-779-2255	2	Taylor Goudreau
Justin Bruchet	191 Dutrisac	465-443-0119	2	Justin Bruchet
Clairie Carpe	194 Prom du lac	705-822-1147	2	Clairie Carpe
Kayman DE LANO	192 Prom du lac	705-665-8095	1	Kayman DE LANO
Handy Amyot	192 Prom du lac	705-81-1325	1	Handy Amyot
Carl Brazier	184 Prom Du Lac	705-223-1495	2	Carl Brazier
Carole Diotte-O'Bonsaurin	188 chem Du lac	705-561-6919	2	Carole Diotte-O'Bonsaurin
Pete O'Bonsaurin	186 chem Du lac	705-691-3299	2	Pete O'Bonsaurin
Amy Van Wyngaarden	171 Du Lac Dr	705-358-1329	4	Amy Van Wyngaarden
STEFAN CORRIEVEAU	197 PROM DU LAC	705-471-4927	2	Stefan Corrievau
Gilles Legault	178 Prom du lac	705-479-9494	1	Gilles Legault
Roch Duchesne	181 Prom du lac	705-471-3054	3	Roch Duchesne
Heborah Hoult	174 Prom du lac	705-753-2893	2	Heborah Hoult
Rene Rivest	164 Promenade du lac	249-358-2483	2	Rene Rivest
Veronique Turner	152 Promenade du lac	705-753-4631	2	Veronique Turner
Guy Robert	150 Promenade du lac	249-338-8453	2	Guy Robert
IGN MORRISON	148 Prom du lac	705-492-2363	2	IGN MORRISON
IM Morrison	145 Prom du lac	705-753-2108	2	IM Morrison
Bisile Braillellette			2	Bisile Braillellette
Chantal Braillellette			2	Chantal Braillellette

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	
Charital Fournier	92 Promenade du Lac	705-840-9040	2	
P. W. Campbell	108 P. Du Lac	705-755-5439	2	
MICHAEL GAUTHIER	102 Prom du Lac	705-753-1027	2	
Yvon MARTEL	98 Prom du Lac	705-753-3488	2	
RAY SWANORICK	88 Prom du Lac	705-755-5011	4	
Jane & Paul Cote	84 Prom du Lac	705-753-5778	2	
RALPH NIGRO	80 Prom DULAC	416-464-0366	4	
MARYV. O'CONNOR	10 Vi	705-755-7143	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	447-564-4584	1	
Cherl Schwenker	174 Dutrisac Rd	705-753-5515	2	
Andre BEHNDJOUN	160 Promenade du Lac	705-498-0390	2	
CHRISTIE BURNETT	100 Prom	705-497-4985	2	
JACQUES LOISEL	76 PROMENADE	705-753-2681	2	
Sandra Spence	74 Promenade	705-753-4448	2	
Marie Paul Rameau	181A Dutrisac	705-618-1245	2	
Frank K. Dushan	182 Dutrisac	705-358-6065	3	
VINCENT DROST	131A/B DUTRISAC	705-207-5681	4	
M. LIGON FORTY	204 Pierre Rd	613-807-9172	4	
Sylvie Cull	240 Pierre Rd	705-303-3144	4	
Sylvie Davidson Walker	218 Pierre Rd	705-753-2247	2	
Suzanne Davidson	220 Pierre Rd	705-753-4031	1	

JAN 27 2012

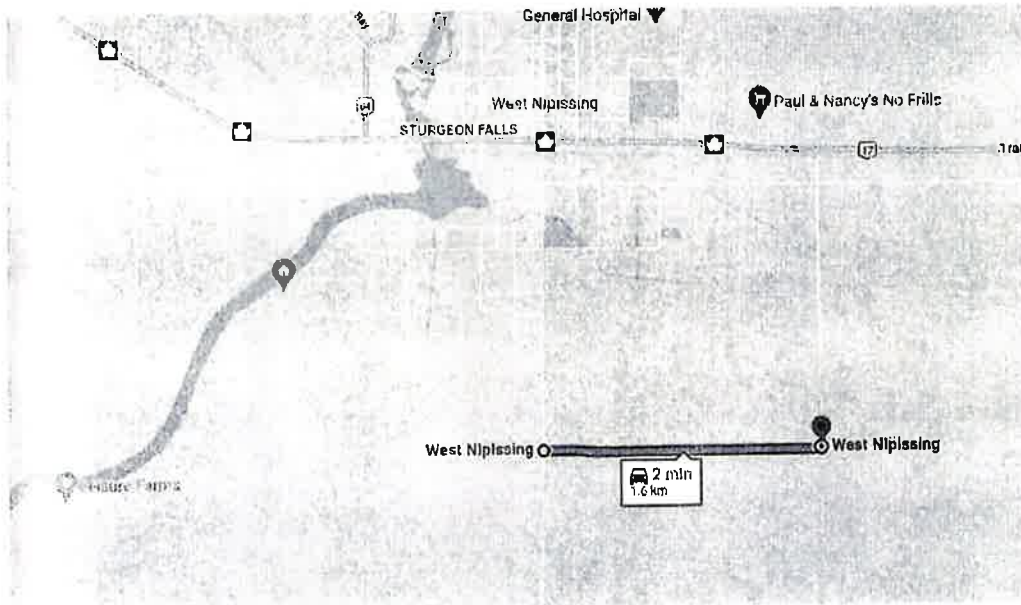
Name	Address	Phone #	# Of Occupants	Signature
Simone Dumont	222 Pierre Rd	705-580-2018	2	S. Dumont
Bill Clark	234 Pierre Rd	705-753-4286	2	Bill Clark
IAN LAUGHLAND	236 Pierre Rd	705-825-2014	4	I. Laughland
Jacqueline Mallette	284 Pierre Rd	705-753-3576	2	J. Mallette
Mike Hodgson	290 Pierre Rd	705-580-2296	2	M. Hodgson
Petricia Hodgson				
Paul Dufresne	294 Chem. Point	705-923-1188	2	P. Dufresne
PAUL POISSON	216 PIERRE Rd	705-815-0320	4	Paul 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	705-753-3692	3	ALBERT Tremblay
Brian Lamoine	142 Garden Vill	705-303-7553	1	Brian Lamoine
140 GARDEN			3	
MICHEL OUELLET	119 GARDEN VILLAGE	705-753-9337	4	M. Ouellet
VINCENT DUBOIS	200 PRINCE ALBERT	705-767-5681	3	V. Dubois



Dear Councilor Sénécal,

I am writing to you today regarding town water access at our place of business at 317 Quesnel Rd. Sturgeon Falls Ontario P2B 2V7 known as TCM Total Cabinet modules.

As you are aware, the town water is currently accessible on Nipissing St. as well as Quesnel Rd. heading towards Leisure Farms and on Dutrisac Rd. leaving us in the middle (1.6KM approx.) without town water access.



We are starting a petition in hopes to attain many signatures of other residents and businesses on this road and would like your assistance in approaching council to recommend adding town water access to our section of Quesnel rd. based on that petition.

My strongest reason for doing so is that our company is at the mercy of 1 sole insurance company willing to insure us, other companies will not even quote due to the fact of not having fire hydrants available within reach leaving us a risk of a greater loss should anything happen. Also, this is leaving our company with a hefty yearly bill, and we are waiting for the day where this one company refuses to insure us, joining in with the other companies, which at that point would result in TCM having to close our business, not a huge loss to our community but still represents approximately 15 jobs in West Nipissing.

I am hoping we can rely on your support with this petition and proposal to town council.

Your Truly,

Yves Laurin

TCM Total Cabinet Modules

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Paul Legault Print: Paul Legault

Address: 209 Quesnel St P2B2V7

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By:

Maryann Turner
Kevin Turner

Print:

Maryann Turner
Kevin Turner

Address:

244 Quesnel Rd

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Rob Thompson Print: Rob Thompson

Address: 246 Quesnel rd

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☒

Interested in Water & Sewer access

☐

Signed By:



Print:

Denis Bonin

Address:

299 Quesnel + 4 lots

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Yves Lawin please call me 705-471-2949

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Lynne Laurin Print: Lynne Laurin

TCM Total Cabinet Modules

Address: 317 Quesnel Rd P2B 2V7

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: *Gerry Menard* Print: GERRY Menard

Address: 365 Quesnel

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

Interested in Water access only

☒

Interested in Water & Sewer access

☐

Signed By: Juliette Lafantaisie Print: Juliette Lafantaisie

Address: 375 Quesnel Road

Thank you for doing this

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

Another concern is the amount of Dust during the summer. It seems that every tandem & transport prefer this road avoiding traffic light with absolutely NO respects to our residents on this road. We can even sit outside to enjoy the summer Thank you

Hi Neighbours,

We, TCM Total Cabinet Modules are starting a petition in hopes to gain town water & sewers access on our side of Quesnel Rd. (between Nipissing and Dutrisac) and we are hoping that we can count on your support by signing this petition not only for our benefits but for yours as well.

Not interested

☐

So needed!
Interested in Water access only

☒

Yes!!

Interested in Water & Sewer access

☐

Signed By: *Frances Mageau* Print: *Frances Mageau*

Address: *387 Quesnel Road, Sturgeon Falls*
P2B 2V7

Let's get as many signatures as possible so that our ward representative has a strong case to bring to council. Please return this completed petition at TCM Total Cabinet Modules at 317 Quesnel Rd. Sturgeon Falls ON P2B 2V7

PETITION TO COUNCIL OF WEST NIPISSING

SEPTEMBER 2021

We, the Tenants of Cache Bay Tent & Trailer Park, petition the Mayor and Council of West Nipissing to terminate the current lease with Antoine Guenette to Operate and Manage Cache Bay Tent & Trailer Park. We would ask that the operation and Management of Cache Bay Tent & Trailer Park be re- tendered seeking a replacement for Mr. Guenette for the 2022 season.

Despite a 6.5% increase in ground rent for the 2021 season, there have been no improvements to the park and a continuing deterioration of services and amenities.

Tenant issues and concerns raised with Mr. Guenette have gone unresolved which has contributed to the situation.

The following are examples of some of the tenant concerns.

The pool was closed in 2020 and has remained closed for 2021, with no maintenance creating a health hazard of stagnant water and dead mice. There has been no notice or discussion on what action is to be taken with the pool.

Washrooms/showers are not cleaned on a regular basis.

Picnic tables which were provided to each site in the past are now not available.

The Rendezvous, which is a tenant building used for social gatherings, etc. is locked and has been unavailable for use for all of 2021.

The tent canopy belonging to the park was not put up this year and has been offered back to the Tenants at a cost of \$1000.00.

Grass cutting previously done by Park Management is now the responsibility of each park tenant.



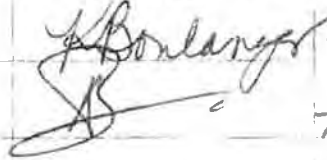



Tenants with older children under 18-yrs who wish to put up a tent on their own site to accommodate these teenagers, are required to pay the same fee as a person renting a full tent site.

Mr. Guenette is not in the Park on any regular basis to address issues and concerns.

NAME	PRINT	LOT #	SIGNATURE	SIGNATURE
KATHLEEN LEVAC		47	Kathleen Levac	705-753-4220
Anna Lavallee		26	Anna Lavallee	705-479-7010
Ilana Ignardi	475-0887	25	DIANA IGWARDY	705-840-2
Kevin Russell Richard		66	Kevin Russell Richard	
Darlene Richer		44	Darlene Richer	705-753-5925
Judy Lapresse		11	Judy Lapresse	705-753-5925
CLAIRE LARCHER		49	Claire Larcher	705-626-2229
Denise Larcher				
CAROLE BOISSONNEAU		50	Carole Boissonneau	705-981-117
J.C. SYLVESTER		6	J.C. Sylvester	705-303-5284
LEO HOULE		5	L. Houle	705-562-906
SHARON OSTROFF		4	Sharon Ostroff	705-499-6500
ANISA SHERE		27	Anisa Shere	416-735-726
RICHARD TIMBERT		27	Richard Timbert	705-918-1119
Jane Lapresse		29	Jane Lapresse	705-753-59
Agathe Robert Gauthier		30	Agathe Robert Gauthier	819-627-36
Rick & Rachelle Doughty		55	Rick & Rachelle Doughty	705-521-296
MADELEINE BISAILLON		16	M. Bisailon	705-626-1114
Madeleine Bisailon		16	M. Bisailon	705-626-1114
Rolly Bisailon		16	R. Bisailon	705-688-7633

705-471-204

705-923-525

NAME	LOT #	SIGNATURE	SIGNATURE
Sylvie Burton	17	S. Burton	613 446 0528
Francis Landry	15	FRANCIS	705-825-335
Stephen Caldwell	13		705 528 4454
Gisèle Roy	22	Gisèle Roy	705-477-1240
Christon Guenette	22		705-665-2010
Kim Boulanger	19	K. Boulanger	705-920-2069
Kim Boulanger	19		705-920-2069
Linda Trépo	12	Linda Trépo	705-713-0504
Bonnie Teeple	18	B. Teeple	705-690-4044
GERARD BOULANGER	3	G. Boulanger	705-929-7579
Ryann Richter	45	REYAN Richter	670-45, 705-372-8
Michelle Lagrange	56	Michelle Lagrange	705-372-8
MICHELLE LECCLAIR	8	M. Leclaire	705 665 2312
Raymonde Paguet	47	R. Paguet	
Andrew Desroches	28	C. Desroches	
Christine Desroches	28	C. Desroches	
Helene Desroches	32	Helene Desroches	705-21 7913
Mathie Marceau	35	Mathie Marceau	1-519-4654
Denise Laurin	61	Denise Laurin	705 690-0466
Michael Todd Grodesky	61	M. Grodesky	705 207 2470

492-6231
753-9700

NAME	LOT #	SIGNATURE	SIGNATURE
Yvon Pepin	62	Yvon Pepin	1-819-443-1488
Marcelle Talbot Pepin	62	Marcelle Talbot Pepin	1-819-443-1488
Angèle LeBlond	23	Angèle LeBlond	705-507
Janette St Pierre	09	Janette St Pierre	3576-
Roger St Pierre	09	Roger St Pierre	705-477
Mike LeBlond	23	Mike LeBlond	5580
Alice Noël	48	Alice Noël	705-477
MARCEL LAMARCHE	10	Marcel LAMARCHE	5579
Thérèse LAMARCHE	10	Thérèse LAMARCHE	705-507
Yvonne McGray	7	Yvonne McGray	3576
Donald McGray	7	Donald McGray	1-249-360-6998
Fernande Houle	5	Fernande Houle	705-983-2812



No
Maintenance
of
pool



iPhone



STAGNET
WATER

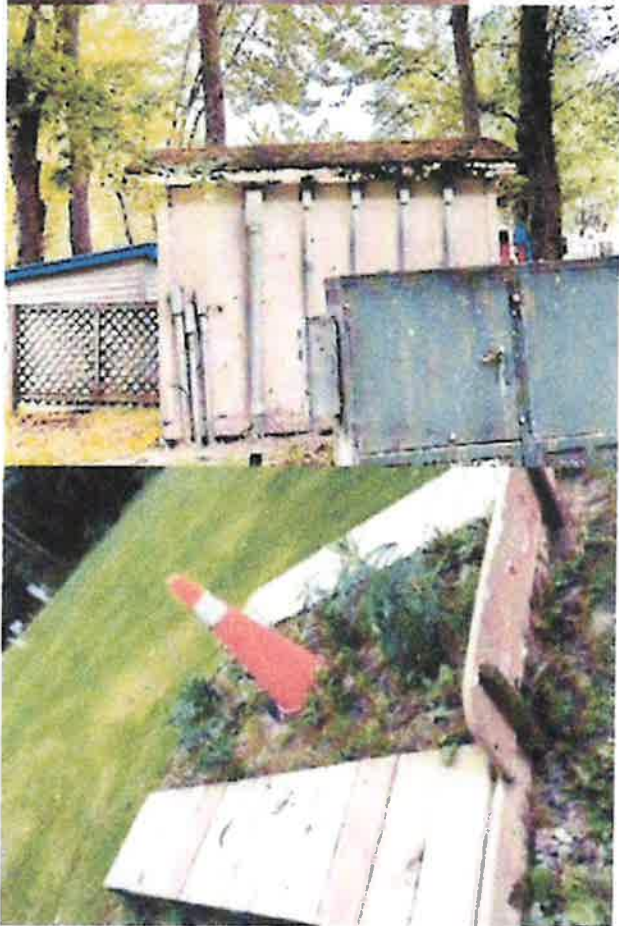
Brown spots are dead mice

Sent from





- unsanitary public washrooms



- deterioration of electrical room



- unsanitary public washrooms



From: Kate Levac
Sent: September 15, 2021 3:26 PM
To: tantegogo@msn.com
Subject: Pictures



- Unsanitary public washrooms




LACK
of ~~MAINT~~
CARE





SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		December 7th	
Name of Requestor:	Mayor Joanne Savage	Date submitted: November 10th, 2021	
Address:	Full mailing address:		
Phone:	Home:	Business / Cell:	Fax:
E-Mail:			
Requested Agenda Item/Subject:		DOG PARK	
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>Discuss the opportunity of having a Dog Park in West Nipissing</p> <p>Many residents have echoed need and want for dedicated space for a dog park</p> <p>Logistics and costs can be researched with other municipalities who have these parks</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:	
(e-mail)		November 10 / 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:	November 10/2021	Received from:	Mayor J. Savage
Meeting Date Requested:	December 7/2021	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):	February 15 / 2022	<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			



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

BY-LAW 2022/25

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING HELD ON THE 15th 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 15th 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 15th 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