

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**
- C-1 Receive Petition re : Municipal Vaccine Mandate
- 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:
- personal matters about an identifiable individual, including municipal or local board employees;
 - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (i) Potential Defamation Litigation
- D-2 Resolution to adjourn the closed session

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ

- E) **Notice of Motion / Avis de motion**
- E-1 Purchase of Land re: B. Guenette (*Y. Duhaime*)
- E-2 Villeneuve Court – Sale of Land (*C. Fisher*)
- E-3 Mayor Savage Breaches Procurement By-Law (*D. Roveda*)

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

- F-1) **Community Services / Services communautaires**
- F-1(a) Cache Bay Trailer Park Petition
- F-1(a) Wearing helmets – arenas and outdoor skating rinks
- F-1(b) Dog Park (*J. Savage*)

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

F-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

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

F-3) Public Works / Travaux publics

F-3(a) Walk-in snowshoeing public access ([J. Savage](#))

F-3(b) Winter Road Maintenance Policy and Contracts for private roads ([C. Fisher](#))

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

G) Planning / Planification

G-1 Authorize Redline Amendment for Subdivision Plan (SUBD 2021/02) ([R. Marleau](#))

G-2 Authorize Extension for Draft Subdivision Plan (SUBD 2019/03) ([S. Niedzwiecki](#))

G-3 By-Law **2022/28** to amend zoning at 116A Nature's Trail Road, in Noelville

G-4 Authorize Draft Subdivision Plan (SUBD 2021/03) between Nipissing & Roy Sts. ([Casa Development](#))

[Planning Report attached as separate document](#)

G-5 Authorize Draft Subdivision Plan (SUBD 2021/05) on Lalande Rd ([PRJ Electric Ltd.](#))

[Planning Report attached as separate document](#)

G-6 By-Law **2022/33** to amend property zoning at 207 Moose Point Road, Crystal Falls (ZBLA 2022/03)

G-7 By-Law **2022/34** to assume and dedicate lands for public road (MacDonald Rd)

H) Correspondence and Accounts / Courier et comptes

H-1 January 13, 2022 Council SPECIAL minutes

H-2 January 17, 2022 Council SPECIAL minutes

H-3 February 1, 2022 Council minutes

H-4 February 15, 2022 Council minutes

H-5 March 1, 2022 Council minutes

H-6 Adopt minutes of the Planning Advisory Committee meetings of Dec-13-2021 and Jan-10-2022;

H-7 Receive the following minutes from various Boards / Committees:

(i) Committee of Adjustment meeting held Dec-13-2021 and Jan-10-2022;

(ii) WN Accessibility Advisory Committee meeting held Sept-9-2021;

(iii) WN Library Board meetings held Nov-10-2021, Jan-13-2022 and Feb-10-2022;

(iv) Au Chateau Board meetings held Nov-17-2021, Dec-15-2021 and Jan-19-2022;

(v) WN Environmental Services Board meetings held Jul-7-2021, Sept-27-2021 and Nov-15-2021

H-8 Receive the **AUGUST, SEPTEMBER and OCTOBER 2021** Disbursement Reports

I) Addendum / Addenda

J) New Business / Affaires nouvelles

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

J-2 Authorization to renew Lease Agreements with Statistics Canada, Sturgeon Falls

J-3 Award RFP for the Community Strategic Plan ([documents to follow](#))

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

K-1 Mayor's Report

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

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

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

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

(i) Approval of Closed Minutes

L-2 Approval of previous CLOSED minutes:

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

L-3 Resolution to adjourn the closed session

M) Adjournment / Ajournement

M-1 Resolution to adopt By-law **2022/35** confirming proceedings of meeting

M-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 22, 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 22nd, 2022 in order to address matters impacting municipal operations and residents of the municipality;

BE IT THEREFORE RESOLVED THAT the order of the MARCH 22nd, 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: _____

Janice Dupuis

Subject: FW: Municipal vaccine mandate
Attachments: 20220307_154153261_001.jpg; 20220307_154153261_002.jpg; 20220307_154153261_003.jpg

From: Corrin Smith <[REDACTED]>
Sent: March 7, 2022 4:23 PM
To: Joanne Savage <jsavage@municipality.westnipissing.on.ca>; Lise Senecal <lsenecal@municipality.westnipissing.on.ca>; Yvon Duhaime <yduhaime@municipality.westnipissing.on.ca>; Dan Roveda <droveda@municipality.westnipissing.on.ca>; Chris Fisher <cfisher@municipality.westnipissing.on.ca>; Roland Larabie <rlarabie@municipality.westnipissing.on.ca>; Denis Senecal <dsenecal@municipality.westnipissing.on.ca>; Leo Malette <lmalette@municipality.westnipissing.on.ca>
Cc: Melanie Ducharme <mducharme@municipality.westnipissing.on.ca>
Subject: Municipal vaccine mandate

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

Good afternoon,

I am the head administrator for the local group advocating against covid related mandates, we meet every Saturday at City Hall. We were all really pleased and encouraged by Mrs. Savage dropping by two weeks ago to show appreciation for our peaceful and unobtrusive style of demonstrating.

Today we want to respectfully present this letter, regarding the municipal vaccine mandate, to Mayor Joanne Savage and all members of West Nipissing Council.

We would like **this petition** to be added to the next council meeting agenda with a resolution for the employee vaccine mandate to be revoked effective immediately.

If you have any inquiries about the letter or our group you can contact me through email or by phone 705-493-2716.

Thanks for your time,
Corrin Smith

Scanned letter attached

West Nipissing Ovest Mayor & Council

225 Holditch Street, Suite 101
Sturgeon Falls, Ontario, Canada
P2B 1T1

Joanne Savage,
Mayor/ Chair- Economic Development

Councillor Dan Roveda,
Chair – Water & Sewer

Councillor Lise Sénécal,
Chair – General Government

Councillor Christopher Fisher,
Chair – Emergency Measures and Public Safety

Councillor Léo Malette,
Chair – Social Services & Health

Councillor Roland Larabie,
Chair – Environmental Services

Councillor Yvon Duhaime,
Chair – Public Works

Councillor Denis Sénécal,
Chair – Planning

March 7, 2022

Mrs. Joanne Savage
& West Nipissing Council members,

As you know a group of us have been gathering peacefully and respectfully at City Hall every Saturday since October of 2021 to raise awareness of the local opposition to covid related mandates. We wish to address today the mandates in place demanding people receive the Covid 19 vaccine, and all associated boosters, in order to be allowed to work or even volunteer for the municipality of West Nipissing.

This decision seems to have been made at the time in the name of safety. The members of council intended to protect the citizens of West Nipissing by ensuring all of their employees, contractors and volunteers were not going to infect anyone with covid. This is an understandable sentiment and we all appreciate the good intentions.

However now that time has progressed things have changed. This virus has become endemic. New less deadly variants have emerged, and the opinions of top scientists and experts have shifted. We all now have seen firsthand that these vaccines are not able to protect an individual from contracting, carrying and transmitting the virus being tested for.

If these shots do not provide any kind of immunity, if their only provable function is reducing the severity of symptoms, then how can an argument be made to suggest this is a policy meant to ensure public safety? This should be an individual choice, based on one's personal risk assessment with the input of their physician. The only reason to put this policy in place that could be otherwise implied is that the vaccination mandates are politically driven, with emphasis placed on the importance of compliance. This seems utterly inappropriate. We believe that politics and healthcare should never mix, and hope you agree.

Another issue we take with this policy is that it is a contribution to a form of medical coercion. Adult citizens have the right to privacy, which by law includes the right to refuse medical treatments and the right to refuse disclosure of medical information. To put in place a policy that infringes on both rights to privacy and rights to informed consent free of pressure or measures of coercion is just unacceptable and traditionally would be considered illegal.

There are also of course socio-economic reasons to overturn this policy. This is a small town, and unfortunately there seems to be a lacking in community events and general public involvement, as well as a lacking of municipal staff. This policy is exclusionary and it inhibits community participation as well as possible contract investments, we need to pull people in not push them away.

As we witnessed right here in Sturgeon Falls and the surrounding area with the turnout to support the Truckers protest as they passed through our stretch of the highway, this is not a fringe view held by a small minority of our citizens. A fairly significant portion of our community believes these vaccine mandates are going too far, and they wish to hold on to the right to choose for themselves and their families.

Now that the provincial vaccination certificate system has been revoked we look forward to West Nipissing revoking its vaccination policy at the earliest possible opportunity. Even one person potentially injured by an adverse reaction to the vaccine is one too many if they were forced to take it as a condition of their employment.

We think it is time to end the bullying and division and move toward a path of unity and respect for other's choices. We are after all in this together.

Thank you so much for your time,

Signed,

Michel Ethier

Corrin Smith

Jamie-Lee Desroches

Don McGuire

Kevin Young

Jean Joseph

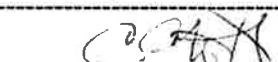
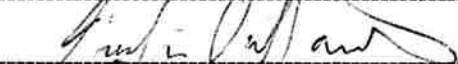
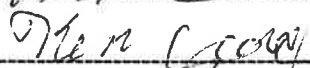
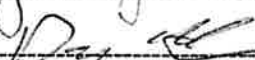
Alain A. Lefebvre

Tristan Vallancourt

Dave Lewington

Rejean Venne Jr

Christiane Choff



Adriel Tremblay - Dubuc Ad

Jeremy Espaniel - ~~ESP~~

Nadia Tremblay

Nadia Tremblay

Suzanne Audet

Suzanne Audet

Lorraine Davis

Lorraine Davis

Frank Ducharme

Frank ~~Ducharme~~

Ken VanBuskirk

Ken

Tim Lennon

Tim Len

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Clerk
Stephan Poulin, Director of Community Services

DATE: March 18, 2022

RE: **HOLDITCH STREET – OFFER TO PURCHASE PORTION OF MUNICIPAL BOAT LAUNCH PROPERTY**

1. In June, 2021, the Chief Building Official became aware that a structure had been erected on municipally owned property, for which no building permit had been obtained. A letter was sent to the property owner, Mrs. Francine Guenette, advising to remove the unlawful structure from the municipality's property.
2. In an effort to address the enforcement of the unlawful construction of the gazebo on the municipality's property, Mr. Guenette reached out to members of Council requesting to purchase municipal land. A last-minute addendum was issued for the July 13, 2021 meeting. No documents were included with the Addendum and the nature of the request was verbally relayed to Council by the Chief Administrative Officer.
3. Council discussed the matter and generally agreed (6:2) that some lands be conveyed to the owner. No specific amount of land was mentioned, although it was generally understood to be for the purpose of curing the existing encroachment, the extent of which was yet unknown. It should also be noted that it was not yet known that the structure was non-compliant with both the West Nipissing Zoning By-Law 2014-45 and the Ontario Building Code.
4. Following the July meeting, staff communicated with Mr. and Mrs. Guenette, advising of council's decision and requesting Mrs. Guenette, who is the property owner, to sign an acknowledgment to be responsible for the survey, appraisal and advertising costs. That Acknowledgment was signed and returned.
5. No Agreement of Purchase and Sale was presented to Mrs. Guenette nor entered into as the extent of the lands to be purchased had not been established nor had any survey or appraisal been carried out. Pursuant to the Municipality's disposition of lands by-law, these things are required to be completed prior to entering into an Agreement of Purchase and Sale.
6. In order to prepare for having the property appraised and surveyed, an inspection was carried out, at which time it became apparent that the encroaching structure did not comply with the West Nipissing Zoning -By-law nor the Ontario Building code and could not remain at the location nor height at which it had been originally constructed.

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca

7. On October 19, 2021, staff provided a report to Council (copy attached) providing all the details of the non-compliances and making recommendation on the specific lands to be conveyed which would allow the owner to relocate the gazebo to comply with the Municipality's by-laws. Council agreed with staff recommendation, which information was subsequently relayed to the buyer.
8. The October meeting was not a reconsideration of the July decision as council remained agreeable to selling lands to the owner.
9. The lands have not been declared surplus, have not been appraised or surveyed nor has any notice been given to the public pursuant to the Municipality's procedures for sale of lands.

MEMORANDUM

TO: Mayor and Council
FROM: Melanie Ducharme, Municipal Clerk/Planner
Alain Bazinet, Chief Building Official
DATE: September 16, 2021
RE: Request to Purchase Municipal Land – Holditch Street Boat Launch

BACKGROUND: Council recently discussed a request from the Owner of 87 Holditch Street, Sturgeon Falls, to purchase a portion of the municipal lands (boat launch property) on which a recently constructed gazebo was determined to be encroaching. Council agreed, in principle, to convey sufficient lands to remedy the encroachment.

ISSUES: In conducting due diligence for the purpose of entering into a purchase agreement and obtaining an evaluation of the property, the following information is being provided to Council:

1. The gazebo structure is located approximately 1.4m (5') from the water's edge.
 - Zoning By-Law 2014-45, Section 4.2.9.6 requires a 4.0m setback from the shoreline and a 4.5m setback from a side lot line.
2. The structure's height exceeds 24" (max height not requiring a building permit).
 - A permit will be required or the structure will have to be lowered to meet the building code;
3. The structure is built in the Sturgeon River flood plain;
 - Accessory structures are permitted in the flood plain, they do however require specific engineering design to address building in the flood plain (S. 4.7.4 By-law 2014-45);

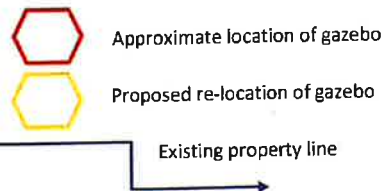
SUMMARY: The structure does not conform to the West Nipissing Zoning by-Law nor the Ontario Building Code and must be moved and lowered.

RECOMMENDATION: The municipality convey the lands between the existing garage and the water's edge, as shown on Schedule "A" attached and outlined in blue. The gazebo could then be moved southerly and should (subject to verification by survey) be able to meet the required side and front yard setbacks. This location is still within the flood plain (See Schedule "B").

It should also be noted that the structure would still be in the flood plain in this location and building requirements for height and flood plain construction would still apply.

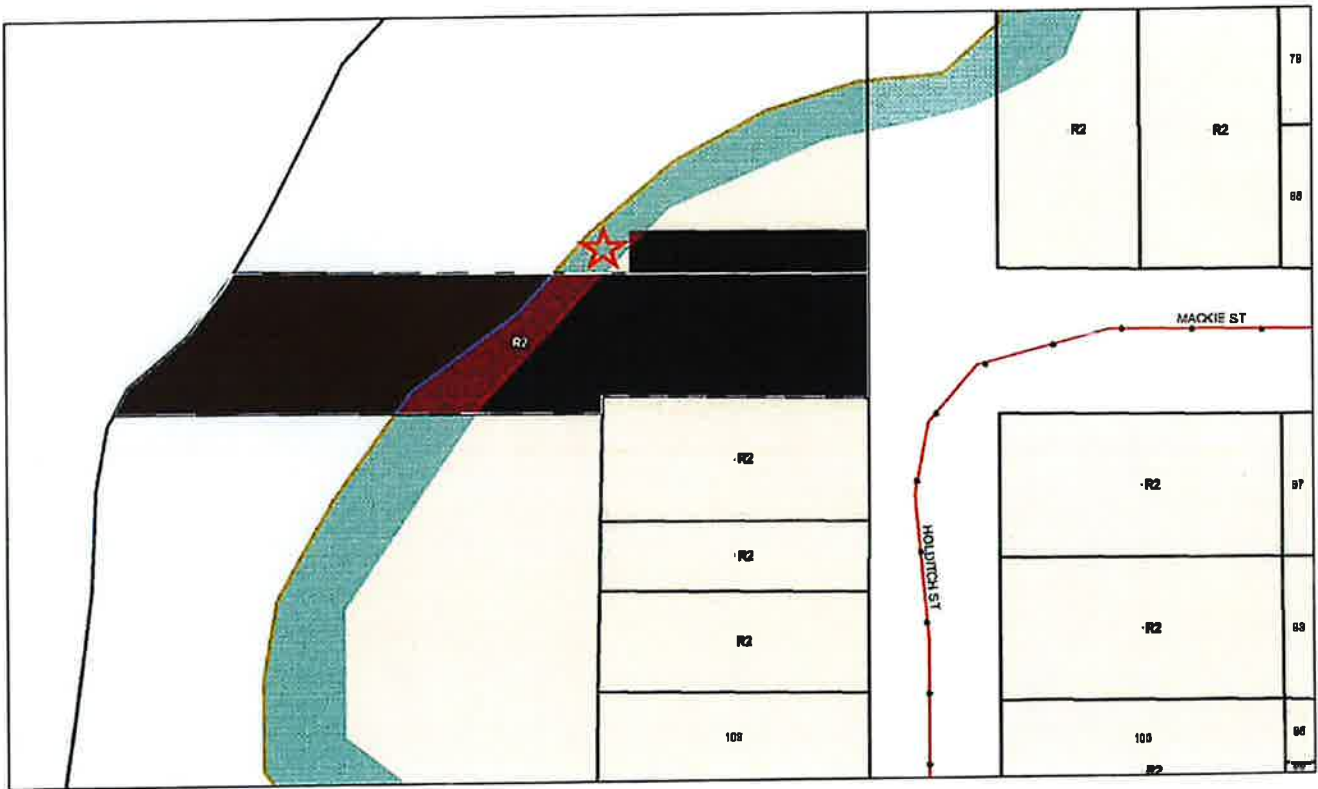
Finally, photographs of the subject property are appended hereto as Schedule "C".

SCHEDULE "A"



Lands to be conveyed to cure encroachment subject to confirmation by Ontario Land Surveyor that required setback can be met and compliance with building code/zoning requirements for flood plain construction.

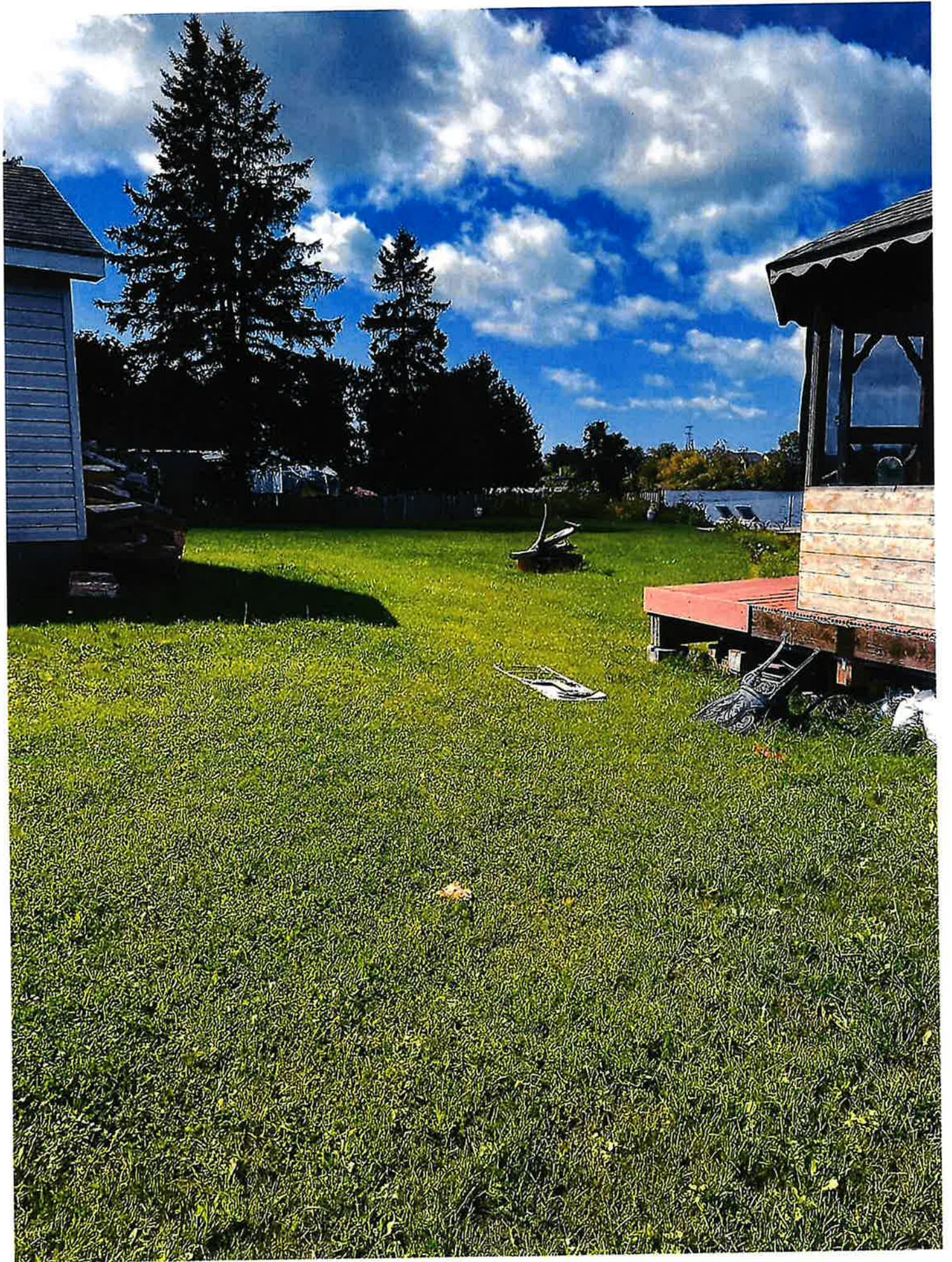
SCHEDULE "B"













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 DUHAIME
(print name)

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

NOV 2 / 21
(enter date)

SUBJECT:

PURCHASE OF LAND RE BOB GUINETTE

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:	JANUARY 19 / 2022
Time received:	3:03 PM (e-mail)
Entered in Council Agenda for meeting date of:	February 1 / 2022



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

NOTICE OF MOTION FORM

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

Member of Council: Dan Roveda
(print name)

Hereby files a **NOTICE OF MOTION** to be included on the Agenda for the meeting of Council, which is scheduled to be held on: February 15 2022
(enter date)

SUBJECT: Mayor Joanne Savage Breaches Procurement By-law

and which NOTICE OF MOTION to read as follows:

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

Member of Council: 
(signature)

FOR CLERK'S OFFICE USE ONLY:

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



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.

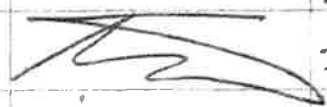
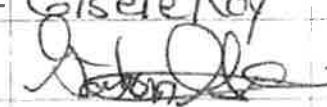
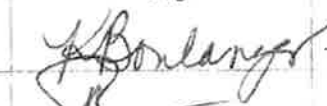



The tent canopy belonging to the park was not put up this year and has been offered back to the Tenants at a cost of \$1000.00.

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
Amia Lavallee		26	Amia Lavallee	705-479-7010
Ilana Ignardi	475-0887	25	DIANA TIGNANELLY	705-840-2
Kevin Russell Bickard		66	Kevin Russell Bickard	
Darlene Kicher		44	Darlene Kicher	705-525-5
Judy Lapensee		11	Judy Lapensee	705-753-5925
CLAIRE LARCHER		49	Claire Larcher	705-626-2229
Denir Larcher				
CAROLE BOISSONNEAULT		50	Carole Boissonneault	705-981-117
J.C. SYLVESTRAL		6	J.C. Sylvestral	705-303-5284
LEO HOULE		5	L. Houle	705-562-906
SHARON OSTROFF		4	Sharon Ostroff	705-499-6500
ANISA SHERE		27	Anisa Shere	416-735-726
RICHARD THIBERT		27	Richard Thibert	705-918-1119
Jean Lapensee		29	Jean Lapensee	705-753-59
Agathe Robert Gauthier		30	Agathe Robert Gauthier	819-627-36
Rick & Rachelle Doughty		55	Rick & Rachelle Doughty	705-527-296
MADELEINE BISAILLON		16	M. Bisailon	705-626-1114
MADELEINE BISAILLON		16	M. Bisailon	705-688-7633

NAME	LOT #	SIGNATURE	SIGNATURE
Sylvie Burton	14	S. Burton	613 446 0528
Francis Landry	15	FRANCIS	705-825-336
Stephen Caldwell	13		705 528 4454
Gisèle Roy	22	Gisèle Roy	705-477-1240
Christon Guenette	22		705-665-2016
Kim Boulanger	19	K. Boulanger	705-920-2069
Kim Boulanger	19		705-920-2069
Linda Tregele	12	Linda Tregele	705-713-0504
Bonnie Teeple	18	B. Teeple	705-690-4044
GERARD BOULANGER	3	G. Boulanger	705-929-7579
Ryann Richter	45	REJEAN RICHER	670-45, 705-372-8
Michelle Lagamp	56	Michelle Lagamp	705-372-8
LUCILLE LECCLAIR	8	L. Leclair	705 665 2312
Raymonde Paguet	47	R. Paguet	
Andrew Durocher	28	C. Durocher	
Christine Durocher	28	C. Durocher	
Helene Desroches	32	Helene Desroches	705-21 7913
Nathalie Marceau	35	Nathalie Marceau	1-519-4654
Denise Laurin	61	Denise Laurin	705 690-0466
Michael Todd Grodesky	61	M. Grodesky	705 207 2470

492-6231
753-9700

NAME	LOT #	SIGNATURE	SIGNATURE
Yvon Pepin	62	Yvon Pepin	1-819-443-1488
Marcelle Talbot Pepin	62	Marcelle Talbot Pepin	705-507
Angele LeBlond	23	Angele LeBlond	35760
Janette St. Pierre	09	Janette St. Pierre	705-477
Roger St. Pierre	09	Roger St. Pierre	5580
	23	Mike LeBlond	705-477
Alice Noel	48	Alice Noel	5579
MARCEL LAMARCHE	10	Marcel Larche	705-611
Therese Lomarche	10	Therese Lomarche	705-611
Josephine McGray	7	J McGray	705-611
Donald McGraw	7	D McGray	705-611
Fernande Houle	5	Fernande Houle	705-611



No
Maintenance
of
pool

iPhone



STAGNET
WATER

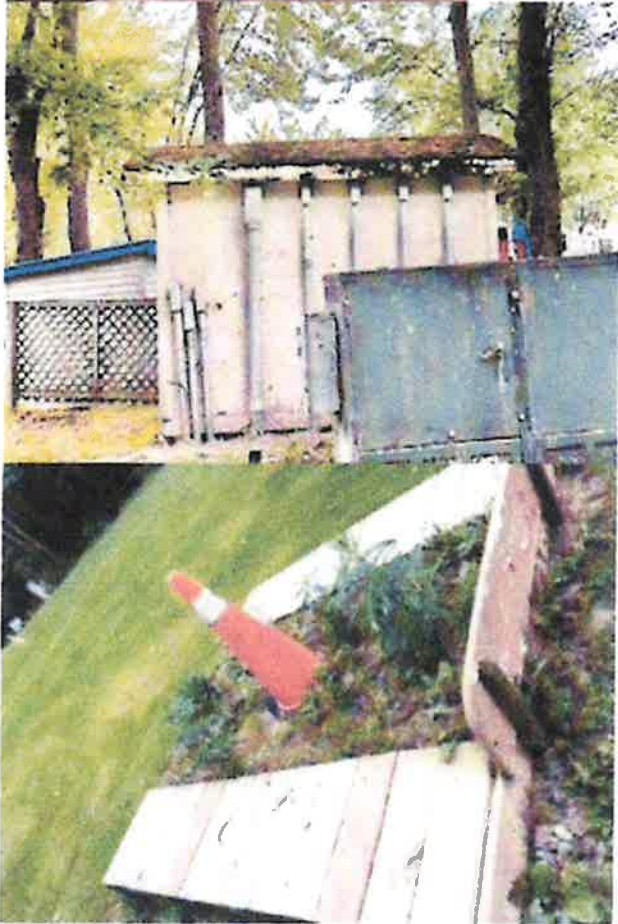
Brown spots are dead mice

Sent from





- unsanitary public washrooms



- deterioration of electrical room

Sent from my iPhone



- unsanitary public washrooms



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



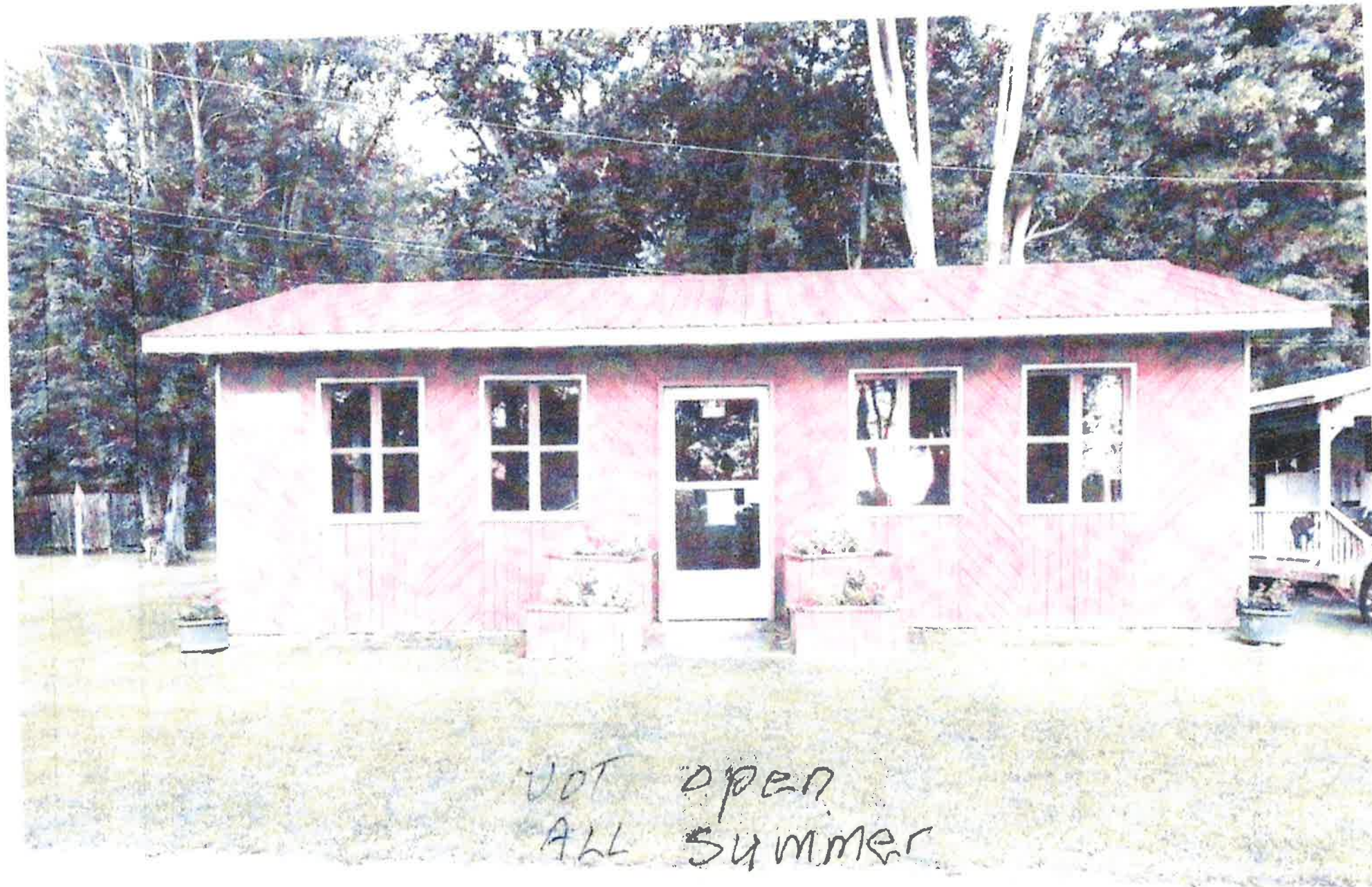
- Unsanitary public washrooms




LACK
of ~~MAINT~~
CARE



WHERE
RED TENT
USED TO be



SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		December 7th	
Name of Requestor:	Mayor Joanne Savage	Date submitted: November 10th, 2021	
Address:	Full mailing address:		
Phone:	Home:	Business / Cell:	Fax:
E-Mail:			
Requested Agenda Item/Subject:		DOG PARK	
Additional details / background information:		<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately	
<p><i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i></p> <p>Discuss the opportunity of having a Dog Park in West Nipissing Many residents have echoed need and want for dedicated space for a dog park Logistics and costs can be researched with other municipalities who have these parks</p>			
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date:	
(e-mail)		November 10 / 2021	
MUNICIPAL OFFICE USE			
STEP 2 → This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	November 10/2021	Received from:	Mayor J. Savage
Meeting Date Requested:	December 7/2021	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	February 15 / 2022		<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

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 Alameda	705-492-1660		
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	
Carly Rivest	220 Prom du Lac	705-471-2757	3	
Taylor Gaudin	171 Dutrisac Rd	226-779-2255	2	
Justin Bruchman	191 Dutrisac	465-463-0119	2	
Clair Carré	194 Prom du Lac	705-822-1147	2	
Kayanne Bélard	192 Prom du Lac	705-665-8095	1	
Randy Amyot	192 Prom du Lac	73-381-1325	1	
Carl Brezner	184 Prom Du Lac	705-223-1495	2	
Carole Diotte-O'Bonsaurin	188 chem Du Lac	705-561-6919	2	
Pete O'Bonsaurin	186 chem Du Lac	705-691-3299	2	
Amy VanNyngharden	171 Du Lac Dr	705-358-1329	4	
STEFAN CORRIEVEAU	197 PROM DU LAC	705-471-4927	2	
Gilles Legault	178 Prom du Lac	705-479-9494	1	
Roch Duchesne	181 promenade du lac	705-471-3054	3	
Hebert Hoult	174 Prom du Lac	705-753-2893	2	
Rene Rivest	164 Promenade du Lac	249-358-2483	2	
Barbara Turner	152 Promenade du Lac	705-753-4631	2	
Guy Robert	150 Promenade du Lac	289-338-8453	2	
IAN MORRISON	148 Promenade du Lac	705-492-2363	2	
IAN MORRISON	145 Prom du Lac	705-753-2108	2	
Bisile Bravillette			2	
Chantal Bravillette			2	

JAN 27 2022

November 6th, 2021

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

Name	Address	Phone #	# Of Occupants	Signature
Don Langlois	130 Prom du Lac	705-507-0024	4	
Cindy Grenier	111 Prom du Lac	705-465-2738	2	
Charlène Fortin	92 Promenade du Lac	705-840-9040	2	
P. W. Campbell	108 P. Du Lac	705-753-5439	2	
MICHAEL GAUTHIER	102 P. Du Lac	705-753-1027	2	
Yvon MARLEAU	98 Prom du Lac	705-753-3488	2	
RAY SWANORICK	88 Prom du Lac	705-753-5011	4	
Jana & Paul Cote	84 Prom du Lac	705-753-5778	2	
RALPH NIGRO	80 Prom du Lac	416-464-0366	4	
JOAN V. O'BRIEN	10 V	705-753-1435	4	
JOE O'CONNOR	59 Promenade du Lac	705-498-9716	4	
H. A. SERWACZAK	104 Prom du Lac	705-728-4856	4	
RAYMOND MARLEAU	128 - - -	705-995-0741	2	
Jessica Knight	146 Promenade du Lac	647-564-4544	1	
Cherl Schwenker	174 Dutrisac Rd	705-753-3515	2	
Andre BEHNDJOM	160 Promenade du Lac	705-498-0390	2	
CHASION BOURG	100 Prom	705-497-4985	2	
JACQUES LOUBERGE	76 PROMENADE	705-753-2681	2	
Sandra Spence	74 Promenade	705-753-4448	2	
Travis Paul Ramon	181A Dutrisac	705-618-1245	2	
Frank K. Dushan	182 Dutrisac	705-358-6065	3	
VINCENT DROST	131A/B DUTRISAC	705-207-5681	4	
William Kooty	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	705-753-7038	1	

JAN 27 1982

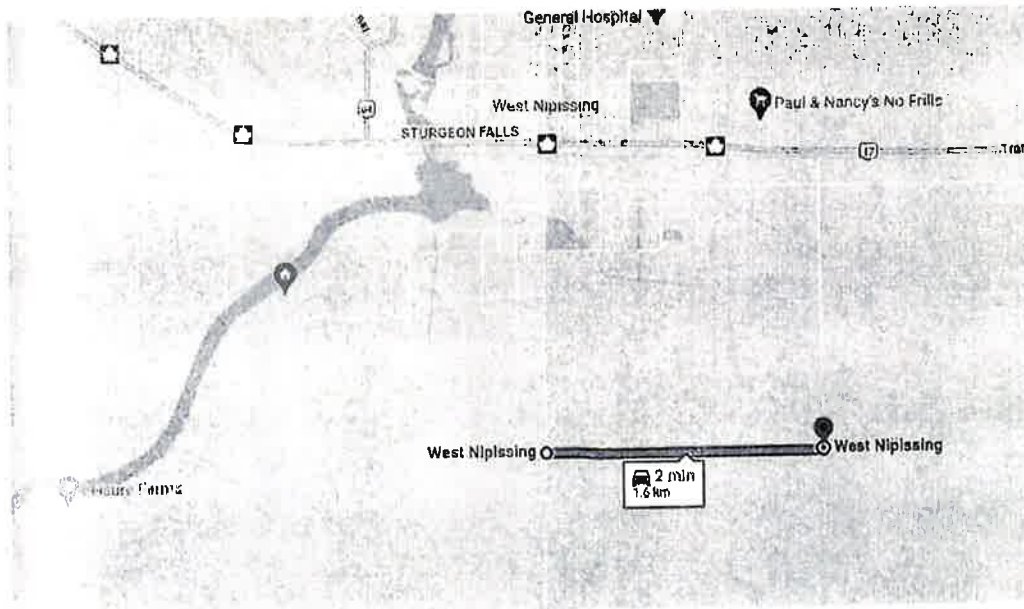
Name	Address	Phone #	# Of Occupants	Signature
Simone Dumas	222 Pierre Rd	705-580-2018	2	S. Dumas
Bill Clark	234 Pierre Rd	705-753-4286	2	Bill Clark
IAN LAUGHLAND	236 Pierre Rd	705-825-2014	4	I. Laughland
Jacqueline Malette	284 Pierre Rd	705-753-3576	2	J. Malette
Mike Hodgson	290 Pierre Rd	705-580-2296	2	M. Hodgson
Patricia Hodgson				
Paul Dufresne	294 Chap. Poin	705-923-1188	2	P. Dufresne
PAUL POISSON	216 PIERRE Rd	705-825-0320	4	P. Poisson
William South	170 GARDEN VILLAGE Rd	705-580-2383	2	W. South
Cecile Piquette	166 ch Garden Village	705-303-8151	3	C. Piquette
W. Walder	454 GARDEN VILLAGE	705-477-8888	2	W. Walder
ALBERT TREMBLAY	155 GARDEN VILL	705-753-3692	3	ALBERT Tremblay
Brian Lamoine	142 Garden Vill	705-303-7553	1	Brian Lamoine
140 GARDEN			3	
PASCAL OUELLET	119 GARDEN VILLAGE	705-753-9337	4	P. Ouellet
VINCENT DUBOIS	200 PRINCE ARLT	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: 249 Quesnel + 4 lots

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

Yves Lawin please call me 705-471-2949

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Lynne Laurin Print: Lynne Laurin

TCM Total Cabinet Modules

Address: 317 Quesnel Rd P2B 2V7

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

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Gerry Menard Print: GERRY Menard

Address: 365 Quesnel

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

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☒

Interested in Water & Sewer access

☐

Signed By: Juliette Lafantaisie Print: Juliette Lafantaisie

Address: 375 Quesnel Road

Thank you for doing this

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

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

Hi Neighbours,

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

Not interested

☐

So needed!
Interested in Water access only

☒

Yes!!

Interested in Water & Sewer access

☐

Signed By:

Francis Mageau

Print:

Francis 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

SCHEDULE "B" OF BY-LAW 2019/24


 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Feb 15/2022	
Name of Requestor:	Mayor Joanne Savage		Date submitted: Feb 8, 2022
Address:	Full mailing address:		
Phone:	Home:	Business / Cell:	Fax:
E-Mail:			
Requested Agenda Item/Subject:		Walk-in snowshoeing public access	
Additional details / background information:		<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately <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> Discuss Pathway to access River from Sturgeon Falls public landing	
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date: February 8, 2022 (via e-mail)	
MUNICIPAL OFFICE USE			
STEP 2 → This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	February 8, 2022	Received from:	Mayor J. Savage
Meeting Date Requested:	February 15, 2022	Mode of Notification:	<input type="checkbox"/> in person <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> by telephone <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Report Required <input type="checkbox"/> Action Item <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	February 15, 2022		<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			







SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Feb 1st 2022	
Name of Requestor:		Chris Fisher	Date submitted: Jan 25 2022
Address:		Full mailing address: 3636B Hwy 539 Field	
Phone:	Home: 705-758-1632	Business / Cell:	Fax:
E-Mail:		Cfisher@westnipissing.ca	
Requested Agenda Item/Subject:		Private Road Snow Clearance Policy and Contract	
Additional details / background information: <input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately			
<p><i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i></p> <p>I see no reason that this needs to come to council each year, the policy should say that the roads are inspected by Public Works and if they meet the contractual obligation then the contract can rollover. May require some tweaks to the policy and contract, However, council only needs to be involved if their is a problem, a dispute, an addition or a subtraction. Seems to be an operational exercise.</p>			
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		(by e-mail)	Date: JANUARY 25 / 2022
MUNICIPAL OFFICE USE			
STEP 2 → This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	JANUARY 25 / 2022	Received from: COUNCILLOR C. FISHER	
Meeting Date Requested:	FEBRUARY 1 / 2022	Mode of Notification: <input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____	
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Report Required <input type="checkbox"/> Action Item <input type="checkbox"/> Public Hearing <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	February 15 / 2022	<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

Section: Public Works Department	Policy Number: 2006/418
Sub-section: Winter maintenance	Effective Date: November 21, 2006
Subject: Private or Un-assumed Roads	Revision Date: December 19, 2006 November 15, 2011

The purpose of this policy is to provide the community and the Municipality of West Nipissing with standard guidelines for the management of winter maintenance of private roads.

- 1) Winter maintenance shall mean: Snow plowing and sanding, when needed, as a result of snowfall, freezing rain or ice.
- 2) Any road to be considered shall be a private road or a road that is not currently maintained by the Municipality, on which there are a number of permanent homes where residents have already been engaged in private snow removal activities prior to being considered for Municipal Winter Maintenance under this policy.
- 3) Requests for winter maintenance of a privately owned or un-assumed road, which have applied the previous winter season or a new request for private road maintenance, must be received by the Municipal Clerk **no later than JUNE 30th** in each year for the upcoming winter season in order to be considered.
- 4) New applications for winter maintenance of a privately owned or un-assumed road may be forwarded to the Municipal Clerk after the **JUNE 30th** deadline established at 3) above for consideration.
- 5) Upon receipt of a request for winter maintenance of a privately owned or un-assumed road, the Director of Operations or his or her designate will investigate and evaluate each road on a case-by-case basis to determine the necessary upgrades required and shall provide notice to the requesters of the work required for the upcoming winter season by June 30th in each year.
- 6) The road in question must be brought to a standard that is acceptable to the Director of Operations, in his or her sole discretion, in order to enter into a service agreement with the property owner(s).
- 7) The work warranted on the road must be achievable, without causing damage or undue hardship to municipal resources, including equipment or safety to employees.
- 8) Prior to executing the agreement to carry out winter maintenance on a private road, the Director of Operations or his or her designate will re-evaluate any upgrades made and if the same are acceptable, the request will then be brought to Council for approval.
- 9) The Municipality is not responsible for and will not upgrade the road with gravel or any other material or process.
- 10) The Service Agreement will be reviewed on an annual basis.
- 11) The Municipality of West Nipissing will not be responsible for any deterioration on the road during the term of the Service Agreement resulting from snow plowing or from any other activity.
- 12) All service agreements under this policy are subject to acceptability by the Municipality's insurance provider.

PRIVATE AND UNASSUMED ROADS SERVICE AGREEMENT WINTER MAINTENANCE OF PRIVATE AND UNASSUMED ROADS

BETWEEN:

THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

AND: *(Please print the name & address of all landowners on whose property any or part of the private portion of the roadway passes; signatures of these individuals to be obtained on page 3 of the document)*

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Landowners on title of «Road» ,

c/o Mr. / Ms. / Mrs. «Title» «First Name» «Last Name» , landowners' representative

OR: _____, Developer on title of «Road» /

Subdivision

WHEREAS at its meeting held on November 21st, 2006, the Council for the Corporation of the Municipality of West Nipissing adopted Policy No. 2006/418, further amended on December 19, 2006 and on November 15, 2011 (copy attached as Appendix "A"), regarding the winter maintenance of privately-owned roads and roads owned by the Municipality but which are yet un-assumed;

AND WHEREAS the Municipality of West Nipissing wishes to enter into an agreement with The Landowners of «Road» ;

NOW THEREFORE THIS AGREEMENT WITNESSETH that the Parties hereto agree as follows:

1. The following terms and conditions apply to this agreement:

- a) "Winter Maintenance" shall mean snow plowing only.
- b) This Agreement is for Services rendered only.
- c) «Road» must have the appropriate number of permanent residences, being (number to be determined by the Director of Public Works or his / her designate for each road).

- d) The work warranted on the road must be achievable without causing damage to municipal equipment, private property, or risks to public or operator safety in the sole opinion of the Municipality and the Director of Operations.
 - e) The Municipality is not responsible for, nor will it upgrade, repair or maintain the condition of the road in any way, means or form at any time during the year.
 - f) The Property Owners or the Residents of the Road or the Developer requesting the service shall, at their own expense, visibly erect and maintain in good condition proper and approved signage indicating to all passersby or the general public that the road is not municipally maintained and is to be used at their own risk.
 - g) This Service Agreement shall in no way be construed as an acceptance or assumption of «Road» or _____ subdivision by the Municipality of West Nipissing.
 - h) The Landowners or the Developer agree to indemnify and save harmless the Municipality of West Nipissing for any injury, loss or damage of any kind caused as a result of the work being done under this Service Agreement.
 - i) The Municipality of West Nipissing shall not be responsible for any deterioration of the road or any private property during the term of the Service Agreement, whether such deterioration results from its own activities related to snow plowing or from any other activity or natural process.
 - j) The Municipality of West Nipissing reserves the right to withhold the services due to poor or unsafe conditions at any time during this agreement. Poor or unsafe conditions will be deemed so at the sole discretion of the Municipality as determined by the opinion of the Director of Operations or his or her designate.
 - k) The Municipality reserves the right to withhold the services if it is deemed, in the sole opinion of the Municipality, that providing the services would damage the road and / or snow removal equipment.
 - l) Roads under this agreement shall all be considered as Class 6 under the Minimum Maintenance Standards for the Province of Ontario, which means that there is no standard included in Ontario Regulation 239/02 as to the amount of snow accumulation required before deployment and the time lapse after a snow event before any snow plowing of the road will occur.
2. The Term of this agreement shall be from the date that all signatures have been obtained until March 31, of the following year.
3. There shall be no cost related to this snow plowing agreement.
4. Entering into this agreement shall not imply that an agreement will be renewed. The road shall be reviewed on an annual basis. Any repairs or upgrading required to bring the road to an acceptable state for service under this agreement shall be done by the property owners, who will bear all costs associated with the repairs or upgrading. Once the repairs

or the upgrading has been completed, the Director of Operations or his or her designate, shall, upon request, re-inspect the roadway to ensure that it is acceptable for winter service and shall notify the property owners' representative of his or her findings.

5. The Landowners or the Developer understand and agree that failure to follow any of the above **TERMS AND CONDITIONS** may result in the termination of this agreement. This agreement may also be terminated at any time by either party for any reason.

6. All communications between the parties shall be directed as follows:

ON BEHALF OF THE APPLICANTS:

Mr./Ms./Mrs. «Title» «First Name» «Last Name»

Address: «Address Line 1»
«Address Line 2»
«City» «Prov» «Postal Code»

Telephone Number(s): «Home Phone»

Signed, Sealed and Delivered in the presence of:

▼ **REQUIRED** ▼

Signatures of Landowners on roadway:

Date

ON BEHALF OF THE MUNICIPALITY:

Chief Administrative Officer (or assigned delegate)
Municipality of West Nipissing
Suite 101, 225 Holditch St.,
Sturgeon Falls, ON P2B 1T1

(705) 753-0952 or (705) 753-2250

**THE CORPORATION OF THE
MUNICIPALITY OF WEST NIPISSING:**

Joanne Savage, Mayor

Jean-Pierre (Jay) Barbeau
Chief Administrative Officer

Date

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 Ovest

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: _____

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.

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: _____



**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)	X	X
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

WEST NIPISSING PLANNING ADVISORY COMMITTEE
ZBLA2022/02

Resolution No.

2022/007

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



West Nipissing Ouest

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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

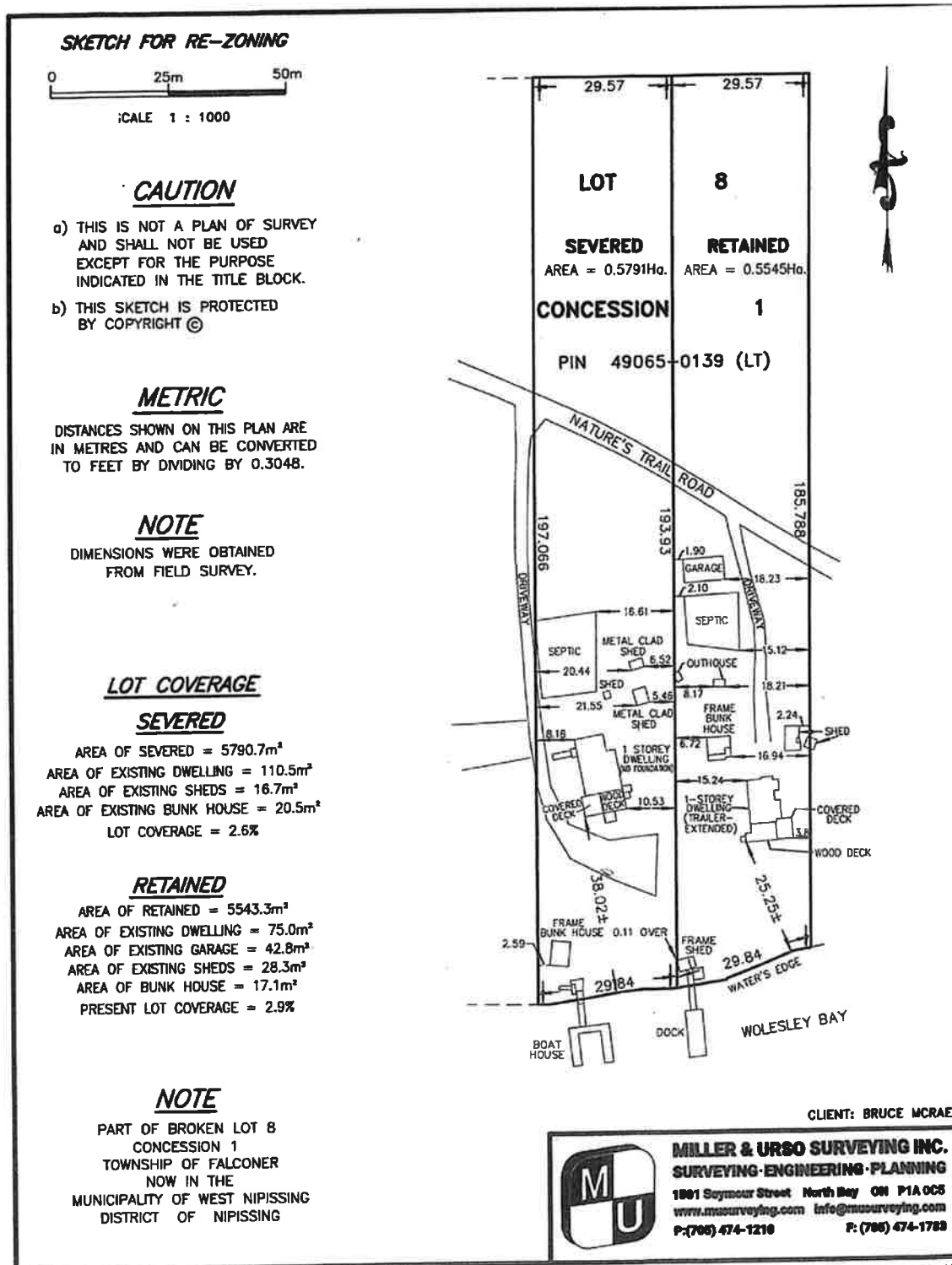


Figure 3 – West Nipissing Official Plan – Land Use Schedule

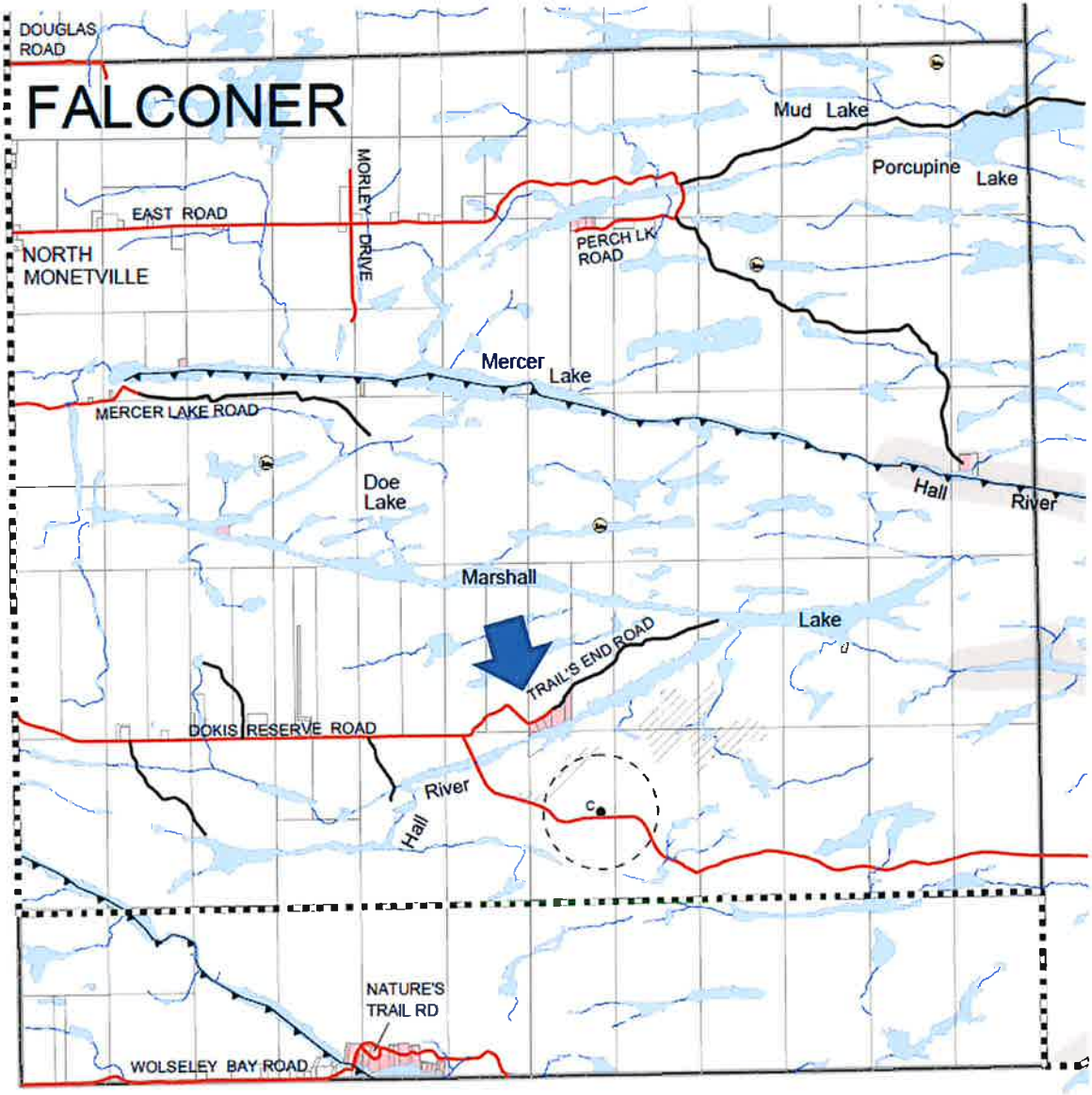
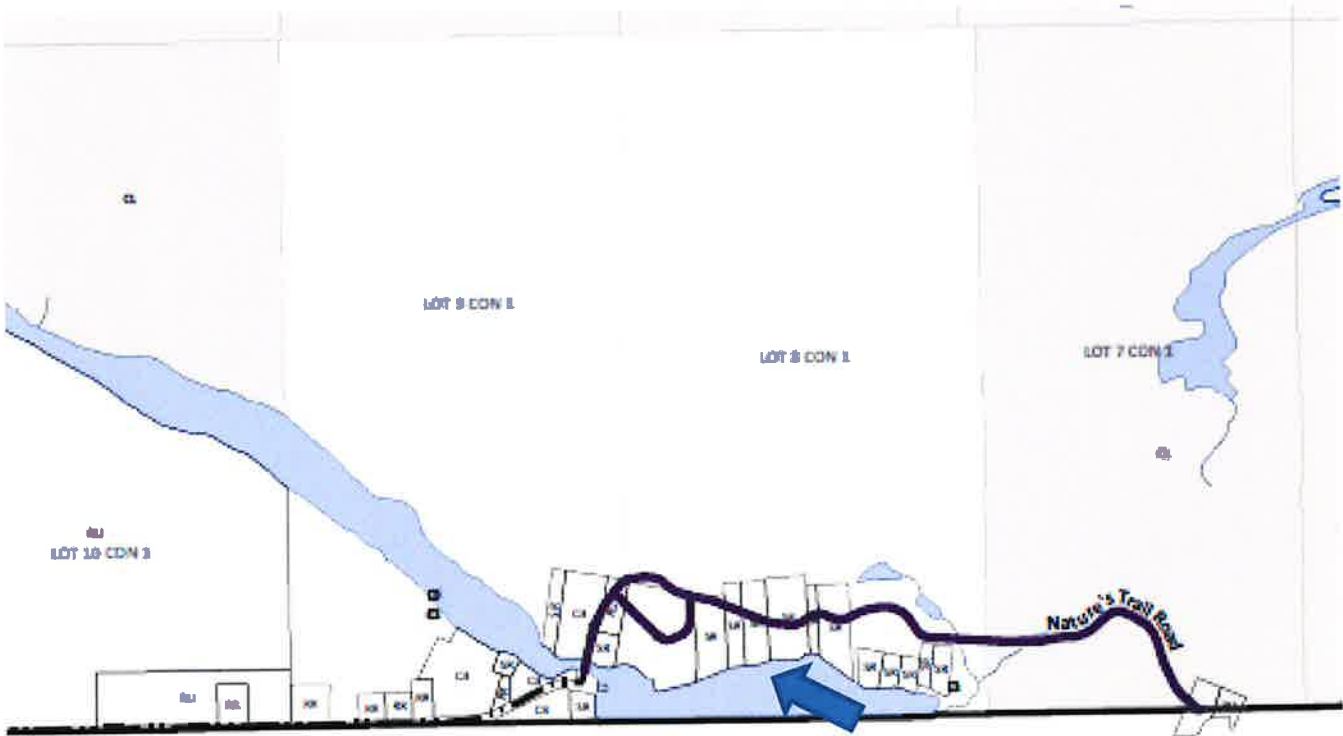



Figure 4 – West Nipissing Zoning By-law No. 2014-45



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 Vian, Lucie Chartrand- Vian - 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



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

Resolution No.

2022/

MARCH 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS a public meeting was held on March 14, 2022 for draft plan approval of a plan of subdivision on property located on the east and west by Nipissing and Roy Streets, respectively and lying north of Quesnel Road, Sturgeon Falls, Municipality of West Nipissing and more particularly described as Part of Block 23, Plan 36M-679, Part of Block 49, Plan 36M-712 and Part of Lot 4, Concession A, Township of Springer, owned by **WEST NIPISSING CASA DEVELOPMENT PROPERTIES LTD.**;

AND WHEREAS written and public submissions were made and considered by the West Nipissing Planning Advisory Committee, on March 14, 2022;

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 2021/03 made by **WEST NIPISSING CASA DEVELOPMENT PROPERTIES** for plan of subdivision located on the east and west by Nipissing and Roy Streets, respectively and lying north of Quesnel Road, Sturgeon Falls, Municipality of West Nipissing and more particularly described as Part of Block 23, Plan 36M-679, Part of Block 49, Plan 36M-712 and Part of Lot 4, Concession A, Township of Springer; including Schedule "A" attached hereto.

	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: _____

SCHEDULE "A"

SUBD2021/03 - SPECIAL CONDITIONS OF DRAFT APPROVAL

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

- 1) The Corporation of the Municipality of West Nipissing's conditions and amendments to final plan of approval, for registration of Subdivision File No. **SUBD2021/03** made by **WEST NIPISSING CASA DEVELOPMENT PROPERTIES LTD.** are as follows:
- 2) That this approval expires three (3) years from the date of approval shown by the "Draft Plan Approval Stamp" on the face of the draft plan. If there is an appeal to the Ontario Municipal Board under section 51 (39) of the *Planning Act*, the three (3) year expiration period does not begin until the date of the order of the Ontario Municipal Board issued in respect of the appeal or from the date of a notice issued by the Board under section 52(51) of the *Planning Act*.
- 3) This Draft Approval applies to the Plan of Subdivision prepared by Goodridge, Goulet Planning & Surveying Inc., dated February 22, 2022.
- 4) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the Municipality of West Nipissing concerning provision of services.
- 5) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority in such location as may be agreed upon for the orderly provision of utilities and services.
- 6) That the Subdivision Agreement between the owner and the Municipality contain wording acceptable to the City Engineer to ensure that:
 - a) the owner agrees that a Stormwater Management Plan shall be undertaken by a professional engineer with respect to the Subdivision describing best management practices and appropriate measures to maintain quality storm runoff, both during and after construction; and
 - b) The Stormwater Management report shall also address any slope stability or any hydrogeological issues associated with this development
 - c) Any recommendations forthcoming from the Stormwater Management Study shall be incorporated into the final Subdivision site design and implemented to the ongoing satisfaction of, and at no expense to, the Municipality.

- d) In conjunction with such stormwater Management Study, the Owner shall obtain a sufficient and legal outlet (municipal storm system, municipal drain or registered easement);
- 7) That the Owner provides full engineering drawings showing the provision of full municipal services prepared by a qualified engineer, to the satisfaction of, and at no expense to the Municipality of West Nipissing to address the following:
- a. Road design;
 - b. Storm water, drainage and **including a legal outlet (6 (a), (b), or (c));**
 - c. Sidewalk – **agreed to 4.5m paved shoulder;**
 - d. Water mains and services;
 - e. Sanitary mains and services;
 - f. Fire hydrant and spacing;
 - g. Entrances to lots;
 - h. Street lighting;
 - i. CMB location;
 - j. Location of other services (telephone, gas, hydro, etc.).
- 8) **That the owner agrees to convey Block 72 and Lot 50 to the Municipality for park or other public recreational purposes as council may determine. As the two lots do not represent 5% of the lands, the Owner has agreed, at his cost, to construct the park, including but not limited to clearing, levelling and seeding/sodding.**
- 9) The owner covenants and agrees to provide the municipality with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) as required by Canada Post Corporation. The owner further agrees to provide notice to prospective purchaser of the locations of the CMB and that home/business mail delivery will be provided by CMBs provided by the owner, provided that the owner has paid for the activation and equipment installation of the CMB's.
- 10) That the Subdivision Agreement between the owner and the Municipality be registered by the Municipality against lands to which it applies once the Plan of Subdivision has been registered prior to any encumbrances.
- 11) That the Subdivision Agreement between the owner and the Municipality contain a Special Provision with wording acceptable to or Hydro One/Greater Sudbury Utilities to ensure that:
- a. Prior to final approval, a copy of the lot grading and drainage plan, showing existing and final grades, must be submitted to Hydro One/Greater Sudbury Utilities for review and approval.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any Hydro One/Greater Sudbury Utilities facilities located on the right-of-way. During construction, there will be no storage of materials or mounding of earth or other debris on the right-of-way.

- c. The costs of any relocations or revisions to Hydro One/Greater Sudbury Utilities facilities which are necessary to accommodate this subdivision will be borne by the developer.
 - d. The easement rights of Hydro One/Greater Sudbury Utilities and its legal predecessors are to be protected and maintained.
- 12) That, prior to entering into of a Subdivision Agreement, the owner shall apply to rezone the lands to the appropriate zone for which the corresponding infrastructure has been designed and installed (ie – any lots without two (2) individual water and sewer services may not permit semi-detached dwellings or any dwelling which can be divided into more than one ownership);
- 13) The owner shall apply for a Part Lot Control By-law for any lots which are proposed to be severed in the future and the Owner's engineering design shall address the servicing of such lot(s) to which the Part Lot Control By-Law applies. Lots to which the Part Lot Control By-Law does not apply, may not be severed.
- 14) The owner shall, at its cost, upgrade that portion of Roy Street which is proposed to be used for ingress and egress to the subdivision and and, further, which are required for access and/or maintenance to any installed municipal infrastructure (ie. Lift station for sanitary)

NOTES

- 1) We suggest you make yourself aware of the following:
- a) Section 143(1) of The Land Titles Act, R.S.O. 1980 as amended, which requires all new plans to be registered in a land titles system.
 - b) Section 143(2) allows certain exceptions.
- ~~2) Prior to any construction, a Fill, Construction and Alteration to Waterways Permit is required from the North Bay Mattawa Conservation Authority. The subject lands are within an area regulated by the North Bay Mattawa Conservation Authority under Ontario Regulation 162/90. This regulation is pursuant to Section 28 of the Conservation Authorities Act of Ontario.~~
- ~~3) Private water supply and sewage disposal facilities must be approved by the Ministry of the Environment, or its agent in certain areas, in accordance with Ontario Regulations 229/74 as amended, made under the Environmental Protection Act, 1971, as amended.~~
- 4) We recommend you make yourself aware of applicable Federal and Provincial laws regarding construction in proximity to waterbodies.
- 5) The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire-line communication/telecommunication

infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

- 6) The Owner/Developer is hereby advised that prior to commencing any work within the Plan, the Owner/Developer must confirm with Hydro One/Greater Sudbury Utilities that appropriate electrical services infrastructure is currently available along the proposed development to provide delivery of electrical energy to the proposed development. In the event that such infrastructure is not available, the Owner/Developer is hereby advised that the Owner/Developer may be required to pay for the connection to and/or extension of the existing electrical distribution infrastructure, in accordance with Hydro One and the Ontario Distribution System Code.

WEST NIPISSING PLANNING ADVISORY COMMITTEE

Resolution No.

2021 / 014

MARCH 14, 2019

Moved by / *Proposé par :*

Dan Roveda

Seconded by / *Appuyé par :*

Fern Pellerin

WHEREAS a Public meeting was held on March 14, 2022 to consider approval of a plan of a draft plan subdivision on property bounded on the east and west by Nipissing and Roy Streets, respectively and lying north of Quesnel Road, being Part of Block 23, Plan 36M679, Part of Block 49, Plan 36M712 and Part of Lot 4, Concession A, Township of Springer, owned by **WEST NIPISSING CASA DEVELOPMENT PROPERTIES LTD.;**

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 **WEST NIPISSING CASA DEVELOPMENT PROPERTIES LTD.** for plan of subdivision located bounded on the east and west by Nipissing and Roy Streets, respectively and lying north of Quesnel Road, being Part of Block 23, Plan 36M679, Part of Block 49, Plan 36M712 and Part of Lot 4, Concession A, Township of Springer;

SPECIAL CONDITIONS to be included in addition to SCHEDULE "A", attached hereto:

CHAIR

"Denis Sénécal"

SECRETARY

"Melanie Ducharme"

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

SCHEDULE "A"

SUBD2021/03 - SPECIAL CONDITIONS OF DRAFT APPROVAL

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

- 1) The Corporation of the Municipality of West Nipissing's conditions and amendments to final plan of approval, for registration of Subdivision File No. **SUBD2021/03** made by **WEST NIPISSING CASA DEVELOPMENT PROPERTIES LTD.** are as follows:
- 2) That this approval expires three (3) years from the date of approval shown by the "Draft Plan Approval Stamp" on the face of the draft plan. If there is an appeal to the Ontario Municipal Board under section 51 (39) of the *Planning Act*, the three (3) year expiration period does not begin until the date of the order of the Ontario Municipal Board issued in respect of the appeal or from the date of a notice issued by the Board under section 52(51) of the *Planning Act*.
- 3) This Draft Approval applies to the Plan of Subdivision prepared by Goodridge, Goulet Planning & Surveying Inc., dated February 22, 2022.
- 4) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the Municipality of West Nipissing concerning provision of services.
- 5) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority in such location as may be agreed upon for the orderly provision of utilities and services.
- 6) That the Subdivision Agreement between the owner and the Municipality contain wording acceptable to the City Engineer to ensure that:
 - a) the owner agrees that a Stormwater Management Plan shall be undertaken by a professional engineer with respect to the Subdivision describing best management practices and appropriate measures to maintain quality storm runoff, both during and after construction; and
 - b) The Stormwater Management report shall also address any slope stability or any hydrogeological issues associated with this development
 - c) Any recommendations forthcoming from the Stormwater Management Study shall be incorporated into the final Subdivision site design and implemented to the ongoing satisfaction of, and at no expense to, the Municipality.

- d) In conjunction with such stormwater Management Study, the Owner shall obtain a sufficient and legal outlet (municipal storm system, municipal drain or registered easement);
- 7) That the Owner provides full engineering drawings showing the provision of full municipal services prepared by a qualified engineer, to the satisfaction of, and at no expense to the Municipality of West Nipissing to address the following:
- a. Road design;
 - b. Storm water, drainage and **including a legal outlet (6 (a), (b), or (c));**
 - c. Sidewalk – **agreed to 4.5m paved shoulder;**
 - d. Water mains and services;
 - e. Sanitary mains and services;
 - f. Fire hydrant and spacing;
 - g. Entrances to lots;
 - h. Street lighting;
 - i. CMB location;
 - j. Location of other services (telephone, gas, hydro, etc.).
- 8) **That the owner agrees to convey Block 72 and Lot 50 to the Municipality for park or other public recreational purposes as council may determine. As the two lots do not represent 5% of the lands, the Owner has agreed, at his cost, to construct the park, including but not limited to clearing, levelling and seeding/sodding.**
- 9) The owner covenants and agrees to provide the municipality with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) as required by Canada Post Corporation. The owner further agrees to provide notice to prospective purchaser of the locations of the CMB and that home/business mail delivery will be provided by CMBs provided by the owner, provided that the owner has paid for the activation and equipment installation of the CMB's.
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- a. Prior to final approval, a copy of the lot grading and drainage plan, showing existing and final grades, must be submitted to Hydro One/Greater Sudbury Utilities for review and approval.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any Hydro One/Greater Sudbury Utilities facilities located on the right-of-way. During construction, there will be no storage of materials or mounding of earth or other debris on the right-of-way.

- c. The costs of any relocations or revisions to Hydro One/Greater Sudbury Utilities facilities which are necessary to accommodate this subdivision will be borne by the developer.
 - d. The easement rights of Hydro One/Greater Sudbury Utilities and its legal predecessors are to be protected and maintained.
- 12) That, prior to entering into of a Subdivision Agreement, the owner shall apply to rezone the lands to the appropriate zone for which the corresponding infrastructure has been designed and installed (ie – any lots without two (2) individual water and sewer services may not permit semi-detached dwellings or any dwelling which can be divided into more than one ownership);
- 13) The owner shall apply for a Part Lot Control By-law for any lots which are proposed to be severed in the future and the Owner's engineering design shall address the servicing of such lot(s) to which the Part Lot Control By-Law applies. Lots to which the Part Lot Control By-Law does not apply, may not be severed.
- 14) The owner shall, at its cost, upgrade that portion of Roy Street which is proposed to be used for ingress and egress to the subdivision and and, further, which are required for access and/or maintenance to any installed municipal infrastructure (ie. Lift station for sanitary)

NOTES

- 1) We suggest you make yourself aware of the following:
- a) Section 143(1) of The Land Titles Act, R.S.O. 1980 as amended, which requires all new plans to be registered in a land titles system.
 - b) Section 143(2) allows certain exceptions.
- ~~2) Prior to any construction, a Fill, Construction and Alteration to Waterways Permit is required from the North Bay Mattawa Conservation Authority. The subject lands are within an area regulated by the North Bay Mattawa Conservation Authority under Ontario Regulation 162/90. This regulation is pursuant to Section 28 of the Conservation Authorities Act of Ontario.~~
- ~~3) Private water supply and sewage disposal facilities must be approved by the Ministry of the Environment, or its agent in certain areas, in accordance with Ontario Regulations 229/74 as amended, made under the Environmental Protection Act, 1971, as amended.~~
- 4) We recommend you make yourself aware of applicable Federal and Provincial laws regarding construction in proximity to waterbodies.
- 5) The Developer is hereby advised that prior to commencing any work within the Plan, the Developer must confirm that sufficient wire-line communication/telecommunication

infrastructure is currently available within the proposed development to provide communication/telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the Developer may be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the existing communication/telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication/telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

- 6) The Owner/Developer is hereby advised that prior to commencing any work within the Plan, the Owner/Developer must confirm with Hydro One/Greater Sudbury Utilities that appropriate electrical services infrastructure is currently available along the proposed development to provide delivery of electrical energy to the proposed development. In the event that such infrastructure is not available, the Owner/Developer is hereby advised that the Owner/Developer may be required to pay for the connection to and/or extension of the existing electrical distribution infrastructure, in accordance with Hydro One and the Ontario Distribution System Code.

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

DRAFT PLAN OF SUB-DIVISION OF
PART OF BLOCK 23
REGISTERED PLAN 36M-679

AND
PART OF BLOCK 49
REGISTERED PLAN 36M-712

PART OF LOT 4, CONCESSION "A"
GEOGRAPHIC TOWNSHIP OF SPRINGER
MUNICIPALITY OF WEST NIPISSING
DISTRICT OF NIPISSING

PAUL GOODRIDGE, OLS

SCALE: 1 : 1000



ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17),
PLANNING ACT, R.S.Q. 1990

- (1) SET PLAN
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- (3) SET PLAN
- (4) SET PLAN (LAND USE ANALYSIS)
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LAND USE ANALYSIS

LOTS 1 TO 38 - RURAL RESIDENTIAL (RURAL RESIDENTIAL) - 15.34 ha
LOTS 39 TO 71 - URBAN RESIDENTIAL (URBAN RESIDENTIAL) - 4.04 ha
BLOCKS 72 & 73 - MUNICIPAL SERVICES & STORMWATER MANAGEMENT - 0.43 ha
PUBLIC STREETS - 2.74 ha
TOTAL AREA OF SUBDIVISION - 22.55 ha

LEGEND

- GENERAL DIRECTION OF SURFACE DRAINAGE
- EXISTING SPOT ELEVATION

OWNERS' CERTIFICATE

I HEREBY CONSENT TO THE PLAN OF THIS PLAN FOR DRAFT APPROVAL.

DATED: FEBRUARY 20, 2022
WEST NIPISSING CASH DEVELOPMENT INCORPORATED LTD.
PIN 49084-0387 (LT), 49084-0388 (LT), 49084-0389 (LT) & 49084-0390 (LT)
STEVE HARRISON, PRESIDENT
I HAVE AUTHORITY TO SIGN THE CORPORATION

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE DIMENSIONS OF THE LAND TO BE SUBDIVIDED AND THE RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN ON THIS PLAN.

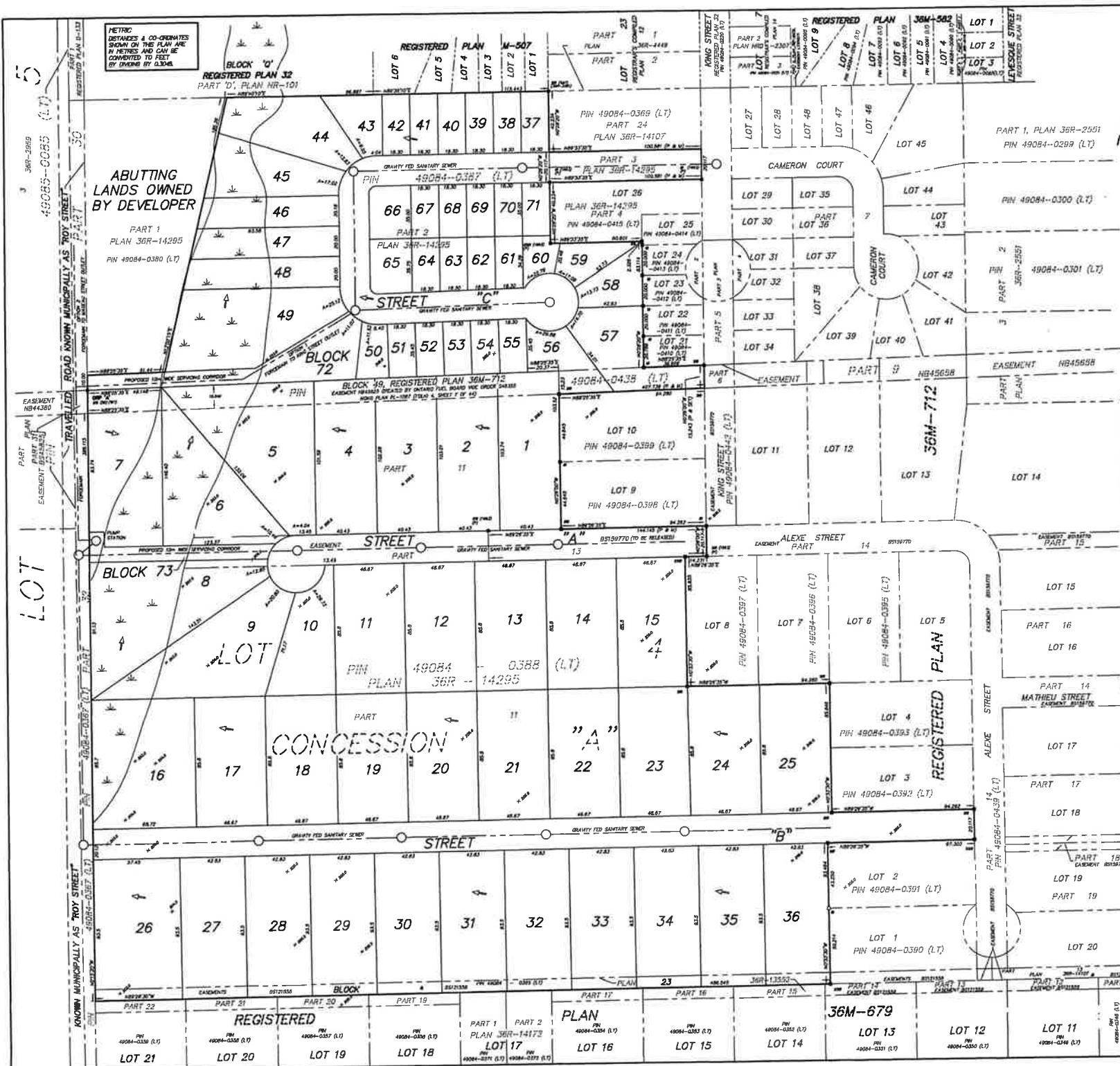
NORTH BAY, ONTARIO
FEBRUARY 22, 2022

PAUL GOODRIDGE
ONLINE LAND SURVEYOR

GOODRIDGE GOULET
PLANNING & SURVEYING LTD.

ONLINE LAND SURVEYOR - LAND USE PLANNING & DEVELOPMENT CONSULTANTS
SUITE 1 - 100 ROAD STREET EAST NORTH BAY, ONT. L1N 2B8
705-433-1770 and paul@goodridgegolet.com
202-2-21 (Draft 2/20/2022)

DATE: 2022-02-22
BY: P. GOODRIDGE
FOR: WEST NIPISSING CASH DEVELOPMENT INCORPORATED LTD.





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

Resolution No.

2022/

MARCH 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS a public meeting was held on March 14, 2022 for draft plan approval of a plan of subdivision on property located on south side of Lalande Road, Sturgeon Falls, Municipality of West Nipissing being more particularly described as Part of Lot 8, Concession B, Township of Springer, owned by **PRJ ELECTRIC LTD.**;

AND WHEREAS written and public submissions were made and considered by the West Nipissing Planning Advisory Committee, on March 14, 2022;

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 2021/05 made by **PRJ ELECTRIC LTD.** for plan of subdivision located on the south side of Lalande Road, more particularly described as being Part of Lot 8, Concession B, Township of Springer, Sturgeon Falls, Municipality of West Nipissing; including Schedule "A" attached hereto.

	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: _____

SCHEDULE 'A'

FILE SUBD 2021-05 SPECIAL CONDITIONS OF DRAFT APPROVAL

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

- 1) The Corporation of the Municipality of West Nipissing's conditions and amendments to final plan of approval, for registration of Subdivision File No. SUBD 2021/05 made by PRJ ELECTRIC LTD. are as follows:
- 2) That this approval expires three (3) years from the date of approval shown by the "Draft Plan Approval Stamp" on the face of the draft plan. If there is an appeal to the Ontario Municipal Board under section 51 (39) of the Planning Act, the three (3) year expiration period does not begin until the date of the order of the Ontario Municipal Board issued in respect of the appeal or from the date of a notice issued by the Board under section 52(51) of the Planning Act.
- 3) This Draft Approval applies to the Plan of Subdivision prepared by Goodridge, Goulet Planning & Surveying dated February 22, 2022.
- 4) That prior to signing the Final Plan by the Municipality, the proposed subdivision conforms to the Zoning By-law in effect for the Municipality or with respect to any zoning conditions contained herein or in the Staff Report to which this is appended;
- 5) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the Municipality of West Nipissing concerning provision of roads, installation of services, and drainage.
- 6) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
- 7) That the Owner provides full engineering drawings showing the provision of full municipal services prepared by a qualified engineer, to the satisfaction of, and at no expense to the Municipality of West Nipissing to address the following:
 - a. Road design;
 - b. Storm water, drainage and including a legal outlet;
 - c. Entrances to lots;
 - d. Street lighting;
 - e. CMB location;
 - f. Location of other services (telephone, gas, hydro, etc.).

- 8) That the owner agrees to convey up to 5% of the land included in the plan or cash-in-lieu to the Municipality for park or other public recreational purposes.
- 9) The owner covenants and agrees to provide the municipality with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) if required by Canada Post Corporation. The owner further agrees to provide notice to prospective purchaser of the locations of the CMB and that home/business mail delivery will be provided by CMBs provided by the owner, provided that the owner has paid for the activation and equipment installation of the CMB's.
- 10) That the Subdivision Agreement between the owner and the Municipality be registered by the Municipality against lands to which it applies once the Plan of Subdivision has been registered prior to any encumbrances.
- 11) That the Subdivision Agreement between the owner and the Municipality contain a Special Provision with wording acceptable to Greater Sudbury Hydro Utilities (GSU) or Hydro One to ensure that:
 - a. Prior to final approval, a copy of the lot grading and drainage plan, showing existing and final grades, must be submitted to GSU or Hydro One for review and approval.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any GSU/Hydro One facilities located on the right-of-way. During construction, there will be no storage of materials or mounding of earth or other debris on the right-of-way.
 - c. The costs of any relocations or revisions to GSU/Hydro One facilities which are necessary to accommodate this subdivision will be borne by the developer.
 - d. The easement rights of GSU/Hydro One and its legal predecessors are to be protected and maintained.
- 12) That an updated Environmental Impact Study be carried out and that the recommendations of the study be included as special provisions to the Subdivision Agreement to be entered into with the Applicant including, buffering, setbacks from wetlands, endangered species, etc.;
- 13) That the Owner provide a detailed Site Plan of the property, considering the recommendations of the Environmental assessment. The property shall be placed under Site Plan Control, as authorized by By-Law 2015-63 and the Owner shall enter into a Site Plan Control Agreement with the Municipality to ensure that development on the lands shall occur in accordance with the recommendations herein. The Site Plan Control Agreement shall be registered on title to each lot immediately following the Subdivision Agreement and any required municipal easements;
- 14) The owners shall undertake an update of the Environmental Assessment which was carried out in 2013 in particular relating to the portion of the lands located in and adjacent to the

Provincially Significant Wetlands. Any recommendations arising from the said report shall be incorporated into and form part of the required Zoning By-Law Amendment and/or Site Plan Control Agreement, as applicable.

- 15 That the Owner shall re-zone the property to a Rural Residential Exception Zone, which Zone shall include any recommended set-backs arising from the updated PESA.

NOTES

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

event that such infrastructure is not available, the Owner/Developer is hereby advised that the Owner/Developer may be required to pay for the connection to and/or extension of the existing electrical distribution infrastructure, in accordance with Greater Sudbury Hydro policies or Hydro One and the Ontario Distribution System Code.

WEST NIPISSING PLANNING ADVISORY COMMITTEE

MARCH 14, 2019

Moved by / *Proposé par* :

Chris Fisher

Seconded by / *Appuyé par* :

Normand Roberge

WHEREAS a Public meeting was held on March 14, 2022 to consider approval of a plan of a draft plan subdivision on property located on the south side of Lalande Road, being more particularly described as Part of Lot 8, Concession B, Township of Springer, owned by PRJ ELECTRIC LTD.;

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 PRJ ELECTRIC LTD. for plan of subdivision located on the south side of Lalande Road, Sturgeon Falls, being Part of Lot 8, Concession B, Township of Springer;

SPECIAL CONDITIONS to be included in addition to **SCHEDULE "A"**, attached hereto:

- The Owner shall grant a private easement for drainage to the property described as part of Lot

"Denis Sénécal"
CHAIR

"Melanie Ducharme"
SECRETARY

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

SCHEDULE 'A'

FILE SUBD 2021-05 SPECIAL CONDITIONS OF DRAFT APPROVAL

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

- 1) The Corporation of the Municipality of West Nipissing's conditions and amendments to final plan of approval, for registration of Subdivision File No. SUBD 2021/05 made by PRJ ELECTRIC LTD. are as follows:
- 2) That this approval expires three (3) years from the date of approval shown by the "Draft Plan Approval Stamp" on the face of the draft plan. If there is an appeal to the Ontario Municipal Board under section 51 (39) of the Planning Act, the three (3) year expiration period does not begin until the date of the order of the Ontario Municipal Board issued in respect of the appeal or from the date of a notice issued by the Board under section 52(51) of the Planning Act.
- 3) This Draft Approval applies to the Plan of Subdivision prepared by Goodridge, Goulet Planning & Surveying dated February 22, 2022.
- 4) That prior to signing the Final Plan by the Municipality, the proposed subdivision conforms to the Zoning By-law in effect for the Municipality or with respect to any zoning conditions contained herein or in the Staff Report to which this is appended;
- 5) That the owner agrees in writing to satisfy all requirements, financial and otherwise of the Municipality of West Nipissing concerning provision of roads, installation of services, and drainage.
- 6) That such easements as may be required for utility or drainage purposes shall be granted to the appropriate authority.
- 7) That the Owner provides full engineering drawings showing the provision of full municipal services prepared by a qualified engineer, to the satisfaction of, and at no expense to the Municipality of West Nipissing to address the following:
 - a. Road design;
 - b. Storm water, drainage and including a legal outlet;
 - c. Entrances to lots;
 - d. Street lighting;
 - e. CMB location;
 - f. Location of other services (telephone, gas, hydro, etc.).

- 8) That the owner agrees to convey up to 5% of the land included in the plan or cash-in-lieu to the Municipality for park or other public recreational purposes.
- 9) The owner covenants and agrees to provide the municipality with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community Mail Boxes (CMB) if required by Canada Post Corporation. The owner further agrees to provide notice to prospective purchaser of the locations of the CMB and that home/business mail delivery will be provided by CMBs provided by the owner, provided that the owner has paid for the activation and equipment installation of the CMB's.
- 10) That the Subdivision Agreement between the owner and the Municipality be registered by the Municipality against lands to which it applies once the Plan of Subdivision has been registered prior to any encumbrances.
- 11) That the Subdivision Agreement between the owner and the Municipality contain a Special Provision with wording acceptable to Greater Sudbury Hydro Utilities (GSU) or Hydro One to ensure that:
 - a. Prior to final approval, a copy of the lot grading and drainage plan, showing existing and final grades, must be submitted to GSU or Hydro One for review and approval.
 - b. Any development in conjunction with the subdivision must not block vehicular access to any GSU/Hydro One facilities located on the right-of-way. During construction, there will be no storage of materials or mounding of earth or other debris on the right-of-way.
 - c. The costs of any relocations or revisions to GSU/Hydro One facilities which are necessary to accommodate this subdivision will be borne by the developer.
 - d. The easement rights of GSU/Hydro One and its legal predecessors are to be protected and maintained.
- 12) That an updated Environmental Impact Study be carried out and that the recommendations of the study be included as special provisions to the Subdivision Agreement to be entered into with the Applicant including, buffering, setbacks from wetlands, endangered species, etc.;
- 13) That the Owner provide a detailed Site Plan of the property, considering the recommendations of the Environmental assessment. The property shall be placed under Site Plan Control, as authorized by By-Law 2015-63 and the Owner shall enter into a Site Plan Control Agreement with the Municipality to ensure that development on the lands shall occur in accordance with the recommendations herein. The Site Plan Control Agreement shall be registered on title to each lot immediately following the Subdivision Agreement and any required municipal easements;
- 14) The owners shall undertake an update of the Environmental Assessment which was carried out in 2013 in particular relating to the portion of the lands located in and adjacent to the

Provincially Significant Wetlands. Any recommendations arising from the said report shall be incorporated into and form part of the required Zoning By-Law Amendment and/or Site Plan Control Agreement, as applicable.

- 15 That the Owner shall re-zone the property to a Rural Residential Exception Zone, which Zone shall include any recommended set-backs arising from the updated PESA.

NOTES

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



event that such infrastructure is not available, the Owner/Developer is hereby advised that the Owner/Developer may be required to pay for the connection to and/or extension of the existing electrical distribution infrastructure, in accordance with Greater Sudbury Hydro policies or Hydro One and the Ontario Distribution System Code.



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

Resolution No.

2022 /

MARCH 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/33**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 207 Moose Point Road, Crystal Falls, ON, from C3 (Tourist Commercial Zone), to SR-15 (Shoreline Residential Exception Zone 15); 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 2022/33

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2014/45 TO REZONE
PROPERTY AT 207 MOOSE POINT ROAD, CRYSTAL FALLS, ON FROM
C3 (TOURIST COMMERCIAL ZONE) TO SR-15 (SHORELINE RESIDENTIAL EXCEPTION ZONE 15)
(ZONING AMENDMENT FILE NO. ZBLA2022-03)**

WHEREAS the owners of the subject property have initiated an amendment to Zoning By-Law 2014-45, for the property located at Part of Location CL17458 and Part of Broken Lot 10, Concession 5, Geographic Township of Grant, 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 C-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 207 Moose Point Road, Crystal Falls, ON, being Part of Location CL17458 and Part of Broken Lot 10, Concession 5, Geographic Township of Grant, Municipality of West Nipissing, District of Nipissing;

2. The following special provisions shall apply:

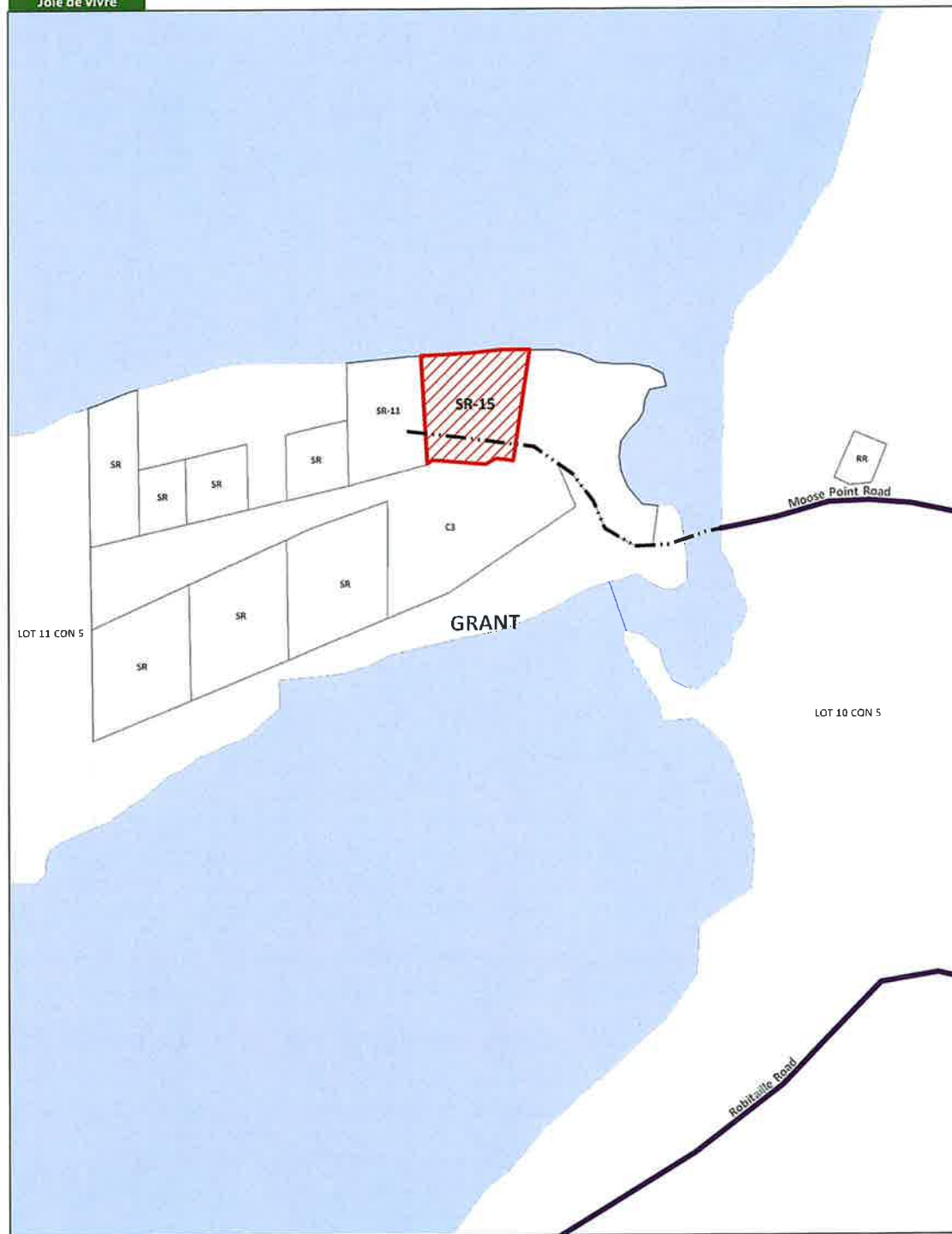
By-law	Location	Schedule	Special Provisions
2022/33	207 Moose Point Road, Crystal Falls, ON, being Part of Location CL17458 and Part of Broken Lot 10, Concession 5, Geographic Township of Grant, Municipality of West Nipissing, District of Nipissing	C-6	<ul style="list-style-type: none">• Minimum Lot Area .4Ha• Minimum F/Y S/B - 11m• Number of Permitted Dwellings 2


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 22nd 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 TOURIST COMMERCIAL (C3)
 TO SHORELINE RESIDENTIAL EXCEPTION THIRTEEN (SR-13)

207 MOOSE POINT ROAD
 PART OF LOT 10, CONCESSION 5
 PART OF LOCATION CL 17458
 GEOGRAPHIC TOWNSHIP OF GRANT
 MUNICIPALITY OF WEST NIPISSING OUEST



50 25 0 50 Metres

MUNICIPALITY OF WEST NIPISSING OUEST
 GEOGRAPHIC TOWNSHIP OF GRANT - SCHEDULE C6

THIS IS SCHEDULE 'A' TO
 BY-LAW NO. 2020- 33 PASSED THIS
22 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 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT By-law **2022/34** being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

PART OF EAST ½ BROKEN LOT 5, CON. 5
PART 2 PLAN 36R-14736
GEOGRAPHIC TOWNSHIP OF KIRKPATRICK,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin McDonald Road, Verner, Ontario.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2022/34

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

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

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

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

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

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

PART OF EAST ½ BROKEN LOT 5, CON. 5
PART 2 PLAN 36R-14736
GEOGRAPHIC TOWNSHIP OF KIRKPATRICK,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

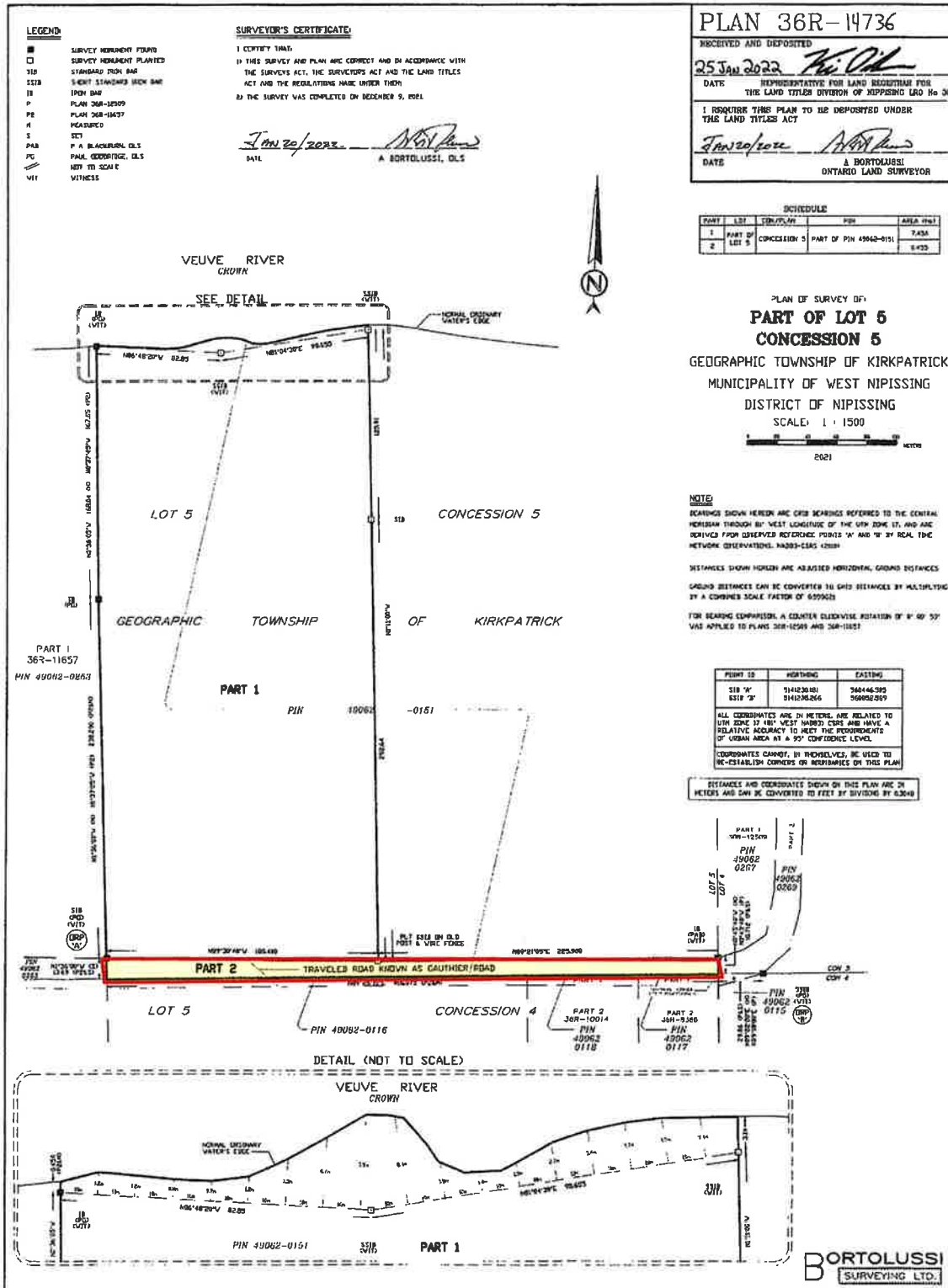
Being parts of the travelled roads known as chemin McDonald Road, Verner, Ontario.

**ENACTED AND PASSED THIS 22ND 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

SKETCH FOR BY-LAW 2022/34





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

MINUTES OF THE SPECIAL COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON TUESDAY, JANUARY 13, 2022 AT 6:30 PM

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

ABSENT:

VIRTUAL MEETING / RÉUNION VIRTUELLE

A) DECLARATION OF PECUNIARY INTEREST / DÉCLARATION D'INTÉRÊTS PÉCUNIAIRES

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 Adopt the Agenda.

No. 2022/01 Moved by: Councillor Y. Duhaime
Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT the Agenda for the SPECIAL meeting of Council held on JANUARY 13, 2022 be adopted as ☒ presented / ☐ amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 Ministry of Municipal Affairs and Housing (MMAH)

↳ (Presenters: Kathy Horgan, Manager, Local Government and Housing)
Bridget Schulte-Hosted, Director - Northern Municipal Services Office)

Council received a presentation from Ms. Horgan pertaining to Council / Staff Roles and Responsibilities. She confirmed that the MMAH's role is to guide municipalities and to ensure that they have all the necessary policies, procedures and by-laws in place to move forward the business of the municipality. It is not the MMAH's role to adjudicate on municipal governance. However, if municipalities fail to fulfil their roles and responsibilities under the *Municipal Act*, the Minister of Municipal Affairs, under Section 266 of the *Municipal Act*, has the power to "declare, by order, all the offices of the members of the council to be vacant and a by-election shall be held in accordance with the Municipal Elections Act".

D) ADJOURNMENT / AJOURNEMENT

D-1 Confirm the proceedings of Council.

No. 2022/02 Moved by: Councillor L. Sénécal
Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT By-law No. 2022/15 being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 13th day of JANUARY 2022, shall come into force and take effect on the date it is passed.

CARRIED

D-2 Adjourn the meeting of Council.

No. 2022/03 Moved by: Councillor D. Sénécal
 Seconded by: Councillor L. Sénécal

BE IT RESOLVED THAT the meeting of Council held on JANUARY 13, 2022 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

MINUTES OF THE COUNCIL SPECIAL MEETING
VIRTUAL ZOOM MEETING
ON MONDAY, JANUARY 17, 2022 AT 6:30 PM

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

ABSENT:

VIRTUAL MEETING / RÉUNION VIRTUELLE

A) DECLARATION OF PECUNIARY INTEREST / DÉCLARATION D'INTÉRÊTS PÉCUNIAIRES

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

The Mayor stated that she did not deem it appropriate to call the Agenda to a vote, citing Section 4.4.4 of the Procedural By-Law. In her opinion, certain content of the agenda package was inappropriately shared with staff and/or members of Council.

When requested by members to put the agenda to a vote, four members voted in favour and the adoption of the Agenda was defeated.

B-1 Adopt the Agenda.

No. 2022/04 Moved by: Councillor R. Larabie
Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT the Agenda for the SPECIAL meeting of Council held on January 17, 2022 be adopted as ☒ presented / ☐ amended.

DEFEATED

C) CLOSED MEETING / RÉUNION À HUIS CLOS

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

👉 *not passed - meeting not called to order*

D) ADJOURNMENT / AJOURNEMENT

D-1 Confirm the proceedings of Council.

👉 *not passed - meeting not called to order*

D-2 Adjourn the meeting of Council.

👉 *not passed - meeting not called to order*

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

MINUTES OF THE COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON TUESDAY, FEBRUARY 1st, 2022 AT 6:30 PM

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

ABSENT:

VIRTUAL MEETING / RÉUNION VIRTUELLE

A) DECLARATION OF PECUNIARY INTEREST / DÉCLARATION D'INTÉRÊTS PÉCUNIAIRES

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 Approve Addendum

No. 2022/38 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Addendum for the meeting of Council held on February 1st, 2022 be adopted, as ☒ presented / ☐ amended.

CARRIED

B-2 Adopt the Agenda

No. 2022/39 Moved by: Councillor L. Malette
Seconded by: Councillor R. Larabie

BE IT RESOLVED THAT the Agenda for the meeting of Council held on February 1st, 2022 be adopted, as ☒ presented / ☐ amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 Receive Petition re: Request for natural gas, water and sewer infrastructure

Council received a petition signed by residents of Pierre Rd, Dutrisac Rd, Promenade du Lac, and Garden Village Road requesting the Municipality to implement natural gas, water and sewer infrastructure on their respective roads. Matter will be brought forward to a future meeting for discussion.

C-2 Receive Petition re: Request water and sewer infrastructure

Council received a petition signed by residents of Quesnel Road (between Nipissing and Dutrisac Road) requesting the Municipality to implement water and sewer infrastructure on their road. Matter will be brought forward to a future meeting for discussion

D) Closed Meeting / Réunion à huis clos

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

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

No. 2022/40 Moved by: Councillor R. Larabie
 Seconded by: Councillor Y. Duhaime

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

CARRIED

D-2 Adjourn the closed session

No. 2022/41 Moved by: Councillor C. Fisher
 Seconded by: Councillor Y. Duhaime

BE IT BE IT RESOLVED THAT the CLOSED meeting of Council held on FEBRUARY 1, 2022 be adjourned at 6:43 PM in order to proceed with the regular meeting

CARRIED

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

E-1) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

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

Council discussed a request by Councillor Fisher for clarification on the municipal vaccine policy as it relates to proposed persons wishing to run for council. The CAO indicated that the *Municipal Elections Act* governs the eligibility requirements for municipal elections, not local policy documents and that the municipal vaccine policy will not preclude any member of the public, vaccinated or unvaccinated, from submitting his or her name to run for municipal office. Mr. Barbeau also stated that the municipality intends to deal with the HR matters arising out of the application of the policy in a fair and consistent manner. The municipality will continue to follow public health directives and advice and will take all circumstances into consideration when making HR decisions.

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

The CAO requested direction from Council on the 2022 budget process and dates. Staff are putting the budget together and suggested the last Saturday in February as a beginning. The intent is to present a final document with which Council can make concrete decisions without any unnecessary back and forth. Following discussion, Council was not in agreement to meet on Saturdays and staff will compile a list of proposed evening dates.

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

MOTION FOR RECESS: **No. 2022/42** Moved by: Councillor C. Fisher
 Seconded by: Councillor Y. Duhaime

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

CARRIED

E-2) Planning / Planification

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

- i) Morin Street, Field
- ii) Dovercourt Road, Sturgeon Falls;
- iii) Access to landlocked property on Cholette Street

The Planner provided Council with various counter-offers received from interested purchasers. Council directed staff to advise all purchasers that no less than the lower end of the appraised value would be accepted and purchasers are responsible for all associated costs. The Dovercourt proposal being in accordance with the municipal policy was accepted.

E-2(b) RFP – Villeneuve Court

Council discussed an RFP for vacant municipal lands on Villeneuve Court. During discussion it was determined that Council was evenly split in its decision on whether to accept the proposal or not; therefore the proposal was not accepted.

Denis Sénécal,
Chair

Melanie Ducharme,
Municipal Planner

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

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

Council received a request from R. Brouillette seeking to amend the Off-Road Vehicle By-Law to add new types of vehicles. Following discussion, the majority of Council agreed that the Off-Road vehicle by-law be amended in order to incorporate the new types of vehicles into the current by-law.

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

Councillor D. Sénécal submitted a request seeking a reduction in the speed limit at and approaching the bridge in Lavigne. Staff was directed to look into the requirements with Transport Canada to implement such a limit and to return to Council with additional information.

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

The Director of Economic Development and Community Services informed Council that the re-opening of facilities (arena) is proceeding without incident, so far. Capacity limits are in place for spectators and there are screeners at all facilities ensuring that spectators are vaccinated and adhering to health protocols. In addition, there was a short discussion concerning

Christopher Fisher,
Chair

Melanie Ducharme,
Clerk

MOTION TO EXTEND CURFEW:

No. 2021/43

Moved by:

Councillor L. Sénécal

Seconded by:

Councillor R. Larabie

At approx. 9:32 PM, a motion was tabled to extend the meeting beyond the regular curfew in order to proceed with the agenda

DEFEATED

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

N) ADJOURNMENT / AJOURNEMENT

N-1 Confirm the proceedings of Council.

No. 2022/44

Moved by:

Councillor L. Malette

Seconded by:

Councillor C. Fisher

BE IT RESOLVED THAT By-law No. **2022/22** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 1st day of FEBRUARY 2022, shall come into force and take effect on the date it is passed.

CARRIED

N-2 Adjourn the meeting of Council.

No. 2022/45 Moved by: Councillor L. Malette
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the meeting of Council held on FEBRUARY 1, 2022 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

MINUTES OF THE COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON TUESDAY, FEBRUARY 15th, 2022 AT 6:30 PM

PRESENT: MAYOR JOANNE SAVAGE
COUNCILLOR YVON DUHAIME
COUNCILLOR CHRISTOPHER FISHER
COUNCILLOR ROLAND LARABIE
COUNCILLOR LÉO MALETTE
COUNCILLOR DAN ROVEDA
COUNCILLOR DENIS SÉNÉCAL
COUNCILLOR LISE SÉNÉCAL

ABSENT:

WARD 7 (vacant)

VIRTUAL MEETING / RÉUNION VIRTUELLE

A) DECLARATION OF PECUNIARY INTEREST / DÉCLARATION D'INTÉRÊTS PÉCUNIAIRES

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 Approve the Addendum **NIL**

B-2 Adopt the Agenda

A motion was proposed seeking to change the order of agenda items.

The motion to change the order of agenda items was moved by Councillor Y. Duhaime and seconded by Councillor L. Sénécal.

Recorded vote was requested:

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

MOTION DEFEATED

No. 2022/46 Moved by: Councillor Y. Duhaime

Seconded by: Councillor C. Fisher

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

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

AND WHEREAS Council agrees to amend the Order of the Agenda for FEBRUARY 15, 2022 in order to address matters impacting municipal operations and residents of the municipality;

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

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

CARRIED

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

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

D) PLANNING / PLANIFICATION

D-1 Resolution to grant extension of Draft Plan of Subdivision (Delorme Road)

No. 2022/47 Moved by: Councillor C. Fisher
 Seconded by: Councillor Y. Duhaime

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

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

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

CARRIED

D-2 Resolution to grant extension of Draft Plan of Subdivision (Russell / Main St.)

No. 2022/48 Moved by: Councillor C. Fisher
 Seconded by: Councillor D. Sénécal

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

AND WHEREAS the afore-mentioned property was thereafter sold to **1973743 ONTARIO LTD.**;

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

CARRIED

D-3 By-Law 2022/17 to accept, assume and dedicate certain lands for public road (82 Quesnel Rd)

No. 2022/49 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor L. Malette

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

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

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

CARRIED

D-4 By-Law 2022/18 to accept, assume and dedicate certain lands for public road (382 Quesnel Rd)

No. 2022/50 Moved by: Councillor D. Sénécal
 Seconded by: Councillor C. Fisher

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

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

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

CARRIED

D-5 By-Law 2022/19 to accept, assume and dedicate certain lands for public road (756 North & South Rd)

No. 2022/51 Moved by: Councillor L. Malette
 Seconded by: Councillor C. Fisher

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

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

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

CARRIED

D-6 Resolution to approve Tile Drainage Loan application (D. Schwartzentruber & L. Bernard)

No. 2022/52 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor C. Fisher

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

10725 Highway 17
Part of Lot 6, Concession 4,
Parcels 12249 & 14461
Twp. **Caldwell** [correction]
Municipality of West Nipissing

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

CARRIED

D-7 By-Law 2022/23 to authorize the special drainage rates for a tile loan application (D. Schwartzentruber and L. Bernard)

No. 2022/53 Moved by: Councillor C. Fisher
 Seconded by: Councillor R. Larabie

BE IT RESOLVED THAT By-Law 2022/23, being a by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*, application made by **DANIEL SCHWARTZENTRUBER AND LESLIE BERNARD**, (Part of Lot 6, Concession 4, Parcels 12249 & 14461, Twp. **Caldwell** [correction], Roll No. 48-52-060-001-53700) in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

E) NEW BUSINESS / AFFAIRES NOUVELLES

E-1 By-Law 2022/20 to Lottery Licensing Officer

No. 2022/54 Moved by: Councillor R. Larabie
 Seconded by: Councillor D. Roveda

BE IT RESOLVED THAT By-Law 2022/20, being a by-law to amend By-Law 2010/48 to appoint a Lottery Licensing Officer and Lottery Licensing Deputies for the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

CARRIED

E-2 By-Law 2022/21 to amend the User Fees & Charges for the issuance of burial permits

No. 2022/55 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor L. Malette

BE IT RESOLVED THAT By-Law 2022/21, being a by-law to amend the Fees and Charges By-Law 2001/21 for the Municipality of West Nipissing; shall come into force and take effect on the date it is passed.

CARRIED

E-3 Resolution to continue with rental assistance for Les Filles d'Isabelle

No. 2022/56 Moved by: Councillor L. Sénécal
 Seconded by: Councillor C. Fisher

WHEREAS at the February 15th meeting, Council received a request from Les Filles d'Isabelle requesting that the financial assistance received from the Municipality of West Nipissing, to be applied toward their leasing responsibilities, be continued for the year 2022;

BE IT THEREFORE RESOLVED THAT Council authorizes the financial contribution of \$3,600.00 (\$300.00 per month) be sustained for Les Filles d'Isabelle, to be applied toward their rental costs for the year 2022.

CARRIED

E-4 Resolution to continue with rental assistance for WN Food Bank (rental increase)

No. 2022/57 Moved by: Councillor L. Sénécal
 Seconded by: Councillor C. Fisher

WHEREAS at the February 15th meeting, Council received a request from the West Nipissing Food Bank requesting that the financial assistance received from the Municipality of West Nipissing, to be applied toward their rental expenses, be continued for 2022;

AND WHEREAS the West Nipissing Food Bank has informed the Municipality that their monthly rent has increased from \$530.00 to \$572.40, plus H.S.T.;

BE IT THEREFORE RESOLVED THAT Council authorizes a financial contribution of \$7,761.74 (\$646.81 per month) be sustained for the West Nipissing Food Bank, which funds will be applied toward their 2022 rental expenses.

CARRIED

E-5 Resolution to continue winter maintenance for Royal Canadian Legion

No. 2022/58 Moved by: Councillor D. Sénécal
 Seconded by: Councillor L. Malette

WHEREAS at the February 15th meeting, Council received a request from the Royal Canadian Legion Branch 225 requesting that the financial assistance received from the Municipality of West Nipissing, to be applied toward their winter maintenance (snow removal and sanding) expenses, be continued for 2022;

BE IT RESOLVED THAT Council authorizes the Municipality of West Nipissing to continue financial support to the Royal Canadian Legion Branch 225, by covering their winter maintenance expenses for 2022.

CARRIED

E-6 Authorize CAO to sign a Memorandum of Understanding with the WN Snowmobile Club

No. 2022/59 Moved by: Councillor D. Sénécal
 Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the Municipality of West Nipissing be authorized to execute a Memorandum of Understanding with the **WEST NIPISSING SNOWMOBILE CLUB** to authorize the use of a portion of Stewart and Leblanc Roads for their trail system, for the 2022 season.

CARRIED

E-7 Appointment to the West Nipissing Public Library Board

No. 2022/60 Moved by: Councillor D. Roveda
 Seconded by: Councillor C. Fisher

WHEREAS at the February 15th meeting, Council considered an application to fill a vacancy on the West Nipissing Library Board;

BE IT RESOLVED THAT Catherine Hatton be appointed to the West Nipissing Public Library Board for the remainder of the 2018 – 2022 term.

CARRIED

E-8 Award RFP for Housing Needs and Development Strategy

No. 2022/61 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

The Mayor made a motion asking that the request for proposal resolution should include the pricing.

The motion to include the pricing in the request for proposal resolution for the award of the Housing Needs and Development Strategy was moved by Councillor Y. Duhaime and seconded by Councillor C. Fisher.

Recorded vote was requested:

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

MOTION CARRIED

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

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

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for Housing Needs and Development Strategy in the Municipality of West Nipissing be awarded to **COLLIERS PROJECT LEADERS**, having **submitted a quotation of \$55,630.00 (plus HST) and having [amendment]** received the highest rating score, meeting all the specifications.

CARRIED AS AMENDED

E-9 Award RFP for Land-Use and Development Strategy

No. 2022/62 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Malette

The Mayor made a motion asking that the request for proposal resolution should include the pricing.

The motion to include the pricing in the request for proposal resolution for the award of the Land-Use and Development Strategy was moved by Councillor L. Sénécal and seconded by Councillor Y. Duhaime.

MOTION CARRIED

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

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

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for Land-Use and Development Strategy in the Municipality of West Nipissing be awarded to **COLLIERS PROJECT LEADERS**, having **submitted a quotation of \$74,570.00 (plus HST) and having [amendment]** received the highest rating score, meeting all the specifications.

CARRIED AS AMENDED

E-10 Resolution to amend resolution no. 2021/282 for Hwys. 539 & 805 projects due to delay

No. 2022/63 Moved by: Councillor L. Malette
 Seconded by: Councillor D. Sénécal

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

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

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

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

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

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

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

REFERRED TO PUBLIC WORKS

E-11 By-Law 2022/24 to authorize the signing of a Franchise Agreement with Enbridge Gas Inc.
(separate supporting documents)

No. 2022/64 Moved by: Councillor C. Fisher
 Seconded by: Councillor D. Sénécal

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

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

CARRIED

E-12 Resolution to ratify the Collective Agreement / Memorandum of Settlement with the West Nipissing Professional Firefighters Association

No. 2022/65 Moved by: Councillor C. Fisher
 Seconded by: Councillor L. Malette

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

CARRIED

E-13 Resolution supporting DNSSAB re: Supporting of Provincial funding for Housing and Health Supports for the vulnerable (Gateway House).

No. 2022/66 Moved by: Councillor D. Roveda
 Seconded by: Councillor L. Malette

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

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

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

CARRIED

MOTION FOR RECESS: No. 2022/67 Moved by: Councillor C. Fisher
Seconded by: Councillor L. Sénécal

At approx. 7:59 PM, a motion was tabled for a brief 15-minute recess; following which the meeting will continue.

CARRIED

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

No. 2022/68 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

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

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

Sec. 19 A Taxi Owner's licence shall only be issued when the Taxi Owner has submitted the motor vehicle intended to be used as a Taxi, for visual inspection and produced satisfactory proof that:
(a) the motor vehicle is less than 10 years of age (by subtracting model year from current licence year),

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

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

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

A recorded vote was requested:

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

DEFEATED

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

F-1 Adopt the minutes of a Council meeting.

No. 2022/69 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

A motion asking that the minutes be deferred to a future meeting pursuant to Section 11.4 of the Procedural By-Law.

The motion to defer the minutes to a future meeting was moved by Councillor D. Sénécal and seconded by Councillor Y. Duhaime.

Recorded vote was requested:

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

MOTION DEFEATED

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

DEFEATED

F-2 Adopt the minutes of a Council meeting.

No. 2022/70 Moved by: Councillor C. Fisher
Seconded by: Councillor R. Larabie

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

DEFEATED

F-3 Adopt the minutes of a Council meeting.

No. 2022/71 Moved by: Councillor D. Sénécal
Seconded by: Councillor C. Fisher

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

DEFEATED

F-4 Adopt the minutes of a Council meeting.

No. 2022/72 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

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

DEFEATED

F-5 Adopt the minutes of a Council meeting.

No. 2022/73 Moved by: Councillor D. Sénécal
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the minutes of the meeting of Council held on NOVEMBER 2, 2021 be adopted, as
☒ presented / ☐ amended.

DEFEATED

F-6 Adopt the minutes of a Council meeting.

No. 2022/74 Moved by: Councillor Y. Duhaime
Seconded by: Councillor C. Fisher

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

DEFEATED

F-7 Adopt the minutes of a Council meeting.

No. 2022/75 Moved by: Councillor Y. Duhaime
Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT the minutes of the meeting of Council held on NOVEMBER 16, 2021 be adopted, as
☒ presented / ☐ amended.

DEFEATED

F-8 Adopt the minutes of a Council meeting.

No. 2022/76 Moved by: Councillor C. Fisher
Seconded by: Councillor D. Sénécal

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

F-9 Adopt the minutes of a Council meeting.

No. 2022/77 Moved by: Councillor Y. Duhaime
Seconded by: Councillor R. Larabie

BE IT RESOLVED THAT the minutes of the SPECIAL meeting of Council held on JANUARY 18, 2022 be adopted, as ☒ presented / ☐ amended. **DEFEATED**

MOTION TO EXTEND CURFEW: **No. 2022/78** Moved by: Councillor L. Sénécal
Seconded by: Councillor D. Roveda

At approx. 9:30 PM, a motion was tabled to extend the meeting beyond the regular curfew in order to proceed with the agenda

➡ *All remaining agenda items will be carried to the next meeting of Council.*

L) ADJOURNMENT / AJOURNEMENT

L-1 Confirm the proceedings of Council.

No. 2022/79 Moved by: Councillor Y. Duhaime
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT By-law No. **2022/25** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 15th day of FEBRUARY 2022, shall come into force and take effect on the date it is passed.

CARRIED

L-2 Adjourn the meeting of Council.

No. 2022/80 Moved by: Councillor Y. Duhaime
Seconded by: Councillor C. Fisher

BE IT RESOLVED THAT the meeting of Council held on FEBRUARY 15, 2022 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



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

MINUTES OF THE COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON TUESDAY, MARCH 1st, 2022 AT 6:30 PM

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

ABSENT:

VIRTUAL MEETING / RÉUNION VIRTUELLE

A) DECLARATION OF PECUNIARY INTEREST / DÉCLARATION D'INTÉRÊTS PÉCUNIAIRES

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 Approve Addendum

No. 2022/81 Moved by: Councillor C. Fisher
Seconded by: Councillor R. Larabie

BE IT RESOLVED THAT the Addendum for the meeting of Council held on March 1, 2022 be adopted as
☒ presented / ☐ amended.

DEFEATED

B-2 Deviate from normal agenda format

No. 2022/82 Moved by: Councillor Y. Duhaime
Seconded by: Councillor C. Fisher

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.

CARRIED

B-3 Adopt the Agenda

No. 2022/83 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

BE IT RESOLVED THAT the Agenda for the meeting of Council held on March 1 2022 be adopted as
☒ presented / ☐ amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS NIL

Seconded by: Councillor L. Malette

BE IT RESOLVED THAT the minutes of the meeting of West Nipissing Planning Advisory Committee held on JULY 12th, SEPTEMBER 13th, OCTOBER 18th and NOVEMBER 15th, 2021 be adopted, as ☒ presented / ☐ amended.

CARRIED

F-11 Receive the minutes of the following boards/committees:

No. 2022/90 Moved by: Councillor L. Malette

Seconded by: Councillor C. Fisher

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

BOARD / COMMITTEE NAME	MEETING DATES
West Nipissing Committee of Adjustment	<ul style="list-style-type: none">• July 12, 2021• September 13, 2021• October 18, 2021• November 15, 2021
West Nipissing Accessibility Advisory Committee	<ul style="list-style-type: none">• April 29, 2021
West Nipissing Public Library Board	<ul style="list-style-type: none">• June 10, 2021• September 9, 2021• October 14, 2021
Au Chateau Board of Management	<ul style="list-style-type: none">• May 19, 2021• June 16, 2021• October 20, 2021
District of Nipissing Social Services Administration Board (DNSSAB)	<ul style="list-style-type: none">• June 23, 2021• September 22, 2021• October 27, 2021

CARRIED

F-12 Receive the JUNE and JULY Disbursement Reports

No. 2022/91 Moved by: Councillor C. Fisher

Seconded by: Councillor L. Malette

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

CARRIED

F-13 Receive 3rd Quarter – Variance Financial Report

No. 2022/92 Moved by: Councillor Y. Duhaime

Seconded by: Councillor L. Malette

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.

CARRIED

F-14 Correspondence: Office of the Ombudsman re: Closed Meeting Complaint

Council was provided with correspondence from the Ombudsman Office pertaining to a Closed Meeting Complaint in which the Ombudsman's findings were that no violation of the closed meeting provisions of the Municipal Act had taken place.

F-15 Correspondence: Integrity Commissioner Report re: Complaint #21-06

Council was provided with correspondence from the Integrity Commissioner pertaining to Complaint #21-06 against Councillor Duhaime in which there was a finding of violation. Councillor Duhaime made an apology and confirmed that he has reviewed the Code of Conduct as required by the recommendation.

F-16 Correspondence: Integrity Commissioner Report re: Complaint #21-12

Council was provided with correspondence from the Integrity Commissioner pertaining to Complaint #21-12 against Councillor Roveda in which there was a finding of violation. Councillor Roveda apologized for his remarks and confirmed he has reviewed the Code of Conduct as required by the recommendation.

G) NOTICE OF MOTION / AVIS DE MOTION

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

No. 2022/93 Moved by: Councillor Y. Duhaime
 Seconded by: Councillor D. Sénécal

« **WHEREAS** on July 13th Council made a decision to sell a small piece of land to Mr. Bob Guenette

WHEREAS 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;

WHEREAS Council meeting of October 19th, Council reversed their decision of July 13th.

THEREFORE I am seeking to discuss regarding procedure for Reconsideration of initial decision. »

A motion was tabled and moved by Councillor Y. Duhaime and seconded by Council L. Sénécal to defer this matter.

A recorded vote was requested:

YEAS	Duhaime, Y.	Sénécal, D.	Sénécal, L.	Savage, J.	
NAYS	Fisher, C.	Larabie, R.	Malette, L.	Roveda, D.	

DEFEATED

Subsequent to the defeated motion to defer the matter, the CAO noted that the deferral may have been ill advised and suggested that the discussion of the matter be continued at the next meeting at which time all documentation could be provided to Council for review.

MOTION TO EXTEND CURFEW:

No. 2021/94

Moved by:

Councillor C. Fisher

Seconded by:

Councillor D. Sénécal

At approx. 9:40 PM, a motion was tabled to extend the meeting beyond the regular curfew in order to proceed with the agenda

DEFEATED

↳ All other matters will be deferred to the next Council meeting.

N) ADJOURNMENT / AJOURNEMENT

N-1 Confirm the proceedings of Council.

No. 2022/95 Moved by: Councillor L. Sénécal
 Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT By-law No. 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, shall come into force and take effect on the date it is passed.

CARRIED

N-2 Adjourn the meeting of Council.

No. 2022/96 Moved by: Councillor L. Sénécal
 Seconded by: Councillor D. Sénécal

BE IT RESOLVED THAT the meeting of Council held on MARCH 1, 2022 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



WEST NIPISSING PLANNING ADVISORY COMMITTEE

Resolution No.

2022/002

JANUARY 10, 2022

Moved by / *Proposé par* :

Joanne Savage

Seconded by / *Appuyé par* :

Christopher Fisher

BE IT RESOLVED that the Minutes of the West Nipissing Planning Advisory Committee meeting held on DECEMBER 13, 2021, be adopted, as presented.

"Denis Sénécal"

CHAIR

"Melanie Ducharme"

SECRETARY

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



MINUTES

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

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 #2021/044

Moved by: Yvon Duhaime

Seconded by: Chris Fisher

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

CARRIED

4. MINUTES

RESOLUTION #2021/045

Moved by: Chris Fisher

Seconded by: Dan Roveda

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

CARRIED

5. ZBLA2021/13 – Scott and Tracey Brazeau

RESOLUTION #2021/046

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 13117 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 13117 Highway 17 from RR (Rural Residential) to RR-4 (Rural Residential Exception Zone 4).
2. Schedule G-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 1, Concession 1, Pedley Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from RR-4 (Rural Residential) to RR-4 (Rural Residential Exception Zone 4).

CARRIED

6. COMPREHENSIVE ZONING BY-LAW AMENDMENT

On December 13, 2021, Council considered changes to the Comprehensive Zoning By-law.

Submissions were made by residents, Kathleen Thorne, Howie Longfellow and Robert Jolley on the matters of shipping containers and Galvanized steel Structures;

- It was agreed that the matter of Accessory Dwellings be dealt with as a separate issue and along with the discussion concerning Short Term Rental Accommodations.
- Set-back for Accessory Structures in RR, RU and A1 and A2 shall be 3m (increase from 1.4m);
- Shipping Containers shall be permitted to be used as Accessory Structures in all zones except R1 to R4, but additional restrictions shall apply in the SR Zone with respect to lot size, set-backs and numbers permitted. In all other zones normal accessory structure provisions shall apply;
- Galvanized Steel buildings shall be permitted as accessory structures in all zones, but subject to certain restrictions in the SR zone (same as Shipping Containers).
- There was discussion concerning buses, coach bodies, etc., being used as accessory structures. Those have been moved to the prohibited in all zones section of the by-law
- Shipping Containers shall be permitted as temporary uses in Residential (R1-R4) provided that they are not located in the front yard, are set back at least 3.0m from any lot line and do not create a hazard or nuisance to adjacent owners

- Shipping Containers can be used for temporary uses in the residential zones, with restrictions for location and safety for adjacent properties

7. SHORT TERM RENTAL ACCOMMODATIONS

The Committee agreed that the discussion concerning Short Term Rental Accommodations be deferred to next meeting.

8. ADJOURNMENT

RESOLUTION #2021/047

Moved by: Yvon Duhaime

Seconded by: Dan Roveda

BE IT RESOLVED that the West Nipissing Planning Advisory Committee meeting of December 13, 2021 be adjourned to January 10, 2022.

CARRIED



WEST NIPISSING PLANNING ADVISORY COMMITTEE

Resolution No.

2022/006

FEBRUARY 14, 2022

Moved by / *Proposé par* :

Christopher Fisher

Seconded by / *Appuyé par* :

Fernand Pellerin

BE IT RESOLVED that the Minutes of the West Nipissing Planning Advisory Committee meeting held on January 10, 2022, be adopted, as presented.

“Denis Sénécal”
CHAIR

“Melanie Ducharme”
SECRETARY

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



MINUTES

**Municipality of West Nipissing
Meeting for the Planning Advisory Committee
On January 10, 2022 at 06:00 PM**

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 #2022/001

Moved by: Normand Roberge

Seconded by: Christopher Fisher

That the Agenda for the meeting of January 10, 2022, be approved as presented.

CARRIED

4. MINUTES

RESOLUTION #2022/002

Moved by: Joanne Savage

Seconded by: Christopher Fisher

That the Minutes of meeting held on December 13, 2021 be adopted, as amended.

CARRIED

5. ZBLA2022/01 – Pauline and Gaston Betty

RESOLUTION #2022/003

Moved by: Christopher Fisher

Seconded by: Normand Roberge

WHEREAS a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at Principale Street West, 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 Principale Street West, Verner, from R2 (Residential Zone Two) to R3 (Residential Zone Three).
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 Part lot 6, M21, Parts 1 and 2 36R14697, Caldwell Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from R2 (Residential Zone Two) to R3 (Residential Zone Three). The ensuing changes will be brought to the next meeting for adoption and recommendation to Council.

CARRIED

6. COMPREHENSIVE ZONING BY-LAW AMENDMENT

The Committee continued discussions regarding changes to the Comprehensive Zoning by-law, in particular, hearing submissions from residents concerning the placement of storage containers in Shoreline Residential zones and lengthy discussions concerning lot size, coverage, etc. Discussions concerning other types of structures (busses, galvanized steel buildings) also took place.

7. SHORT TERM RENTAL ACCOMMODATIONS

The Committee agreed that the discussion concerning Short Term Rental Accommodations be deferred to next meeting.

8. ADJOURNMENT

RESOLUTION #2022/004

Moved by: Dan Roveda

Seconded by: Christopher Fisher

BE IT RESOLVED that the West Nipissing Planning Advisory Committee meeting of January 10, 2022 adjourned to February 14, 2022.

CARRIED



WEST NIPISSING COMMITTEE OF ADJUSTMENT

Resolution No.

2022 / 002

JANUARY 10, 2022

Moved by / *Proposé par* :

Christopher Fisher

Seconded by / *Appuyé par* :

Denis Sénécal

BE IT RESOLVED that the Minutes of the Committee of Adjustment meeting held on DECEMBER 13, 2021, be adopted, as presented.

"Normand Roberge"
CHAIR

"Melanie Ducharme"
SECRETARY

NAMES	YEAS	NAYS
Fisher, Christopher		
Gagnon, Roger		
Pellerin, Fernand		
Roberge, Normand		
Sénécal, Denis		

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
Held on December 13, 2021 at 7:30 PM
Chair: Normand Roberge



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

ABSENT:

CALL TO ORDER

RESOLUTION #2021/123

Moved by: Denis Sénécal

Seconded by: Roger Gagnon

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

MINUTES

RESOLUTION #2021/124

Moved by: Denis Sénécal

Seconded by: Fernand Pellerin

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

APPLICATIONS FOR CONSENT

C73/21 - Application for Consent by Carlos Brizuela and Michael Duffy (Owners)

A consent application made by Carlos Brizuela and Michael Duffy to create a one (1) new lot on Desjardins Street, Field, ON. Part Lot 14, Concession 5, Parts 1, 2, 4, 5, 6, and Part of Part 3, 36R14363, Field Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/108

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.

CARRIED

C74/21 - Application for Consent by Gilles Marleau (Owner)

A consent application made by Gilles Marleau for two (2) lot additions on Marleau Road, Sturgeon Falls, ON. Part Lot 3, Concession B, Parts 1 and 2, 36R6941, Part 1, 36R10261, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/126

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 in the Land Registry Office in order to consolidate the lot addition(s) with the lands to which they are being added.
6.	The property is located in the watershed for the Onesphore Marleau Drain. Pursuant to S. 65(1) of the Drainage Act, the Municipal Clerk shall instruct the Engineer to apportion the assessment for maintenance for the severed and retained lands. The owner shall be responsible for the cost of the said apportionment.

CARRIED

C75/21 - Application for Consent by Daniel Schwartzentruber and Leslie Bernard (Owners)

A consent application made by Daniel Schwartzentruber and Leslie Bernard to create one (1) new lot at 10725 Highway 17, Verner, ON. Part Lot 6, Concession 4, Caldwell Township, Municipality of West Nipissing, District of Nipissing.

The Committee agreed that if the MTO authorizes a separate farm entrance that Condition 6 can be waived by staff.

RESOLUTION #2021/127

Moved by: **Chris 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.	The property is located in the watershed for the Paquette Drain F. The Municipal Clerk shall instruct the Engineer pursuant to S. 65(1) of the Drainage Act to apportion the assessment for construction and future maintenance between the severed and retained lands. The owner shall be responsible for all costs associated with the said apportionment.
6.	Owner shall obtain/grant a ROW in the amount of 10m to be centred between the severed and retained lands for proposed mutual access from Highway 17.

CARRIED

C76/21 - Application for Consent by Bernard Amyot (Owner)

A consent application made by Bernard Amyot to create two (2) new lots on Levert Drive, Sturgeon Falls, ON. Part Lot 4, Concession 3, Springer Township, Municipality of West Nipissing, District of Nipissing.

Member Normand Roberge noted that he was related to potential buyer of the property, therefore turned item over to Vice-Chair Denis Sénécal.

RESOLUTION #2021/128

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 transferred to the municipality as a condition of the within severance.
6.	The property is located in the watershed for the Maheu Drain. Pursuant to S. 65(1) of the Drainage Act, the Municipal Clerk shall instruct the Engineer to apportion the assessment for maintenance for the severed and retained lands. The owner shall be responsible for the cost of the said apportionment.

CARRIED

C77/21 - Application for Consent by 1395559 Ontario Inc. (Owners)

A consent application made by 1395559 Ontario Inc. to create one (1) new lot at 90 Bay Street, Sturgeon Falls, ON. Part Lot 5, Concession A, Part 4, 36R14514, Springer Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/129

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 transferred to the municipality as a condition of the within severance.
6.	Owner shall grant an easement to Greater Sudbury Utilities in the amounts of 4m along Bay Street and 3m on Severed lands for existing plant, as required.

CARRIED

C78/21 - Application for Consent by Rosalie Dore (Owner)

A consent application made by Rosalie Dore to create one (1) new lot and one (1) lot addition on Quesnel Road, Sturgeon Falls, ON. Part Lot 6, Concession A, Springer Township, Municipality of West Nipissing, District of Nipissing.

Gwynneth Bailey made verbal representation to seek clarification regarding lot configuration.

RESOLUTION #2021/130

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 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.
6.	That the proposed severed lands be reduced such that they do not abut Block 14/15, 36M616, owned by the Municipality of West Nipissing.

CARRIED

C79/21 - Application for Consent by 9377819 Canada Inc. (Owner)

A consent application made by 9377819 Canada Inc. to create one (1) new lot at 3707 Highway 539, Field, ON. Part Lot 5, Concession 1, Part of Part 1 36R13960, Gibbons Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/131

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.

CARRIED

C80/21 - Application for Consent by Rene Daoust and Sandi Graff (Owner)

A consent application made by Rene Daoust and Sandi Graff to create one (1) new lot at 135 Dubuc Road, Crystal Falls, ON. East Part Lot 11, Concession 2, Grant Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2021/132

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.	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

ADJOURNMENT

RESOLUTION #2021/122

Moved By: **Denis Sénécal**

Seconded by: **Fernand Pellerin**

BE IT RESOLVED THAT the West Nipissing Committee of Adjustment meeting be adjourned to January 10, 2022.

CARRIED



WEST NIPISSING COMMITTEE OF ADJUSTMENT

Resolution No.

2022 / 009

FEBRUARY 14, 2022

Moved by / *Proposé par* :

Denis Sénécal

Seconded by / *Appuyé par* :

Christopher Fisher

BE IT RESOLVED that the Minutes of the Committee of Adjustment meeting held on JANUARY 10, 2022, be adopted, as presented.

"Normand Roberge"

CHAIR

"Melanie Ducharme"

SECRETARY

NAMES	YEAS	NAYS
Fisher, Christopher		
Gagnon, Roger		
Pellerin, Fernand		
Roberge, Normand		
Sénécal, Denis		

MINUTES

Municipality of West Nipissing
Meeting of the Committee of Adjustment
Held on January 10, 2022 at 7:30 PM
Chair: Normand Roberge



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

ABSENT:

CALL TO ORDER

RESOLUTION #2022/001

Moved by: Denis Sénécal

Seconded by: Roger Gagnon

That the Agenda for the Committee of Adjustment meeting of January 19th, 2022 be adopted, as presented. **CARRIED**

MINUTES

RESOLUTION #2022/002

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

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

APPLICATIONS FOR CONSENT

C01/22 - Application for Consent by Yves Rainville (Owner)

A consent application made by Yves Rainville for one (1) lot addition on Rainville Road, Verner, ON. East Part Lot 5, Concession B, Caldwell Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2022/003

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 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.	That a PIN Consolidation be registered in the Land Registry Office in order to consolidate the lot addition(s) with the lands to which they are being added.

CARRIED

C02/22 - Application for Consent by Andrew and Tricia Stewart (Owners)

A consent application made by Andrew and Tricia Stewart to create one (1) new lot on vacant land on Highway 64, Lavigne, ON. Part Lot 8, Concession 2, Macpherson Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2022/004

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 property is located in the watershed for the Rousseau Drain. The Municipal Clerk shall instruct the Engineer pursuant to S. 65(1) of the Drainage Act to apportion the assessment for construction and future maintenance between the severed and retained lands. The owner shall be responsible for all costs associated with the said apportionment.

CARRIED

C03/22 - Application for Consent by Yves and Brandei Baznet (Owners)

A consent application made by Yves and Brandei Bazinet for one (1) lot addition at 1691 Highway 575, Field, ON. East ½ of Part Lot 2, Concession 5, Part 1 36R14496, Badgerow Township, Municipality of West Nipissing, District of Nipissing.

RESOLUTION #2022/005

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 a PIN Consolidation be registered in the Land Registry Office in order to consolidate the lot addition(s) with the lands to which they are being added.

CARRIED

MV2021/15 - Application for Minor Variance by Julianne Spencer and Roy Vinall (Owner)

A minor variance application made by Julianne Spencer and Roy Vinall to reduce minimum side-yard setback from 3m to 1.5m to permit construction of addition, including attached garage. Part Lot 5, Concession 3, Part 4 NR201, Hugel Township, Municipality West Nipissing, District of Nipissing.

RESOLUTION #2022/006

Moved by: Roger Gagnon

Seconded by: Christopher Fisher

CARRIED

ADJOURNMENT

RESOLUTION #2022/007

Moved By: Christopher Fisher

Seconded by: Roger Gagnon

BE IT RESOLVED THAT the West Nipissing Committee of Adjustment meeting be adjourned to February 14, 2022.

CARRIED

MINUTES of the Municipal Accessibility Advisory Committee
Virtual Meeting held on September 9th, 2021

PRESENT: Sylvie Bélanger, Rachel Gagnon, Roberte Giroux, Céleste Auger Proulx, Councillor Roland Larabie, Jonny Belanger and Lynn Duhaime.

ABSENT: Yvon Gauthier, Brian Robert

CALL TO ORDER

The meeting was call to order at 3:00pm.

APPROVAL AND ADDITION TO THE AGENDA

Moved by: Céleste Auger Proulx

Seconded by: Rachel Gagnon

THAT the agenda be accepted as presented.

CARRIED

APPROVAL OF THE MINUTES

Moved by: Roberte Giroux

Seconded by: Céleste Auger Proulx

THAT the minutes of April 29th, 2021 be approved as presented.

CARRIED.

BUSINESS ARISING OUT OF THE MINUTES

Awareness Day – May 30-June 5, the communication department was able to post a banner on the municipal website promoting accessibility week.

Handicapped Parking Request – Lynn reported that she received a copy of the letter that was sent to POP Rivets stipulating that: “for logistical and safety reasons the Municipality can not designate a roadside accessible parking spot”.

Councillor Larabie mentioned that our policy states that only private property owners can request to have their handicapped parking enforced. It’s not for businesses asking to have handicapped parking on the streets in front of their business. Sylvie also commented that if we would start saying yes to all requests for businesses asking for street handicapped parking especially downtown, we would not have enough regular parking for everyone else.

NEW BUSINESS

Accessibility Project Update – Jonny Belanger mentioned that the process for our \$245, 000 projects has started. Most of the project for each building consist of the main entrance and counter top. Designs have been started for each establishment and hopefully all the project will be done before the end of the year.

OTHER BUSINESS

John Street Bridge sidewalk – One of the committee members mentioned that the municipality should look at the sidewalk and curb on the John Street Bridge. It is very dangerous for someone in a wheelchair/scooter. The sidewalk is not large enough for two people let alone a wheelchair meeting another person or even worse another wheelchair. Councillor Larabie mentioned that he will discuss it with public work to see what we can do to make it safer and will give us an update at our next meeting.

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

AJOURNMENT

Moved by: Rachel Gagnon

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

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

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

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:13 p.m.

2. Approval of the agenda for the Board Meeting of November 2021

MOTION #21-68

MOVED BY S. Pilon

SECONDED BY C. Fisher that the agenda for the meeting of November 10, 2021 be approved as amended adding:

6. a) Genealogy

6. b) Board Meeting Schedule

CARRIED

3. Declaration of any conflicts of interest

None

4. Approval of the minutes of the previous meeting:

MOTION #21-69

MOVED BY S. Pilon

SECONDED BY C. Fisher that the minutes for the meeting of October 14, 2021, be approved as presented

CARRIED

5. In-camera session

MOTION #21-70

MOVED BY M. Michaud

SECONDED BY S. Pilon that the meeting proceeds to an in-camera session at 4:18 p.m.

CARRIED

MOTION #21-71

MOVED BY S. Friedrich

SECONDED BY C. Fisher that the meeting proceeds out of camera at 4:31 p.m.

CARRIED

6. Business arising from the minutes

a) Genealogy

The vice-chair asked for update on the inventory process of the Library's archives and asked for this project to be made a priority. The CEO explained that this was a very big project and will take some time to complete. The CEO also mentioned that the ultimate goal was to have the collection organized and catalogued, so it would appear in the online system. The Board decided that the CEO should take pictures and videos of the collection in the meantime to have some documentation of what we have in case of fire. The CEO assured that the project will be done, but not overnight.

b) Board Meeting Schedule

Board meetings in 2022 will be held on the second Thursday of the month at 4:00 p.m. The location of each meeting will be decided at the meeting held on the month prior. 2022 Board Meeting schedule:

- Thursday, January 13, 2022
- Thursday, February 10, 2022
- Thursday, March 10, 2022
- Thursday, April 14, 2022
- Thursday, May 12, 2022
- Thursday, June 9, 2022
- Thursday, September 8, 2022
- Thursday October 13, 2022
- Thursday, November 10, 2022
- Thursday, December 8, 2022

6. Correspondence

a) Board Member Resignation

There was a brief discussion in regards to the letter of resignation from Danielle Venne sent to the Board.

MOTION #21-72

MOVED BY S. Friedrich

SECONDED BY S. Michaud that the correspondence be approved

CARRIED

7. Treasurer's Report

a) Approval of disbursements for the month of October 2021

MOTION #21-73

MOVED BY S. Michaud

SECONDED BY S. Pilon that the expenditures for the month of October 2021 in the amount of \$6,071.21 for cheques #6591 to #6600 inclusive be approved and that fees and fines in the amount of \$1,325.25 be acknowledged

CARRIED

b) Budget 2022

The Board discussed the presented documents. The CEO answered questions the Board had and shared details about specific lines in the budget. The CEO will work on the reserve budget and bring it back to the January meeting for approval.

MOTION #21-74

MOVED BY S. Michaud

SECONDED BY S. Pilon that the 2022 Library operating budget be approved as presented

CARRIED

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

a) River Valley

No updates.

10. Report of the CEO:

See attached

The CEO presented her report.

MOTION #21-75

MOVED BY C. Fisher

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

CARRIED

12. Policy Review & Update

a) Safety, Security & Emergency Policies (SSE 1 – SSE 6) Review

The Board decided to add a sentence at the beginning of policy SSE 3 – Contractor Safety, that the Library's policy for contractor safety follows the Municipality's policy.

MOTION #21-76

MOVED BY C. Fisher

SECONDED BY S. Michaud that policy *SSE 1 – Emergency Procedures*, *SSE 2 – Workplace Violence and Harassment*, *SSE 3 – Contractor Safety*, *SSE 4 – Working Alone*, *SSE 5 – Sexual Harassment & SSE 6 – Substance Abuse* be approved as amended.

CARRIED

15. Date & Time of Next Meeting

Thursday, January 13, 2021 at 4:00 p.m., Sturgeon Falls Auditorium

16. Adjournment

MOTION # 21-77

MOVED BY S. Friedrich that the meeting be adjourned at 5:49 p.m.

CARRIED

Pme Langwin
Chair

Erich Pl
Secretary

January 13, 2022
Date

January 13, 2022
Date

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

**Regular Board Meeting Minutes
Thursday, January 13th, 2022 at 4:00 p.m. via ZOOM**

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

Staff: É. Keenan

1. Call to order

Meeting called to order by chair at 4:05 p.m.

2. Approval of the agenda for regular Board Meeting of January 2022

MOTION #22-01

MOVED BY S. Pilon

SECONDED BY S. Michaud that the agenda for the meeting of January 13, 2022 be approved as presented

CARRIED

3. Declaration of any conflicts of interest

None

4. Approval of the minutes of the previous meeting:

MOTION #22-02

MOVED BY S. Pilon

SECONDED BY S. Michaud that the minutes of the meeting of November 10, 2021, be approved as presented

CARRIED

*S. Friedrich joined the meeting at 4:07 p.m.

5. Business arising from the minutes

a) Genealogy (S. Pilon)

Employees will perform an inventory on the current genealogy collection. The CEO will contact with the Historical Society of West Nipissing to discuss the possibility of a partnership to provide virtual history workshops.

6. Treasurer's Report

a) Approval of disbursements for the month of November 2021

MOTION #22-23

MOVED BY S. Friedrich

SECONDED BY C. Fisher that the expenditures for the month of November 2021 in the amount of \$12,693.97 for cheques #6601 to #6609 inclusive be approved and that fees and fines in the amount of \$1,205.95 be acknowledged

CARRIED

b) Approval of disbursements for the month of December 2021

MOTION #22-04

MOVED BY S. Michaud

SECONDED BY S. Pilon that the expenditures for the month of December 2021 in the amount of \$10,251.15 for cheques #6610 to #6624 inclusive be approved and that fees and fines in the amount of \$1,131.50 be acknowledged

CARRIED

c) Budget 2022

There were no updates on the Budget at this time. The Board asked that the Budget be submitted to Council.

7. Report of Board Members' Advocacy Activities

None

8. Branch Reports

a) River Valley

The CEO presented her report.

* See attached.

9. Report of the CEO:

The CEO presented her report.

*See attached.

The CEO shared information on the new COVID-19 protocols. Many neighbouring Libraries are choosing to return to curbside services due to the spike in community cases as well as the new isolation procedures resulting in lower staff levels. The CEO suggests following suit. The Board agrees that curbside is the best option at this time for the health and safety of staff and patrons. The Library will return to curbside service until the next meeting or until agreed upon over email. Libraries will keep their current hours of operations.

MOTION #22-05

MOVED BY C. Fisher

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

CARRIED

10. Policy Review & Updates

a) V 1 – Volunteer Policy

The CEO will make the changes necessary and bring it back to the next meeting.

Policies to be reviewed at the next meeting:

- OP-PS 1 – Membership
- OP-PS 2 – Library Services
- OP-PS 3 – Circulation

11. Date & Time of Next Meeting

Thursday, February 10, 2022 at 4:00 p.m. via ZOOM

12. Adjournment

MOTION # 22-06

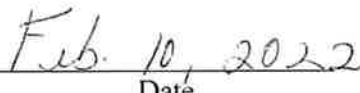
MOVED BY S. Michaud that the meeting be adjourned at 4:48 p.m.



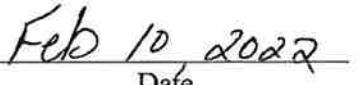
Chair



Secretary



Date



Date

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

**Regular Board Meeting Minutes
Thursday, February 10, 2022 at 4:00 via ZOOM**

Present: S. Pilon, A. Langevin, C. Fisher, S. Michaud

Staff: É. Keenan

Regrets: S. Friedrich

1. Call to order

Meeting called to order by chair at 3:59

2. Approval of the agenda for regular Board Meeting of February 2022

MOTION #22-07

MOVED BY S. Michaud

SECONDED BY C. Fisher that the agenda for the meeting of February 10, 2022 be approved as amended adding;

5. a) Archives vs. Genealogy

8. a) Correspondence

CARRIED

3. Declaration of any conflicts of interest

None

4. Approval of the minutes of the previous meeting:

MOTION #22-08

MOVED BY S. Pilon

SECONDED BY C. Fisher that the minutes of the meeting of January 13, 2022, be approved as presented

CARRIED

5. Business arising from the minutes

a) Archives vs. Genealogy

The CEO shared the confusion and inconsistency in terminology when discussing archival and genealogy collections. The CEO provided information on the two different collections. The Vice-chair shared some history behind the collections. In result, the CEO will request a meeting between the Library and the representative of the local Genealogy Society. The Vice-chair requested to be included in the meeting.

6. Treasurer's Report

MOTION #22-09

MOVED BY C. Fisher

SECONDED BY S. Michaud that the expenditures for the month of January 2022 in the amount of \$11,239.05 for cheques #6625 to #6638 inclusive be approved and that fees and fines in the amount of \$885.45 be acknowledged

CARRIED

7. Report of Board Members' Advocacy Activities

The Vice-chair had signed up for the OLA Super Conference however, could not access the online portal.

8. Correspondence

The CEO shared an email she received from the West Nipissing Chamber of Commerce, asking if the Library would be interested in joining the Chamber. The Board discussed and concluded that it was not in the best interest of the Library at this time. The Board asked the CEO to find more information from other Libraries to see if and what type of involvement they have with their local Chamber of Commerce.

MOTION #22-10

MOVED BY S. Michaud

SECONDED BY C. Fisher that the correspondence be received

CARRIED

9. Report of the CEO:

The CEO presented her report.

See report attached.

MOTION #22-11

MOVED BY S. Pilon

SECONDED BY C. Fisher that the CEO's report be approved as presented

CARRIED

10. Policy Review & Updates

- a) V1 – Volunteer Policy
- b) OP-PS 1 – Membership (**Amended**)
- c) OP-PS 2 – Library Services (**Amended**)
- d) OP-PS 3 – Circulation

MOTION #22-12

MOVED BY S. Michaud

SECONDED BY S. Pilon that policies *V 1 – Volunteer Policy* and *OP-PS 3 – Circulation* be approved as presented

CARRIED

MOTION #22-13

MOVED BY S. Fisher

SECONDED BY S. Pilon that policies *OP-PS 1 – Membership* and *OP-PS 2 – Library Services* be approved as amended

CARRIED

Changes were made to the following appendices:

OP-PS A Appendix Sharing Policy Procedures **(Amended)**

OP-PS A.1 Appendix *(removed)*

OP-PS A.2 Appendix *(removed)*

OP-PS A.3 Appendix *(removed)*

OP-PS B Membership *(removed)*

OP-PS B Library Hours *(previously OP-PS C)* **(Amended)**

OP-PS C Loan Period, Overdue Notification, Fines *(previously OP-PS D)* **(Amended)**

OP-PS D Fines *(previously OP-PS E)* **(Amended)**

OP-PS E Letter Concerning the Library's Open Access Policy *(previously OP-PS F)* **(Amended)**

All following OP-PS appendix numbers have moved up by one due to OP-PS B Membership being removed

11. New Business

a) Reserve Plans

Signage

The CEO shared the current signage situation at all branches and discussed potential updates. The Board has directed the CEO to begin acquiring permissions needed and quotes. The Board also discussed and directed the CEO to see if the Municipality would be interested in sharing and splitting the cost an additional sign they hope to install at the Sturgeon Falls branch.

Verner Book Drop

The Verner location has had requests for an outdoor book drop for some time. The CEO shared some potential solutions. The Board directed the CEO to see what other Libraries have at their locations. The CEO will bring it back to the next meeting.

12. Date & Time of Next Meeting

Thursday, March 10, 2022 at 4:00 p.m. via ZOOM

13. Adjournment

MOTION # 22-14

MOVED BY S. Michaud that the meeting be adjourned at 5:39

CARRIED

Anne Langwin
Chair
Carli H.
Secretary

March 10, 2022
Date
March 10, 2022
Date

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on November 17, 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 Microsoft Teams 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. 50

Moved by : Ronald Demers

Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Agenda of the Regular Meeting on November 17, 2021 be approved as amended at 12:15 pm.

Carried

04. Adoption of Minutes

Resolution No. 51

Moved by : Léo Malette

Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Minutes of the Regular Meetings held October 20, 2021 be approved as presented.

Carried

05. New Business:

a) MLTC Investment in Direct Care Funding

Administrator informed the Board that the Home is receiving funding allocation for staffing supplement, Allied Health Professionals Staffing Supplement including staff education to increase direct care time for residents.

Administrator also provided recommendations on how staffing will be added.

b) Life Lease 2022 Budget

The Life Lease Budget for the year 2022 was presented and adopted by the Board and the following resolution was passed:

Resolution No. 52

Moved by : Léo Malette

Seconded by : Ronald Demers

BE IT RESOLVED THAT the Life Lease Budget for the year 2022 be approved as presented and that the attached summary documents form part of this resolution.

Carried

c) MLTC Inspection Report

The Board was informed that the results of the inspection was a written notice with respect to frontline to provide the MLTC with the Critical Incident Report on time and that correction action will be taken for any future critical incident reporting.

d) MLTC New Proactive Inspection Program

Administrator summarized the proposed new legislation for LTC Homes and the Ministry's focus on three key priorities.

e) **Strategic Plan**

No new information to be provided.

f) **COVID-19 Outbreak Update**

The Board was updated on the current COVID-19 outbreak in Section A whereas to date it has been isolated to one individual and were further reassured of the measures taken and enhanced protocols and controls being in place. To date all residents and staff have been tested (PCR) and there are no further positive cases.

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. 53

Moved by : Catherine Neddow

Seconded by : Yvon Duhaime

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. 54

Moved by : Léo Malette

Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

07. **In-Camera Session**

None

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for December 15th, 2021 at 12:00 noon.

b) Information Items

None provided.

09. Adjournment

Resolution No. 55

Moved by : Catherine Neddow

Seconded by : Yvon Duhaime


BE IT RESOLVED THAT the meeting now adjourns at 1:15 pm.

Carried

Chair



Administrator / Secretary



**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on December 15, 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 Microsoft Teams 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. 56

Moved by : Léo Malette
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Agenda of the Regular Meeting on December 15, 2021 be approved as amended at 12:00 pm.

Carried

04. Adoption of Minutes

Resolution No. 57

Moved by : Ronald Demers
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Minutes of the Regular Meetings held November 17, 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. 58

Moved by : Catherine Neddow
Seconded by : Léo Malette

BE IT RESOLVED THAT the Minutes of the Joint Health and Safety Committee have been received.

Carried

b) Ontario Health North – Hubs Proposal

Administrator recommended that the Board agrees conceptually and in principle to the establishment of a West Nipissing Health Hub. After review and discussion, the following resolution was passed:

Resolution No. 59

Moved by : Ronald Demers
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Board agrees conceptually and in principle with the establishment of a West Nipissing health Hub subject to terms of reference of such.

Carried

c) **Staffing Analysis Update**

The report shows staffing problems mostly on weekends. The Home continues to work with local colleges to recruit more staff.

d) **North Bay Health Unit Outbreak Audit Report**

Administrator summarized the audit which resulted only in minor issues and demonstrated the Home as a leader in our region with IPAC measures.

e) **Community Support Services Budget Update**

The update shows that there are financial challenges in providing services due to no increase in funding. Continued efforts are being made to get more funding.

f) **Strategic Planning - Correspondence**

A response was received from Premier Doug Ford who advises he has referred our concerns to the Honourable Rod Phillips, Minister of Long-Term Care. Administrator advised that he will attempt to call the Honourable Rod Philips directly for an update.

g) **Insurance Update**

Administrator informed the Board that two quotations were requested for our insurance which expires January 1, 2022. One being from Hub for Long-Term Care which includes coverage for infectious diseases and the other from our current insurance provider which is at a 37% increase and has no infectious disease coverage. Once all quotations are received a comparison will be made and the Board will be informed accordingly.

h) **COVID-19 Update**

The Board was advised on new stricter measures coming into effect for Long-Term Care homes whereas testing will be done twice a week and unvaccinated visitors will no longer be allowed into the Homes.

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. 60

Moved by : Catherine Neddow
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Financial Report be accepted as presented.

Carried

b) Administrative Report

None presented.

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. 61

Moved by : Ronald Demers
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding the security of the property of the Home Board at 12:35 pm.

Carried

a) Matter regarding the security of the property of the Home Board

Board members brought forward discussions on the redevelopment of the Home.

Resolution No. 62

Moved by : Catherine Neddow
Seconded by : Léo Malette

BE IT RESOLVED THAT the Board returns to its Regular Meeting at 12:50 pm.

Carried

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for January 19th, 2022 at 12:00 noon.

b) Information Items

None provided.

09. Adjournment

Resolution No. 63

Moved by : Yvon Duhaime

Seconded by : Léo Malette

BE IT RESOLVED THAT the meeting now adjourns at 12:50 pm.

Carried

Chair

Administrator / Secretary

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held by conference call
on January 19, 2022 at 12:00 noon**

PRESENT: MEMBERS : Lise Senécal Chair
 Ronald Demers
 Yvon Duhaime
 Jacques Dupuis Administrator / Secretary
 Léo Malette
 Catherine Neddow Vice-Chair / Provincial Appointee
 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. Elections

The Administrator chaired the elections having the following resolutions being adopted:

Resolution No. 1

Moved by : Ronald Demers
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT Lise Senécal be appointed Chair for the year 2022.

Carried

Resolution No. 2

Moved by : Joanne Savage
Seconded by : Léo Malette

BE IT RESOLVED THAT Catherine Neddow be appointed Vice-Chair for the year 2022.

Carried

04. Adoption of Agenda

Resolution No. 3

Moved by : Joanne Savage
Seconded by : Léo Malette

BE IT RESOLVED THAT the Agenda of the Annual Meeting on January 19, 2022 be approved as presented at 12:10 pm.

Carried

05. Adoption of Minutes

Resolution No. 4

Moved by : Yvon Duhaime
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Minutes of the Regular Meeting held December 15, 2021 be approved as presented.

Carried

06. New Business:

a) Staffing Update

Administrator provided a detailed report of December staffing and current issues. He further informed the Board that more funding will be available in March.

b) Insurance Update

A breakdown of the premium between Au Chateau and Non-Profit Housing was provided. After discussion, Administrator will proceed with two quotations for the new term being one for Au Chateau LTC with contagious disease coverage and the other for West Nipissing Non-Profit Housing to determine if it is more feasible quoted separately.

c) Critical Incident Report 2021

A review of the report was made and in view of the main issue being a significant increase in admissions of residents with behavioural problems, it was recommended that a letter be sent to the Ministry requesting funds to have a behaviourist available in the Home 24/7.

d) COVID-19 Update

Administrator highlighted some of the key areas and updated the Board on the Home's current situation regarding COVID-19 exposure and measures.

e) COVID-19 Integrated Testing and Case Contact

Different scenarios were explained as to what measures are taken when an employee or caregiver presents with symptoms or tests positive for COVID-19.

f) Strategic Plan – Architect Update

The Board was informed that only one response to the letters sent regarding Temagami was received from Premier Doug Ford. Another letter will be sent to the new replacement for Rod Phillips, Minister of Long-Term Care.

Administrator further brought forward new details regarding the re-development whereas since the last movement on a standalone Home which was the preferred option, costs have increased since COVID-19 and need to move to the second step which now requires a quantity survey. A report outlining the costs will be provided to the Board for Phase 1 and Phase 2, to decide if the Board wishes to move forward or make changes. The third step is to be ready for the Fall for application for new build.

07. 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. 5

Moved by : Ronald Demers
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. 6

Moved by : Catherine Neddow
Seconded by : Ronald Demers

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

08. In-Camera Session

None presented.

09. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for February 16th, 2022 at 12:00 noon.

b) Information Items

None

10. **Adjournment**

Resolution No. 7

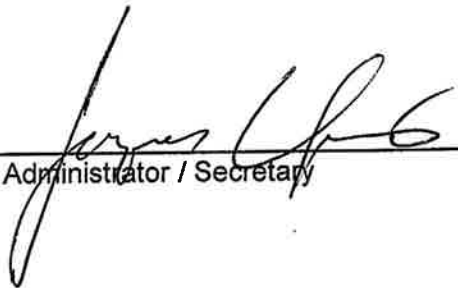
Moved by : Yvon Duhaime

Seconded by : Léo Malette

BE IT RESOLVED THAT the meeting now adjourns at 1:30 pm.

Carried



Chair

Administrator / Secretary

**MINUTES OF THE ANNUAL GENERAL MEETING OF
THE BOARD OF DIRECTORS OF
THE WEST NIPISSING ENVIRONMENTAL SERVICES
HELD ON JULY 7th, 2021 AT 6:00 P.M.
BY ZOOM**

DIRECTORS PRESENT: ROCHON, Ginette
LARABIE, Roland
ALLAIRE, Louise
OLIVIER, Dan
MARLEAU, Raymond

ABSENT : BIZIER, Bertrand

STAFF: CRADDOCK, Alisa (Director of Corporate Services & Treasurer)
SULLIVAN, Jason (Manager)

GUEST: LONGLADE, Dan (Bakertilly)

RECORDING SECRETARY: LEVAC, Chantale

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

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

2. **ADOPTION OF THE AGENDA**

Resolution number 2021-07-01

Moved by: Dan Olivier

Seconded by: Louise Allaire

BE IT RESOLVED THAT the agenda for the Annual General Meeting held July 7th, 2021 be adopted as presented.

-CARRIED

3. **FINANCIAL REPORTS:**

The Chairperson welcomed Mr. Dan Longlade to the WNES AGM meeting. At this time Mr. Longlade proceeded to go through the financials for the year 2020. He highlighted the following key line items.

- Clean Auditors Report
- Receivables are higher due to COVID
- Good estimate between the draft budget and actual budget
- WNES finished the year in a good financial position

Minutes of the AGM held July 7th, 2021

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

Resolution number 2021-07-02

Moved by: Louise Allaire

Seconded by: Bertrand Bizier

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

-CARRIED

4. WELCOME MESSAGE

Director Rochon proceeded with her welcome message. She started by thanking the members for their continued commitment, involvement and interest in the West Nipissing Environmental Services operations. She also mentioned that even though our meeting procedures have changed due to COVID 19 we are still able to proceed with the responsibilities of keeping the daily operations of WNES. Lastly, Director Rochon thanked the Manager the staff and municipal employees for their support, input and guidance.

5. APPROVAL OF 2020 MINUTES

Resolution number 2021-07-03

Moved by: Louise Allaire

Seconded by: Daniel Olivier

BE IT RESOLVED THAT the minutes of the Annual General Meeting held November 16th, 2020 be adopted as amended.

-CARRIED

6. RESOLUTION TO APPOINT AUDITORS

Resolution number 2021-07-04

Moved by: Louise Allaire

Seconded by: Raymond Marleau

BE IT RESOLVED THAT Bakertilly be appointed as auditors for the fiscal year 2021 for West Nipissing Environmental Services.

-CARRIED

Minutes of the AGM held July 7/21

7. MANAGER'S REPORT

The Manager proceeded to highlight key aspects of the year 2020.

- Managing the landfill during these difficult times has been challenging but the employees were cooperative and continued to do their job diligently
- Replacement of commercial recycling truck
- Continuation of expansion plans for the new cell
- Implementation of the new program Recycling Coach
- Landfill site road upgrades

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

8. NEW BUSINESS - None

10. ADJOURNMENT:

Resolution number 2021-07-05

Moved by: Daniel Olivier

Seconded by: Roland Larabie

BE IT RESOLVED THAT this meeting be adjourned at 6:21 p.m.

-CARRIED



Chairperson



Recording Secretary

**MINUTES OF THE REGULAR MEETING OF
THE WEST NIPISSING ENVIRONMENTAL SERVICES
HELD ON JULY 7th, 2021
VIA ZOOM**

DIRECTORS PRESENT: ROCHON, Ginette
OLIVIER, Dan
LARABIE, Roland
MARLEAU, Ray
ALLAIRE, Louise

ABSENT: BIZIER, Bertrand -

STAFF: SULLIVAN, Jason (Manager)
CRADDOCK, Alisa (Director of Corporate Service & Treasurer)

RECORDING SECRETARY: LEVAC, Chantale

Meeting was called to order at 6:25 p.m. – following the AGM

1. DECLARATION OF FINANCIAL DISCLOSURE: None

2. ADOPTION OF THE AGENDA

Resolution number 2021-07-06

Moved by: Louise Allaire

Seconded by: Raymond Marleau

BE IT RESOLVED THAT the agenda for the Regular meeting held July 7th, 2021 be adopted as presented.

-CARRIED

3. APPROVAL OF MINUTES

Resolution number 2021-07-07

Moved by: Dan Olivier

Seconded by: Roland Larabie

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

1. February 1st, 2021 Regular meeting (VIA ZOOM)
2. April 7th, 2021 Special Budget meeting (VIA ZOOM)

-CARRIED

4. FINANCIAL MATTERS

a) Disbursements

Resolution number 2021-07-08

Moved by: Roland Larabie

Seconded by: Dan Olivier

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

January 2021	\$278,789.09
February 2021	\$141,272.03
March 2021	\$184,625.11
April 2021	\$147,615.07
May 2021	\$415,480.91

-CARRIED

The Manager proceeded to answer questions relating to the expenditures list.

b) Budget & Reports

Manager proceeded to go through the income statement and highlight the key changes.

- Still not accepting cash at the landfill due to COVID
- Increase in cardboard shipping
- Increase in repairs & maintenance
- Contaminated soil line item is low at the moment but will increase in June
- Bin purchase – funded by the municipal reserve- does not affect WNES revenue – will invoice municipality for all expenses incurred

5. MANAGER'S REPORT:

- a) 2020 truck is on the road and running – minor issues at the beginning but working well now
- b) Sturgeon Brush was hired to grind the wood pile at the landfill
- c) Move scarp metal- price has increased and there is quite a bit
- d) Major repairs on the compactor and front end loader was needed
- e) Our recycling is being shipped- not generating money through R & D – we would not be able to handle all recycling by ourselves

6. NEW BUSINESS:

- a) Bin service- discussion on bin rental
 - requests have been high for outlying areas
 - where are our boundaries
 - will need to establish trucker rate – does the money received cover the cost of delivery
 - need to evaluate and create a policy to see if we are recuperating our costs
 - revise contract
 - bin replacements
 - bring back item at a future meeting

After discussion here a few points that were highlighted

- Director Larabie would like to see a universal charge across the board since West Nipissing is a municipality as a whole
- Director Olivier does not agree with one rate- would like to see a truckers rate established
- Jason to contact Brigitte and Alisa to prepare a costing analysis and bring back at a future meeting

7. UNFINISHED BUSINESS

- a) Interac – pricing and contract information is being reviewed by Brigitte and Alisa
- b) Recycling Depot
 - 6 recycling depot will be added on Caron Road in Lavigne
 - No definitive time frame on when the ground will be prepped
 - Director Larabie reiterated Council decision to the Board members
 - Municipality will be responsible to pay

8. Next Meeting:

Regular meeting: September 20/21 at 6:00 p.m.

10. ADJOURNEMENT

Resolution number 2021-07-09

Moved by: Dan Olivier

Seconded by: Roland Larabie

BE IT RESOLVED THAT this meeting be adjourned at 7:24 p.m..

-CARRIED


Chairperson


Recording Secretary

**MINUTES OF THE REGULAR MEETING OF
THE WEST NIPISSING ENVIRONMENTAL SERVICES
HELD ON SEPT 27th, 2021
VIA ZOOM**

DIRECTORS PRESENT: ROCHON, Ginette
OLIVIER, Dan
LARABIE, Roland
MARLEAU, Ray
ALLAIRE, Louise

ABSENT: BIZIER, Bertrand -

STAFF: SULLIVAN, Jason (Manager)

RECORDING SECRETARY: LEVAC, Chantale

Meeting was called to order at 6:00 p.m.

1. DECLARATION OF FINANCIAL DISCLOSURE: None

2. ADOPTION OF THE AGENDA

Resolution number 2021-09-01

Moved by: Ray Marleau

Seconded by: Roland Larabie

BE IT RESOLVED THAT the agenda for the Regular meeting held Sept 27th, 2021 be adopted as presented.

-CARRIED

3. APPROVAL OF MINUTES

Resolution number 2021-09-02

Moved by: Ray Marleau

Seconded by: Louise Allaire

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

1. July 7th, 2021 AGM Meeting (VIA ZOOM)
2. July 7th, 2021 Regular meeting (VIA ZOOM)

-CARRIED

4. FINANCIAL MATTERS

a) Disbursements

Resolution number 2021-09-03

Moved by: Dan Olivier

Seconded by: Ray Marleau

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

June 2021	\$142,794.93
July 2021	\$268,354.86
August 2021	\$126,214.04

-CARRIED

The Manager proceeded to answer questions relating to the expenditures list. The members requested that a Fleet report be brought at the next meeting. The Manager is to ask the bookkeeper about the transmission costs incurred. Should they be capital or regular expenses.

b) Budget & Reports

Manager proceeded to go through the income statement and highlight the key changes.

- Good financial position
- Increase in contaminated soil
- Scrap metal has been sold
- Increase in operating expenses due to repairs

The members would like clarification on what expenses are in the Misc line item. The Manager is to ask Brigitte Carriere.

The Manager is to inquire on the bin expenses incurred in Lavigne. Who's responsibility is it to pay?

5. MANAGER'S REPORT:

- a) Presentation made to Council regarding the EPR and its effect- there was an add in the Tribune
- b) Update on the Producer's responsibility regarding recycling material
- c) Producer's will be responsible for full cost and should be implemented by 2025
- d) Prepping Lavigne depot for delivery of recycling bins- should be installed by 1st week of Oct/21
- e) Draft and review stage on the study of the capacity issue at the landfill

6. NEW BUSINESS:

- a) Email from Director Bizier's resignation was presented to the Board
- b) Suggestion of filling the position as soon as possible – will be brought to Council
- c) Director Rochon replied to Mr. Bizier thanking him for his time and dedication over the years
- d) Director Olivier inquired on how many members were required for quorum at the WNES meeting – 4 members are required

Minutes of the Regular meeting held on Sept 27th, 2021

7. UNFINISHED BUSINESS

- a) Interac – Monday October 4/21 introducing interac machine at landfill
- b) There will be a transition phase to introduce payment options
- c) Discussion on announcing that payment is now required when disposing of garbage at landfill
- d) Bin rental – Brigitte is currently working on a costing report- to be brought back at future meeting

8. Next Meeting:

Regular meeting: November 15/21 at 6:00 p.m.

10. ADJOURNEMENT

Resolution number 2021-09-04

Moved by: Louise Allaire

Seconded by: Roland Larabie

BE IT RESOLVED THAT this meeting be adjourned at 6:59 p.m..

-CARRIED



Chairperson



Recording Secretary

**MINUTES OF THE REGULAR MEETING OF
THE WEST NIPISSING ENVIRONMENTAL SERVICES
HELD ON NOVEMBER 15th, 2021
VIA ZOOM**

DIRECTORS PRESENT: ROCHON, Ginette
OLIVIER, Dan
LARABIE, Roland
MARLEAU, Ray
ALLAIRE, Louise

STAFF: SULLIVAN, Jason (Manager)

RECORDING SECRETARY: LEVAC, Chantale

Meeting was called to order at 6:00 p.m.

1. **DECLARATION OF FINANCIAL DISCLOSURE:** None
2. **ADOPTION OF THE AGENDA**

Resolution number 2021-11-01

Moved by: Louise Allaire

Seconded by: Ray Marleau

BE IT RESOLVED THAT the agenda for the Regular meeting held November 15th, 2021 be adopted as presented.

-CARRIED

3. **APPROVAL OF MINUTES**

Resolution number 2021-11-02

Moved by: Dan Olivier

Seconded by: Louise Allaire

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

1. September 15th, 2021 AGM Meeting (VIA ZOOM)

-CARRIED

4. **FINANCIAL MATTERS**

a) Disbursements

Resolution number 2021-11-03

Moved by: Ray Marleau

Seconded by: Roland Larabie

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

September 2021	\$111,498.00
October 2021	\$138,601.07

-CARRIED

The Manager proceeded to answer questions and comments relating to the expenditures list.

b) Budget & Reports

Manager proceeded to go through the income statement and highlight the key changes.

- Good financial position
- Increase in revenue due to contaminated soil
- Increase in operating expenses due to repairs

Members would like to see a line item added for rental of machinery under operating expenses and also add a recycling expense line item.

5. MANAGER'S REPORT:

- a) Repairs & Maintenance: presented a breakdown of expenses on equipment
- b) 2006 Recycling truck has been decommissioned
- c) Lavigne Recycling Depot is up an running
 - Installed 5 bins instead of 6
 - Emptied on regular basis
 - Installation finalized in early November/21
 - Purchased refurbished bins
- d) Contaminated Soil:
 - Being hauled from several areas in Ontario
 - Discuss pricing for next year's budget
- e) Debit machine is up an running-
- f) R & D switched to GFL. Director Olivier inquired if any changes had occurred with the hauling of recycling. At this time it has not affected the outgoing recycling.

6. NEW BUSINESS:

7. UNFINISHED BUSINESS

- a) Board vacancy
- b) Bin rental costing - deferred

8. Next Meeting:

Regular meeting: January 17/22 at 6:00 p.m.

Minutes of the Regular meeting held on November 15th, 2021

10. ADJOURNEMENT

Resolution number 2021-11-04

Moved by: Ray Marleau

Seconded by: Roland Larabie

BE IT RESOLVED THAT this meeting be adjourned at 6:43 p.m..

-CARRIED



Chairperson



Recording Secretary



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

Resolution No.

2022 /

MARCH 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the accounts payables disbursement sheets for **AUGUST, SEPTEMBER** and **OCTOBER 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: _____

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

Resolution No.

2022 /

MARCH 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the Mayor and Chief Administrative Officer be authorized to sign a Lease Renewal Agreement with Her Majesty the Queen in Right of Canada, represented by the Minister of Public Works and Government Services (STATSCAN), for a four (4) year period commencing on September 1, 2021 and expiring on August 31, 2025.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



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

BY-LAW 2022/35

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING HELD ON THE 22nd 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 22nd 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 22nd 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