

**CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING
COUNCIL AND COMMITTEE OF THE WHOLE
AGENDA**

February 6, 2024, 6:30 PM

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LA CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST
RÉUNION DU CONSEIL ET COMITÉ PLÉNIER
ORDRE DU JOUR

le 6 février 2024, 18 h 30

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West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Approve the Addendum

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the Addendum for the meeting of Council - Committee of the Whole held on February 6, 2024 be adopted, as presented.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Approbation de l'addenda

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE l'addenda pour la réunion du Conseil - Comité plénier tenue le 6 février, 2024 soit adopté, tel que présenté.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt the Agenda

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the Agenda for the Council - Committee of the Whole meeting held on February 6, 2024 be adopted, as presented.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adoption de l'ordre du jour

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE l'ordre du jour pour la réunion du Conseil - Comité plénier tenue le 6 février, 2024 soit adopté, tel que présenté.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**

MEMORANDUM

TO: Mayor and Council

FROM: Alisa Craddock CPA, CMA

DATE: February 1, 2024

RE: Budget Update

During budget deliberations, Council requested details of the library budget submission and the reserve position. Details, including a letter from the CEO, were provided to Council at an earlier date. The year end 2022 Library reserve was \$352,547.

At the last Budget deliberation session, Council recommended a decrease in the Au Chateau transfer to reserve to maintain the 2023 level. This resulted in a projected 4.76% tax levy increase, based on the budget estimates. Since that period, we have received formal notification of the Health Unit's municipal levy. It was a decrease of \$4,400 from the presented estimates. This has been incorporated and the projected tax levy increase is 4.74%. Though DNSSAB has settled its overall budget, the municipal apportionment has not yet been provided and the estimated 4% remains a conservative estimate.

The Municipality also has received its formal notification of Ontario Community Infrastructure Fund (OCIF) allocation for 2024. Unfortunately, it is \$194,000 lower than the estimates used in capital budgeting for Public Works. This was a concerning decrease, not only due to the potential impact on projects presented to Council but also as a potential longer-term threat to stabilized funding. As a positive, reserves and funding carrying forward from 2023 and available for 2024 is approximately \$90,000 higher than the conservative estimate included in the original budget document. Public Works has released a majority of its routine request for quotes for 2024 work. There are substantial forecast savings in brushing and ditching and the Front Street rehabilitation. These savings, in conjunction with the increased carry forward of reserves, will allow Public Works to go ahead with the contemplated projects.

In order to have an approved budget, Council must pass a resolution adopting expenditure estimates. In tonight's meeting, there is a resolution to adopt the capital budget (municipal) to allow Council to go forward with awarding the 2024 projects and equipment.

Joie de vivre



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2024 Budget Summary

Summary of All Categories

	2023	2024	Budget Change
	Budget	Budget Review	
Revenues			
Property Taxation	19,911,445	20,209,871	298,426
Payments in lieu	556,150	573,350	17,200
OMPF	6,513,200	6,486,700	(26,500)
Other Revenues	5,108,370	5,470,450	362,080
Total Revenues	32,089,165	32,740,371	651,206
Expenditures			
HR Costs	9,125,225	9,942,445	(817,220)
Operating Expenses	8,065,235	8,190,331	(125,096)
Policing	4,684,750	4,357,938	326,812
Social Programs	5,976,301	6,274,659	(298,358)
Total Expenditures	27,851,511	28,765,373	(913,862)
Local Boards			
Police	13,662	13,662	-
Library	429,952	442,002	(12,050)
Cemetery	46,240	46,240	-
Total Board Expenditures	489,854	501,904	(12,050)
Total Expenditures incl. Boards	28,341,365	29,267,277	(925,912)
Surplus (Deficit)-Operating	3,747,800	3,473,094	(274,706)



Funding	(3,513,800)	(3,642,700)	128,900
Total Revenues-Capital Fund	(3,513,800)	(3,642,700)	128,900
Transfer to Reserve	3,534,000	4,199,000	(665,000)
Contribution from Reserve	(5,119,390)	(4,259,600)	(859,790)
Total Change in Reserves	(1,585,390)	(60,600)	(1,524,790)
Long Term Debt Financing			-
Payments on Loans	213,800	218,400	(4,600)
Total Change in Financing	213,800	218,400	(4,600)
Capital Assets			
Capital expenditures-Infrastructure	4,658,000	4,671,100	(13,100)
Capital expenditures	3,975,190	3,231,200	743,990
Total Capital Assets	8,633,190	87,902,300	730,890
	3,747,800	4,417,400	669,600
Surplus (Deficit)	-	(944,306)	(944,306)



Summary of Revenues and Expenses

	2023	2024	
	Budget	Budget Review	Budget Change
Taxation			
Revenues	19,911,445	20,209,871	298,426
Payments in lieu	556,150	573,350	17,200
Provincial Grants-OMPF	6,513,200	6,486,700	(26,500)
General Government			
Revenues	2,685,470	2,996,550	311,080
Expenses	3,375,291	3,613,521	(238,230)
Surplus (Deficit)	(689,821)	(616,971)	72,850
Mayor & Council			
Expenses	261,085	278,785	(17,700)
Public Works			
Revenues	80,000	80,000	-
Expenses	7,072,720	7,922,100	(849,380)
Surplus (Deficit)	(6,992,720)	(7,842,100)	(849,380)
Community Services			
Revenues	1,807,900	1,842,900	35,000
Expenses	6,185,192	6,414,860	(229,668)
Surplus (Deficit)	(4,377,292)	(4,571,960)	(194,668)



Fire Department

Revenues	18,000	46,000	28,000
Expenses	2,679,347	2,857,275	(177,928)

Surplus (Deficit)	(2,661,347)	(2,811,275)	(149,928)
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Economic Development

Revenues	100,000	55,000	(45,000)
Expenses	431,270	422,450	8,820

Surplus (Deficit)	(331,270)	(367,450)	(36,180)
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Planning & Development

Revenues	405,000	438,000	33,000
Expenses	649,510	709,910	(60,400)

Surplus (Deficit)	(244,510)	(271,910)	(27,400)
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Bylaw

Revenues	12,000	12,000	-
Expenses	91,895	137,395	(45,500)

Surplus (Deficit)	(79,895)	(125,395)	(45,500)
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Emergency Management

Expenses	3,500	3,500	-
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Heritage Committee

Expenses	2,500	2,500	-
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Policing			
Revenues	502,660	462,660	(40,000)
Expenses	5,187,410	4,820,598	366,812
Surplus (Deficit)	(4,684,750)	(4,357,938)	326,812
Police Board			
Expenses	13,662	13,662	-
Libraries			
Expenses	429,952	442,002	(12,050)
Cemetery			
Expenses	46,240	46,240	-
Municipal Drains			
Expenses	87,500	87,500	-
Animal Control			
Expenses	98,450	100,380	(1,930)
Health Services			
Expenses	447,914	461,363	(13,449)
DNSSAB			
Expenses	3,478,087	3,634,106	(156,019)
Home for the Aged-Au Chateau			
Expenses	2,050,300	2,179,190	(128,890)



Grand Total			
Revenues	32,591,825	33,203,031	611,206
Expenses	32,591,825	34,147,337	(1,555,512)
Net Surplus (Deficit)	-	(944,306)	(944,306)



MEMORANDUM

TO: Mayor and Council

FROM: Alisa Craddock CPA, CMA

DATE: February 1, 2024

RE: Disbursement sheets

The disbursement reports were provided until 2019. In 2019, the report template that had been used to generate these reports was no longer available on our software. In April 2019, I recommended that Council adopt a Budget and Financial Control policy. The policy was declined without discussion. I worked with our software provider and staff to produce a “disbursement” report that met various demands imposed by the past Council. It was labour intensive and limited some of our internal reporting. In late 2021, our provider completely discontinued the auxiliary piece of software that communicated with our software to produce these reports and replaced it with an embedded reporting module. We are no longer able, in any manner, to electronically produce the prior disbursement report.

Through the last term of Council, I reviewed other municipalities procedures and recommended best practices. Smaller municipalities may provide cheque registers to Council. In those municipalities, the cheque register may be the only form of financial update provided to Council. Overwhelmingly, municipalities govern through financial control policies. West Nipissing adopted a Budget and Financial Control policy in April 2023 and Capital Expenditure Control Policy in June 2023.

The two financial control policies outline reporting to Council, level of control of Treasurer, CAO, and Council, and how variances are to be disclosed. These policies and variance reporting are valuable tools in assisting Council to meet its fiduciary duties to the rate payers. In addition to the two financial control policies adopted by this Council, the procurement policy formally governs all expenditures. It is accompanied by a Validity of Tenders and Vendor Performance policy. Internally, the Finance department works with an established set of controls and procedures, similar to standard operating procedures (SOP’s). There are detailed procedures in place regarding purchase orders, signing authorities, payment release, review of payments, and review of general ledgers. These procedures are subject to internal audit. Additionally, these procedures are audited by our third-party auditors on an annual basis. Any recommendations from the external audit team are incorporated into our practices and form the basis for future testing and audits.

Joie de vivre



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From: [West Nipissing Online](#)
To: [Jay Barbeau](#)
Subject: Agenda Item Request: Financial Matters - Disbursement Sheets (monthly):
Date: January 15, 2024 11:03:24 AM

Requested Council Meeting Date

01/15/2024

Name of Councillor/Requestor

Anne Tessier

Phone

██████████

Your email address

atessier@westnipissing.ca

Requested Agenda Item

Financial Matters - Disbursement Sheets (monthly)

Description · Details · Background Information

The previous council received the Disbursement Sheet document on a monthly basis as per By-Law 2019/55 Schedule "A" section 4.2 Financial Matters.

In addition to this By-law, does a policy exist?

Why has the council stopped receiving these disbursement sheets monthly?

References:

The Municipal Act 2001 section 224 Role of Council - <https://www.ontario.ca/laws/statute/01m25#BK283>

By-Law 2019/55 Schedule "A" being a by-law of the Municipality of West Nipissing to adopt an accountability and transparency policy for the Corporation of the Municipality of West Nipissing.

Thank you/Merci

File Upload

- [2019-55-Adopt-Accountability-Transparency-Policy-_-Jun-18-20192.pdf](#)
- [2019-55-Adopt-Accountability-Transparency-Policy-_-Jun-18-201921.pdf](#)



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

BY-LAW 2019/55


**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING
TO ADOPT AN ACCOUNTABILITY AND TRANSPARENCY POLICY FOR THE
CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING**

WHEREAS Section 270(1) of the *Municipal Act*, 2001 requires that a municipality shall adopt and maintain a policy with respect to the manner which the municipality will try to ensure that its actions are transparent and accountable to the public;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Municipality of West Nipissing enacts as follows:

1. That Council adopt the Accountability and Transparency Policy identified as Schedule "A" attached hereto and forming part of this By-Law; and
2. This By-law shall come into force and effect on the date it is passed.

ENACTED AND PASSED THIS 18th DAY OF JUNE, 2019 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.



JOANNE SAVAGE
MAYOR



MELANIE DUCHARME
CLERK

SCHEDULE 'A' TO BY-LAW 2019/55

1. PURPOSE/APPLICATION

The Municipal Act, 2001 (the Act) requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the municipality's activities and services in accordance with the principles as outlined herein. This policy has been developed in accordance with the Act to comply with section 270.

2. DEFINITION(S)

- (i) **Accountability** – The principle that the municipality will be responsible to its stakeholders for decisions made and policies implemented, as well as its actions or inactions.
- (ii) **Transparency** – The principle that the municipality actively encourages and fosters stakeholder participation and openness in its decision-making processes. Additionally, transparency means that the municipality's decision-making process is open and clear to the public.

3. POLICY STATEMENT

- 3.1 The Council of the Municipality of West Nipissing acknowledges that it is responsible to provide good government for its stakeholders in an accountable and transparent manner, guided by the following principles:
- (a) Decision making will be open and transparent
 - (b) Municipal operations will be conducted in an ethical and accountable manner
 - (c) Financial resources and physical infrastructure will be managed in an efficient and effective manner
 - (d) Municipal information will be accessible in accordance to legislative requirements
 - (e) Enquiries, concerns and complaints will be responded to in a timely manner
 - (f) Financial oversight, service standards and performance reporting, and all other accountability documents will be made available and accessible to increase the opportunity for the public scrutiny and involvement in municipal operations.
- 3.2 Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the municipality adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its stakeholders. In addition, wherever possible, the municipality will engage its stakeholders throughout its decision-making process which will be open, visible and transparent to the public.

4. POLICY REQUIREMENTS

The principles of accountability and transparency shall apply equally to the political process and decision making and to the administrative management of the municipality. Policies, procedures and practices have been divided in the following categories:

4.1 Legislated Requirements:

The Municipality of West Nipissing is accountable and transparent to taxpayers by fulfilling various legislated responsibilities and disclosure of information. The following are provincial statutes which govern how the Municipality conducts its business in a public, accountable and transparent manner:

- (a) Municipal Act, 2001
- (b) Municipal Conflict of Interest Act
- (c) Municipal Freedom of Information and Protection of Privacy Act
- (d) Occupational Health and Safety Act;
- (e) Public Sector Salary Disclosure Act

4.2 **Financial Matters**

The municipality will be open, accountable and transparent to its stakeholders in its financial dealings as required under the Act. Some examples of how the municipality provides such accountability and transparency are as follows:

1. external audit
2. year end audited financial statements posted on web site
3. Interim reports to council
4. asset management and capitalization policy
5. procurement/purchasing policy
6. signing authority policy
7. records retention
8. sale of real property policy
9. budget process
10. capital acquisition policy
11. disbursement sheet (monthly)

4.3 **Internal Governance**

The municipality's administrative practices ensure specific accountability on the part of its employees through the following initiatives:

1. Council-Staff Relations By-Law
2. Workplace Violence and Harrassment Policy
3. Hiring Policy
4. West Nipissing Policy Manual
5. Health and Safety Policy
6. Signing Authority By-Law
7. Employee Code of Ethics
8. Strategic Plan

4.4 **Public Participation and Information Sharing**

The municipality ensures that it is open and accountable to its stakeholders through implementing processes outlining how, when and under what rules meetings will take place. The municipality's meetings will be open to the public when and as required under the Act, and members of the public will have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the municipality has adopted policies which ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print media, websites, etc. Some specific examples include:

1. Procedural By-law -
2. Code of Conduct for Councillors By-Law
3. Records Retention Policy
4. Public Notice By-Law
5. Election Policy and Procedures By-Law
6. By-Law for the use of Corporate resources for election purposes
7. Minutes and Agendas posted on website
8. Year end financial statements and performance measures posted on the website
9. Social Media Policy
10. Bilingualism Policy

5. **RESPONSIBILITIES**

Council and Staff of the Municipality of West Nipissing are responsible for adhering to the parameters of this policy and for ensuring accountability for their actions and transparency of municipal operations.

6. **MONITORING/CONTRAVENTIONS**

The Chief Administrative Officer shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the CAO shall notify:

1. In the case of staff, the Department Head responsible;
2. In the case of a closed meeting, the Ombudsman for the Province of Ontario;
3. In the case of Council, the Integrity Commissioner

January 8, 2024



NO MORE TEARS WEST NIPISSING SOCIETY

2-283 Nipissing Street, Sturgeon Falls, Ontario
P2B 3A4, Canada
Facebook: No More Tears West Nipissing
Email: nomoretearswestnipissing@gmail.com
Cell: 705-980-0420

Dear Madame Mayor Kathleen Thorne-Rochon and members of Council

We hope you all had an enjoyable Christmas Vacation with your loved ones. We would like to take this time to wish you all the best for this new year. May 2024 bring positivity and new opportunities of teamwork and collaboration with new businesses.

NMTWN group, are proud to announce that as of December 21, 2023, we are officially registered as a non-profit organization. Our non-profit organization is now named No More Tears West Nipissing Society. Please see attached registration certificate and liability insurance.

Our purpose is to provide the basic needs of life to the unhoused/vulnerable population in West Nipissing. We will connect them to community services they require and provide meals through our Soup Kitchen and continue with our outreach. Currently, NMTWNS have stated 36 unhoused individuals in West Nipissing. These individuals stay in sheds, trailers, motel rooms, tents, and many are couch surfing. All these 36 individuals have not secured permanent housing. As you are aware, across Canada and within our own community, homelessness is an epidemic with those struggling to make ends meet. Be it financially, putting food on the table and being able to find affordable housing has become an enormous hardship for many.

We at NMTWNS, would like to request financial support from the Municipality as we start our organization to help our most vulnerable. We will continue seeking funding from other sources and donations to help support us as well. With support from you, we will be able to obtain office space. We have found a central office space to rent, and we are requesting funding support from our municipality for monthly contributions towards our rent. The address of our potential office would be at 169 Front Street Unit B Sturgeon falls. The rent would be \$800+HST = \$904 monthly. The cost yearly would be \$10,848 for the year 2024. We appreciate the acknowledgement from you Madame Mayor, and from Council on the homelessness crisis that has now reached West Nipissing.

Thank you for looking into the development of an extreme cold weather plan to help shelter our most vulnerable in the cold weather season that is upon us. We hope we can be of assistance in this plan when the extreme cold is upon us.

If you need further information, please do not hesitate to contact us.

Highest Regards,
Josee Rainville
Chair



Certificate of Incorporation

Canada Not-for-profit Corporations Act

Certificat de constitution

*Loi canadienne sur les organisations à but non
lucratif*

No More Tears West Nipissing Society

Corporate name / Dénomination de l'organisation

1562741-9

Corporation number / Numéro de
l'organisation

I HEREBY CERTIFY that the above-named corporation, the articles of incorporation of which are attached, is incorporated under the *Canada Not-for-profit Corporations Act*.

JE CERTIFIE que l'organisation susmentionnée, dont les statuts constitutifs sont joints, est constituée en vertu de la *Loi canadienne sur les organisations à but non lucratif*.

Hantz Prosper

Director / Directeur

2023-12-21

Date of Incorporation (YYYY-MM-DD)
Date de constitution (AAAA-MM-JJ)



Form 4001
Articles of Incorporation
Canada Not-for-profit Corporations
Act (NFP Act)

Formulaire 4001
Statuts constitutifs
Loi canadienne sur les
organisations à but non lucratif
(Loi BNL)

- 1 Corporate name
Dénomination de l'organisation
No More Tears West Nipissing Society
- 2 The province or territory in Canada where the registered office is situated
La province ou le territoire au Canada où est maintenu le siège
ON
- 3 Minimum and maximum number of directors
Nombres minimal et maximal d'administrateurs
Min. 3 Max. 9
- 4 Statement of the purpose of the corporation
Déclaration d'intention de l'organisation
See attached schedule / Voir l'annexe ci-jointe
- 5 Restrictions on the activities that the corporation may carry on, if any
Limites imposées aux activités de l'organisation, le cas échéant
None
- 6 The classes, or regional or other groups, of members that the corporation is authorized to establish
Les catégories, groupes régionaux ou autres groupes de membres que l'organisation est autorisée à établir
See attached schedule / Voir l'annexe ci-jointe
- 7 Statement regarding the distribution of property remaining on liquidation
Déclaration relative à la répartition du reliquat des biens lors de la liquidation
See attached schedule / Voir l'annexe ci-jointe
- 8 Additional provisions, if any
Dispositions supplémentaires, le cas échéant
See attached schedule / Voir l'annexe ci-jointe
- 9 **Declaration:** I hereby certify that I am an incorporator of the corporation.
Déclaration : J'atteste que je suis un fondateur de l'organisation.

Name(s) - Nom(s)

Original Signed by - Original signé par

JOSEE RAINVILLE

JOSEE RAINVILLE

JOSEE RAINVILLE

Kim Keefer

Kim Keefer

Kim Keefer

Delia Greenlees

Delia Greenlees

Delia Greenlees

A person who makes, or assists in making, a false or misleading statement is guilty of an offence and liable on summary conviction to a fine of not more than \$5,000 or to imprisonment for a term of not more than six months or to both (subsection 262(2) of the NFP Act).

La personne qui fait une déclaration fautive ou trompeuse, ou qui aide une personne à faire une telle déclaration, commet une infraction et encourt, sur déclaration de culpabilité par procédure sommaire, une amende maximale de 5 000 \$ et un emprisonnement maximal de six mois ou l'une de ces peines (paragraphe 262(2) de la Loi BNL).

You are providing information required by the NFP Act. Note that both the NFP Act and the *Privacy Act* allow this information to be disclosed to the public. It will be stored in personal information bank number IC/PPU-049.

Vous fournissez des renseignements exigés par la Loi BNL. Il est à noter que la Loi BNL et la *Loi sur les renseignements personnels* permettent que de tels renseignements soient divulgués au public. Ils seront stockés dans la banque de renseignements personnels numéro IC/PPU-049.

Schedule / Annexe

Purpose Of Corporation / Déclaration d'intention de l'organisation

To provide the basic needs to our unhoused population of West Nipissing Ontario. Connect them to resources within our community. Provide outreach services and meals through our Soup kitchen

Schedule / Annexe
Classes of Members / Catégories de membres

The Corporation is authorized to establish one class of members. Each member shall be entitled to receive notice of, attend and vote at all meetings of the members of the Corporation.

Schedule / Annexe

Distribution of Property on Liquidation / Répartition du reliquat des biens lors de la liquidation

Any property remaining on liquidation of the Corporation, after discharge of liabilities, shall be distributed to one or more qualified donees within the meaning of subsection 248(1) of the Income Tax Act.

Schedule / Annexe
Additional Provisions / Dispositions supplémentaires

Directors shall serve without remuneration, and no director shall directly or indirectly receive any profit from his or her position as such, provided that a director may be reimbursed for reasonable expenses incurred in performing his or her duties. A director shall not be prohibited from receiving compensation for services provided to the corporation in another capacity.

The directors may appoint one or more directors, who shall hold office for a term expiring not later than the close of the next annual general meeting of members, but the total number of directors so appointed may not exceed one-third of the number of directors elected at the previous annual general meeting of members.

The corporation shall be carried on without the purpose of gain for its members, and any profits or other accretions to the corporation shall be used in furtherance of its purposes.

169 FRONT Street Unit #B, Sturgeon Falls, Ontario P2B 2H9

Listing

Client Full

169 FRONT St #B Sturgeon Falls

MLS® #: 40461289

Active / Commercial Lease

Price: **\$800.00/Month Gross Lease**



Nipissing/West Nipissing/Sturgeon Falls / Cache Bay / Crystal Falls

Building Only

Other Units # Of	0	Common Interest:	Freehold/None
Bld Area Total:	480	Common Elements:	No
DOM:	114	Free Standing Y/N:	
Tax Amt/Yr:	\$0.00/2023		

Remarks/Directions

Public Rmks: **169 Front St Unit B (Sturgeon Falls) - Excellent Highway exposure for a commercial location with great possibilities for a variety of different ventures. This space is situated in the Gervais Restaurant & Tavern Plaza which also houses an auto part store and residential apartments. The space features approximately 500 Sq.Ft., air conditioning, and high visibility on the Hwy. This will make for a great location for your new business. Listed at \$800 per month all-inclusive + HST.**

Directions: **On the Trans Canada Highway (Highway 17)**

Exterior

Property Access:	Paved Road, Year Round Road	Rd Acc Fee:		Electrical:	
Garage and Parking:	Outside/Surface/Open, Asphalt Driveway				
Services:	Electricity, High Speed Internet, Natural Gas, Street Lights				
Lot Shape:		Sewer:	Sewer (Municipal)		
Lot Front (Ft):		Water Source:	Municipal		
Area Influences:	Ample Parking, High Traffic Area, Highway Access, Visual Exposure			Fronting:	North
View:					
Topography:					
Local Impvmt:					
#Res Units:	0	#Wrhse Units:		#Other Units:	0

Interior

Basement:	None, ,	Seating Capacity:		# Hnd Wshrms:	
Cooling:	Ductless			Volts:	0
Heating:	Electric, Gas	List of Fixtures:		Amps:	0

Commercial/Financial

Additional Rent Costs Incl: **Central Air Conditioning, Heat, Hydro, Property Taxes, Snow Removal, Water**
 Additional Rent: **0.00**
 Tenant Pays: **Garbage Removal, Internet, Signage, Tenant Insurance**
 Lease Requirements: **Deposit, Lease Agreement**

Property Information

Common Elem Fee:	No	Local Improvements Fee:	
Zoning:	C2	Survey:	None/
Assess Val/Year:	/	Hold Over Days:	90
PIN:	490800419	Occupant Type:	Vacant
Possession/Date:	Flexible/	Deposit:	1 mo/rent+HST

Brokerage Information

List Date: **09/11/2023**
 List Brokerage: **Page & Associates Realty, Brokerage**

Source Board: North Bay and Area REALTORS® Association
 Prepared By: SHAWN PAGE, Salesperson
 Date Prepared: 01/03/2024

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West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Consent Agenda

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED that the Consent Agenda for the Council-Committee of Whole meeting of February 6, 2024, be approved, as presented.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Ordre du jour par consentement

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU que l'ordre du jour du consentement pour la réunion du Conseil - Comité plénier du 6 février, 2024 soit approuvé, tel que présenté.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt Council - Committee of the Whole minutes - January 16, 2024

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the minutes of the Council - Committee of the Whole meeting held on January 16, 2024 be adopted, as presented.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adopter le procès-verbal du Conseil - Comité plénier - 16 janvier 2024

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU que le procès-verbal du Conseil – Comité plénier du 16 janvier 2024 soit adopté, tel que présenté.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

MINUTES OF THE COUNCIL MEETING

January 16, 2024, 6:30 PM

Members Present: Councillor Jérôme Courchesne	Councillor Kris Rivard
Councillor Daniel Gagné	Councillor Roch St. Louis
Councillor Kaitlynn Nicol	Councillor Anne Tessier
Councillor Fern Pellerin	Mayor Kathleen Thorne-Rochon
Councillor Jamie Restoule	

1. OPENING AND LAND ACKNOWLEDGEMENT

2. DECLARATIONS OF PECUNIARY INTEREST

3. ADDENDUM & AGENDA

3.1 Approve the Addendum

Resolution # 2024-01

Moved by: Councillor Anne Tessier

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT the Addendum for the meeting of Council - Committee of the Whole held on January 16, 2024 be adopted, as presented.

CARRIED

3.2 Adopt the Agenda

Resolution # 2024-02

Moved by: Councillor Roch St. Louis

Seconded by: Councillor Anne Tessier

BE IT RESOLVED THAT the Agenda for the Council - Committee of the Whole meeting held on January 16, 2024 be adopted, as presented.

CARRIED

4. DELEGATIONS & PETITIONS

4.1 Ontario Federation of Agriculture Cost of Community Goods Study - Ben Lefort

Mr. Ben Lefort, along with local members of the Ontario Federation of Agriculture present.

5. COMMITTEE OF THE WHOLE

5.1 General Government Committee

1. Integrity Commissioner Presentation of 2023 Annual report (P. Cassan)

2. ROMA Conference - Delegation Update

The Chair provided Council with confirmation that the Municipality has been granted two (2) delegations at the upcoming ROMA conference. Members of Council, along with the CEO of the local hospital will be meeting with the Ministry of Health and staff and members of Council will meet with the Ministry of Community and Children's services to discuss the composition of the local DNSSAB board.

3. Bay Street Property Disposition - Update

Direction was sought by staff regarding the proposed disposition of an unopened road allowance on Bay Street. Council was in support of the request and staff was directed to move forward with the disposition of the property.

4. Proposed Short Term Rental Accommodation By-Law

The Mayor and CAO provided Council with a brief update regarding the Short-Term Rental By-Law. Direction on the forming of an ad hoc committee to finalize the by-law. Councillors Tessier and Nicol volunteered along with the Mayor to participate in the committee and staff will reach out to the members to convene a meeting of the committee.

5. Road Closure Request - Jarbeau Street Extension

Council discussed the proposed closure/barricading of the west entrance to the Field Outdoor Rink property. The entrance was installed some time ago as an emergency entrance, however it is generally used as a "trail" for all terrain vehicles, etc. With the opening of the new covered rink, it is anticipated that traffic could increase at the rink and the said entrance is not up to standard. Council supported the request and it was suggested that whatever is used to barricade the entrance be clearly visible and perhaps signage be installed so as not to pose a safety issue for those who may be using the entrance.

5.2 Public Works Committee

1. Petition Re: Levert Drive

the Director of Infrastructure provided information concerning a petition for a guide rail on Levert Drive. The Director indicated that recent upgrades to infrastructure have visually altered the terrain along the edge of the road, however no change to the road or its proximity to the water have been made. The Director indicated that the speed limit and number of vehicles at the said location would not warrant the installation of guide rails.

6. REGULAR MEETING

6.1 Consent Agenda

Resolution # 2024-03

Moved by: Councillor Jérôme Courchesne

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED that the Consent Agenda for the Council-Committee of Whole meeting of January 16, 2024, be approved, as presented.

CARRIED

1. Adopt Council - Committee of the whole minutes - December 19, 2023

Resolution # 2024-03A

Moved by: Councillor Jérôme Courchesne

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT the minutes of the Council - Committee of the Whole meeting held on December 19, 2023 be adopted, as presented.

CARRIED

2. Adopt By-Law No.: 2024-01 being a by-law for the assumption of Part of Levert Drive

Resolution # 2024-03B

Moved by: Councillor Jérôme Courchesne

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT By-law **2024/01** 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.

PT OF LOT 1, CON. 3
BEING PART 2, 36R-15060
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin Levert Drive, Sturgeon Falls, Ontario.

CARRIED

3. Adopt By-Law No.: 2024-02 being a by-law for the assumption of part of Gauthier Road

Resolution # 2024-03C

Moved by: Councillor Jérôme Courchesne

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT By-law **2024/02** 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 13, CON. 2
BEING PART 3, 36R-15168
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin Gauthier Road, Township of Springer.

CARRIED

6.2 Planning

6.3 Correspondence

6.4 Unfinished Business**6.5 New Business**

1. Adopt By-Law No. 2024-03 - Sale of Land on Gauthier Road, Twp. Springer to Legault (Pt. 1, 36R-15168)

Resolution # 2024-04

Moved by: Councillor Anne Tessier

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT By-Law No. **2024/03**, being a By-law of the Municipality of West Nipissing to convey certain lands on Gauthier Road (Part 1, 36R-15168) shall come into force and take effect on the date it is passed.

CARRIED

2. Adopt By-Law No. 2024-04 - Sale of Land on Gauthier Road, Twp. Springer to Schober (Pt. 2, 36R-15168)

Resolution # 2024-05

Moved by: Councillor Jérôme Courchesne

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT By-Law No. **2024/04**, being a By-law of the Municipality of West Nipissing to convey certain lands on Gauthier Road (Part 2, 36R-15168) shall come into force and take effect on the date it is passed.

CARRIED

3. Adopt By-Law No. 2024-05 to amend Traffic and Parking By-law for 3 way stop at Levac and Cache

Resolution # 2024-06

Moved by: Councillor Jérôme Courchesne

Seconded by: Councillor Anne Tessier

BE IT RESOLVED THAT By-law **2024/05**, being a by-law to amend By-Law 2019/60, being a by-law to regulate traffic and parking in the Municipality of West Nipissing, shall come into force and take effect on the date it is passed.

CARRIED

Amendment:

Resolution # 2024-06A

Moved by: Councillor Anne Tessier

Seconded by: Councillor Fern Pellerin

For: (2): Councillor Fern Pellerin, and Councillor Anne Tessier

Against: (7): Councillor Jérôme Courchesne, Councillor Daniel Gagné, Councillor Kaitlynn Nicol, Councillor Jamie Restoule, Councillor Kris Rivard, Councillor Roch St. Louis, and Mayor Kathleen Thorne-Rochon

Voter Type: Majority (Present), Recorded

DEFEATED (2 to 7)

4. Adopt By-Law No. 2024-06 to set the interim tax rate for 2024

Resolution # 2024-07

Moved by: Councillor Kris Rivard

Seconded by: Councillor Kaitlynn Nicol

BE IT RESOLVED THAT By-Law No. **2024/06**, being a by-law of the Municipality of West Nipissing to set the interim tax rate for 2024, shall come into force and take effect on the date it is passed.

CARRIED5. Adopt By-Law No. 2024-07 to authorize the borrowing of funds to meet municipal expenditures

Resolution # 2024-08

Moved by: Councillor Kaitlynn Nicol

Seconded by: Councillor Kris Rivard

BE IT RESOLVED THAT By-Law No. **2024/07**, being a by-law of the Municipality of West Nipissing to borrow money to meet current expenditures, shall come into force and take effect on the date it is passed.

CARRIED6. Adopt resolution Re: Clean Fuels Fund Program (BDO zone)

Resolution # 2024-09

Moved by: Councillor Kris Rivard

Seconded by: Councillor Kaitlynn Nicol

WHEREAS the Municipality of West Nipissing has received confirmation of funding from the Clean Fuels Fund - Establishing Biomass Supply Chain in order to complete a feasibility study seeking designation of West Nipissing as a bio-economy development opportunity zone (BDO Zone);

AND WHEREAS the WNEAC has recommended to Council not to proceed with the project and council has concurred with the recommendation;

THEREFORE BE IT RESOLVED that the Council for the Municipality of West Nipissing confirms that it will not be proceeding with the bio-economy development opportunity and, accordingly, will not require the approved funding.

CARRIED7. Proclamation - Alzheimer's Awareness Month

Resolution # 2024-10

Moved by: Councillor Kaitlynn Nicol

Seconded by: Councillor Kris Rivard

WHEREAS the Alzheimer Society of Sudbury-Manitoulin North Bay & Districts, is an organization that provides support, education, respite and resources for individuals and families affected by Alzheimer's disease in our community; and

WHEREAS to engage our community in raising awareness about Alzheimer's disease, particularly during Alzheimer's Awareness Month;

NOW THEREFORE BE IT RESOLVED that Council of the Corporation of the Municipality of West Nipissing hereby authorizes the declaration of the month of January 2024 as ALZHEIMER'S AWARENESS MONTH in the Municipality of West Nipissing.

CARRIED

7. NOTICE OF MOTION

8. ADDENDUM

8.1 Adopt a resolution to award Tandem Diesel Reversible Snow Plow and Combination Dump Body/Spreader Truck

Resolution # 2024-11

Moved by: Councillor Kris Rivard

Seconded by: Councillor Fern Pellerin

WHEREAS tenders for the Tandem Diesel Reversible Snow Plow and Combination Dump Body/Spreader Truck were opened by the Director of Corporate Services and the Director of Infrastructure for the Municipality of West Nipissing;

AND WHEREAS two (2) submissions were received;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the tender for the Tandem Diesel Reversible Snow Plow and Combination Dump Body/Spreader Truck for the Municipality of West Nipissing be awarded to Freightliner North Bay, having submitted a quotation of \$393,199.11 plus HST; meeting all the specifications.

CARRIED

9. MAYOR'S REPORT AND ANNOUNCEMENTS

9.1 Mayor's Report

10. CLOSED MEETING

Resolution # 2024-12

Moved by: Councillor Fern Pellerin

Seconded by: Councillor Kris Rivard

BE IT RESOLVED THAT we proceed into a **CLOSED** meeting as authorized in Section 239 (2) of the *Municipal Act (2001)*, to discuss the following:

- the security of the property of the municipality or local board;
 - a. Matters concerning OPP Building (880 Levac Road)

CARRIED

10.1 Adopt Minutes of December 5, 2023

10.2 Matters Relating to OPP Building

10.3 Back to Open Session

11. ADJOURNMENT

11.1 Adopt Confirmatory By-law No. 2024-08

Resolution # 2024-15

Moved by: Councillor Kris Rivard

Seconded by: Councillor Fern Pellerin

BE IT RESOLVED THAT By-Law No. **2024/08**, being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its Council - Committee of the Whole held on January 16, 2024 shall come into force and take effect on the date it is passed.

CARRIED

11.2 Adjourn the meeting

Resolution # 2024-16

Moved by: Councillor Fern Pellerin

Seconded by: Councillor Kris Rivard

BE IT RESOLVED THAT the meeting of Council - Committee of the Whole held on January 16, 2024 be adjourned.

CARRIED



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt West Nipissing Economic Development Advisory Committee Minutes - Dec. 6, 2023

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED that the Minutes of the West Nipissing Economic Development Committee held on December 6, 2023, be adopted, as presented.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adopter le procès-verbal du Comité consultatif sur le développement économique de Nipissing Ouest - 6 décembre 2023

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU que le procès-verbal du Conseil – Comité plénier du 16 janvier 2024 soit adopté, tel que présenté.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING
MINUTES OF THE COUNCIL SPECIAL MEETING

December 6, 2023, 6:30 PM

<p>Members Present: Rachel Quesnel Ashten Marcoux Jean-Pierre Martin Jean-Guy Seguin</p>	<p>Manon Arcand Jesse Demers Kris Rivard Jérôme Courchesne</p>
---	---

Members Absent: Bruno Lepage

2. AGENDA

2.1 Appointment of Chair – December 6, 2023 Meeting

Moved by: Jérôme Courchesne
 Seconded by: Jesse Demers

Be it resolved that Jean-Guy Seguin be appointed Chair of the Economic Development Advisory Committee for the meeting of December 6, 2023.

CARRIED

2.2 Adopt the Agenda

Moved by: Jesse Demers
 Seconded by: Jérôme Courchesne

BE IT RESOLVED THAT the Agenda for the West Nipissing Economic Development Advisory Committee meeting held on December 6, 2023 be adopted, as presented.

CARRIED

3. APPROVAL OF MINUTES

3.1 Approve Minutes

Moved by: Manon Arcand
 Seconded by: Jesse Demers

BE IT RESOLVED THAT the minutes of the West Nipissing Economic Development Advisory Committee meeting held on (date) be adopted, as presented.

CARRIED

4. NEW BUSINESS

4.1 BDO Zone Designation

The Committee discussed the Bioeconomic Development Opportunity (BDO) Zone Designation rating project.

Moved by: Kris Rivard

Seconded by: Jérôme Courchesne

WHEREAS at the November 30th budget meeting, Council discussed the approval of a feasibility study for a Bioeconomic Development Opportunity (BDO) Zone Designation rating for woody biomass.

AND WHEREAS the Municipality of West Nipissing has received a conditional approval for funding from Natural Resources Canada (NRCan) through the Clean Fuels Fund program to cover a portion of the cost of the feasibility study project.

AND WHEREAS Council is requesting a recommendation from the Economic Development Advisory Committee as to whether the Municipality should proceed with the feasibility study project.

BE IT RESOLVED THAT the Economic Development Advisory Committee recommends that Council approve the budgetary consideration in the amount of \$55,968 for 2024 for the execution of the feasibility study for a Bioeconomic Development Opportunity (BDO) Zone Designation rating.

	Fo r	Again st	Abstain ed	Confli ct	Abse nt
Bruno Lepage					X
Rachel Quesnel		X			
Ashten Marcou x		X			
Jean- Pierre Martin			X		
Jean- Guy Seguin		X			
Manon Arcand		X			
Jesse Demers		X			
Kris Rivard		X			
Jérôme Courche sne		X			
Results	0	7	1	0	1

DEFEATED (0 to 7)

4.2 Other

5. ECONOMIC DEVELOPMENT OFFICER'S REPORT

The Economic Development Officer provided a brief report on ongoing projects.

6. ADJOURNMENT

6.1 Next Meeting Date

January 25, 2024 at 7:00 p.m.

6.2 Adjourn the meeting

Moved by: Kris Rivard

Seconded by: Jérôme Courchesne

BE IT RESOLVED THAT the meeting of West Nipissing Economic Development Advisory Committee held on December 6, 2023 be adjourned.

CARRIED



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Receive West Nipissing Public Library Board Minutes - Nov. 9, 2023

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED that the Minutes of the West Nipissing Public Library Board Meeting held on November 9, 2023 be received.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Recevoir le procès-verbal du conseil d'administration de la bibliothèque publique de Nipissing Ouest - 9 novembre 2023

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU que le procès-verbal de la réunion du conseil d'administration de la Bibliothèque publique de Nipissing Ouest, tenue le 9 novembre 2023, soit reçu.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**

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

Regular Board Meeting Minutes

Thursday, November 9, 2023 at 6:00, Sturgeon Falls Boardroom

Present: C. Hatton, S. Friedrich, S. Michaud, K. Nicol, C. Riberdy, D. Rivard

Staff: É. Bisailon

Regrets: A. Baird

1. Call to order

Meeting called to order by chair at 6:01

2. Approval of the agenda for regular Board Meeting of November 2023

MOTION #23-63

MOVED BY K. Nicol

SECONDED BY S. Friedrich that the agenda for the meeting of November 9, 2023 be approved as presented

CARRIED

3. Declaration of any conflicts of interest

None

4. Approval of the minutes of the previous meeting:

MOTION #23-64

MOVED BY S. Friedrich

SECONDED BY K. Nicol that the minutes of the meeting of October 12, 2023, be approved as presented

CARRIED

5. Treasurer's Report

a) Approval of disbursements for the month of October 2023

There had been changes with the Board's bank, Caisse Alliance, over the last few weeks. This has resulted in missing information such as monthly statements, bank charges, cheque images, etc. The CEO felt more comfortable if the Board differed the approval of disbursements until next meeting in hopes that she has more information to share, so that the Board approves them with a complete picture.

The CEO will wait until the banks changes are complete in hopes to receive missing information. If not, she will contact the bank for next steps.

6. Report of Board Members' Advocacy Activities

None

7. Report of the CEO:

The CEO presented her report

**See attached*

MOTION #23-65

MOVED BY C. Riberdy

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

CARRIED

8. Policy Review & Update

- a) OP-REF 1 – Responsibility for Reference Service
- b) OP-REF 2 – Type of Service Offered
- c) OP-REF 3 – Excluded Questions
- d) OP-REF 4 – Telephone and Fax Requests
- e) OP-REF 5 – Development of the Reference Collection
- f) OP-REF 6 – Unanswered Questions
- g) OP-REF 7 – Circulation of Reference Material

MOTION # 23-66

MOVED BY C. Riberdy

SECONDED BY S. Michaud that policies *OP-REF 1 – Responsibility for Reference Service, OP-REF 2 – Type of Service Offered, OP-REF 3 – Excluded Questions, OP-REF 4 – Telephone and Fax Requests, OP-REF 5 – Development of the Reference Collection, OP-REF 6 – Unanswered Questions, OP-REF 7 – Circulation of Reference Material* be approved as presented

CARRIED

15. Date & Time of Next Meeting

~~Thursday, December 14, 2023 at 6:00, Sturgeon Falls Boardroom~~

The Board has reached their number of mandatory meetings for the year and decided to cancel December 2023. If something arises that must be dealt with, the CEO will contact the Board to schedule a meeting.

2024 Regular Meeting Schedule:

1. Thursday, January 11, 2024, 6:00, Sturgeon Falls Boardroom
2. Thursday, February 8, 2024, 6:00, Sturgeon Falls Boardroom
3. Thursday, March 21, 2024, 6:00, Sturgeon Falls Boardroom
4. Thursday, April 11, 2024, 6:00, Verner Library
5. Thursday, May 9, 2024, 6:00, Sturgeon Falls Boardroom
6. Thursday, June 13, 2024, 6:00, Sturgeon Falls Boardroom
7. Thursday, September 12, 2024, 6:00, Sturgeon Falls Boardroom
8. Thursday, October 10, 2024, 6:00, Sturgeon Falls Boardroom
9. Thursday, November 14, 2024, 6:00, Sturgeon Falls Boardroom
10. Thursday, December 12, 2024, 6:00, Sturgeon Falls Boardroom

16. Adjournment

MOTION # 23-67

MOVED BY C. Riberdy that the meeting be adjourned at 6:34

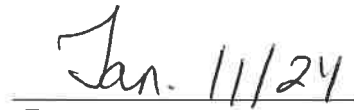
CARRIED



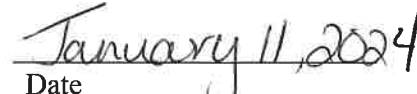
Chair



Secretary



Date



Date



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Receive Board of Health for the North Bay Parry Sound Health Unit minutes - November 22 and 29, 2024

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED that the minutes of the meeting Board of Health for the North Bay Parry Sound Health Unit held on November 22 and November 29, 2023 be received.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Recevoir les procès-verbaux du conseil de santé de l'unité de santé de North Bay Parry Sound - 22 et 29 novembre 2024

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE le procès-verbal de la réunion du conseil de santé de l'unité de santé de North Bay Parry Sound, tenue les 22 et 29 novembre 2023, soit reçu.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, November 22, 2023, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointees

Karen Cook

Central Appointees

Sara Inch

Central Appointees

Jamie Lowery

Central Appointees

Dave Wolfe

Eastern Appointee

Rick Champagne (*Chairperson*)

Western Appointee

Jamie Restoule

Parry Sound District:

Southeastern Appointee

Marianne Stickland

Western Appointee

Jamie McGarvey (*Vice-Chairperson*)

Public Appointees:

Tim Sheppard

Catherine Still

ALSO IN ATTENDANCE:

Medical Officer of Health/Executive Officer

Dr. Carol Zimbalatti

Executive Director, Community Services

Louise Gagné

Executive Director, Finance

Isabel Churcher

Executive Assistant, Director's Office

Christine Neily

REGRETS:

Central Appointees

Maurice Switzer

Northeastern Appointee

Blair Flowers

Recorder

Executive Assistant, Office of the MOH/EO

Nelly Bothelo

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson, called the meeting to order at 5.10 p.m. Mr. Champagne announced the recent appointment of Dr. Zimbalatti as the Medical Officer of Health by the Ministry.

2.0 APPROVAL OF THE AGENDA

The agenda for the November 22, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/11/01 *Stickland/Still

Be It Resolved, that the Board of Health Agenda, dated November 22, 2023, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

4.1 Board of Health Minutes – September 27, 2023

The minutes from the Board of Health meeting held on September 27, 2023, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/11/02 *Cook/Restoule

Be It Resolved, that the minutes from the Board of Health meeting held on September 27, 2023, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

4.2. Board of Health In Camera Minutes – September 27, 2023

The minutes from the Board of Health meeting held on September 27, 2023, were reviewed and the following motion was read:

Board of Health Resolution #BOH/2023/11/03 *Still/Lowery

Be It Resolved, that the in-camera minutes from the Board of Health meeting held September 27, 2023, be approved as presented.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe			X
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

5.0 DATE OF NEXT MEETING

Date: November 29, 2023
Time: 5.30 p.m
Location: 345 Oak Street West, North Bay, Ontario

6.0 BUSINESS ARISING

6.1. Intimate Partner Violence and Recommendations for Local Public Health Action

The following motion was read:

Board of Health Resolution #BOH/2023/11/04 *Inch/Lowery

Whereas, the Ontario Public Health Standards identifies violence as a topic for consideration within the Substance Use and Injury Prevention Standard and requires public health units to use a comprehensive health promotion approach that addresses risk and protective factors to reduce the burden of preventable injuries in the health population;

Whereas, the Ontario Public Health Standards require public health units to monitor and assess trends related to injuries;

Whereas, public health units and their programs, such as Healthy Babies Healthy Children and Sexual Health, respond to disclosure of Intimate Partner Violence or support disclosing of Intimate Partner Violence within individual client care using best practices;

Whereas, it is well documented that Intimate Partner Violence is a serious preventable problem that significantly impacts victims and their children with effects across the lifespan and has considerable societal costs associated with medical and mental health services, lost productivity, and criminal justice and child welfare costs;

Whereas, responding to and preventing Intimate Partner Violence requires urgent and sustained evidence-based interventions by multisectoral agencies at a local and provincial level that are effective in preventing violence, and effective in changing risk and increasing protective factors, especially in adolescents and young adults;

Whereas, Intimate Partner Violence is generally underreported. Locally reported police, victim, and healthcare service data likely does not represent the full extent of Intimate Partner Violence, nor the risk and nature of the abuse and how it varies across specific population groups (e.g., 2sLGBTQ+, Indigenous) and age groups. Local level survey data is not available on Intimate Partner Violence, as collected through the Statistics Canada General Social Survey on Canadian's Safety (Victimization), or Adverse Childhood Experiences (ACEs);

Therefore Be It Resolved, That the Board of Health for the North Bay Parry Sound District Health Unit is committed to being a member on the Violence against Women Coordinating Committee (VAWCC) of Nipissing and VAWCC of Parry Sound, and support the efforts of staff to research and consult with local, regional, and provincial experts and community partners to enhance surveillance methodologies, knowledge of effective prevention strategies, promotion of local services, and capacity for collective action and evaluation; and,

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to invest in surveillance and analytical methodologies at a provincial and local public health unit level to gain a better understanding of the prevalence of Intimate Partner Violence and Adverse Childhood Experiences and to permit monitoring of trends, and data-informed action; and,

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to develop a Provincial Intimate Partner Violence strategy to support the identification, implementation, evaluation, and monitoring of effective violence prevention strategies; and

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario and the Ministry of Children, Community and Social Services (MCCSS) to increase the funding allocated to the Healthy Babies Healthy Children Home Visiting program that is operated out of local public health units. The program directly services individual parents who need more support. Within this work, staff respond to disclosure of Intimate Partner Violence or support disclosing of Intimate Partner Violence. The annual budget for the Healthy Babies Healthy Children program has not increased in over 10 years.

Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Merrilee Fullerton (Minister of Children, Community and Social Services), Sylvia Jones (Minister of Health), the Honourable Michael Kerzner (Solicitor General of Ontario), Josée Bégin (Assistant Chief Statistician, Statistics Canada), and Chairs of the VAWCC of Nipissing and VAWCC of Parry Sound.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

"Carried"

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

The Report of the Medical Officer of Health for the November 22, 2023, meeting was presented to the Board of Health for information purposes.

Comments and questions were taken and answered.

8.0 BOARD COMMITTEE REPORTS

There were no Committee Reports to bring forward.

9.0 CORRESPONDENCE

Board of Health correspondence listed for the November 22, 2023 meeting is made available for review by Board members in the Board of Health online portal.

10.0 NEW BUSINESS

10.1 Endorsement of Ontario Public Health Association's Letter on Modernizing Alcohol Marketplace and Product Sales.

The following motion was read:

Board of Health Resolution #BOH/2023/11/05 *McGarvey/ Restoule

Whereas, Alcohol is a well-established risk factor for death, disease (including certain cancers, cardiovascular disease, liver disease), disability, unintentional injury, risky behaviour, social problems, and violence or aggressive behaviour;

Whereas, The Health Unit district has significantly higher rates of emergency department visits and hospitalizations due solely to alcohol consumption, compared to Ontario;

Whereas, The Health Unit district has significantly higher rates of heavy drinking episodes for persons aged 19 years or older compared to Ontario;

Whereas, Increased availability and affordability of alcohol has a particularly negative impact on school-aged Ontarians, for whom the risk of adverse outcomes from drinking is greater than adults. Alcohol is a leading risk factor for worsening academic performance, injury, violence, suicide, and death in youth;

Whereas, Within the Health Unit district a majority of high schools (87%) and almost two-thirds of post-secondary institutions (63%) are within a 3km distance of an alcohol retailer.

Whereas, When alcohol becomes more available and affordable, there is an associated increase in healthcare costs, lost productivity, criminal justice and other direct costs;

Whereas, The 2019 regulatory changes that have led to the relaxation of alcohol control policies have already placed Ontarians at an increased risk of harms and health related outcomes;

Therefore Be It Resolved, That the Board of Health endorse the [Letter](#) from the Ontario Public Health Association on Modernizing Alcohol Marketplace and Product Sales to raise awareness about, and work to reduce the impact of increased access to alcohol; and

Furthermore Be It Resolved, That the Board of Health call on the Province of Ontario to implement the following policy measures:

- Reduce retail density
- Maintain or decrease hours of sale, with no exceptions
- Strengthen Ontario’s alcohol pricing policies including taxation, minimum pricing or other means.
- Stop further privatization of alcohol sales
- Apply a whole of government, health-in-all-policies approach to alcohol modernization, and

Furthermore Be It Resolved, That the Board of Health provide correspondence of these resolutions to district municipalities, Ontario Boards of Health, Victor Fedeli, MPP (Nipissing), Graydon Smith, MPP (Parry Sound-Muskoka), John Vanthof, MPP (Timiskaming-Cochrane), the Honourable Doug Ford (Premier), the Honourable Sylvia Jones (Minister of Health) and the Association of Local Public Health Agencies (alPHA).

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

11.0 IN CAMERA

11.1 A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

Board of Health Resolution #BOH/2023/11/06 *Stickland/Lowery

Be It Resolved, that the Board of Health move in camera at 6:04 p.m. to discuss item #11.1. A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

At the close of the in camera session, the following motion was read:

Board of Health Resolution #BOH/2023/11/07 *Wolfe/Still

Be It Resolved, that the Board of Health rise and report at 6:59 p.m.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	X		
Karen Cook	X			Jamie Restoule	X		
Blair Flowers	A			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	R		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	X			Tim Sheppard	X		

“Carried”

Direction was provided; there was nothing further to report.

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7.00 p.m.

Original Signed by Rick Champagne

2024-01-24

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Nelly Bothelo

2024-01-24

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)

A regular meeting of the Board of Health for the North Bay Parry Sound District Health Unit was held on Wednesday, November 29, 2023, via teleconference. The meeting was open to the public and live streaming of the proceedings was provided for the media and public through a link on the Health Unit's website.

PRESENT:

Nipissing District:

Central Appointee
 Central Appointee
 Eastern Appointee
 Central Appointee
 Western Appointee

Sara Inch
 Dave Wolfe
 Rick Champagne (*Chairperson*)
 Maurice Switzer
 Jamie Restoule

Parry Sound District:

Northeastern Appointee
 Southeastern Appointee

Blair Flowers
 Marianne Stickland

Public Appointees:

Tim Sheppard
 Catherine Still

ALSO IN ATTENDANCE:

Acting Medical Officer of Health/Executive Officer
 Executive Director, Finance
 Executive Director, Clinical Services
 Executive Director, Community Services
 Executive Director, Corporate Services
 Executive Director, Human Resources
 Executive Assistant, Director's Office

Dr. Carol Zimbalatti
 Isabel Churcher
 Shannon Mantha
 Louise Gagné
 Paul Massicotte
 Josée Goulet
 Christine Neily

REGRETS:

Central Appointee
 Western Appointee
 Central Appointee

Jamie Lowery
 Jamie McGarvey (*Vice-Chairperson*)
 Karen Cook

Recorder

Executive Assistant, Office of the MOH/EO

Nelly Bothelo

1.0 CALL TO ORDER

The Board of Health members joined the meeting in person from the Nipissing Room at 345 Oak Street West, North Bay, Ontario, and virtually via Teams video conference.

Rick Champagne, Board of Health Chairperson, called the meeting to order at 5.48 p.m.

2.0 APPROVAL OF THE AGENDA

The agenda for the November 29, 2023, Board of Health meeting was reviewed, and the following motion was read:

Board of Health Resolution #BOH/2023/11/01 *Wolfe/Stickland

Be It Resolved, that the Board of Health Agenda, dated November 29, 2023, be approved.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

"Carried"

3.0 CONFLICT OF INTEREST DECLARATION

There were no conflicts of interest declared.

4.0 APPROVAL OF PREVIOUS MINUTES

5.0 DATE OF NEXT MEETING

Date: January 24, 2024

Time: To be determined

Place: To be determined

6.0 BUSINESS ARISING

6.1 Report back on ALPHA Fall Symposium 2023

Sara Inch & Dr. Zimbalatti attended the virtual session on Risk Communication and Human Rights Lens at the alpha Fall symposium.

Key points from the session:

Implementing a Human Rights-Based Approach (HRBA) in seven stages.

Public health faced accusations of human rights breaches during the COVID-19 pandemic.

- In emergencies, it's acceptable to bypass some HRBA steps, compensating for it later.
- Human rights tribunal ruled that mask mandates during the pandemic didn't violate human rights.
- Only the legislature can amend the Ontario Human Rights Code.
- Caste-based discrimination is a policy position, not a ruling; tribunals follow policy positions.
- Policy drafters use policy positions to inform legislation.
- In vaccine-related cases, there's a right not to be vaccinated, but it doesn't grant unrestricted access.

Implementing a Human Rights-Based Approach involves a thorough process, considering historical context, community needs, and cultural nuances. Flexibility, inclusivity, and community engagement are key elements. Emergency situations might warrant bypassing some steps temporarily. Specific case examples illustrate the intersection of human rights, health policies, and risk communication strategies. Communication is a process, not an event.

Dr. Zimbalatti attended other sessions as well at the alPHa Fall symposium. She shared a few highlights:

- Organizations can move the human rights agenda forward by following a Human Rights approach, informing partners and the public that they do so, and explain what that means.
- Dr. Moore spoke at the symposium and announced that the Chief Medical Officer of Health Annual Report will be released shortly with a focus on tobacco, alcohol, opioids, and cannabis. He also shared that there will be a population health assessment plan in Ontario in collaboration with Public Health Ontario with a report back to the Legislature.
- Health Units that underwent merger shared their experiences and lessons learned – the biggest effort they had to put in was around aligning leadership and culture between two health units.
- In the discussion which followed the presentation on merger experiences, the membership indicated that it would be useful if alPHa created and made available to members a repository of merger resources. AlPHa leadership indicated this is something they felt they could do.

7.0 REPORT OF THE MEDICAL OFFICER OF HEALTH

No report of the Medical Officer of Health was prepared for this meeting.

8.0 BOARD COMMITTEE REPORTS

8.1 Finance and Property Committee

A Finance and Property Committee meeting was held prior to the Board of Health meeting.

The following motion was read:

Board of Health Resolution #BOH/2023/11/02 *Stickland/Sheppard

Be It Resolved, that on recommendation of the Finance and Property Committee the Board of Health for the North Bay Parry Sound District Health Unit approves the 2024 Board of Health Public Health Budget, as presented, with a total shareable base of \$17,360,680.

Furthermore Be It Resolved, that on the recommendation of the Finance and Property Committee the Board of Health for the North Bay Parry Sound District Health Unit approves 2% of the 2024 municipal share be paid from the municipal reserve and the remainder levied to the municipalities.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie Restoule	X		
Karen Cook	R			Marianne Stickland	X		
Blair Flowers	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		
Jamie McGarvey	R			Catherine Still	X		

“Carried”

9.0 CORRESPONDENCE

10.0 NEW BUSINESS

11.0 IN CAMERA

11.1 A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

Board of Health Resolution #BOH/2023/11/03 *Wolfe/Flowers

Be It Resolved, that the Board of Health move in camera at 6:12 p.m. to discuss item #11.1. A position, plan, procedure, criteria or instructions to be applied to any negotiations carried on by or on behalf of the Board.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

“Carried”

At the close of the in camera session, the following motion was read:

Board of Health Resolution #BOH/2023/11/04 *Wolfe/Still

Be It Resolved, that the Board of Health rise and report at 6:36 p.m.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

“Carried”

Upon rising and reporting, the following motion was read:

Board of Health Resolution #BOH/2023/11/05 *Wolfe/Stickland

Whereas mergers by public health units under the Ministry of Health’s Strengthening Public Health plan are currently referred to as voluntary, yet mergers are increasingly being understood to be necessary for local public health unit sustainability; and

Whereas feasibility assessments must be completed in time to inform the merger fund application within the Annual Service Plan, which is to be submitted in March 2024;

Be It Resolved, That the Board of Health for the North Bay Parry Sound District Health Unit directs staff to request provincial one-time funding for consultation to study the feasibility and potential risks and benefits of mergers with neighbouring public health units; and

Furthermore Be It Resolved, That additional Board of Health direction be sought should further consultation result in a recommendation to change the focus of the feasibility assessment of voluntary mergers with other regional local public health agencies.

Furthermore Be It Resolved, That the Board of Health approves consulting externally for the completion of the feasibility assessment without undertaking a fulsome Request for Proposal (RFP) process.

The recorded vote was as follows:

RECORDED VOTE FOR CIRCULATION: Yes / No (Please circle one)

Name:	For:	Against:	Abstain:	Name:	For:	Against:	Abstain:
Rick Champagne	X			Jamie McGarvey	R		
Karen Cook	R			Jamie Restoule	X		
Blair Flowers	X			Marianne Stickland	X		
Catherine Still	X			Maurice Switzer	X		
Sara Inch	X			Dave Wolfe	X		
Jamie Lowery	R			Tim Sheppard	X		

"Carried"

12.0 ADJOURNMENT

Having no further business, the Board of Health Chairperson adjourned the Board of Health meeting at 7.00 p.m.

Original Signed by Rick Champagne

2024-01-24

Chairperson/Vice-Chairperson

Date (yyyy/mm/dd)

Original Signed by Nelly Bothelo

2024-01-24

Nelly Bothelo, Recorder

Date (yyyy/mm/dd)



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Receive Au Chateau Board of Management Minutes - Nov. 15 and Dec. 20, 2023

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED that the Minutes of the Au Chateau Board of Management held on November 15 and December 20, 2023 be received.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Recevoir le procès-verbal du conseil d'administration d'Au Chateau - 15 novembre et 20 décembre 2023

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE les procès-verbaux du conseil d'administration d'Au Chateau des 15 novembre et 20 décembre 2023 soient reçus.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**

04. Adoption of Minutes

Resolution No. 63

Moved by : Jamie Restoule

Seconded by : Jérôme Courchesne

BE IT RESOLVED THAT the Minutes of the Regular Meeting held October 18, 2023 be approved as presented.

Carried

05. New Business:**a) Health & Safety Committee Meeting Minutes**

The Health and Safety Committee Meeting Minutes were accepted as presented and the following resolution was adopted:

Resolution No. 64

Moved by : Fernand Pellerin

Seconded by : Catherine Neddow

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

Carried

b) MLTC Enhanced Masking

The Memorandum received from the Ministry of Long-Term Care was provided to Board members informing them of the implementation of the enhanced masking measures to be in effect for non-outbreak situations. This is to optimize health and safety in long-term care homes due to an increase in transmission of COVID-19 and an increase in COVID-19 outbreaks and other respiratory illnesses.

It further highlights the importance of the following:

- offering COVID-19, influenza and RSV vaccines to eligible residents.
- Ensure ready access to therapeutics (antiviral treatments) for COVID-19 and influenza
- Ensure to have adequate PPE
- Conduct quarterly IPAC audits

c) **MLTC Inspection Report**

The inspection report showed there were no findings of non-compliance.

It was requested by a Board member if more details of the inspection could be provided. Administrator advised this would be brought forward at the next Board meeting under the In-camera session due to sensitive information involved.

d) **Ministry of Health Vaccines Update and Amended Policy**

The Ministry of Health issued a COVID-19 report whereas the COVID-19 vaccination is now being offered through the XBB.1.5 which is equivalent to the "primary series" since they are no longer available. In view of this the Home amended its policy to reflect this change. After members' comments and a recorded vote of 4 yeas, 1 nay and 1 abstain, the following resolution was passed based on the majority of the recorded votes:

Resolution No. 65

Moved by : Jérôme Courchesne
Seconded by : Jamie Restoule

Whereas, on October 6, 2023, the Ministry of Health issued a COVID-19 vaccine report. To align with the National Advisory Committee on Immunization (NACI), as of the fall of 2023, the Ontario Ministry of Health (MOH) is moving away from using the term "primary series : and "booster dose(s)".

Whereas, individuals, who **have not been previously vaccinated**, may use the XBB.1.5 containing COVID-19 mRNA vaccine (XBB) formulation to complete the dose. In essence, this new vaccine/booster eliminates the need to receive the basic series, as their formulation includes basic series element.

Whereas, all existing employees have complied under the previous policy (Series of 2) and thus there is no requirement for further vaccine/booster although it is highly recommended by the Ontario Ministry of Health.

Whereas, this change simply replaces one vaccine for another.

Whereas, the essence and purpose of the vaccination policy has not changed nor compromised because the vaccination method was updated. The purpose of the policy is the requirement for vaccination, as clearly defined in our policy statement.

Be it resolved that the Board approves the revised vaccination policy.

Carried

e) **Board Protocol for In-person Meeting**

Discussions were held regarding in-person meetings, more specifically public attendance and public electronic availability. For in-person attendance, Board Members require to have COVID-19 Vaccination as per our policy. This requirement extends to public attendees where proof of vaccination is required. It was also recommended that public attendance via electronic means be implemented. It was also agreed that the Board reserves the right to reconsider this option if it turns out that observers interject and results in the necessity to re-evaluate.

It was further recommended that the date and time of the Board meetings be posted on Au Château's website along with the agenda and conference number to call to participate. This is to be set up and available to the public for the December Board meeting.

f) **Strategic Plan**

The government of Ontario recently announced the creation of Ontario Infrastructure Bank which plans to provide initial funding to invest in long-term care and seniors housing. Once more details are available, have access to lower interest rates and a change in the Municipality's by-law regarding the number of levels that can be built, then an updated financial analysis can be performed and brought back to the Board for review keeping in mind to be prudent in our strategy.

It was also recommended that the Administrator prepare a communiqué to the public to inform them of our current position.

06. **Unfinished Business:**

a) **Financial Report**

After clarification of a few items, the Financial Report was accepted as presented and the following resolution was adopted:

Resolution No. 66

Moved by : Catherine Neddow

Seconded by : Ronald Demers

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

Carried

b) **Administrative Report**

There being no further discussion other than what was presented on the report, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 67

Moved by : Ronald Demers
Seconded by : Jérôme Courchesne

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

Carried

07. **In-Camera Session**

Resolution No. 68

Moved by : Jamie Restoule
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding Labour Matters at 13:01 pm.

Carried

a) **Labour Matters**

Administrator updated the Board on ONA's current negotiations.

Resolution No. 69

Moved by : Jérôme Courchesne
Seconded by : Ronald Demers

BE IT RESOLVED THAT the Board returns to its Regular Meeting at 13:04 pm.

Carried

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for December 20th, 2023 at 12:00 noon.

b) Information Items

None

09. Adjournment

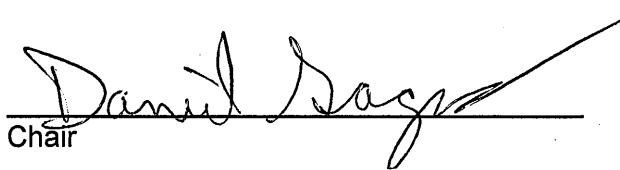
Resolution No. 70

Moved by : Fernand Pellerin
Seconded by : Catherine Neddow

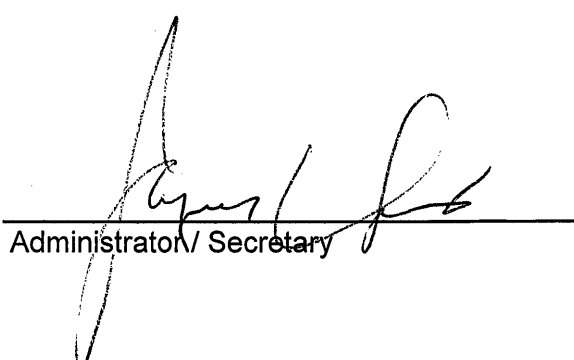
BE IT RESOLVED THAT the meeting now adjourns at 13:04 pm.

Carried

Chair



Administrator/ Secretary



04. Adoption of Minutes

Resolution No. 72

Moved by : Ronald Demers

Seconded by : Jamie Restoule

BE IT RESOLVED THAT the Minutes of the Regular Meeting held November 15, 2023 be approved as presented.

Carried

05. New Business:

a) Health & Safety Committee Meeting Minutes

The Health and Safety Committee Meeting Minutes were accepted as presented and the following resolution was adopted:

Resolution No. 73

Moved by : Jamie Restoule

Seconded by : Catherine Neddow

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

Carried

b) Outbreaks Update

Administrator provided an overview and the importance of understanding the process of an outbreak and especially a triple outbreak situation, from date outbreaks are declared by Public Health, to IPAC policies and procedures, to on-going communication to families and staff; all this to minimize spread of infection, ensure safety of our residents and reduce outbreak period. He further informed the Board that the outbreaks were declared over on December 14th, 2023.

Board members acknowledged the efforts of Administration in sharing the information and the communication provided to residents, families, staff and the community.

c) **Sprinkler Installation Update**

Board was informed that Mechanical engineering plans and architectural plans have been finalized. On December 19th, the plans were submitted to the Chief Building Officer and the Fire Chief for their approvals. Administrator will prepare a plan to be sent to the Ministry of Long-Term Care for their approval. The plan must provide a detailed account of how resident health, safety and general well-being will be assured over the installation period. Once approval has been received, tenders will go out and an update to the Board will be provided.

d) **Strategic Plan Update**

None presented.

06. **Unfinished Business:**

a) **Financial Report**

None presented.

b) **Administrative Report**

There being no further discussion other than what was presented on the report, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 74

Moved by : Fernand Pellerin

Seconded by : Ronald Demers

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

Carried

07. In-Camera Session

Resolution No. 75

Moved by : Jamie Restoule
Seconded by : Catherine Neddow

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding an Identifiable Individual, a Labour Matter and a Legal Matter at 12:32 pm.

Carried

a) Identifiable Individual

Administrator updated the Board on MLTC's inspection with respect to complaints of abuse and neglect made by a certain individual.

b) Labour Matter

Administrator updated the Board on the Human Rights Tribunal mediation meeting.

c) Legal Matter

Administrator updated the Board on matters regarding the Municipality of Temagami.

Resolution No. 76

Moved by : Ronald Demers
Seconded by : Fernand Pellerin

BE IT RESOLVED THAT the Board returns to its Regular Meeting at 1:00 pm.

Carried

08. Other Business / Information Items

a) Next Meeting

The next meeting is scheduled for January 17th, 2024 at 12:00 noon.

b) Information Items

None

09. Adjournment

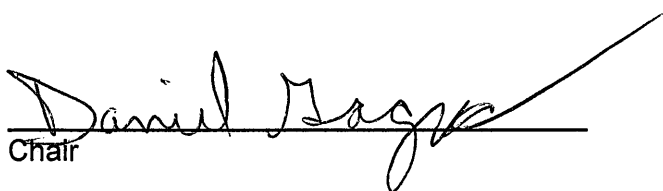
Resolution No. 77

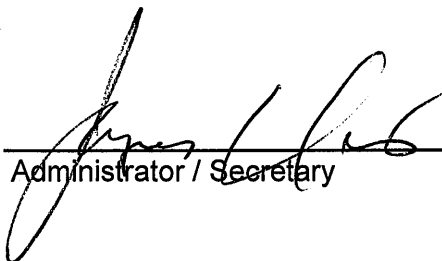
Moved by : Jamie Restoule

Seconded by : Ronald Demers

BE IT RESOLVED THAT the meeting now adjourns at 1:01 pm.

Carried


Chair


Administrator / Secretary



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt By-Law No.: 2024-09 being a by-law for the assumption of part of East Road, Monetville

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT By-law **2024/09** being a by-law to accept, assume and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

E ½ OF S ½ LOT 12, CON. 6

BEING PART 2, 36R-15139

GEOGRAPHIC TOWNSHIP OF FALCONER,

MUNICIPALITY OF WEST NIPISSING,

DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin East Road, Monetville, Ontario.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adopter le règlement No. 2024-09 étant un règlement pour la prise en charge d'une partie du chemin East, Monetville

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE le règlement **2024/09**, qui est un règlement visant à accepter, à assumer et à dédier des terres à des fins de voies publiques, entre en vigueur à la date de son adoption.

E ½ OF S ½ LOT 12, CON. 6

ÉTANT LA PARTIE 2, 36R-15139

CANTON GÉOGRAPHIQUE DE FALCONER,

MUNICIPALITÉ DE NIPISSING OUEST,

DISTRICT DE NIPISSING.

Étant des parties des routes parcourues connues sous le nom de chemin East Road, Monetville, Ontario.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2024/09

BEING A BY-LAW TO ACCEPT, ASSUME AND DEDICATE LANDS FOR PUBLIC HIGHWAY PURPOSES – EAST RD, MONETVILLE ON

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).

E ½ OF S ½ LOT 12, CON. 6
BEING PART 2, 36R-15139
GEOGRAPHIC TOWNSHIP OF FALCONER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

Being parts of the travelled roads known as chemin East Road, Monetville, Ontario.

ENACTED AND PASSED THIS 6th DAY OF FEBRUARY, 2024 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

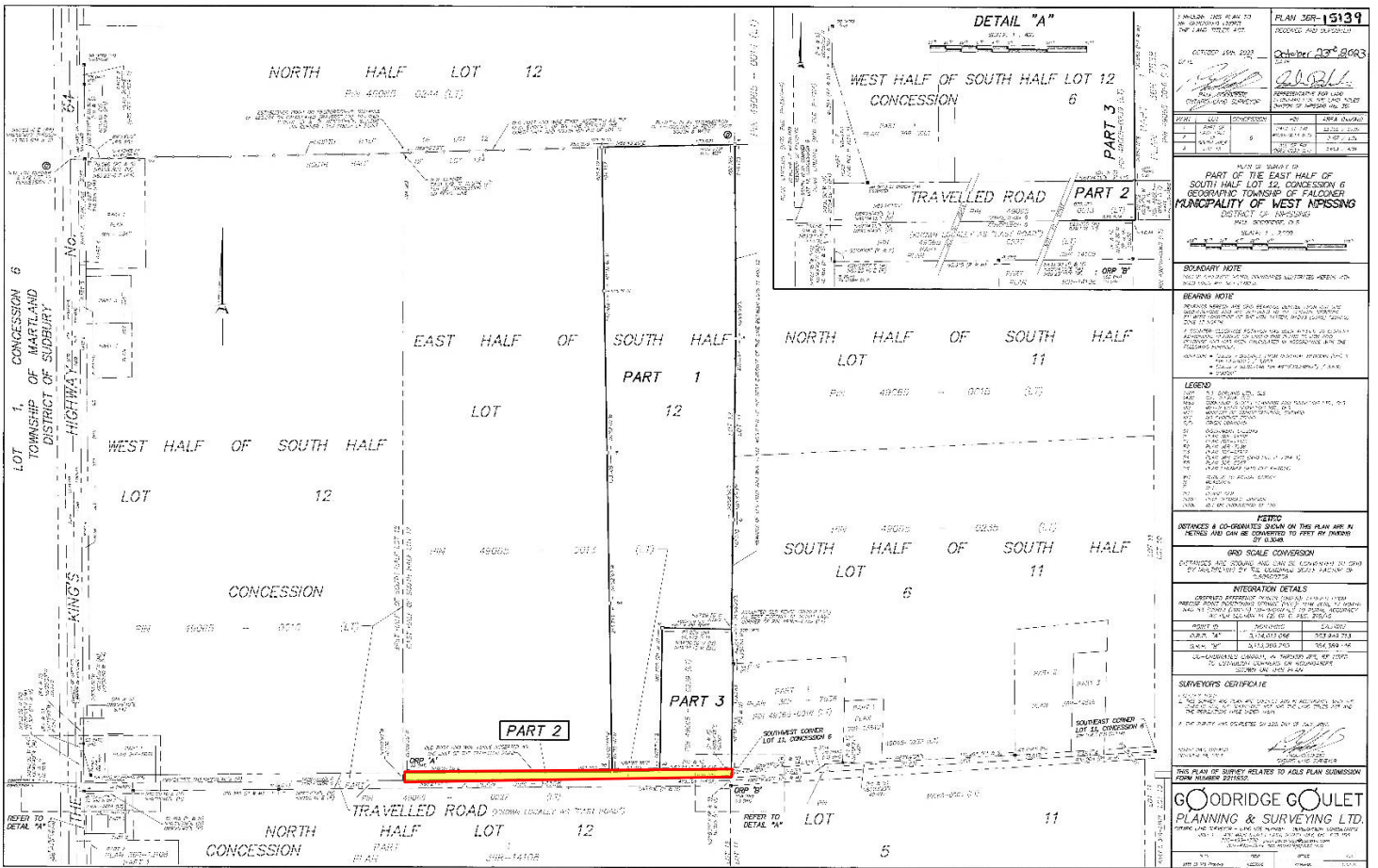
KATHLEEN THORNE-ROCHON,
MAYOR

MELANIE DUCHARME,
CLERK



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

SKETCH FOR BY-LAW 2024/09





West Nipissing Oust

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Resolution to adopt Capital Budget 2024

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS at a Special Budget meeting held on November 23, 2023, Council discussed the expenditure estimates for municipal capital projects for 2024;
AND WHEREAS Council approved the expenditure estimates for proposed capital projects for the year 2024;
BE IT RESOLVED THAT the Council for the Corporation of the Municipality of West Nipissing approves the capital project expenditure estimates for the 2024.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Résolution pour l'adoption du budget d'investissement 2024

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE lors d'une réunion spéciale sur le budget tenue le 23 novembre 2023, le conseil a discuté des prévisions de dépenses pour les projets d'immobilisations municipaux pour l'année 2024 ;
ET ATTENDU QUE le conseil a approuvé les prévisions de dépenses pour les projets d'immobilisations proposés pour l'année 2024 ;
IL EST RÉSOLU QUE le conseil de la Corporation de la municipalité de Nipissing Ouest approuve les prévisions de dépenses des projets d'immobilisations pour l'année 2024.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt By-Law 2024-10 being a by-law to appoint a Municipal Enforcement Officer

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT By-Law **2024/10** being a by-law to appoint a Municipal Law Enforcement Officer for the Municipality of West Nipissing shall come into force and take effect on the date it is passed.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adopter le règlement no 2024-10 portant sur la nomination d'un agent d'exécution municipal

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE le règlement **2024/10**, qui est un règlement pour nommer un agent municipal d'application de la loi pour la municipalité de Nipissing Ouest, entre en vigueur et prene effet à la date de son adoption.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**

BY-LAW 2024/10

BEING A BY-LAW TO APPOINT MUNICIPAL LAW ENFORCEMENT OFFICER FOR THE MUNICIPALITY OF WEST NIPISSING

WHEREAS Section 11(1) of the *Municipal Act*, R.S.O. 2001, c. 25, as amended, to provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS Section 15(1) and (2) of the *Police Services Act*, R.S.O.1990, C.P. 15, authorizes the Council of any municipality to appoint persons to enforce the by-laws of the municipality, who shall be peace officers for the purpose of enforcing municipal by-laws;

AND WHEREAS the Council for the Municipality of West Nipissing deems it expedient to appoint a full-Time Municipal Law Enforcement Officer to assist in the carrying out of enforcement of the municipal by-laws, statutes and regulations;

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

1. That **Denis Marleau** is hereby appointed as Municipal Law Enforcement Officer for the Corporation of the Municipality of West Nipissing.

ENACTED AND PASSED THIS 6TH DAY OF FEBRUARY 2024 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

KATHLEEN THORNE-ROCHON
MAYOR

MELANIE DUCHARME
CLERK



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for the 2024 granular resurfacing projects

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS four (4) quotations were received for granular resurfacing services in the Municipality of West Nipissing;
AND WHEREAS Council concurs with the recommendation received;
BE IT THEREFORE RESOLVED THAT the quotations for the 2024 Granular Resurfacing Projects for the Municipality of West Nipissing be awarded as follows:

AWARDED TO	ROAD	TOTAL COST PER ROAD (plus H.S.T.)
French River Contracting	Dokis Road	\$255,750.00
Labelle Bros Excavating	Beaudry Road	\$87,382.40
Labelle Bros Excavating	Lapointe Road	\$61,582.50

CARRIED

DEFEATED

DEFEATED

CARRIED WITH AMENDMENTS / REFERRED / DEFERRED / DELETED



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Attribution des projets de resurfaçage granulaire pour 2024

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE quatre (4) soumissions ont été reçues pour des services de resurfaçage granulaire dans la municipalité de Nipissing Ouest ;

ET ATTENDU QUE le conseil est d'accord avec la recommandation reçue ;

IL EST AINSI RÉSOLU QUE les soumissions pour les projets de resurfaçage granulaire de 2024 pour la municipalité de Nipissing Ouest soient accordées comme suit :

ATTRIBUÉ À	LA ROUTE	COÛT TOTAL PAR ROUTE (plus T.V.H.)
French River Contracting	Chemin Dokis	255 750,00
Labelle Bros Excavating	Chemin Beaudry	87 382,40
Labelle Bros Excavating	Chemin Lapointe	61 582,50

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**

Project	Granular Resurfacing 2024			
Closing Information	December 20, 2023 at 11:00 AM			
Opened By	Elizabeth Henning		and	Alisa Craddock
Name	Date Received	Beaudry Road	Lapointe Road	Dokis Road
Roleo Seguin	December 20, 2023	\$100,662.40	\$70,840.00	NA
French River Contracting	December 20, 2023	NA	NA	\$255,750.00
Ed Seguin & Sons	December 20, 2023	\$94,234.88	\$71,049.30	\$310,530.00
Labelle Bros Excavating	December 20, 2023	\$87,382.40	\$61,582.50	NA



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for the 2024 surface treatment projects

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS two (2) quotations were received for surface treatment services in the Municipality of West Nipissing;
AND WHEREAS Council concurs with the recommendation received;
BE IT RESOLVED THAT the award for the surface treatment of Leblanc Road be awarded to Duncor Enterprises Inc.; having submitted a quotation of \$63,178.50 (plus HST) meeting all the requirements.
AND BE IT RESOLVED THAT the award for the surface treatment of Sabourin Road be awarded to Duncor Enterprises Inc.; having submitted a quotation of \$85,332.00 (plus HST) meeting all the requirements.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #**Titre:** Attribution des projets de traitement de surface pour 2024**Date:** le 6 février 2024**Proposé par:** _____**Appuyé par:** _____

ATTENDU QUE deux (2) soumissions ont été reçues pour des services de traitement de surface dans la municipalité de Nipissing Ouest ;

ET PUISQUE le conseil est d'accord avec la recommandation reçue ;

IL EST RÉSOLU QUE le contrat pour le traitement de surface du chemin Leblanc soit octroyé à Duncor Enterprises Inc. qui a soumis une offre de 63 178,50 \$ (la TVH en sus) répondant à toutes les exigences.

ET IL EST RÉSOLU QUE le contrat pour le traitement de surface du chemin Sabourin soit accordé à Duncor Enterprises Inc. qui a soumis une proposition de 85 332,00 \$ (la TVH en sus) répondant à toutes les exigences.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

Project	Surface Treatment 2024		
Closing Information	December 20, 2023 at 11:00 AM		
Opened By	Elizabeth Henning and		Alisa Craddock
Name	Date Received	Leblanc Road	Sabourin Drive
Miller Paving	December 20, 2023	DQ	DQ
Duncor Enterprises Inc.	December 20, 2023	\$63,178.50	\$85,332.00



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for Asphalt Sheeting Services 2024

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS three (3) quotations were received for asphalt sheeting services in the Municipality of West Nipissing;
AND WHEREAS Council concurs with the recommendation received;
BE IT THEREFORE RESOLVED THAT the quotation for asphalt sheeting services in the Municipality of West Nipissing be awarded to Pioneer Construction, having submitted the lowest quotation of \$53,709.20 (plus HST), meeting all the specifications.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Attribution des services de revêtement d'asphalte 2024

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE trois (3) soumissions ont été reçues pour des services de revêtement d'asphalte dans la municipalité de Nipissing Ouest ;
ET PUISQUE le conseil est d'accord avec la recommandation reçue ;
IL EST AINSI RÉSOLU QUE la soumission pour les services de revêtement d'asphalte dans la municipalité de Nipissing Ouest soit accordée à Pioneer Construction, ayant soumis la soumission la plus basse de 53 709,20 \$ (la TVH en sus), répondant à toutes les spécifications.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



Project	2024 Asphalt Sheeting	
Closing Information	January 11, 2024 @3:00 PM	
Opened By	Elizabeth Henning and Alisa Craddock	
Name	Date Received	Bid Submission
Pioneer Construction	January 11, 2024	\$53,709.20
Miller Paving	January 11, 2024	\$61,420.00
GIP Interpaving Ltd	January 11, 2024	\$57,675.60



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for Brushing and Ditching services

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS seven (7) quotations were received for brushing and ditching services in the Municipality of West Nipissing;
AND WHEREAS Council concurs with the recommendation received;
BE IT THEREFORE RESOLVED THAT the quotation for Brushing and Ditching services in the Municipality of West Nipissing be awarded as follows:

AWARDED	ROAD	TOTAL COST PER ROAD (plus HST)
Deep Construction	Dutrisac Road	\$89,090.00
Deep Construction	Leclair Road	\$96,800.00
Deep Construction	Stewart Road	\$57,150.00

CARRIED

DEFEATED

DEFEATED

CARRIED WITH AMENDMENTS / REFERRED / DEFERRED / DELETED



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #**Titre:** Attribution pour les services de débroussaillage et de curage de fossés**Date:** le 6 février 2024**Proposé par:** _____**Appuyé par:** _____

ATTENDU QUE sept (7) soumissions ont été reçues pour des services de débroussaillage et de creusage de fossés dans la municipalité de Nipissing Ouest ;
ET PUISQUE le conseil est d'accord avec la recommandation reçue ;
IL EST AINSI RÉSOLU QUE la soumission pour les services de débroussaillage et de creusage de fossés dans la municipalité de Nipissing Ouest soit accordée comme suit :

ATTRIBUÉ À	LA ROUTE	COÛT TOTAL PAR ROUTE (plus T.V.H.)
Deep Construction	Dutrisac Road	\$89,090.00
Deep Construction	Leclair Road	\$96,800.00
Deep Construction	Stewart Road	\$57,150.00

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

Project	Brushing & Ditching 2024-002			
Closing Information	January 18, 2024 @ 11:00 AM			
Opened By	Elizabeth Henning and		Alisa Craddock	
Name	Date Received	Dutrisac	Leclair	Stewart
Canor	January 18, 2024	\$131,375.02	\$246,773.00	\$178,262.27
French River Contracting	January 18, 2024	\$215,039.88	No Bid	No Bid
Ed Seguin & Sons	January 18, 2024	\$92,948.05	\$131,800.40	\$89,396.99
Auger & Sons Construction Ltd	January 18, 2024	\$285,420.00	\$377,600.00	\$246,530.00
Pro-X	January 18, 2024	\$108,876.00	No Bid	\$129,180.00
Baz Excavating	January 18, 2024	No Bid	No Bid	No Bid
Labelle Bros Excavating	January 8, 2024	No Bid	No Bid	\$239,690.00
Deep Construction	January 18, 2024	\$89,090.00	\$96,800.00	\$57,150.00



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for the purchase of a 3/4 Ton Pickup Truck

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS two (2) quotations were received for the purchase of a 3/4 Ton Pickup Truck;
AND WHEREAS Council concurs with the recommendation received;
BE IT RESOLVED THAT the quotation for the purchase of a 3/4 Ton Pickup Truck, be awarded to Savage Ford Sales, having submitted a quotation of \$71,758.49 (plus HST) meeting all the required specification.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Attribution de l'achat d'une camionnette 3/4 de tonne

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE deux (2) soumissions ont été reçues pour l'achat d'une camionnette 3/4 de tonne ;
ET PUISQUE le conseil est d'accord avec la recommandation reçue ;
IL EST RÉSOLU QUE la soumission pour l'achat d'une camionnette 3/4 de tonne soit accordée à Savage Ford Sales, ayant soumis une soumission de 71 758,49 \$ (la TVH en sus) répondant à toutes les spécifications requises.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for the Purchase of a Loader

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS five (5) quotations were received for the purchase of a new wheel loader 3.0 cubic yards;
AND WHEREAS Council concurs with the recommendation received;
BE IT RESOLVED THAT the quotation for the purchase of a loader by the West Nipissing Public Works Department be awarded to J.R. Brisson, having submitted a quotation of \$219,977.00 (plus HST) meeting all the required specifications.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Prix pour l'achat d'un chargeur

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE cinq (5) soumissions ont été reçues pour l'achat d'un nouveau chargeur sur roues de 3,0 verges cubes ;
ET PUISQUE le conseil est d'accord avec la recommandation reçue ;
IL EST RÉSOLU QUE la soumission pour l'achat d'une chargeuse par le service des travaux publics de Nipissing Ouest soit accordée à J.R. Brisson, ayant soumis une soumission de 219 977,00 \$ (la TVH en sus) et répondant à toutes les spécifications requises.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



Fleet	New wheel loader 3.0 cubic yards	
Closing Information	January 31, 2024 @ 11:00 AM	
Opened By	Elizabeth Henning and Shawn Remillard	
Name	Date Received	Bid Submission
G.F. Preston Sales and Service Ltd	January 31, 2024	\$279,065.00
Brandt Tractor	January 30, 2024	\$294,900.00
NORS Strongco-Volvo	January 31, 2024	\$289,600.00
Toromont Cat	January 29, 2024	\$273,934.00
J.R. Brisson	January 30, 2024	\$219,977.00



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Resolution to Adopt OFA - Cost of Community Goods Study

Date: February 6, 2024

Moved by: _____

Seconded by: _____

WHEREAS Council received a delegation regarding the Cost of Community Services presented by the Ontario Federation of Agriculture at its meeting on January 16, 2024;
AND WHEREAS the Economic Development Advisory Committee recommends that that the Municipality of West Nipissing proceed with the Cost of Community Services Study;
AND WHEREAS Council concurs with the recommendation received;
BE IT THEREFORE RESOLVED THAT the Municipality of West Nipissing proceed with the Cost of Community Services Study.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Résolution pour l'adoption de l'étude de l'OOF sur le coût des biens communautaires

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE le conseil a reçu une délégation concernant le coût des services communautaires présentée par la Fédération de l'agriculture de l'Ontario lors de sa réunion du 16 janvier 2024 ;
ET ATTENDU QUE le Comité consultatif sur le développement économique recommande que la municipalité de Nipissing Ouest procède à l'étude sur le coût des services communautaires ;
ET PUISQUE le conseil est d'accord avec la recommandation reçue ;
IL EST AINSI RÉSOLU QUE la municipalité de Nipissing Ouest procède à l'étude du coût des services communautaires.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

MEMORANDUM

TO: Jay Barbeau, CAO

FROM: Stephan Poulin, Director of Economic Development and Community Services

DATE: January 30, 2024

RE: ONTARIO FEDERATION OF AGRICULTURE COST OF COMMUNITY SERVICES STUDY

On January 16, 2024, Council received a delegation from the Ontario Federation of Agriculture (OFA) regarding the undertaking of a Cost of Community Services Study for the Municipality of West Nipissing. Subsequent to the delegation, Council requested that staff communicate with communities who have previously participated in the study to inquire about the staff time required to participate in the study and whether there has been any benefit to the community as a result. In addition, Council requested that the Economic Development Advisory Committee review the opportunity and provide a recommendation to Council.

On January 25, 2024, the Economic Development Advisory Committee reviewed the presentation received by Council and were provided the feedback from the communities who previously completed the study. The EDA discussed the benefits of undertaking the study in West Nipissing, in particular, the potential benefits to the local agricultural sector.

In consultation with the communities who have completed the study, it is estimated that approximately 15-20 hours of staff time was required to collect all of the requested information and answer follow-up questions.

The Economic Development Advisory Committee recommends that the Municipality of West Nipissing proceed with the Cost of Community Services Study as requested by the Ontario Federation of Agriculture.

Please find the resolution in support of the project attached accordingly.

Joie de vivre



www.westnipissingouest.ca



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

West Nipissing Economic Development Advisory Committee

Resolution Number: 2024-04

Title: Ontario Federation of Agriculture Cost of Community Services Study

Date: January 25, 2024

Moved by: Kris Rivard

Seconded by: Manon Arcand

BE IT RESOLVED THAT the Economic Development Advisory Committee recommends that Council proceed with the Cost of Community Services (COCS) Study in the Municipality of West Nipissing in collaboration with the Ontario Federation of Agriculture.

CARRIED



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt Confirmatory By-law No. 2024-11

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT By-Law No. **2024/11**, being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its Council - Committee of the Whole meeting held on February 6, 2024 shall come into force and take effect on the date it is passed.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adopter le règlement confirmatif n° 2024-11

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE le règlement no. **2024/11** étant un règlement de la Municipalité de Nipissing Ouest pour confirmer les délibérations du Conseil lors de sa réunion du Conseil - Comité plénier tenue le 6 février, 2024 entrera en vigueur et prendra effet à la date de son adoption.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**



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

BY-LAW 2024/11

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING
TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING
HELD ON FEBRUARY 6, 2024**

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 6th day of February 2024, and each motion, resolution and other action passed and taken by the Council at its said meeting, is except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

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

ENACTED AND PASSED ON FEBRUARY 6th, 2024 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

KATHLEEN THORNE-ROCHON
MAYOR

MELANIE DUCHARME
CLERK



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adjourn the meeting

Date: February 6, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the meeting of Council - Committee of the Whole held on February 6, 2024 be adjourned.

CARRIED

DEFEATED

DEFEATED

**CARRIED WITH
AMENDMENTS / REFERRED /
DEFERRED / DELETED**



West Nipissing Ouest

CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Ajourner la réunion

Date: le 6 février 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE la réunion du Conseil - Comité plénier tenue le 6 février, 2024 soit levée.

ADOPTÉ

REJETÉ

REJETÉ

**ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ**