



## COUNCIL MEETING – TUESDAY, APRIL 5, 2022 – 6:30 PM RÉUNION DU CONSEIL – MARDI, LE 5 AVRIL 2022 – 18H30

### VIRTUAL ZOOM MEETING / RÉUNION VIRTUELLE PAR ZOOM

### AGENDA / ORDRE DU JOUR

- A) **Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires**
- B) **Addendum and Agenda / Addenda et Ordre du jour**
- B-1 By-Law **2022/35** to appoint a Deputy Clerk
  - B-2 Approve the Addendum
  - B-3 Resolution to deviate from normal agenda format
  - B-4 Adopt the Agenda
- C) **Delegations & Petitions / Délégations et pétition** ..... **NIL**

### REGULAR COUNCIL / SÉANCE RÉGULIÈRE

#### UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ

- D) **Planning / Planification**
- D-1 Authorize Redline Amendment for Subdivision Plan (SUBD 2021/02) (*R. Marleau*)
  - D-2 Authorize Extension for Draft Subdivision Plan (SUBD 2019/03) (*S. Niedzwiecki*)
  - D-3 By-Law **2022/28** to amend zoning at 116A Nature's Trail Road, in Noelville
  - D-4 Authorize Draft Subdivision Plan (SUBD 2021/03) between Nipissing & Roy Sts. (*Casa Development*)  
↳ *Planning Report attached as separate document*
  - D-5 Authorize Draft Subdivision Plan (SUBD 2021/05) on Lalande Rd (*PRJ Electric Ltd.*)  
↳ *Planning Report attached as separate document*
  - D-6 By-Law **2022/33** to amend property zoning at 207 Moose Point Road, Crystal Falls (ZBLA 2022/03)
  - D-7 By-Law **2022/34** to assume and dedicate lands for public road (MacDonald Rd)
- E) **New Business / Affaires nouvelles**
- E-1 By-Law **2022/29** Resolution to amend the Off-Road Vehicle By-Law
  - E-2 Authorization to renew Lease Agreements with Statistics Canada, Sturgeon Falls
  - E-3 Award RFP for the Community Strategic Plan
  - E-4 Confirmation of receipt and review of the Safe Drinking Water Quality Management Reports
  - E-5 Proclamation to declare the month of April 2022 as "BeADonor Month"
  - E-6 Award for AODA Upgrades to Town Hall Building
- F) **Closed Meeting / Réunion à huis clos**
- Pursuant to Section 239 of the *Municipal Act* (2001)
- F-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

F-2 Resolution to return to open Council meeting

**G) Notice of Motion / Avis de motion**

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

## COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

**H-1) General Government / Gouvernement général**

- H-1(a) West Nipissing Taxi Service - Changes to the Taxi By-Law ([C. Fisher](#)) (*Taxi By-Law attached separately*)  
H-1(b) **Petition:** Cache Bay Trailer Park – Park Operator (*attached separately*)  
H-1(c) Council Meetings – In Person ([J. Savage](#))  
H-1(d) Request from WN Public Library re: signage at Sturgeon Falls branch ([C. Fisher](#))  
H-1(e) **Petition** : Municipal Vaccine Mandate (*received at Mar-22 mtg*) (*attached separately*)  
H-1(f) Future Budget Dates

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

- H-2(a) **Petitions:**  
(a) Request for installation of natural gas, water and sewer infrastructure from residents of Pierre Rd, Dutrisac Rd, Promenade du Lac and Garden Village Rd.  
(b) Request for installation of municipal water and sewer from residents of Quesnel Rd  
H-2(b) Update re: Water Filling / Dumping Stations (Verner arena, SF Goulard Park)

## REGULAR COUNCIL / SÉANCE RÉGULIÈRE

**I) Correspondence and Accounts / Courier et comptes**

- I-1 January 13, 2022 Council SPECIAL minutes  
I-2 January 17, 2022 Council SPECIAL minutes  
I-3 February 1, 2022 Council minutes  
I-4 February 15, 2022 Council minutes  
I-5 March 1, 2022 Council minutes  
I-6 March 2, 2022 Council **BUDGET** minutes  
I-7 March 8, 2022 Council **BUDGET** minutes  
I-8 Adopt minutes of the Planning Advisory Committee meetings of Dec-13-2021 and Jan-10-2022;  
I-9 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

- (vi) WN Police Service Board meeting held Nov-17-2021  
I-10 Receive the **AUGUST, SEPTEMBER** and **OCTOBER 2021** Disbursement Reports

J) **New Business / Affaires nouvelles**

K) **Addendum / Addenda**

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

- L-1 Mayor's Report

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

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

- M-1 Proceed into closed meeting to discuss the following:
- the security of the property of the municipality or local board;
  - personal matters about an identifiable individual, including municipal or local board employees;
  - a proposed or pending acquisition or disposition of land by the municipality or local board;
  - advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (i) Approval of Closed Minutes

- M-2 Approval of previous CLOSED minutes:  
➤ Apr-20-2021 • May-12-2021 • Jun-1-2021 • Jun-22-2021 • Aug-17-2021

- M-3 Resolution to adjourn the closed session

N) **Adjournment / Ajournement**

- N-1 Resolution to adopt By-law **2022/35** confirming proceedings of  
N-2 meeting Resolution to adjourn the meeting



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

Resolution No.

**2022 /**

**APRIL 5, 2022**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** By-law **2022/35**, being a By-law to appoint a Deputy Clerk for the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

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

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

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

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





THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

**BY-LAW 2022/35**

**BEING A BY-LAW TO APPOINT A DEPUTY CLERK**

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**WHEREAS** Section 228 (2) of the *Municipal Act*, R.S.O. 2001, c. 25, as amended, provides that Council may appoint a Deputy Clerk who shall have all the powers and duties of the Clerk under this and any other Act;

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

1. That **JEAN-PIERRE (JAY) BARBEAU** be appointed as Deputy Clerk of the Corporation of the Municipality of West Nipissing
2. That this by-law is deemed to have come into force and taken effect on the date it is passed.

**ENACTED AND PASSED THIS 5<sup>TH</sup> DAY OF APRIL, 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

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JOANNE SAVAGE, MAYOR

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JEAN-PIERRE BARBEAU, DEPUTY CLERK



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

Resolution No.

**2022 /**

**APRIL 5, 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 APRIL 5<sup>th</sup>, 2022 in order to address matters impacting municipal operations and residents of the municipality;

**BE IT THEREFORE RESOLVED THAT** the order of the APRIL 5<sup>th</sup>, 2022 agenda, be amended;

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

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

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

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

# MEMORANDUM

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**TO:** Mayor and Council

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

**DATE:** February 25, 2022

**RE:** **SUBD2021/02 – REQUEST FOR REDLINE AMENDMENT TO DRAFT PLAN OF SUBDIVISION  
RHEAL AND CHRISTINE MARLEAU, 1369965 ONTARIO LTD.  
ROY STREET, STURGEON FALLS, ON**

---

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

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

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

**Joie de vivre**



**West Nipissing Ouest**

Joie de vivre

[www.westnipissingouest.ca](http://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
<b>BRISSON, Denise</b>		
<b>DUHAIME, Yvon</b>		
<b>FORTIER, Guy</b>		
<b>LARABIE, Roland</b>		
<b>MALETTE, Léo</b>		
<b>RESTOULE, Jamie</b>		
<b>ROBERGE, Normand</b>		
<b>TESSIER, Guilles</b>		
<b>SAVAGE, Joanne (MAYOR)</b>		

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

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

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

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



**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"><li>• Lot Frontage 29m</li><li>• Lot Area .5Ha</li><li>• Interior Side Yard: Nil</li><li>• Maximum Number of Accessory Structures: 4</li></ul>

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 1<sup>ST</sup> 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

2022/007

**WEST NIPISSING PLANNING ADVISORY COMMITTEE**  
**ZBLA2022/02**

FEBRUARY 14, 2022

Moved by / *Proposé par* :***Normand Roberge***Seconded by / *Appuyé par*:***Christopher Fisher***

**WHEREAS** a public meeting was held for the purpose of amending Zoning By-Law 2014-45 for the property located at 116A Nature's Trail Road, Noelville, Ontario;

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

**BE IT RESOLVED** THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS

☐ DOES NOT RECOMMEND

1. that the Council for the West Nipissing Municipality adopts the proposed zoning by-law to re-zone the property at 116A Nature's Trail Road, Noelville, from SR (Shoreline Residential Zone) to SR-14 (Shoreline Residential Exception Zone Fourteen).
2. Schedule M1 of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as Part Lot 8, Concession 1, Falconer Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from SR (Shoreline Residential Zone) to SR-14 (Shoreline Residential Exception Zone Fourteen).

Defeated:	
Deferred/Tabled:	

***"Denis Sénécal"***

CHAIR

***"Melanie Ducharme"***

SECRETARY

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

# PLANNING REPORT

Proposed Plan of Zoning Amendment File No. ZBLA2022/02

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

Date: February 14, 2022



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## **1. INTRODUCTION**

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

## **2. SITE AND BACKGROUND INFORMATION**

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

## **3. DEVELOPMENT PROPOSAL**

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

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

## **4. POLICY CONTEXT**

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

### **4.1 Provincial Policy Statement**

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

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

## 5. LOCAL POLICY DOCUMENTS

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

### 5.1 Official Plan

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

#### 5.1.2 Table 3.1 – Permitted Land Uses

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

### 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,



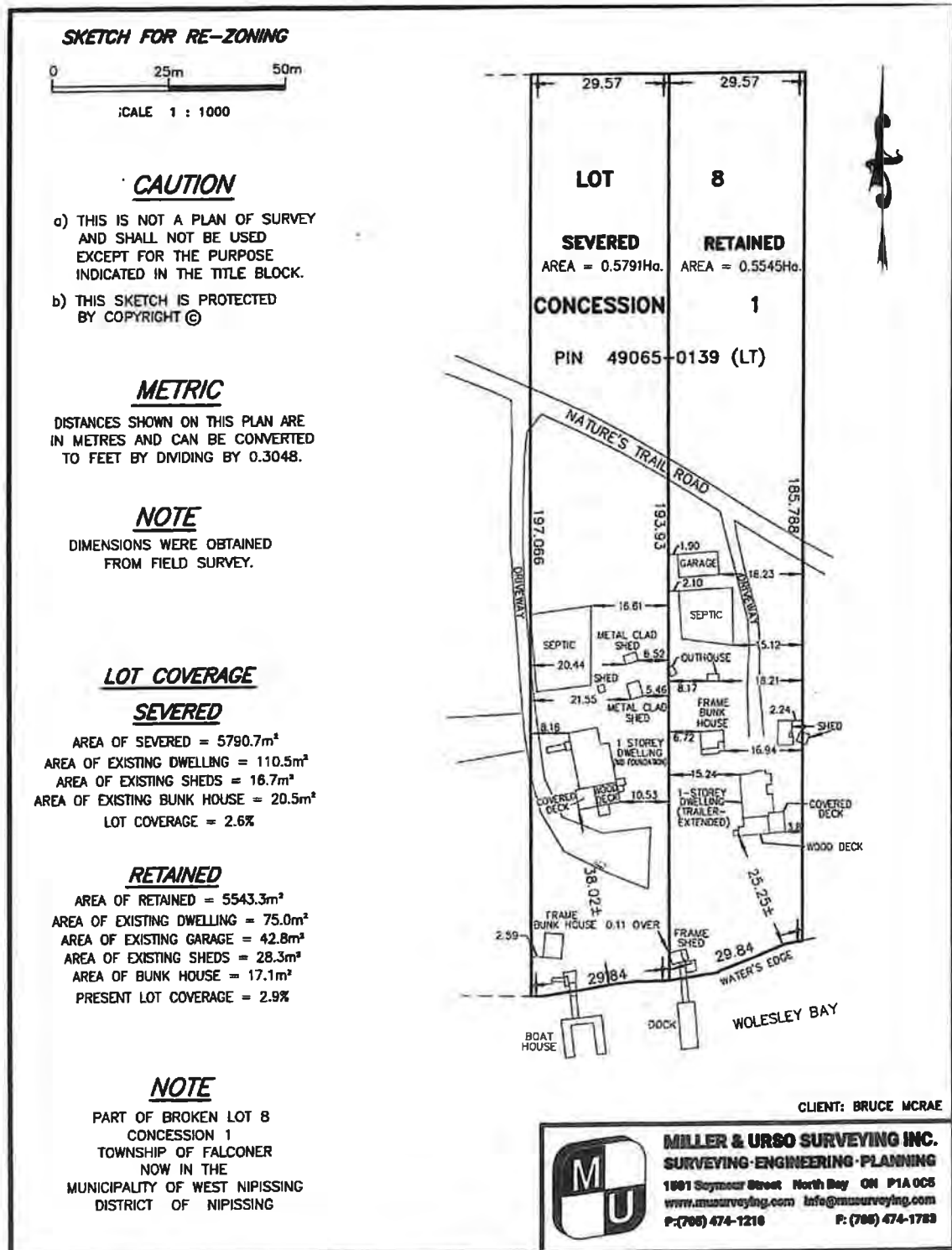
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Melanie Ducharme, Planner

Figure 1 – Aerial Imagery



Figure 2 – Proposed Zoning Amendment Sketch



ID - C:\CHERYL\2022\SKETCH\7103.dwg - Wed, 12 Jan 2022 - 9:01:59 AM

Figure 3 – West Nipissing Official Plan – Land Use Schedule

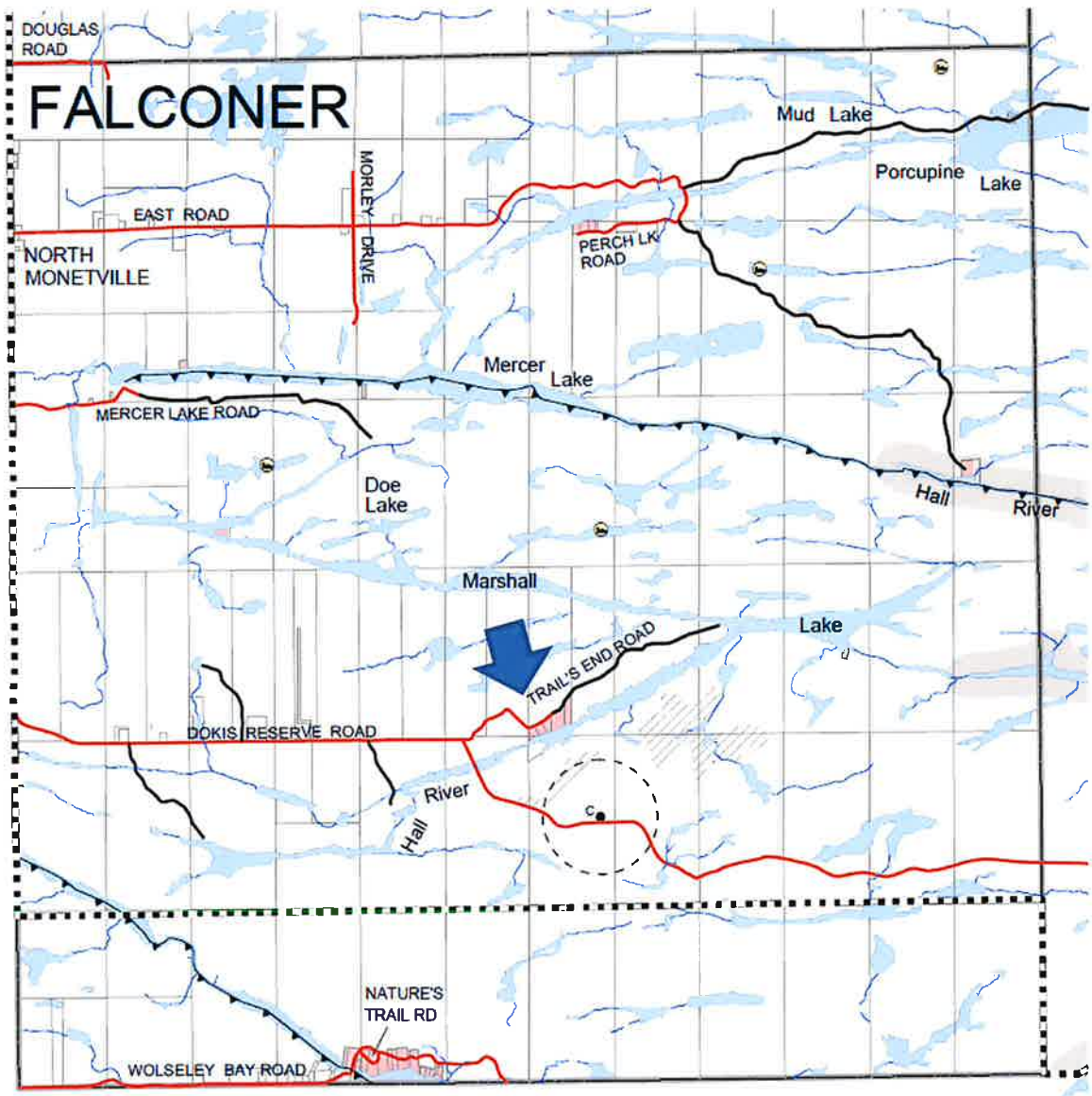
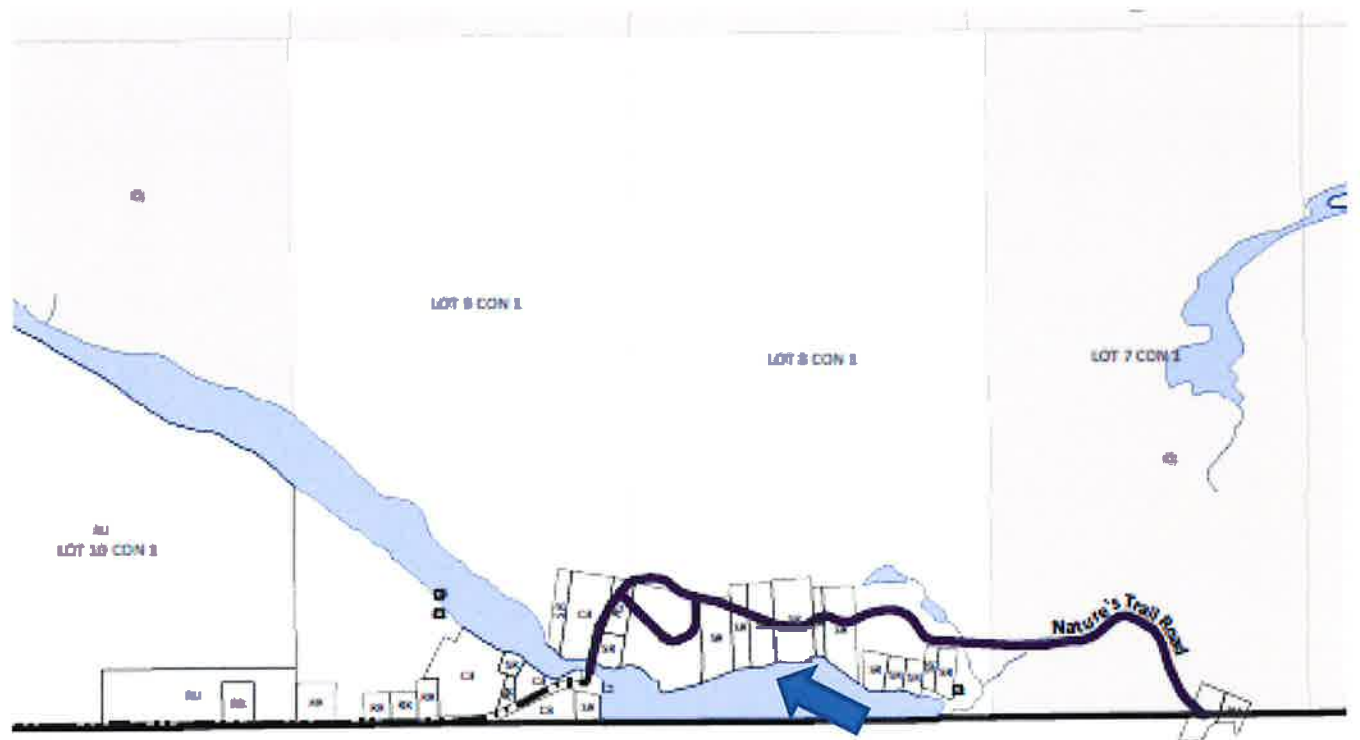



Figure 4 – West Nipissing Zoning By-law No. 2014-45



## 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.
<b>ZBLA2022/02</b> - Shaun McRae, Albert <b>Vision, Lucie Chartrand-</b> <b>Vision</b> - 116A Nature's Trail Road	•	• No comments or concerns	• No comments or concerns	• No conflict	•	• 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:

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***"Denis Sénécal"***

CHAIR

***"Melanie Ducharme"***

SECRETARY

	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.
- 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.



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

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- 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

Resolution No.

2021 / 015

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

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

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

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

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



**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:

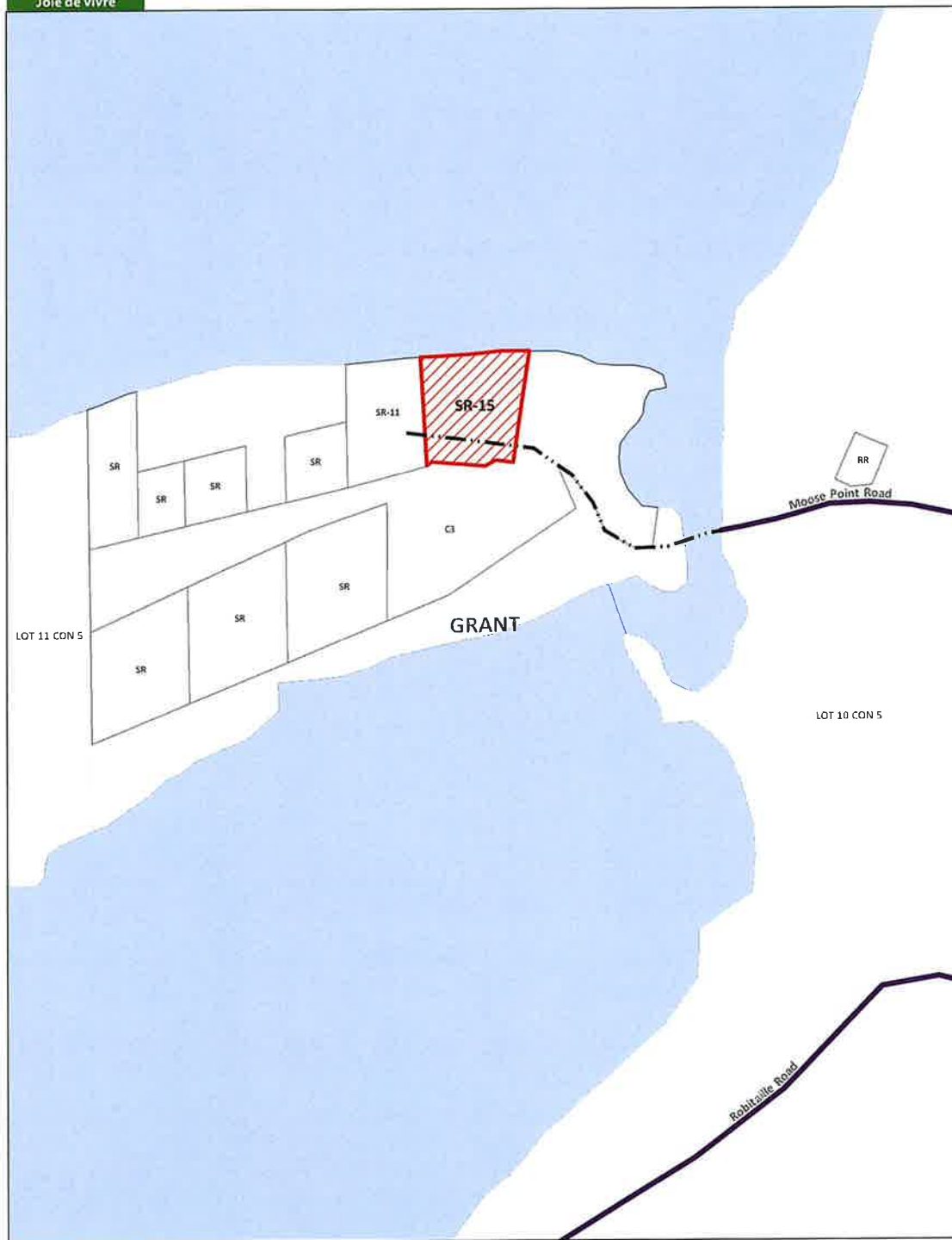
By-law	Location	Schedule	Special Provisions
2022/33	207 Moose Point Road, Crystal Falls, ON, being Part of Location CL17458 and Part of Broken Lot 10, Concession 5, Geographic Township of Grant, Municipality of West Nipissing, District of Nipissing	C-6	<ul style="list-style-type: none"><li>• Minimum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

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 22<sup>nd</sup> 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



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**

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**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 22<sup>ND</sup> 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

### LEGEND

- SURVEY MONUMENT FOUND
- SURVEY MONUMENT PLANTED
- STANDARD 1/2" IN. B.M.
- SHORT STANDARD 1/2" IN. B.M.
- 1/2" IN. B.M.
- PLAN 36R-12509
- PLAN 36R-11657
- MEASURED
- 1
- PAB
- PG
- VEH

### SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM;

2) THE SURVEY WAS COMPLETED ON DECEMBER 9, 2021.

Jan 20 / 2023  
 DATE

A BORTOLUSSI, OLS  
 A BORTOLUSSI, OLS

### PLAN OF SURVEY OF

## PART OF LOT 5

## CONCESSION 5

GEOGRAPHIC TOWNSHIP OF KIRKPATRICK  
MUNICIPALITY OF WEST NIPISSING  
DISTRICT OF NIPISSING

SCALE: 1 : 1500

2021

**NOTE:**

BEARINGS SHOWN HEREON ARE GRID BEARINGS REFERRED TO THE CENTRAL MERIDIAN THEREOF BY WEST LONGITUDE OF THE NEW ZONE 17, AND ARE DERIVED FROM OBSERVED REFERENCE POINTS 'W' AND 'N' BY REAL TIME NETWORK OBSERVATIONS, RADIO-LINK METHOD.

DISTANCES SHOWN HEREON ARE ADJUSTED HORIZONTAL GROUND DISTANCES.

GROUND DISTANCES CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A CORRECTION SCALE FACTOR OF 0.999925.

FOR SCALING PURPOSES, A CENTER CLOCKWISE ROTATION OF 0° 00' 32" WAS APPLIED TO PLANS 36R-12509 AND 36R-11657.

POINT ID	NORTHING	EASTING
SIB 'W'	941030.081	568446.585
SIB 'N'	941029.266	568082.565

ALL COORDINATES ARE IN METERS, ARE RELATED TO UTM ZONE 17 (87) WEST HEMISPHERE, AND HAVE A RELATIVE ACCURACY TO MEET THE REQUIREMENTS OF URBAN AREA AT A 95% CONFIDENCE LEVEL.

COORDINATES SHOWN, BY THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR MONUMENTS ON THIS PLAN.

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METERS AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

### DETAIL (NOT TO SCALE)

# MEMORANDUM

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**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 1<sup>st</sup>, 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](http://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
<b>DUHAIME, Yvon</b>		
<b>FISHER, Christopher</b>		
<b>LARABIE, Roland</b>		
<b>MALETTE, Léo</b>		
<b>ROVEDA, Dan</b>		
<b>WARD 7 (vacant)</b>		
<b>SÉNÉCAL, Denis</b>		
<b>SÉNÉCAL, Lise</b>		
<b>SAVAGE, Joanne (MAYOR)</b>		

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

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

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

**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 1<sup>st</sup> 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: \_\_\_\_\_

# MEMORANDUM

---

**TO:** Mayor and Council

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

**DATE:** March 18, 2022

**RE:** COMMUNITY STRATEGIC PLAN RFP

---

A total of three proposals were received in response to the Community Strategic Plan request for proposal (RFP). The bids were scored by a selection committee of Mayor Joanne Savage, Councillor Leo Malette, CAO, Director of Corporate Services/Treasurer, and the Special Projects Coordinator. Proposals were reviewed against an established evaluation criteria that included qualification and experience in similar projects and experience of the staff assigned to the project, the overall approach to the project and the proposed work plan, detailed costing proposal, including a value for cost component, and the overall proposed engagement. The proposals were ranked and assigned points based on the ranking.

The recommendation to award is for **MNP**, which is the proposal that has achieved the lowest total points, representing the highest ranking.

**Joie de vivre**



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



Municipality of West Nipissing  
101-225 Holditch Street  
Sturgeon Falls, ON P2B 1T1

<b>Project :</b>	<b>COMMUNITY STRATEGIC PLAN</b>	
<b>Closing Information :</b>	<b>February 16, 2022 at 3:00 PM</b>	
<b>Reviewed by</b>	<b>Mayor Savage, Councillor Malette, Jay Barbeau, Alisa Craddock, Larissa Yantha</b>	
<b>Name</b>	<b>Date Received</b>	<b>Total Points</b>
MDB Insight	February 15, 2022	9
<b>MNP</b>	February 15, 2022	6
Factor 5 Group Inc	February 16, 2022	15





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

Resolution No.

2022 /

MARCH 22, 2022

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**WHEREAS** three (3) requests for proposals were received for the development of a Community Strategic Plan for the Municipality of West Nipissing;

**AND WHEREAS** the proposals have been reviewed by Mayor Joanne Savage, Councillor Leo Malette, the CAO, the Director of Corporate Services/Treasurer, and the Special Projects Coordinator and that 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 the development of a Community Strategic Plan for the Municipality of West Nipissing be awarded to **MNP**, having submitted a quotation of \$57,500 (plus HST) and having received the best rating score, meeting all the specifications.

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

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

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

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



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

Resolution No.

**2022 /**

**APRIL 5, 2022**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**WHEREAS** the *Safe Drinking Water Act* 2002, Ontario Regulation 170/03, Schedule 22, requires that the 2021 Summary Reports for Sturgeon Falls and Verner, and the Annual Reports for Sturgeon Falls and Verner for the period of January 1, 2021 to December 31, 2021 were prepared and delivered to Council on March 29<sup>th</sup>, 2022, by the Manager of Water and Wastewater Operations;

**AND WHEREAS** a Summary Management Review of the Drinking Water Quality Management System (DWQMS) is provided to members of Council by March 31, of each year;

**BE IT RESOLVED THAT** Council confirms receipt of the above-mentioned reports and confirms that the Manager of Water and Wastewater Operations has provided opportunity for members to obtain information and ask questions regarding such reports.

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

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

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

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



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

Resolution No.

**2022 /**

**APRIL 5, 2022**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the Mayor be authorized to proclaim the month of April 2022 as « **BE A DONOR / SOYEZ UN DONNEUR** » in the Municipality of West Nipissing.

	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: \_\_\_\_\_

# PROCLAMATION

## « BeADonor Month »

I, **Mayor Joanne Savage**, do hereby proclaim April 2022 as “BeADonor Month” in the Municipality of West Nipissing;

**WHEREAS**, “BeADonor Month” supports organ and tissue donor registration; and

**WHEREAS**, almost 1,500 people in Ontario are on the waitlist and every three days someone dies waiting for a live-saving organ transplant; and

**WHEREAS**, in 2021, 299 deceased organ donors gave the gift of life, 1,189 organ transplants were performed in Ontario, and 1,963 tissue donors enhanced the lives of thousands.

**WHEREAS**, 90% of Ontarians support organ and tissue donation yet only one in three (35%) of eligible Ontarians have registered their consent to donate; and

**WHEREAS**, families almost always consent to donation when there is evidence a loved one registered their decision to donate, but in the absence of a registered donation decision, families consent only half of the time; and

**WHEREAS**, everyone is a potential organ and tissue donor, regardless of age, medical condition or sexual orientation; one organ donor can save up to eight lives and enhance the lives of up to 75 more through the gift of tissue; and

**NOW THEREFORE**, I encourage all citizens to learn more about the organ and tissue donation and transplantation, and consider pledging their support to “BeADonor Month” by registering as a donor at [BeADonor.ca](http://BeADonor.ca).

## « SoyezUnDonneur »

Je, **maire Joanne Savage**, proclame par la présente le mois d’avril 2022 comme étant le « **mois SoyezUnDonneur** » à Municipalité de Nipissing Ouest;

**ATTENDU QUE** le mois « SoyezUnDonneur » soutient l’inscription des donneurs d’organes et de tissus;

**ATTENDU QUE** près de 1 500 personnes en Ontario sont sur la liste d’attente et que tous les trois jours, une personne meurt en attendant une transplantation d’organe qui lui sauverait la vie;

**ATTENDU QU’**en 2021, 299 donneurs d’organes décédés ont fait le don de vie, 1 189 transplantations d’organes ont été réalisées en Ontario et 1 963 donneurs de tissus ont amélioré la vie de milliers de personnes;

**ATTENDU QUE** 90 % des Ontariens sont favorables au don d’organes et de tissus, mais que seul un Ontarien sur trois (35 %) a inscrit son consentement au don;

**ATTENDU QUE** les familles consentent presque toujours au don lorsqu’il existe des preuves qu’un proche a inscrit sa décision de faire un don, mais en l’absence d’une décision de don inscrite, les familles ne consentent que la moitié du temps;

**ATTENDU QUE** toute personne est un donneur potentiel d’organes et de tissus, quels que soient son âge, son état de santé ou son orientation sexuelle; qu’un seul donneur d’organes peut sauver jusqu’à huit vies et améliorer la vie de 75 autres personnes grâce au don de tissus;

**PAR CONSÉQUENT**, j’encourage tous les citoyens à en apprendre davantage sur le don et la transplantation d’organes et de tissus, et à envisager de s’engager à soutenir le mois « **SoyezUnDonneur** », en s’inscrivant comme donneur sur le site [SoyezUnDonneur.ca](http://SoyezUnDonneur.ca)

Dated this 5<sup>th</sup> day of April, 2022.

Daté ce 5<sup>e</sup> jour d’avril 2021.

Joanne Savage, Mayor / Maire

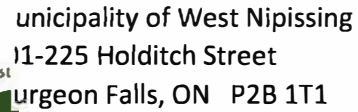
# Joie de vivre



West Nipissing Ouest

Joie de vivre

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



Project :	AODA UPGRADES TOWN HALL BUILDING (Accessibility for Ontarians with Disabilities Act)		
Closing Information :	March 29, 2022 at 2:00 PM		
Opened By :	Jonny Bélanger	and	Stephan Poulin <u>Reviewed by:</u> Perry + Perry Architects
Name	Date Received	Bid Submission	
Venasse Building Group Inc	March 29, 2022	\$360,000.00	
SRS Contracting Inc.	March 29, 2022	\$365,700.00	
BUILD NORTH CONSTRUCTION INC	March 29, 2022	\$386,841.40	



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

Resolution No.

**2022 /**

**APRIL 5, 2022**

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

**BE IT RESOLVED THAT** the tender for upgrades, to the Town Hall Office at 225 Holditch Street, under the AODA (*Accessibility for Ontarians with Disabilities Act*) in the Municipality of West Nipissing be awarded to **VENASSE BUILDING GROUP INC.**, having submitted a quotation of \$360,000.00 (plus HST), meeting all the project specifications.

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

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

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

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



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

## NOTICE OF MOTION FORM

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

Member of Council:

YVON DUBAIME  
(print name)

Hereby files a **NOTICE OF MOTION** to be included on the Agenda for the meeting of Council, which is scheduled to be held on: NOV 2 / 21  
(enter date)

SUBJECT:

PURCHASE OF LAND RE BOB 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

# MEMORANDUM

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**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](http://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

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**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

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**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"



Approximate location of gazebo



Proposed re-location of gazebo

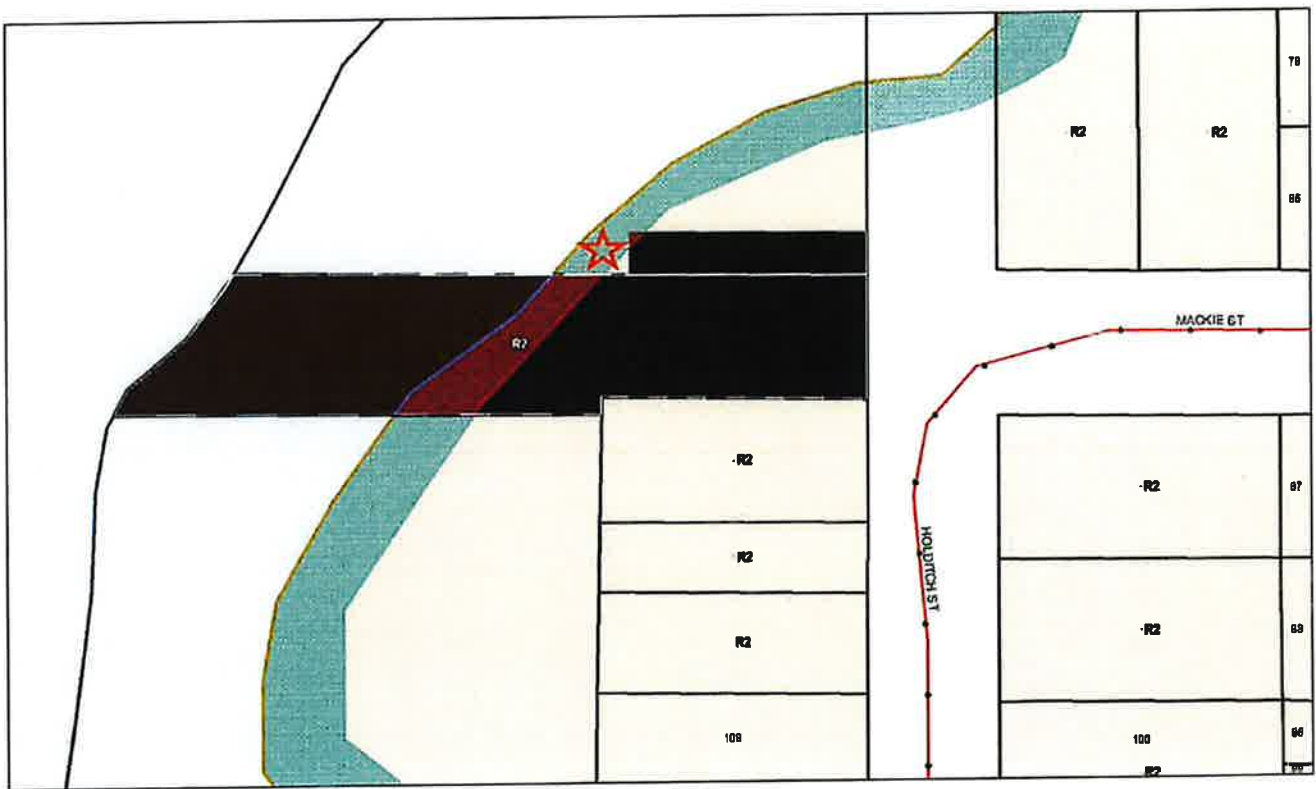


Existing property line



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"**







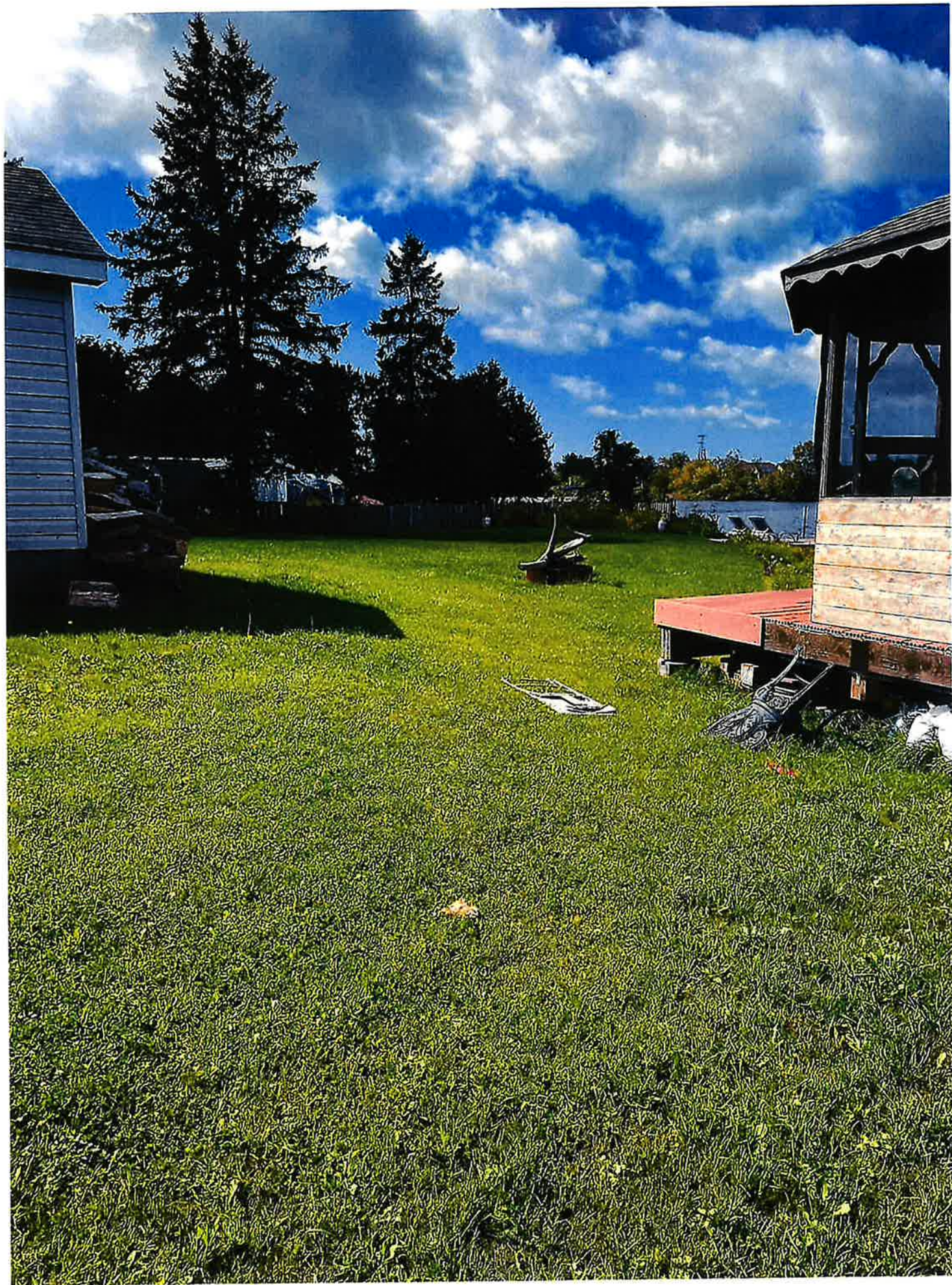
















The Corporation of the Municipality of West Nipissing /  
La Corporation de la Municipalité de Nipissing Ouest

## 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:

Christopher Fisher

(print name)

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

(enter date)

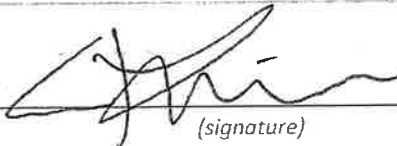
SUBJECT: Villeneuve Court

and which NOTICE OF MOTION to read as follows:

Be it resolved that whereas council voted to sell property legally described as Part of lot 5, concession A, parts 1 and 2, 36R-10926, Springer Twp, Municipality of West Nipissing, further information has since come to light on this file and therefore:

Be it resolved that West Nipissing Council's disposition remains the same and it still wishes to sell this property.

Member of Council:



(signature)

**FOR CLERK'S OFFICE USE ONLY:**

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



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

## NOTICE OF MOTION FORM

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

Member of Council: Dan Roveda  
(print name)

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

**SUBJECT:** Mayor Joanne Savage Breaches Procurement By-law

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

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

Member of Council:

  
(signature)

**FOR CLERK'S OFFICE USE ONLY:**

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



# SCHEDULE "B" OF BY-LAW 2019/24



## AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date:		March 1st	
Name of Requestor:	Chris Fisher		Date submitted: Feb 22nd
Address:	Full mailing address: 3636B Hwy 539 Field		
Phone:	Home: 705-758-1632	Business / Cell:	Fax:
E-Mail:	Cfisher@westnipissing.ca		
Requested Agenda Item/Subject:		Changes to Taxi By-law	
Additional details / background information: <input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately <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> Look at Taxi By-law, 1) Future proof the by-law by allowing consideration of ride-share services, 2) ensure that we do not allow a monopoly situation to exist in traditional Taxi.			

### ADMINISTRATIVE APPROVAL

**STEP 1 →** Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.

Signature of CAO or designate: (by e-mail) Date: February 22, 2022

### MUNICIPAL OFFICE USE

**STEP 2 →** This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.


Date Received:	February 22, 2022	Received from:	Councillor C. Fisher
Meeting Date Requested:	March 1st, 2022	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		

### APPROVED FOR AGENDA:

Scheduled for (date):	March 1, 2022	<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)	
Action Taken:		
Notes / Comments:		



# SCHEDULE "B" OF BY-LAW 2019/24

 <b>AGENDA ITEM REQUEST FORM</b>			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		November 16th, 2021	
Name of Requestor:	Mayor Joanne Savage	Date submitted: November 10th, 2021	
Address:	Full mailing address:		
Phone:	Home:	Business / Cell:	Fax:
E-Mail:			
Requested Agenda Item/Subject:		COUNCIL MEETINGS - IN PERSON	
Additional details / background information:		<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately	
<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>Discussion to resume Council meetings in person</p> <p>Reason: eliminate tech problems - eliminate blocking cameras - benefits for in person meeting</p> <p>Meetings can continue to be live streamed, posted on website and also accessible via Cable tv for residents that don't have internet</p> <p>Consultation meetings scheduled by Planning Advisory Committee end of Nov 2021 which staff and Council members will be attending</p> <p>Vaccination policy to be ratified by Council</p> <p>Council Chambers has the space to ensure distancing requirements for Council Members and Staff</p>			
ADMINISTRATIVE APPROVAL			
<b>STEP 1 →</b> 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: November 10/2021 (e-mail)	
MUNICIPAL OFFICE USE			
<b>STEP 2 →</b> This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	November 10/2021	Received from:	Mayor J. Savage
Meeting Date Requested:	November 16/2021	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	March 1 <sup>st</sup> , 2022		<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

# SCHEDULE "B" OF BY-LAW 2019/24



## AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date:		March 1st	
Name of Requestor:	Chris Fisher	Date submitted: Feb 22nd	
Address:	Full mailing address: 3636B Hwy 539 Field		
Phone:	Home: 705-758-1632	Business / Cell:	Fax:
E-Mail:	Cfisher@westnipissing.ca		
Requested Agenda Item/Subject:	Library Signage Change Main Branch		
Additional details / background information:			
<input checked="" type="checkbox"/> see below <input checked="" type="checkbox"/> Supporting documents attached separately			
<p>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</p> <p>The Library is looking to change the signage on the main branch, the branch has a highly visible spot on the highway and it would be ideal if this sign was prominent with West Nipissing, Logo and it's Motto displayed. As this sign will have pride of place for years to come we are looking for the Municipality to partner with the Library both financially and with expertise to do this job.</p>			

### ADMINISTRATIVE APPROVAL

#### STEP 1 →

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

Signature of CAO or designate:

(by e-mail)

Date:

February 22, 2022

### MUNICIPAL OFFICE USE

#### STEP 2 →

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

Date Received:	February 22, 2022	Received from:	Councillor C. Fisher
Meeting Date Requested:	March 1st, 2022	Mode of Notification:	<input type="checkbox"/> in person <input type="checkbox"/> by telephone <input checked="" type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input checked="" type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session		

### APPROVED FOR AGENDA:

Scheduled for (date):	March 1st, 2022	<input type="checkbox"/> Regular meeting <input checked="" type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)	
Action Taken:		
Notes / Comments:		

February 22, 2022

Mayor and Council,

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

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

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

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

We appreciate your time and consideration on the matter,

Émélie Bisailon  
CEO, West Nipissing Public Library





# MEMORANDUM

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

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

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

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

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

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

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

The following are estimated costs:

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

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

# Joie de vivre



**West Nipissing Ouest**

Joie de vivre

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

JAN 27 2022

DELIVER ON JANUARY 16, 2022

November 6th, 2021

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

Name	Address	Phone #	# Of Occupants	Signature
Rene Roy	204 Prom. du Lac	705-492-1666		
Pauline Plutiny	204 Prom. du Lac	705-358-3081	3	
Louise Gauthier	202 Prom du Lac	705-753-2080	2	
Guy Gauthier	208 Prom du Lac	705-471-3190	1	
G.N.I.	207 " "	705-753-2080	2	
Mike Johnson	216 " "	705-471-8515	2	
Conny Rivest	220 Prom du Lac	705-471-2757	3	
Taylor Gaudin	171 Dutrisac Rd	220-779-2255	2	
Justin Brunking	191 Dutrisac	465-493-0119	2	
Claude Carpe	194 Prom du Lac	705-822-1147	2	
Kayman BÉLAND	192 Prom du Lac	705-665-8095	1	
Randy Amyot	192 Prom du Lac	705-81-1325	1	
Carl Brazier	184 Prom Du Lac	705-223-1495	2	
Carole Diotte-O'Bonsawin	188 chem Du Lac	705-561-6919	2	
Pete O'Bonsawin	186 chem Du Lac	705-691-3299	2	
Amy VanWynyarden	171 Du Lac Dr	705-358-1379	4	
STEFAN CORRIVEAU	197 PROM DU LAC	705-471-4927	2	
Gilles Legav	178 Prom du Lac	705-479-9494	1	
Roch Ducharme	181 Prom du Lac	705-471-3054	3	
Hebert Hoult	174 Prom du Lac	705-753-2893	2	
Rene Rivest	164 Promenade du Lac	705-9358-2483	2	
Barbara Turner	152 Promenade du Lac	705-753-4631	2	
Guy Robert	150 Promenade du Lac	705-338-8453	2	
IAN MORRISON	148 Prom du Lac	705-492-2363	2	
Im Morrison	145 Prom du Lac	705-753-2108	2	
Disile Braillellette			2	
Chantal Braillellette			2	



JAN 27 2022

November 6th, 2021

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

Name	Address	Phone #	# Of Occupants	Signature
Dan Langlois	130 Prom du Lac	705-507-0024	4	
Cindy Grenier	111 Prom du Lac	705-465-2738	2	
Charital Fern Morio	Reboya 92 Promenade du Lac	705-840-9040	2	
P & W. Campbell	108 Rte. Du Lac	705-753-5439	2	
MICHAEL GAUTHIER	102 Prom Du Lac	705-753-1021	2	
Yvon MARLEAU	98 Prom du Lac	705-753-3488	2	
RAY SWANORICK	88 Prom du Lac	705-753-5011	4	
Jane & Paul Lote	84 Prom du Lac	705-753-5778	2	
RALPH NIGRO	80 Prom DULAC	416-464-0366	4	
PHILIP O'CONNOR	60 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	647-564-4584	1	
Cherl Schwerkert	174 Dutrisac Rd	705-753-3515	2	
Andre BEHARDY DUM	160 Promenade du Lac	705-498-0390	2	
CHASION BOURNE	150 Prom	705-497-4985	2	
JACQUES LOISEL	76 PROMENADE	705-753-2681	2	
Sandra Spence	74 Promenade	705-753-9498	2	
Travis Paul Ramon	181A Dutrisac	705-618-1245	2	
Frank K. Desha	182 Dutrisac	705-358-6065	3	
Vincent Dumas	131A/B Dutrisac	705-207-5681	4	
Melanie Gauthier	204 Pierre Rd	613-807-9172	4	
Sylvie Cull	240 Pierre Rd	705-303-3144	4	
Sylvie Davidson Walker	218 Pierre Rd	705-753-2247	2	
Suzanne Davidson	220 Pierre Rd	705-753-4034	1	



JAN 27 2022

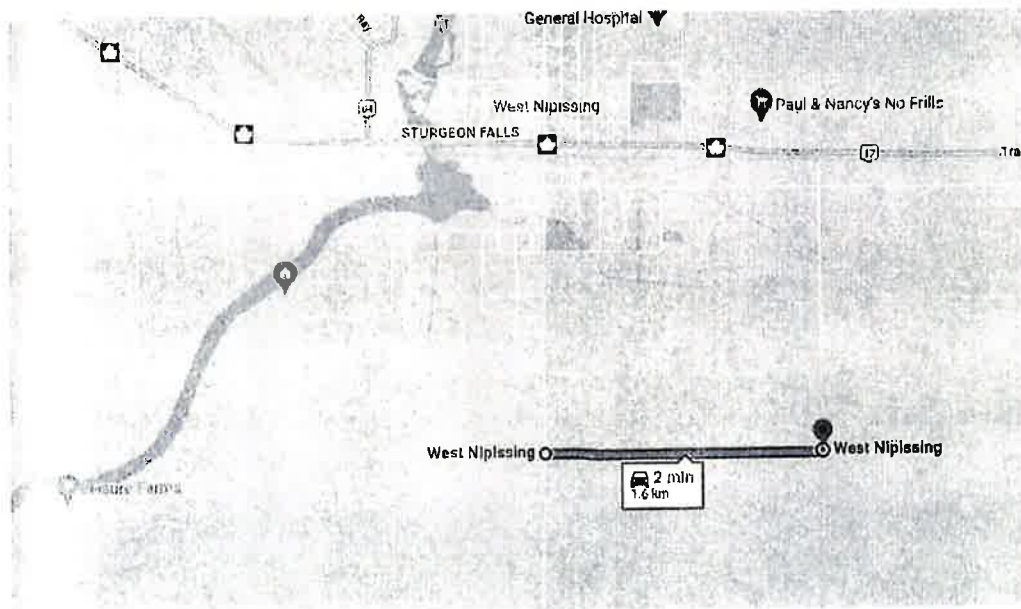
Name	Address	Phone #	# Of Occupants	Signature
Simone Dumont	222 Pierre Rd	705-580-2018	2	S. Dumont
Bill Clark	234 Pierre Rd	705-753-4286	2	Bill Clark
IAN LAUGHLAND	236 Pierre Rd	705-825-2014	4	I. Laughland
Jacqueline Martel	284 Pierre Rd	705-753-3576	2	J. Martel
Mike Hodgson	290 Pierre Rd	705-580-2296	2	M. Hodgson
Petricia Hodgson				
Paul Dufresne	294 Chap. Poin	705-923-1188	2	P. Dufresne
PAUL POISSON	216 Pierre Rd	705-815-0320	4	Paul Poisson
William South	170 GARDEN VILLAGE Rd.	705-580-2383	2	W. South
Cecile Piquette	166 ch Garden Village	705-303-8151	3	C. Piquette
W. Walder	454 GARDEN VILLAGE	705-477-8888	2	W. Walder
ALBERT TREMBLAY	155 GARDEN VILLAGE	705-753-3692	3	ALBERT Tremblay
Brian Laroche	142 Garden Vill	705-303-7553	1	Brian Laroche
140 GARDEN			3	
MICHEL OUELLET	119 GARDEN VILLAGE	705-753-9337	4	M. Ouellet
VINCENT DUBOIS	200 PRINCE ALBERT	705-767-5681	3	V. Dubois

Dear Councilor Sénécal,



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

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



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

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

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

Your Truly,

Yves Laurin

TCM Total Cabinet Modules

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Paul Legault Print: Paul Legault

Address: 209 Quesnel St P2B2V7

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

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By:

Maryann Turner

Print:

Maryann Turner  
Kevin Turner

Address:

244 Quesnel Rd

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

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☐

Interested in Water & Sewer access

☒

Signed By: Rob Thompson Print: Rob Thompson

Address: 246 Quesnel rd

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

Hi Neighbours,

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

Not interested

☐

Interested in Water access only

☒

Interested in Water & Sewer access

☐

Signed By:



Print:

Denis Bonin

Address:

299 Quesnel + 4 lots

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

*Yes Larin 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

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**TO:** Mayor and Council  
**FROM:** Jean-Pierre (Jay) Barbeau, CAO  
**DATE:** September 17, 2021  
**RE:** **USAGE OF FREE WATER SERVICE AT SANITARY DUMPING STATIONS**

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



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 13<sup>th</sup> 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 1<sup>st</sup>, 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 1<sup>st</sup>, 2022 be adopted, as  
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 1<sup>st</sup>, 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-Offer 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 1<sup>st</sup> 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**

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JOANNE SAVAGE  
MAYOR

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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 15<sup>th</sup>, 2022 AT 6:30 PM**

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

**ABSENT:**

**VIRTUAL MEETING / RÉUNION VIRTUELLE**

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

There were no pecuniary interests declared.

**B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA**

**B-1** Approve the Addendum ..... **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**

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**E) NEW BUSINESS / AFFAIRES NOUVELLES**

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**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 15<sup>th</sup> 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 15<sup>th</sup> 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 15<sup>th</sup> 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 15<sup>th</sup>**, 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

**DEFEATED**

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

**L)      ADJOURNMENT / AJOURNEMENT**

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**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 15<sup>th</sup> 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 1<sup>st</sup>, 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**

**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:

**No. 2022/84**      Moved by:              Councillor C. Fisher  
                         Seconded by:          Councillor Y. Duhaime

- the security of the property of the municipality or local board;
  - (i) Cache Bay Trailer Park

**CARRIED**

**D-2** Adjourn the closed session

**No. 2022/85**      Moved by:              Councillor C. Fisher  
                         Seconded by:          Councillor Y. Duhaime

**BE IT RESOLVED THAT** the **CLOSED (#1)** meeting of Council held on MARCH 1, 2022 be adjourned at 7:55 PM in order to proceed with the regular meeting.

**CARRIED**

**MOTION FOR RECESS:**      **No. 2022/86**      Moved by:              Councillor C. Fisher  
   Seconded by:          Councillor Y. Duhaime

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

**CARRIED**

**REGULAR COUNCIL / SÉANCE RÉGULIÈRE**

**E) New Business / Affaires nouvelles**

**E-1** By-Law 2022/26 to authorize borrowing for amortization towards costs of WN OPP Facility (Municipal portion - Project 1552)

**No. 2022/87**      Moved by:              Councillor C. Fisher  
                         Seconded by:          Councillor L. Malette

**BE IT RESOLVED THAT** By-law **2022/26** to authorize the Corporation of the Municipality of West Nipissing to borrow upon amortizing debentures in the principal amount of \$4,864,000.00 towards the cost of the West Nipissing OPP Facility Municipal Portion; shall come into force and take effect on the date it is passed.

**CARRIED**

**E-2** By-Law 2022/27 to authorize borrowing for amortization towards costs of WN OPP Facility (Provincial portion - Project 1552)

**No. 2022/88**      Moved by:              Councillor C. Fisher  
                         Seconded by:          Councillor R. Larabie

**BE IT RESOLVED THAT** By-law **2022/27** to authorize the Corporation of the Municipality of West Nipissing to borrow upon amortizing debentures in the principal amount of \$4,636,000.00 towards the cost of the West Nipissing OPP Facility Provincial Portion; shall come into force and take effect on the date it is passed.

**CARRIED**

**UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ**

**F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER..... F1 to F-9 COMPLETED**

**F-10** Adopt the minutes of the Planning Advisory Committee.

**No. 2022/89**      Moved by:              Councillor Y. Duhaime

Seconded by: Councillor L. Malette

**BE IT RESOLVED THAT** the minutes of the meeting of West Nipissing Planning Advisory Committee held on JULY 12<sup>th</sup>, SEPTEMBER 13<sup>th</sup>, OCTOBER 18<sup>th</sup> and NOVEMBER 15<sup>th</sup>, 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"><li>• July 12, 2021</li><li>• September 13, 2021</li><li>• October 18, 2021</li><li>• November 15, 2021</li></ul>
West Nipissing Accessibility Advisory Committee	<ul style="list-style-type: none"><li>• April 29, 2021</li></ul>
West Nipissing Public Library Board	<ul style="list-style-type: none"><li>• June 10, 2021</li><li>• September 9, 2021</li><li>• October 14, 2021</li></ul>
Au Chateau Board of Management	<ul style="list-style-type: none"><li>• May 19, 2021</li><li>• June 16, 2021</li><li>• October 20, 2021</li></ul>
District of Nipissing Social Services Administration Board (DNSSAB)	<ul style="list-style-type: none"><li>• June 23, 2021</li><li>• September 22, 2021</li><li>• October 27, 2021</li></ul>

**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 3<sup>rd</sup> 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 1<sup>st</sup> to September 30<sup>th</sup>, 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.





**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**

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JOANNE SAVAGE  
MAYOR

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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 WEDNESDAY, MARCH 2<sup>nd</sup>, 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:**

**BUDGET MEETING**

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

There were no pecuniary interests declared.

**B) AGENDA / ORDRE DU JOUR**

**B-1** A resolution was passed to adopt the Agenda.

**No. 2022/97** Moved by: Councillor C. Fisher  
Seconded by: Councillor Y. Duhaime

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

**CARRIED**

**C) 2022 BUDGET PRESENTATIONS / PRÉSENTATION BUDGÉTAIRES POUR L'ANNÉE 2022**

**INTRODUCTION AND OVERVIEW**

- The Mayor turned the Chair over to Councillor Lise Senecal, Chair of General Government.
- The Chair sought direction from the CAO as to how the meeting will proceed;
- The CAO provided an overview of the proposed 2022 budget process indicating that the objective is to move to an achievable budget as quickly as possible;
- Intention is to move through key changes and then proceed to capital following the break;
- The Chair conducted a round-table concerning the CAO's proposed process to which Council generally agreed;

**HIGHLIGHTS FROM 2021**

- CAO commended by commending all staff and managers for continued cooperation in budget process;
- COVID:
  - The CAO presented the 2021 highlights beginning with COVID stating that the ongoing pandemic affected budget and operations throughout 2021;
  - Short discussion concerning the effect of COVID on training;
- Corporate Services:
  - The CAO summarized the key changes in Corporate Services including revenue from supplementals, interest and penalties
  - Difficulties in POA revenue due to COVID
  - Insurance and legal costs higher than anticipated – explanation by CAO as to how deductibles work;
  - HR – timing of hiring impacted wages and benefits;
  - Short discussion concerning revenues from recent tax sales;

- **Public Works:**
  - Vacancies and timing of hiring impacted budget;
  - Winter maintenance materials lower than budget- seasonal variation;
- **Community Services:**
  - CAO highlighted broad services provided by Community Services Department;
  - Had benefit of COVID funding relief to off-set lost revenue;
  - Significant savings in utilities due to shut-downs and able to do maintenance during shut-downs;
  - Savings also due to community events which didn't proceed
- **Fire Department:**
  - Savings in volunteer wages – budget for averages, not outcomes;
  - Training -reduction due to closure of fire college;
  - Underspent in facility maintenance largely due to difficulty in obtaining qualified contractors;
- **Building and Planning:**
  - Exceeded revenues in every area;
  - Will be speaking to increased resource requirements later in the meeting;
- **Economic Development:**
  - Personnel hiring impacted wages;
  - RFP's for studies closed 2022 – projects moved to 2022
- **Police:**
  - Facility completed and staff moved;
  - Construction costs to be turned into Term Loan in 2022;
  - Short discussion regarding maintenance contract;
- **Boards and Committees:**
  - All substantially as budgeted
- **The CAO addressed the 2021 surplus and reserves:**
  - CAO confirmed that the 2021 surplus has already been factored into the proposed starting point for 2022;
  - The Director of Corporate Services addressed queries about proposed reserve end-point for 2022;

#### **2022 KEY CHANGES**

- **Building & Planning**
  - recommend additional support staff to address increased volume
  - No additional cost based on additional revenues;
- **Community Services**
  - Recommending additional support – do not currently have dedicated support staff;
  - Recommending additional maintenance person to meet increased demands – cost to be off-set by lease revenue;

**MOTION FOR RECESS: No. 2022/98**

**Moved by:** Councillor C. Fisher

**Seconded by:** Councillor R. Larabie

At approx. 7:58 PM, a motion was tabled for a 15-minute recess; following which the meeting will continue.

**CARRIED**

Following recess, the CAO requested the Manager of Public Works to advise how quickly he needs to get Tender documents ready for capital project;

The CAO asked the Chair if it would be satisfactory to move directly to capital;

Council was agreeable to moving forward with Public Works Capital budget;

- **Public Works Capital**
  - The Director of Corporate Services provided a preamble and introduction;
  - The Manager of Public Works led council through the 2022 Capital Budget for roads, bridges and sidewalks, taking questions throughout;

- Following presentation, council agreed with the proposed Public Works capital budget for 2022 in order to allow the Manager to move forward with tenders;

It was agreed that the Budget meeting will reconvene on March 8, 2022.

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**D) ADJOURNMENT / AJOURNEMENT**

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

**No. 2022/99**    Moved by:    Councillor D. Roveda  
                         Seconded by: Councillor L. Malette

**BE IT RESOLVED THAT** By-Law No. **2022/31** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its BUDGET meeting held on the 2<sup>nd</sup> day of March 2022, shall come into force and take effect on the date it is passed.

**CARRIED**

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

**No. 2022/100**    Moved by:    Councillor D. Roveda  
                         Seconded by: Councillor L. Malette

**BE IT RESOLVED THAT** the BUDGET meeting of Council held on March 2<sup>nd</sup>, 2022 be adjourned.

**CARRIED**

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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 WEDNESDAY, MARCH 8th, 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:**

**BUDGET MEETING**

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

There were no pecuniary interests declared.

**B) AGENDA / ORDRE DU JOUR**

**B-1** A resolution was passed to adopt the Agenda.

**No. 2022/101** Moved by: Councillor Y. Duhaime  
Seconded by: Councillor D. Sénécal

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

**CARRIED**

**C) 2022 BUDGET PRESENTATIONS (continuation) / PRÉSENTATION BUDGÉTAIRES POUR L'ANNÉE 2022 (suite)**

**OPERATIONS – KEY BUDGET CHANGES**

- The Mayor provided a brief summary of the matters discussed at the March 2, 2022 meeting before handing the meeting to the Chair of General Government;
- Mr. Barbeau provided a summary of the matters hoped to be discussed this evening and indicated that the reports requested by the specific councillors will be provided at the end of the meeting, if time permits.
- Mr. Barbeau continued with the 2022 Budget changes beginning with Community Services;
- Mr. Barbeau explained the change to how election will be budgeted instead of taking 100K out of reserves, it will be spread over the 4-year cycle at 25K per year;
- Mr. Poulin spoke to the changes to the Economic Development budget changes for an increase in professional fees to be allocated to graphic design, website content, legal review, etc.;
- Mr. Poulin also provided information concerning the proposed Community Improvement Plan and required funding;
- Mr. Barbeau continued with Training – increase proposed for catch-up;
- Mr. Poulin provided a summary of the Community Services Special Projects during which there was a discussion regarding the proposed volunteer appreciation for IPM volunteer and proposed Beautification committee projects;
- Mr. Barbeau explained that additional requested information will be forthcoming;
- A discussion ensued regarding accounting principles regarding capital/operations for special projects in particular relating to the allocation of beautification dollars in various municipalities;



**MOTION FOR RECESS:**

**No. 2022/102**    Moved by:    Councillor C. Fisher  
                         Seconded by:    Councillor L. Séné

At approx. 7:51 PM, a motion was tabled for a 15-minute recess; following which the meeting will continue.

**CARRIED**

Following the break, Mr. Barbeau suggested that the conversation be turned to Community Services Capital in order that the Community Services Director can proceed with procurement;

**COMMUNITY SERVICES CAPITAL**

- The Community Services director proceeded to present the 2022 Capital Budget beginning with fleet;
- A discussion was held regarding propane versus propane powered ice resurfacing equipment with the majority supporting the Director's recommendation;
- Mr. Poulin proceeded with Community Services carry-over items;
- Mr. Poulin continued with proposed 2022 projects including upgrades to Town Hall HVAC, upgrades to garage (Union Gas building) to provide workspace for community services staff;
- Mr. Poulin noted that the docks shown on capital should be in Operations;
- Mr. Poulin noted that the pool, moving back to a chemical system is being explored;
- A discussion was held regarding the proposed upgrades to Town Hall and the funds to be transferred to reserve (check with Alisa to make sure this sentence makes sense);
- Councillor Larabie raised the issue of funds allocated to upgrades for accessibility leading to a discussion resulting in Councillor Larabie being asked to leave the meeting

**D) ADJOURNMENT / AJOURNEMENT**

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

**No. 2022/103**    Moved by:    Councillor C. Fisher  
                         Seconded by:    Councillor D. Sénécal

**BE IT RESOLVED THAT** By-Law No. **2022/32** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its BUDGET meeting held on the 8<sup>th</sup> day of March 2022, shall come into force and take effect on the date it is passed.

**CARRIED**

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

**No. 2022/104**    Moved by:    Councillor C. Fisher  
                         Seconded by:    Councillor D. Sénécal

**BE IT RESOLVED THAT** the BUDGET meeting of Council held on March 8<sup>th</sup>, 2022 be adjourned.

**CARRIED**

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JOANNE SAVAGE  
MAYOR

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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 13<sup>th</sup>, 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 15<sup>th</sup>, 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 19<sup>th</sup>, 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 13<sup>th</sup>, 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 9<sup>th</sup>, 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 29<sup>th</sup>, 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 9<sup>th</sup>, 2021 @ 3pm

## AJOURNMENT

Moved by: Rachel Gagnon

Seconded by: Celeste Auger Proulx

THAT the meeting be adjourned.

Carried




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Sylvie Belanger, Chair

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

**Regular Board Meeting Minutes**

Wednesday, November 10<sup>th</sup>, 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

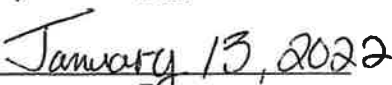
MOVED BY S. Friedrich that the meeting be adjourned at 5:49 p.m.

CARRIED

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

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

**Regular Board Meeting Minutes  
Thursday, January 13<sup>th</sup>, 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.

Chloe Langevin  
Chair

Emilie L...  
Secretary

Feb. 10, 2022  
Date

Feb 10, 2022  
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 *V1 – 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**

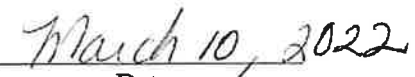
MOTION # 22-14

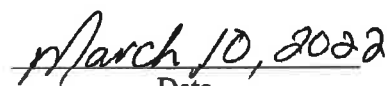
MOVED BY S. Michaud that the meeting be adjourned at 5:39

CARRIED

  
\_\_\_\_\_  
Chair

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
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**

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<b>PRESENT: MEMBERS :</b>	Lise Senécal	Chair
	Ronald Demers	
	Yvon Duhaime	
	Jacques Dupuis	Administrator / Secretary
	Léo Malette	
	Catherine Neddow	Vice-Chair
	Nicole Janson	Recording Secretary
<b>REGRETS:</b>	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 15<sup>th</sup>, 2021 at 12:00 noon.

**b) Information Items**

None provided.

**09. Adjournment**

Resolution No. 55

Moved by : Catherine Neddow

Seconded by : Yvon Duhaime

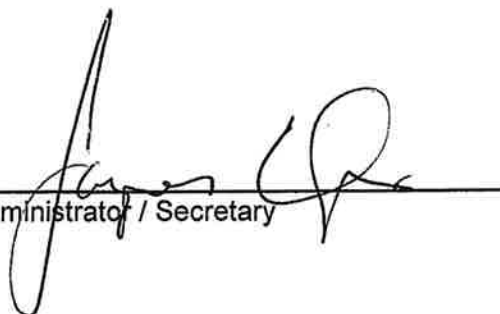
BE IT RESOLVED THAT the meeting now adjourns at 1:15 pm.

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**

---

<b>PRESENT: MEMBERS :</b>	Lise Senécal	Chair
	Ronald Demers	
	Yvon Duhaime	
	Jacques Dupuis	Administrator / Secretary
	Léo Malette	
	Catherine Neddow	Vice-Chair
<b>REGRETS:</b>	Nicole Janson	Recording Secretary
	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 Phillips 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 19<sup>th</sup>, 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 16<sup>th</sup>, 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 7<sup>th</sup>, 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 7<sup>th</sup>, 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 7<sup>th</sup>, 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 16<sup>th</sup>, 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 7<sup>th</sup>, 2021  
VIA ZOOM**

**DIRECTORS PRESENT:** ROCHON, Ginette  
OLIVIER, Dan  
LARABIE, Roland  
MARIFAU, 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 7<sup>th</sup>, 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 1<sup>st</sup>, 2021 Regular meeting (VIA ZOOM)
2. April 7<sup>th</sup>, 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:**

- 2020 truck is on the road and running – minor issues at the beginning but working well now
- Sturgeon Brush was hired to grind the wood pile at the landfill
- Move scarp metal- price has increased and there is quite a bit
- Major repairs on the compactor and front end loader was needed
- 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:**

- 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 27<sup>th</sup>, 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 27<sup>th</sup>, 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 7<sup>th</sup>, 2021 AGM Meeting (VIA ZOOM)
2. July 7<sup>th</sup>, 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 1<sup>st</sup> 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



**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 15<sup>th</sup>, 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 15<sup>th</sup>, 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 15<sup>th</sup>, 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 15<sup>th</sup>, 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

Resolution No.

## WEST NIPISSING POLICE SERVICES BOARD

2022 / 03

March 23, 2022


Moved by / Proposé par :

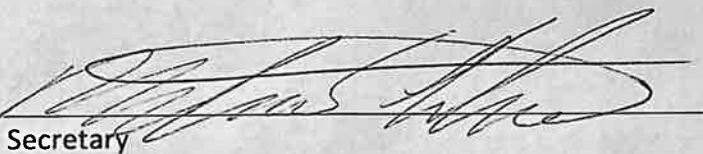
Chris

Seconded by / Appuyé par :

Rachelle

**BE IT RESOLVED THAT** the minutes of the meeting of the West Nipissing Police Services Board held on November 17, 2021, be adopted, as ☒ presented / ☐ amended.

  
Chair

  
Secretary

Names	YEAS	NAYS
Fisher, Christopher	✓	
Sénécal, Denis		
St-Louis, Roch	✓	
Laflèche, Rachelle	✓	
Gagné, Daniel	✓	

**REGULAR MINUTES OF THE WEST NIPISSING POLICE SERVICES BOARD  
MEETING HELD AT NIPISSING OUEST DETACHEMENT  
ON WEDNESDAY, NOVEMBER 17, 2021, AT 6:00 P.M.**

**Members present:**

Christopher Fisher (Chair)  
Roch St-Louis  
Daniel Gagné  
Rachelle Laflèche  
Mélanie Hébert (Secretary)  
Inspector Michael Maville  
Tom Gervais

**Regrets:**

Denis Sénécal (Vice Chair)

**Call to order - 18h07**

**House Keeping:**

NIL

1. Declaration of Pecuniary Interest
2. Adoption of the Agenda

**BE IT RESOLVED THAT** the agenda of the West Nipissing Police Services Board held on November 17, 2021, be approved as presented.

**No. 2021/01 Moved by: Daniel Gagné Seconded by: Rachelle Laflèche**

3. Adoption of the consent minutes

**BE IT RESOLVED THAT** the minutes meeting of the West Nipissing Police Services Board held on June 16, 2021, be approved as presented.

**No. 2021/02 Moved by: Rachelle Laflèche Seconded by: Daniel Gagné**

4. Business Arising Out of the Minutes

a. Procedure By-Law (Next meeting)

- The procedure by-law will be brought back to the next meeting, along with the election of a new Chair and Vice-Chair.

5. Community Safety and Policing Grant

The grant was applied for in 2019, the cycle has now ended and so we need to reapply, West Nipissing is a great candidate for this as there are more mental health calls in West Nipissing than other detachments. Inspector Maville will prepare the paper work and Chris will submit it. If approved the grant will be able to enhance services in mental health and addiction currently need to go out of town to access these services. As for our ride program grant, the cycle is set to end at the end of 2022.

**BE IT RESOLVED THAT** the application for the Community Safety Policing Grant be approved, as presented.

**No. 2021/03 Moved by: Daniel Gagné Seconded by: Roch St-Louis**

6. OPP Business / Report

The report shows that numbers are nice and high, Inspector Maville states there is nothing alarming to report.

The detachment will be welcoming two new members one of the members has started and the other one is planned to start in February, one officer has been reassigned and will be replaced in January.

a. Chiefs Memo

1. 21-0081 — IOP Advisor Updates
  - o Nothing to report.

7. Board Summary

- Items for next meeting
  - o Snow machine patrol
  - o Search and rescue — WNFS or OPP
  - o Billing model
  - o Agreement By-law
  - o Safe trade
  - o School liaison officer / mental health nurse

8. Adjournment




**BE IT RESOLVED THAT** the meeting of the West Nipissing Police Services Board held on November 17, 2021, be adjourned at 18h47.

No. 2021/05   Moved by: Roch St-Louis   Seconded by: Rachelle Leflèche

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Chair



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Mélanie Hébert - Secretary

**Police Services Board Report for West Nipissing**  
**2021/Nov to 2022/Feb**

<b>Public Complaints</b>	
Policy	0
Service	1
Conduct	2

**Date information collected from Professional Standards Bureau Commander Reports:** 2022-03-07

**Data Source**

Ontario Provincial Police, Professional Standards Bureau Commander Reports

- Includes all public policy, service and conduct complaints submitted to the Office of the Independent Police Review Director (OIPRD)

<b>Secondary Employment</b>
N/A

<b>Staffing Updates</b>	
Transfers:	GSPS officer Mark Larochelle transferred to the OPP and posted to West Nipissing (training from 28 Feb - 25 Mar 2022) //Danika Plante commenced in West Nipissing and is training with her coach officer
Promotions:	N/A
Awards:	Sgt(s) Duhaime & Aubertin will be awarded their 20 year exemplary service medals in the near future
Recognition:	N/A

**Detachment:** 4N - SUDBURY

**Location code(s):** 4N60 - NIPISSING WEST

**Area code(s):** 4054 - Nipissing West

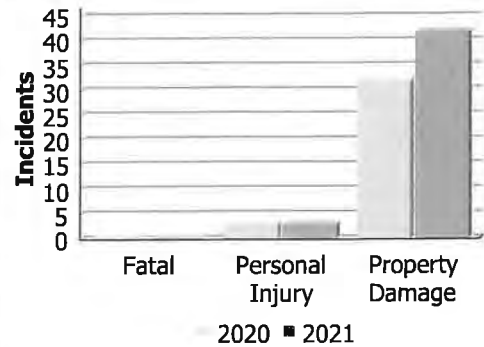
**Report Generated by:**  
Maville, Michael John

**Report Generated on:**  
7-Mar-22 1:22:37 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for West Nipissing**  
**Collision Reporting System**  
**November to December - 2021**

**Motor Vehicle Collisions by Type**

Incidents	November to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Fatal	0	0	--	1	0	-100.0%
Personal Injury	3	3	0.0%	19	23	21.1%
Property Damage	32	42	31.2%	188	197	4.8%
<b>Total</b>	<b>35</b>	<b>45</b>	<b>28.6%</b>	<b>208</b>	<b>220</b>	<b>5.8%</b>



**Data Utilized**

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

**Detachment:** 4N - SUDBURY

**Location code(s):** 4N60-NIPISSING WEST

**Data source date:**  
2022/03/06

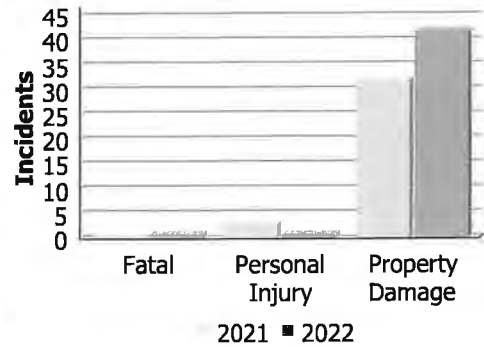
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Maville, Michael John

**Report Generated on:**  
7-Mar-22 1:26:00 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for West Nipissing**  
**Collision Reporting System**  
**January to February - 2022**

**Motor Vehicle Collisions by Type**

Incidents	January to February			Year to Date - February		
	2021	2022	% Change	2021	2022	% Change
Fatal	0	1	--	0	1	--
Personal Injury	3	1	-66.7%	3	1	-66.7%
Property Damage	32	42	31.2%	32	42	31.2%
<b>Total</b>	<b>35</b>	<b>44</b>	<b>25.7%</b>	<b>35</b>	<b>44</b>	<b>25.7%</b>



**Data Utilized**

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

**Detachment:** 4N - SUDBURY

**Location code(s):** 4N60-NIPISSING WEST

**Data source date:**  
2022/03/06

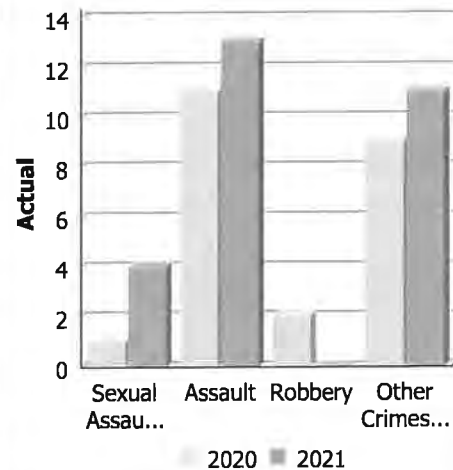
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Maville, Michael John

**Report Generated on:**  
7-Mar-22 1:29:02 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for West Nipissing**  
**Records Management System**  
**November to December - 2021**

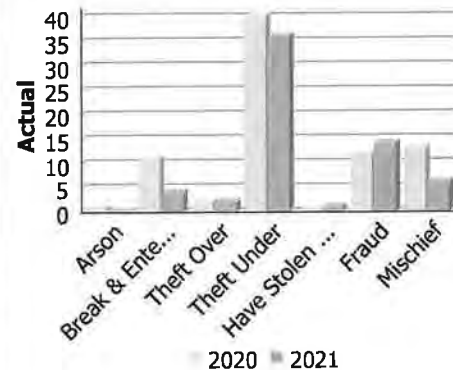
**Violent Crime**

Actual	November to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	4	300.0%	20	25	25.0%
Assault	11	13	18.2%	78	72	-7.7%
Abduction	0	0	--	3	1	-66.7%
Robbery	2	0	-100.0%	3	2	-33.3%
Other Crimes Against a Person	9	11	22.2%	74	67	-9.5%
<b>Total</b>	<b>23</b>	<b>28</b>	<b>21.7%</b>	<b>178</b>	<b>167</b>	<b>-6.2%</b>



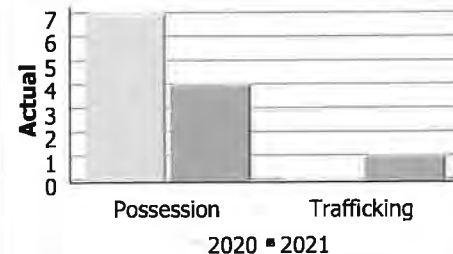
**Property Crime**

Actual	November to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Arson	1	0	-100.0%	1	1	0.0%
Break & Enter	11	4	-63.6%	53	34	-35.8%
Theft Over	2	2	0.0%	23	18	-21.7%
Theft Under	40	36	-10.0%	215	215	0.0%
Have Stolen Goods	0	1	--	3	5	66.7%
Fraud	12	14	16.7%	84	90	7.1%
Mischief	13	6	-53.8%	82	60	-26.8%
<b>Total</b>	<b>79</b>	<b>63</b>	<b>-20.3%</b>	<b>461</b>	<b>423</b>	<b>-8.2%</b>



**Drug Crime**

Actual	November to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Possession	7	4	-42.9%	20	12	-40.0%
Trafficking	0	1	--	23	10	-56.5%
Importation and Production	0	0	--	0	1	--
<b>Total</b>	<b>7</b>	<b>5</b>	<b>-28.6%</b>	<b>43</b>	<b>23</b>	<b>-46.5%</b>



**Detachment:** 4N - SUDBURY  
**Location code(s):** 4N60 - NIPISSING WEST  
**Area code(s):** 4054 - Nipissing West  
**Data source date:** 2022/03/05

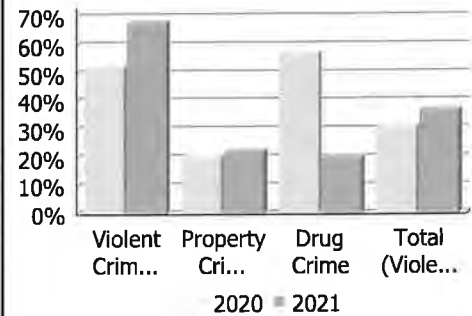
**Report Generated by:**  
Maville, Michael John

**Report Generated on:**  
7-Mar-22 1:27:21 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for West Nipissing**  
**Records Management System**  
**November to December - 2021**

**Clearance Rate**

Clearance Rate	November to December			Year to Date - December		
	2020	2021	Difference	2020	2021	Difference
Violent Crime	52.2%	67.9%	15.7%	65.2%	71.3%	6.1%
Property Crime	20.2%	22.2%	2.0%	19.1%	20.6%	1.5%
Drug Crime	57.1%	20.0%	-37.1%	72.1%	52.2%	-19.9%
<b>Total (Violent, Property &amp; Drug)</b>	<b>30.6%</b>	<b>36.7%</b>	<b>6.1%</b>	<b>35.1%</b>	<b>36.5%</b>	<b>1.4%</b>



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

**Detachment:** 4N - SUDBURY

**Location code(s):** 4N60 - NIPISSING WEST

**Area code(s):** 4054 - Nipissing West

**Data source date:**  
2022/03/05

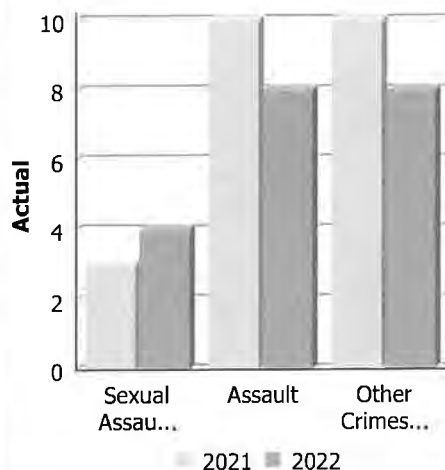
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Maville, Michael John

**Report Generated on:**  
7-Mar-22 1:27:21 PM  
PP-CSC-Operational Planning-4300

**Police Services Board Report for West Nipissing**  
**Records Management System**  
**January to February - 2022**

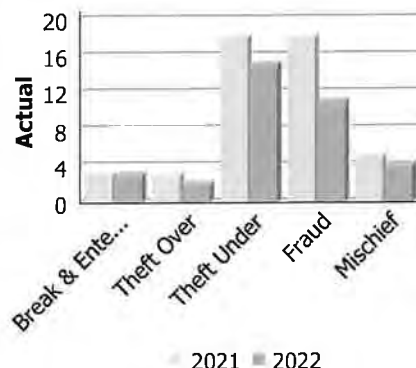
**Violent Crime**

Actual	January to February			Year to Date - February		
	2021	2022	% Change	2021	2022	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	3	4	33.3%	3	4	33.3%
Assault	10	8	-20.0%	10	8	-20.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	10	8	-20.0%	10	8	-20.0%
<b>Total</b>	<b>23</b>	<b>20</b>	<b>-13.0%</b>	<b>23</b>	<b>20</b>	<b>-13.0%</b>



**Property Crime**

Actual	January to February			Year to Date - February		
	2021	2022	% Change	2021	2022	% Change
Arson	0	0	--	0	0	--
Break & Enter	3	3	0.0%	3	3	0.0%
Theft Over	3	2	-33.3%	3	2	-33.3%
Theft Under	18	15	-16.7%	18	15	-16.7%
Have Stolen Goods	0	0	--	0	0	--
Fraud	18	11	-38.9%	18	11	-38.9%
Mischief	5	4	-20.0%	5	4	-20.0%
<b>Total</b>	<b>47</b>	<b>35</b>	<b>-25.5%</b>	<b>47</b>	<b>35</b>	<b>-25.5%</b>



**Drug Crime**

Actual	January to February			Year to Date - February		
	2021	2022	% Change	2021	2022	% Change
Possession	1	2	100.0%	1	2	100.0%
Trafficking	1	1	0.0%	1	1	0.0%
Importation and Production	0	0	--	0	0	--
<b>Total</b>	<b>2</b>	<b>3</b>	<b>50.0%</b>	<b>2</b>	<b>3</b>	<b>50.0%</b>



**Detachment:** 4N - SUDBURY  
**Location code(s):** 4N60 - NIPISSING WEST  
**Area code(s):** 4054 - Nipissing West  
**Data source date:** 2022/03/05

**Report Generated by:**  
Maville, Michael John

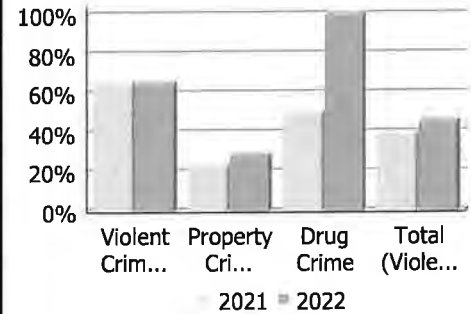
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7-Mar-22 1:29:53 PM  
PP-CSC-Operational Planning-4300



**Police Services Board Report for West Nipissing**  
**Records Management System**  
**January to February - 2022**

**Clearance Rate**

Clearance Rate	January to February			Year to Date - February		
	2021	2022	Difference	2021	2022	Difference
Violent Crime	65.2%	65.0%	-0.2%	65.2%	65.0%	-0.2%
Property Crime	23.4%	28.6%	5.2%	23.4%	28.6%	5.2%
Drug Crime	50.0%	100.0%	50.0%	50.0%	100.0%	50.0%
<b>Total (Violent, Property &amp; Drug)</b>	<b>39.2%</b>	<b>45.8%</b>	<b>6.6%</b>	<b>39.2%</b>	<b>45.8%</b>	<b>6.6%</b>



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

**Data Utilized**

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

**Detachment:** 4N - SUDBURY  
**Location code(s):** 4N60 - NIPISSING WEST  
**Area code(s):** 4054 - Nipissing West  
**Data source date:**  
 2022/03/05

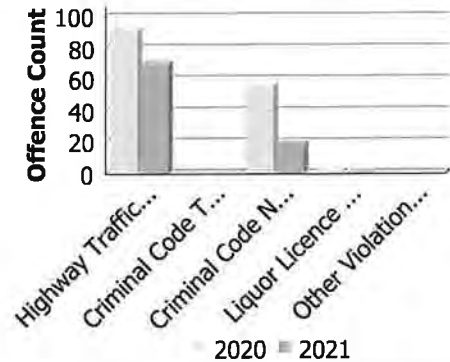
**Report Generated by:**  
 Maville, Michael John

**Report Generated on:**  
 7-Mar-22 1:29:53 PM  
 PP-CSC-Operational Planning-4300

**Police Services Board Report for West Nipissing**  
**Integrated Court Offence Network**  
**November to December - 2021**

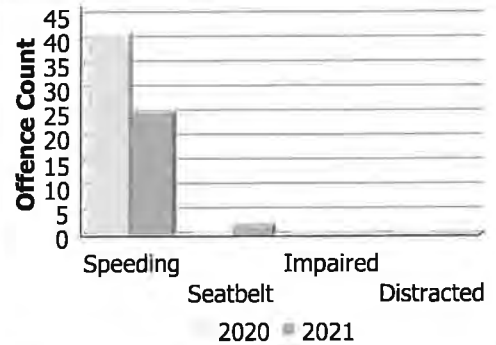
**Criminal Code and Provincial Statute Charges Laid**

Offence Count	November to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Highway Traffic Act	92	70	-23.9%	1,076	588	-45.4%
Criminal Code Traffic	--	--	--	--	--	--
CCC Non-Traffic	--	--	--	--	--	--
Liquor Licence Act	2	1	-50.0%	16	11	-31.2%
Other Violations	--	--	--	--	--	--



**Traffic Related Charges**

Offence Count	November to December			Year to Date - December		
	2020	2021	% Change	2020	2021	% Change
Speeding	41	25	-39.0%	730	352	-51.8%
Seatbelt	0	2	--	7	7	0.0%
Impaired	0	0	--	0	0	--
Distracted	0	0	--	5	1	-80.0%



Integrated Court Offence Network data is updated on a monthly basis: Data could be as much as a month and a half behind.

**Data Utilized**

- Ministry of Attorney General, Integrated Court Offence Network
- Integrated Court Offence Network Charge Business Intelligence Cube

**Detachment:** 4N - SUDBURY

**Location code(s):** 4N60 - NIPISSING WEST

**Data source date:**

11-Jan-22 1:40:28 PM

**Report Generated by:**

Maville, Michael John

**Report Generated on:**

7-Mar-22 1:30:49 PM

PP-CSC-Operational Planning-4300



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

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

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

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



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING  
LA CORPORATION DE LA MUNICIPALITY 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 5th DAY OF APRIL, 2022**

---

**WHEREAS** the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 5th day of APRIL 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 5th DAY OF APRIL 2022 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.**

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JOANNE SAVAGE  
MAYOR

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MELANIE DUCHARME  
CLERK