

VIRTUAL ZOOM MEETING / RÉUNION VIRTUELLE PAR ZOOM

AGENDA / ORDRE DU JOUR

- A) Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires
- B) Addendum and Agenda / Addenda et Ordre du jour
- B-1 Approve the Addendum
- B-2 Adopt the Agenda
- C) Delegations & Petitions / Délégations et pétitions **NIL**

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

- D-1) Planning / Planification
- D-1(a) Update re: Holditch Property (boat launch) – encroachment on municipal land (Guenette)
- D-2) Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique
- D-2(a) Accessibility Concern - Sidewalk too narrow on John St. Bridge (*R. Larabie*)
- D-3) Economic Development / Développement économique **NIL**
- D-4) Social Services and Health / Services sociaux et santé **NIL**
- D-5) Community Services / Services communautaires
- D-5(a) Clear Lake Public Beach – Clear Lake Cottagers' Association of Field
- D-6) Public Works / Travaux publics
- D-6(a) Road Rehabilitation (Eugene, Comeau, Arbour & Gerard Rds) (*petition received at Aug-17th mtg.*)
- D-6(b) Request for reduction of speed limit on Sabourin and de l'Étang Roads
- D-6(c) Discussion re: replacement of aging PW asset (2007 Case Loader)
- D-6(d) Connecting Links Program – Available funding
- D-7) Sewer and Water / Les égouts et l'eau
- D-7(a) Update re: Water Filling / Dumping Stations (Verner arena, SF Goulard Park)
- D-8) Environmental / L'environnement **NIL**

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) Planning / Planification

- E-1 By-Law **2021/65** to accept, assume and dedicate lands for public highway (Leduc Rd)
- E-2 By-Law **2021/66** to accept, assume and dedicate lands for public highway (Douglas Rd)
- E-3 By-Law **2021/67** to accept, assume and dedicate lands for public highway (Marleau Rd)
- E-4 By-Law **2021/68** to accept, assume and dedicate lands for public highway (Savignac Rd)
- E-5 By-Law **2021/69** to deem certain lots to not be part of Registered Plan No. 49 (Bain Rd)
- E-6 By-Law **2021/70** to amend zoning of property at 28 Fortin Drive (*from SR & RU TO SR-13*)
- E-7 Request for letter of concurrence for Xplornet Communications Inc. (12205 Hwy 17E)

F) Correspondence and Accounts / Courier et comptes

- F-1 September 7th, 2021 Council minutes
- F-2 Adopt the minutes of the Planning Advisory Committee meeting of JULY 12, 2021
- F-3 Receive the following minutes from various Boards / Committees :
 - (i) Committee of Adjustment meeting held JULY 12, 2021
 - (ii) WN Accessibility Advisory Committee meeting held April 29, 2021
 - (iii) WN Public Library Board meeting held June 10, 2021
- F-4 Receive the **JUNE** Disbursement Reports
- F-5 Correspondence: Office of the Ombudsman re: Closed Meeting Complaint

G) Unfinished business / Affaires en marche

H) Notice of Motion / Avis de motion

I) New Business / Affaires nouvelles

- I-1 Sign agreement for use of municipal parking lot
- I-2 By-Law **2021/64** to amend the Marriage License fee
- I-3 Authorization to close the tax account at the Verner Caisse Populaire
- I-4 NOHFC resolution re: Cost overages for Field Outdoor Rink Project
- I-5 Approval of project submissions under the ICIP - 2nd funding intake
- I-6 'No Cut Policy' exemption re: 870 Lalande Road (R. & G. Rivet)
- I-7 Support for OHIP-insured Eye Care (*J. Savage*)
- I-8 Resolution for Naming of Municipal Asset - Sturgeon Falls arena (Labbé Family)
- I-9 Receive the 2nd Quarter – Variance Financial Report
- I-10 Award tender for Municipal Building Roof Replacement/Repairs (*Belanger*)
- I-11 Transfer PW budget funds to a dedicated PW Infrastructure Reserve (*Connecting Links Prg.*)
- I-12 Declare September 30th as National Day for Truth & Reconciliation (*C. Fisher*)
- I-13 Reconsideration resolution – Exemption request re: No Cut Policy (Michaud St) (*J. Savage*)

J) Addendum / Addenda

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

- K-1 Mayor's Report

L) Closed Meeting / Réunion à huis clos

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

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

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

L-2 Approval of previous CLOSED minutes:

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

L-3 Resolution to adjourn the closed session

M) Adjournment / Ajournement

M-1 Resolution to adopt By-law **2021/71** confirming proceedings of meeting

M-2 Resolution to adjourn the meeting

MEMORANDUM

TO: Mayor and Council

FROM: Melanie Ducharme, Municipal Clerk/Planner
Alain Bazinet, Chief Building Official

DATE: September 16, 2021

RE: Request to Purchase Municipal Land – Holditch Street Boat Launch

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

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

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

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

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

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

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

SCHEDULE "A"



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"





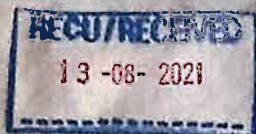






SCHEDULE "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:	Sept 14 2021		
Name of Requestor:	Roland Larabie	Date submitted: Sept 22 2021	
Address:	Full mailing address: 127 539A River Valley		
Phone:	Home: 705-758-6899	Business / Cell: 705-471-1777	Fax:
E-Mail:	RLarabie@westnipissing.ca		
Requested Agenda Item/Subject:	Accessibility Sidewalk Width John St Bridge		
Additional details / background information: ☒ see below ☐ 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> Sidewalk is too narrow for accessibility Scooters and a 6" drop at the end making it difficult.			
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date: September 15/2021 (e-mail)	
MUNICIPAL OFFICE USE			
STEP 2 → This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	September 15/2021	Received from:	Councillor R. Larabie
Meeting Date Requested:	September 21/2021	Mode of Notification:	☐ in person ☐ by telephone ☒ by e-mail ☐ other: _____
Processing of request:	☐ Information only ☐ Action Item ☒ Discussion/Action Item ☐ Report Required ☐ Public Hearing ☐ Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	September 21/2021	☐ Regular meeting ☒ Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			



J. Savage, Mayor
Municipality of West Nipissing
225 Holditch St, Sturgeon Falls, ON P2B 1T1

CLEAR LAKE COTTAGERS' ASSOCIATION of FIELD
ASSOCIATION CHALETS LAC CLAIR de FIELD
P.O. Box 98, FIELD, ON P0H 1M0



6 August 2021

J. Savage, Mayor
Municipality of West Nipissing
225 Holditch St, Sturgeon Falls, ON P2B 1T1

RE: CLEAR LAKE PUBLIC BEACH

Your Worship:

The 2021 Annual General Meeting of CLCA was held on 1 August 2021. Residents raised reoccurring concerns that have been ongoing since they met with you in 2019.

Public Beach : As previously advised boaters often enter the swimming area and moor at the floating dock. This association has recently sent a request to the Insp. Maville, OPP requesting increased enforcement. When you met with members you had indicated that council would be implementing a beach by-law. Can you please advise the status of those discussions?

FYI - the metal ladder on the floating swim platform has been broken and will require repair.

Lake Tonnerre: You are aware of our concerns regarding unlawful parking on CLR and the hazard it represents. We have once again contacted police requesting further enforcement. To my knowledge no new signage has been added since our last meeting with you ...the situation remains unchanged.

Trailer By-Law - This Association had representatives attend the public meeting with Mr. Barbeau in Field . We have not heard anything on this file, and note that trailers continue to increase in our area. Can you please advise what has transpired?

Your assistance in providing a response to this inquiry and having these issues addressed will enable me to update your constituents.

Sincerely Yours
Howie Longfellow, President
705-758-1205



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

BY-LAW 2019/74

**BEING A BY-LAW AMEND BY-LAW 2019/60 TO REGULATE TRAFFIC
AND PARKING IN THE MUNICIPALITY OF WEST NIPISSING**

WHEREAS Council deems it expedient to amend certain Schedules of By-Law 2019/60;

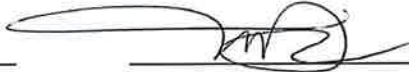
NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS THAT BY-LAW 2019/60, AS AMENDED, BE AMENDED AS FOLLOWS:

1. **THAT** Schedule "**B**" of By-law 2019/60, as amended, be repealed and replaced with Schedule "**B**" attached hereto which shall form part of this By-law:
 - (a) prohibit overnight parking at all municipal beaches
 - (b) prohibit parking on Lac Clair Road (near beach entrance)
2. **THAT** Schedule "**E**" of By-law 2019/60, as amended, be repealed and replaced with Schedule "**E**" attached hereto which shall form part of this By-law:
 - (a) add yield sign at the Field Landfill Main Entrance accessing onto Lac Clair Road
3. **THAT** Schedule "**F**" of By-law 2019/60, as amended, be repealed and replaced with Schedule "**F**" attached hereto which shall form part of this By-law:
 - (a) lower the rate of speed on Quesnel Road (from 60 km/hr. down to 50 km/hr.)
4. **THAT** this by-law shall take effect on the date it is enacted.

ENACTED AND PASSED THIS 3rd DAY OF SEPTEMBER 2019, AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS OFFICERS.



JOANNE SAVAGE
MAYOR



MELANIE DUCHARME
MUNICIPAL CLERK

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "B" to BY-LAW 2019/74
AMENDING BY-LAW 2019/60

→ (i) PARKING PROHIBITED/RESTRICTED AT SPECIFIED PLACES AT STATED TIMES OR WHERE SIGNS ARE ON DISPLAY (Sections 4.3 and 5.1)

HIGHWAY	SIDE	FROM	TO	DAYS OR TIME OR BOTH	PERIOD
John	North	Arthur	Church	8 AM – 4:30 PM	Monday-Friday
Levesque	East	Market	101 meters North of Market	8 AM – 4:30 PM	Monday-Friday
Levesque	West	Market	101 meters North of Market	8 AM – 4:30 PM	Monday-Friday
Main	East	Ethel	202 meters South of Ethel	8 AM – 4:30 PM	Monday-Friday
Ethel	North	Main	Nipissing	9 AM – 3 PM	Nov. 1- Mar. 31
Holditch	East	William	Queen	8 AM – 6 PM	1 hour
Holditch	East	Hwy. 17	For 30 meters North	8 AM – 5 PM	30 min.
Holditch	East	South boundary of property abutting LCBO	6 parking spaces	8 AM – 4:30 PM	Monday-Friday 30 min.
Holditch	East	End of no parking zone (north of 170 m from Front St.)	21.5 meter northerly	8 AM – 6 PM	Monday-Friday
King	East	Mackie	Market	8 AM – 5 PM	1 hr.
King	East	John	Front	8 AM – 6 PM	2 hrs.
King	West	John	Front	8 AM – 6 PM	2 hrs.
Lac Clair	East/West	100m north of entrance to Lac Clair Beach	100m south of entrance to Lac Clair Beach	All	All
Main	East	John	Front	8 AM – 6 PM	2 hrs.
Main	West	15 meters in front of Main Entrance	École Secondaire Franco-Cité	9 AM – 3 PM	2 hrs.
Main	West	John	Front	8 AM – 6 PM	2 hrs.
Queen	South	Holditch	Levesque	8 AM – 6 PM	2 hrs.
Queen	North	Holditch	Levesque	8 AM – 6 PM	2 hrs.
William	North	Holditch	Levesque	8 AM – 6 PM	2 hrs.
William	South	Holditch	Levesque	8 AM – 6 PM	2 hrs.
HIGHWAY		SIDE		BETWEEN	
Nil		Nil		Nil	
MUNICIPAL PROPERTY		LOCATION		BETWEEN	PERIOD
Lac Clair Beach		1169 Lac Clair Road, Field		10 PM – 8 AM	10 hrs.
Sturgeon Falls Beach		North End of Main Street, Sturgeon Falls		10 PM – 8 AM	10 hrs.
St-Jean Beach		St-Jean Road, Verner		10 PM – 8 AM	10 hrs.

→ (ii) RESTRICTED PARKING 9:00 P.M. to 7:00 A.M. – COMMERCIAL MOTOR VEHICLES AND TRAILERS (Sec. 5.3)

HIGHWAY	SIDE	BETWEEN
Nil	Nil	Nil

→ (iii) ANGLE PARKING AT ANY TIME (Section 6.1)

HIGHWAY	SIDE	BETWEEN
Russell Street	South	South side of Russell at Main
Main	West	West side from Market St. (100 m. north)
180 Nipissing St.	East	William Street and John Street

Municipality of West Nipissing
TRAFFIC and PARKING BY-LAW
SCHEDULE "B" to BY-LAW 2019/74
AMENDING BY-LAW 2019/60

→ (iv) RESTRICTED PARKING AT ANY TIME (Section 7.1)

HIGHWAY		SIDE	FROM	TO	
Front		South	Coursol	Floral	
Front		North	Coursol	Floral	

→ (v) EXCESS LOADS – PARTS OF HIGHWAYS EXCEPTED (Sections 8.1 and 21.3)

HIGHWAY		FROM	TO	
Front (Hwy 17)		Bridge	Coursol	
Hwy 64		Front	Sabourin	

→ (vi) U-TURNS PROHIBITED (Sec. 23.2)

Intersection John and King			
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→ (vii) RESTRICTED MOVEMENT (Section 23.3)

HIGHWAY	DIRECTION OF TRAVEL	RESTRICTION	TIMES	
Main at Front	South	No left turn	Any time	

→ (viii) SPECIAL CIRCUMSTANCES PARKING

HIGHWAY		SIDE	FROM	TO	PERIOD
Holditch		East	John	Mackie	Parking permitted on paved boulevard from May to November

Subject: FW: Eugene Rd, Comeau Rd, Arbour Rd and Gerard Rd

On Mon, Aug 2, 2021 at 2:35 PM Chantal Fyfe <chantalfyfe@gmail.com> wrote:

To the Mayor and all Council Members.

The residents of Eugene Rd, Comeau Rd, Gerard Rd, Arbour Rd and area have sent emails and phone calls to the appropriate areas of the Municipality Office numerous times. We have a signed a Petition that is attached to this email. On behalf of all residents in this area I Chantal Fyfe Morin who lives at 17 Comeau Rd, I am requesting to speak at the September Council meeting.

Agenda- to replace asphalt on Eugene Rd (not patch work).

- to have proper speed signs on Comeau Rd and Arbour Rd

- to have ditching done at the end of Eugene and Comeau Rd,

There is stagnant water in these ditches we now have an infestation of mosquitoes all day long to the point no one can enjoy their summer, the odour of this stagnant water is terrible.

Thank you

Chantal Fyfe-Morin

17 Comeau Rd

Lavigne,ON

705-967-1112

May 10 2021-Petition for.....Eugene Rd and Stagnant Water

This petition is in regards to re-paving Eugene Rd and Stagnant Water in our ditches. Eugene Rd is slated for repairs in 2022/2023. Unfortunately our cars are getting damaged and swerving to avoid pot holes is no longer an option (there is no where to swerve) therefore more damage to our vehicles. The stagnant water is a breeding ground for Mosquitoes, also there is a foul smell that is not pleasant when sitting outside. Please sign this petition to be able to get this work done immediately.

**Thank you
Chantal Fyfe
17 Comeau Rd, Lavigne
705-967-1112**

May 10 2021 Petition forEugene Rd and Stagnant Water

Address.	Name.	Signature.
17 Comeau	Chantal Fyfe-Morin	C Fyfe-Morin
16 Comeau	Marcel Delorme	Marcel Delorme
24 COMEAU	GARY ROBINS	[Signature]
34 COMEAU	Steve Somers	[Signature]
34 comeau rd.	Jessica Somers	[Signature]
38 COMEAU RD.	FERN LAFRENIERE	F Lafreniere
46 Comeau	Juliette Perron	Juliette Perron
46 Comeau	Rita Barazeau	Rita Barazeau
56 Comeau	NOEL & ROSA KILLES	[Signature]
64 COMEAU RD.	Caroline St Jean	Caroline St Jean
44 Comeau RD.	Rob Gauthier	[Signature]
55 Comeau Rd.	Hubert & Lauren	[Signature]
70A Comeau Rd	Martin Larcher	[Signature]
70A Comeau Rd	Meagan Kvatin	[Signature]
84 Comeau Rd	Melane Beeneffe	[Signature]
4 COMEAU RD.	PAULETTE PERRON	P. Peron
1465 Eugene Rd	Laurie Jean	[Signature]
20 COMEAU Rd	Helene Bonduc	H Bonduc
16 Comeau Rd.	LORRAINE DELORME	L. Delorme
85 Arbour Rd	Roanne Dutrisac	R Dutrisac
85 Arbour Rd	Robert Dutrisac	[Signature]
91 COMEAU Rd	Gilles Rivillan	[Signature]

May 10 2021 Petition forEugene Rd and Stagnant Water

Address.

Name.

Signature.

58 Comeau Rd Richard Comeau Richard Comeau

1 Arbour Rd Ken Bank Ken Bank

63 Brouillette Rd Marie Schweitzer Marie Schweitzer

6 Comeau Rd David Vibes David Vibes

24 Alouette Rd Bob Arbour Robert Arbour

52 Comeau Rd [Signature] Nicole Bire

276 Sauvignan R My Man Guy Madore

6 Gerard St [Signature] Mike Simpson

4 Gerard Rd. [Signature] YVONNE Reynolds

31 ARBOUR RD. TREVOR CALDWELL

10 Brouillette Rd Yvon Potvin Yvon Potvin

68 Arbour Rd. Kise Cushing Kise Cushing

28 Brouillette Rd Lynn Binette Lynn Binette

462 Eugene rd. Benadine Bolech Ben Bolech

64 Comeau Rd - Dominique Philp of the St-Jean family

42 Comeau Rd ALEXANDRE DUBOIS [Signature]

88 Comeau Rd. Daniel Lechance [Signature]

92 Comeau Rd Florence Comeau

93 " " Raymond Comeau

95 " " Leonard Poirer

Received - Sept-16-2021

PETITION - EUGENE ROAD REPAIR

RESIDENT'S ADDRESS	SIGNATURE
40 BLAKE Rd.	Gaston Pellerin
75 Pellerin Rd.	Paul Pellerin
10 ARGO Rd.	Gerry Gilpin
22 ARGO Rd.	Jeanne Faisy
24 Argo Rd.	Therese Diane Souliere
14 ch. Argo	Leo Lalonde
16 me Argo	John Dube
16 Argo	Jim L. Durocher
14 Argo	D. Durocher
2 ARGO	Ed. Lem
42 Blake Rd	
48 Blake Rd	Marie-Hélène Trappier
93 Blake Rd	
7 Blake Rd	
98 Pellerin Rd.	Carmen Marcoux
85 PELLERIN RD	
90 PELLERIN RD	Jeanne Giguère
88 PELLERIN RD	
92 CHEMIN PELLERIN	Michel Lamarche
94 PELLERIN	Belle Barron
49 Pellerin	Gus Pellerin

PETITION - EUGENE ROAD REPAIR

RESIDENT'S ADDRESS	SIGNATURE
95 Palleria Rd	Barb Marcot *
54 St Jean Rd	Paulette Beaudand
64 St Jean Rd	Hani D.
79 ST-Jean Rd	Quinta St-Jean
91 St Jean Rd	Nicole Laurille
93 St. Jean Rd	Brenda Prouse
101 St-Jean	B. McGill
97 ST JEAN	Charles Marcot

PETITION - EUGENE ROAD REPAIR

RESIDENT'S ADDRESS	SIGNATURE
96 Pellerin	Aline Pellerin
104 Pellerin Rd	Bryan & Laura Jones
94 Pellerin	
P. 1000 La. 1000 1000	
65 PELLERIN RD	J. Jones

MEMORANDUM

TO: Mayor and Council
AND TO: Jay Barbeau, CAO
FROM: Shawn Remillard, C. Tech. Manager, Public Works
DATE: September 15, 2021
RE: **EUGENE, COMEAU, ARBOUR AND GERARD ROADS**

Eugene road has significantly deteriorated over the past few years to the point where maintenance frequency is beyond our efficient daily operating means.

I would recommend pulverizing the worse section from Hwy 64 to Rainville Rd. and adding Eugene Road to the 2022 Capital Works for brushing and ditching followed by surface treatment of its entirety. The pulverized section would need motor grader maintenance and potential dust suppression in the interim.

The drainage of Comeau, Arbour and Gerard will need to be evaluated vs Lake Nipissing levels followed by potential culvert resets/replacement and roadside drainage ditch clean out.

When repairs to the Eugene Road bridge #026 were contemplated, EXP recommended a full replacement of this structure. The engineering cost alone are quoted at \$98,000.00.

This required work can be added to the 2022 Capital plan for discussion during budget deliberations.

Regards,

Shawn Remillard, C.Tech
Manager, Public Works

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



885 Regent Street
Sudbury, ON, P3E 5M4 Canada
T: 705.674.9681 • www.exp.com

Sudbury, September 16, 2021

Mr. Shawn Remillard, C.Tech.
Manager, Public Works
Municipality of West Nipissing,
225 Holditch Street, Suite 101,
Sturgeon Falls, Ontario,
P3B 1T1

Via e-mail: sremillard@municipality.westnipissing.on.ca

**Subject: Engineering Fee Proposal for
#026 Eugene Road Bridge Replacement**

Dear Sir:

Further to your request, we are pleased to submit herein our fee proposal to provide preliminary design, detailed design, secure environmental clearances, and construction administration services for the above noted municipal bridge replacement project.

Our Company

With a mission to understand, innovate, partner and deliver, EXP provides engineering, design and consulting services to the world's built and natural environments. Our heritage dates back to 1906, when the earliest of EXP's predecessor companies started its engineering infrastructure practice. Today, over 3,500 creative EXP professionals across North America provide the passion and experience needed to deliver successful projects around the world.

Bridges are vital connections for our communities – creating the journey to new destinations and linking our environment. We provide innovative solutions to build, preserve, maintain, and enhance the world's bridges. Since our founding, we have planned, designed, inspected, repaired, and rehabilitated well over 1,000 bridges.

We have delivered award-winning designs over road, rail and waterways – from iconic long-span river crossings to unique pedestrian bridges that establish meaningful community connections. We have inspected major structures, led rehabilitation improvement programs, and have delivered cost-effective solutions to help owners extend the life of their infrastructure.

Currently, EXP is registered in MTO Registry, Appraisal and Qualification System and is approved for the following Bridge Engineering Specialties:

- Biennial Inspections,
- Condition Surveys,
- Design and Evaluation – Complex Structures (multi-span),
- Design and Evaluation – Single Span, and
- Rehabilitation – General.

Project Introduction/Objective

The Municipality is planning to replace the aging Eugene Road Bridge in the 2022 construction season.

The objectives of this assignment are study various replacement alternatives, conduct detailed design of the preferred option, prepare tender document for the construction of the new bridge, provide procurement support and subsequent construction contract administration.

Scope of Services

The scope of our services will include the following major tasks:

1. Project Management

Communications between the Municipality and EXP are handled by EXP Project Manager. Information received from the Municipality will be communicated to the appropriate team members by the Project Manager. EXP will keep the Municipality informed of the design progress by organizing Project Progress Meetings. All comments and concerns raised by the Municipality will be incorporated or addressed in the design. EXP's fundamental project management objective is to consistently meet or exceed our client's expectations. Adherence to budget, deadlines and applicable Codes and Regulations, without compromising on the quality of the services rendered.

2. Environmental Clearance

For the replacement of **#026 Eugene Road Bridge**, EXP will complete these environmental related tasks:

- a. *Schedule A+ Municipal Class EA* – tasks to complete the EA will include site review visit, letters to agencies such as MOE, MNRF, DFO, etc. We will prepare notice letter to be published in Municipality of West Nipissing newspaper and website. For the purpose of preparing this proposal, we assume additional studies/reviews such as archaeological study, Species-At-Risk (SAP) and fish habitat etc. are not required.
- b. *Permit Application* – We will complete required application forms, contact and apply for the required permits from MNRF and DFO for Eugene Road Bridge work. It is EXP's understanding that no other Conservation Authorities in this locale.

3. Visual Site Reviews

Members of our structural design team will visit the bridge site to review the current condition of the structure, topographic features, and general site condition. Information so collected will be incorporated into the final design.

4. Geotechnical Investigation

EXP is proposing to advance two (2) sampled bore holes, one at each abutment location, to collect subsurface information, establish foundation and excavation shoring design parameters. The boreholes will be advanced to a depth of 15.0 m or to equipment refusal on assumed bedrock. Please refer to the attached Geotechnical Investigation Proposal for more details on this component.

5. Hydrology and Hydraulic Analysis

The hydrological tasks for **#026 Eugene Road Bridge** replacement will commence with the confirmation of the peak design flow return period to use for the analysis. Based on guidance in the MTO's Highway Drainage Design Standards manual (section WC-1, Hydrology), and MTO Ministry Directive B-100, and/or the Municipality's higher preference, a peak design return flow period will be confirmed.

The design flow at the site will be based on a review of multiple sources, including the following tasks:

- a. Empirical calculations will be used, based on the approach provided in the most current MTO Drainage Manual, specific to Canadian Shield-type watersheds less than 100 sq.km in size, which are expected to include the Modified Index Flood Method, as well as the Northern Ontario Hydrology Method.
- b. A review of this bridge location using the Ministry of Natural Resource's on-line watershed calculation database, the Ontario Flow Assessment Tool (OFAT) will be carried out to obtain a calculated design flow based on the watershed area, slope, and the geography of the watershed (eg. natural, urban, and agricultural cover effects on runoff).
- c. A desktop review of relevant information from any past site reports, or design information, which may be available for the subject bridge site, via an inquiry to Municipality's archives; this will also include an inquiry related to design or hydrology reports for any nearby stream crossings

The design flow information determined from the above sources will be compared and considered, and a representative peak design flow will ultimately be selected, from which the required hydraulic capacity of the proposed replacement bridge can be determined. An examination of characteristics of the local channel, substrate, bridge, and stream banks using both visual observations and the site survey's existing site elevation data will help to determine the local roughness coefficient of the natural channel, and potential local potential obstructions, hydraulic barriers to flow, or underwater elevations of concern.

The topographical survey will provide existing elevations and grades related to the local upstream and downstream channel cross-section, the grade of the water surface, and the stream bed itself, along with detailed dimensions and elevations of the existing bridge and road approaches. This will provide sufficient baseline information to create a local hydraulic model of the bridge site and help to confirm the sufficiency of the hydraulic opening of the proposed replacement bridge.

6. Preliminary Design

For the replacement of #026 Eugene Road Bridge, EXP will complete these preliminary design tasks:

- a. *Topographic Site Survey* - Survey will cover 200m on both approach roadway and 75m upstream and downstream of the bridge. Temporary project benchmarks will be established on site for construction use.
- b. *Bridge Replacement Alternatives* – study the feasibility of various replacement alternatives. EXP will prepare and submit a brief report letter presenting the findings of our studies and our recommendation on preferred option for the Municipality review and approval. Preliminary General Arrangement drawing, and probable construction cost of the recommended option will also be presented in the Report.

7. Detailed Engineering Design

Design will conform to the requirements of Canadian Highway Bridge Design Code (CHBDC), applicable MTO design manuals and guidelines, Ontario Provincial Specifications (OPSS) and City Engineering Design Standards. The following major tasks are included:

- a. *Detailed replacement design* – we will complete the detailed design of the complete replacement of Eugene Road Bridge. It is our assumption that Eugene Road in the vicinity of the bridge site will be closed to all traffic during construction. Traffic detour is readily available via Savignac Road. For the purpose of preparing this proposal, we assume a detour bridge is not required.
- b. *Roadway design* –existing horizontal and vertical Eugene Road alignment at the vicinity of the bridge site will largely be maintained. Minor adjustment to the bridge waterway opening may be required depends on the outcome of the hydrology and hydraulic analysis.

- c. *Construction Drawings, Specifications and Tender Documents* – we will prepare detailed construction drawings, specifications, and prepare tender document. We will also prepare tender item quantity and construction cost estimates.

8. Contract Administration and Construction Review

- a. *Procurement Support* – We will provide tendering assistance during tender period. This may include attend Public Information Meeting and Tender Information Meeting, respond to technical questions, and prepared and issue addendum if necessary. Upon tender closing, we will review tenders received and make award recommendation to the Municipality.
- b. *Construction Administration* – Chair start-up and progress meetings. During construction, our Contract Administrator will oversee onsite inspection activities, review & respond to payment submissions, change orders, and requests for clarification. The design engineers of the project will also be available for consultation on technical issues during construction.
- c. *Construction Reviews* - Our inspector will review the construction at various mile-stone phases to ensure the work is performed in general conformance to the design and specification.
- d. *Quality Assurance* – Construction quality assurance services will generally include subgrade review, backfill compaction testing, concrete testing, granular and asphalt compaction testing. We will also conduct laboratory material testing including concrete compressive strength, Gilson sieve analysis, and standard proctor testing to ensure construction material supplied are in conformance to Specification.
- e. *Post Construction* – prepare Substantial Completion Certificate, conduct final site review.
- f. *As-Built and Record Data* – Upon completion of the construction, we will prepare and submit as-built drawings and relevant construction records such as Change Orders, material testing results...etc.

Project Schedule

Construction works are tentatively scheduled for 2022 construction season, EXP will have tender package for each structure prepared for early 2022 spring tendering.

Please note that approval for permit applications are mainly depends on the respond times of various involved regulatory agencies and are largely beyond the control of EXP.

Budget

A comprehensive analysis of the services to be provided for this assignment have been undertaken. An estimate of cost has been prepared for the proposed Scope of Work.

The lump sum fee estimate presented herein will not be exceeded without approval, in writing, from the Municipality of West Nipissing. The breakdowns of our engineering fees, including disbursement are presented in the following table.

Activity/Task	Cost
1. Project Management	\$ 1,300.00
2. Environmental Clearances	\$ 3,100.00
3. Geotechnical Investigation	\$10,400.00
4. Hydrology and Hydraulic Analysis	\$ 7,590.00
5. Preliminary Design	

a. Topographic Engineering Survey	\$ 5,530.00
b. Replacement Alternatives	\$ 3,640.00
6. Detailed Engineering Design	
a. Structural Design	\$10,620.00
b. Approach Roadway Design	\$ 5,370.00
b. Construction Drawings,	\$ 6,150.00
c. Specification and Tender Document	\$ 8,100.00
7. Contract Administration and Construction Reviews	
a. Procurement Support	\$ 640.00
b. Construction Administration	\$ 5,330.00
c. Construction Reviews (15 site visits)	\$11,380.00
d. Quality Assurance	\$15,000.00
e. Post Construction	\$ 1,850.00
f. As-built and Record Data	\$ 1,520.00

Project Total (Lump Sum) \$97,520.00 + HST

Closure

We trust the above is satisfactory for your consideration, however, should you have any questions, please do not hesitate to contact our office.

Best regards,



Stephen Ho, M. Eng., P.Eng.
Project Manager

SHH/

*Mr. Shawn Remillard, C.Tech.
Municipality of West Nipissing
Re: Engineering Fee Proposal, Eugene Road Bridge Replacement
September 16, 2021*

EXP Geotechnical Investigation Proposal



Geotechnical Investigations Proposal

Municipality of West Nipissing c/o EXP Services Inc. (Infrastructure Division)

Type of Document:

Proposal

Project Name:

Eugene Road Bridge – Geotechnical Investigation
Verner, ON

Proposal Number:

21-119-GP

Prepared By:

Yves Beauparlant, P.Eng.
Manager, Earth and Environmental, Northeastern Ontario
EXP
885 Regent Street
Sudbury, Ontario, P3E 5M4
t: +1.705.674.9681
f: +1.705.674.5583

Date Submitted:

2021-07-24

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1. Scope of Work

1.1 Geotechnical Scope of Work

The proposed scope of work for the geotechnical investigation has been developed to obtain the necessary information in order to provide recommendations for the bridge reconstruction.

Prior to site mobilization, all public underground utilities will be cleared by EXP personal. The underground service locates typically take 5 to 7 business days to complete. It is assumed that private locates will not be required as all work will be done on public land.

During the Geotechnical Investigation program all traffic safety will be strictly adhered to and all necessary equipment will be utilized as required under the Ontario Traffic Manual (Book 7).

One borehole at each abutment will be completed as part of the investigation. The boreholes will be completed to a depth of 15.0 m or to equipment refusal on assumed bedrock, whichever occurs first.

All boreholes will be advanced using a truck mounted, CME-55 drill rig. Soil samples will be obtained directly from the augers within the pavement structure and at 0.75 m intervals for the upper 3.0 m in conjunction with Standard Penetration Tests (SPT). The SPT "N" values will be recorded at each sample interval. If cohesive soils are encountered, field vane tests will be performed to establish the undrained shear strength of the material. Each borehole will be accompanied with a DCPT cone to better quantify any cohesionless soils that may be encountered.

During the field investigation, a technician from our office will be on-site to supervise the geotechnical investigation and collect and log the soil and asphalt samples. All soil samples will be carefully packaged and transported to our laboratory for further examination and testing.

Groundwater levels will be measured in each borehole prior to backfilling. The boreholes will be backfilled with the augured material and compacted by hand tamping and using down pressure from the augers. All boreholes will be capped with asphalt cold patch to match the existing asphalt thickness and proud to approximately 10 mm immediately after the cold mix has been placed.

All initial borehole locations and elevations will be obtained by means of a hand-held GPS.

If unexpected or problematic soil conditions are encountered during the field investigation, which may affect the scope of work, you will be notified prior to the removal of the drill from site in order to determine a suitable plan of action.

Laboratory Testing

A routine geotechnical laboratory testing program will be completed on select samples obtained from the field investigation. The testing will consist of Moisture Content determinations on all samples (LS-701), Sieve Analyses (LS-602), and Particle Size Analyses (LS-702). If cohesive soils are encountered, Atterberg Limits Tests (LS-703/704) will also be completed.

Office Program

The Geotechnical Design Report will be prepared in accordance with current acceptable practices. The report will provide clear and complete recommendations for all proposed works. The report will include only relevant sections that specifically pertain to the project and will include:

- General Data outlining the project, existing conditions, limits of the project, summary of proposed work, reconstruction, etc.;
- Investigation details including scope, limits and time of investigations, equipment used, laboratory testing completed, etc.;
- Plans showing the final locations for the boreholes;
- Subsurface conditions including asphalt pavement thicknesses, fill materials, native subgrade soils, bedrock, groundwater, etc.;
- Borehole logs, soil profiles, etc.;
- Foundation recommendations for supporting the proposed new bridge structure;
- Design recommendations including granular types, slope treatment, embankment design, and roadway asphalt pavement design.
- Excavation and backfill recommendations; and,
- Any other site-specific recommendations.
- Constructability recommendations;

All design recommendations shall be in accordance with the appropriate codes and legislation. The final report will be signed and sealed by a qualified geotechnical engineer registered in the Province of Ontario.

2. Investigation Cost Estimate

The estimated cost to provide the proposed geotechnical scopes of work is outlined below. The cost is separated into fee's and disbursements.

Fees

Borehole Layout and Utility Clearances Coordination	\$250.00
Borehole Supervision	\$1,500.00
Routine Geotechnical Laboratory Testing	\$650.00
Drafting	\$300.00
Geotechnical Engineering/Reporting	\$1,800.00
Project Management.....	\$350.00
Report Publishing (pdf copies only).....	<u>\$No Charge</u>
Total Estimated Fees (excluding HST) \$4,850.00	

Proposal Number: 21-119-GP

Date: July 24, 2021

Disbursements

Drill Crew Mobilization and Demobilization.....	\$850.00
Borehole Drilling.....	\$4,000.00
Borehole Drilling expenditures (bentonite, sand, cold patch, etc.)	\$250.00
Traffic Control – All Road Sections (cones, signs).....	\$200.00
Service Vehicle	<u>\$250.00</u>
Total Estimated Disbursements (excluding HST)	\$5,550.00

ESTIMATED Investigation Costs (excluding HST) \$10,400.00

Cost Estimate Notes:

1. The above rate is based on the assumption that the drilling program will not extend beyond 2.0 business days. Should the drilling program require additional days due to unforeseen circumstances beyond EXP's control, the estimated cost will be adjusted to reflect the additional depth and time of drilling required.

2.1 Unit Rates

If additional works, delays, meetings, conference calls, etc. are required beyond the scope of work outlined in this proposal, the following unit rates will also apply.

EXP Staff Unit Rates

Sr. Geotechnical Engineer	\$180.00/hour
Senior Technical Reviewer	\$195.00/hour
Geotechnical Engineer	\$165.00/hour
Laboratory Team Lead	\$115.00/hour
Sr. Field Technician	\$90.00/hour
Lab Technician	\$65.00/hour
Draftsperson	\$85.00/hour
Administrative Assistant.....	\$55.00/hour

Additional Unit Rates

Borehole Drilling/Coring.....	\$250.00/hour
Core Barrel Diamond Wear	\$150.00/m
Traffic Control.....	\$100.00/day
Service Vehicle	\$125.00/day
All Other Disbursements	Cost +5%

3. Project Schedule

The geotechnical investigation can commence within 10 business days of written authorization to proceed, pending receipt of underground service locates and equipment availability.

The drilling field work will be completed in 2.0 business days. The final report will be available within 2.0 weeks days following the completion of the drilling program and laboratory testing.

4. Insurance

EXP is a Professional Consulting Engineering firm, as such, Professional Liability insurance for any actual or alleged error, omission, or negligent act arising out of the professional services provided by EXP, including environmental services, will be provided.

EXP will provide insurance certificates upon award, as outlined in the request for proposal.

The insurance includes coverage for liability arising out of the actual, alleged or threatened discharge, dispersal, release or escape of pollutants, including, but not limited to, any solid, liquid, gaseous or thermal irritants, toxic or hazardous substances, and contaminants.

Increased liability limits may be negotiated upon the Client's written request, prior to commencement of services, and agreement to pay an additional fee.

5. Closure

We thank you for the opportunity to submit this proposal and look forward to working with you on this project. Should you have any further questions concerning the above, please do not hesitate to contact the undersigned directly.

Yours truly,

EXP Services Inc.

Yves Beauparlant, P.Eng.
Manager, Earth & Environmental Services
Northeastern Ontario

Legal Notification

This proposal is CONFIDENTIAL INFORMATION and the PROPERTY of EXP Services Inc. until such time as an agreement for the services/system outlined herein has been completed with the prospective customer and/or recipient to whom it is specifically addressed. Customer/Recipient may only disclose or indirectly cause disclosure of the CONFIDENTIAL INFORMATION to its directors, officers, employees, or consultants necessary for the limited purpose of evaluating the proposal for the specific project identified, provided that, before such disclosure, each such director, officer, employee, or consultant is made aware of and agrees to the CONFIDENTIAL NATURE and limited use of the proposal and its contents.

Customer/Recipient may use the CONFIDENTIAL INFORMATION for the limited purpose of developing and understanding the project with EXP Services Inc. and for no other purpose whatsoever.

Disclosure of the CONFIDENTIAL INFORMATION to Customer/Recipient shall not be construed in any way whatsoever as granting to Customer/Recipient a license or any other right in the CONFIDENTIAL INFORMATION.

Contents of this document are not to be used in any way detrimental to the interests of EXP Services Inc., and it is not to be reproduced in whole or in part without the Company's prior permission. In the event that this proposal is not accepted, all copies are to be returned to EXP Services Inc. within 30 days of the date of rejection of this proposal. Thereafter, Customer/Recipient shall maintain in confidence all the CONFIDENTIAL INFORMATION and shall cease all use of the CONFIDENTIAL INFORMATION.

August 30, 2021

MAYOR JOANNE SAVAGE

jsavage@westnipissing.ca

Dear Mayor,

Thank you for your continued service to our community, as well as your care and concern for its residents.

I am writing this letter requesting a reduction in speed limit from 50 km/h to 40km/h for Sabourin Road, east of Hwy 64 and continuing through to include L'Etang Road.

Of note the speed limit for Sabourin Road, west of Hwy 64 is 40 km/h.

Vehicular traffic on the afore mentioned section of road is quite high, including residents of the 39 permanent homes on these roads as well as many residents who live on the east end of Levert Drive. There are also 6 seasonal use properties on L'Etang Road, 3 of which have multiple trailers (3-6), which results in occasional back and forth traffic of truck and trailer to the dumping station in town.

Often drivers push the limits on speed, I would hazard a guess that at times certain vehicles are travelling upwards of 60 km/h on this road.

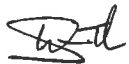
These roads also host year-round pedestrian, dog walking and bicycle traffic. Users range in age from children to seniors. Use of these roads for these purposes has increased greatly the past 15 months. A common circuit for most users is from Hwy 64 to Levert Drive and back again. Safety, for these users is a great concern.

For the sake of consistency and safety concerns, I request the municipality reduce the speed limit to 40km/h for Sabourin Road, east of Hwy 64 and continuing through to include L'Etang Road.

Thank you for your consideration regarding this request.

I look forward to your response and action.

Sincerely,



Kathie Smith (830 L'Etang Road)

concerned resident, pedestrian and cyclist

cc. Dan Roveda droveda@westnipissing.ca , Yvon Duhaime yduhaime@westnipissing.ca

MEMORANDUM

TO: Mayor and Council
AND TO: Jay Barbeau, CAO
FROM: Shawn Remillard, C. Tech. Manager, Public Works
DATE: August 30th, 2021
RE: **Sabourin Rd. (Hwy 64 to De L'Étang Rd.)**
De L'Étang Rd. (Sabourin to Levert)

Sabourin and De L'Étang Roads current posted speed limits, per by-law, are 50 km/h.

I would recommend installing a Traffic data logger to confirm the high rates of speed to make an informed decision after a month or two of data has been collected.

I strongly recommend speed limit consistency to not create driver confusion with multiple varying speed limits on various roads. Speed limit changes should be data driven.

Should Council adopt speed limit changes, the Traffic and Parking By-Law will need amending and Public Works will change the signage according to the new speed limits.

Regards,

Shawn Remillard, C.Tech
Manager, Public Works

Joie de vivre



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Joie de vivre

www.westnipissingouest.ca

MEMORANDUM

TO: Mayor and Council
AND TO: Jay Barbeau, CAO
FROM: Shawn Remillard, C. Tech. Manager, Public Works
DATE: September 14, 2021
RE: **PW 15 (LOADER)**

PW 15 is a 2007 Case Loader. Utilization includes Winter maintenance deployment/plowing route, snow blower attachment and asphalt zipper attachment.

The loader is scheduled for replacement under the municipality's 2022 Fleet Capital. PW 15 is in immediate need of repairs to the following:

- Main articulating pin and bushing, door, radiator as well as multiple other repairs identified by the vendor. (the loader will be out of service for a full month or more)
 - \$19,959.69 Quotation from vendor attached + cost of labour
- 4 new tires
 - \$10,517.46 Quotation attached
- Time and material to line bore and change pins
 - \$13,500.00 Quotation attached

In order to maintain our current level of service I would recommend preparing and posting an RFQ now for an early to mid December delivery. The option of a January 1st, 2022 invoicing will be brought forward.

Regards,

Shawn Remillard, C.Tech
Manager, Public Works

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MEMORANDUM

TO: Mayor and Council
AND TO: Jay Barbeau, CAO
FROM: Shawn Remillard, C. Tech. Manager, Public Works
DATE: September 15, 2021
RE: **CONNECTING LINKS FUNDING APPLICATION**

The 2021 Public Works Capital plan included \$50,000.00 for the repair and restoration of the Hwy 17 east bound curb lane in front of Mr. Gas.

A recent walk through and assessment indicates the following repairs should be completed in the near future:

- +/- 480 linear meters of concrete curb
- +/- 800 linear meters of rutted and or delaminated asphalt wear course (grind and pave)
- 19 catch basins
- 4 storm sewer maintenance holes

We have recently received a notice the Ministry is accepting applications for Connecting Links funding until November 19, 2021 for work to be completed after April 1st, 2022.

I would recommend holding our 2021 budget of \$50K as our contribution to a potential Connecting Links project in 2022. This could potentially allow us to do more with our current budget.

I would request council approval to apply for Connecting Links funding for the following works:

- Replace catch basin and Storm sewer maintenance hole with a new curb inlet CBMH in front of Mr. Gas (estimated cost \$30K)
- Replace catch basin and maintenance hole in front of Ford dealership (estimated cost \$30K)
- Replacing the 2 catch basins in front of OK Tire and installing 1 new catch basin (estimated cost \$15K)
- Replacing 310 linear meters of deteriorated concrete barrier curb in various locations (estimated cost \$60K)

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- Grinding and paving 1295 square meters of the west bound curb lane from Arthur to Levesque (estimated cost \$90K)
- Grinding and paving 1050 square meters of the east bound curb lane from Levesque to Church (estimated cost \$75K)

Total estimated cost of = \$300K with a potential 10% municipal contribution to Connecting Links Funding.

Although these recommendations do not address all future needs, it does however address the worse sections.

Regards,

Shawn Remillard, C.Tech
Manager, Public Works

Catch Basin On front St in front of Extreme Pizza.
Signs of infiltration







Basin and Structure in front of Tim Hortons



Basins and Structure at empty lot between Beer Store and Nipissing













Basin at Entrance of RX Pharmacy





Basin In front of Page realty

MEMORANDUM

TO: Mayor and Council

FROM: Jean-Pierre (Jay) Barbeau, CAO

DATE: September 17, 2021

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

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

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

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

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

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

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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

	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 2021/65

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

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

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

ENACTED AND PASSED THIS 21st DAY OF SEPTEMBER, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

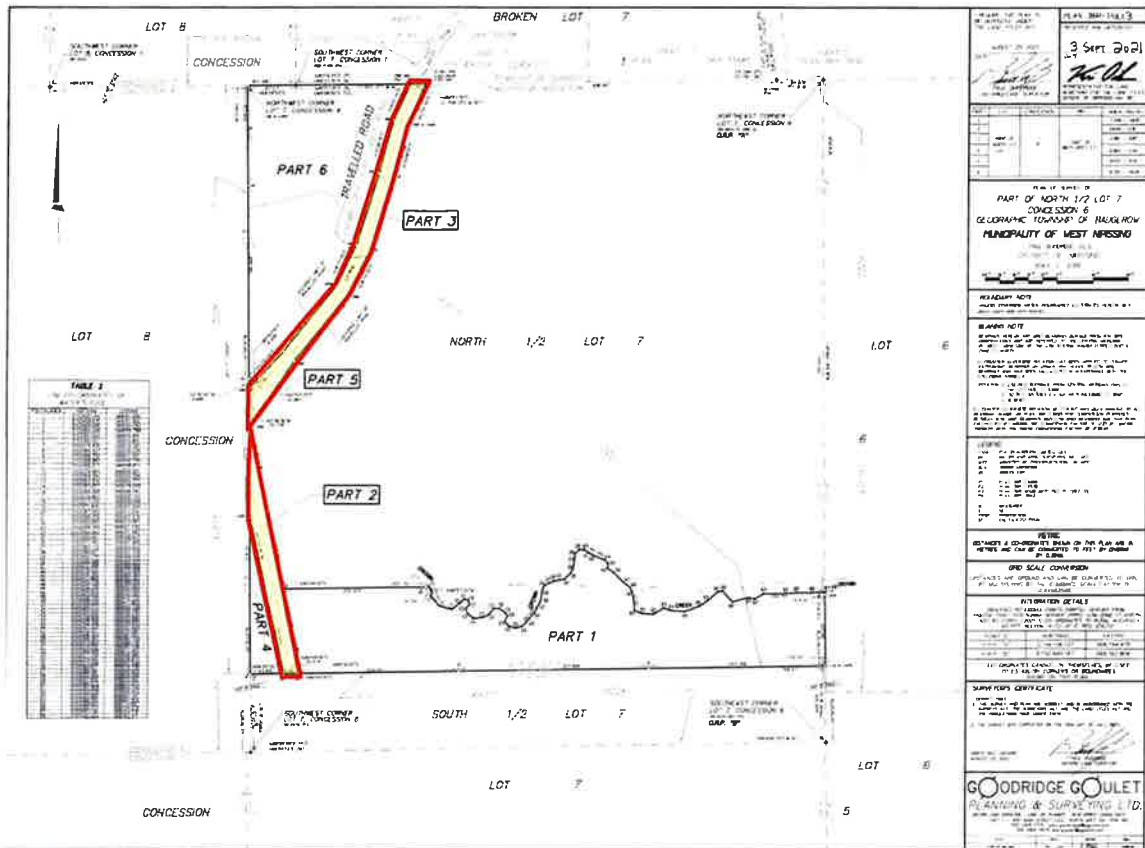
JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

SKETCH FOR BY-LAW 2021/65





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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

	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 2021/66

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES**

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

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

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

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

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

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

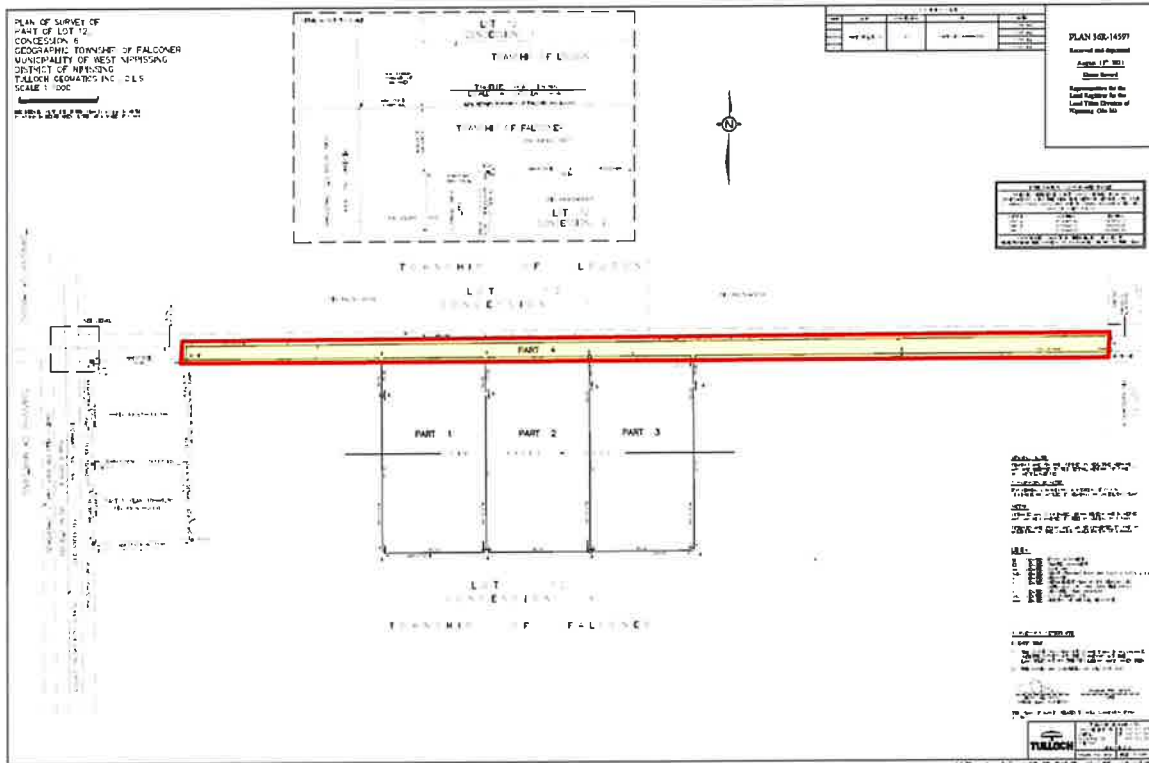
Being parts of the travelled road known as chemin Douglas Road, Monetville, Ontario.

ENACTED AND PASSED THIS 21st DAY OF SEPTEMBER, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK

SKETCH FOR BY-LAW 2021/66





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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

	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 2021/67

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

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

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

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

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

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

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

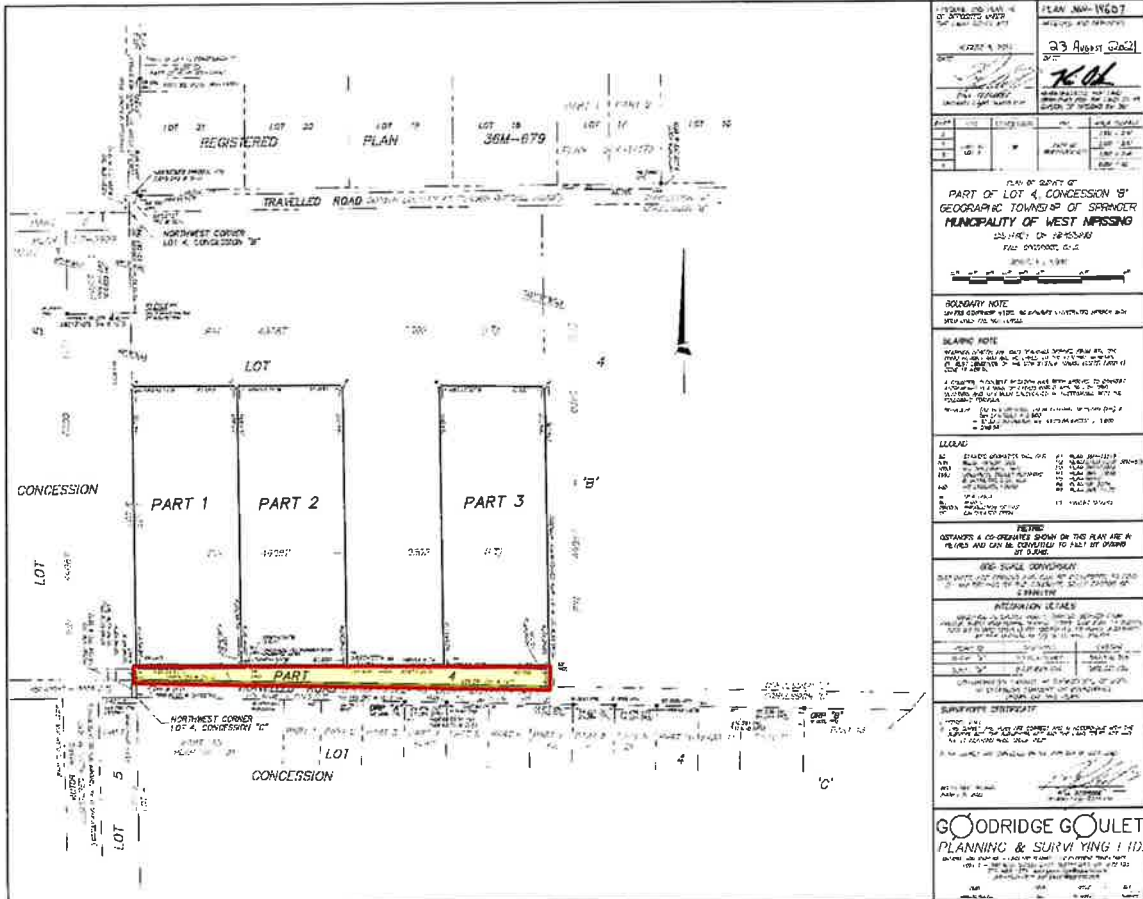
Being parts of the travelled road known as chemin Marleau Road, Sturgeon Falls, Ontario.

ENACTED AND PASSED THIS 21st DAY OF SEPTEMBER, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK

SKETCH FOR BY-LAW 2021/67





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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2021/68

**BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS
FOR PUBLIC HIGHWAY PURPOSES
PART OF SAVIGNAC ROAD, VERNER (CALDWELL TWP.)**

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

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

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

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

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

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

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

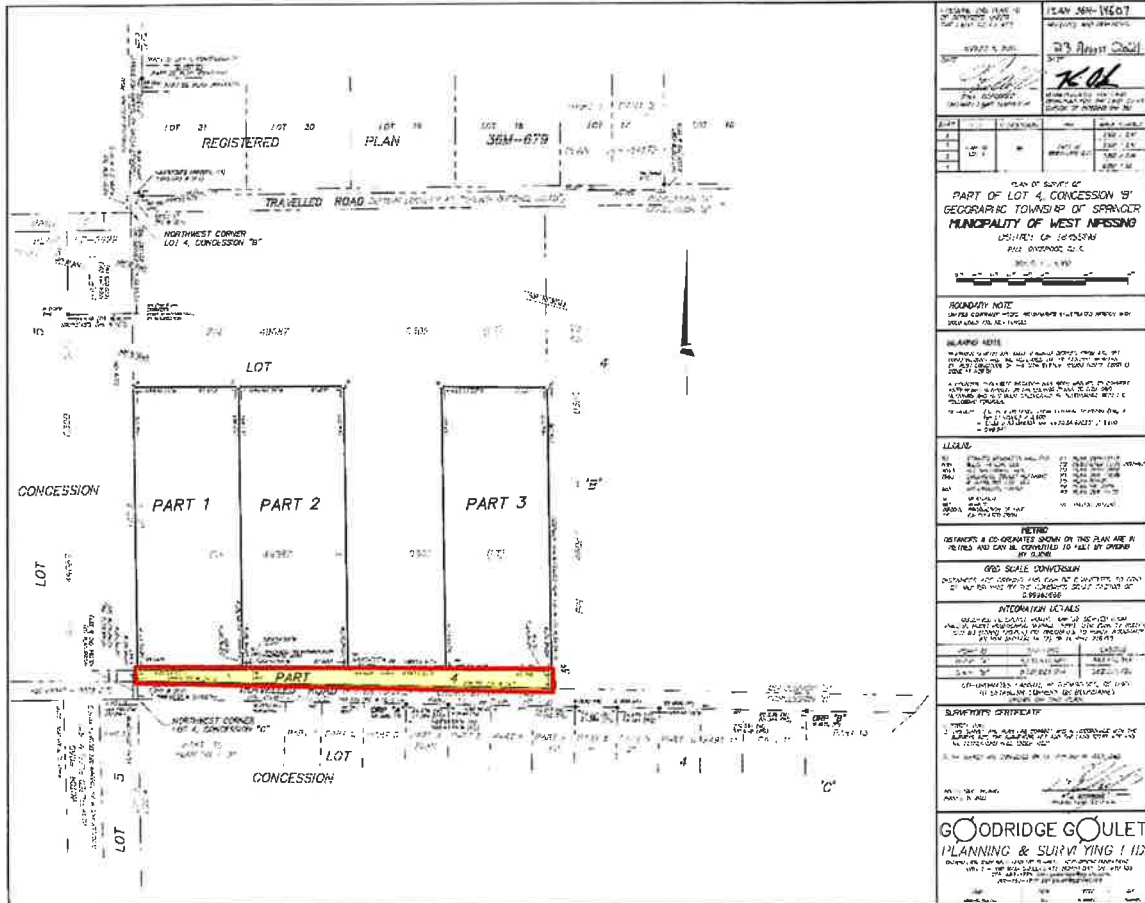
ENACTED AND PASSED THIS 21st DAY OF SEPTEMBER, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE,
MAYOR

MELANIE DUCHARME,
CLERK



SKETCH FOR BY-LAW 2021/68





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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



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

BY-LAW 2021/69

BEING A DEEMING BY-LAW TO DESIGNATE LOTS 15, 16 and 17, REGISTERED PLAN 49 (MUNICIPALLY KNOWN AS 3-5 BAIN AVE, CACHE BAY) NOT TO BE A LOT ON A REGISTERED PLAN OF SUBDIVISION

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

THEREFORE, BE IT RESOLVED that the West Nipissing Planning Advisory Committee recommends that Council for the Municipality of West Nipissing pass a By-law deeming lots 7, 8 and 9, Plan 36M-598 not to be a lot on a plan of Subdivision.

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

1. **DEEMING:** Lots 15, 16 and 17, Registered Plan 36M-49, Municipality of West Nipissing, is, pursuant to Section 50(4) of the *Planning Act*, R.S.O., 1990 C.P. 13, deemed not to be a Lot on a Registered Plan of Subdivision for the purposes of Section 50(3) of the *Planning Act* (Ontario).

ENACTED AND PASSED THIS 21st DAY OF SEPTEMBER, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE, MAYOR

MELANIE DUCHARME, CLERK

SKETCH FOR BY-LAW 2021/69

REGISTERED PLAN N° 49

PLAN
OF SUBDIVISION OF PART OF
LOT 108
AS SHOWN ON PLAN OF J.R. BOOTH'S SUBDIVISION
OF THE VILLAGE (NOW TOWN) OF
CACHE BAY
(DATED JUNE 5th 1902.)
BEING COMPOSED OF A SUBDIVISION OF PART OF LOT 9 CONCESSION
TOWNSHIP OF SPRINGER
DISTRICT OF NIPISSING
ONT.
SCALE— 132 FEET = 1 INCH

EXAMINED AND CERTIFIED A TRUE COPY

S. S. Martin
Registrar of Deeds

Note— Figures and Lines in Blue + Blue
in Booth's Subdivision (SHOWN ABOVE)



I hereby certify that this plan accurately shows
the manner in which land included therein has
been surveyed and subdivided by me; and
that the said plan is prepared in accordance
with the provisions of "The Registry Act"

JOHN H. SHAW
D.L.S. June 8th 1903

THIS PLAN ACCURATELY SHOWS THE MANNER IN WHICH
I HAVE CAUSED PART OF LOT 108 AS SHOWN ON PLAN OF
J.R. BOOTH'S SUBDIVISION OF THE VILLAGE (NOW TOWN)
OF CACHE BAY (DATED JUNE 5th 1902) BEING COMPOSED
OF A SUBDIVISION OF PART OF LOT 9 CONCESSION
TOWNSHIP OF SPRINGER DISTRICT OF NIPISSING, SHOWN COLORED
PINK AND SHOWN, TO BE SUBDIVIDED INTO LOTS AND STREETS
AS SHOWN

OWNER

W. J. MALLS

PROVINCE OF ONTARIO
DISTRICT OF NIPISSING
TO WIT
{ I WILLIAM JAMES MALLS
OF THE TOWN OF CACHE BAY IN THE
DISTRICT OF NIPISSING ELLEN

- WITNESSETH AND SAY—
- (1) THAT I WAS PERSONALLY PRESENT AND DID SEE THIS PLAN IN DUPLICATE
DAILY ISSUED AND EXHIBITED BY ANDREW ROBERT MARTIN
OF CACHE BAY THE OWNER OF THE SAID LAND
 - (2) THAT THE SAID PLAN IN DUPLICATE WAS EXHIBITED IN THE TOWN OF
CACHE BAY IN THE DISTRICT OF NIPISSING
 - (3) THAT I KNOW THE SAID PART
 - (4) THAT I AM A SUBSCRIBER WITNESS TO THE SAID PLAN IN DUPLICATE

SHOWN BEFORE ME AT THE TOWN OF CACHE BAY
IN THE DISTRICT OF NIPISSING
THIS 7 DAY OF DEC 1903
A. J. TOLSON W. J. MALLS
A COMMISSIONER ETC

I HEREBY CERTIFY THAT THIS PLAN WAS DAILY REGISTERED
AND FILED IN THE REGISTRY OFFICE FOR THE DISTRICT OF
NIPISSING AT 3 AND 4 O'CLOCK PM OF THE MONTH MAY
OF EACH YEAR 1904

W. DAVIDSON
DEPUTY C.M.O.

REGISTERED PLAN N° 49



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

	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 2021/70

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2014/45 TO REZONE
CERTAIN LANDS ON AT 28 FORTIN DRIVE AND VACANT LAND ON THE NORTH SIDE OF FORTIN DRIVE,
BEING PART 3, PLAN 36R-4500
FROM C-3 AND RU (TOURIST COMMERCIAL AND RURAL), RESPECTIVELY, TO SR-13 (SHORELINE
RESIDENTIAL EXCEPTION ZONE 13)
(ZONING AMENDMENT FILE NO. ZBLA 2021-10)**

WHEREAS the owners of the subject property have initiated an amendment to Zoning By-Law 2014-45, for the properties located on Fortin Drive in the Township of Caldwell, 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 due notice for the purpose of informing the public of this By-Law;

AND WHEREAS it is deemed desirable to amend the zone designation shown on Schedule 'SF4' 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 H3-4 of By-Law No. 2014/45 shall be amended by changing the zoning designation of the properties shown on Schedule 'A' attached hereto, which properties are more particularly described as PCL 19393, NIP, Part Lot 2, Concession C, and Part 3, 36R14500, Caldwell Township, Municipality of West Nipissing, shown on Schedule 'A', attached hereto from SR (Shoreline Residential) and RU (Rural) to SR-13 (Shoreline Residential Exception Zone 13).

BY-LAW	LOCATION	SCHEDULE	SPECIAL PROVISIONS
2021-70	28 Fortin Drive, being Parcel 19393, Nipissing, being Part of Lot 2, Con. C and Part 3, Plan 36R-14500, Twp. Caldwell, District of Nipissing	H-3	The special zone shall comprise both properties described herein, neither of which may be conveyed, mortgaged or otherwise dealt with separately without a further amendment to the zoning by-law pursuant to section 34 of the Planning Act; Permitted Accessory Uses shall include: a garage located on a lot other than the lot on which the principal building is located;

2. 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 21st DAY OF SEPTEMBER, 2021 AS WITNESSED BY THE SEAL OF THE CORPORATION
AND THE HANDS OF ITS PROPER OFFICERS.**

JOANNE SAVAGE, MAYOR

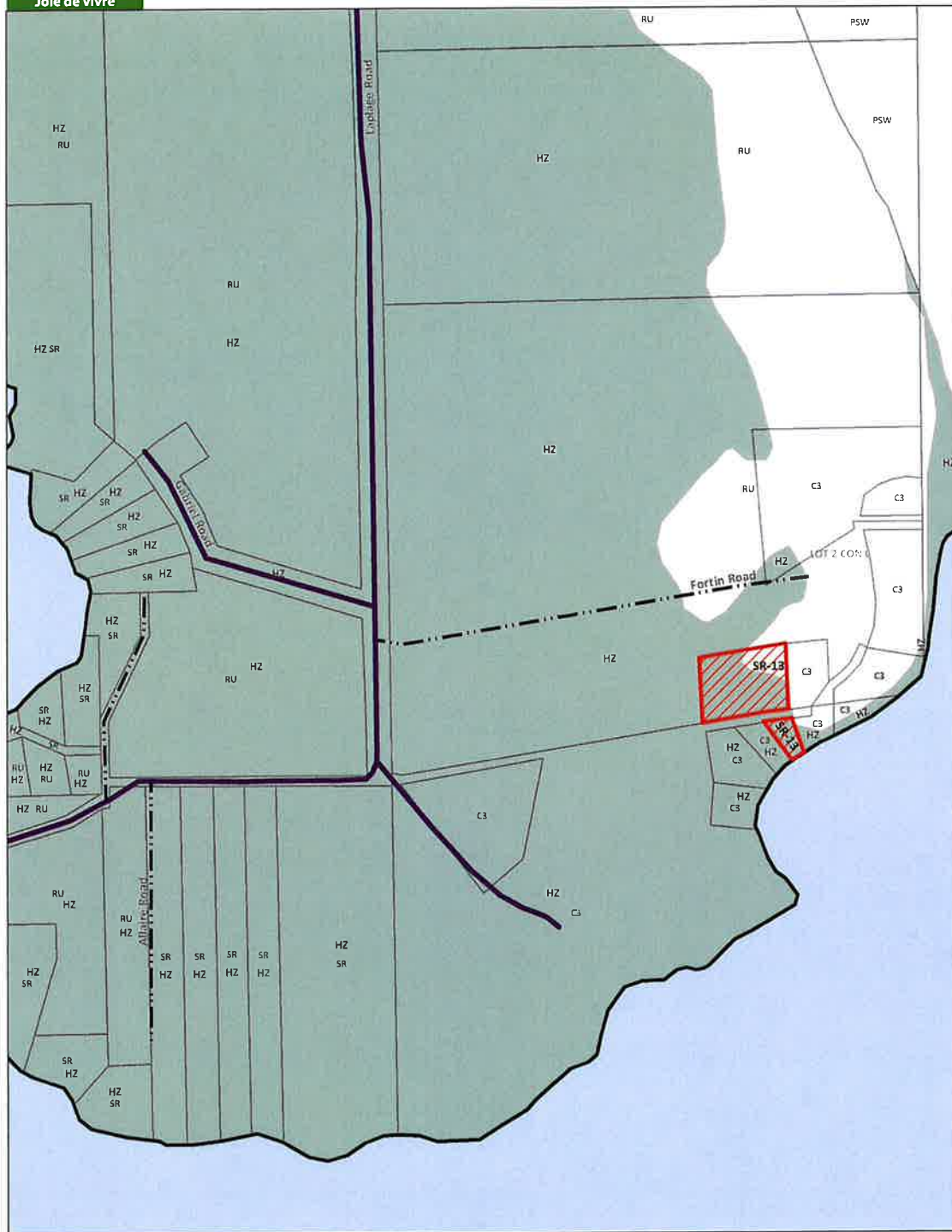
MELANICE DUCHARME, CLERK



West Nipissing Ouest

Joie de vivre

SCHEDULE 'A' TO BY-LAW 2021/ 70



 LANDS TO BE REZONED FROM RURAL(RU) WITH HAZARD LAND OVERLAY (HZ)
& TOURIST COMMERCIAL (C3) WITH HAZARD LAND OVERLAY
TO SHORELINE RESIDENTIAL EXCEPTION THIRTEEN (SR-13) WITH HAZARD LAND OVERLAY (HZ)

MUNICIPALITY OF WEST NIPISSING OUEST
TOWNSHIP OF CALDWELL - SCHEDULE H3-4

28 FORTIN ROAD
PART OF LOT 2, CONCESSION C
GEOGRAPHIC TOWNSHIP OF CALDWELL
MUNICIPALITY OF WEST NIPISSING OUEST



50 25 0 50 100 Metres

THIS IS SCHEDULE 'A' TO
BY-LAW NO. 2021- 70 PASSED THIS
21 DAY OF SEPTEMBER 2021.

MAYOR



THIS DRAWING IS FOR ILLUSTRATION PURPOSES ONLY.
FOR EXACT BOUNDARY INTERPRETATIONS,
PLEASE CONTACT THE MUNICIPALITY OF WEST NIPISSING OUEST

CLERK



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

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

	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: _____



Tel: (905) 928-9481
Fax: (888) 622-4939
482 South Service Road East, Suite 130
Oakville, Ontario L6J 2X6
www.forbesbros ltd.ca

September 9, 2021

Sent via email

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

CLIENT: Xplornet Communications Inc.
RE: Request for Concurrence - Proposed 45m Lite-Duty, Self-Support Tower Site
SITE ID: STURGEON FALLS – ON7516
ADDRESS: 12205 Hwy 17E, Sturgeon Falls, ON

Ms. Ducharme,

FB Connect on behalf of Xplornet Communications Inc. is advising the Municipality of West Nipissing that the public consultation as required by West Nipissing is complete for Xplornet's proposed 45m lite-duty, self-support tower site located at 12205 Highway 17E, Sturgeon Falls, ON.

The approval authority for wireless telecommunication towers is within ISED, under the *Radiocommunication Act*. ISED's *Radiocommunication and Broadcasting Antenna Systems – CPC-2-0-03, Issue 5* outlines the process for the proponent to follow and encourages the establishment of policies from the land-use authority as they are best positioned to contribute to optimum siting of facilities to meet their own community needs.

ISED's *Radiocommunication and Broadcasting Antenna Systems – CPC-2-0-03, Issue 5*, can be retrieved at: [https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapi/cpc-2-0-03-i5.pdf/\\$file/cpc-2-0-03-i5.pdf](https://www.ic.gc.ca/eic/site/smt-gst.nsf/vwapi/cpc-2-0-03-i5.pdf/$file/cpc-2-0-03-i5.pdf).

ISED requires the proponent to consult and obtain land-use authority concurrence in writing prior to moving forward with a proposed installation. West Nipissing established policy 2012/407, For Establishing Telecommunication Tower/Antenna Facilities, that is being followed.

Municipal Consultation

Submitted an information package on July 21, 2021 for the proposed 45m self-support tower site that provided the Municipality of West Nipissing with the following:

- Proposed Site Details
- Site Sketch (confirmed by Municipality acceptable rather than Site Plan)
- Photo Rendering
- Co-location Opportunities Considered
- Federal Requirements
- Public Consultation Material
 - Notification Package
 - On-Site Notification Sign
 - Public Notice

Public Consultation Process**Notification Package**

- West Nipissing requires a notification package to be provided to the Municipality, the regional ISED office and to the public (property owners) within either 3 times the height of tower from the tower site ($3 * 45\text{m} = 135\text{m}$) or a distance up to 5 times tower height, at West Nipissing sole discretion.
- West Nipissing provided a mailing list of all properties owners (6) within 5 times tower height ($5 * 45\text{m} = 225\text{m}$)
- Notification packages were sent on July 21, 2021 using the mailing list provided by West Nipissing.

On-Site Notification Sign

- West Nipissing requires an on-site notification sign to be posted on the subject property.
- On-site notification sign was installed on July 22, 2021.

Public Notice

- West Nipissing requires a public notice to be published in the local publication for towers greater than 30m.
- Public notice was published in West Nipissing Tribune on July 21, 2021.

Last Day for Submissions

- The last day for submissions to be received was September 8, 2021 which allows 45 days from the date of notifications as required by West Nipissing.

Public Consultation Summary

No submissions were received.

Request for Concurrence

A total of six (6) property owners within 225m of the proposed 45m lite-duty, self-support tower were directly invited by mail notification and the general public were invited by a public notice published in the local paper and an on-site notification posted on subject property to participate in this consultation process by making a submission.

As there were no submissions to address and provided there are no concerns from Municipality of West Nipissing we are requesting on behalf of XplorNet Communications Inc. to receive letter of concurrence from the Municipality of West Nipissing for the proposed 45m lattice tower site at 12205 Highway 17E, Sturgeon Falls, ON as described in the information package submitted on July 21, 2021.

Sincerely,

Jay Lewis

Land Acquisition & Government Relations
FB Connect



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

MINUTES OF THE COUNCIL MEETING
VIRTUAL ZOOM MEETING
ON TUESDAY, SEPTEMBER 7, 2021 AT 6:30 PM

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

ABSENT:

VIRTUAL MEETING / RÉUNION VIRTUELLE

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

There were no pecuniary interests declared.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 Approve the Addendum.

No. 2021/288 Moved by: Councillor C. Fisher
Seconded by: Councillor Y. Duhaime

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

CARRIED

B-2 Adopt the Agenda.

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

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

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

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

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

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

D-1) GENERAL GOVERNMENT / GOUVERNEMENT GÉNÉRAL

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

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

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

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

Lise Sénécal,
Chair

Melanie Ducharme,
Clerk

D-2) PLANNING / PLANIFICATION NIL

D-3) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE NIL

D-4) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE NIL

D-5) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ NIL

D-6) SEWER AND WATER / LES ÉGOUTS ET L'EAU NIL

D-7) ENVIRONMENTAL / L'ENVIRONNEMENT NIL

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) PLANNING / PLANIFICATION NIL

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

F-1 Adopt the minutes of a Council meeting.

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

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

F-2 Adopt the minutes of a Council meeting.

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

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

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

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

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

CARRIED

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

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

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

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

CARRIED

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

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

CARRIED

G) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ

H) NOTICE OF MOTION / AVIS DE MOTIONS

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

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

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

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

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

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

DEFEATED

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

H-2 Integrity Commissioner Recommendations (D. Sénécal)

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

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

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

Councillor D. Roveda requested a recorded vote:

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

DEFEATED

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

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

I) **NEW BUSINESS / AFFAIRES NOUVELLES**

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

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

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

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

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

J) ADDENDUM / ADDENDA

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS NIL

L) CLOSED MEETING / RÉUNION À HUIS CLOS

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

M) ADJOURNMENT / AJOURNEMENT

M-1 Confirm the proceedings of Council.

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

M-2 Adjourn the meeting of Council.

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

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



MINUTES

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

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

ABSENT:

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. APPROVAL OF AGENDA

RESOLUTION #2021/024

Moved by: Joanne Savage

Seconded by: Christopher Fisher

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

CARRIED

4. MINUTES

RESOLUTION #2021/025

Moved by: Christopher Fisher

Seconded by: Dan Roveda

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

CARRIED

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

RESOLUTION #2021/026

Moved by: Joanne Savage

Seconded by: Christopher Fisher

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

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

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

CARRIED

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

RESOLUTION #2021/027

Moved by: Christopher Fisher

Seconded by: Joanne Savage

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

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

BE IT RESOLVED THE WEST NIPISSING PLANNING ADVISORY COMMITTEE

☒ RECOMMENDS or ☐ DOES NOT RECOMMEND

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

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

The provisions shall be as follows:

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

CARRIED

9. ADJOURNMENT

RESOLUTION #2021/028

Moved by: Christopher Fisher

Seconded by: Normand Roberge

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

CARRIED

MINUTES

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



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

ABSENT:

CALL TO ORDER

RESOLUTION #2021/058

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

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

CARRIED

MINUTES

RESOLUTION #2021/059

Moved by: Christopher Fisher

Seconded by: Fernand Pellerin

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

CARRIED

APPLICATIONS FOR MINOR VARIANCE AND CONSENT

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

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

RESOLUTION #2021/060

Moved by: Christopher Fisher

Seconded by: Denis Sénécal

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/061

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/062

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/063

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/064

Moved by: **Roger Gagnon**

Seconded by: **Denis Sénécal**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/065

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

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

CARRIED

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

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

RESOLUTION #2021/066

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/067

Moved by: **Denis Sénécal**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/068

Moved by: **Roger Gagnon**

Seconded by: **Christopher Fisher**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/069

Moved by: **Christopher Fisher**

Seconded by: **Fernand Pellerin**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/070

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CONDITIONS:

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

CARRIED

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

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

RESOLUTION #2021/071

Moved by: **Christopher Fisher**

Seconded by: **Denis Sénécal**

CARRIED

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

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

RESOLUTION #2021/072

Moved by: **Christopher Fisher**

Seconded by: **Roger Gagnon**

CARRIED

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

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

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

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

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

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

RESOLUTION #2021/073

Moved by: **Fernand Pellerin**

Seconded by: **Christopher Fisher**

CARRIED

ADJOURNMENT

RESOLUTION #2021/074

Moved By: **Christopher Fisher**

Seconded by: **Roger Gagnon**

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

CARRIED

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

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

ABSENT: Rachel Gagnon

CALL TO ORDER

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

APPROVAL AND ADDITION TO THE AGENDA

Moved by: Roberte Giroux

Seconded by: Yvon Gauthier

THAT the agenda be accepted as presented. CARRIED

APPROVAL OF THE MINUTES

Moved by: Brian Robert

Seconded by: Celeste Auger Proulx

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

CARRIED.

NEW BUSINESS

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

\$125, 000 Town Hall

\$40,000 Recreation Centre

\$30,000 Verner Arena

\$20,000 Cache Bay Community Centre

\$30,000 Verner Municipal Building

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

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

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

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

CORRESPONDANCE

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

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

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

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

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

AJOURNMENT

Moved by: Yvon Gauthier

Seconded by: Celeste Auger Proulx

THAT the meeting be adjourned.

Carried



Sylvie Belanger, Chair

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

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

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

Staff: É. Keenan

1. Call to order

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

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

MOTION #21-42

MOVED BY S. Michaud

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

14. d) Diversifying of the staff

CARRIED

3. Declaration of any conflicts of interest

None

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

4. Approval of the minutes of the previous meeting:

MOTION #21-43

MOVED BY S. Pilon

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

CARRIED

5. Business arising from the minutes

None

6. Correspondence

None

7. Treasurer's Report

MOTION #21-44

MOVED BY D. Venne

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

CARRIED

8. Report of Board Members' Advocacy Activities

None

9. Branch Reports

- a) River Valley: Agreement

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

10. Report of the CEO:

- a) Monthly update

See attached.

- b) COVID-19

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

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

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

MOTION #21-45

MOVED BY S. Friedrich

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

CARRIED

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

11. Report of the Standing Committees

None

12. Policy Review & Updates

a) HR 12 – Attendance Management Policy

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

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

MOTION #21-46

MOVED BY S. Michaud

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

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

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

None

14. New Business

a) CEO Performance Appraisal

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

b) Contacting the CEO

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

c) Sentry Quote

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

MOTION #21-47

MOVED BY S. Michaud

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

4 Yes / 1 No

d) Diversifying the Staff

The Board discussed the topic of diversity in the workplace.

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

15. Date & Time of Next Meeting

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

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

16. Adjournment

MOTION # 21-48

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

Anne Languin
Chair
Emili Plana
Secretary

Sept 9, 2021
Date
Sept 9, 2021
Date



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

September 9, 2021

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

Dear Council for the Municipality of West Nipissing:

Re: Closed meeting complaint

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

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

Ombudsman jurisdiction

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

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

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

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

Review

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

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

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

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

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

Application of the "personal matters" exception

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

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

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

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

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

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

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

Conclusion

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

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

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

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

⁴ *Goodis*, *supra* note 5.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Paul Dubé', is positioned above the printed name.

Paul Dubé
Ombudsman of Ontario

CC: Melanie Ducharme, Municipal Clerk / Planner, Municipality of West Nipissing

Le 9 septembre 2021

Au Conseil de la Municipalité de Nipissing Ouest
a/s Melanie Ducharme, Greffière / Planificatrice municipale
225, rue Holditch, bureau 101
Sturgeon Falls, ON
P2B 1T1

Au Conseil de la Municipalité de Nipissing Ouest

Objet : Plaintes sur une réunion à huis clos

Mon Bureau a reçu des plaintes sur une réunion à huis clos tenue par le conseil de la Municipalité de Nipissing Ouest (la « Municipalité ») le 12 mai 2021. Les plaintes alléguaient que l'un des sujets discutés par le conseil ne relevait pas de l'exception citée en vertu de la *Loi de 2001 sur les municipalités* (la « Loi »).

Je vous écris pour vous informer des résultats de l'examen effectué par mon Bureau.

Compétence de l'Ombudsman

Depuis le 1^{er} janvier 2008, la Loi accorde à quiconque le droit de demander une enquête visant à déterminer si une municipalité a respecté la Loi en se réunissant à huis clos. Les municipalités peuvent nommer leur propre enquêteur(euse). La Loi fait de l'Ombudsman l'enquêteur par défaut pour les municipalités qui n'ont pas désigné le leur. L'Ombudsman est l'enquêteur des réunions à huis clos pour la Municipalité de Nipissing Ouest.

Quand nous enquêtons sur les plaintes à propos de réunions à huis clos, nous cherchons à déterminer si les exigences de la Loi en matière de réunions publiques et les procédures de gouvernance de la municipalité ont été respectées.

Notre Bureau a enquêté sur des centaines de réunions à huis clos depuis 2008. Pour aider les conseils municipaux, le personnel municipal et le public, nous avons créé un recueil en ligne des cas de réunions publiques. Nous avons créé ce recueil

interrogeable en ligne pour permettre aux intéressé(e)s d'accéder facilement aux décisions de l'Ombudsman et à ses interprétations des règles des réunions publiques. Les membres du conseil et le personnel peuvent consulter ce recueil pour éclairer leurs discussions et leurs décisions afin de déterminer si certaines questions devraient ou pourraient être discutées à huis clos, ainsi que pour examiner les questions liées aux procédures des réunions publiques. Des résumés des décisions antérieures de l'Ombudsman sont consultables dans ce recueil à :

<https://www.ombudsman.on.ca/digest-fr/accueil>.

Examen

Mon Bureau a examiné la documentation de la réunion tenue le 12 mai 2021, notamment l'ordre du jour, le procès-verbal, les factures et la correspondance. De plus, nous nous sommes entretenu(e)s avec la greffière municipale au sujet de la réunion, nous avons écouté l'enregistrement sonore de la réunion, et nous avons examiné les parties pertinentes du règlement de procédure de la Municipalité.

La réunion, qui s'est déroulée par voie électronique sur Zoom, a débuté à 13 h 00 et tous les membres du conseil étaient présent(e)s.

Le Conseil a adopté la résolution 2021/187 pour se retirer à huis clos afin de discuter (i) du paiement de frais juridiques et (ii) d'une réclamation d'assurance, en invoquant les exceptions des « renseignements privés » et des « litiges » prévues par la Loi. Les personnes à qui nous avons parlé ont confirmé que l'exception des « renseignements privés » s'appliquait au premier sujet de discussion, tandis que celle des « litiges » s'appliquait uniquement au deuxième sujet. Les plaintes reçues par mon Bureau ne portaient que sur le premier sujet.

Mon examen a montré que le conseil avait cherché à déterminer si la Municipalité devait payer certains frais juridiques, faisant alors référence à des cas antérieurs où des frais juridiques avaient été engagés pour un certain nombre de questions confidentielles. Le conseil n'a adopté aucune résolution concernant le paiement de frais juridiques, et n'a donné aucune directive au personnel à ce sujet.

Après avoir discuté du deuxième sujet, le conseil a approuvé le procès-verbal d'une réunion à huis clos précédente et il a adopté une résolution pour lever la séance à huis clos à 13 h 48.

Application de l'exception des « renseignements privés »

L'exception des renseignements privés s'applique aux discussions qui révèlent des renseignements privés au sujet d'une personne qui peut être identifiée. Pour qu'il

s'agisse de renseignements privés, il faut pouvoir raisonnablement s'attendre à ce qu'une personne puisse être identifiée si les renseignements étaient divulgués publiquement¹.

La Loi ne définit pas les « renseignements privés » aux fins des règles des réunions publiques. Lorsque mon Bureau a examiné les paramètres des exceptions relatives aux réunions publiques, il a souvent tenu compte de décisions du Bureau du Commissaire à l'information et à la protection de la vie privée (CIPVP). Bien que ces cas ne soient pas contraignants pour mon Bureau, ils peuvent s'avérer instructifs. Le CIPVP a conclu que les renseignements ne sont considérés comme des renseignements privés aux fins de la Loi que s'ils se rapportent à quelqu'un à titre personnel, plutôt qu'à titre professionnel². Les renseignements concernant une personne à titre professionnel peuvent néanmoins être qualifiés de renseignements privés s'ils révèlent quelque chose de personnel à propos de cette personne, par exemple des renseignements sur son rendement au travail³.

Comme l'a souligné la Cour supérieure de justice de l'Ontario dans *Ontario (Ministry of Correctional Services) v. Goodis*, « si l'on peut raisonnablement s'attendre à ce que la personne puisse être identifiée à partir des renseignements, alors ces renseignements sont considérés... comme des renseignements personnels »⁴.

Dans des cas antérieurs, mon Bureau a conclu qu'une discussion sur l'indemnisation de frais juridiques ne relevait, à elle seule, d'aucune des exceptions énoncées dans la Loi⁵. Dans le cas présent, toutefois, mon examen a conclu que la discussion du conseil sur les frais juridiques, qui incluait les raisons pour lesquelles des avis juridiques avaient été sollicités, et faisait référence à des cas antérieurs dans lesquels la Municipalité avait engagé des frais juridiques, a divulgué par nécessité des renseignements privés concernant des personnes qui pouvaient être identifiées.

Bien que toutes les exceptions aux exigences des réunions publiques doivent être interprétées de façon restrictive et appliquées avec prudence, dans ce cas les discussions à huis clos relevaient des paramètres de l'exception des « renseignements privés ».

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

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

³ *South Huron (Municipalité de) (Re)*, 2015 ONOMBUD 6 au paragraphe 18, <<https://canlii.ca/t/gtp80>>.

⁴ *Goodis*, *supra* note 5.

⁵ Lettre de l'Ombudsman de l'Ontario à la Ville de Midland, (4 février 2014), en ligne : <https://www.ombudsman.on.ca/ressources/rapports-et-cas-selectionnes/reunions-municipales/2014/ville-de-midland>; *Norfolk (Comté de)*, 2016 ONOMBUD 7 au paragraphe 33, <<https://canlii.ca/t/h2sth>>; *Amherstburg (Ville de)*, 2016 ONOMBUD 9 au paragraphe 77, <<https://canlii.ca/t/h2stn>>.

Conclusion

Notre examen indique que le conseil de la Municipalité n'a pas enfreint les exigences des réunions publiques le 12 mai 2021 quand il a discuté à huis clos du paiement de frais juridiques en vertu de la Loi.

Je tiens à remercier la Municipalité de sa coopération au cours de mon examen. La greffière a confirmé que cette lettre serait incluse à titre de correspondance lors d'une prochaine réunion du conseil.

Cordialement,



Paul Dubé
Ombudsman de l'Ontario

C.c. : Melanie Ducharme, Greffière / Planificatrice municipale, Municipalité de Nipissing Ouest



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

	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: _____

LICENSE AND INDEMNITY AGREEMENT FOR TEMPORARY USE OF PARKING FACILITIES

THIS AGREEMENT made the 25TH day of August, 2021 between Bobby Guenette (the "Licensee") and the Corporation of the Municipality of West Nipissing (the "Municipality").

WHEREAS 227 King Street Sturgeon Falls Inc. (the "Landlord") is the owner of the lands and buildings located at 227 King Street, Sturgeon Falls which are more particularly described as Part of Lots 8 & 9, W/S King Street and Part Lot 9 E/S Holditch Street (the Rented Premises");

AND WHEREAS the Licensee is the operator of a business at the Rented Premises known as Sturgeon Falls Carpet & Flooring;

AND WHEREAS the Municipality is the owner of the public parking lot located on the east side of Holditch Street in Sturgeon Falls, Ontario, which is more particularly described as Lot 7 and Part of Lot 8, E/S Holditch Street, Registered Plan 11, Municipality of West Nipissing, (herein called the "Parking Lot");

AND WHEREAS the Licensee is seeking permission from the Municipality to use the Parking Lot for the purpose of receiving deliveries of inventory at the Rented Premises;

AND WHEREAS Council for the Municipality has discussed the request and is prepared to grant permission to the Licensee to use the Parking Lot upon the terms and conditions set out in this Agreement;

IN CONSIDERATION of the terms and conditions in this Agreement, the Licensor, the Landlord and the Municipality agree as follows:

1. The Municipality grants provisional permission to the Licensee to use the Parking Lot for the purpose of receiving deliveries of inventory;
2. The Licensee acknowledges and agrees that Municipality cannot provide exclusive use of the Parking Lot and the Licensee agrees that he will not interfere with the functioning of the Parking Lot in any way by impeding traffic, obstructing parking or endangering pedestrian use of the Parking Lot;
3. The Licensee agrees that he will provide supervision during all deliveries in order to ensure the safety of pedestrians and motor vehicles on the Parking Lot;
4. The Licensee will provide proof of liability insurance in an amount not less than \$2,000,000 and will name the Municipality as additional insured;

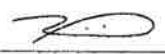
5. The Licensee will compensate the Municipality for any additional snow removal costs during the winter months as may be required by the Licensee for its use of the Parking Lot;
6. The Licensee acknowledged that the term of this agreement shall be "month-to-month" and that Municipality may, at its sole discretion and on thirty (30) days written notice to the Licensee, terminate this agreement;
3. The Licensee agrees to keep indemnified the Municipality against any and all claims and demands in respect of the permission granted, and against all losses, damages, costs, charges, and expenses which the Municipality may incur, in consequence of having granted this permission.

IN WITNESS WHEREOF the parties have set their hands and corporate seals as attested by the hands of their proper signing officers in that behalf.


Witness


BOBBY GUENETTE (Licensor)

227 KING STREET STURGEON FALLS INC.

Per: 
Norman Tao
"I have authority to bind the corporation"

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

Per: _____
Mayor

Per: _____
Municipal Clerk
"I/we have authority to bind the corporation"



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

	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 2021/64

BEING A BY-LAW TO AMEND BY-LAW 2015/83, BEING A BY-LAW
ESTABLISHING A PROTOCOL FOR MARRIAGE LICENSING AND
TO AMEND BY-LAW 2001/21 SETTING FEES AND CHARGES
FOR THE MUNICIPALITY OF WEST NIPISSING

WHEREAS By-law 2001/21 was passed on March 20th, 2001 setting fees and charges within the Municipality of West Nipissing;

AND WHEREAS By-Law 2015/83 was passed on October 20th, 2015 to establish a Protocol for Marriage Licensing within the Municipality of West Nipissing;

AND WHEREAS Council for the Municipality of West Nipissing deems it desirable to remove the marriage licence fee from By-Law 2001/21 and to amend the marriage license fee in By-Law 2015/83;

BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING ENACTS AS FOLLOWS:

- (1) **THAT** the Marriage Licence fee be removed from the "Schedule B" of the Fees and Charges By-Law No. 2001/21, as amended.
- (2) **THAT** Item 1 (vi) on "Schedule A" of the Marriage Licensing Protocol By-Law No. 2015/83 be replaced with the following:
 - 1 (vi) There is a non-refundable fee of **\$150.00** for the issuance of a marriage license.
- (3) **THAT** the Marriage Licence Fee referenced in Item 6 of "Schedule A" of the Marriage Licensing Protocol By-Law No. 2015/83 be replaced with the following:

SERVICE	FEE
Marriage License Fee (<i>mandatory and non-refundable</i>)	\$ 150.00

FEE BREAKDOWN	
ADMIN. FEES	OFFICIANT FEES
N / A	N / A

- (4) **THAT** this By-Law shall come into force and take effect on the date it is passed.

ENACTED AND PASSED THIS 21st DAY OF SEPTEMBER, 2021 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.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

	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: Stephan Poulin, Director of Economic Development and Community Services

DATE: September 3, 2021

RE: **FIELD OUTDOOR RINK – NOHFC FUNDING APPLICATION**

The funding application submitted for the Field Outdoor Rink has been move to stage 2 of the review/approval process. As part of the NOHFC due diligence, they require a resolution from proponents (the Municipality in this case) confirming their financial commitment (\$150,000) towards this project and to cover additional costs “if” the project were to have cost overruns over and above the approved tender bid price. This Council resolution is a standard NOHFC required supporting document and will form part of the stage 2 application submission.

The project funding breakdown as presented to Council in May is as follows;

Project funding breakdown:

Municipality	\$150,000
NOHFC	\$500,000
Caisse Populaire	\$125,000
Community Fundraising	\$40,000

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

	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.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS Green Stream funding is available under Investing in Canada Infrastructure Program (ICIP);

AND WHEREAS the Sturgeon Falls distribution system experiences watermain breaks and service line leaks annually and a second watermain from the water treatment plant would complete the distribution loop, improving reliability and sustainability;

BE IT THEREFORE RESOLVED THAT the Council for the Municipality of West Nipissing authorizes the Director of Corporate Services to submit a funding application to Green Stream - Investing in Canada Infrastructure Program (ICIP) to extend a second water main trunk from the water plant, completing the main trunk loop.

	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: _____

Subject: FW: By-law exemption resolution - Lalande Road - to obtain natural gas

Begin forwarded message:

From: Ghislaine Rivet <rivetchaumont56@gmail.com>
Date: August 26, 2021 at 2:58:40 PM EDT
To: Chris Fisher <cfisher@municipality.westnipissing.on.ca>
Subject: By-law exemption resolution - Lalande Road - to obtain natural gas

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.

Dear Chris,

Please add Roger Rivet and Ghislaine Rivet of 870 Lalande Road, Sturgeon Falls ON, P2B2V4 to the resolution to obtain natural gas hook up on Lalande Road. We are right across from 865 Lalande Road who have requested the same.

Thank you so much for your attention to this matter.

Sincerely,

Ghislaine Rivet
Roger Rivet
870 Lalande Road
Sturgeon Falls, Ontario
P2B2V4
Telephone: 705-358-7382
Telephone: 705-358-4180



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the meeting held on September 21, 2021, Council received a request from Roger and Ghislaine Rivet seeking authorization for an exemption of the municipal No Cut Policy no. 2009/268 in order to proceed with the installation of natural gas services to their home located at 870 Lalande Road, in Sturgeon Falls;

BE IT RESOLVED THAT Council authorizes a one-time exemption of the Municipality of West Nipissing No Cut Policy no. 2009/268, in order to proceed with the installation of natural gas services at 870 Lalande Road, Sturgeon Falls, as requested by Roger and Ghislaine Rivet.

	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.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

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

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

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

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

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

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

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

	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.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

	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: _____

Dianne Labbé
621 Drive In Road
Sturgeon Falls, On
P2B2R1

February, 12. 2021

Mayor Savage and Council,
225 Holditch Street, Suite 101
Sturgeon Falls, Ontario, Canada
P2B 1T1

To the Mayor and Council,

I am writing to provide Mayor and Council with background information regarding Marcel Labbe's legacy of service to the community of West Nipissing. As a council member of 31 years, he was instrumental in the development and building of our present day arena and recreation complex. We are requesting that his selfless contribution to the community be recognized by naming either the arena or the Complex in his name. We trust the attached document will aid in that decision.

Please let me know if you have any questions or require additional information.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'D. Labbe', with a horizontal line extending from the end of the signature.

Dianne Labbé
on behalf of the Labbé family.

Macrel Labbé's Legacy

Marcel Labbé moved to Sturgeon Falls in 1957 with his wife, Jane and three children to work as a Stationary Engineer for Abitibi. He was disappointed that there were no facilities for children, other than the river beach, and became an advocate for recreational and social infrastructures for children and families.

The need for an arena was Marcel's first recreational endeavour. There was strong opposition, because this was the first time tax money would be used to fund recreation in Sturgeon Falls. So, even before thinking of running for council, he campaigned to have money set aside to permit the public funding of an arena. This required a plebiscite. He had signs made, launched a door to door campaign to foster support, had "I need an arena" buttons distributed to all the school children....he was tireless. Soon following, he won his first seat in 1963, and the arena was built in 1964.

His span on council was 31 consecutive years. During his time in office, he continued to help shape our community. The hospital was built, the geared-to-income housing and seniors' apartments were created, and the consolidation of the Police, Fire Hall, Town Hall and Library into the Stat's Canada building was realized.

What was still missing was a recreational hub. Council had worked together and secured funding for the Hall which was important as a money generator, and so was built first. However, when it came time for the construction of the pool, promised grants from other levels of governments were cancelled. It looked hopeless. Again, Marcel rose to the occasion. He was not daunted. He took on the role of Chairman of the Steering Committee to raise the necessary funds to cover the costs of the pool. (It was a very tight group). They had Monster Bingos and community bingos, they threw dances and brought in headliners, they sold Nevada Tickets, they had community garage sales, they sold individual stairs up the slide for 5000 apiece, they encouraged payroll deductions that spanned 3 years so that individuals could contribute more over time. Whole staffs became involved. The Committee also solicited contributions from business both large and small. He and his wife contributed over 15,000 of their own moneys... Check out the wall of contributors on the complex wall....they were all the product of the Steering Committee's efforts. Although the Committee fell short of the full amount, what remained was able to be absorbed by the West Nipissing tax base and the Complex was built. Marcel was immensely proud of this achievement.

"Those were the days, my friend", Marcel would tell you. This is a man who switched out his 4 to 12 shifts for graveyards in order to fulfill his obligations to attend council and committee meetings. He sat on every board, but his favorite was Recreation. His vision for recreation for families in West Nipissing, began with him initiating the position of Recreation Director and cumulated in the existence of the West Nipissing Complex.

It is this legacy that prompts our request that council rename the Complex or perhaps the Arena the Marcel Labbé Complex or Arena. Should neither of these satisfy the council, we leave it in your hands to select another equally fitting method to honour his considerable contribution to West Nipissing.



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

2021 — Second Quarter Variance Report

July 9, 2021

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

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

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

Overall Trends

Human resources costs are trending under budget in all departments. This is a result of recruitment challenges, unplanned absences, and the extended period of COVID shut down. Though it is anticipated that there is a correction through the third quarter and into the fourth quarter, human resources expenses will very likely stay under budget.

General Government

Supplemental taxation revenue lags behind expectations in a typical year. This is not unexpected. In the second half of the year, it is anticipated that this revenue will approach budget. MPAC and our Building department are working efficiently together to exchange information and to facilitate timely assessment of new construction.

The Power Dam Payment had not been received at the end of the second quarter and this impacts the payments in lieu budget. The province has held the funding consistent for 2021 and these amounts are not at risk this budget year.



Building and Planning

The Building and Planning department has had a very strong start to 2021. First and second quarter revenues are significantly ahead of prior years. At the end of the second quarter, building and planning had almost met the annual revenue target. The volume of files has not diminished through the third quarter and it is anticipated that Building and Planning will continue this trend through the second part of the year.

Capital Projects

Very little capital activity occurred during the first quarter of 2021. Capital expenditures have remained slow through the second quarter. This reflects general seasonality that accompanies many of the capital projects and the time required in the planning and procurement processes. This is not an unusual pattern. The capital grants and transfers from reserve are recognized at the time that the expenditures are made. Council has been made aware of individual projects where tenders exceed budget values; however, at this time there is no concern to overall budgets.

COVID 19 Impact

COVID costs represent the continued operation of an assessment centre and other expenditures directly related to managing the Municipality's COVID response. Revenues are an allocation of the COVID funding received to date. The assessment centre decreased operating hours in the second quarter. There will be a reduction in clerical hours; however, the cleaning and the maintenance costs remain constant.



Summary of All Categories

As of June 30, 2021

	Actual	Budget	Variance
Revenues			
Property Taxation	18,078,922	18,192,119	(113,197)
Payments in lieu	209,612	553,235	(343,623)
OMPF	3,304,450	6,608,900	(3,304,450)
Other Revenues	1,114,916	3,860,719	(2,745,803)
Total Revenues	22,707,900	29,214,973	(6,507,073)
Expenditures			
HR Costs	3,431,883	8,156,643	4,724,760
Operating Expenses	3,021,352	7,606,960	4,585,608
Policing	2,218,838	4,478,337	2,259,499
Social Programs	2,496,521	5,092,577	2,596,056
Total Expenditures	11,168,594	25,334,517	14,165,923
Local Boards			
Police	2,345	15,662	13,317
Library	208,498	416,995	208,498
Cemetery	(2,785)	44,840	47,625
Total Board Expenditures	208,058	477,497	269,440
Total Expenditures incl. Boards	11,376,652	25,812,014	14,435,362



Surplus (Deficit)-Operating	11,331,248	3,402,959	7,928,289
Donations	-	-	-
Funding	(40,674)	(2,864,080)	(2,823,406)
Total Revenues-Capital Fund	(40,674)	(2,864,080)	(2,823,406)
Transfer to Reserve	2,105,000	2,105,000	-
Contribution from Reserve	(637,306)	(3,351,849)	(2,714,543)
Total Change in Reserves	1,467,694	(1,246,849)	(2,714,543)
Long Term Debt Financing	-	-	-
Payments on Loans	132,410	322,959	190,549
Total Change in Financing	132,410	322,959	190,549
Capital Assets			
Capital expenditures-Infrastructure	48,651	4,489,080	4,440,429
Capital expenditures	633,246	2,701,849	2,068,603
Total Capital Assets	681,897	7,190,929	6,509,032
	2,241,327	3,402,959	(1,161,632)
Surplus (Deficit)	9,089,921	-	9,089,921



Summary of Revenues and Expenses

	Actual	Budget	Variance
Taxation			
Revenues	18,078,922	18,192,119	(113,197)
Payments in lieu	209,612	553,235	(343,623)
Provincial Grants-OMPF	3,304,450	6,608,900	(3,304,450)
General Government			
Revenues	598,861	2,289,214	(1,690,353)
Expenses	1,803,479	3,797,910	1,994,431
Surplus (Deficit)	(1,204,618)	(1,508,696)	304,078
Mayor & Council			
Expenses	86,144	218,629	132,485
Public Works			
Revenues	2,457	80,000	(77,543)
Expenses	2,885,997	6,628,378	3,742,381
Surplus (Deficit)	(2,883,540)	(6,548,378)	3,664,838
Community Services			
Revenues	222,977	901,700	(678,723)
Expenses	2,241,768	4,813,413	2,571,645
Surplus (Deficit)	(2,018,791)	(3,911,713)	1,892,922



Fire Department

Revenues	20,630	18,000	2,630
Expenses	1,327,227	2,433,651	1,106,424
Surplus (Deficit)	(1,306,597)	(2,415,651)	1,109,054

Economic Development

Revenues	-	100,000	(100,000)
Expenses	-	362,718	362,718
Surplus (Deficit)	-	(262,718)	262,718

COVID

Revenues	80,015	252,805	(172,790)
Expenses	80,015	252,805	172,790
Surplus (Deficit)	-	-	-

Planning & Development

Revenues	189,976	219,000	(29,024)
Expenses	215,587	470,946	255,359
Surplus (Deficit)	(25,611)	(251,946)	226,335

Emergency Management

Expenses	-	3,500	3,500
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Heritage Committee

Expenses	-	2,500	2,500
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Policing

Revenues	43,161	495,767	(452,606)
Expenses	2,261,999	4,974,104	2,712,105
Surplus (Deficit)	(2,218,838)	(4,478,337)	2,259,499



Police Board			
Expenses	2,345	15,662	13,317
Libraries			
Expenses	208,498	416,995	208,498
Cemetery			
Expenses	(2,785)	44,840	47,625
Municipal Drains			
Expenses	7,056	87,500	80,444
Animal Control			
Expenses	47,289	94,612	47,323
Health Services			
Expenses	208,963	417,926	208,963
DNSSAB			
Expenses	1,603,661	3,207,723	1,604,062
Home for the Aged-Au Chateau			
Expenses	683,897	1,466,928	783,031
Grand Total			
Revenues	22,751,061	29,710,740	(6,959,679)
Expenses	13,661,140	29,710,740	16,049,600
Net Surplus (Deficit)	9,089,921	-	9,089,921





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

Project :	WN Municipal Building Roofing Replacement (north section)	
Closing Information :	August 19th-2021 before 2pm	
Opened By :	Perry & Perry Architects and	
Name	Date Received	Bid Submission
Blanchfield Roofing CO Ltd	(08/19/2021)	\$87,950.00
Sample Gooder Northern Limited	(08/19/2021)	\$90,000.00
Damisona Roofing Ltd	(08/19/2021)	\$92,500.00
J.G. Fitzgerald & Sons Ltd	(08/19/2021)	\$95,450.00



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

AND WHEREAS four (4) tenders were received;

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

AND WHEREAS Council concurs with the recommendation received;

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

	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.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

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

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

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

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

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

	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.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation;

AND WHEREAS the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC's Calls to Action;

AND WHEREAS all Canadians and all orders of government have a role to play in reconciliation;

AND WHEREAS Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process;

WHEREAS the Federal Government passed legislation declaring September 30th National Day for Truth and Reconciliation which will be a paid holiday for all Federal Government and Crown Corporation employees;

THEREFORE, BE IT RESOLVED THAT the Council of the Municipality of West Nipissing of does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities.

BE IT FURTHER RESOLVED THAT Council for the Municipality of West Nipissing hereby declares **SEPTEMBER 30th** as a paid holiday for all municipal employees and be added to future Municipality of West Nipissing Collective Bargaining Agreements.

	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 "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Sept 14th 2021	
Name of Requestor:	Chris Fisher	Date submitted: Sept 22nd 2021	
Address:	Full mailing address: 3636 B Hwy 539 Field Ontario		
Phone:	Home: 705-758-1632	Business / Cell: 705-492-6784	Fax:
E-Mail:	Cfisher@westnipissing.ca		
Requested Agenda Item/Subject:		Truth and Reconciliation Federal Holiday Sept 30th	
Additional details / background information:		☒ see below ☒ 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> The Federal Government declared Sept 30th a Holiday in observance of Truth and Reconciliation. The Provincial Government has said this is not a stat Holiday in Ontario. As I understand it, this becomes a council decision.	
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		Date: <i>September 14 / 2021</i> <i>e-mail</i>	
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:	<i>September 14/2021</i>	Received from:	<i>Councillor C. Fisher</i>
Meeting Date Requested:	<i>September 21/2021</i>	Mode of Notification:	☐ in person ☐ by telephone ☒ by e-mail ☐ other: _____
Processing of request:	☐ Information only ☐ Action Item ☒ Discussion/Action Item ☐ Report Required ☐ Public Hearing ☐ Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	<i>September 21/2021</i>	☒ Regular meeting ☐ Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			



Government
of Canada

Gouvernement
du Canada

[Canada.ca](#) > [National Defence](#) > [News](#) > [The Maple Leaf](#)

Federal Statutory Holiday: National Day for Truth and Reconciliation

July 20, 2021 - Defence Stories

The Government of Canada is committed to reconciliation and ensuring that the tragic history and ongoing legacy of residential schools is never forgotten.

As you may be aware, the government recently passed legislation to make **September 30th** a federal statutory holiday called the National Day for Truth and Reconciliation. Like all Canadians, this day provides an opportunity for each public servant to recognize and commemorate the legacy of residential schools. This may present itself as a day of quiet reflection or participation in a community event.

Our current collective agreements include provisions to allow for an additional designated holiday if one is proclaimed by an act of Parliament. As a result, the National Day for Truth and Reconciliation will become a designated paid holiday and will allow employees in the federal public service to observe and participate in this important day starting September 2021.

Please note: Employees do not have to take any action to request this leave (no system entry) – it is to be treated in the same manner as all other statutory holidays.

If you have any questions, please contact [HR Connect RH](#) (accessible only on the National Defence network) ;online or by calling 1-833-747-6363 (for DND employees only).

Date modified:

2021-07-20

West Nipissing Public Library

Policy Name: PAID HOLIDAYS	
Policy Type: HUMAN RESOURCES	Policy Number: HR - 8

1. Employees are entitled to the following holidays with pay: New Year's Day, January 2, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, August Civic Holiday, Labour Day, Thanksgiving Day, Remembrance Day, Christmas Day and Boxing Day and any Holidays proclaimed by the Government of Canada or the Government of the Province of Ontario.
2. When the Library observes a holiday on a day which an Employee is not normally expected to work, compensating time may be taken within 3 months or at a time mutually agreed upon by the Employee and the CEO or designate, but on a day that is no more than 12 months after the public holiday.
3. Holiday pay is calculated in accordance with the Employment Standards Act Part X.
4. If a paid holiday falls or is observed during an Employee's vacation period, he/shall be allowed additional vacation time with pay at a time mutually agreed upon by the Employee and the CEO or designate.

Policy History			
Date Adopted :	January 10, 2008	No Change	Amended
Revision Date :	May 10, 2018		✓



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

Resolution No.

2021 /

SEPTEMBER 21, 2021

Moved by / *Proposé par* :

Mayor Joanne Savage

Seconded by / *Appuyé par* :

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

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

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

	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 "B" OF BY-LAW 2019/24

 AGENDA ITEM REQUEST FORM			
PLEASE PRINT CLEARLY:			
Requested Council Meeting Date:		Sept 21 / 2021	
Name of Requestor:	Joanne Savage Mayor		Date submitted: Sept 15 / 2021
Address:	Full mailing address:		
Phone:	Home:	Business / Cell: 705 498 0819	Fax:
E-Mail:			
Requested Agenda Item/Subject:		Reconsideration of a request for exemption to no cut policy denied on May 4 / 2021	
Additional details / background information:		☒ see below ☒ 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> Reconsideration to a request for exemption to the no cut policy that was denied at May 4 / 2021 Council meeting Requestor felt not treated fairly as not provided option of a security deposit as per the No cut Policy Similar requests for not cut exemptions were granted at meetings of June 1st, July 13th and Aug 30th, 2021	
ADMINISTRATIVE APPROVAL			
STEP 1 → Submit your completed form to the CAO or designate for required review and approval. Every effort will be made to accommodate requests however the complexity of subject may require the matter to be heard on another date other than the original date requested and the requestor will be notified.			
Signature of CAO or designate:		(e-mail)	Date: September 15/2021
MUNICIPAL OFFICE USE			
STEP 2 → This form must be returned to the Clerk's office no later than 12 noon on the Wednesday preceding the Council Meeting at which the item is to be considered, subject to CAO approval and scheduling.			
Date Received:	September 15/2021	Received from:	Mayor J. Savage
Meeting Date Requested:	September 21/2021	Mode of Notification:	☐ In person ☐ by telephone ☒ by e-mail ☐ other:
Processing of request:	☐ Information only ☐ Action Item ☒ Discussion/Action Item ☐ Report Required ☐ Public Hearing ☐ Closed Session		
APPROVED FOR AGENDA:			
Scheduled for (date):	September 21/2021	☒ Regular meeting ☐ Committee of Whole meeting	
Requestor Notification:	The above requestor _____ was notified on _____ (date)		
Action Taken:			
Notes / Comments:			

Subject: FW: no cut policy on michaud rd

Begin forwarded message:

From: Danielle Primeau <danielleprimeau03@hotmail.com>
Date: September 1, 2021 at 15:27:19 EDT
To: Lise Senecal <lsenecal@municipality.westnipissing.on.ca>
Subject: no cut policy on michaud rd

No cut policy in west nipissing Ontario

To whom this may concern,

We David Clark and Danielle Primeau, have bought a house on Michaud st in the summer for 2020. When we bought our house we were never told about the no cut policy on this road. During the winter of 2020-2021 our main source of heat broke, so we looked into getting a new, more efficient heat source. Our best option was gas, we called the gas company and they said they would get everything in order. So we went ahead and purchased the heater. We got a call saying there was a no cut policy on our road and would have to be approved by the counsel. During the meeting we were not granted access to dig about 2 feet off the shoulder (picture attached), as u can see there is old asphalt connecting to the new one its is about 1 feet of old and 1 feet of the new asphalt. The white dot is where they would be cutting into and torpedo to the house. We were also told to convert to propane until the no cut policy ended. So we called the gas company and ask them if there was a different route we could take, they said we could go off Queen st but it would cost us \$2200, to have the extension put in, and we went with that option. During the meeting of august 31 2021, three residents of lalande rd, asked to get gas put into there newly build houses and were approved. These residents should of know about the no cut policy before starting any construction. They were approved as long as they put a down of \$4000 divided between the three of them incase anything would happen to the asphalt and would need repairing. We were never giving the option to put a down they just denied us. One of the counselors brought up that everyone should be treated and offer the same. It is unfair that the three residents were given the option to put a down, and we were told go to propane (or other source of heat) or nothing.

I hope we can come into an agreement,
best regards
Danielle Primeau and David Clark

