

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
- B-3** Adopt the Agenda

C) Delegations & Petitions / Délégations et pétition

D) Closed Meeting / Réunion à huis clos (#1)

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

- D-1** Proceed into closed meeting to discuss the following:
 - the security of the property of the municipality or local board;
 - (i) Cache Bay Trailer Park
- D-2** Resolution to adjourn the closed session

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) New Business / Affaires nouvelles

- E-1** By-Law **2022/26** to authorize borrowing for amortization towards costs of WN OPP Facility
(*Municipal portion - Project 1552*) ([full document attached separately](#))
- E-2** By-Law **2022/27** to authorize borrowing for amortization towards costs of WN OPP Facility
(*Provincial portion - Project 1552*) ([full document attached separately](#))

UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ

F) Correspondence and Accounts / Courier et comptes **F-1 to F-9 COMPLETED**

- 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) General Government / Gouvernement général

- H-1(a) West Nipissing Taxi Service - Changes to the Taxi By-Law (*C. Fisher*) (*Taxi By-Law attached separately*)
- H-1(b) Petition: Cache Bay Trailer Park – Replacement of Park Operator
- H-1(c) Council Meetings – In Person (*J. Savage*)
- H-1(d) Request from WN Public Library re: signage at Sturgeon Falls branch (*C. Fisher*)

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-2(b) Update re: Water Filling / Dumping Stations (Verner arena, SF Goulard Park)

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

I) Planning / Planification

- I-1 Authorize Redline Amendment for Draft Plan on Roy Street (*R. Marleau*)
- I-2 Authorize Extension for Draft Subdivision Plan (SUBD 2019/03) (*S. Niedzwiecki*)
- I-3 By-Law **2022/28** to amend property zoning at 116A Nature's Trail Road, in Noelville

J) Addendum / Addenda

K) New Business / Affaires nouvelles

- K-1 By-Law **2022/29** Resolution to amend the Off-Road Vehicle By-Law

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

- L-1 Mayor's Report

M) Closed Meeting / Réunion à huis clos (#2)

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

- M-1** Proceed into closed meeting to discuss the following:
- the security of the property of the municipality or local board;
 - personal matters about an identifiable individual, including municipal or local board employees;
 - a proposed or pending acquisition or disposition of land by the municipality or local board;
 - advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (ii)** Approval of Closed Minutes
- M-2** Approval of previous CLOSED minutes:
➤ Apr-20-2021 • May-12-2021 • Jun-1-2021 • Jun-22-2021 • Aug-17-2021
- M-3** Resolution to adjourn the closed session

N) Adjournment / Ajournement

- N-1** Resolution to adopt By-law **2022/30** confirming proceedings of meeting
- N-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 /

MARCH 1, 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 MARCH 1st, 2022 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the MARCH 1st, 2022 agenda, be 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 Ouest

Resolution No.

2022 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the Agenda for the meeting of Council held on MARCH 1, 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 Ouest

Resolution No.

2022 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/26** to authorize the Corporation of the Municipality of West Nipissing to borrow upon amortizing debentures in the principal amount of \$4,864,000.00 towards the cost of the West Nipissing OPP Facility Municipal Portion; 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 NUMBER 2022/26

A BY-LAW OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$4,864,000.00 TOWARDS THE COST OF THE WEST NIPISSING OPP FACILITY MUNICIPAL PORTION

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of The Municipality of West Nipissing (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law authorizing the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), and authorizing the entering into of a Financing Agreement dated effective as of May 12, 2021 for the provision of temporary and long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and the Municipality entered into a Financing Agreement dated effective as of May 12, 2021 for the provision of long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and desires to issue debentures for the Capital Work(s) in the amount(s) specified in column (5) of Schedule “A”;

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Local Planning Appeal Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted an application to OILC for long-term borrowing through the issue of debentures to OILC in respect of the Capital Work(s) (the "**Application**") and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s) and to repay certain temporary advances in respect of the Capital Work(s) made by OILC pursuant to the Financing Agreement (if any), it is now deemed to be expedient to borrow money by the issue of amortizing debentures in the principal amount of \$4,864,000.00 dated March 15, 2022 and maturing on March 15, 2052, and payable in semi-annual instalments of combined principal and interest on the fifteenth day of September and on the fifteenth day of March in each of the years 2022 to 2052, both inclusive on the terms hereinafter set forth;

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

1. The submitting of the Application and the execution and delivery of the Financing Agreement by the Municipality are hereby confirmed, ratified and approved. For the Capital Work(s), the borrowing upon the credit of the Municipality at large of the principal amount of \$4,864,000.00 and the issue of amortizing debentures therefor to be repaid in semi-annual instalments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of amortizing debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$4,864,000.00 (the "**Debentures**"). The Debentures shall bear the Municipality's municipal seal and the signatures of the Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the principal amount of \$4,864,000.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule "B" hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on

account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.

5. The Debentures shall all be dated March 15, 2022, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 3.52 % per annum and mature during a period of 30 year(s) from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by March 15, 2052 and be payable in equal semi-annual instalments of combined principal and interest on the fifteenth day of September and on the fifteenth day of March in each of the years 2022 to 2052 , both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").
6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of equal semi-annual instalments of combined principal and interest becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder in accordance with the provisions of the Financing Agreement.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally

do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.

19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.
20. Subject to the Municipality's investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law takes effect on the day of passing.

By-law read a first and second time this 1st day of March, 2022

By-law read a third time and finally passed this 1st day of March, 2022

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 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/27** to authorize the Corporation of the Municipality of West Nipissing to borrow upon amortizing debentures in the principal amount of \$4,636,000.00 towards the cost of the West Nipissing OPP Facility Provincial Portion; 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 NUMBER 2022/27

A BY-LAW OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING TO AUTHORIZE THE BORROWING UPON AMORTIZING DEBENTURES IN THE PRINCIPAL AMOUNT OF \$4,636,000.00 TOWARDS THE COST OF THE WEST NIPISSING OPP FACILITY PROVINCIAL APORTION

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the “**Act**”) provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of The Municipality of West Nipissing (the “**Municipality**”) has passed the By-law(s) enumerated in column (1) of Schedule “A” attached hereto and forming part of this By-law authorizing the capital work(s) described in column (2) of Schedule “A” (the “**Capital Work(s)**”), and authorizing the entering into of a Financing Agreement dated effective as of November 05, 2019 for the provision of temporary and long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and the Municipality entered into a Financing Agreement dated effective as of November 05, 2019 for the provision of long-term borrowing from Ontario Infrastructure and Lands Corporation (“**OILC**”) in respect of the Capital Work(s) (the “**Financing Agreement**”) and desires to issue debentures for the Capital Work(s) in the amount(s) specified in column (5) of Schedule “A”;

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Local Planning Appeal Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted an application to OILC for long-term borrowing through the issue of debentures to OILC in respect of the Capital Work(s) (the “**Application**”) and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s) and to repay certain temporary advances in respect of the Capital Work(s) made by OILC pursuant to the Financing Agreement (if any), it is now deemed to be expedient to borrow money by the issue of amortizing debentures in the principal amount of \$4,636,000.00 dated March 15, 2022 and maturing on March 15, 2037, and payable in semi-annual instalments of combined principal and interest on the fifteenth day of September and on the fifteenth day of March in each of the years 2022 to 2037, both inclusive on the terms hereinafter set forth;

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

1. The submitting of the Application and the execution and delivery of the Financing Agreement by the Municipality are hereby confirmed, ratified and approved. For the Capital Work(s), the borrowing upon the credit of the Municipality at large of the principal amount of \$4,636,000.00 and the issue of amortizing debentures therefor to be repaid in semi-annual instalments of combined principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of amortizing debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$4,636,000.00 (the “**Debentures**”). The Debentures shall bear the Municipality’s municipal seal and the signatures of the Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the principal amount of \$4,636,000.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule “B” hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on

account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.

5. The Debentures shall all be dated March 15, 2022, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 3.15 % per annum and mature during a period of 15 year(s) from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by March 15, 2037 and be payable in equal semi-annual instalments of combined principal and interest on the fifteenth day of September and on the fifteenth day of March in each of the years 2022 to 2037 , both inclusive, save and except for the last instalment which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").
6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of equal semi-annual instalments of combined principal and interest becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder in accordance with the provisions of the Financing Agreement.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally

do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.

19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.
20. Subject to the Municipality's investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law takes effect on the day of passing.

By-law read a first and second time this 1st day of March, 2022

By-law read a third time and finally passed this 1st day of March, 2022

Joanne Savage
Mayor

Melanie Ducharme
Clerk



MINUTES

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

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

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/024

Moved by: Joanne Savage

Seconded by: Christopher Fisher

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

CARRIED

4. MINUTES

RESOLUTION #2021/025

Moved by: Christopher Fisher

Seconded by: Dan Roveda

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

CARRIED

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

RESOLUTION #2021/026

Moved by: Joanne Savage

Seconded by: Christopher Fisher

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

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

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

CARRIED

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

RESOLUTION #2021/027

Moved by: Christopher Fisher

Seconded by: Joanne Savage

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

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

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

The provisions shall be as follows:

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

CARRIED

9. ADJOURNMENT

RESOLUTION #2021/028

Moved by: Christopher Fisher

Seconded by: Normand Roberge

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

CARRIED



MINUTES

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

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

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/029

Moved by: Yvon Duhaime

Seconded by: Christopher Fisher

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

CARRIED

4. MINUTES

RESOLUTION #2021/030

Moved by: Christopher Fisher

Seconded by: Normand Roberge

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

CARRIED

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

RESOLUTION #2021/031

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

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

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

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

CARRIED

6. ZONING AMENDMENT APPLICATION NO. ZBLA2021/10

RESOLUTION #2021/032

Moved by: Christopher Fisher

Seconded by: Fernand Pellerin

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

AND WHEREAS written concerns and objections were received:

☐ YES or

☒ NO

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

or

☐ DOES NOT RECOMMEND

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

CARRIED

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

9. ADJOURNMENT

RESOLUTION #2021/033

Moved by: Yvon Duhaime

Seconded by: Normand Roberge

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

CARRIED



MINUTES

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

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

ABSENT: Denis Sénécal

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/034

Moved by: Yvon Duhaime

Seconded by: Dan Roveda

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

CARRIED

4. MINUTES

RESOLUTION #2021/035

Moved by: Christopher Fisher

Seconded by: Dan Roveda

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

CARRIED

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

RESOLUTION #2021/036

Moved by: Christopher Fisher

Seconded by: Joanne Savage

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

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

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

BE IT RESOLVED that the Planning Advisory Committee of West Nipissing

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

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

CARRIED

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

RESOLUTION #2021/037

Moved by: Christopher Fisher

Seconded by: Yvon Duhaime

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

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

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

CARRIED

5. CAMPING TRAILER BY-LAW AMENDMENTS

RESOLUTION #2021/037A

Moved by: Christopher Fisher

Seconded by: Dan Roveda

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

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

CARRIED

7. ADJOURNMENT

RESOLUTION #2021/038

Moved by: Joanne Savage

Seconded by: Yvon Duhaime

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

CARRIED



MINUTES

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

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

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/039

Moved by: Yvon Duhaime

Seconded by: Norman Roberge

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

CARRIED

4. MINUTES

RESOLUTION #2021/040

Moved by: Yvon Duhaime

Seconded by: Fernand Pellerin

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

CARRIED

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

RESOLUTION #2021/041

Moved by: Normand Roberge

Seconded by: Joanne Savage

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

☐ DOES NOT RECOMMEND

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

CARRIED

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

RESOLUTION #2021/042

Moved by: Yvon Duhaime

Seconded by: Denis Sénécal

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

☐ DOES NOT RECOMMEND

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

CARRIED

7. ADJOURNMENT

RESOLUTION #2021/043

Moved by: Joanne Savage

Seconded by: Fernand Pellerin

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

CARRIED

MINUTES

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



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

ABSENT:

CALL TO ORDER

RESOLUTION #2021/058

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

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

CARRIED

MINUTES

RESOLUTION #2021/059

Moved by: Christopher Fisher

Seconded by: Fernand Pellerin

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

CARRIED

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

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

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

RESOLUTION #2021/060

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/061

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/062

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/063

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/064

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/065

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

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

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

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

RESOLUTION #2021/066

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/067

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/068

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/069

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/070

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/071

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

CARRIED

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

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

RESOLUTION #2021/072

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CARRIED

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

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

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

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

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

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

RESOLUTION #2021/073

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CARRIED

ADJOURNMENT

RESOLUTION #2021/074

Moved By: **Christopher Fisher**

Seconded by: **Roger Gagnon**

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

CARRIED

MINUTES

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



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

ABSENT:

CALL TO ORDER

RESOLUTION #2021/075

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

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

MINUTES

RESOLUTION #2021/076

Moved by: Roger Gagnon

Seconded by: Denis Sénécal

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

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

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

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

RESOLUTION #2021/077

Moved by: Roger Gagnon

Seconded by: Denis Sénécal

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/078

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/079

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/080

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

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

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

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

RESOLUTION #2021/081

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/082

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

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

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

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

RESOLUTION #2021/083

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/084

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/085

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/086

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/087

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/088

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/089

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

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

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

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

RESOLUTION #2021/090

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CARRIED

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

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

RESOLUTION #2021/091

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

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

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

RESOLUTION #2021/092

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CARRIED

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

RESOLUTION #2021/093

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

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

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

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

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

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

CARRIED

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

RESOLUTION #2021/093

Moved by: **Denis Sénécal**

Seconded by: **Roger Gagnon**

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

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

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

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

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

CARRIED

ADJOURNMENT

RESOLUTION #2021/095

Moved By: **Christopher Fisher**

Seconded by: **Roger Gagnon**

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

CARRIED

MINUTES

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



PRESENT: Fernand Pellerin
Normand Roberge
Roger Gagnon
Christopher Fisher

ABSENT: Denis Sénécal

CALL TO ORDER

RESOLUTION #2021/096

Moved by: Christopher Fisher

Seconded by: Roger Gagnon

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

MINUTES

RESOLUTION #2021/097

Moved by: Christopher Fisher

Seconded by: Fernand Pellerin

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

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

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

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

RESOLUTION #2021/098

Moved by: Roger Gagnon

Seconded by: Fernand Pellerin

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/099

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/100A

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/100B

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

DEFERRED

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

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

RESOLUTION #2021/100C

Moved by: **Roger Gagnon**

Seconded by: **Fernand Pellerin**

DEFERRED

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

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

RESOLUTION #2021/101

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/090

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

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

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

RESOLUTION #2021/103

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CARRIED

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

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

RESOLUTION #2021/104

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

ADJOURNMENT

RESOLUTION #2021/105

Moved By: **Roger Gagnon**

Seconded by: **Christopher Fisher**

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

CARRIED

MINUTES

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



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

ABSENT:

CALL TO ORDER

RESOLUTION #2021/106
Moved by: Roger Gagnon

Seconded by: Denis Sénécal

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

MINUTES

RESOLUTION #2021/107
Moved by: Denis Sénécal

Seconded by: Christopher Fisher

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

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

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

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

RESOLUTION #2021/108
Moved by: Roger Gagnon

Seconded by: Fernand Pellerin

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/109

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/110

Moved by: **Denis Sénécal**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/111

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/112

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/109

Moved by: **Denis Sénécal**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/111

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/119

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/120

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CARRIED

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

RESOLUTION #2021/119

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

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

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

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

CARRIED

ADJOURNMENT

RESOLUTION #2021/122

Moved By: **Denis Sénécal**

Seconded by: **Roger Gagnon**

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

CARRIED

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

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

ABSENT: Rachel Gagnon

CALL TO ORDER

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

APPROVAL AND ADDITION TO THE AGENDA

Moved by: Roberte Giroux

Seconded by: Yvon Gauthier

THAT the agenda be accepted as presented. CARRIED

APPROVAL OF THE MINUTES

Moved by: Brian Robert

Seconded by: Celeste Auger Proulx

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

CARRIED.

NEW BUSINESS

Budget Update – Councillor Larabie reported that a total of \$245,000 for accessibility project has been approved for this year:

\$125, 000 Town Hall

\$40,000 Recreation Centre

\$30,000 Verner Arena

\$20,000 Cache Bay Community Centre

\$30,000 Verner Municipal Building

The committee was very pleased that the municipality is moving forward with some of the projects that was identified in the AODA Maintenance Projects.

Awareness Day – Lynn reported that the communication department is able to help us promote the Awareness Day/Week. A copy of the participant guide “Understanding Accessibility Customer Services” and a copy of the different types of disabilities “hints and tips regarding

how to communicate with people with various types of disabilities were presented to the committee for comments. Sylvie mentioned that the information is very good but maybe we can look at putting a video or even a PowerPoint presentation instead because people might not stop and read the entire document.

Lynn will work with the communication department and see what they recommend and will share with the committee prior to putting it live on social media and the municipal website.

CORRESPONDANCE

Enabling Accessibility Fund – Sylvie mentioned that more funding is coming out for accessibility so the municipality will be able to apply to help with the AODA projects.

Villa Aubin – Celeste mentioned that Villa Aubin had their grand opening of their new elevator; this is great NEWS.

Handicapped Parking Request - Brian mentioned that he was approach by a business owner requesting to have a handicapped parking space in front of his business. The request was sent to town hall so that the appropriate department can deal with it because of the special request.

Lynn explained that the request is different from just asking to be part of the traffic and parking by-law for handicapped parking. The business was asking to put a handicapped parking on the street NOT on private/business parking lot. The committee mentioned that it should not take that long for the town to reply to a request. Councillor Larabie said that he will look into it to make sure that we are aware of the proper procedure.

NEXT MEETING –Thursday, September 9th, 2021 @ 3pm

AJOURNMENT

Moved by: Yvon Gauthier

Seconded by: Celeste Auger Proulx

THAT the meeting be adjourned.

Carried



Sylvie Belanger, Chair

The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest

Regular Board Meeting Minutes
Thursday, June 10, 2021 at 4 p.m. via ZOOM

Present: S. Friedrich, S. Pilon, A. Langevin, D. Venne, S. Michaud

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:04 p.m.

2. Approval of the agenda for regular Board Meeting of June 10 2021

MOTION #21-42

MOVED BY S. Michaud

SECONDED BY S. Pilon that the agenda be approved as amended

14. d) Diversifying of the staff

CARRIED

3. Declaration of any conflicts of interest

None

The Chair left the meeting at 4:07 p.m.
The Vice-chair chaired the meeting in the interim

4. Approval of the minutes of the previous meeting:

MOTION #21-43

MOVED BY S. Pilon

SECONDED BY S. Michaud that the minutes of the regular board meeting of May 13, 2021, be approved as presented

CARRIED

5. Business arising from the minutes

None

6. Correspondence

None

7. Treasurer's Report

MOTION #21-44

MOVED BY D. Venne

SECONDED BY S. Michaud that the expenditures for the month of May 2021 in the amount of \$12,216.66 for cheques #6541 to #6556 inclusive be approved and that fees and fines in the amount of \$331.75 be acknowledged

CARRIED

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

a) River Valley: Agreement

The School Board has not yet reviewed the agreement. They plan on doing so over the summer months.

10. Report of the CEO:

a) Monthly update

See attached.

b) COVID-19

There is no change to restrictions for Libraries during Step 1 of the reopening plan. Only in Step 2 are Libraries permitted to open to the public with restrictions.

The CEO suggested that the Library keep the current COVID hours of operation throughout the summer. This will also ensure adequate staff during scheduled vacations.

The CEO also suggested that the Board review the regular hours of operations for the branches come September.

MOTION #21-45

MOVED BY S. Friedrich

SECONDED BY D. Venne that the CEO's report be approved as presented

CARRIED

The Chair returned to the meeting at 4:18 p.m.

11. Report of the Standing Committees

None

12. Policy Review & Updates

a) HR 12 – Attendance Management Policy

Remove Section 7. *Modified Work Program*. The Board will discuss at next meeting whether it will become its own policy or Appendix.

Contact Municipality to see if *HR B – Functional Abilities Form* is still current

MOTION #21-46

MOVED BY S. Michaud

SECONDED BY S. Pilon that policy *HR 12 – Attendance Management Policy* be approved as amended

b) V 1 – Volunteer Policy (*Differed, awaiting info*)

13. Review of Plans (i.e. Action Plan, Strategic Plan, etc)

None

14. New Business

a) CEO Performance Appraisal

The CEO has not yet had a performance appraisal. The Chair along with the CEO will develop a template for a performance appraisal and present it to the Board at the September meeting.

b) Contacting the CEO

The Chair suggested it may be a good idea for the CEO to have a business cell phone to ensure proper and fair communication. The CEO will speak to other CEO's and develop a policy for the September meeting.

c) Sentry Quote

The CEO presented the quote received from Sentry. Only one quotation was presented at this time due to time constraints with a refurbished system being held at a discount price. The chair suggested that more quotations should be provided prior to approval as outlined in policy *F 1 - Purchasing*. The vice-chair disagreed and believe the Board should approve the purchase and take advantage of the savings with the refurbished unit. The Board and CEO will be more vigilant with the purchasing policy for all future purchases.

MOTION #21-47

MOVED BY S. Michaud

SECONDED BY D. Venne that the purchase for an Electromagnetic Security System from Sentry Custom Security not to exceed \$26,000 be approved.

4 Yes / 1 No

d) Diversifying the Staff

The Board discussed the topic of diversity in the workplace.

Going forward, all job postings will include a line on inclusivity to ensure that all members of the community feel welcome to apply.

15. Date & Time of Next Meeting

Thursday, September 9, 2021 at 4 p.m. via ZOOM

The Board will decide in September if following meetings will be conducted in-person or virtually.

16. Adjournment

MOTION # 21-48

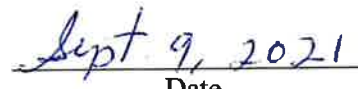
MOVED BY S. Michaud that the meeting be adjourned at 4:58 p.m.



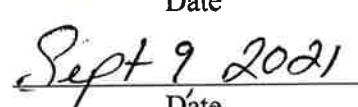
Chair



Secretary



Date



Date

**The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest**

**Regular Board Meeting Minutes
Thursday, September 9, 2021 at 4:00 p.m. via ZOOM**

Present: S. Friedrich, S. Pilon, A. Langevin, D. Venne, S. Michaud, C. Fisher

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:03 p.m.

2. Approval of the agenda for regular Board Meeting of September 2021

MOTION #21-49

MOVED BY S. Pilon

SECONDED BY S. Michaud that the agenda for the meeting of September 9, 2021 be approved as presented

CARRIED

3. Welcome new Board member: Councillor Chris Fisher

4. Declaration of any conflicts of interest

None

5. Approval of the minutes of the previous meeting:

MOTION #21-50

MOVED BY S. Pilon

SECONDED BY D. Venne that the minutes for the meeting of June 10, 2021, be approved as presented

CARRIED

6. Business arising from the minutes

a) CEO Performance Appraisal

The CEO will prepare copies for each Board member to pick up and to fill out. The Board was asked to return them in a sealed envelope to the Library by September 23rd. The chair will condense them into one document. The Board will meet without the CEO prior to the October 14th meeting at 3:00 p.m. to discuss.

b) Contacting the CEO

The CEO shared that she would prefer to have a work cell phone from the Library. Policies and pricing will be presented at the next meeting. C. Fisher will look into the cell phone policy for Municipal staff. A brief discussion took place on where the funds would be taken from for the remainder of the year.

7. Correspondence

None

8. Treasurer's Report

a) Approval of disbursements for the month of June 2021

MOTION #21-51

MOVED BY C. Fisher

SECONDED BY S. Michaud that the expenditures for the month of June 2021 in the amount of \$9,836.17 for cheques #6557 to #6565 inclusive be approved and that fees and fines in the amount of \$471.90 be acknowledged

CARRIED

b) Approval of disbursements for the month of July 2021

MOTION #21-52

MOVED BY S. Pilon

SECONDED BY D. Venne that the expenditures for the month of July 2021 in the amount of \$21,864.72 for cheques #6566 to #6574 inclusive be approved and that fees and fines in the amount of \$387.80 be acknowledged

CARRIED

c) Approval of disbursements for the month of August 2021

MOTION #21-53

MOVED BY S. Michaud

SECONDED BY C. Fisher that the expenditures for the month of August 2021 in the amount of \$5,398.58 for cheques #6575 to #6585 inclusive be approved and that fees and fines in the amount of \$445.00 be acknowledged

CARRIED

d) Financial Update

The Board reviewed the spreadsheets. The CEO mentioned that spending was on track. Some figures have not yet been received from the Municipality. The Miscellaneous line was over budget due to an unexpected license renewal. The Board will review the budget towards the end of the year.

9. Report of Board Members' Advocacy Activities

None

10. Branch Reports

See attached

The Board discussed the ongoing issues with River Valley and suggested that priority should be given to the agreement renewal over the COVID-19 reopening. A copy of the expired agreement will be sent to all members. The CEO and the Board will make notes for possible changes, discuss and finalize a new agreement to present to the school board, in hopes of speeding up the process.

11. Report of the CEO:

See attached

a) COVID-19

Most COVID-19 protocols remain the same. The CEO mentioned that S. Friedrich had shown interest in a staff vaccination policy in a recent email. Members discussed the pros and cons of such policy. The CEO shared that not many Libraries had created policies mandating vaccines for staff yet. Those that did are Southern and Libraries in large cities. C. Fisher offered to look into Municipal policies regarding this matter. S. Friedrich voiced concern that not implementing such policy could open possibilities for future liabilities. The discussion will be brought back at the next meeting. The chair suggests that no hiring should take place until the Board make a final decision.

MOTION #21-53

MOVED BY S. Friedrich

SECONDED BY S. Pilon that the Library adopt a policy mandating all Employees to be fully vaccinated against COVID-19 following guidelines from the North Bay Parry Sound Health Unit

DEFEATED

3 YES / 3 NO

MOTION #21-55

MOVED BY C. Fisher

SECONDED BY S. Michaud that the CEO's report be approved as presented

CARRIED

12. Policy Review & Updates

a) Section 7: Modified Work Program

Previously included in *HR 12 – Attendance Management Policy*, this section will now become its own policy and will be named *HR 16 – Modified Work Program*.

b) HR 8 – Paid Holidays

The National Day for Truth and Reconciliation has been declared a Federal statutory holiday, and will be observed for the first time on September 30th 2021. The Provincial government will not be recognizing it at this time. The Board has decided to follow policy *HR 8 – Paid Holidays, Section 1*, which states “...and any Holidays proclaimed by the Government of Canada or the Government of the Province of Ontario.”

MOTION #21-56

MOVED BY S. Pilon

SECONDED BY D. Venne that the National Day for Truth and Reconciliation be added to the list of holidays recognized by the Library in policy *HR 8 - Paid Holidays*

CARRIED

5 YES / 1 NO

c) HR B – Functional Abilities Form

As per stated by the Municipal Director of Corporate Services, this form is outdated and is no longer required. The CEO will remove this appendix make adjustments to policies referencing this form.

d) V 1 – Volunteer Policy

Awaiting information, differed

13. New Business

a) Hours of Operation & staffing

The Board hoped to return to normal hours of operation for the Sturgeon Falls branch. The CEO reminded them that hiring will need to take place for current vacancies before returning to the hours. C. Fisher suggested waiting another month to see how things progress with COVID and until the Board revisit the subject of employee vaccine mandate policy. Temporary hours are to remain in effect until the next meeting. The CEO suggested that a discussion about hours of operations in the branches take place at the next meeting as well.

14. Date & Time of Next Meeting

Thursday, October 14, 2021 at 4:00 p.m.

a) Discussion about next meeting: In-person vs. Virtual

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

15. Adjournment

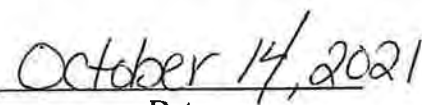
MOTION # 21-57

MOVED BY S. Pilon that the meeting be adjourned at 5:53 p.m.


Chair


Date


Secretary


Date

The West Nipissing Public Library Board
Le conseil de la bibliothèque publique de Nipissing Ouest

Regular Board Meeting Minutes
Thursday, October 14th 2021 at 3:00 p.m. via ZOOM

Present: S. Friedrich, S. Pilon, A. Langevin, D. Venne, S. Michaud, C. Fisher

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 3:06 p.m.

2. Approval of the agenda for regular Board Meeting of October 2021

MOTION #21-58

MOVED BY S. Michaud

SECONDED BY S. Pilon that the agenda for the meeting of October 14, 2021 be approved as presented

CARRIED

3. In-camera Session

Meeting proceeds to an in-camera session

MOTION #21-59

MOVED BY S. Michaud

SECONDED BY S. Friedrich that the meeting proceeds to an in-camera session at 3:08 p.m.

CARRIED

Meeting proceeds out of camera

MOTION #21-60

MOVED BY D. Venne

SECONDED BY S. Michaud that the meeting proceeds out of camera at 3:42 p.m.

CARRIED

4. Declaration of any conflicts of interest

None

5. Approval of the minutes of the previous meeting:

MOTION #21-61

MOVED BY S. Pilon

SECONDED BY S. Michaud that the minutes for the meeting of September 9, 2021, be approved as presented

CARRIED

6. Business arising from the minutes

a) Contacting the CEO

Cell phone plans were presented to the Board. The CEO also shared that Municipal employees share a package and could look into the possibility of being added to the plan. After a brief discussion on the matter, the Board agreed it would be best to purchase our own plan. The CEO will choose a plan as seen fit and present a draft policy at the next meeting.

b) Hours of Operations & Hiring

The CEO suggested returning to the regular hours of operations for the Sturgeon Falls branch but to keep the current hours of operations for most of the other branches. River Valley's hours would need to be changed to be able to open to the public after class hours.

The CEO explained that hiring needed to be done for 2 current vacancies before returning to regular hours in Sturgeon Falls. The vice-chair suggested offering extra hours to part-time staff before hiring outside. The CEO will look into scheduling and discuss options with part-time staff.

7. Treasurer's Report

a) Approval of disbursements for the month of September 2021

MOTION #21-62

MOVED BY S. Pilon

SECONDED BY D. Venne that the expenditures for the month of September 2021 in the amount of \$2,159.02 for cheques #6586 to #6590 inclusive be approved and that fees and fines in the amount of \$682.65 be acknowledged

CARRIED

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

a) River Valley (*see attached*)

- **Curbside service:**

The CEO shared that the River Valley branch would be able to open to the public after class hours. The Board agreed that this is progress however, the branch will eventually need to have access during the daytime to be able to accommodate all members of the community.

- **Agreement:**

Some Board members felt overwhelmed with the agreement as they were unfamiliar with this type of document and the information it contained. The Chair suggested that the Board continue to work on renewing the agreement however, it may take some time.

10. Report of the CEO:

(see attached)

The CEO presented her report.

MOTION #21-63

MOVED BY D. Venne

SECONDED BY S. Friedrich that the CEO's report be approved as presented

CARRIED

11. Policy Review & Updates

a) V 1 – Volunteer Policy *(differed, awaiting info)*

b) HR 17 – COVID-19 Vaccination Policy *(draft)*

The CEO presented a draft policy for mandatory staff vaccination based on surrounding libraries policies. There was a discussion about specific sections in the policies and what it would mean when hiring new employees. D. Venne did not feel as though the Library needed such a vigorous policy as she believed the Library was not a high-risk setting. C. Fisher also wished to see regular testing as an alternative for unvaccinated staff.

MOTION #21-64

MOVED BY _____

SECONDED BY _____ that the draft policy *HR 17 - COVID-19 Vaccination Policy* be adopted as presented

DEFEATED

2 YES / 4 NO

MOTION #21-65

MOVED BY S. Michaud

SECONDED BY S. Pilon that the draft policy *HR 17 - COVID-19 Vaccination Policy* be adopted as amended, removing the option of testing for those who are not vaccinated

CARRIED

4 YES / 2 NO

c) OP PS 18 – COVID-19 Policy *(draft)*

The CEO explained that this draft contained updated versions of previous COVID-19 policies. The only suggested addition was that patrons must show proof of vaccination to participate in any indoor programming or special events hosted in Library facilities. It is mandated by the Provincial Government that anyone looking to access a meeting room need to show proof that they are fully vaccinated. As most programs take place in meeting rooms, they wouldn't have a choice in the matter. The CEO shared that the North Bay Parry

Sound Health Unit advised her to be “better safe than sorry” and to ask for proof of vaccination for all indoor programs, as distance cannot always be met.

MOTION #21-66

MOVED BY S. Michaud

SECONDED BY S. Friedrich that the draft policy *OP PS 18 - COVID-19 Policy* be adopted as presented

CARRIED

12. New Business

a) Reserve

The plan for the reserve funds and a history behind the reserve was shared with C. Fisher, as he is a new Board member.

The CEO will present a draft 2022 operating budget, along with the reserve budget at the next meeting.

b) Lavigne

C. Fisher asked why Lavigne did not have a Library as it is a large area with a large percentage of municipal taxes coming from the community. The CEO gave a brief of the Libraries during amalgamation. The Chair shared a background of the history behind the ‘mailbox library’ service that the community previously had. The vice-chair added that there is no longer a school in Lavigne. C. Fisher asked if the Board would be willing to do research and perform surveys to see if there was interest to have one there. After some discussion, it was decided not to look into it for the time being.

c) Archives

The vice-chair shared her ideas for a place in West Nipissing that would hold all the archives of community. This would be more of a partnership that the Library would have with different local history groups in the area. The vice-chair volunteered to start looking for a location that could hold these house the archives. The CEO explained that a proper inventory of the items in the Libraries needed to be completed before anything be given away. The CEO and employees will continue to work on the inventory.

13. Date & Time of Next Meeting

Wednesday, November 10th, 2021 at 4:00 p.m.

The majority of the Board expressed they would like to return to in-person meetings. The CEO explained that Board members would need to provide proof of vaccination to attend the meeting in person. Members can still attend virtually if they prefer.

14. Adjournment

MOTION # 21-67

MOVED BY D. Venne that the meeting be adjourned at 5:10 p.m.

Anne Langwin
Chair

Colin [Signature]
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 Senécal 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



MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – SEPTEMBER 22, 2021
Directly following the Finance and Administration Committee

MEMBERS PRESENT:

Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Bill Vrebosch (North Bay)
Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)
Councillor Mac Bain – (North Bay)
Councillor Chris Mayne (North Bay)
Mayor Jane Dumas (South Algonquin)

REGRETS:

Councillor Scott Robertson (North Bay)

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
David Plumstead – Manager Planning, Outcomes & Analytics
Justin Avery, Manager of Finance
Stacey Cyopeck, Director, Housing Programs
Tracy Bethune, Acting Director, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment

Tyler Venable, Community Projects Planner
Dawn Carlyle, Project Manager

1.1 CALL TO ORDER

Resolution No. 2021-67

Moved by: Bill Vrebosch

Seconded by: Amanda Smith

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of September 22, 2021 at 12:32 PM.

The regular Board Meeting was called to order at 12:32 PM by Chair Mark King.

Carried.

1.2 DECLARATION OF CONFLICTS OF INTEREST

Bill Vrebosch declared a conflict with an in-camera item.

2.0 CHAIR'S REMARKS

The Chair welcomed everyone back from the summer break.

He spoke about the retirement of two long-time employees, Joanne Chirico and Pierre Guenette, and wished them well.

He reviewed what has happened with encampments (Jet Street) over the summer, how various organizations have worked together to find people shelter and connect them to services.

The Chair noted the NOSDA resolutions in the package which DNSSAB has been asked to endorse, including ones that speak to continued funding for Community Paramedicine and CHPI as a minimum threshold to support homelessness prevention initiatives.

He spoke about the upcoming budget and indicated another Finance and Administration meeting will be held in November with updated numbers.

The Chair informed the board about a presentation to the Rotary Club on the DNSSAB and its scope of services in early September.

He indicated DNSSAB will be closing its office on September 30th, to honour a Day of Truth and Reconciliation.

3.0 ADOPTION OF THE AGENDA

Resolution No. 2021-68

Moved by: Dave Mendicino

Seconded by: Dan O'Mara

Resolved THAT the Board accepts the agenda as presented.

Carried.

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2021-69-A

Moved by: Jane Dumas

Seconded by: Dan Roveda

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of June 23, 2021.

Carried.

4.2 Resolution No. 2021-69-B

Moved by: Jane Dumas

Seconded by: Dan Roveda

Resolved THAT the Board adopt the minutes of the proceedings of the Community Services Committee meeting of June 23, 2021.

Carried.

5.0 DELEGATIONS

5.1 Anti-Stigma Campaign – Developed by the NDHHP (CAB), Tawnia Healy, Community Health Promoter with the NBPSDHU and Glenn Peterson, Lived Expert presented a video and advertisements about this October campaign. "See the person" encourages people to disregard preconceptions people may have about those experiencing homelessness, and to treat everyone with the same regard. The series of videos and social media posts reflect the feelings the perspectives of people with lived experience of homelessness, and how stigma makes them feel inferior and further challenges their journey to housing and stability. The Chair thanked the presenters.

5.2 B17-21 Nipissing District Community Safety and Well-Being Plans – Community Projects
Planner Tyler Venable reviewed report B17-21 through a presentation. He reviewed the priority risks and strategy themes identified in the plans provided by District Municipalities, with the exception of West Nipissing, Bonfield and Temagami, whose plans were not yet submitted. There was discussion about how affordable housing is defined. Tyler indicated the province uses 80% of market rent to define affordable. There was discussion about how this will be enacted and who is responsible. The DNSSAB will incorporate some of the findings of the CSWB Plans into its strategic plan.

It was agreed that local MPs and MPPs will be sent a synopsis of the District plans on Board's behalf, indicating what is happening now and what the plans hope to change.

5.3 HS46-21 Homelessness Landscape in the Nipissing District – Review of Current Programs, Services, Supports and Investments in the Homelessness Sector

Resolution No. 2021-70

Moved by: Terry Kelly

Seconded by: Dan Roveda

WHEREAS the number of people experiencing homelessness (unsheltered and sheltered) in North Bay and the broader Nipissing District continues to rise, putting increased pressure on the emergency shelter and first response systems, and community social and health services; and

WHEREAS the homelessness situation was exacerbated with the COVID-19 pandemic which has further changed the landscape and conditions under which the Board was previously addressing homelessness and related issues;

THEREFORE BE IT RESOLVED that the Board accept the report "Homelessness Landscape in the Nipissing District" as described in HS46-21 and attached "A" (same title), which will then be followed by a Homelessness Action Plan in October.

Manager Planning, Outcomes & Analytics, David Plumstead reviewed the homelessness environment before 2019 and the changes that have happened after 2019. This information sets up the plan to be presented next month. The CAO stated the facts in this report are important to understand the landscape and next month's report about action going forward, especially since the Province has advised that new Social Services Relief funding will no longer be available. There was discussion about the need to work with community partners throughout the housing continuum and where funding might come from.

Carried.

6.0 CAO VERBAL UPDATE

Resolution No. 2021-71

Moved by: Dean Backer

Seconded by: Dan O'Mara

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for September 22, 2021.

CAO Catherine Matheson updated the Board on the following items:

The Board will be hearing more about the Ontario Works modernization plan in upcoming meetings as the Province ramps up modernization in four regions between now and 2023. The City of Toronto and the North will be the last regions to get onboard. The Province has placed a temporary pause on the centralized intake for Ontario Works. Funding for 2022 won't be impacted by this. There will be further information on this in October.

The EMS business case for direct delivery is coming forward in November. Work continues on analysis, and conversations with contract agencies and unions.

Carried.

7.0 CONSENT AGENDA

RESOLUTION: #2021-72

Moved by: Jane Dumas

Seconded by: Terry Kelly

THAT the Board receives for information or approval purposes Consent Agenda items 7.1 to 7.8.

7.1 B14-21 Pandemic Plan Update – for approval

THAT the District of Nipissing Social Services Administration Board accepts Briefing Note B14-21; COVID-19 Workplace Pandemic Plan Update, dated September 22, 2021; and

THAT the Board supports the approach of the updated Plan, which focuses on the continuation of services during the pandemic, with primary consideration for the health and safety of employees, clients and tenants.

7.2 HS42-21 Coordinated Access Update – Nipissing Counts 2021, By Name List, HIFIS 4.0 - Report HS42-21 provides and update on the implementation of Coordinated Access, By Name List, and HIFIS 4.0, as well as Nipissing Counts 2021 Homeless Enumeration, for information purposes.

7.3 HS43-21 Procurement in Emergencies – COVID Isolation Centre – Report HS43-21 is provided for information, in accordance with the Board's Purchasing Policy #CORP-01, under the authority of the DNSSAB Procedural Bylaw 2020-01.

7.4 HS39-21 Sale of Affordable Housing project located at 70 John Street, Sturgeon Falls - Report HS39-21 outlines the details of the sale and early withdrawal of the Canada-Ontario Affordable Housing Program (AHP) (2003) project located at 70 John Street in Sturgeon Falls, and is provided for information purposes.

7.5 EMS08-21 Response Time Standard 2022 Plan - for approval

THAT the District of Nipissing Social Services Administration Board approve the Response Time Standard (RTS) plan for calendar year 2022 for submission to the Minister of Health, as described in briefing note EMS08-21.

7.6 EMS09-21 Community Paramedicine: Joint Submission by AMO and OAPC – EMS09-21 details for information a recent submission to the Minister of Health (MOH) and Minister of Long Term Care (MLTC) prepared by the Association of Municipalities of Ontario (AMO) and the Ontario Association of Paramedic Chiefs (OAPC). The submission focuses on Community Paramedicine programming across the Province.

7.7 B18-21 National Day for Truth and Reconciliation - Briefing Note B18-21 provides information for the Board on the National Day of Truth and Reconciliation and its observance by the District of Nipissing Social Services Administration Board (DNSSAB) staff.

7.8 B20-21 NOSDA Resolutions – for approval

THAT the District of Nipissing Social Services Administration Board (DNSSAB) agrees to endorse the attached Northern Ontario Service Deliverers Association (NOSDA) resolutions 2021-6 to 2021-17, as presented at their AGM.

Carried.

8.0 MANAGER'S REPORTS

8.1 HS41-21 Native People of Nipissing Non-Profit Residential Development Corporation (NPON) Phase I End of Operating Agreement

RESOLUTION: #2021-73

Moved by: Bill Vrebosch

Seconded by: Dan Roveda

THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives for approval report HS41-21, regarding the End of Operating Agreement for the Native People of

Nipissing Non-Profit Residential Development Corporation (NPON) Phase I scattered units; and,

THAT the DNSSAB continue to fund the 15 Urban Native units through the COCHI Rent Supplement allocation from the 2021-22 and 2022-23 fiscal years.

Housing Services Director Stacey Cyopeck reviewed the report, adding that DNSSAB is looking to continue its relationship and provide rent supplements to maintain urban Native priority units. Money has been set aside and future funds will be dispersed to keep these units on line.
Carried.

8.2 In Camera

RESOLUTION: #2021-74

Moved by: Chris Mayne

Seconded by: Jane Dumas

THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 2:01 PM to discuss matters of negotiation and legal matters.

Carried

[In-camera minutes are filed separately.]

8.5 Adjourn In Camera

RESOLUTION: #2021-75

Moved by: Dan O'Mara

Seconded by: Dan Roveda

THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 2:22 PM.

Carried

8.5 Adjourn In Camera

RESOLUTION: #2021-76

Moved by: Amanda Smith

Seconded by: Terry Kelly

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.

9. NEW BUSINESS

There was no new business brought forward.

10. NEXT MEETING DATE

Wednesday, October 27, 2021

11. ADJOURNMENT

Resolution No. 2021-77

Moved by: Chris Mayne

Seconded by: Dave Mendicino

Resolved THAT the Board meeting be adjourned at 2:25 PM.

Carried.

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – October 27, 2021 Directly following the Community Services Committee Virtually via Zoom

MEMBERS PRESENT:

Councillor Terry Kelly (East Ferris)
Councillor Mark King - Chair (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda Vice Chair (West Nipissing)
Councillor Bill Vrebosch (North Bay)
Mayor Dean Backer (East Nipissing)
Representative Amanda Smith (Unincorporated)
Councillor Mac Bain – (North Bay)
Councillor Chris Mayne (North Bay)
Mayor Jane Dumas (South Algonquin)
Councillor Scott Robertson (North Bay)

STAFF ATTENDANCE:

Catherine Matheson, CAO
Marianne Zadra, Executive Coordinator and Communications
Melanie Shaye, Director of Corporate Services
David Plumstead – Manager Planning, Outcomes & Analytics
Justin Avery, Manager of Finance
Stacey Cyopeck, Director, Housing Programs
Tracy Bethune, Manager, Housing Operations
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment

Tyler Venable, Community Projects Planner
Dawn Carlyle, Project Manager

1.1 CALL TO ORDER

Resolution No. 2021-78

Moved by: Chris Mayne

Seconded by: Mac Bain

Resolved THAT the Board of Directors accept the Roll Call as read by the Recording Secretary for the Regular Board meeting of October 27, 2021 at 1:01 PM.

The regular Board Meeting was called to order at 1:01 PM by Chair Mark King.

Carried.

1.2 DECLARATION OF CONFLICTS OF INTEREST

No conflicts were declared.

2.0 CHAIR'S REMARKS

The Chair welcomed thanked everyone for attending.

He indicated he was looking forward to the delegation on the Homelessness Action Plan - a strategy to assist vulnerable people over the next 12 months- which follows the Homelessness Landscape Report, presented last month.

He updated the Board on the Point in Time Count and the By Name Registry surveys conducted two weeks ago at 58 locations across the district including North Bay, Mattawa, Sturgeon Falls, Temagami, Chisholm, and South Algonquin. More than 30 partner agencies and 75 volunteers were involved. He indicated an analysis of the aggregate survey data is underway and that the results should be ready to share in a few months. The Chair thanked all who participated.

He reminded members that the safety of staff and clients is important to remember when looking at the proposed new Workplace COVID Vaccination Protocol on the agenda.

3.0 ADOPTION OF THE AGENDA

Resolution No. 2021-79

Moved by: Dan Roveda

Seconded by: Dean Backer

Resolved THAT the Board accepts the agenda as presented.

Carried.

4.0 APPROVAL OF MINUTES

4.1 Resolution No. 2021-80-A

Moved by: Amanda Smith

Seconded by: Dan O'Mara

Resolved THAT the Board adopts the minutes of the proceedings of the Regular Board meeting of September 22, 2021.

Carried.

4.2 Resolution No. 2021-80-B

Moved by: Bill Vrebosch

Seconded by: Terry Kelly

Resolved THAT the Board adopt the minutes of the proceedings of the Finance and Administration Committee meeting of September 22, 2021.

Carried.

5.0 DELEGATIONS

5.1 HS46-21 Action Plan for Homelessness

Resolution No. 2021-81

Moved by: Scott Robertson

Seconded by: Terry Kelly

BE IT RESOLVED THAT the Board accepts the report "Homelessness Action Plan in the Nipissing District" as described in HS46-21; and

THAT any financial implications for the Board associated with the respected actions in the Plan be brought forward to the board for decision prior to commitment; and

THAT staff provide quarterly updates to the Board on the progress of the plan and achievement of the priorities.

CAO Catherine Matheson introduced the presentation by stating that a low barrier shelter and

transitional housing didn't exist pre-pandemic and that two key pre-pandemic guiding documents, the District's 10-Year Housing and Homelessness Plan and the Mayor's Roundtable, helped to inform the priorities, as did engagement with community partners. She explained the difference between absolute homelessness and functional homelessness and that functional homelessness is the realistic goal of the plan.

David Plumstead, Manager Planning, Outcomes & Analytics reviewed the purpose of the plan and outlined the seven priorities therein.

Tyler Venable, Community Project Manager, went into further detail reviewing the Action Plan section by section, in accordance with the first sections of the housing continuum from emergency shelter services, transitional and supportive housing, to homelessness prevention services.

He indicated that information and data collection and analysis is key to measure outcomes and that system coordination is also recommended to support the plan with a shared vision. He noted that implementation of the plan outlines how financial implications will be brought to the board before carried out, partnerships in community will be sought and quarterly action plan updates will be brought to the board.

There was discussion about who is responsible for managing homelessness in municipalities, and how the Board has been aggressive in lobbying the government for ongoing funding. It was noted that moving to a model of housing and supports is the accepted best practice and that an admission policy is part of the model, which will help in determining who is from the District and who is not, and the housing situation of each individual. There was further discussion about making supports mandatory for those accessing shelter, aligning CHPI funding to current needs, working with local services to achieve the desired outcomes, and how this aligns with many district community safety and wellbeing plans.

Carried.

6.0 CAO VERBAL UPDATE

Resolution No. 2021-82

Moved by: Jane Dumas

Seconded by: Dave Mendicino

Resolved THAT the District of Nipissing Social Services Administration Board (DNSSAB) receives the CAO Report for October 27, 2021.

CAO Catherine Matheson updated the Board on the following items:
She recognized the significant work of the organization, the board and community partners throughout the pandemic, indicating the priority has been to provide continued services across the program areas of child care, social services, EMS and housing.

She noted the Provincial Government has provided a total of \$11.8 million in SSRF funds since the onset of the pandemic, and that all of the funds have been utilized to support vulnerable persons during the pandemic with shelter, supports including PPE and food, and services to prevent and mitigate homelessness.

In referring to the presentation of the Homelessness Action plan for the next 12 months, she noted the objective is to get to functional zero homelessness in the community which means sufficient services, housing and shelter beds exist for anyone who needs them along with a systematic response to prevent homelessness. She also noted that with the approval of the action plan today, DNSSAB can continue to plan and support the changes that are necessary to achieve that outcome. She reiterated that quarterly status updates and budgetary impacts will be brought to the board for consideration.

She also informed the board that the EMS direct delivery analysis will be brought to the board next month.

Carried.

7.0 CONSENT AGENDA

RESOLUTION: #2021-83

Moved by: Mac Bain

Seconded by: Chris Mayne

THAT the Board receives for information or approval purposes Consent Agenda items 7.1 to 7.2.

7.1 B21-21 COVID-19 Employee Survey Results - information on the COVID-19 employee survey results.

7.2 B20-21 COVID-19 Workplace Vaccination Protocol – (for approval)

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves Briefing Note B20-21, outlining the COVID-19 Workplace Vaccination Protocol.

There was some discussion about apparent inconsistencies with vaccination policies for paramedics. It was explained that paramedics are employees of the hospitals, not the DNSSAB, so the DNSSAB policy does not apply to them.

Carried.

8.0 MANAGER'S REPORTS

8.1 In Camera

RESOLUTION: #2021-84

Moved by: Dan Roveda

Seconded by: Dean Backer

THAT the District of Nipissing Social Services Administration Board (DNSSAB) move in-camera at 2:06 PM to a discuss matter of negotiation and a personnel matter.

Carried

[In-camera minutes are filed separately.]

8.2 Adjourn In Camera

RESOLUTION: #2021-85

Moved by: Dave Mendicino

Seconded by: Jane Dumas

THAT the District of Nipissing Social Services Administration Board (DNSSAB) adjourns in-camera at 3:06 PM.

Carried

8.3 Approve In Camera

RESOLUTION: #2021-86

Moved by: Amanda Smith

Seconded by: Dan O'Mara

THAT the District of Nipissing Social Services Administration Board (DNSSAB) approves the direction/action agreed to in the in-camera session.

9. NEW BUSINESS

There was no new business brought forward.

10. NEXT MEETING DATE

Wednesday, November 24, 2021

11. ADJOURNMENT

Resolution No. 2021-87

Moved by: Bill Vrebosch

Seconded by: Dan Roveda

**Resolved THAT the Board meeting be adjourned at 3:08 PM.
*Carried.***

MARK KING
CHAIR OF THE BOARD

CATHERINE MATHESON
SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator



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

Resolution No.

2022 /

JANUARY 4, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the accounts payables disbursement sheets for **JUNE** and **JULY 2021** be received.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



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

Resolution No.

2022 /

JANUARY 4, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the 2021 – 3rd Quarter Variance Financial Report (July 1st to September 30th, 2021) for the Municipality of West Nipissing be received.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

2021 — Third Quarter Variance Report

November 12, 2021

By Alisa Craddock CPA, CMA Director of Corporate Services/Treasurer

This report provides a variance analysis of the Municipality's third quarter results (January 1 to September 30, 2021). The September variance report reflects expenditures and revenues for the first nine months of 2021.

The following explanations relate to areas where a potential variance may occur or areas that the Treasurer is monitoring closely with Departments.

Overall Trends

As identified in the Second Quarter Variance Report, human resources costs are trending under budget in all departments. This is a result of recruitment challenges, unplanned absences, and the extended period of COVID shut down. These challenges have continued through the third quarter and are anticipated to continue into the fourth quarter. Human resources expenses are going to be under budget.

General Government

Supplemental taxation revenue continues to lag behind expectations in a typical year. This is not unexpected. However, penalties and interest are exceeding COVID projects and overall revenue in General Government should be on budget. As MPAC has continued to assess properties at the 2016 assessment, write offs and tax changes are also lower than budget.



Community Services

Budgeting and planning for Community Services was perhaps the most challenging department for 2021, given the constantly changing COVID landscape. The budget anticipated very little revenue streams until the fall of 2021. The department is just beginning to realize those revenues; however, it is anticipated that Community Services may not achieve the budgeted revenue targets. However, there has been a corresponding offset in expenses, particularly human resources costs and utilities. The marina had a strong season.

Building and Planning

The Building and Planning department had a very strong start to 2021 and this has continued through the third quarter. Building and Planning has already exceeded budgeted revenue. It is anticipated that Building and Planning will continue this trend through the end of the year.

Capital Projects

Departments continue to complete capital projects through the end of the year. There will be projects that are awarded or in progress but not completed at the end of the year. Department heads have provided Council with a capital update. A summary of projects that will be in progress or carried at the end of the year will be provided to Council at a subsequent Council meeting. Council has been made aware of individual projects where tenders exceed budget values; however, at this time there is no concern to overall budgets. Transfers from reserve and funding for projects is recognized at the time the expense is incurred.

COVID 19 Impact

COVID costs represent the continued operation of an assessment centre and other expenditures directly related to managing the Municipality's COVID response. Revenues are an allocation of the COVID funding received to date. The assessment centre fully transitioned out of Municipal facilities in November 2021.



Summary of All Categories

As of September 30, 2021

	Actual	Budget	Variance
Revenues			
Property Taxation	18,080,364	18,192,119	(111,755)
Payments in lieu	528,245	553,235	(24,990)
OMPF	4,956,675	6,608,900	(1,652,225)
Other Revenues	1,798,429	3,860,719	(2,062,290)
Total Revenues	25,363,713	29,214,973	(3,851,260)
Expenditures			
HR Costs	5,097,091	8,156,643	3,059,552
Operating Expenses	4,444,983	7,606,960	3,161,977
Policing	2,974,109	4,478,337	1,504,228
Social Programs	4,116,556	5,092,577	976,021
Total Expenditures	16,632,739	25,334,517	8,701,778
Local Boards			
Police	3,472	15,662	12,190
Library	312,746	416,995	104,249
Cemetery	11,010	44,840	33,830
Total Board Expenditures	327,228	477,497	150,269



Total Expenditures incl. Boards	16,959,967	25,812,014	8,852,047
Surplus (Deficit)-Operating	8,403,746	3,402,959	5,000,787
Donations	-	-	-
Funding	(916,413)	(2,864,080)	(1,947,667)
Total Revenues-Capital Fund	(916,413)	(2,864,080)	(1,947,667)
Transfer to Reserve	2,105,000	2,105,000	-
Contribution from Reserve	(744,631)	(3,351,849)	(2,607,218)
Total Change in Reserves	1,360,369	(1,246,849)	(2,607,218)
Long Term Debt Financing	-	-	-
Payments on Loans	197,043	322,959	125,916
Total Change in Financing	197,043	322,959	125,916
Capital Assets			
Capital expenditures-Infrastructure	1,181,056	4,489,080	3,308,024
Capital expenditures	740,571	2,701,849	1,961,278
Total Capital Assets	1,921,627	7,190,929	5,269,302
	2,562,626	3,402,959	(840,333)
Surplus (Deficit)	5,841,120	-	5,841,120



Summary of Revenues and Expenses

	Actual	Budget	Variance
Taxation			
Revenues	18,080,364	18,192,119	(111,755)
Payments in lieu	528,245	553,235	(24,990)
Provincial Grants-OMPF	4,956,675	6,608,900	(1,652,225)
General Government			
Revenues	909,127	2,289,214	(1,380,087)
Expenses	2,388,264	3,797,910	1,409,646
Surplus (Deficit)	(1,479,137)	(1,508,696)	29,559
Mayor & Council			
Expenses	126,836	218,629	91,793
Public Works			
Revenues	75,520	80,000	(4,480)
Expenses	4,360,494	6,628,378	2,267,884
Surplus (Deficit)	(4,284,974)	(6,548,378)	2,263,404
Community Services			
Revenues	382,031	901,700	(519,669)
Expenses	3,000,447	4,813,413	1,812,966
Surplus (Deficit)	(2,618,416)	(3,911,713)	1,293,297



Fire Department

Revenues	27,164	18,000	9,164
Expenses	1,714,554	2,433,651	719,097
Surplus (Deficit)	(1,687,390)	(2,415,651)	728,261

Economic Development

Revenues	-	100,000	(100,000)
Expenses	2,523	362,718	360,195
Surplus (Deficit)	(2,523)	(262,718)	260,195

COVID

Revenues	114,574	252,805	(138,231)
Expenses	114,574	252,805	138,231
Surplus (Deficit)	-	-	-

Planning & Development

Revenues	290,013	219,000	71,013
Expenses	308,259	470,946	162,687
Surplus (Deficit)	(18,246)	(251,946)	233,700

Emergency Management

Expenses	-	3,500	3,500
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Heritage Committee

Expenses	-	2,500	2,500
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Policing

Revenues	49,493	495,767	(446,274)
Expenses	3,023,602	4,974,104	1,950,502
Surplus (Deficit)	(2,974,109)	(4,478,337)	1,504,228



Police Board			
Expenses	3,472	15,662	12,190
Libraries			
Expenses	312,746	416,995	104,249
Cemetery			
Expenses	11,010	44,840	33,830
Municipal Drains			
Expenses	10,039	87,500	77,461
Animal Control			
Expenses	78,710	94,612	15,902
Health Services			
Expenses	348,271	417,926	69,655
DNSSAB			
Expenses	2,405,492	3,207,723	802,231
Home for the Aged-Au Chateau			
Expenses	1,362,793	1,466,928	104,135
Grand Total			
Revenues	25,413,206	29,710,740	(4,297,534)
Expenses	19,572,086	29,710,740	10,138,654
Net Surplus (Deficit)	5,841,120	-	5,841,120



September 9, 2021

Council for the Municipality of West Nipissing
c/o Melanie Ducharme, Municipal Clerk / Planner
225 Holditch Street, Suite 101
Sturgeon Falls, ON
P2B 1T1

Dear Council for the Municipality of West Nipissing:

Re: Closed meeting complaint

My Office received complaints about a closed meeting held by council for the Municipality of West Nipissing (the "Municipality") on May 12, 2021. The complaints alleged that one of the topics discussed by council did not fit within the cited exception under the *Municipal Act, 2001* (the "Act").

I am writing to share the outcome of my Office's review.

Ombudsman jurisdiction

As of January 1, 2008, the Act gives anyone the right to request an investigation into whether a municipality has complied with the Act in closing a meeting to the public. Municipalities may appoint their own investigator. The Act designates the Ombudsman as the default investigator for municipalities that have not appointed their own. My Office is the closed meeting investigator for the Municipality of West Nipissing.

In reviewing closed meeting complaints, we consider whether the open meeting requirements of the Act and the municipality's governing procedures have been observed.

My Office has investigated hundreds of closed meetings since 2008. To assist municipal councils, staff, and the public, we have developed an online digest of open meeting cases. This searchable repository was created to provide easy access to the Ombudsman's decisions on, and interpretations of, the open meeting rules. Council members and staff can consult the digest to inform their discussions and decisions on whether certain matters can or should be discussed in closed session, as well as issues

related to open meeting procedures. Summaries of the Ombudsman's previous decisions can be found in the digest: www.ombudsman.on.ca/digest.

Review

My Office reviewed documentation related to the May 12, 2021 meeting, including the agenda, minutes, invoices and correspondence. We also spoke with the Municipality's Clerk about the meeting, listened to the audio recording and reviewed relevant portions of the Municipality's procedure by-law.

On May 12, 2021, council held a special closed meeting electronically. The meeting, conducted electronically using Zoom, commenced at 1:00 p.m. with all members of council in attendance.

Council passed resolution 2021/187 to go into closed session to discuss (i) payment of legal fees and (ii) a historical insurance claim, citing the "personal matters" and "litigation" exceptions under the Act. Those we spoke with confirmed that the "personal matters" exception applied to the first topic of discussion, while the "litigation" exception applied only to the second matter related to an insurance claim. The complaints received by my Office pertained only to the first topic.

My review found that council discussed whether the Municipality should pay certain legal fees, in the process referencing previous instances when legal fees had been incurred for a number of confidential matters. Council did not pass any resolutions pertaining to the payment of the legal fees or provide any direction to staff on the matter.

Following discussion of the second topic, council approved minutes from a previous closed session meeting and passed a resolution to rise from closed session at 1:48 p.m.

Application of the "personal matters" exception

The personal matters exception applies to discussions that reveal personal information about an identifiable individual. In order to qualify as personal information, it must be reasonable to expect that an individual could be identified if the information were disclosed publicly.¹

The Act does not define "personal matters" for the purposes of the open meeting rules. When reviewing the parameters of the open meeting exceptions, my Office has often considered decisions of the Office of the Information and Privacy Commissioner (the

¹ *Ontario (Ministry of Correctional Services) v Goodis* [2008], OJ No 289 at para 69 [Goodis].

“IPC”). Although not binding on our Office, these cases can be informative. The IPC has found that information will only qualify as personal for the purposes of the Act if it pertains to an individual in their personal capacity, rather than their professional capacity.² Information about a person in their professional capacity may still qualify if it reveals something personal about the individual, such as information about job performance.³

As noted by the Ontario Superior Court of Justice in *Ontario (Ministry of Correctional Services) v. Goodis*, “if there is reasonable expectation that the individual can be identified from the information, then such information qualifies...as personal information.”⁴

My Office has found in past cases that discussion of indemnification for legal fees on its own does not fit any of the exceptions in the Act.⁵ In this case, however, my review found that council’s discussion about legal fees, which identified why the legal advice had been sought and previous instances in which the municipality had incurred legal fees, revealed personal information about identifiable individuals as a matter of necessity.

Although all exceptions to the open meeting requirements should be interpreted narrowly and applied prudently, in this case the closed session discussions fit within the parameters of the “personal matters” exception.

Conclusion

Our review indicates that council for the Municipality did not contravene the open meeting requirements on May 12, 2021 when discussing the payment of legal fees in closed session under the Act.

I would like to thank the Municipality for its co-operation during my review. The Clerk confirmed that this letter would be included as correspondence at an upcoming council meeting.

² IPC Order MO-2204 and *Township of Russell*, 2014.

³ *South Huron (Municipality of) (Re)*, 2015 ONOMBUD 6 at para 18, <<https://canlii.ca/t/gtp80>>.

⁴ Goodis, *supra* note 5.

⁵ Letter from Ombudsman of Ontario to the Town of Midland, (February 4, 2014), online: <https://www.ombudsman.on.ca/Files/sitemedia/Documents/Midland-closing-letter-July-22-mtg-final.pdf>; *Norfolk (County)*, 2016 ONOMBUD 7 at para 33, <<https://canlii.ca/t/h2sth>>; *Amherstburg (Town of)*, 2016 ONOMBUD 9 at para 77, <<https://canlii.ca/t/h2stm>>.

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Dubé', written over a light blue horizontal line.

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

From: Patrice J Cormier <picormier@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 Ouest

NOTICE OF MOTION FORM

In accordance with Section 20.0 "NOTICES OF MOTION" of the Corporation of the Municipality of West Nipissing Procedural By-Law:

Member of Council:

YVON DUBAIME
(print name)

Hereby files a **NOTICE OF MOTION** to be included on the Agenda for the meeting of Council, which is scheduled to be held on:

NOV 2 / 21
(enter date)

SUBJECT:

PURCHASE OF LAND RE BOB GUENETTE

and which **NOTICE OF MOTION** to read as follows:

Member of Council:

[Signature]
(signature)

FOR CLERK'S OFFICE USE ONLY:

Date received:

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]
(signature)

FOR CLERK'S OFFICE USE ONLY:

Date received:	<u>JANUARY 19 / 2022</u>
Time received:	<u>3:03 PM (e-mail)</u>
Entered in Council Agenda for meeting date of:	<u>February 1 / 2022</u> <u>[Signature]</u>



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:		March 1st	
Name of Requestor:	Chris Fisher	Date submitted: Feb 22nd	
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:	Changes to Taxi By-law
--------------------------------	------------------------

Additional details / background information:	<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately
--	--

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

Look at Taxi By-law, 1) Future proof the by-law by allowing consideration of ride-share services, 2) ensure that we do not allow a monopoly situation to exist in traditional Taxi.

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:	(by e-mail)	Date:	February 22, 2022
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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 22, 2022	Received from:	Councillor C. Fisher
Meeting Date Requested:	March 1st, 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):	March 1, 2022	<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
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Requestor Notification:	The above requestor _____ was notified on _____ (date)
-------------------------	--

Action Taken:	
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Notes / Comments:	
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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-yr's 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
Maria Lavallee		26	Maria Lavallee	705-499-7010
Clara Ignard		25	DIANA TIGNANELLY	705-842-2942
Kevin Russell Richard	475-0887	66	Kevin Russell Richard	
Darlene Kicher		44	Darlene Kicher	705-525-5255
Judy Lapresse		11	Judy Lapresse	705-753-5925
CLAIRE LARCHER		49	Claire Larcher	705-626-2229
Denise Larcher				
CAROLE BOISSONNEAULT		50	Carole Boissonneault	705-981-1117
J.C. SYLVESTER		6	J.C. Sylvester	705-303-5284
LEO HOULE		5	L. Houle	705-562-9066
SHARON OSTROFF		4	Sharon Ostroff	705-499-6500
ANISA SHERE		27	Anisa SHERE	416-735-726
RICHARD THIBERT		27	Richard Thibert	705-918-1119
Jean Lapresse		29	Jean Lapresse	705-753-5925
Agathe Robert Gauthier		30	Agathe Robert Gauthier	819-621-36
Rick - Radelle Doughty		55	Rick - Radelle Doughty	705-521-2961
YVES PIERRE		27	YVES PIERRE	
Madeleine Bisailon		16	M. Bisailon	705-626-1114
Rolly Bisailon		16	R. Bisailon	705-688-7633

NAME	LOT #	SIGNATURE	SIGNATURE
Sylvie Burton	14	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
Gaston Guenette	22		705-665-2016
Kim Boulanger	19	K. Boulanger	705-920-2069
Kim Boulanger	19		705-920-2069
Linda Treple	12	Linda Treple	705-713-0504
Bonnie Teeple	18	B. Teeple	705-690-4044
GERRARD BOULANGER	3	G. Boulanger	705-929-7579
Ryann Richter	45	REYAN RICHER	670-45, 705-372-8
Mitchell Lagamp	56	Mitchell Lagamp	
LUCILLE LECCLAIR	8	L. Leclair	705 665 2312
Raymonde Paguet	47	R. Paguet	
Andrew Desroches	28	C. Desroches	
Christine Desroches			705-279-113
Helene Desroches	32	Helene Desroches	
Nathalie Marceau	35	Nathalie Marceau	1-519-465-4654
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
Angele LeBlond	23	Angele LeBlond	705-907
Janette St. Pierre	09	Janette St. Pierre	3576
Roger St. Pierre	09	Roger St. Pierre	705-477
	23	Mike LeBlond	5580
Alice Noel	48	Alice Noel	705-477
MARCEL LAMARCHE	10	Marcel Lamarche	5579
Therese Lamarche	10	Therese Lamarche	705-611
Yvonne McGray	7	Yvonne McGray	7047
Donald McGraw	7	Donald McGraw	705-567
Fernande Houle	5	Fernande Houle	3576



No
Maintenance
of
pool



iPhone



STAGNET
WATER

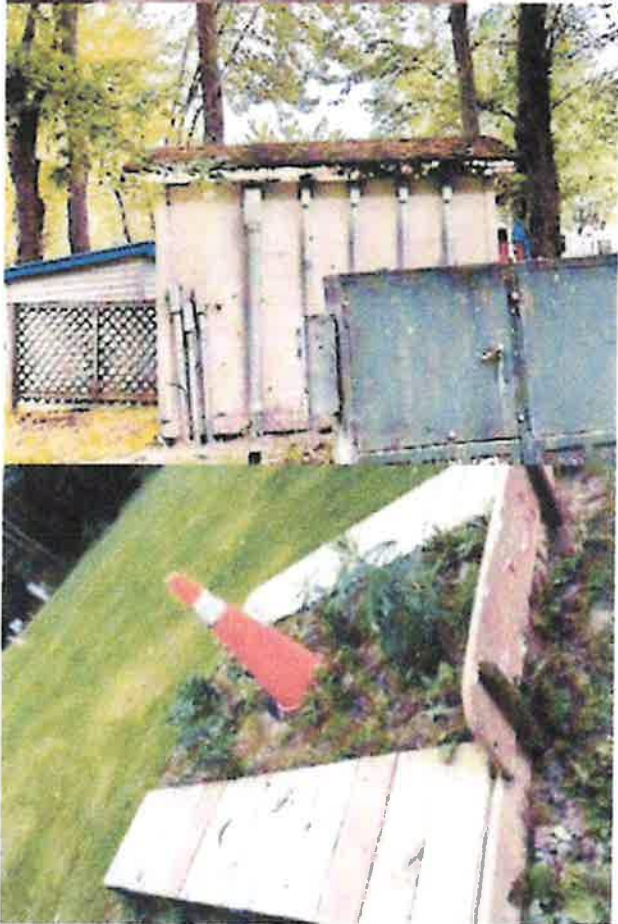
Brown spots are dead mice

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

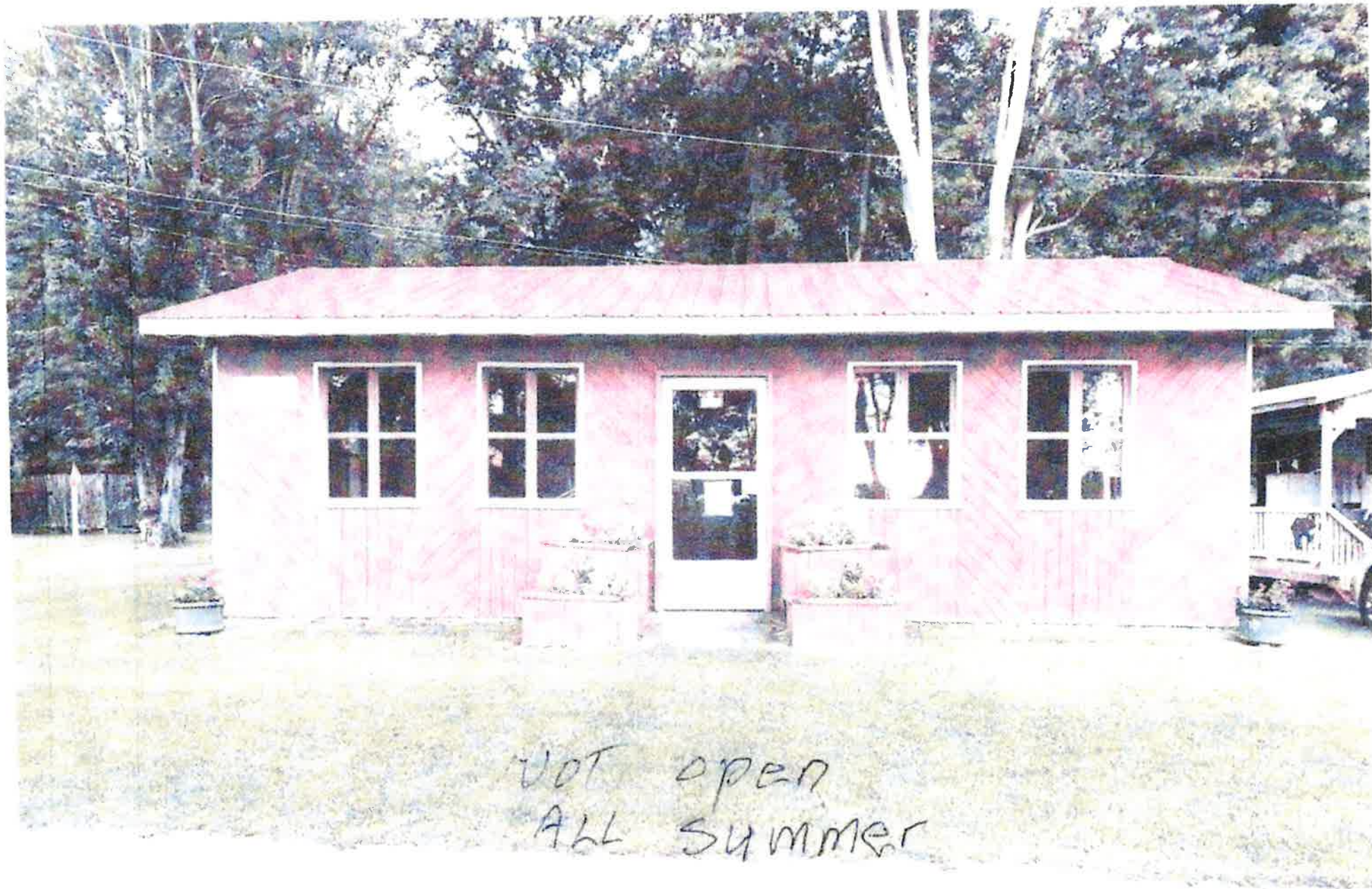


- unsanitary public washrooms




LACK
of ~~MAINT~~
CARE





SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		November 16th, 2021	
Name of Requestor:		Mayor Joanne Savage	Date submitted: November 10th, 2021
Address:		Full mailing address:	
Phone:		Home:	Business / Cell:
E-Mail:		Fax:	
Requested Agenda Item/Subject:		COUNCIL MEETINGS - IN PERSON	
Additional details / background information: <input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately <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> Discussion to resume Council meetings in person Reason: eliminate tech problems - eliminate blocking cameras - benefits for in person meeting Meetings can continue to be live streamed, posted on website and also accessible via Cable tv for residents that don't have internet Consultation meetings scheduled by Planning Advisory Committee end of Nov 2021 which staff and Council members will be attending Vaccination policy to be ratified by Council Council Chambers has the space to ensure distancing requirements for Council Members and Staff			
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		(e-mail)	Date: 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:	November 16/2021	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):	March 1 st , 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:		March 1st	
Name of Requestor:	Chris Fisher	Date submitted: Feb 22nd	
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:	Library Signage Change Main Branch		
Additional details / background information:			
<input checked="" type="checkbox"/> see below <input checked="" type="checkbox"/> Supporting documents attached separately			
<p>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.</p> <p>The Library is looking to change the signage on the main branch, the branch has a highly visible spot on the highway and it would be ideal if this sign was prominent with West Nipissing, Logo and it's Motto displayed. As this sign will have pride of place for years to come we are looking for the Municipality to partner with the Library both financially and with expertise to do this job.</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:

(by e-mail)

Date:

February 22, 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:	February 22, 2022	Received from:	Councillor C. Fisher
Meeting Date Requested:	March 1st, 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):	March 1st, 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:		

February 22, 2022

Mayor and Council,

As part of the 2021-2026 West Nipissing Public Library's Strategic Plan, the Board hoped to increase the visibility of the Library in the community it serves. Most of the Library's branches have signs that have been on their buildings since before the amalgamation of West Nipissing. Throughout the pandemic, we've noticed many new individuals and new families in the community, completely unaware that our facilities exist or where to find them. We have seen this more and more since the Library began assisting members of the community access, print and laminate their proof of vaccination cards. Many individuals had no idea where the Library was until this time.

One of the Library's plans for 2022 is to replace the signage across our branches using our reserve funds to really increase visibility and awareness of our spaces across the community. This includes the letters on the front of our Sturgeon Falls branch (the main Library), that have been hanging since the it was built in 1983. (*see current below*)

The Library Board and Staff are currently looking into the possibility of an additional sign, directly on the side of the highway advertising the Library and its services. This sign would ideally have an LED component that can be programed to show hours of operations, closures, programs, and other important information. (*see examples below*) We feel as though the Sturgeon Falls location is such an ideal spot to advertise and share awareness of our services, as it is central, near the downtown core, located directly on the corner of Holditch and Front (Highway 17).

For this to make an even bigger impact, we are asking Council if they would be interested in sharing this sign with us, to promote, keep members of the community up to date, and share information with visitors. Collaborating on this project could help us create a big, beautiful sign, keeping the community informed on what we have to offer.

We appreciate your time and consideration on the matter,

Émélie Bisailon
CEO, West Nipissing Public Library



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



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	705-492-1666		
Pauline Plutiny	204 Prom. du Lac	705-358-3081	3	
Louise Courchesne	208 Prom du lac	705-753-2080	2	
Guy Courchesne	208 Prom du lac	705-471-3190	1	
G.N.I.	207 " "	705-753-2080	2	
Mike Johnson	216 " "	705-471-8515	2	
Conny Rivall	220 Prom du lac	705-471-2757	3	
Taylor Gaudin	171 Dutrisac Rd.	226-779-2255	2	
Justin Brunkamp	191 Dutrisac	465-443-6119	2	
Chantal Carre	194 Prom du lac	705-822-1147	2	
Kayman DELEANO	192 Prom du Lac	705-665-8095	1	
Randy Amyot	192 Prom du Lac	73-31-1325	1	
Carl Beazem	184 Prom Du Lac	705-223-1495	2	
Carole D'otie-O'Bonsawin	188 chem Du lac	705-561-6919	2	
Pete O'Bonsawin	186 chem Du lac	705-691-3299	2	
Amy VanWynyarden	171 Du Lac Dr	705-358-1379	4	
STEFAN CORRIVEAU	197 PROM DU LAC	705-471-4927	2	
Gilles Legav	178 Prom du lac.	705-479-9494	1	
Roch Ducharme	181 Prom du lac	705-471-3054	3	
Hebert Hoult	174 Prom du lac	705-753-2893	2	
Rene Rivall	164 Promenade du lac	249-358-2483	2	
Barbara Turner	152 Promenade du lac	705-753-4631	2	
Guy Robert	150 Promenade du lac	249-358-8453	2	
IAN MORRISON	148 Prom du lac	705-492-2363	2	
Im Morrison	145 Prom du lac	705-753-2108	2	
Bisile Braillellet			2	
Chantal Braillellet			2	

JAN 27 2022

November 6th, 2021

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

Name	Address	Phone #	# Of Occupants	Signature
Dan Langlois	130 Prom du Lac	705-507-0024	4	
Cindy Grenier	111 Prom du Lac	705-465-2738	2	
Charital Fortin	92 Promenade du Lac	705-840-9040	2	
P & W. Campbell	108 Rte. Du Lac	705-753-5439	2	
MICHAEL GAUTHIER	102 Prom Du Lac	705-753-1027	2	
Yvon MAHEU	98 Prom du Lac	705-753-3488	2	
RAY SUNDORICK	88 Prom du Lac	705-753-5011	4	
Jane & Paul Cote	84 Prom du Lac	705-753-5778	2	
RALPH NIGRO	80 Prom Du Lac	416-464-0366	4	
MARY O'BRIEN	60 V	705-753-1435	4	
Pat O'Connor	59 Promenade du Lac	705-498-9716	4	
H.A. SERWACZAK	104 Prom Du Lac	705-728-4856	4	
RAYMOND MARLEAU	128 - - -	705-995-0741	2	
Jessica Knight	146 Promenade du Lac	417-564-4544	1	
Cherf Schweikert	174 Dutrisac Rd	705-753-3515	2	
Andre BEHARDY	160 Promenade du Lac	705-498-0390	2	
Cheryl Bourke	150 Prom	705-497-4985	2	
JACQUES LOUBERGE	76 PROMENADE	705-753-2681	2	
Sandra Spence	74 Promenade	705-753-9498	2	
Marie Paul Ramon	181A Dutrisac	705-618-1245	2	
Frank K. Desha	182 Dutrisac	705-358-6065	3	
Vincent Drost	131A/B Dutrisac	705-207-5681	4	
Melanie Goff	204 Pierre Rd	613-807-9172	4	
Sylvie Cull	240 Pierre Rd	705-303-3144	4	
Sylvie Davidson	218 Pierre Rd	705-753-2247	2	
Suzanne Davidson	220 Pierre Rd	705-753-4039	1	

JAN 27 2012

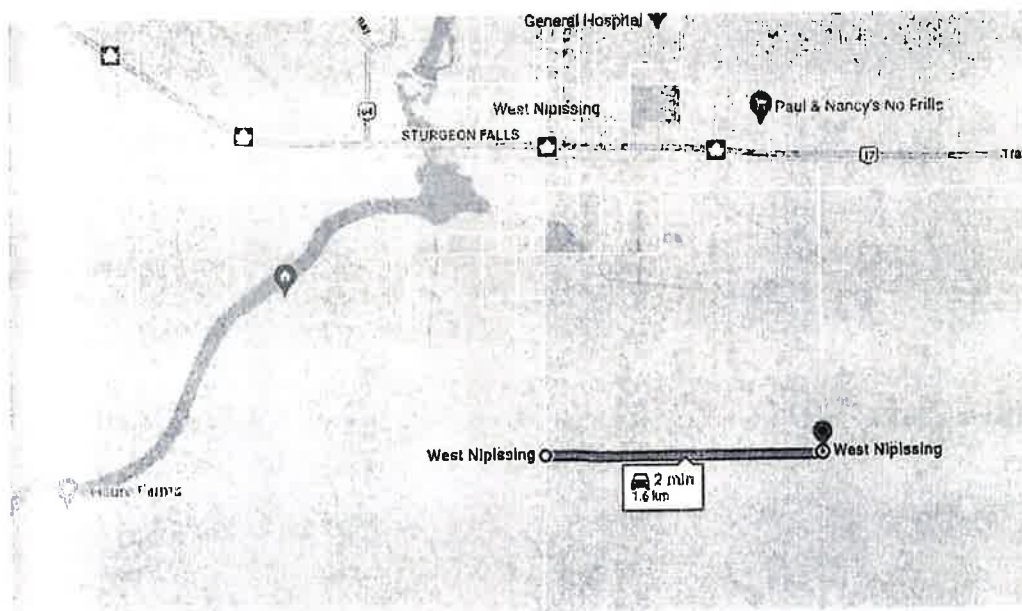
Name	Address	Phone #	# Of Occupants	Signature
Simone Dumont	222 Pierre Rd	705-580-2018	2	S. Dumont
Bill Clark	234 Pierre Rd	705-753-4286	2	Bill Clark
IAN LAUGHLAND	236 Pierre Rd	705-825-2014	4	I. Laughland
Jacqueline Mallette	284 Pierre Rd	705-753-3576	2	J. Mallette
Mike Hodgson	290 Pierre Rd	705-580-2296	2	M. Hodgson
Petricia Hodgson				
Paul Ditzler	294 Chap. Poin	705-923-1188	2	P. Ditzler
PAUL POISSON	216 PIERRE Rd	705-825-0320	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 VILL	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 PRIN. DU LAC	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

☐

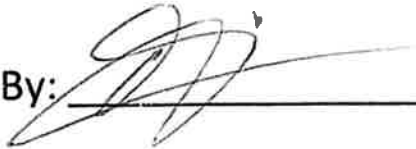
Interested in Water access only

☒

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

Yes Laurin 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:  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

MEMORANDUM

TO: Mayor and Council

FROM: Jean-Pierre (Jay) Barbeau, CAO

DATE: September 17, 2021

RE: **USAGE OF FREE WATER SERVICE AT SANITARY DUMPING STATIONS**

On June 22, Council voted to close the Water Filling Station in Verner, until staff could measure the use of the service and find a solution for the misuse of the system. Council members and residents expressed similar concerns regarding the station in Sturgeon Falls. Staff was asked to prepare a report with recommendations for Council's consideration.

Based on our review of Sanitary Dumping Stations in the region, our current sites provide unnecessary services. Few municipalities provide water services at no cost, but the ones that do, have limited stations (one or two).

Options for adding a fee-for-service system were evaluated by staff. The logistics and resources needed to install, service, and monitor the systems, outweigh the benefits. This option would bring little to no return on investment. The cost to install a coin-operated machine was estimated at \$2000 for installment, and over \$2000 per year, for the service, per site.

Our recommendation is to close the water services at all Sanitary Dumping Stations. Users would be required to bring their own water supply to rinse and clean up after disposing of their waste. RV operators would be fully aware of how to connect to their own supply for that purpose. This option would provide a location to dispose of RV sanitary waste at no cost, and eliminate the issues of traffic congestion and misuse of water. Clear signage would be posted at all sites to advise users that water services are not available and that the stations are to be used for the disposal of RV sanitary waste only. A considerable benefit to closing the water supply would be reducing public health risks. The water supply is considered safe for drinking, dishwashing, or hand-washing up to the tap. Anything connected beyond the tap creates a risk of contamination.

Other factors that can be discussed are the number of sites and the locations. Should Council wish to discuss the possible relocation of sites, staff would propose the relocation of the Sanitary Dumping Station in Sturgeon Falls. The current location is located at a high-traffic area near a school, public park, and baseball field. Depending on factors such as proximity to existing water/sewer infrastructure, the cost of relocation is estimated at \$15,000.

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca

MEMORANDUM

TO: Mayor and Council
FROM: Melanie Ducharme, Municipal Clerk/Planner
DATE: February 25, 2022
RE: **SUBD2021/02 – REQUEST FOR REDLINE AMENDMENT TO DRAFT PLAN OF SUBDIVISION
RHEAL AND CHRISTINE MARLEAU, 1369965 ONTARIO LTD.
ROY STREET, STURGEON FALLS, ON**

Please see attached request for a Redline Amendment to the Draft Plan of Subdivision which was approved in 2021 for the construction of 21 new lots at the north limit of Roy Street in Sturgeon Falls.

In preparing the municipal services design, it was determined that the originally approved configuration would be impractical due to the required depth of the sanitary services. The reduction in number of lots and minor re-configuration will facilitate installation of the sanitary main.

Finally, the new configuration incorporates the recommendation of the Planning Advisory Committee to include the lands shown as Lots 1 and 2 in the subdivision design. These were previously not included in the design.

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 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS on April 20, 2021, the Council of the Municipality of West Nipissing passed resolution 2021/148 granting approval of a Draft Subdivision Plan, File No. SUBD 2021/02 for certain properties on Roy Street, Sturgeon Falls, owned by 1369965 ONTARIO LTD., Rheal Marleau and Christine Marleau more particularly described as Part of Lot 5, Concession A, Township of Springer;

AND WHEREAS Council has received a proposed redline amendment of the approved Draft Subdivision Plan, File No. SUBD 2021/02, legally described as Part of Lot 5, Concession A, Township of Springer, Municipality of West Nipissing, in the District of Nipissing; which will amend the subdivision to reduce the number of originally proposed lots from 21 to 20, resulting in some minor changes to the configuration and size(s) of some of the originally proposed lots;

AND WHEREAS Pursuant to Section 51(47) of the Planning Act, Council determines that the redline changes are minor and therefore no notice is required pursuant to Section 51 (45) of the Act.

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of West Nipissing hereby approves the proposed redline changes to the Approved Draft Subdivision Plan, File No SUBD 2021/02, for property legally described as Part of Lot 5, Concession A, Township of Springer, Municipality of West Nipissing, in the District of Nipissing; owned by 1369965 ONTARIO LTD., Rheal Marleau and Christine Marleau.

	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
WARD 7 (<i>vacant</i>)		
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.

2021/ 148

APRIL 20, 2021

Moved by / *Proposé par* :

« Councillor L. Sénécal »

Seconded by / *Appuyé par* :

« Councillor D. Roveda »

WHEREAS a Public meeting was held on April 12, 2021 for draft plan approval of a plan of subdivision on property located on Roy Street, Sturgeon Falls, Municipality of West Nipissing and more particularly described as Part of the North Half of Lot 5, Concession A, Township of Springer, owned by 1369965 Ontario Limited, Rheal and Christine Marleau

AND WHEREAS written and public submissions were made and considered by the West Nipissing Planning Advisory Committee, on April 12, 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 2021/02 made made by **1369965 ONTARIO LIMITED and Rheal and Christine Marleau** for plan of subdivision located on Roy Street, Sturgeon Falls, Municipality of West Nipissing and more particularly described as Part of the North Half of Lot 5, Concession A, Township of Springer, *which draft plan shall be amended to include Parts 13 and 14, Plan 36R-8394 (amendment);*, attached hereto, including Schedule "A" thereto.

	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 Ouest

Resolution No.

2022 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS on June 18, 2019, Council for the Municipality of West Nipissing granted approval for a Draft Plan of Subdivision (SUBD 2019/03) of six (6) lots on lands legally described as Part of Lot 9, Con. 3, Geographic Township of Bertram, now Municipality of West Nipissing, District of Nipissing to **STEVE NIEDZWIECKI**

AND WHEREAS on March 1, 2022 Council received a request from the Applicant/Subdivider for a 2 year 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 Plan of Subdivision No. SUBD 2019/03 to **STEVE NIEDZWIECKI**, until June 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: _____

Melanie Ducharme

From: Rick Miller <rmiller@musurveying.com>
Sent: February 2, 2022 10:24 AM
To: Melanie Ducharme
Cc:
Subject: Steve Niedzwiecki Your File SUBD2019/03

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

Hi Melanie

Please accept this email as our formal request to extend the Draft Subdivision Approval for 2 years on this file that will expire in June 2022. We have completed the field work and Plan of Subdivision preparation however due to COVID-19 shutdowns our client has not been able to complete necessary work prior to entering into the subdividers agreement for this subdivision thus making it necessary to extend the approval.

I trust this notice is acceptable if you have any questions please let me know.

Yours truly,
Miller & Urso Surveying Inc.

Rick

Richard D. Miller, B.Sc. OLIP
Ontario Land Surveyor
President



Miller & Urso
SURVEYING · ENGINEERING · PLANNING

Miller & Urso Surveying Inc.
1501 Seymour Street
North Bay , On, P1A 0C5
P: (705) 474-1210
F: (705) 474-1783



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

Resolution No.

2019/ 2 0 8

JUNE 18, 2019

Moved by / Proposé par :

Seconded by / Appuyé par :

WHEREAS a public meeting of the West Nipissing Planning Advisory Committee was held on June 10, 2019, to consider draft approval of a Plan of Subdivision Application No. SUBD 2019/03 made by STEVE NIEDZWIESKI for a subdivision of six (6) lots on lands legally described as Part of Lot 9, Con. 3, Geographic Township of Bertram, now Municipality of West Nipissing, District of Nipissing;

AND WHEREAS written and public submissions were made and considered by the West Nipissing Planning Advisory Committee;

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 2019/03 made by STEVE NIEDZWIESKI for subdivision of six (6) lots on lands legally described as Part of Lot 9, Con. 3, Geographic Township of Bertram, now Municipality of West Nipissing, District of Nipissing, subject to the recommendation of the West Nipissing Planning Advisory Committee, attached hereto, including Schedule "A" thereto.

	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:



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

Resolution No.

2022 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/28**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 116A Nature's Trail Road, Noelville, ON, from SR (Shoreline Residential), to SR-14 (Shoreline Residential Exception Zone 14); 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 2022/28

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2014/45 TO REZONE
PROPERTY ON NATURE'S TRAIL ROAD, NOELVILLE, ON
FROM SR (SHORELINE RESIDENTIAL) TO SR-14 (SHORELINE RESIDENTIAL EXCEPTION ZONE 14)
(ZONING AMENDMENT FILE NO. ZBLA2022-02)**

WHEREAS the owners of the subject property have initiated an amendment to Zoning By-Law 2014-45, for the property located AT 116A Nature's Trail, being Part of Lot 8, Concession 1, Township of Falconer, Municipality of West Nipissing;

AND WHEREAS the Council of the Corporation of the Municipality of West Nipissing has ensured that adequate information has been made available to the public, and has held at least one (1) public meeting after having given due notice for the purpose of informing the public of this proposed amendment to the By-Law;

AND WHEREAS it is deemed desirable to amend the zone designation shown on Schedule 'M-1' of By-Law No. 2014/45 pursuant to Section 34 of the *Planning Act* R.S.O. 1990, as amended;

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

1. Schedule M-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 116A Nature's Trail, Noelville, ON, being Part of Lot 8, Concession 1, Twp. Falconer, Municipality of West Nipissing, District of Nipissing;

2. The following special provisions shall apply:

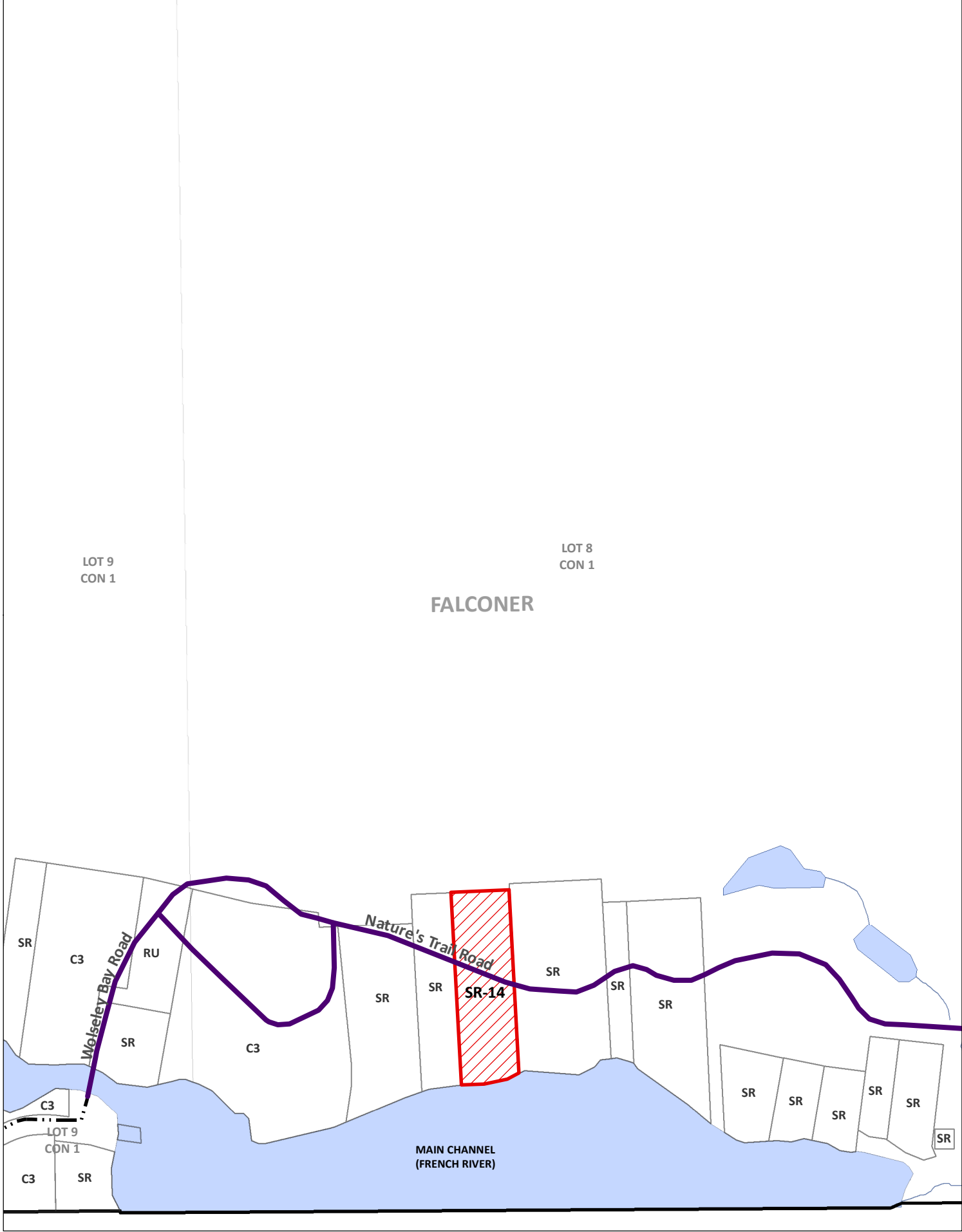
By-law	Location	Schedule	Special Provisions
2022/28	116A Nature's Trail, Noelville, ON, being Part of Lot 8, Concession 1, Twp. Falconer, Municipality of West Nipissing, District of Nipissing	M-1	<ul style="list-style-type: none">• Lot Frontage 29m• Lot Area .5Ha• Interior Side Yard: Nil• Maximum Number of Accessory Structures: 4


3. This By-law shall take effect on the date of passage and come into force in accordance with Section 34 of the *Planning Act*, RSO 1990, Ch. P 13.

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

JOANNE SAVAGE, MAYOR

MELANICE DUCHARME, CLERK



 LANDS TO BE REZONED FROM SHORELINE RESIDENTIAL (SR)
TO SHORELINE RESIDENTIAL EXCEPTION FOURTEEN (SR-14)

MUNICIPALITY OF WEST NIPISSING OUEST
GEOGRAPHIC TOWNSHIP OF FALCONER - SCHEDULE M1

116A NATURE'S TRAIL
PART LOT 8, CONCESSION 1
GEOGRAPHIC TOWNSHIP OF FALCONER
MUNICIPALITY OF WEST NIPISSING OUEST



THIS IS SCHEDULE 'A' TO
BY-LAW NO. 2022- 28 PASSED THIS
1st DAY OF MARCH 2022.

WEST NIPISSING PLANNING ADVISORY COMMITTEE
ZBLA2022/02

FEBRUARY 14, 2022

Moved by / *Proposé par* :

Normand Roberge

Seconded by / *Appuyé par*:

Christopher Fisher

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 116A Nature's Trail Road, Noelville, 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 116A Nature's Trail Road, Noelville, from SR (Shoreline Residential Zone) to SR-14 (Shoreline Residential Exception Zone Fourteen).
2. Schedule M1 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 8, Concession 1, Falconer Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from SR (Shoreline Residential Zone) to SR-14 (Shoreline Residential Exception Zone Fourteen).

Defeated:

Deferred/Tabled:

"Denis Sénécal"

CHAIR

"Melanie Ducharme"

SECRETARY

	Yeas	Nays
Duhaime, Yvon		
Fisher, Christopher		
Pellerin, Fernand		
Roberge, Normand		
Savage, Joanne		
Sénécal, Denis		
Roveda, Dan		

PLANNING REPORT

Proposed Plan of Zoning Amendment File No. ZBLA2022/02

Applicants: Shaun McRae, Albert Viau, Lucie Chartrand-Viau

Date: February 14, 2022



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1. INTRODUCTION

The purpose of this Planning Report is to address all provincial and municipal land use policies governing the proposed re-zoning of the property located 116A Nature's Trail Road, Sturgeon Falls, Ontario. The application is being put forward by the owners, Shaun McRae, Albert Viau, and Lucie Chartrand-Viau, through their agent, Miller and Urso Surveying Inc. This application is concurrent with an application to sever, being considered by the Committee of Adjustment at this evening's meeting.

2. SITE AND BACKGROUND INFORMATION

The property is located on Nature's Trail Road off of Wolseley Bay Road at the extreme south limit of West Nipissing. The property owned by the Applicant is 60m (200') of frontage and is approximately 1.13 Ha (2+ acres). This property is located in the former unincorporated Township of Falconer and all of the structures were built before 1987, which is the date of the prior zoning by-law governing the West Nipissing Planning Area. Accordingly, all of the structures are currently legal-non-conforming and complying. There are currently two dwellings on the property as well as a number of accessory structures and outbuildings on the property. Both dwellings have their own septic system.

3. DEVELOPMENT PROPOSAL

The purpose and effect of this application is to recognize the existing situation and the situation which will be created by the proposed severance. The owner is proposing to re-zone the property from SR (Shoreline Residential) to SR-14 (Shoreline Residential Exception Zone 14) to recognize the following:

- the lot area(s) of 0.57 and .55 Ha.
- the number of (4) of accessory structures on each severed lot;
- the reduced set back(s) of the septic systems from the lot line(s) <3.0m

4. POLICY CONTEXT

Land use policies and regulations affecting the subject lands include the Planning Act, R.S.O., 1990 and the associated 2014 Provincial Policy Statement at the Provincial Level. At the municipal level, the West Nipissing Official Plan, the Municipality of West Nipissing Zoning By-law 2014-45 and Site Plan Control By-Law No. 2015-63 affect the subject lands.

4.1 Provincial Policy Statement

The *Provincial Policy Statement 2014 (PPS)* provides a policy framework for land use within the Province of Ontario. It is the responsibility of the local planning authority(s), in this case the Municipality of West Nipissing, to uphold the policies of the PPS, pertaining to land use planning and development. In particular, the planning authorities must ensure that their decisions are consistent with key provincial interests.

The within proposal is consistent with the Provincial Policy Statement as it relates to limited residential development in the rural areas as well as resource based recreational uses which includes recreational dwellings.

5. LOCAL POLICY DOCUMENTS

Local policy documents include the West Nipissing Official Plan, Zoning By-law and Site Plan Control By-Law.

5.1 Official Plan

The Municipality of West Nipissing is guided by the West Nipissing Official Plan which was adopted by Council on April 15, 2008 and approved by the Ministry of Municipal Affairs and Housing on December 7, 2011. The policies of the Reside District are included for the Committee's consideration. The following provides a summary of the existing Official Plan policies and relevant considerations for the site:

5.1.2 Table 3.1 – Permitted Land Uses

The proposed residential use is consistent with the policies of the West Nipissing Official Plan. Table 3.1 - Permitted Land Uses in Designated Urban and Rural Settlement Areas and the Rural Area				
Land Use Category ¹	Urban Settlement Area	Rural Settlement Area	Rural Area	
			Waterfront District	Rural District
Scope of Permitted Residential Uses in District (see also Sections 3.06.5.1, 3.06.2, 3.06.8.2, 3.06.8.9, 3.06.10)	<u>Residential District:</u> <ul style="list-style-type: none"> • full range of low, medium and high density housing types • specialized housing types: group homes, crisis care, social assisted 	<u>Residential Uses:</u> <ul style="list-style-type: none"> • full range of low and medium density housing types • specialized housing types: group homes, crisis care, social assisted (excluding high density) 	<u>Residential Uses:</u> <ul style="list-style-type: none"> • seasonal and permanent residential uses 	<u>Rural District:</u> <ul style="list-style-type: none"> • limited low density (single and two unit housing) • specialized housing types: group homes, crisis care, social assisted (excluding high density)

6.2 Zoning By-Law

The proposal is to re-zone the property from SR (Shoreline Residential;) to SR-14 (Shoreline Residential Exception Zone 14).

6.3 Site Plan Control By-Law

The West Nipissing Site Plan Control By-Law No. 2015-63 was enacted as a tool to establish areas of Site Plan Control in order for the municipality to ensure that development in specifically designated zones will proceed in accordance with certain standards.

Section 1C(i) of the Site Plan Control By-Law provides that any lands which are the subject of a development approval, including a zoning amendment, shall be subject to the provisions of the By-Law. Since the property is non-complying with respect to lot-coverage, set-backs and parking, it is recommended that a Site Plan Control Agreement be registered on title to ensure that no further development or expansion of uses occur on the property.

7. CORRESPONDENCE/INFORMATION ATTACHED

Notice was circulated to property owners within 120 meters (400 feet) of the subject lands and public bodies and utilities as required by Regulation. Copies of those comments are attached as Appendix 1.

8. SUMMARY AND RECOMMENDATIONS

In accordance with the provisions of the *Planning Act*, the undersigned has reviewed the proposal having regard to matters of provincial interest and for consistency with the Provincial Policy Statement 2014.

In addition, the application has been reviewed within the context of the West Nipissing Official Plan and Zoning by-law No. 2014-45. The proposed zoning amendment application to re-zone the property from RU (Rural) to SR-14 (Shoreline Residential Exception Zone 14) is recommended.

Respectfully Submitted,



Melanie Ducharme, Planner

Figure 1 – Aerial Imagery



Figure 2 – Proposed Zoning Amendment Sketch

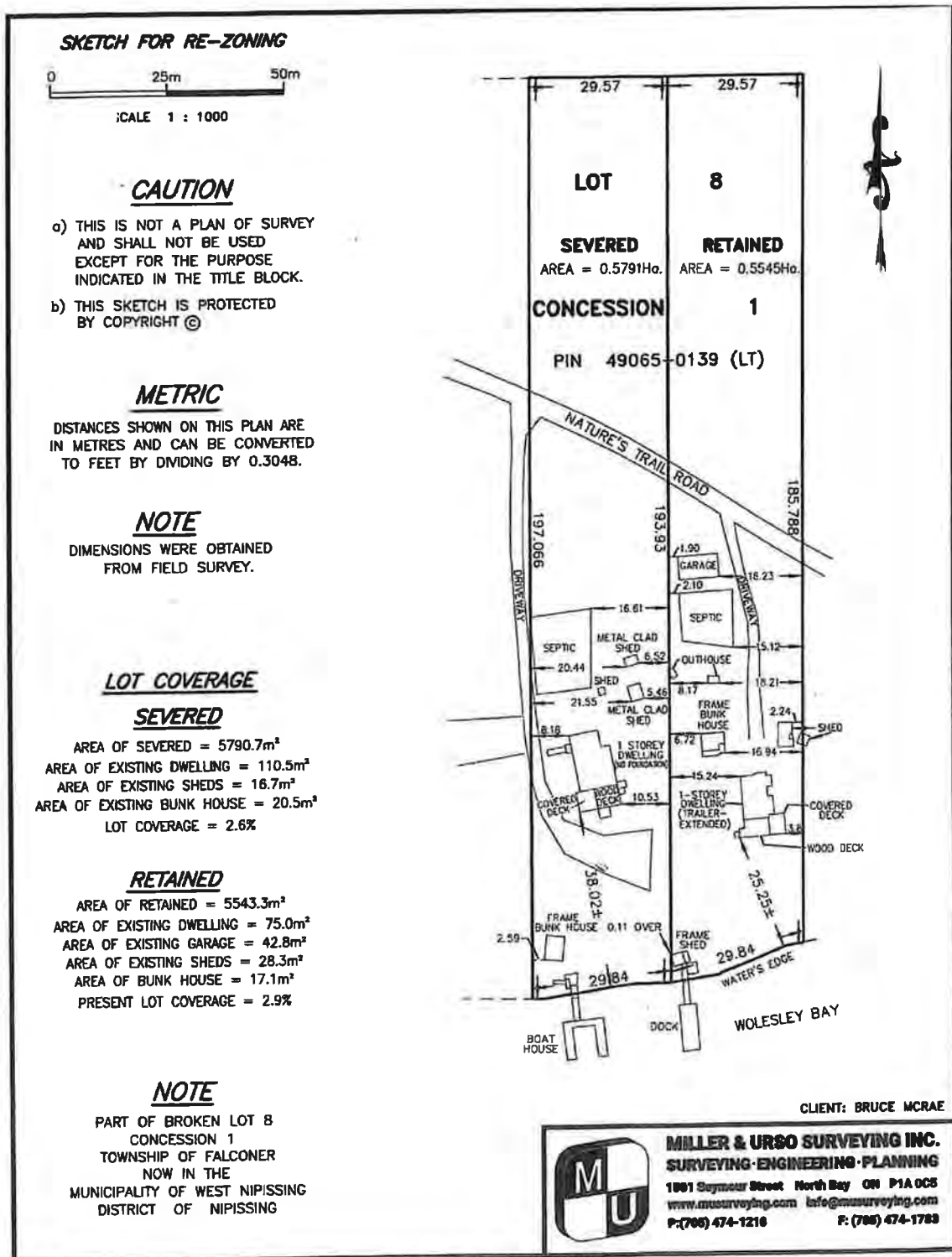


Figure 3 – West Nipissing Official Plan – Land Use Schedule

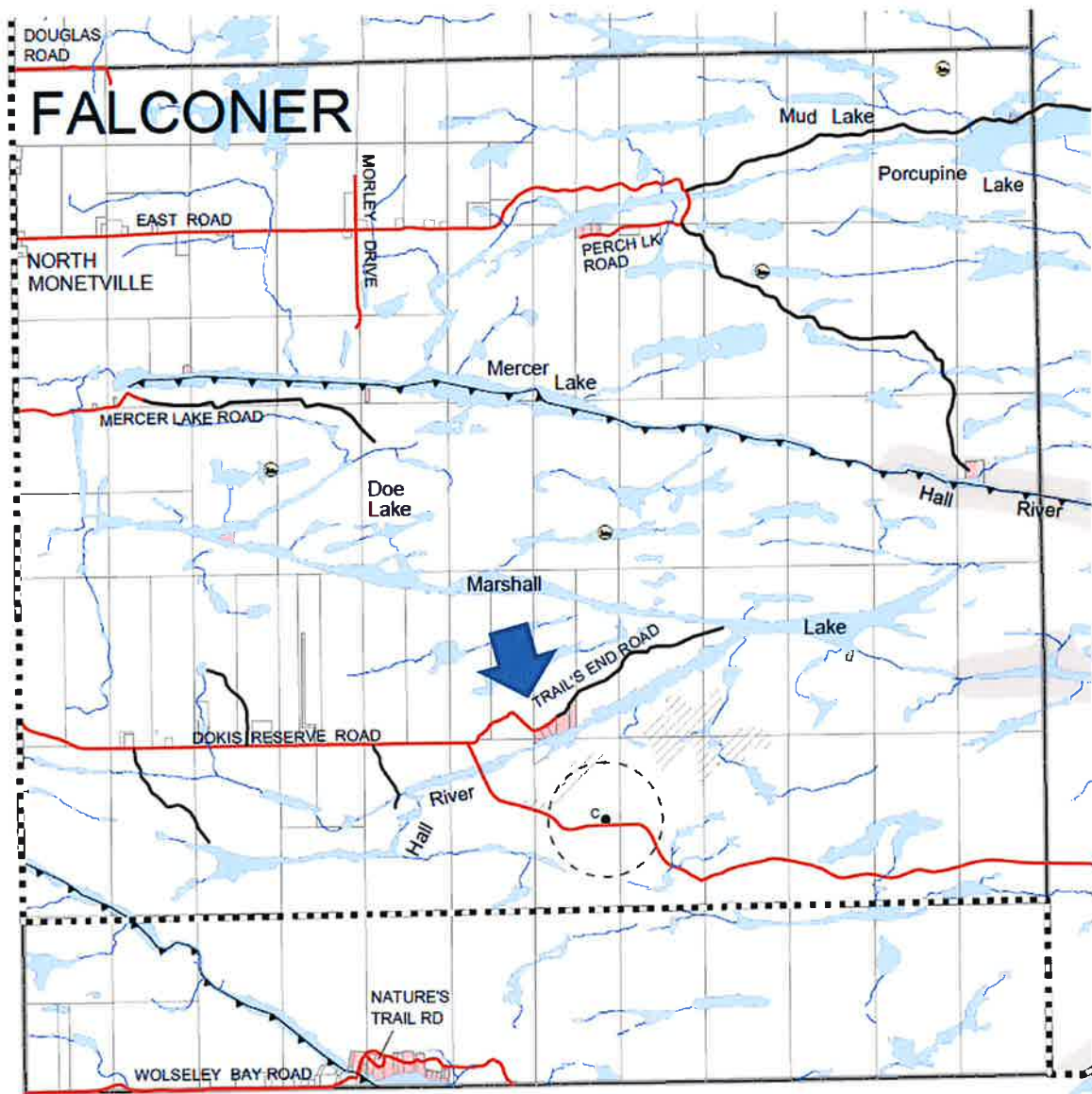
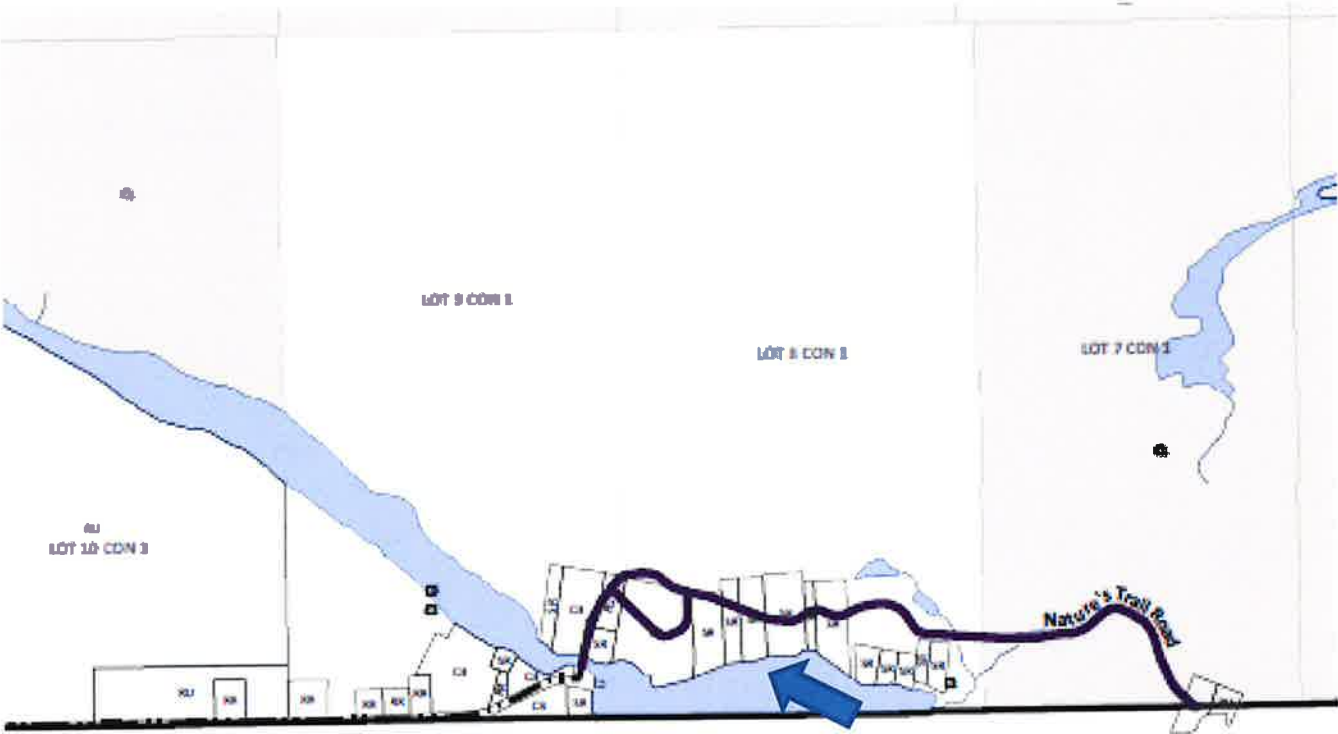



Figure 4 – West Nipissing Zoning By-law No. 2014-45



Appendix 1 – Agency Comments

<div>  <div> WEST NIPISSING PLANNING ADVISORY COMMITTEE MEETING HELD FEBRUARY 14, 2021 </div> </div>							
RECORD OF ALL COMMENTS							
APPLICATION	BELL CANADA	MTO	HYDRO ONE	GREATER SUDBURY UTILITIES	CN / CP RAILWAYS	PUBLIC WORKS DEPT.	BUILDING DEPT.
ZBLA2022/02 - Shaun McRae, Albert Vign, Lucie Chartrand- Vign - 116A Nature's Trail Road	•	• No comments or concerns	• No comments or concerns	• No conflict	•	<ul style="list-style-type: none"> • No water • No sewer • Road currently not maintained 	• No issues

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Clerk
Janice Dupuis, Deputy Clerk

DATE: February 24, 2022

RE: **AMENDMENT TO OFF-ROAD VEHICLE BY-LAW**

At the February 1st, 2022 meeting, Council considered a request to amend the Off-Road Vehicle By-Law to include new types of vehicles. Following discussions, Council was agreeable to the request and instructed staff to amend the Off-Road Vehicle and that it be brought forward for approval at a future meeting.

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 /

MARCH 1, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/29**, being a by-law to amend By-Law 2011/64, as amended, to regulate the use of Off-Road Vehicles (ORV & ATV & UTV) 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 2022/29

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

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

AND WHEREAS the Council deems it necessary to amend the Use of Off-Road Vehicles by-law in order to update the definitions provisions of the by-law to include additional types of permitted ATV, ORV and UTV vehicles;

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

1. THAT the following definitions be added under Part 1 as identified:

1.11 "OFF-ROAD MOTORCYCLE" means an off-road vehicle:

- (i) has two wheels, both having contact with the ground,
- (ii) has a steering handlebar,
- (iii) has a seat that is designed to be straddled by the driver
- (iv) no passenger is permitted on Off-Road Motorcycle while operating on-road

1.12 "EXTREME TERRAIN VEHICLE" means an off-road vehicle that:

- (i) has four or more wheels, all having contact with the ground,
- (ii) has a steering wheel or handlebars
- (iii) has seats that are not designed to be straddled, including side-by-side seating,
- (iv) has a seat belt for each seating position

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 MARCH, 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

BY-LAW 2022/30

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING HELD ON THE 1st DAY OF MARCH, 2022

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 1st day of MARCH 2022, and each motion, resolution and other action passed and taken by the Council at its said meeting, is except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

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

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

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK