

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

June 4, 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 4 juin 2024, 18 h 30

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West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Approve the Addendum

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the Addendum for the meeting of Council - Committee of the Whole held on June 4, 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 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE l'addenda pour la réunion du Conseil - Comité plénier tenue le 4 juin, 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: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the Agenda for the Council - Committee of the Whole meeting held on June 4, 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 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE l'ordre du jour pour la réunion du Conseil - Comité plénier tenue le 4 juin, 2024 soit adopté, tel que présenté.

ADOPTÉ

REJETÉ

REJETÉ

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

MEMORANDUM

TO: Jay Barbeau CAO and Alisa Craddock CPA, CMA
FROM: Najette Goulard, Municipal Tax and Revenue Collector
DATE: May 27, 2024
RE: Tax billing and collection policy

The Municipality of West Nipissing currently does not have a comprehensive policy outlining our processes and procedures in relation to property tax billing and collection.

The adoption of a formal tax billing and collection policy document serves to provide guidance for staff and Council as a basis for decision making; and to ensure equal treatment of taxpayers. It is also a valuable resource for training purposes.

The attached document provides an outline of a suggested tax billing and collection policy.

Joie de vivre



www.westnipissingouest.ca

Introduction & Purpose

This policy is to ensure prompt, consistent and effective billing and collection of municipal tax in accordance with the applicable Provincial Legislation and the Municipality's By-laws.

This Policy was developed to provide guidance on the procedures pertaining to the fair and equitable billing and collection of tax, tax penalty and interest, and amounts added to the tax roll. It is designed to be implemented in accordance with the governing legislation. Should there be any incongruences between the Policy and the governing legislation, the provisions of the governing legislation will prevail.

Definitions

"Cancellation Price" means an amount equal to all the tax arrears owing at any time in respect of land together with all current real property taxes owing, interest and penalties thereon and all reasonable costs incurred by the Municipality after the treasurer becomes entitled to register a tax arrears certificate.

"Notice of Vesting" means a notice of vesting prepared under section 379 of the Municipal Act and includes the title conferred by the registration of the notice of vesting

"Public Sale" means a sale by public auction or public tender conducted in accordance with Part XI of The Municipal Act and the prescribed rules

"Real Property Taxes" means the amount of taxes levied on real property under the Municipal Act and the Education Act and any amounts owed under the Drainage Act, the Tile Drainage Act, and Shoreline Property Assistance Act with respect to the real property and includes any amounts deemed to be taxes by or under any Act and any amounts given priority lien status by or under any Act

"Tax Arrears" means any means any real property taxes placed on or added to a tax roll that remain unpaid on January 1 in the year following that in which they were placed on or added to the roll

Tax Billing

Tax levying by-laws are required by Council in advance of the Interim and/or Final Tax billing. A separate levying by-law is not required for supplementary tax billings.

Interim tax billings

As provided in the Municipal Act, each property owner, identified on the returned assessment roll, shall be mailed an interim tax bill. The interim bill shall represent up to fifty percent (50%) of the previous year's annualized taxes and may include up to fifty percent (50%) of any special charges levied by the Municipality or Province. Outstanding charges authorized by legislation may be added to the interim billing at 100%.

Annual tax billings

Annual tax billings are produced subsequent to the passing of the annual Municipal budget and are based on tax rates established by bylaw from the budget requirements of the Municipality and the Ministry of Finance (in relation to the Education tax rate). The tax billing will be calculated to produce a tax billing equal to the phased-in assessment according to the returned assessment roll for the year and the appropriate tax rate, and will include all local improvement charges, area charges, business improvement area charges, any special charges levied by the Municipality or Province. Contents of the tax bill will be as legislated

Supplementary billings

The Assessment Act allows for the taxation of real property that was eligible for taxation but was previously omitted from the roll. The provision allows for the taxation in the current year, plus a maximum of the two preceding years. Additionally, the Assessment Act allows for the taxation of assessment increases arising from changes to property values (triggered by building construction/renovation), classification, or tax-exempt status. These taxes apply to the current year only.

Supplementary billings are produced as soon as practical after receipt of supplemental and omitted assessment rolls from MPAC. Supplementary tax bills shall be issued to each property owner identified on the supplemental/omitted assessment notification listing.

Tax billings will be mailed at least 21 days prior to the due date of the first installment.

Any outstanding arrears will be included in each tax billing's first installment due date amount. Installment due dates will be indicated on the payment stubs attached to the main tax bill. The cents amount of the total bill will be collected in full on the first installment of each tax billing.

Amounts added to the tax roll under the authority of legislation are payable and collectable in the same manner as municipal taxes.

Tax bills will be sent to the mailing address attached to the roll, as provided by MPAC. Updates to Taxpayer information (name, mailing address, contact information) must be in writing. Failure to receive a tax bill does not excuse a Taxpayer from the responsibility for payment of taxes nor relieve the owner of the liability for the penalty and interest accrued.

Due Dates

Interim tax bill: Two instalments, due respectively on the last two days within the last week of the months of March and May.

Annual tax bill: Two instalments, due respectively on the last two days within the last week of the months of July and September.

Supplementary tax bills: Two installments, due dates are determined by the Municipality and are usually separate and different from the regular, annual tax bill.

Severances

Property owners may apply for severances of their properties under the authority of The Planning Act. If granted by the Municipality, the assessment values must be split between all the parcels of land. MPAC divides the assessment information and provides the Municipality with updated assessment values. As severed portions of the land are often sold, the Municipality will not recalculate the property taxes for a part year. It is understood that the seller's and buyer's lawyers would address who owes what as part of the property sale process.

Consolidations

Consolidations are processed by MPAC at the written request of the property owner. Property owners should contact MPAC directly.

Payments

Payment of taxes must be received in the Municipality's administration office, on or before the due date. Payments not received on time are subject to Penalties and Interest. The following are the modes of payments available for the property owner's use:

In person at the municipal office, 225 Holditch Street, Sturgeon Falls. Office hours are Monday to Friday, 8:30 am to 4:30 pm. Payment by cash, cheque or direct debit is available. A mail drop box for after hours payment by cheque or money order is located by the main door on Holditch Street.

By mail or courier by sending a cheque, money order or postdated cheque for each instalment to The Municipality of West Nipissing, 101-225 Holditch St, Sturgeon Falls, ON P2B 1T1.

Via Financial Institution (Bank) in person at branch, or through telephone or internet online banking. Payments through this method typically take three days to reach the Municipality.

Through mortgage companies who provide a service to pay property taxes as part of Taxpayer's monthly mortgage instalment.

Payment by pre-authorized bank withdrawal: Taxpayers with no outstanding taxes may enrol in one of two Pre-Authorized Payment (PAP) plans by completing and submitting a PAP application along with a cheque marked VOID.

- *Monthly Pre-Authorized Payment Plan:* Payments will be automatically withdrawn on the 1st day or the 15th day of each month. A letter indicating the amount will be mailed in early December. In July, when the Annual tax amount for the year is levied, the monthly payment amount will be recalculated and a letter mailed to Taxpayers indicating the updated amount.
- *Due date Pre-Authorized Payment Plan:* On each due date, the tax instalment will be automatically withdrawn from Taxpayer's bank accounts.

Taxpayers with outstanding taxes may be eligible to enroll in an Arrears Plan: Payments will be automatically withdrawn on the 1st day of each month.

To cancel the pre-authorization on a tax account, Taxpayers must submit a written request seven days before the monthly payment or scheduled due date as applicable.

Payment by established pre-authorization is not applicable to Supplementary Taxation.

Other methods may become available through changes in technology and accordingly, the Treasurer may add additional payment methods.

Payment must be tendered in Canadian Funds. Payment tendered in US funds will be entered based on the exchange rate established by our bank on the day of the deposit

Receipts will be provided for all cash payments and upon request by the registered owner for all other methods of payment.

Payment Application

Tax payments will be applied first against late payment charges (penalty and interest) owing in respect of those taxes according to the length of time the charges have owed, with the charges imposed earlier being discharged before charges imposed later. Then the payment will be applied against the taxes

owing according to the length of time they have been owed, with the taxes imposed earlier being discharged before taxes imposed later. Amounts and charges added to the roll under legislation are collected as tax and payments are applied to them in the same manner as taxes.

Late Payment and Returned Payments

Penalty and Interest Late Payment Charges: A penalty at the rate of 1.25% shall be applied on the first day of the month following the month in which the taxes were due and interest shall be charged at the rate of 1.25% on the first day of each month thereafter on the balance of unpaid taxes in accordance with the Municipality's Interim and Annual tax By-laws.

Returned Payments Charge: Payments that are returned by the bank marked "insufficient funds or non-sufficient funds" will be subject to an NSF fee as set out in the Municipality of West Nipissing's User Fees and Charges By-Law. For taxpayers enrolled in a Pre-Authorized withdrawal plan, 2 payments returned NSF within a 1 year period will result in the cancellation of the plan.

Reductions of penalty and/or interest charged to a property account are limited to amounts related to a tax reduction associated with a tax adjustment, change in assessment or municipal error, and are adjusted only in accordance with:

- Tax adjustments under Section 357 of the Municipal Act (application for cancellation, reduction, refund of taxes), Section 354 (2)(b) (as a result of tax relief), and Section 354(3) (uncollectable after a failed tax sale)
- Assessment Review Board decisions
- Approved by the Treasurer, if charges were a result of Municipal staff error or omission

Collection Procedures on Tax Arrears

Taxes are a special lien on the land in priority to every claim, privilege, lien or encumbrance of every person except the Crown, and the lien and its priority are not lost or impaired by any neglect, omission or error of the municipality or its agents or through taking no action to register a tax arrears certificate.

Collection Methods:

Ratepayers are encouraged to either make full payment or payments in accordance with a mutually agreed upon payment plan. It is imperative that the schedule for registration be adhered to. Failure to maintain an agreed upon payment schedule will result in resorting to alternative collection methods. There are four basic methods set out by legislation that a Municipality may use to collect any unpaid taxes. Bailiff Action, Collection Agency, Rent Attornment and Tax Registration and Public Sale. The latter of the four is the preferred method used by the municipality. Property taxes (including any part thereof) that are in arrears for two (2) years or more are eligible for tax registration under Part XI of The Municipal Act.

Collection through Tax Registration/Tax Sale Procedures

Reminder Notices: A maximum of three notices shall be mailed no later than the 15th day of the month following the last due date of the tax year; October, November and December. Reminder notices for twenty-five dollars (\$25.00) or less are not processed.

Tax Arrear Letters: If no reply is received from any of the above reminder notices, a series of three standardized letters are sent out for accounts in two years arrears. Ratepayers are encouraged to contact the Municipality to discuss sufficient payment arrangements.

Any notices sent by ordinary mail are considered delivered to and received by the addressee. Failure to notify the MPAC and the Municipality of an address change, in writing, does not constitute an error.

If no reply is received and/or sufficient payment arrangements have not been made, additional collection efforts may be used at the discretion of the Treasurer. If the Municipality has been unable to secure payment of the tax arrears or a firm, suitable repayment plan, the Municipality may commence Municipal Tax Sale proceedings by registering a *Tax Arrears Certificate* against the property.

The property owner or interested party has one year from the date of registration in which to redeem the property by paying the Cancellation Price, which includes all taxes, interest and penalty outstanding plus associated legal and/or administrative costs.

Extension Agreement: An extension agreement may be requested by the property owner, their spouse, the mortgage holder or their legal agent, prior to the one-year period of the registration of the Tax Arrears Certificate. If no agreement is reached as to the terms and/or the agreement is denied by the Treasurer, the sale proceeds by returning to the point where the stop in the tax sale process was at immediately prior to the extension agreement being requested.

If there is a breach of an extension agreement, the tax sale process recommences by returning to that step in the tax sale procedure immediately prior to the extension agreement being entered into. When the terms of the agreement have been fulfilled, the Treasurer shall register a Cancellation Certificate on the land title thus signifying that the tax sale has been averted, and the process stops.

Public Tender – Sale of Land Process: If the Cancellation Price, is not paid, the property will be advertised for sale by tender or auction according to legislative procedures

Failed tax sale: Where there is no successful purchaser during a tax sale process, the Municipality has several options:

- A Notice of Vesting may be issued and a declaration to that effect is registered at the local land registry office. Council has two (2) years to decide whether to vest a property. If Council decides to vest the property, the tax arrears will be written off.
- Council may re-advertise for another tender or auction within two (2) years without writing off the tax arrears.
- Council may also decide to write off all or part of the taxes with the purpose of re-registration of the tax arrears and repeating the tax sale process from the beginning.
- Council may choose to issue a tax cancellation certificate, stopping the tax collection process.

Write-offs

Minimum Balance: In some circumstances there remains a balance owing on a taxpayers account after a payment is received, which is often a result of interest being added to the account after a payment amount was agreed upon and mailed in. When the remaining amount is small enough that the additional cost of collection would not be deemed worthwhile, it may be expedient to write off the

amount. The Municipality authorizes the Treasurer to approve such write-offs for outstanding amount less than five dollars (\$5.00).

MPAC Adjustments:

- Request for Reconsideration: A property owner may be eligible to have their property reassessed if they feel that there are discrepancies in the original assessment. Forms can be obtained online at mpac.ca
- Section 357/358/359 Application: A property owner may be eligible to have their property taxes adjusted by MPAC if any one or more reasons apply under Section 357, 358 and 359 of The Municipal Act. The current owner may revert up to three years back if applicable. Applications can be obtained from the Municipal office., or through MPAC at mpac.ca

Tax Certificates and Tax Information

Tax Certificates will be issued to Taxpayers or their solicitors or mortgagees upon written request and the submission of the requisite fee according to the municipality's Fees and Charges By-Law 2001/21, as amended.

Tax Information will be given verbally by staff to Taxpayers or their solicitors or mortgagees, however, errors and omissions in verbal information are excluded; tax status may only be confirmed via a tax certificate.

Transfer to Taxes

Property owner accounts with other departments throughout the Municipality with an overdue balance will have their balance transferred to their tax account and collected in the same manner as taxes.

There is an administrative fee involved in transferring other Municipal receivables on the tax accounts. Once these amounts are transferred to the property tax accounts, they are treated as property taxes for collection purposes.

SCHEDULE "B" OF BY-LAW 2019/24



AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date:	June 4, 2024		
Name of Requestor:	Daniel Gagné	Date submitted: mai 22, 2024	
Address:	Full mailing address: 39 Cedar Grove Drive, Sturgeon Falls, ON, P2B 3H3		
Phone:	Home: 7058455850	Business / Cell:	Fax:
E-Mail:	dgagne@municipality.westnipissing.on.ca		

Requested Agenda Item/Subject:	FOr the addition of 2 four way stop in the down town area		
Additional details / background information:	<input checked="" type="checkbox"/> see below <input type="checkbox"/> Supporting documents attached separately <i>Please attach/include pertinent information to support this item. This will assist staff in conducting any research or obtaining background information; which may be required to make an informed decision in the best interest of the municipality.</i> I have received many request from business owner's and also residents for the additions for 2 four way stops @ the corner of William St. & Main St. and Queen St. & Main St. With the increase in traffic many businesses and residents find it hard to enter main street and this will also slow down the traffic on Main St.		

ADMINISTRATIVE APPROVAL

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

Signature of CAO or designate:	Date:
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MUNICIPAL OFFICE USE

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

Date Received:	Received from:
Meeting Date Requested:	Mode of Notification: <input type="checkbox"/> in person <input type="checkbox"/> by telephone <input type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session

APPROVED FOR AGENDA:

Scheduled for (date):	<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
Requestor Notification:	The above requestor _____ was notified on _____ (date)

Action Taken:

Notes / Comments:

MEMORANDUM

TO: Jay Barbeau, CAO

FROM: Elizabeth Henning, P. Eng Director of Infrastructure

DATE: May 28, 2024

RE: 4-Way Stop Request at Queen & Main and William & Main

A Request was received for the addition of 2 four ways stops at the corners of William & Main Streets and at the corner of Queen and Main Streets. Currently both of these intersections have 2 way stop conditions with free flowing traffic Main Street. The request indicates that business and residents find it hard to enter main street and that a stop sign will aid in entry and will slow down traffic on Main Street.

Ontario Traffic Manual (OTM) Book 5 States the following:

- *The introduction of STOP sign control can reduce the frequency of certain types of collisions (e.g. right-angle or turning), but also results in delay to motorists and may increase some other types of collisions (e.g., rear-end). STOP signs should, therefore, not be used indiscriminately.*
- *STOP signs are not to be used as speed control devices. Their usage should be limited to the control of right-of-way conflicts.*
- *In general, all-way stop control should only be used where traffic engineering studies considering such factors as traffic volumes, restricted sight lines and collision experience, indicate that this form of control is warranted.*

Public Works reached out to the OPP requesting collision data at these intersections and was told that the collision data at these intersections does not warrant a 4 way stop condition. OTM Book 5 recommends that 4 way stop conditions should not be implemented on roadways with less than 200 vehicles/hour; 2023 traffic counts at this location indicate that the hourly traffic is less than 160 vehicles/hour at these intersections.

Because of the reasons stated above I do not recommend the addition of four way stops at these intersections.

Regards,
Elizabeth Henning P. Eng
Director of Infrastructure

Joie de vivre



www.westnipissingouest.ca

SCHEDULE "B" OF BY-LAW 2019/24



AGENDA ITEM REQUEST FORM

PLEASE PRINT CLEARLY:

Requested Council Meeting Date:	May or June, 2024		
Name of Requestor:	Kaitlynn Nicol	Date submitted: May 10/24	
Address:	Full mailing address:		
Phone:	Home:	Business / Cell:	Fax:
E-Mail:	knicol@westnipissing.ca		

Requested Agenda Item/Subject: Alligator Boat Discussion `

Additional details / background information: see below
 Supporting documents attached separately

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

Residents in Field have expressed great interest in wanting to relocate the Alligator Boat to join the other displays at the boat launch on Municipal property. The boat has sentimental value, as well as historical ties to the area as it is originally from the old mill site in Field. Volunteers have offered restore the boat (sand, weld and paint) to ensure it is safe. The loading and transportation of the boat has also been arranged by volunteers. Once it is relocated, it will need a concrete pad to be affixed to, as well as temporary safety fence during the restoration process.

Attached are photos of the current state of the boat and the desired spot for relocation.

ADMINISTRATIVE APPROVAL

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

Signature of CAO or designate:	Date:
--------------------------------	-------

MUNICIPAL OFFICE USE

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

Date Received:	Received from:
Meeting Date Requested:	Mode of Notification: <input type="checkbox"/> in person <input type="checkbox"/> by telephone <input type="checkbox"/> by e-mail <input type="checkbox"/> other: _____
Processing of request:	<input type="checkbox"/> Information only <input type="checkbox"/> Action Item <input type="checkbox"/> Discussion/Action Item <input type="checkbox"/> Report Required <input type="checkbox"/> Public Hearing <input type="checkbox"/> Closed Session

APPROVED FOR AGENDA:

Scheduled for (date):	<input type="checkbox"/> Regular meeting <input type="checkbox"/> Committee of Whole meeting
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Requestor Notification: The above requestor _____ was notified on _____ (date)

Action Taken:

Notes / Comments:

Boat in Current State:



Intended Location:





West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Consent Agenda

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED that the Consent Agenda for the Council-Committee of Whole meeting of June 4, 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 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU que l'ordre du jour du consentement pour la réunion du Conseil - Comité plénier du 4 juin, 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 the Council-Committee of the Whole Minutes (May-21-2024)

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the minutes of the Council - Committee of the Whole meeting held on May 21, 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 de la réunion du Conseil et du Comité plénier (21 mai 2024)

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU que le procès-verbal du Conseil – Comité plénier du 21 mai 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**

May 21, 2024, 6:30 PM

Members Present: Councillor Daniel Gagné
Councillor Kaitlynn Nicol
Councillor Fern Pellerin
Councillor Jamie Restoule
Councillor Roch St. Louis
Councillor Anne Tessier
Mayor Kathleen Thorne-Rochon
Georges Pharand

Members Absent: Councillor Kris Rivard

1. OPENING AND LAND ACKNOWLEDGEMENT

2. DECLARATIONS OF PECUNIARY INTEREST

3. ADDENDUM & AGENDA

3.1 Approve the Addendum

Resolution # 2024-119

Moved by: Councillor Roch St. Louis
Seconded by: Councillor Anne Tessier

BE IT RESOLVED THAT the Addendum for the meeting of Council - Committee of the Whole held on May 21, 2024 be adopted, as presented.

CARRIED

3.2 Adopt the Agenda

Resolution # 2024-120

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 May 21, 2024 be adopted, as presented.

CARRIED

4. DELEGATIONS & PETITIONS

5. COMMITTEE OF THE WHOLE

5.1 General Government Committee

1. Term Plan - Update

Le conseil reçoit et examine la mise à jour du plan de mandat. Pour le bénéfice de l'auditoire, le directeur général indique que le plan a été adopté par le conseil au début du mandat et que des mises à jour régulières ont été fournies au conseil sur l'état d'avancement de chacune des priorités identifiées dans le plan. Après la présentation du DGA, les membres du conseil ont eu l'occasion de poser des questions sur les différents projets.

2. AMO Conference delegation requests

The Chair sought direction from Council on proposed delegations for the upcoming AMO conference. It was suggested by the Chair that the matter of the apartments at the Au Chateau be brought forward to MMAH; Councillor Restoule indicated that recent housing initiatives at the provincial level have not been distributed proportionately by the Province. The CAO indicated that the Champlain Bridge remains a priority and that the Municipality should continue to seek opportunities to keep the matter in front of the Province. The Mayor mentioned the matter of forestry with Domtar in both Espanola and Temiskaming have closed down, leaving local operators with no close location to take wood waste. A joint delegation with French River was suggested by the Mayor. Requests for Delegations will be sought with the Ministry of Transportation, the Ministry of Municipal Affairs and Housing and a possible joint delegation with French River with the Ministry of Natural Resources and Forestry.

5.2 Public Works Committee

1. VAC Truck Rental

The Director of Infrastructure presented a request for the short-term lease of a vac truck which would enable Public Works to do work, which will minimize the reliance on contractors. The short-term lease would also avoid having a piece of equipment which would sit idle during winter months. Council concurred with the request.

2. RV dumping station - Update

The Director of Infrastructure presented a brief update on the RV Dumping Station. Site preparation is underway and it is hoped that the water and sanitary systems will be brought to the site with a view of being ready to install the equipment in Spring of 2025.

5.3 Community Services Committee

1. Request for Waiver for Community Services Vehicle

The Director of Corporate Services presented Community Service's request for a waiver of the 25,000, limit of the procurement policy in order to secure a used vehicle for Community Services. Securing a used vehicle using the formal tender process presents challenges for timing as used vehicles move quickly. Council was in agreement and a resolution authorizing the waiver of the policy will be brought to the next meeting of Council.

6. **REGULAR MEETING**

6.1 **Consent Agenda**

Resolution # 2024-121

Moved by: Georges Pharand

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED that the Consent Agenda for the Council-Committee of Whole meeting of May 21, 2024, be approved, as presented.

CARRIED

1. Adopt the Council-Committee of the Whole Minutes (May-7-2024)

Resolution # 2024-121A

Moved by: Georges Pharand

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT the minutes of the Council - Committee of the Whole meeting held on May 7, 2024 be adopted, as presented.

CARRIED

2. Adopt the Council Special Meeting Minutes (May-15-2024)

Resolution # 2024-121B

Moved by: Georges Pharand

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED THAT the minutes of the Council Special meeting held on May 15, 2024 be adopted, as presented.

CARRIED

3. Approve the West Nipissing Planning Advisory Committee Minutes (April-9-2024)

Resolution # 2024-121C

Moved by: Georges Pharand

Seconded by: Councillor Roch St. Louis

BE IT RESOLVED that the Minutes of the West Nipissing Planning Advisory Committee held on April 9, 2024, be approved, as presented.

CARRIED

4. Receive the West Nipissing Committee of Adjustment Minutes (April-9-2024)

Resolution # 2024-121D

Moved by: Georges Pharand
Seconded by: Councillor Roch St. Louis

BE IT RESOLVED that the Minutes of the Committee of Adjustment Meeting held on April 9, 2024 be received.

CARRIED

- 5. Receive the West Nipissing Public Library Board Minutes (April-18-2024)

Resolution # 2024-121E

Moved by: Georges Pharand
Seconded by: Councillor Roch St. Louis

BE IT RESOLVED that the Minutes of the West Nipissing Public Library Board Meeting held on April 18, 2024 be received.

CARRIED

6.2 Planning

- 1. Adopt By-Law 2024-38 to authorize a zoning amendment (Multi Domaine Inc. - 280 Goulard Rd)

Resolution # 2024-122

Moved by: Councillor Roch St. Louis
Seconded by: Georges Pharand

BE IT RESOLVED THAT By-law **2024/38**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 280 Goulard Road from Mobile Home Residential (MHR) to Residential One (R1); shall come into force and take effect on the date it is passed.

CARRIED

- 2. Adopt By-Law 2024-39 to authorize a zoning amendment (M. Savignac - Quesnel Road)

Resolution # 2024-123

Moved by: Georges Pharand
Seconded by: Councillor Anne Tessier

BE IT RESOLVED THAT By-law **2024/39**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located on Quesnel Road from Rural (RU) to Residential Two (R2); shall come into force and take effect on the date it is passed.

CARRIED

- 3. Adopt By-Law 2024-40 to authorize a zoning amendment (O. Lavergne - 1011 Stewart Road)

Resolution # 2024-124

Moved by: Councillor Daniel Gagné
Seconded by: Councillor Fern Pellerin

BE IT RESOLVED THAT By-law **2024/40**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 1011 Stewart Road from Agriculture One (A1) to Rural (RU); shall come into force and take effect on the date it is passed.

CARRIED

4. Adopt By-Law 2024-41 to authorize a zoning amendment (M. Holmes - 24 Laplage Road)

Resolution # 2024-125

Moved by: Councillor Fern Pellerin
Seconded by: Councillor Daniel Gagné

BE IT RESOLVED THAT By-law **2024/41**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 24 Laplage Road from Agriculture Two (A2) to Agriculture One (A1); shall come into force and take effect on the date it is passed.

CARRIED

5. Adopt By-Law 2024-42 being a deeming by-law for Vachon Road, Sturgeon Falls (R. Levac)

Councillor Roch St. Louis declared a conflict on this item. (Property owner is a family member.)

Resolution # 2024-126

Moved by: Councillor Daniel Gagné
Seconded by: Councillor Fern Pellerin

BE IT RESOLVED THAT By-law **2024/42**, being a deeming by-law to designate Lot 2, Registered Plan 36M-567 not to be a lot within a registered plan of subdivision; shall come into force and take effect on the date it is passed.

CARRIED

6.3 New Business

1. Award for King Street Rehabilitation

Resolution # 2024-127

Moved by: Councillor Fern Pellerin
Seconded by: Councillor Daniel Gagné

WHEREAS Tenders for the King Street Rehabilitation were opened on the April 17, 2024, by the Director of Infrastructure and the Municipal Clerk;

WHEREAS four (4) Tenders were received;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the Award for the King Street Rehabilitation be awarded to **Deep Construction**, in the amount of \$2,776,400.55; being the Tender meeting all specifications.

CARRIED

2. Authorization to declare Scout's Island as surplus property

Resolution # 2024-128

Moved by: Councillor Daniel Gagné

Seconded by: Councillor Fern Pellerin

WHEREAS at the meeting held on May 7, 2024, the Council for the Municipality of West Nipissing recommended the lands known locally as "Scouts Island", being more particularly described as Part Block 1, Plan 11 and Lot 8, RCP 7, West Nipissing, be declared surplus to the Municipality of West Nipissing;

BE IT RESOLVED THAT the property known locally as "Scout's Island" in the Town of Sturgeon Falls, being PIN No. 49079-0487, being Part Block 1, Plan 11, Lot 8, RCP 7, West Nipissing, is hereby declared surplus.

BE IT FURTHER RESOLVED that Staff are authorized to proceed with obtaining an Opinion of Value of the property.

CARRIED

Amendment:

Resolution # 2024-129

Moved by: Councillor Fern Pellerin

Seconded by: Councillor Anne Tessier

THAT the wording of the resolution be amended from "Opinion of Value" to "Appraisal".

DEFEATED

7. NOTICE OF MOTION

8. ADDENDUM

8.1 **Adopt By-Law 2024-43 to authorize a zoning amendment (R. Thompson - Prang's Lane)**

Resolution # 2024-130

Moved by: Councillor Fern Pellerin

Seconded by: Councillor Daniel Gagné

BE IT RESOLVED THAT By-law **2024/43**, being a by-law to amend Zoning By-law 2014/45, to rezone certain lands located at 432 Prang's Lane from Shoreline Residential (SR) to Tourist Commercial Exception-Two (C3-2); shall come into force and take effect on the date it is passed.

CARRIED

8.2 Council Committee Re-assignments

Resolution # 2024-131

Moved by: Councillor Daniel Gagné

Seconded by: Councillor Fern Pellerin

WHEREAS at the May 15, 2024 meeting Council enacted By-Law 2024-36 appointing Georges Pharand as Councillor for Ward 8;

AND WHEREAS Council deems it necessary to update the committee assignments for the remainder of the 2022-2026 council term;

BE IT THEREFORE RESOLVED THAT Councillor Georges Pharand be assigned to the following Committees for the remainder of the council term:

- Economic Development Committee,
- Au Chateau Board,
- Non-Profit Housing Board and
- Doctor Recruitment Committee;

BE IT FURTHER RESOLVED THAT the following Committee re-assignments also take effect immediately:

1. Kathleen Thorne-Rochon be re-assigned to the Agriculture Advisory Committee
2. Kris Rivard be re-assigned to the Cemetery Board and removed from Doctor Recruitment Committee

CARRIED

9. MAYOR'S REPORT AND ANNOUNCEMENTS

9.1 Mayor's Report

10. ADJOURNMENT

10.1 Adopt Confirmatory By-law

Resolution # 2024-132

Moved by: Councillor Fern Pellerin

Seconded by: Councillor Daniel Gagné

BE IT RESOLVED THAT By-Law No. **2024-44**, 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 May 21, 2024 shall come into force and take effect on the date it is passed.

CARRIED

10.2 Adjourn the meeting

Resolution # 2024-133

Moved by: Councillor Daniel Gagné

Seconded by: Councillor Fern Pellerin

BE IT RESOLVED THAT the meeting of Council - Committee of the Whole held on May 21, 2024 be adjourned.

CARRIED



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Adopt By-Law 2024-45 to recognize and accept lands for public road purposes (Sandhill Rd)

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT By-law **2024/45** being a by-law to accept and dedicate lands for public highway purposes, shall come into force and take effect on the date it is passed.

Part of Lot 6, Concession 1

Part 1, Plan 36R-15065

Geographic Township of Springer

Municipality of West Nipissing

District of Nipissing.

Being parts of the travelled roads known as Sandhill Road, Sturgeon Falls, Ontario.

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Adopter le règlement 2024-45 pour reconnaître et accepter des terrains à des fins de chemins publics (chemin Sandhill)

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

QU'IL SOIT RÉSOLU QUE le Règlement **2024/45** étant un règlement pour accepter et dédier des terrains à des fins de route publique, entre en vigueur et prend effet à la date de son adoption.

Partie du Lot 6, Concession 1

Partie 1, Plan 36R-15065

Canton Géographique de Springer

Municipalité de Nipissing Ouest

District de Nipissing.

Faisant partie des routes parcourues connues sous le nom de chemin Sandhill, Sturgeon Falls, Ontario

ADOPTÉ

REJETÉ

REJETÉ

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

BY-LAW 2024/45

**BEING A BY-LAW TO RECOGNIZE AND ACCEPT LANDS
FOR PUBLIC HIGHWAY PURPOSES – SANDHILL RD, TWP SPRINGER**

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 West Nipissing has many highways which existed prior to January 1, 2003, for which title has not been formally transferred to the municipality

AND WHEREAS it is deemed prudent to recognize the lands described herein and to accept the same for highway purposes;

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

1. That the lands described in Transfers of Land to the Corporation of the Municipality of West Nipissing as listed below, be recognized as part(s) of the public highway known as Sandhill Road(s).

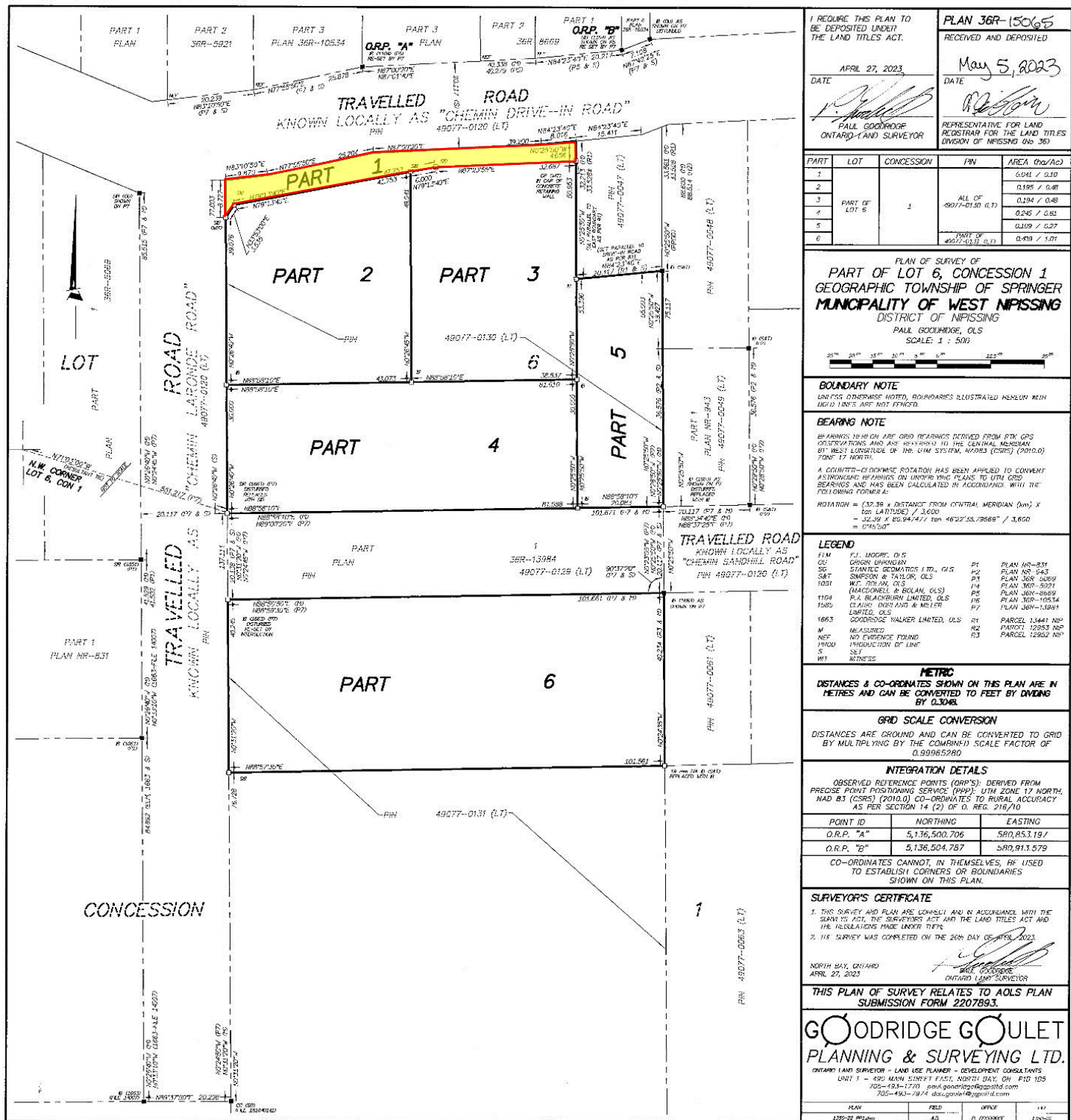
PT OF LOT 6, CON. 1
PART 1, 36R-15065
GEOGRAPHIC TOWNSHIP OF SPRINGER,
MUNICIPALITY OF WEST NIPISSING,
DISTRICT OF NIPISSING.

ENACTED AND PASSED THIS 4th DAY OF JUNE, 2024 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

KATHLEEN THORNE-ROCHON,
MAYOR

MELANIE DUCHARME,
CLERK

SKETCH FOR BY-LAW 2024/45



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

DATE: APRIL 27, 2023

DATE: May 5, 2023

PAUL GOODRIDGE
ONTARIO LAND SURVEYOR

REPRESENTATIVE FOR LAND REGISTRY FOR THE LAND TITLES DIVISION OF NEISSING (665 36)

PLAN OF SURVEY OF
PART OF LOT 6, CONCESSION 1
GEOGRAPHIC TOWNSHIP OF SPRINGER
MUNICIPALITY OF WEST NIPISSING
DISTRICT OF NIPISSING
PAUL GOODRIDGE, OLS
SCALE: 1 : 500

BOUNDARY NOTE
UNLESS OTHERWISE NOTED, BOUNDARIES ILLUSTRATED HEREON WITH DASHED LINES ARE NOT FINISHED.

BEARING NOTE
BEARINGS, WITH OR WITHOUT REFERENCE TO THE UTM GRID BEARINGS DERIVED FROM RTK GPS OBSERVATIONS AND ARE REFERENCED TO THE GENERAL MERIDIAN BY WEST LONGITUDE OF THE UTM SYSTEM, NAD83 (CSRS) (2011.0) ZONE 17 NORTH.
A COUNTER-CLOCKWISE ROTATION HAS BEEN APPLIED TO CONVERT ASYMMETRIC BEARINGS ON UNFINISHED PLANS TO UTM GRID BEARINGS AND HAS BEEN CALCULATED IN ACCORDANCE WITH THE FOLLOWING FORMULA:
ROTATION = (32.38 x DISTANCE FROM CENTRAL MERIDIAN (km) / 60 x LATITUDE) / 3,600
= (32.38 x 60.947471 km / 46°23'33.7866" N) / 3,600
= 0.1630°

LEGEND

FIN	P.L. MOORE, OLS	P1	PLAN NR-571
Q2	GORDON BISHOPBARY	P2	PLAN NR-543
S67	STANLEY GOODRIDGE LTD., OLS	P3	PLAN 368-0659
1031	W.F. TOLAN, OLS	P4	PLAN 368-3031
1104	R.A. BLACKBURN LIMITED, OLS	P5	PLAN 368-8869
1585	CLAUDE DORLAND & MILLER LIMITED, OLS	P6	PLAN 368-10534
1663	GOODRIDGE WALKER LIMITED, OLS	P7	PLAN 368-15891
M	MEASURED	P8	PARCEL 13441 NIP
NET	NO EVIDENCE FOUND	P9	PARCEL 12953 NIP
1900	PRODUCTION OF LAMP	P10	PARCEL 12952 NIP
5	SEE		
WT	WITNESS		

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

GRID SCALE CONVERSION
DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE CONVERSION SCALE FACTOR OF 0.99965280.

INTEGRATION DETAILS
OBSERVED REFERENCE POINTS (ORP'S): DERIVED FROM PRECISE POINT POSITIONING SERVICE (PPP) - UTM ZONE 17 NORTH, NAD 83 (CSRS) (2011.0) CO-ORDINATES TO RURAL ACCURACY AS PER SECTION 14 (2) OF O. REG. 216/10

SURVEYOR'S CERTIFICATE

1. THIS SURVEY AND PLAN ARE CONDUCTED AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEREOF.

2. THE SURVEY WAS COMPLETED ON THE 26th DAY OF APRIL, 2023.

NORTH BAY, ONTARIO
APRIL 27, 2023

PAUL GOODRIDGE
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM 2207893.

GOODRIDGE GOULET
PLANNING & SURVEYING LTD.
ONTARIO LAND SURVEYOR - LAND USE PLANNER - DEVELOPMENT CONSULTANTS
UNIT 1 - 490 MAIN STREET EAST, NORTH BAY, ON N1B 1B5
705-484-1770 paul.goodridge@goodridgo.com
705-484-1874 alex.goulet@goodridgo.com

PLAN	FIELD	OFFICE	DATE
1200-22	10/14/23	PA	04/27/2023



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Authorize Discretionary Grant policy

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS Council considered a report concerning a proposed Discretionary Grant policy at the meeting of May 7, 2024;
AND WHEREAS Council approved, in principle, the proposed Discretionary Grant Policy;
BE IT RESOLVED THAT the Discretionary Grant Policy #2024/___ is hereby approved and shall take effect as of the date hereof ; and
BE IT FURTHER RESOLVED THAT the Discretionary Grant policy #2024/___ shall form part of the West Nipissing Policy Manual;

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Autoriser la politique de subventions discrétionnaires

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE le conseil a examiné un rapport concernant une proposition de politique de subventions discrétionnaires lors de la réunion du 7 mai 2024 ;
ET ATTENDU QUE le conseil a approuvé, en principe, la politique proposée en matière de subventions discrétionnaires ;
IL EST RÉSOLU QUE la politique de subventions discrétionnaires #2024/___ soit approuvée et que la politique entre en vigueur à compter de la date de la présente; et
IL EST EN OUTRE RÉSOLU QUE la politique sur les subventions discrétionnaires #2024/___ fasse partie du manuel des politiques de Nipissing Ouest;

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

DISCRETIONARY GRANT POLICY (Policy 2024/)

Section: G	Policy Number: 2024/
Department: Administration	Effective Date: June-4-2024
Subject: DISCRETIONARY GRANT POLICY	Revision Date:

OBJECTIVE:

This policy serves to prioritize and allocate discretionary grants to individuals and organizations for projects or events that support and enhance the cultural, social, and economic well-being of the community of the Municipality of West Nipissing. These grants and fee waivers are subject to deliberations and budget limitations.

SCOPE:

This policy outlines how the Council of the Municipality of West Nipissing addresses applications for financial or in-kind support from individuals or organizations in accordance with and as defined in Section 107 of the *Municipal Act, 2001*:

107 (1) Despite any provision of this or any other Act relating to the giving of grants or aid by a municipality, subject to section 106, a municipality may make grants, on such terms as to security and otherwise as the council considers appropriate, to any person, group or body, including a fund, within or outside the boundaries of the municipality for any purpose that council considers to be in the interests of the municipality. 2001, c. 25, s. 107 (1).

DEFINITIONS:

“**Discretionary Grant**” means a one-time grant to financially assist individuals or organizations, with events and projects that improve the quality of life of residents.

“**Applicant**” means a group, or organization who has submitted a grant application for consideration by Council.

POLICY STATEMENTS:

Application and Eligibility

1. Applicants should indicate the reason for the organization’s existence and how its proposed services will relate to the existing pattern of other services, and/or provide new services. Eligible projects are expected to demonstrate alignment with the Council’s Term Plan goals to support and enhance the cultural, social, and economic well-being of the community.
2. Applicants are eligible to apply if they represent an organization based in West Nipissing. Applicants should be a registered business or not-for-profit corporation with the CRA and will be required to provide their Business Identification Number.
3. It is not the intention or mandate of the Discretionary Grant program to provide ongoing operational funding to any organization in West Nipissing.

4. Applicants must show evidence and clearly outline their organizational and administrative structure. The administrative structure must be adequate in its numbers, be responsible for the overall management of the organization's resources, and be responsible for the administration of its funds.
5. Applicants are eligible to receive one grant per calendar year per event or project to a maximum of \$25,000. Council reserves the right to consider larger monetary requests for special projects and initiatives, in which case terms and requirements may differ from the ones outlined in this policy.
6. Applications shall be received on an ongoing basis throughout the year for Council's consideration at regular meetings of Council. When possible, applications should be submitted between June 1 and October 1 to be acknowledged prior to yearly budget deliberations.
7. Applications must be submitted using the Discretionary Grant Application Form which can be found on westnipissing.ca or at the Municipal Office of the Municipality of West Nipissing.
8. Applications must be complete when received, including any required signatures, and supporting documents. Incomplete applications will be returned to the applicant for re-submission.
9. The evaluation process is discretionary and there is no guarantee that any award will be granted by Council, or that the amount requested will be awarded in full.
10. For requests exceeding \$5,000, applicants are required to provide:
 - i) completed Discretionary Grant Application form;
 - ii) proposed budget, including confirmation that the applicant meets a 2 to 1 ratio of contributed amount to requested amount;
 - iii) financial statements from the previous year. The first time an organization applies, the organization should provide more than one set of prior financial statements to demonstrate financial stability;
 - iv) project reports and financial reporting in an approved format on an interim basis, as required;
 - v) final project report and financial reporting, in an approved format, within 30 days of project completion. Failure to provide the reports could preclude funds from being disbursed.
11. Completed applications are to be submitted in person, by mail or by email to:
Director of Corporate Services/Treasurer
101- 225 Holditch Street, Sturgeon Falls, Ontario P2B 1T1
finance@westnipissing.ca

Disbursements

12. Disbursement model for approved grants:
 - i) if less than or equal to \$5,000, the Treasurer will arrange payments based on project timeline. 100% of the grant payable may be released at one time.
13. Disbursement model for approved grants of \$5,000 or more:
 - i) 50% of funds are to be disbursed as determined by the Treasurer;
 - ii) remaining 50% of the funds are disbursed upon approval of post-project reports.

DISCRETIONARY GRANT APPLICATION

Type of Request

<input type="checkbox"/> Waiver of fees <i>Such as halls and facility rentals</i>
Name of the event
Date(s)

<input type="checkbox"/> Financial Support
Name of the project
Length of project
Total amount of funds requested

Applicant Information

Name of Applicant	
	Are you 18 years of age or older? <input type="checkbox"/> Yes <input type="checkbox"/> No
Organization or Group (if applicable)	
	Registered not-for-profit <input type="checkbox"/> Yes <input type="checkbox"/> No
	Registered charity? <input type="checkbox"/> Yes <input type="checkbox"/> No
	I am authorized to sign on behalf of the organization <input type="checkbox"/>

Mailing Address
Phone number(s)
Email address(es)

Purpose and Eligibility

Provide a brief description of the purpose of your grant request.

Describe how the community will benefit from your initiative. Please include age range, population segment, and number of residents expected to benefit from the project or event.

Please briefly describe how your project aligns with [Council's Term Plan](#) objectives.

What measures have you, or will you put in place to make your organization more financially sustainable?

Have you or your organization applied for funds or waiver of fees from this Council in the last two years?

Yes No

If yes, for what purpose or project?

What was the waived fee or amount received?

Supporting Documentation

For requests exceeding \$3,000, please attach a proposed budget for this initiative and last year's financial statements.

Please write or attach a list all current executive members of the organization. *Be sure to have each person's consent to share their name*

Acknowledgement and Consent

- I have read the Discretionary Grant Policy of the Municipality of West Nipissing.
- I accept responsibility for provision of all required details and documents included in this application. I understand that if the grant is awarded, follow-up reports may be required, and that failure to provide reports could result in annulled disbursements.
- I acknowledge the privacy statement below.

Council meetings are recorded in video and audio format and are subject to media broadcast. Personal information on this form will be used for the purpose of sending correspondence relating to matters before Council and Committee of the Whole. Your name, contact information, comments, and any other personal information, is collected and maintained for the purpose of creating a report that is available to the general public pursuant to Section 27 of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, C.M 56, as amended.

Date

Signature

Name of parent or guardian (if applicant is under 18)

Signature

Please submit your completed application form to finance@westnipissing.ca
For more information, you may reach the Municipal office at 705-753-2250.



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Approve revisions of Life Celebrations - Memorials Policy #1999/131

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS at a meeting on May 7, 2024, Council discussed proposed amendments to the Life Celebrations - Memorials Policy #1991/131;

AND WHEREAS Council concurred with the proposed amendments;

BE IT RESOLVED THAT the Life Celebrations - Memorials Policy #1991/131 be amended and that the amended policy shall take effect as of the date hereof and hereafter form part of the West Nipissing Policy Manual.

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Approuver les révisions de la politique relative aux célébrations de la vie et aux commémorations #1999/131

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE lors de la réunion tenue le 7 mai 2024, le conseil a discuté des modifications proposées à la politique en matière des célébrations de la vie - commémorations #1991/131;
ET ATTENDU QUE le conseil est d'accord avec les modifications proposées ;
IL EST RÉSOLU QUE la politique en matière des célébrations de la vie - commémorations #1991/131 soit modifiée et que la politique modifiée entre en vigueur à compter de la date de la présente et fasse dorénavant partie du manuel des politiques de Nipissing Ouest.

ADOPTÉ

REJETÉ

REJETÉ

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

Section: M	Policy Number: 1999/131
Department: All Departments	Effective Date: May 4, 1999
Subject: LIFE CELEBRATIONS AND/OR MEMORIAL	Revision Date: Jun-20-2000; Jun-4-2024

The Municipality of West Nipissing shall pay for a flower arrangement to a maximum cost of \$125.00 or provide equivalent donations when requested, in the case of the death of:

- 1) a member of Council of the Municipality of West Nipissing (including members of the immediate family)
- 2) a previous Mayor or Reeve of a West Nipissing municipality before amalgamation (not including member of the immediate family)
- 3) municipal employees, or a member of their immediate family
- 4) a retired employee (not including members of their immediate family)

DEFINITION: A member of the immediate family means: spouse, partner, parent, children, siblings



West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Approve revision to Banking Policy #2008/375

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS at a meeting on May 7, 2024, Council discussed proposed amendments to the Banking Policy #2008/375;
AND WHEREAS Council concurred with the proposed amendments;
BE IT RESOLVED THAT the Banking Policy #2008/375 be amended and that the amended policy shall take effect as of the date hereof and hereafter form part of the West Nipissing Policy Manual.

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Approuver la révision de la politique bancaire #2008/375

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE lors de la réunion tenue le 7 mai 2024, le conseil a discuté des modifications proposées à la politique bancaire #2008/375;

ET ATTENDU QUE le conseil est d'accord avec les modifications proposées ;

IL EST RÉSOLU QUE la politique bancaire #2008/375 soit modifiée et que la politique modifiée entre en vigueur à compter de la date de la présente et fasse dorénavant partie du manuel des politiques de Nipissing Ouest.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

Section: B	Resolution No.: 2008/375
Department: All Departments	Effective Date: October 21, 2008
Sub-section: Financial Management	Revision Date: Jun-4-2024
Subject: BANK ACCOUNTS	

PURPOSE

The purpose of this policy is to provide the Municipality of West Nipissing with standard procedures for the management of cash resources.

POLICY STATEMENT

1. The Corporation shall establish, by by-law or resolution of Council, such accounts as are deemed necessary for the effective management of cash resources.

2. Signing authorities for any bank accounts established by the Corporation shall be approved from time to time by by-law or resolution of Council, provided that such authorization is acceptable to the financial institution maintaining said accounts.

3. All financial activities must be disclosed in the consolidation of the financial statements of the Corporation of the Municipality of West Nipissing.



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Approve revisions of the Mayor's Car Allowance Policy

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS at a meeting on May 7, 2024, Council discussed proposed amendments to the Mayor's Car Allowance Policy #2003/206;

AND WHEREAS Council concurred with the proposed amendments;

BE IT RESOLVED THAT the Mayor's Car Allowance Policy #2003/206 be amended and that the amended policy shall take effect as of the date hereof and hereafter form part of the West Nipissing Policy Manual.

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Approuver les révisions de la politique d'allocation de voiture du maire

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE lors de la réunion tenue le 7 mai 2024, le conseil a discuté des modifications proposées à la politique d'allocation de voiture du maire #2003/206;
ET ATTENDU QUE le conseil est d'accord avec les modifications proposées ;
IL EST RÉSOLU QUE la politique d'allocation de voiture du maire #2003/206 soit modifiée et que la politique modifiée entre en vigueur à compter de la date de la présente et fasse dorénavant partie du manuel des politiques de Nipissing Ouest.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

Section: M	Policy Number: 2003/206
Department: Council	Effective Date: May 6, 2003
Subject: MAYOR'S CAR ALLOWANCE	Revision Date: Jun-4-2024

The Council recognizes that, for the Mayor's position, use of a private vehicle is essential to carry out his/her duties, and that compensation for such is appropriate.

The Mayor shall be entitled to a fixed monthly car allowance of \$580.00 which covers out of pocket expenses, including insurance, maintenance and gas, while conducting municipal business within the Municipality of West Nipissing.

DEFINITION: *Municipal Business is defined as travel to meet citizens, travel to and from town hall, etc. and excludes travel to board meetings that are reimbursed by the specific board*

Should the Mayor carry out his/her duties outside the Municipality, as approved by Council, he/she shall be entitled to the same benefits as outlined in Policy #P-99-~~006~~ 131 "Traveling Expenses for Conferences and Seminars".



CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Authorize exemption from the Procurement By-Law 2016-89 for the purchase of a Community Services Vehicle

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS By-Law 2016-89, being a By-Law to establish purchasing policies and procedures for the Municipality of West Nipissing, provides that purchases over \$25,000.00 shall be advertised in the form of a Request for Quotation, Request for Proposal or Request for Tender;

AND WHEREAS the 2024 Capital Budget for the Community Services Department includes the acquisition of a light vehicle with a budget allocation of \$35,000.00;

AND WHEREAS it has been determined that no suitable vehicle can be procured below the \$25,000.00 threshold and Council has, at its meeting of May 21, agreed that the formal advertising process, may be waived due to the difficulty in acquiring a used vehicle using the formal process;

BE IT THEREFORE RESOLVED THAT the provisions of By-Law 2016-89 for purchases exceeding \$25,000.00, be waived up to the budgeted amount of \$35,000.00 for the one-time purchase of a light vehicle for the Community Services Department.

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: Autoriser l'exemption du règlement sur les marchés publics 2016-89 pour l'achat d'un véhicule de services communautaires.

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE le règlement 2016-89, qui est un règlement visant à établir des politiques et des procédures d'achat pour la municipalité de Nipissing Ouest, prévoit que les achats plus de 25 000,00 doivent être annoncés sous la forme d'une demande de devis, d'une demande de proposition ou d'une demande d'appel d'offres ;

ET ATTENDU QUE le budget d'immobilisations de 2024 pour le département des services communautaires comprend l'acquisition d'un véhicule léger avec une allocation budgétaire de 35 000,00 \$;

ET ATTENDU QU'il a été déterminé qu'aucun véhicule convenable ne peut être acheté en dessous du seuil de 25 000,00 \$ et que le conseil a, lors de sa réunion du 21 mai, convenu que le processus officiel de publicité peut être annulé en raison de la difficulté d'acquérir un véhicule d'occasion en utilisant le processus officiel ;

IL EST DONC RÉSOLU QUE les dispositions de l'arrêté 2016-89 pour les achats dépassant 25 000,00 \$ soient abandonnées jusqu'au montant budgété de 35 000,00 \$ pour l'achat unique d'un véhicule léger pour le département des services communautaires.

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: Authorization to remove the purchase of a sweeper/vac truck from the 2023 Capital Budgets

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS at the May 21, 2024 meeting, Council discussed the option of leasing a vactor truck in place of proceeding with purchasing a combination sweeper/vac truck, as was contemplated in the capital budgets;
AND WHEREAS Council agreed with the recommendation to lease a vactor truck for a 6 month period on an annual basis;
BE IT THEREFORE RESOLVED THAT the sweeper/vac truck purchase be removed from the 2023 Capital Budgets (Municipal and Water/Wastewater) and that the Municipality proceed with a leasing arrangement.

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: Autorisation de retirer l'achat d'une balayeuse/un camion de vidange des budgets d'investissement 2023

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QUE lors de la réunion du 21 mai 2024, le conseil a discuté de l'option de louer un camion vactor au lieu de procéder à l'achat d'un camion combiné balayeuse/vac, tel qu'envisagé dans les budgets d'immobilisation ;
ET ATTENDU QUE le conseil est d'accord avec la recommandation de louer un camion vactor pour une période de six mois sur une base annuelle ;
IL EST DONC RÉSOLU QUE l'achat d'un camion balayeuse/vac soit retiré des budgets d'immobilisations de 2023 (municipal et eau/eaux usées) et que la municipalité procède à une entente de location.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
 MODIFICATIONS / REPORTÉ /
 RÉFÉRÉ / RETIRÉ



CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Resolution seeking support re: Champlain Bridge Rehabilitation

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS the Champlain Bridge, located on the King’s Highway 17, west of the Town of Sturgeon Falls in the Municipality of West Nipissing is integral infrastructure to the Trans-Canada Highway network and also serves as a connecting link to Highway 64;

AND WHEREAS Highway 17 is a critical link in the Trans-Canada highway network, with Average Annual Daily Traffic (AADT) of over 14,000 travelers;

AND WHEREAS the majority of the traffic is provincial traffic, using the Trans-Canada highway for transporting goods and services in Ontario which, if shut down or restricted, would result in a 123km detour.

AND WHEREAS in 2021 an agreement was entered into between the Municipality and the Ministry of Transportation for the design of the rehabilitation or replacement of the Champlain Bridge, which design indicated that the bridge should be replaced at the anticipated cost of \$30,000,000.

AND WHEREAS Municipality of West Nipissing does not have the financial resources to undertake a project of this magnitude without assistance;

AND WHEREAS the Province has previously recognized the financial burden placed on municipalities, forced to maintain Provincial Infrastructure, by removing the burden of the Don Valley Parkway, and the Gardner Express Way from the City of Toronto;

BE IT THEREFORE RESOLVED THAT the Province of Ontario recognize the Champlain Bridge as critical provincial infrastructure and assume responsibility for its replacement;

BE IT FURTHER RESOLVED THAT if the assumption of the Bridge by the province cannot be undertaken, that the Province provide financial and operational assistance to the Municipality of West Nipissing for the undertaking of the replacement of the Champlain Bridge;

BE IT FURTHER RESOLVED THAT all northeastern municipalities served by the Highway 17 as well as the Association of Municipalities of Ontario (AMO), Rural Ontario Municipalities Association (ROMA), Ontario Good Roads Association (OGRA) and the Federation of Northern Ontario Municipalities (FONOM) be requested to support the Municipality of West Nipissing’s request by submitting letters of support to the Ministry of Transportation.

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 demandant de l'aide pour la réfection du pont Champlain**Date:** le 4 juin 2024**Proposé par:** _____**Appuyé par:** _____

ATTENDU QUE le pont Champlain, situé sur la route royale 17, à l'ouest de la ville de Sturgeon Falls dans la municipalité de Nipissing Ouest, fait partie intégrante de l'infrastructure du réseau routier transcanadien et sert également de lien avec la route 64 ;

ET ATTENDU QUE la route 17 est un lien essentiel du réseau routier transcanadien, avec un trafic journalier annuel moyen (TJAM) de plus de 14 000 voyageurs ;

ET ATTENDU QUE la majorité du trafic est provincial, utilisant la route transcanadienne pour le transport de biens et de services en Ontario qui, s'il est fermé ou restreint, résulterait en un détour de 123 km.

ET ATTENDU QU'en 2021, une entente a été conclue entre la municipalité et le ministère des Transports pour la conception de la remise en état ou du remplacement du pont Champlain, laquelle a indiqué que le pont devrait être remplacé au coût prévu de 30 000 000 \$.

ATTENDU QUE la municipalité de Nipissing Ouest n'a pas les ressources financières nécessaires pour entreprendre un projet de cette envergure sans aide ;

ET ATTENDU QUE la province a déjà reconnu le fardeau financier imposé aux municipalités, forcées d'entretenir l'infrastructure provinciale, en retirant à la ville de Toronto le fardeau de la promenade Don Valley et de la voie express Gardner ;

IL EST DONC RÉSOLU QUE la province de l'Ontario reconnaisse que le pont Champlain est une infrastructure provinciale essentielle et qu'elle assume la responsabilité de son remplacement ;

IL EST EN OUTRE RÉSOLU QUE si la province ne peut assumer la responsabilité du pont, qu'elle fournisse une aide financière et opérationnelle à la municipalité de Nipissing Ouest pour le remplacement du pont Champlain ;

IL EST EN OUTRE RÉSOLU QUE toutes les municipalités du nord-est desservies par la route 17 ainsi que l'Association des municipalités de l'Ontario (AMO), l'Association des municipalités rurales de l'Ontario (ROMA), l'Ontario Good Roads Association (OGRA) et la Fédération des municipalités du Nord de l'Ontario (FONOM) soient priées d'appuyer la demande de la municipalité de Nipissing Ouest en soumettant des lettres d'appui au ministère des Transports.

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: Authorize Noise By-Law exemption (E. Vezina)

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT Council authorizes an exemption of the Municipality of West Nipissing Noise By-Law **1999/75**, made by Emeli Vezina for an outdoor wedding celebration; which will take place at 165 Quesnel Road in Sturgeon Falls, on Saturday, June 8, 2024 from 3:00 PM until 1:00 AM (June 9, 2024)

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Autorisation de dérogation au règlement sur le bruit (E. Vezina)

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

QU'IL SOIT RÉSOLU QUE le Conseil autorise une exemption du Règlement municipal de Nipissing Ouest pour le bruit no. **1999/75**, faite par Emeli Vezina pour une célébration de mariage en plein air, qui aura lieu au 164 chemin Quesnel à Sturgeon Falls, le samedi 8 juin de 15h00 à 1h00 (le 9 juin)

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

Janice Dupuis

Subject: FW: Noise By Law Inquiry - Wedding

From: **Emeli Vezina**

Date: Tue, May 21, 2024, 2:05 p.m.

Subject: Noise By Law Inquiry - Wedding

To: mducharme@westnipissing.ca <mducharme@westnipissing.ca>

Bonjour Melanie!

I'm writing this email to you to inquire about the noise by-laws. I am hoping to obtain an exemption or extension on the noise by-law for my wedding in early June.

I'd like to start by apologizing for the lateness of my request. We had originally been planning this wedding to take place in Chisholm, but my fiancée's father passed away unexpectedly in the fall. The wedding was to take place on his property, so everything was put on pause when he passed. We were just recently able to re-start planning when my brother and sister-in-law kindly offered the use their property for the ceremony and reception. This way, we can continue with getting married on the same date!

My brother and his family reside at 165 Quesnel Road, in Sturgeon Falls. Our wedding ceremony will be held on June 8th 2024 at 3pm, and the reception will follow suit. I expect the festivities to end by 1am. I believe some of their neighbours have already been notified, but I'd like to make sure we take all the correct steps to ensure we do not run into any issues, for both the municipalities services, as well as the event itself.

Could you kindly let me know if you need further information or details about the wedding itself. Otherwise, I will wait to hear back from you once the council has made its decision. I can be reached by email or telephone.

Thank you kindly for your consideration for this matter.

Merci, et bonne journée!

Emeli Vézina




West Nipissing Ouest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Authorize Noise By-Law Exemption (J. Foy)

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT Council authorizes an exemption of the Municipality of West Nipissing Noise By-Law **1999/75**, made by Jessica Foy for an outdoor wedding celebration, which will take place at 66 Fillion Road, in Verner, on Saturday, July 13th, 2024 from 5:00PM until 1:00AM (July 14th, 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: Autorisation de dérogation au règlement sur le bruit (J. Foy)

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE le conseil autorise une dérogation au règlement 1999/75 de la municipalité de Nipissing Ouest concernant le bruit, faite par Jessica Foy pour une célébration de mariage en plein air, qui aura lieu au 66 chemin Fillion, à Verner, le samedi 13 juillet 2024 de 17 h à 1 h du matin (14 juillet 2024).

ADOPTÉ

REJETÉ

REJETÉ

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

Janice Dupuis

Subject: FW: Noise Permit Request

From: Jessica Foy <[REDACTED]>

Sent: November 7, 2023 2:43 PM

To:

Subject: Noise Permit Request

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

I'm reaching out as I am getting married at my family cottage on July 13th, 2024. Here are the details:

Wedding date: July 13, 2024

Address: 66 Fillion Road, Verner, ON

Time: 5:00PM-1:00AM

Hosts: Jessica Foy & Kevin (bride/groom)

Contact: [REDACTED]

Property Owner: Carol Foy

Thanks in advance for your time!

Jessica



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: Award for RFP for Non-Union/Council Compensation Review

Date: June 4, 2024

Moved by: _____

Seconded by: _____

WHEREAS request for proposals were sought for Non-Union / Council Compensation Review;

WHEREAS nine (9) proposals were received;

AND WHEREAS Council concurs with the recommendation received;

BE IT THEREFORE RESOLVED THAT the proposal for the Non-Union / Council Compensation Review be awarded to **Pesce & Associates** for the sum of \$25,200.00 , being the highest scoring submission meeting all specifications.

CARRIED

DEFEATED

DEFEATED

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



CORPORATION DE LA MUNICIPALITÉ DE NIPISSING OUEST

Council - Committee of the Whole

Résolution #

Titre: Attribution de l'appel d'offres pour l'examen des rémunérations des non-syndiqués et des conseillers

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

ATTENDU QU'un appel d'offres a été lancé pour l'Examen de la rémunération des non-syndiqués et du Conseil ;
ATTENDU QUE neuf (9) propositions ont été reçues ;
ET ATTENDU QUE le Conseil est d'accord avec la recommandation reçue ;
IL EST DONC RÉSOLU QUE la proposition pour l'Examen de la rémunération des non-syndiqués et du Conseil soit attribuée à **Pesce & Associates** soit la somme de 25,200.00 \$, étant la proposition la mieux notée et répondant à toutes les spécifications.

ADOPTÉ

REJETÉ

REJETÉ

ADOPTÉ AVEC
MODIFICATIONS / REPORTÉ /
RÉFÉRÉ / RETIRÉ

MEMORANDUM

TO: Jay Barbeau CAO

FROM: Alisa Craddock CPA, CMA

DATE: May 30, 2024

RE: Award of Non-Union and Council Compensation Review

The Municipality received 9 valid proposals for the Non-Union and Council Compensation Review. Submissions were scored on qualifications and experience, as demonstrated by performance with municipalities of similar size, references, and project management, their approach to the project, including proposed timelines and methodologies, and the cost proposal. I am recommending the award to Pesce & Associates, as the highest scoring submission for a cost of \$25,200. Though a Request for Proposal process evaluates multiple factors, not just cost proposal, it should be noted that Pesce & Associates was also the most competitive cost proposal.

Name	Qualifications 35%	Approach 35%	Cost 30%	Points
Culture Ally	26	27	23	76
AAA Singh	25	25	26	76
CGP	32	32	11	75
Pesce & Associates	35	32	30	97
Gallagher	29	31	25	85
Stratford	32	33	26	91
VS Municipal Solutions	26	30	26	82
Ward and Uptigrove	28	30	26	83
BMG	25	31	26	82

Joie de vivre



www.westnipissingouest.ca



West Nipissing Ovest

CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

Council - Committee of the Whole

Resolution #

Title: CLOSED MEETING

Date: June 4, 2024

Moved by: _____

Seconded by: _____

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;
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - a. Promenade du Lac

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: RÉUNION À HUIS CLOS

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE nous procédions à une **RÉUNION À HUIS CLOS**, tel qu'autorisé par l'article 239 (2) de la *Loi sur les municipalités* (2001), pour discuter de ce qui suit :

- la sécurité des biens de la municipalité ou du conseil local;
- les conseils qui sont protégés par le secret professionnel de l'avocat, y compris les communications nécessaires à cette fin;
 - a. Promenade du Lac

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 Confirmatory By-law

Date: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT By-Law No. 2024-46, 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 June 4, 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: Adoption de l'arrêté confirmatoire

Date: le 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE le règlement no. 2024-46 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 4 juin, 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 MUNICIPALITY DE NIPISSING OUEST

BY-LAW 2024/46

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING HELD ON JUNE 4, 2024

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 4th day of June, 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 JUNE 4, 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: June 4, 2024

Moved by: _____

Seconded by: _____

BE IT RESOLVED THAT the meeting of Council - Committee of the Whole held on June 4, 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 4 juin 2024

Proposé par: _____

Appuyé par: _____

IL EST RÉSOLU QUE la réunion du Conseil - Comité plénier tenue le 4 juin, 2024 soit levée.

ADOPTÉ

REJETÉ

REJETÉ

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