

AGENDA / ORDRE DU JOUR

- A) Declaration of Pecuniary Interest / Déclaration d'intérêts pécuniaires**
- B) Addendum and Agenda / Addenda et Ordre du jour**
- B-1** Resolution to approve the Addendum
B-2 Resolution to adopt the Agenda
- C) Delegations & Petitions / Délégations et pétitions**
- C-1** Petition: Nipissing St. – No Parking Signs (south end near Marleau Rd.)

COMMITTEE OF THE WHOLE / COMITÉ PLÉNIER

- D-1) General Government / Gouvernement général**
- D-1(a)** Budget Deliberation Dates
D-1(b) Bilingualism By-Law – Update
D-1(c) Update – ROMA 2020 delegation requests
- D-2) Planning / Planification**
- D-2(a)** Consideration of Engineer's Report - Paquette Drain F (*Presenter: Joel Miller, K. Smart Ass. Ltd.*)
(separate document)
- D-3) Emergency Measures and Public Safety / Mesures d'urgence et sécurité publique**
- D-3(a)** Community Safety and Well-Being Plan – Update
- D-4) Economic Development / Développement économique *NIL***
- D-5) Social Services and Health / Services sociaux et santé *NIL***
- D-6) Sewer and Water / Les égouts et l'eau *NIL***
- D-7) Environmental / L'environnement *NIL***

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

- E) Planning / Planification *NIL***

F) Correspondence and Accounts / *Courier et comptes*

- F-1** Resolution to adopt the minutes of the meeting of Council held on December 17, 2019
- F-2** Resolution to receive the minutes of the Au Chateau Board of Management meeting held on November 20, 2019.
- F-3** Resolution to receive the minutes of the DNSSAB Board meeting held on November 20, 2019.

G) Unfinished business / *Affaires en marche*

H) Notice of Motion / *Avis de motion*

I) New Business / *Affaires nouvelles*

- I-1** Resolution to appoint a Deputy Mayor (current term ends on Dec-31-2019)
- I-2** Resolution to approve By-Law **2020/01** to authorize the signing of municipal contracts
- I-3** Resolution to approve an amendment the Sexual Harassment Policy
- I-4** Resolution to declare certain equipment in the Fire Service Department as surplus and to authorize the disposition
- I-5** Resolution to approve By-Law **2020/02** to repeal Schedule 'D' – Fire Department Inspection Fees from By-Law 2001/21 of the Fees & Charges By-Law
- I-6** Resolution to approve rental assistance for the WN Food Bank for the year 2020
- I-7** Natural Gas Expansion Support Program ([Mayor Savage](#))
- I-8** Resolution to support the Township of Papineau-Cameron with respect to DNSSAB municipal levies

J) Addendum / *Addenda*

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

- K-1** Mayor's Report

L) Closed Meeting / *Réunion à huis clos* **NIL**

M) Adjournment / *Ajournement*

- M-1** Resolution to adopt By-law **2020/03** confirming proceedings of meeting
- M-2** Resolution to adjourn the meeting

PRESCRIBED PETITION FORM

SUBMIT TO:

Council of the Municipality of West Nipissing
% Municipal Clerk
101 - 225 Holditch Street
Sturgeon Falls, ON L3B 3X4

RECEIVED

DEC 23 2019

I/We the undersigned petition the Council of the Municipality of West Nipissing as follows:

Brief description:

No parking signs for both sides of the road at the end of Nipissing Street and the right hand turn onto Marleau. It is a blind curve & people →

PRINTED NAME	MAILING ADDRESS	CONTACT NUMBER	SIGNATURE
Mary Willen	680 Lac Deux Mille	Sturgeon Falls	Mary Willen
Mary Thornton	626 Lac Deux Mille	753-6340 753-2980	Mary Thornton
CAROL PARENT	610 Lac Deux Mille Rd.	Sturgeon Falls	C. Parent
RON PARENT	610 Lac Deux Mille Rd	Sturgeon Falls	Ron Parent
RAY SAVAGE	604 Lac Deux Mille	Sturgeon Falls	Ray Savage
Sue Savage	604 Lac Deux Mille	Sturgeon Falls	S. Savage
Christine Rastula	60 Lac Deux Mille	Sturgeon Falls	Christine Rastula
Bergie Roy	630 Lac Deux Mille	Sturgeon Falls	Bergie Roy
MARCO GRSOON	642 LAC DE DEUX MILLES	STURGEON FALLS	Marco Grsoon

MUST BE SIGNED BY SUBMITTING REQUESTOR

Contact Information:

Print Name:

Mary Thornton

Signature:

Mailing Address:

Street, City, Postal Code:

626 Lac Deux Mille, Sturgeon Falls, ON P2B2X4

parking are putting people driving at risk of an accident. Both sides of this end of Marleau should be no parking. If skidooring to go fishing there is ample parking available on the lake at the end of Nepissing. It is a very dangerous situation. There are 3 curves in this section of the road (Marleau) and winter ice makes this section dangerous. (Approx. distance .4 Kilometer

. This road is the only way in or out of Lac Bleas Millis and needs to be kept open at all times in case of an emergency (medical or fire.)

MEMORANDUM

TO: MAYOR and COUNCIL

FROM: Jean-Pierre (Jay) Barbeau, CAO

DATE: January 3rd, 2020

SUBJECT: 2020 PROPOSED BUDGET PROCESS AND DATES

It is that time of the year again where staff is working diligently to finalize and submit all expenditures for 2019 as well as prepare their 2020 budget submissions. I have just received a first consolidated draft from Alisa. I will be discussing the document further with her and the department heads to ensure that the submissions are accurate and reflect all of the issues.

We are hopeful to present the budget to Council earlier this year. We are facing many challenges with provincial cuts and other operational issues that necessitate Council's earliest attention. With this in mind, it is our hope to have our initial budget meeting on **Saturday, January 25th**. It would be the same general process as in previous years where a good portion of the information and discussion can be held in one day. We could then schedule the evening of **Tuesday, January 28th** as a continuation. This would mean of course that we will have a budget document for Council by Friday January 17th.

I look forward to your feedback this Tuesday.

Jay Barbeau, CAO

from the desk of :
Jean-Pierre (Jay) Barbeau
C.A.O.

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MEMORANDUM

D-1(b)

TO: Mayor and Council

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

DATE: December 19, 2019

RE: **BILINGUISME BY-LAW - UPDATE**

Back in May 2019 Council discussed amendments to the existing Municipal bilingualism by-law following a request from Mr. Denis Labelle. A committee of council was tasked with reviewing the existing by-law in relation to what Mr. Labelle had identified in sections of the by-law that are not being adhered to. Council requested that staff look at options moving forward to address some of the concerns identified ensuring the corporation abides to its by-law moving forward. Council also indicated that they would consider changes to the by-law as required at a future time.

Staff have been in dialogue with Mr. Labelle regarding some of the issues identified. As pointed out by Mr. Labelle, some of the provisions within the by-law are not being implemented fully and he has suggested that the Municipality look at sections in the by-law that require improvements and to address these in incremental steps moving forward. An example of this is signage. Staff in all departments will ensure that all new signs being posted from this point on are bilingual. In addition, staff will, over time, ensure that all existing signs be reviewed and replaced accordingly ensuring that the signs are all bilingual throughout the municipality at a future point in time. This will allow us to complete this initiative over an extended period of time and to manage/control related expenses/budgets accordingly. A budget line for translation services and signage will be included in the 2020 budget for Council's consideration.

Other items that will form part of a bilingualism improvement initiative include;

- All municipal forms intended for the public to be made available in both official languages by June 2020
- We will have redesigned bilingual municipal web site by June 2020
- All public communication shall be done in both official languages (press releases, social media posts, public notices, advertising/marketing, etc.)
- Ensure that residents can be served in the official language of their choice at all municipal facilities
- All Council meeting agendas will be bilingual
- Ensure that the most frequently requested by-laws are available in both official languages and over time we will work at translating all municipal by-laws that are of primary use/interest to the public.
- Any new by-law adopted as of January 2020 will be made available in both official languages

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MEMORANDUM

TO: Mayor and Council
FROM: Janice Dupuis, Deputy Clerk
DATE: January 3, 2020
RE: ROMA DELEGATION REQUESTS

Attached you will find a copy of the delegation requests submitted by the Municipality for the upcoming 2020 ROMA Conference.

To date, the Municipality has received notification from the Ministry of Municipality Affairs and Housing confirming the Municipality's delegation request pertaining to Emergency Relief Funding – Flooding 2019 as follows:

Meeting: PA McDonell
Date: Sunday, January 19, 2020 at 11:45 AM
Location: Elgin Room (2nd floor of the Sheraton Convention Center)

Thank you,

Janice

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ROMA 2020 Delegation Request



To: mducharme@westnipissing.ca

Delegation request id: 2020-177

Thank you for submitting a request for delegations at the upcoming ROMA 2020 conference. This is confirmation of the entry we have received from you. The respective ministries will contact you approximately one week before the conference to let you know if your request has been accepted. If your request is accepted, you'll be given a meeting time and location.

Municipality: Municipality of West Nipissing

Contact name: Jean-Pierre Barbeau

Contact phone number: 7057532250

Contact email: jbarbeau@westnipissing.ca

Names and titles of delegates: Jean-Pierre (Jay) Barbeau, CAO

First Delegation Requested: Minister of Transportation

Preferred date: No preference

Issue 1: Connecting Link Funding

Issue 2: Re-classification of secondary highways

Issue 3:

Background/Context:

The Municipality of West Nipissing is located on the Trans Canada Highway 17, which runs directly through the Town of Sturgeon Falls and passes over the Sturgeon River via a bridge known as the Champlain Bridge. The Champlain Bridge needs significant rehabilitation and the Municipality was unsuccessful in its most recent application to secure Connecting Link funding for this project. The municipality has since submitted another application and is hoping for success in obtaining the necessary funding for this crucial piece of municipal infrastructure. The Municipality is therefore seeking a delegation with the Minister of Transportation to impress upon the Minister the urgency of this matter. The Municipality of West Nipissing is located on Trans Canada Highway 17 and 64 and is further served by secondary Highways 539, 805 and 575. As the municipality has continued to grow, traffic volumes have changed, and these roads are requiring significant repairs on a more frequent basis. In addition, weather patterns continue to change however maintenance standard remain status quo. The municipality

ROMA 2020 Delegation Request

is therefore requesting the MTO consider whether reclassification of the secondary highways within its boundaries to ensure that the maintenance is in keeping with current traffic volumes including heavy commercial transportation vehicles.

Second Delegation Requested: Minister of Infrastructure

Preferred date: No preference

Issue 1: Municipal Water Service Extension - Sturgeon Falls to Verner

Issue 2:

Issue 3:

Background/Context:

The Municipality of West Nipissing consists of 5 formerly incorporated towns and 17 unincorporated areas. The Town of Verner is served by a water plant which was inherited on amalgamation and which continues to experience water quality control issues. The Municipality has obtained a study to determine the feasibility of sourcing water from the Town of Sturgeon Falls to Verner, which is a 16-kilometer distance away. The Municipality is seeking a delegation with the Minister of Infrastructure to seek options to assist with the funding for the provision of this essential service to the Town of Verner.

Third Delegation Requested: Minister of Municipal Affairs and Housing

Preferred date: No preference

Issue 1: Emergency Relief Funding - flooding 2019

Issue 2:

Issue 3:

Background/Context:

In the spring of 2019, the Municipality of West Nipissing declared a State of Emergency due to flooding of its roads and properties from both the Sturgeon River and Lake Nipissing. The costs of the flooding, while not meeting the provincial threshold for assistance funding, have placed a significant burden on the taxpayers of the municipality. The Municipality of West Nipissing would like to meet with the Minister of

ROMA 2020 Delegation Request

Municipal Affairs and Housing to request the reconsideration of the criteria by which assistance funding is made available to small and rural municipalities during times of crisis and/or emergency.

MEMORANDUM

TO: Mayor and Council
FROM: Melanie Ducharme, Clerk
DATE: January 3, 2020
RE: **CONSIDERATION OF ENGINEER'S REPORT – PAQUETTE DRAIN F**

A copy of the Engineer's Report for the Paquette Drain F, dated December 6, 2019, was distributed to Council at the December 17, 2019 meeting in order to provide the opportunity to review the document in its entirety.

As required under the *Drainage Act*, Joel Miller from K. Smart Associates Ltd., will make a presentation to Council at the January 7th meeting and also be available for any questions regarding the Paquette Drain F Report.

Thank you,

Melanie

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MEMORANDUM

TO: Mayor and Council

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

DATE: January 3, 2020

RE: **COMMUNITY SAFETY AND WELL BEING PLAN – STEERING COMMITTEE**

In responding to the invitation to the November 27, 2019 round table discussion, partner organizations were asked to complete a brief survey. The data collected will help identify a preliminary inventory of services/resources in the community. The services that partner organizations provide are

Financial Trusteeship
Housing
Mental Health and Substance Abuse
Long term Care
Inpatient and Outpatient Care
Ambulatory Care
Palliative and Hospice Care
Psychiatry
Education (Primary, Secondary and Post-Secondary)
Social Services
Children's and Youth Services
Emergency Services and Policing
Employment Support Services
Case Management
Cognitive Testing
Language, Numeracy, & Digital

Literacy
Speech Therapy
Senior Support/Care Services
Indigenous education
Clinical/Residential services
Respite Care
Adult Developmental Services
Autism Support Services
Dental Programs
Primary Care
Community Health Promotion
Sexual Health Services
Parental Support and Workshops
Utility Supports
Community Crisis Response
Essential Health Supports

Organizations also provided some preliminary feedback on existing partnerships and collaborations within West Nipissing.

A Community Roundtable for key services providers was held on November 27th to kick-start the process in establishing a CSWBP. The session was a great success and made for a productive discussion around risks, resources and the next steps.

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Despite the blustery, wintery weather, over 26 partners attended, representing emergency services and local providers in health/mental health, education, social/community services, and youth/children sectors.

ORGANIZATIONS/AGENCIES IN ATTENDANCE

- WN General Hospital
- OPP
- Alliance Centre
- DNSSAB
- WNFS
- WN Family Health Team
- Conseil Catholique Franco-Nord
- Northern Secondary School
- White Woods Public School
- Community Living West Nipissing
- Alzheimer Society
- CMHA
- Collège Boréal
- Near North District School Board
- Horizon Women's Centre
- West Nipissing Community Health Centre
- Nipissing-Parry Sound Catholic School Board
- Our Lady of Sorrows Catholic School
- Literacy Alliance of West Nipissing

AGENDA ITEMS INCLUDED

- Community Safety and Policing Presentation from the OPP
- Interactive Poll Activity followed by open discussions on Community Safety, well-being and risks
- Brief review of Committee Structures - Advisory and Implementation Teams

Through the responses of those organizations that were able to join us on November 27th and from the survey feedback of the organizations that were unable to attend that session, there is overwhelming support and commitment from all organizations to be a part of the process. In order to move forward, Council must establish an advisory (steering) committee that will work with all of the partners in development and implementation.

Based on feedback from participants and legislative requirements, it is recommended that the following organizations be invited to the steering committee:

- West Nipissing Community Health Centre
- West Nipissing General Hospital
- Community Living West Nipissing
- Au Chateau
- All four (4) school boards
- Ontario Provincial Police (OPP)
- District of Nipissing Social Services Administration Board (DNSSAB)
- North Bay Parry Sound District Health Unit (NBPSDHU)
- Municipality of West Nipissing

Other partner organizations will be invited to be part of the broader implementation teams. As additional organizations are identified, the steering committee will integrate these new organizations into the process.



Community Safety and Well-Being Plan

Community Roundtable Discussion • November 27, 2019

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Advisory Committee

- Knowledge on risks and vulnerable populations
- Understanding factors needed to address those risks
- Experience developing effective community partnerships
- Individual members would ideally have authority to make decisions on behalf of their organization



Advisory Committee Legislated Members

- Physical/mental health services
- Educational services
- Community/social services
- Community/social services and custodial services to children/youth
- Municipal employee or Member of Council
- Police Services Board representative
(or a Commander of the OPP detachment that provides policing in the area, or his/her delegate.)
- Any other prescribed persons

Advisory Committee Responsibilities

- Leading community engagement sessions
- Determining the priorities of the plan
- Ensuring outcomes are established and responsibilities for measurement are in place
- Ensuring appropriate organizations and participants are designated for each activity
- Evaluating our current systems in place to better enable service delivery

Advisory Committee

Key Tasks

- Develop a broad community engagement strategy
- Develop and maintain a dynamic data set
- Determine the priority risk(s) that the plan will focus on based on available data, evidence, community feedback and capacity
- Develop an implementation plan

Implementation Teams

Responsibilities and Key Tasks

- Identify strategies, establish outcomes and performance measures
- Establish an implementation plan
- Mitigate elevated risk situations
- Respond immediately to urgent incidents
- Report back to the advisory committee



Coordinator(s)

Key Tasks

- Recruit appropriate organizations/individuals for the advisory committee
- Coordination and management of the plan
- Maintain effective partnerships in the community



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

**MINUTES OF THE COUNCIL MEETING
HELD IN COUNCIL CHAMBERS
ON TUESDAY, DECEMBER 17, 2019 AT 6:30 PM**

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

ABSENT: COUNCILLOR DENIS SÉNÉCAL

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

Mayor Savage and Councillor L. Sénécal submitted conflict of interest forms pertaining to Item L-1(b)(v) – Investigation Report – Human Resource Matter from the December 3, 2019 agenda.

Councillor Duhaime submitted a conflict of interest form pertaining to Item L-1(b)(ii) – Human Resource Matter – Complaint on the December 17, 2019 agenda.

B) AGENDA and ADDENDUM / ORDRE DU JOUR et ADDENDA

B-1 A resolution was passed to approve the Addendum.

No. 2019/431 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the Addendum for the meeting of Council held on December 17, 2019 be adopted as ☒ presented / ☐ amended.

CARRIED

B-2 A resolution was passed to adopt the Agenda.

No. 2019/432 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the Agenda for the meeting of Council held on December 17, 2019 be adopted as ☒ presented / ☐ amended.

CARRIED

C) DELEGATIONS & PETITIONS / DÉLÉGATIONS ET PÉTITIONS

C-1 PETITION : Request for 4-way Stop Signs at King and Queen Streets

The above petition was received at the December 17, 2019 Council meeting and will be brought forward for discussion at the first meeting of January for discussion.

COMMITTEE OF THE WHOLE MEETING / COMITÉ PLÉNIER

D-1) SEWER AND WATER / LES ÉGOUTS ET L'EAU

D-1(a) Feasibility Study Report – Verner Water Supply

The Chair of Water and Sewer provided Council with the background concerning a feasibility study, prepared by AECOM; which outlines the options as it relates to the water supply to the Town of Verner. The study indicates that the Sturgeon Falls plant can accommodate the supply to Verner. The Chair requested an expenditure in the approximate amount of \$100,000.00 which involves obtaining an

environmental assessment in order to be ready to submit funding applications should such opportunity arise. Council was agreeable to the proposed expenditure and also suggested that the matter of returning the sewage to Sturgeon Falls from Verner also be investigated.

Dan Roveda,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

D-2) PLANNING / PLANIFICATION

D-2(a) Casa Development – Quesnel Subdivision

The Planner provided Council with additional information and options as it pertains to the security required from the developer, Casa Development. Following discussion, Council was agreeable to the widened shoulder in lieu of the sidewalk; however Council was unanimous in its agreement to require the developer to furnish security for all services to be installed. Staff was requested to follow up with Hydro One to see if there is anything that the Municipality can do to assist the developer in obtaining an estimate for hydro services. Council also indicated that they would like to review the municipality's subdivision policy in the new year in order to ensure fairness and equitability in all future developments.

D-2(b) Promenade du Lac

The Planner provided Council with information pertaining to issues regarding Promenade du Lac Road. Following discussion, staff were requested to move forward with discussions with landowners, obtain valuations of property and also investigate the cost of moving the road to its intended location.

Leo Malette
Chair

Melanie Ducharme,
Municipal Planner

D-3) PUBLIC WORKS / TRAVAUX PUBLICS

D-3(a) Condition of Crystal Falls and Tomiko Road (Mayor Savage)

The Chair of Public Works addressed issues raised by residents of Tomiko/Crystal Falls Road. The road is listed on the 2020 potential capital projects and will be looked at during the 2020 budget discussions. It was identified that the current 5 year capital plan priorities have shifted and that the capital will have to be examined in detail early in the year in order to capitalize on making plans for public works.

D-3(b) Commercial Traffic on Lisgar Street re: Access via Public Works yard (SF Brush) (Councillors Duhaime and L. Sénécal)

The Chair of public works advised that the matter of the gate has been resolved such that truck traffic insofar as is possible will be re-directed through the public works yard to reduce heavy truck traffic on Lisgar Street.

D-3(c) Snow removal – River Valley Club d'Age d'Or (Councillor Larabie)

Councillor Larabie brought forward a request to Council from the River Valley Golden Age Club seeking assistance with winter snow removal and sanding. The chair advised that it is more economical to have a contractor do the entire job rather than the municipality having to do it with two separate passes. Following discussion, council was agreeable to the arrangement. The Mayor indicated that she will be bringing a proposed policy in the New Year for snow removal/maintenance at specific venues (banks, post office) which provide enhanced services to seniors.

D-3(d) Replacement or Repair of Plow Truck

➡ Refer to Addendum section for all details.

Yvon Duhaime,
Chair

Jean-Pierre (Jay) Barbeau,
Chief Administrative Officer

MOTION FOR RECESS: A motion was tabled for a 10 minute recess and then continue with discussions:

Moved by: Councillor L. Sénécal
Seconded by: Councillor Fisher

CARRIED

D-4) EMERGENCY MEASURES AND PUBLIC SAFETY / MESURES D'URGENCE ET SÉCURITÉ PUBLIQUE NIL

D-5) ECONOMIC DEVELOPMENT / DÉVELOPPEMENT ÉCONOMIQUE NIL

D-6) SOCIAL SERVICES AND HEALTH / SERVICES SOCIAUX ET SANTÉ NIL

D-7) COMMUNITY SERVICES / SERVICES COMMUNAUTAIRES

D-7(a) Downtown garbage cans

The Chair of Community Services indicated that many requests have been made for the return of the garbage cans in the downtown core. The director explained that it has been the practice to remove the garbage cans to avoid damage by snow removal equipment but that staff are working to ensure that garbage cans can remain with as little disruption and inconvenience to public works snow removal crews as possible.

Jeremy Séguin,
Chair

Stephan Poulin,
Director of Economic Development and
Community Services

D-8) ENVIRONMENTAL / L'ENVIRONNEMENT NIL

REGULAR COUNCIL / SÉANCE RÉGULIÈRE

E) PLANNING / PLANIFICATION NIL

F) CORRESPONDENCE AND ACCOUNTS / COMPTES ET COURRIER

F-1 A resolution was passed to adopt the minutes of the meeting of Council held on December 3, 2019.

No. 2019/434 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the minutes of the meeting of Council held on December 3, 2019 be adopted, as
☒ presented / ☐ amended. **CARRIED**

F-2 A resolution was passed to receive the minutes of the West Nipissing Environmental Services Board meeting.

No. 2019/435 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the minutes of the West Nipissing Environmental Services Board meeting held on August 19, 2019 be received. **CARRIED**

F-3 A resolution was passed to receive the minutes of the Committee of Adjustment meeting.

No. 2019/436 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the minutes of the West Nipissing Committee of Adjustment meeting held on November 4, 2019 be received. **CARRIED**

F-4 A resolution was passed to receive the minutes of the North Bay Parry-Sound District Health Unit meeting.

No. 2019/437 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

BE IT RESOLVED THAT the minutes of the North Bay Parry-Sound District Health Unit (NBPSDHU) meetings held on June 26, 2019 be received. **CARRIED**

F-5 A resolution was passed to receive the disbursement sheets.

No. 2019/438 Moved by: Councillor Larabie
Seconded by: Councillor Séguin

BE IT RESOLVED THAT the account payables disbursement sheets for NOVEMBER 2019 be received, as presented. **CARRIED**

G) UNFINISHED BUSINESS / AFFAIRES EN MARCHÉ NIL

H) NOTICE OF MOTION / AVIS DE MOTIONS

I) NEW BUSINESS / AFFAIRES NOUVELLES

I-1 A resolution was passed to authorize Tax Relief for Charities and Other Organizations.

No. 2019/439 Moved by: Councillor Séguin
Seconded by: Councillor Larabie

WHEREAS Section 361(4), of the *Municipal Act* 2001 S.O. 1991, as amended, provides authority for municipalities to establish tax rebate programs for eligible charities for the purpose of giving them relief from taxes or amounts paid on account of taxes on eligible property they occupy;

BE IT RESOLVED THAT the 2019 taxes for the organizations listed below be rebated in the amounts shown:

**COLLECTOR'S ROLL FOR THE YEAR 2019
NON PROFIT / CHARITABLE ORGANIZATIONS**

NAME	Municipal Taxes	Education Taxes			TOTAL
Centre Culturel Lavigne	1,269.24	193.20			1,462.44
Club d'Age d'Or (River Valley)	822.36	125.18			947.54
Royal Canadian Legion (Branch 225)	3,260.36	496.28			3,756.64
Club d'Amitié (Verner)	3,431.24	1,856.58			5,287.81
Chevalier de Colomb (Verner)	1,070.92	163.01			1,233.93
Golden Age Club Sturgeon Falls and Joyeux Copains	7,784.53	4,212.05			11,996.58
College Boréal	3,241.83	1,754.09	4,995.92	40%	1,998.55
TOTALS:					26,683.50

CARRIED

I-2 A resolution was passed to authorize the Mayor and CAO to sign a Memorandum of Understanding with the WN Snowmobile Club.

No. 2019/440 Moved by: Councillor Larabie
 Seconded by: Councillor Séguin

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

CARRIED

- I-3 A resolution was passed to authorize the Mayor and CAO to enter into an agreement with the North Bay Parry Sound District Health Unit re: sharps kiosk

No. 2019/441 Moved by: Councillor Malette
 Seconded by: Councillor Fisher

WHEREAS the Municipality of West Nipissing, the Alliance Centre and the North Bay Parry Sound District Health Unit wish to participate in a community sharps bin project that involves the installation of **one community sharps bin** to collect used injection drug use equipment;

AND WHEREAS the Municipality of West Nipissing, the Alliance Centre and the North Bay Parry Sound District Health Unit have mutually agreed to the installation of the community sharps bin at the intersection of Queen and Main Streets in Sturgeon Falls;

BE IT THEREFORE RESOLVED THAT the Municipality of West Nipissing be authorized to execute an Agreement with the **NORTH BAY PARRY SOUND DISTRICT HEALTH UNIT (NBPSDHU)** and the **ALLIANCE CENTRE** for the installation and maintenance of the community sharps bin at the intersection of Queen and Main Streets in Sturgeon Falls;

BE IT FURTHER RESOLVED THAT all community partners work together to provide any required training and to establish a safe handling protocol for all personnel involved in sharps pick-up and disposal.

CARRIED

- I-4 A resolution was passed to authorize the Head of Council to approve expenditures for Council Legal Fees.

 ↳ *Refer to Addendum section for all details.*

J) ADDENDUM / ADDENDA

D-3(d) Replacement or Repair of Plow Truck

The Manager of Public Works informed Council that a snowplow truck engine is broken and needs to be repaired or replaced in order to provide adequate snow plowing services over the winter months. The engine can be replaced for approximately 64,500 without warranty (warranty is 10-12K more). Another option is to purchase a new vehicle for approximately \$180,000. Public Works could absorb the engine replacement through its overall operations budget; however the purchase of the new truck would put the Public Works over budget; however the overall municipal budget should absorb the shortfall in public works. Following discussion, council agreed that the manager acquire the new truck.

No. 2019/433 Moved by: Councillor L. Sénécal
 Seconded by: Councillor Fisher

BE IT RESOLVED THAT Council approves the un-budgeted expenditure of approximately \$181,000 for the purchase of a new plow-truck.

CARRIED

- I-4 A resolution was passed to authorize the Head of Council to approve expenditures for Council Legal Fees.

No. 2019/442 Moved by: Councillor Fisher
 Seconded by: Councillor Malette

WHEREAS Council has sought legal advice pertaining to a municipal Human Resources Investigation matter;

AND WHEREAS there will be ongoing legal expenditures with respect to the Human Resources Investigation matter;

BE IT THEREFORE RESOLVED THAT Council hereby authorizes the Head of Council to authorize and approve invoice in the amount of \$ 1,461.09 for the period ending on November 14, 2019 relating to the current Human Resources Investigation matter.

CARRIED

K) INFORMATION & QUESTIONS / INFORMATION ET QUESTIONS

K-1 The Mayor gave her report.

L) CLOSED MEETING / RÉUNION À HUIS CLOS

L-1 A resolution was passed to proceed into closed meeting.

No. 2019/443 Moved by: Councillor Malette
Seconded by: Councillor Fisher

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

- (H)** information explicitly supplied in confidence to the Municipality or local board by Canada, a province or territory or a Crown Agency of any of them;
 - (i)** Connecting Links Funding
- (B)** personal matters about an identifiable individual, including municipal or local board employees;
 - (ii)** Human Resource Matter - Complaint

CARRIED

L-2 A resolution was passed to adopt the CLOSED minutes of the meeting of Council held on December 3, 2019.

L-3 A resolution was passed to adjourn the closed session.

No. 2019/445 Moved by: Councillor Malette
Seconded by: Councillor Fisher

BE IT BE IT RESOLVED THAT the Closed meeting of Council held on December 17, 2019 be adjourned at 9:18 PM in order to proceed with the regular meeting

CARRIED

M) ADJOURNMENT / AJOURNEMENT

M-1 A resolution was passed to adopt By-law **2019/100** confirming the proceedings of Council at its meeting held on December 17, 2019.

No. 2019/446 Moved by: Councillor Fisher
Seconded by: Councillor Malette

BE IT RESOLVED THAT By-law No. **2019/100** being a By-law of the Municipality of West Nipissing to confirm the proceedings of Council at its meeting held on the 17th day of December 2019, shall come into force and take effect on the date it is passed.

CARRIED

M-2 A resolution was passed to adjourn the meeting of Council.

No. 2019/447 Moved by: Councillor Malette
Seconded by: Councillor Fisher

BE IT RESOLVED THAT the meeting of Council held on December 17, 2019 be adjourned.

CARRIED

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held in Au Château's Boardroom
on November 20, 2019 at 12:00 noon**

PRESENT: MEMBERS :	Lise Senécal	Chair
	Yvon Duhaime	
	Jacques Dupuis	Administrator / Secretary
	Léo Malette	
	Dan O'Mara	
	Joanne Savage	
	Nicole Janson	Recording Secretary

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest declared.

03. Adoption of Agenda

Resolution No. 59

Moved by : Léo Malette

Seconded by : Dan O'Mara

BE IT RESOLVED THAT the Agenda of the Regular Meeting on November 20, 2019 be approved as presented at 12:00 pm.

Carried

04. Adoption of Minutes

Resolution No. 60

Moved by : Dan O'Mara

Seconded by : Léo Malette

BE IT RESOLVED THAT the Minutes of the Regular Meeting held October 16, 2019 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. 61

Moved by : Léo Malette

Seconded by : Dan O'Mara

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

Carried

b) Life Lease 2020 Budget

The Life Lease Budget for the year 2020 was presented and adopted by the Board and the following resolution was passed:

Resolution No. 62

Moved by : Dan O'Mara

Seconded by : Léo Malette

BE IT RESOLVED THAT the Life Lease Budget for the year 2020 be approved as presented and that the attached summary documents form part of this resolution.

Carried

c) **Short-Stay Beds**

Administrator requested Board direction on the 3rd floor short-stay bed. After discussion and the LHIN's recommendation to transfer this bed to 2nd floor, it was agreed to proceed as such until pressure occurs at which time this option will be reviewed and reconsidered to return to 3rd floor.

d) **Therapy Services Update**

This service which was managed by CCAC and the LHIN's has now been reverted back to Long-Term care facilities which will have a financial impact to the Home. An analysis of cost savings to offset this expense will be performed and discussed further at the budget meeting.

e) **Board Appointment Update**

Board was presented with the Chair's request to fill vacancies and the response from the Ministry which indicates that the situation is being looked into.

f) **Transportation – Verner**

The Board was informed that the transportation service for Verner is being discontinued due to the lack of usage and cost.

g) **Strategic Plan – Asset Repurposing**

Administrator provided the Board with a plan which distinguishes the legal ownership of the assets and key factors for discussion and his plan to meet with the West Nipissing Non-Profit Housing Board for directives. Discussion was held regarding:

- Potential loss of special funding from the 102 Shelter and its financial impact
- Repurposing of 102 Shelter should they acquire from West Nipissing Non-Profit Housing Corporation
- Redevelopment of new Home and its significant financial impact.

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. 63

Moved by : Yvon Duhaime
Seconded by : Joanne Savage

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. 64

Moved by : Joanne Savage
Seconded by : Yvon Duhaime

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

Carried

07. In-Camera Session

Resolution No. 65

Moved by : Yvon Duhaime
Seconded by : Léo Malette

BE IT RESOLVED THAT the Board go in-camera to discuss matters regarding Labour Matters at 1:21 pm.

Carried

a) **Labour Matters**

Administrator updated the Board on Arbitration hearing regarding medical note when in influenza outbreak as well as three (3) termination of employees.

Resolution No. 66

Moved by : Léo Malette
Seconded by : Yvon Duhaime

BE IT RESOLVED THAT the Board returns to its Regular Meeting at 1:35 pm.

Carried

08. **Other Business / Information Items**

a) **Next Meeting**

The next meeting is scheduled for December 18th, 2019 at 4:00 pm.

b) **Information Items**

AdvantAge Ontario – Executive report October 31, 2019
AdvantAge Ontario – Action Update October, 2019

09. **Adjournment**

Resolution No. 67

Moved by : Yvon Duhaime
Seconded by : Léo Malette

BE IT RESOLVED THAT the meeting now adjourn at 1:36 pm.

Carried


Chairperson


Administrator / Secretary

District of Nipissing
Social Services
Administration Board



Conseil d'administration
des services sociaux
du district de Nipissing

MINUTES OF PROCEEDINGS

REGULAR BOARD MEETING – WEDNESDAY NOVEMBER 20, 2019 3:00 PM –DNSSAB BOARDROOM, 3RD FLOOR, CITY HALL

MEMBERS PRESENT:

Councillor Mac Bain (North Bay)
Councillor Dave Mendicino (North Bay)
Mayor Dan O'Mara (Temagami)
Councillor Dan Roveda (West Nipissing)
Councillor Scott Robertson (North Bay) via teleconference
Mayor Dean Backer (East Nipissing)
Councillor Mark King (North Bay)
Mayor Jane Dumas (South Algonquin) via teleconference
Representative Amanda Smith (Unincorporated)
Councillor Terry Kelly (East Ferris)

REGRETS:

Councillor Bill Vrebosch (North Bay)
Councillor Chris Mayne (North Bay)

STAFF ATTENDANCE:

Melanie Shaye, A/Chief Administrative Officer, Director of Corporate Services
Marianne Zadra, Executive Coordinator and Communications
Justin Avery, Manager of Finance
Pierre Guenette, Manager, Housing Operations
Stacey Cyopeck, Manager, Housing Programs
Lynn Demore-Pitre, Director, Children's Services
Michelle Glabb, Director, Social Services and Employment
Dave Plumstead, Manager Planning, Outcomes & Analytics/EMS Liaison

CALL TO ORDER

The Regular Board Meeting was called to order at 3:01 PM by Acting Chair Mac Bain.

Adoption of the Roll Call
Resolution No. 2019-157

Moved by: Representative Amanda Smith
Seconded by: Mayor Dean Backer

That the Board of Directors accepts the Roll Call as read for the Regular Board meeting of November 20, 2019. *Motion carried.*

Adoption of the Agenda
Resolution No. 2019-158

Moved by: Councillor Terry Kelly
Seconded by: Mayor Dan O'Mara

That the Board accepts the agenda for the Regular Board meeting of November 20, 2019, amended to remove item 7.5.5. from the consent agenda to allow further discussion of this item. *Motion carried.*

Chair noted (out of order on the agenda) that on Monday morning he attended a webinar on the Ontario Health Team organization. He indicated the province wishes to consult broadly, especially in Northern Ontario. Jim Pine is the lead appointed by the province and understands the challenges municipalities face. There was a fear there would be one provider for ambulance service and it's been made clear it will be several non-profit providers. He added it is encouraging they want to speak with us before a decision is made.

Chair Resumes Duties
Resolution No. 2019-159

Moved by: Councillor Dave Mendicino
Seconded by: Mayor Dean Backer

Whereas Mark King was granted a leave of absence from the District of Nipissing Social Services Administration Board of Directors during the Federal Election campaign and ending October 21, 2019 as per Resolution Number 2019-125;

Be It Resolved THAT the Board of Directors accepts the resumption of the Chair's duties of the DNSSAB by Mark King; and

Be It Further Resolved THAT Mac Bain resumes the duties of Vice Chair of the DNSSAB, thereby also relieving Dan Roveda of the duties of Acting Vice Chair.

Motion carried.

CHAIR'S REMARKS

Mark King now chaired the meeting. He thanked Mac Bain and Dan Roveda for the excellent job done during his absence.

He recognized the amount of work done on the CAO Hiring Committee. He extended a special thank you to Justin Avery and the Finance staff regarding uncertainties around funding from the province.

With the increased demand for shelter, he thanked those who secured the new warming centre south, and acknowledged the Knox family for their financial contribution.

He noted transitional housing as one of the biggest issues going forward, adding that the site plan and planning will require provincial support, and recognizing local municipalities are not in the financial position to support this kind of project. Furthermore, municipal partners will need to find the funds to increase the first year of EMS costs which are outside the envelope of the province. He will meet with paramedics next week.

With regards to Housing, the chair indicated federal support through CMHC is unworkable from our end. Staff has looked at other models that may be more suitable.

He thanked the board and staff for their support.

DECLARATION OF CONFLICTS OF INTEREST

No conflicts were declared.

Review of Minutes

Resolution No. 2019-160

Moved by:

Seconded by:

MOTION: #2019-160 Resolved THAT the Board of Directors adopt the minutes of the proceedings of the Regular Board Meeting of October 24, 2019.

[this motion was missed]

CAO Report

Resolution #2019-161

Moved by: Councillor Dan Roveda

Seconded by: Councillor Terry Kelly

Resolved THAT the Board of Directors accepts the Report from the Chief Administrative Officer B08-19, dated November 20, 2019.

Acting CAO Melanie Shaye reviewed the contents of the CAO Report. She noted that:

- All Board members are encouraged to attend the Executive committee where the 2020 Budget will be discussed in depth. Municipal apportionment won't be known until January.
- We are waiting to hear from lawyer regarding the hiring of new CAO.
- Restructuring of the DNSSAB meeting format will be considered when new CAO is here. Board members are welcome to offer their input.
- Mayor's Roundtable meeting on November 26th will be attended by Melanie, Stacey Cyopeck, Michelle Glabb and Dave Plumstead. A transitional housing plan in which Ontario Works may offer other supports is a very exciting component of the table.
- Due to very constrained spending in 2019, funding has been found for the warming centre and training.
- NOSDA has released its Executive Director. Any inquiries can be channeled through Melanie.
- Near North Health and Wellness has submitted a proposal for an Ontario Health Team. Under this new plan, the former LHIN has been broken into 5 sections
- Representatives from DNSSAB attended the opening of the second warming centre
- Regarding the Calvin resolution – that municipality would like to see apportionment reexamined to change the calculation. This will be discussed further in the consent agenda section

She reviewed the OW numbers, trauma training for the community and DNSSAB staff, the employment team career fair and updated enrollment numbers in community collaborations.

Children's Services rolled out the Early Development Instrument (EDI) at committee which shows Nipissing District in a promising light.

She asked Lynn to touch on the potential teachers strike and how this will affect child care. Lynn noted she has spoken with local school boards and that some will be working to rule starting next week, but schools should remain open and this won't be a problem for child care programs in schools. Communication is being worked on for parents and care givers during a potential strike to be delivered Dec. 2nd. In response to a question, Early On and Child Care workers will have to cross the picket lines while maintaining respect for strikers.

- A comprehensive report was presented at the EMS committee by Dave Plumstead and Steve Merkley on ways to improve service and increase

efficiencies.

- Staff met with a proponent interested in developing housing. Staff will prepare a report for February.
- Various improvements have been made at housing operations including appliances, lighting, etc.
- NDHC has a new logo.
- Shared Halloween staff photos.

Carried.

Consent Agenda (These items are subject to change)

Mayor Dan O'Mara asked that item 7.5.5 be brought out of the consent agenda.

The Chair opened the floor to discuss the Calvin resolution which was pulled from the Consent Agenda. Mayor Dean Backer, who represents Calvin on the Board, informed the Board members he spoke with the mayors of the other municipalities about the different tax base for the grouping of municipalities that he represents on the Board. Calvin also sent a similar correspondence to other Agencies, Boards and Commissions as they are trying to reduce their municipal taxes.

Temagami Mayor Dan O'Mara indicated his municipality would be interested in looking at different formulas. There was discussion about what happened when Cochrane went through this process, and that legally, this issue remains unresolved. There was discussion about what is needed to change the formula, and the double 50 rule, and the divisiveness this could cause in the District.

The Chair instructed the CAO to write a letter indicating that at this meeting the board reviewed the discussion and at this time doesn't wish to open up the levy calculation for the DNSSAB but we value our municipal partners and will endeavor to minimize the levy increase to all members. He reiterated that the Board never said it would re-levy municipalities.

All agreed to the spirit of the letter.

Resolution #2019-161-B

Moved by: Councillor Mac Bain

Seconded by: Councillor Dan Roveda

Be it resolved that the District of Nipissing Social Services Administration Board accepts Resolution #2019-212 from the Corporation of the Municipality of Calvin. The Board has reviewed the Resolution, and is not wishing to open up the levy calculation at this time. The DNSSAB values its municipal partners, and is endeavoring through the budget

process to keep the levy impact as low as possible.

Carried.

CONSENT AGENDA
Resolution #2019-162

Moved by: Councillor Dan Roveda
Seconded by: Mayor Dan O'Mara

Resolved THAT the Board of Directors approves the Consent Agenda of November 20, 2019 which includes the following:

- 7.1 Executive Audit Committee Minutes – November 4, 2019
- 7.2 Children's Services and EMS Committee Minutes – November 4, 2019
- 7.3 Housing Services Minutes – November 4, 2019
- 7.4 Social Services and Employment Minutes – (No minutes - November 4 Committee was deferred.)
- 7.5 Correspondence/Media Coverage (Items will be added as they arise)
- 7.5.1 Oct 22 Chisholm Twp. Resolution # 279 RE approve revised DNSSAB Bylaws
- 7.5.2 October 25 2019 letter from Minister of Education to municipal heads of council
- 7.5.3 Nov 7 Nugget Article RE Increasing call volumes stretching Nipissing District EMS
- 7.5.4 Nov 7 Nugget Article RE Staffing pressures driving up EMS costs
- 7.5.5 Nov 12 2019 Calvin Res 2019-212 DNSSAB Levy Calculation Removed to allow for discussion.
- 7.5.6 Nov 13 Nugget Article RE Warming centre to open at former gd2go building
- 7.5.7 Nov 13 BayToday Article RE Second warming centre to open in city

Carried.

EX21-19 Q3 Financial Report
Resolution #2019-163

Moved by: Mayor Dean Backer
Seconded by: Councillor Dan Roveda

Resolved THAT the District of Nipissing Social Services Administration Board accepts the year-to-date (YTD) financial report, January 1 to September 30, 2019 as presented in report EX21-19 for information purposes.

Carried.

CSEMS03-19 Early Development Indicators Report
Resolution #2019-164

Moved by: Representative Amanda Smith
Seconded by: Councillor Dan Roveda

Resolved THAT the District of Nipissing Social Services Administration Board accepts for information purposes CSEMS03-19 Early Development Indicators Report.
Carried.

HS 23-2019 OPHI Allocations
Resolution #2019-165

Moved by: Councillor Dan Roveda
Seconded by: Mayor Dean Backer

Resolved THAT the District of Nipissing Social Services Administration Board accepts the report HS23-19 and authorizes staff to enter into contribution agreements with eligible social housing and shelter providers for the purposes of expending funding under the Ontario Priorities Housing Initiative (OHPI), up to a maximum of \$675,455.
Carried.

HS21-2019 Service Level Standards
Resolution #2019-166

Moved by: Councillor Mac Bain
Seconded by: Councillor Terry Kelly

Resolved THAT the District of Nipissing Social Services Administration Board approve the submission of the Action Plan to incrementally meet the District of Nipissing's Service Level Standards, as prescribed by the Housing Services Act, 2011, attached as Appendix A, and as set out in report HS21-19.

The in-camera session was not required, and resolution numbers 167, 168 and 169 have been struck.

~~In-Camera~~

~~Resolution #2019-167~~

~~THAT the Board move in-camera at~~

~~Adjourn In-Camera~~

~~Resolution #2019-168~~

~~THAT the Board adjourns in-camera at — PM.~~

~~Approve In-Camera~~

~~Resolution No. 2019-169~~

~~THAT the Board accepts action(s) discussed in-camera.~~

New Business

- Marianne Zadra produced the new calendar. There was discussion about potentially meeting every 6 weeks instead of monthly to save costs. Most members felt it was important to have monthly meetings to stay engaged with the organization and any issues, although some felt there was too much paper in the package. It was indicated a Committee of the Whole is being considered for the future, but this decision will be made by the incoming CAO. Melanie will survey other DSSABs to see what they do. This can be brought forward again in January.
- Committee meeting will be on Thursday Dec. 5 at 10 AM.
- Dec. 18 Board meeting will be at 3:00 PM
- Members were advised of potential changes to committee start times for December to allow for extended budget discussions.
- The portal that allows us to process expenses will not be available from Dec. 4 to 11 as we will be transitioning to a new system

Next Meeting Date

Wednesday, December 18, 2019 DNSSAB Boardroom, North Bay City Hall. *Time to be confirmed.*

Adjournment

Resolution No. 2018-170

Moved by: Councillor Terry Kelly
Seconded by: Mayor Dean Backer

***Resolved That the Board meeting be adjourned at 4:01 p.m.
Motion carried.***

MAC BAIN
ACTING CHAIR OF THE BOARD

MELANIE SHAYE
ACTING SECRETARY OF THE BOARD

Minutes of Proceedings Recorder: Marianne Zadra, Executive Coordinator

2020 /

JANUARY 7, 2020



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

Moved by / *Proposé par* :Seconded by / *Appuyé par* :

BE IT RESOLVED THAT Councillor _____ be appointed DEPUTY MAYOR for the Corporation of the Municipality of West Nipissing for a one (1) term ending December 31st, 2020.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

MELANIE DUCHARME
CLERK

MEMORANDUM

TO: Mayor and Council
FROM: Janice Dupuis, Deputy Clerk
DATE: January 3, 2020
RE: **AMENDMENT TO THE SEXUAL HARRASMENT POLICY**

The Sexual Harassment Policy is being brought to Council for amendment as it relates to reporting any incidents to the appropriate police service.

The required changes have been identified and updated accordingly.

Thank you,

Janice

Joie de vivre



West Nipissing Ouest

Joie de vivre

www.westnipissingouest.ca



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

Resolution No.

2020 /

JANUARY 7, 2020

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the meeting held on January 7, 2020; Council of the Municipality of West Nipissing reviewed the Sexual Harassment Policy (Policy 2016/339);

BE IT THEREFORE RESOLVED THAT Council of the Municipality of West Nipissing approves the amendments to the Sexual Harassment Policy No. 2016/339 as presented, which shall come into force and take effect on the date it is passed.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

Section: S	Policy Number: 2016/339
All Departments and Members of Council	Effective Date: August 9, 2016
Subject: SEXUAL HARASSMENT	Revision Date: Jan-7-2020

OBJECTIVE:

The Municipality of West Nipissing is committed to providing a work environment in which all individuals are treated with respect and dignity and therefore recognizes the right of its employees to work in an environment free from sexual harassment.

APPLICATION:

This Policy applies to all personnel including Management, full-time, part-time, and casual employees, students, volunteers, contractors, fee for service individuals, members of Council, clients and members of the public.

PRINCIPLES:

- It is the policy of the Municipality of West Nipissing that sexual harassment will not be tolerated. Individuals who engage in such behaviour shall be subject to disciplinary action up to and including termination.
- Sexual harassment is prohibited whether it occurs at the place of work or elsewhere during the course of employment responsibilities, work-related functions, conferences, travel or any other work related event.
- All Supervisors/Managers have an obligation to take reasonable measures to provide a work environment that is free from sexual harassment and to take corrective action should harassment occur.
- All complaints or allegations of sexual harassment and all responses from Management shall be treated as confidential matters subject to the requirements of this Policy and Procedure.
- Training on this Policy shall be provided to all employees of the Municipality of West Nipissing and a copy of this Policy shall be provided to all employees in order that they fully understand the meaning of sexual harassment, the procedures for reporting and the commitment of the employer to enforce this Policy.
- The employer shall post, and keep posted in a conspicuous place known to all employees, a copy of the Sexual Harassment Policy.
- The Policy and Procedure shall be reviewed annually by management and the Joint Health and Safety Committee and revised as required.

DEFINITION:

As per the Canada Labour Code, Sexual Harassment is defined as:

- Any conduct, comment, gesture, or contact of a sexual nature that is likely to cause offence or humiliation to any employee; or that might, on reasonable grounds, be perceived by that

employee as placing a condition of a sexual nature on employment or any opportunity for training or promotion

- Objectionable, coercive or vexatious comment or attention of a sexual nature to a person or persons, that is known or ought to have been known to be unwelcome

EXAMPLES:

Sexual Harassment shall include, **but is not limited to:**

1. Any comment, communication, innuendo or conduct that emphasizes sexuality or sexual orientation in what may be perceived as a humiliating, intimidating, aggravating, demeaning or offensive manner
2. Unwanted sexual request or advance, inappropriate touching, or sexual assault
3. Any implied or expressed reprisal or threat of reprisal, or denial of opportunity for refusal to comply with a sexually oriented request
4. Any implied or expressed reward for complying with a sexually oriented advance or request
5. Gender based insults or jokes causing embarrassment or humiliation
6. Displaying pornographic, offensive, or derogatory pictures, literature or text
7. Any repeated or unwarranted verbal or physical sexual advances, sexually explicit or derogatory statements which may cause the recipient discomfort or humiliation, or which interfere with the recipient's job performance
8. Persistent, unwanted social invitations, suggestive telephone calls, texts or e-mails
9. Persistent leering at a person's body
10. Reprisal or threat of reprisal against an individual for any action taken by the individual pursuant to this Policy and Procedure

RECORD KEEPING AND RETENTION:

Employees who experience sexual harassment should keep accurate records of incidents comprising the alleged harassment including dates, times, reference to actions taken by the complainant, responses of the alleged harasser, dates reported to management and their response, witnesses and any other relevant information. This documentation can be a vital component of any further action which may be required however it is not a requirement to proceed with a formal complaint.

POLICY AND PROCEDURES:

At all times during the procedure no parties shall disclose the name of the complainant, witnesses or the alleged harasser, nor the circumstances related to the complaint to any person unless disclosure is necessary for the purpose of investigating the complaint or taking disciplinary action in relation to the complaint.

Upon becoming aware of any incident which may fall under the definition of sexual harassment nothing precludes the CAO from foregoing the procedure under this Policy and taking appropriate action which may include invoking the normal disciplinary procedure.

INFORMAL COMPLAINT:

1. Communicating concerns directly to the alleged harasser.

If circumstances permit, communicating directly with the alleged harasser can be an effective way to end the harassment. The employee who feels harassed should inform the person clearly and directly that their behaviour is unwelcome and must stop immediately. If done verbally, it may be useful to have a witness present and to record the conversation in writing afterward. If done in writing, a copy of the letter should be kept by the complainant.

2. Communicating concerns to Supervisors/Managers etc.

All Supervisors/Managers have an obligation to take reasonable measures to provide a work environment that is free from sexual harassment and to take corrective action should harassment occur. If the complainant feels comfortable doing so, it may be helpful to discuss the concerns relating to sexual harassment with their immediate supervisor or with another person in a position of authority and to request their assistance in resolving the situation. The complainant may find it helpful to be accompanied by another person to such meetings and a record of the discussion should be kept by the complainant and supervisory staff alike.

FORMAL COMPLAINTS:

If the above informal processes are not effective in resolving the situation to the satisfaction of the complainant or if the complainant prefers to file a formal complaint immediately, the following procedures shall apply:

COMPLAINT PROCEDURES:

An Investigative Committee, appointed by the CAO and composed of the CAO, a Manager/Supervisor, Human Resources Officer, and a Health and Safety Officer, is responsible for the investigation of complaints filed under this procedure. This committee shall always consist of no fewer than (2) members (1) of whom shall be female. Alternate members shall be chosen in the event the complainant, witness, or alleged harasser is a member of the Investigative Committee. The employee may also request that a union representative be present during the reporting process.

The procedure is as follows:

1. Formal complaints must be filed in writing, signed by the complainant and sent directly to the Committee Chairperson as assigned by the CAO. The complainant shall provide as much information as possible when submitting the complaint.
2. A copy of the complaint shall be provided to the other members of the Investigative Committee by the Chairperson.
3. Upon receipt of the complaint, the Committee will inform the Supervisor of the department of the complainant and the alleged harasser that the complaint has been filed and that an investigation will take place.
4. The Committee shall promptly inform the alleged harasser that a complaint has been filed and provide him/her with a copy of the complaint.

5. The Investigators interview the complainant, the alleged harasser and any witnesses and review all documentation. The complainant and the alleged harasser shall be advised that they have the right to be accompanied during the interview by a co-worker, union member or another support person of their choosing. They shall also be informed that all information gathered during the investigation will remain confidential.
6. The Investigative Committee must complete its investigation and file a report along with its recommendations within twenty (20) working days of receiving the complaint. Should a report not be completed after twenty working days, the CAO along with the Committee Chairperson shall decide if the matter should be investigated by an independent entity. Both the complainant and the alleged harasser must be informed of this decision in writing.
7. The Chairperson shall give written notice to both parties, of any action required as a result of the Investigators Report and the rationale for that action. Should the Investigators Report indicate further disciplinary action is required the Committee Chairperson shall inform the CAO and Human Resource Department in a timely manner. The CAO shall have absolute discretion to temporarily suspend or terminate any employee on the basis of the Investigators Report or while the alleged sexual harassment is being investigated.
8. If at any time after filing a complaint, the complainant wishes to abandon the complaint and investigation process, he/she must communicate this in writing to the Committee Chairperson who shall decide whether the investigation is to be continued.
9. Should it occur that both complainant and alleged harasser work in the same department, it may be in the best interest of all parties for them to be physically or hierarchically removed from one another for the duration of the investigation.
10. Should it occur that the alleged harassment is taking place by the complainant's supervisor/manager the Committee shall invoke Step 9 of this Procedure.
11. Should the complainant not be satisfied with the outcome at the Municipal level he/she has a right to file a complaint under the Canadian Human Rights Act to the Human Rights Commission, or with the West Nipissing appropriate Police Service.
12. A complaint under this Policy that involves falsehood or malicious intent or is otherwise made in bad faith, as determined by the investigation, shall be subject to appropriate disciplinary action up to and including termination.

COMPLAINTS INVOLVING NON-EMPLOYEES:

Should an employee of the Municipality of West Nipissing feel they have reason to claim sexual harassment against a non-employee of the Municipality for an incident that occurred at work or a work related event, the West Nipissing appropriate Police Service shall be notified and the claim of alleged sexual harassment will be investigated by the Investigative Committee to determine if controls can be put in place to prevent further occurrences.

RIGHTS AND RESPONSIBILITIES:

While all managers and employees share responsibility for understanding and preventing harassment in the workplace, it is important to recognize that, under law, managers carry more responsibility than other employees.

CHIEF ADMINISTRATIVE OFFICER (CAO)

The CAO is responsible for the implementation and administration of this Policy. The CAO shall:

- Provide leadership in creating and maintaining harassment free, respectful workplaces
- Ensure staff who have responsibilities under this Policy are held accountable and have the appropriate knowledge and skills to meet Policy obligations
- Appoint the Committee Chairperson and Investigators to the Committee as soon as possible after the creation of the Policy
- Consult with the Investigators during the Investigation
- Review findings and recommendations
- Ensure all parties are informed of the outcome in a timely manner
- Take disciplinary action as required
- Follow all Procedures under this Policy
- Maintain confidentiality

MANAGEMENT

Those who have authority to prevent or discourage harassment may be held accountable by law for failing to do so. Managers shall:

- Ensure all employees receive training on this Policy
- Post in a conspicuous location a copy of this Policy
- Ensure all employees are treated in a fair and equitable manner
- Follow all Procedures under this Policy
- Maintain confidentiality

INVESTIGATIVE COMMITTEE

The appointed Investigative Committee members shall:

- Receive written notice of an alleged sexual harassment by the complainant
- Notify the alleged harasser that a complaint has been filed and provide him/her with a copy of the complaint
- Ensure all parties involved have been informed of their rights and responsibilities
- Collect all pertinent evidence
- Interview the parties concerned including witnesses
- Determine if resolution is possible through mediation
- Assist with the Investigation and ensure the CAO is kept up to date during the process
- Prepare the report
- Provide written notice to both parties, of any action required as a result of the Investigators Report and the rationale for that action.
- Make recommendations to the CAO concerning the complaint
- Ensure the Investigation is completed in a timely manner
- Follow all Procedures under this Policy
- Maintain confidentiality

COMPLAINANTS

Complainants have the right to:

- Make a complaint and obtain a review of the complaint
- Be accompanied by a person of their choosing during the interview process
- Not be subjected to reprisal for the reason of having made a complaint in good faith under this policy

It is the responsibility of the Complainant to:

- Immediately make known, if possible, their disapproval or unease to the alleged harasser
- Follow all Procedures under this Policy
- Cooperate with all those responsible for dealing with the investigation of the complaint
- Maintain confidentiality

ALLEGED HARASSER

The alleged harasser has the right to:

- Be informed that a complaint has been filed
- Be presented with a written statement of allegations and to be afforded opportunity to respond to them
- To be accompanied by a person of their choosing during the interview process

It is the responsibility of the Alleged Harasser to:

- Follow all procedures under this Policy
- Cooperate with all those responsible for dealing with the investigation of the complaint
- Maintain confidentiality

WITNESSES

Witnesses have the right to:

- Not be subjected to reprisal because he or she has participated as a witness

It is the responsibility of the Witness(es) to:

- Meet with the Investigator and to cooperate with all those responsible for the investigation of the complaint
- Follow all Procedures under this Policy
- Maintain confidentiality



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

Resolution No.

2020 /

JANUARY 7, 2020

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

BE IT RESOLVED THAT the equipment described herein be declared as surplus for the Municipality of West Nipissing; and

BE IT ALSO RESOLVED THAT Council hereby authorizes the disposal of the said surplus equipment:

FIRE SERVICE DEPARTMENT:

(1)	Utility Trailer	2SPSEB26YC016745
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	YEAS	NAYS
DUHAIME, Yvon		
FISHER, Christopher		
LARABIE, Roland		
MALETTE, Léo		
ROVEDA, Dan		
SÉGUIN, Jeremy		
SÉNÉCAL, Denis		
SÉNÉCAL, Lise		
SAVAGE, Joanne (MAYOR)		

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

MEMORANDUM

TO: Mayor and Council
FROM: Janice Dupuis, Deputy Clerk
DATE: January 3, 2020
RE: **AMENDMENT TO THE FEES & CHARGES BY-LAW**

In March 2019, Council approved By-Law 2019/26 to Establish and Regulate a Fire Service for the Municipality of West Nipissing; which by-law included a fee schedule.

The Fees and Charges By-Law 2001/21 also includes a Fire Department Fee Schedule 'D'; which was last updated in 2015.

The attached proposed amendment seeks to repeal Schedule 'D' – Fire Department – Inspection Fee Schedule from the Fees and Charges By-Law 2001/21; as the newest Fire Department fees are included within By-Law 2019/26.

Thank you,

Janice

Joie de vivre



www.westnipissingouest.ca



THE CORPORATION OF THE MUNICIPALITY OF WEST NIPISSING

BY-LAW 2020/02

BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING TO AMEND BY-LAW 2001/21 BEING A BY-LAW TO SET FEES AND CHARGES

WHEREAS Section 391 (1) of the *Municipal Act*, 2001, S.O. c 25, authorizes a municipality to impose fees or charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board.

AND WHEREAS By-law 2001/21 was passed on March 20, 2001 to set fees and charges for the Municipality of West Nipissing; which by-law included Schedule 'D' -- Fire Department -- Inspection Fee Schedule, as amended from time to time;

AND WHEREAS By-Law 2019/26 was passed on March 19, 2019 to establish and regulate a fire service for the Municipality of West Nipissing; which included Appendix "D" - West Nipissing Fire & Emergency Service User Fees and Rates;

AND WHEREAS Council for the Municipality of West Nipissing deems it necessary to repeal Schedule 'D' -- Fire Department -- Inspection Fee Schedule from By-Law 2001/21 --Fees and Charges;

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

- 1) That **Schedule 'D' -- Fire Department -- Inspection Fee Schedule**, as amended, shall be repealed from By-Law 2001/21.

ENACTED AND PASSED THIS 7th DAY OF JANUARY, 2020 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK



I-6

December 2, 2019

Dear Mayor Joanne Savage and members of council,

The West Nipissing Foodbank is a non for profit charity that has grown in need in the past years. We are helping on average 170 households per month including emergencies. We do not get any funding to operate this charity and we survive solely on fundraising. We would like to ask you for a renewal of commitment from you to help pay our monthly rent for the year 2020. We currently rent the location at 109 Third Street in Sturgeon Falls for a monthly rent of \$530.00 + hst = 598.90 a month. The total cost for the year is that of \$7,186.80. This help would be enormous on the amount of extra items we could purchase for our Foodbank. We greatly appreciate your support in the last year.

Should you have further questions, please contact our Vice-Chairperson, Carole Renaud at 705-498-0221.

My kindest regards,

Linda Lafantaisie Renaud
Treasurer
On behalf of the Board of Directors

*109 Third Street Rue Third Unit/Local 3
Sturgeon Falls, Ontario
P2B 3A7*



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

Resolution No.

2020 /

JANUARY 7, 2020

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS at the January 7th meeting, Council received a request from the West Nipissing Food Bank requesting financial assistance from the Municipality of West Nipissing, to be applied toward their leasing responsibilities for the year 2020;

BE IT THEREFORE RESOLVED THAT Council authorizes the financial contribution of \$7,186.80 be donated to the West Nipissing Food Bank to be applied toward their rental costs for the year 2020.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____

Janice Dupuis

Subject: FW: Letter from the Minister of Energy, Northern Development and Mines, and Associate Minister of Energy

From: "Hon. Greg Rickford and Hon. Bill Walker" <energy@ontario.ca>

Date: December 17, 2019 at 13:30:19 EST

To: <jsavage@WESTNIPISSING.CA>

Subject: Letter from the Minister of Energy, Northern Development and Mines, and Associate Minister of Energy

Reply-To: <energy@ontario.ca>

**Ministry of Energy,
Northern Development
and Mines**

Office of the Minister

Office of the Associate
Minister of Energy

77 Grenville Street
10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

**Ministère de l'Énergie,
du Développement du Nord
et des Mines**

Bureau du ministre

Bureau du ministre associé de l'Énergie

77, rue Grenville
10e étage
Toronto ON M7A 2C1
Tél. : 416 327-6758



December 17, 2019

Her Worship Joanne Savage
Mayor
Municipality of West Nipissing
jsavage@westnipissing.ca

Dear Mayor Savage:

Our government made a commitment to Ontarians to reduce energy costs and expand access to natural gas to underserved parts of the province. We are writing to inform you about the proposed launch of the second phase in our government's plan to meet this commitment.

The first phase of the Natural Gas Expansion Support Program is currently being rolled out, bringing natural gas to unserved areas of the province through nine expansion projects. To commence the second phase, I have written to the Ontario Energy Board (OEB), requiring them to collect information about potential new natural gas expansion opportunities. You can view our letter to the OEB at www.oeb.ca/sites/default/files/Letter-to-OEB-natural-gas-expansion-20191212.pdf. It is expected that project proponents could be able to access up to \$130 million over a three-year period to ensure a reasonably quick start to construction.

It is anticipated that the OEB will begin a process for collecting information on potential new natural gas projects in early 2020, which is expected to run for 90 days. Following this, the OEB will deliver its report on eligible projects to the Government on or before August 31, 2020. Once we receive the OEB's report, the Government will make the decision on eligible projects to receive support, which should be completed in late 2020. Financial support for selected natural gas projects would ultimately be contingent on the selected project proponents receiving all necessary OEB approvals.

For further information, we encourage municipal officials to work with their local natural gas service provider if they are interested in participating in the OEB's process. We expect the OEB will make additional details available in early 2020.

Natural gas is the most common heating fuel in Ontario and is more affordable than other fuels such as electricity, oil or propane. Expanding natural gas helps makes Ontario communities more attractive for job creation and new businesses. Natural gas expansion can also lower greenhouse gas emissions by replacing higher emissions fuel sources. Natural gas expansion is part of our government's plan to bring quality jobs back to the province and send the clear message that Ontario is "Open for Business."

Thank you for your support as our government works to deliver on its commitment to bring natural gas to more rural and northern communities across Ontario.

Sincerely,



The Honourable Greg Rickford
Minister of Energy, Northern Development and Mines

The Honourable Bill Walker
Associate Minister of Energy

**Ministry of Energy,
Northern Development
and Mines**

Office of the Minister

Office of the Associate Minister
of Energy

77 Grenville Street, 10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

**Ministère de l'Énergie,
du Développement du Nord
et des Mines**

Bureau du ministre

Bureau du ministre associé
de l'Énergie

77, rue Grenville, 10^e étage
Toronto ON M7A 2C1
Tél. : 416-327-6758



DEC 12 2019

MC-994-2019-935

Mr. Robert Dodds
Vice-Chair
Ontario Energy Board
2300 Yonge Street, 27th Floor
Toronto ON M4P 1E4

Dear Mr. Dodds:

I write in my capacity as the Minister of Energy, Northern Development and Mines with the support of the Associate Minister of Energy in order to exercise the statutory power I have under section 35 of the *Ontario Energy Board Act, 1998* ("Act") to require the Ontario Energy Board ("Board") to examine and report back to the Ministry of Energy, Northern Development and Mines ("Ministry") with information on potential projects to expand access to natural gas distribution systems for new customers.

Background

On September 18, 2018, the Government announced it would take action to expand natural gas distribution to communities that are not currently connected to a natural gas distribution system.

The *Access to Natural Gas Act, 2018*, which amended the Act, provides a mechanism to financially support the expansion of natural gas distribution for projects that would otherwise be considered uneconomic under existing policies.

Ontario Regulation 24/19, Expansion of Natural Gas Distribution Systems ("Regulation"), under the Act supports natural gas expansion by imposing a \$1 per month charge on existing natural gas customers. The nine projects currently listed in the Regulation are eligible for financial support, subject to receiving any necessary Board approvals. Several of these projects are currently under construction.

In order to build on the progress to date, the Government intends to further increase access to natural gas by making additional new projects eligible for financial support. The Government intends to make use of the same mechanism articulated in the current Regulation; namely, the collection of \$1 per month from existing natural gas customers.

.../cont'd

The Government intends for approximately \$130 million to be made available to support new natural gas projects that can reasonably be expected to commence construction between 2021 and 2023.

Section 35 Report

Therefore, pursuant to my authority under s.35 of the Act, with the support of the Associate Minister of Energy, I require the Board to examine and report back to the Ministry with information about additional natural gas expansion projects that the Government could consider as potential candidates for financial support.

It is the Government's intention that financial support be limited to potential natural gas expansion projects that would, under existing policies, be considered uneconomic.

I expect the Board to apply its expertise in developing a process to solicit information from proponents about proposed natural gas distribution expansion projects, and to analyze the proposed projects with a focus on assessing whether they can be implemented substantially as proposed. This should include a call for a demonstrated commitment by the proponent that it would be willing to be held to the project cost, timelines and volumes forecasts as set out in their project proposal. The Board's approach should consider the following:

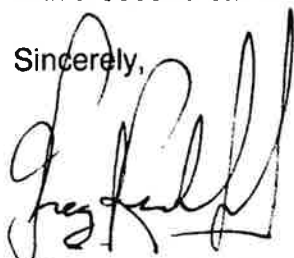
1. The number of customers (in terms of customer count, volume of gas to be distributed, and customer type) that would be connected by each proposed project;
2. The total cost of each proposed project, as well as the dollar amount of support needed for each proposed project to meet the Board's profitability threshold;
3. The proposed construction start date and construction period for each proposed project, as the Government's focus is on projects that can reasonably be expected to start construction by 2023, allowance being made for the timelines typically applicable to the process of obtaining regulatory approvals;
4. The project proponent's demonstrated experience, technical expertise and financial ability to build and operate a natural gas distribution system;
5. Support for the proposed project from Band Council(s) and/or local government, as applicable, demonstrated through a written expression of support and/or a commitment to financial support;
6. If a proposed project is in an area where a Certificate of Public Convenience and Necessity exists, the proponent must be the Certificate holder unless the Certificate holder does not propose a project for the area; and
7. The extent to which the project proponent expects that the proposed project would reduce the household energy cost burden in the project area.

...cont'd

I expect the Board to issue a call for information in early 2020, including details of the information to be filed by interested project proponents. The Board should consider a minimum 90-day window for information submissions. I also ask that, in developing its approach, the Board be mindful of the Government's focus on minimizing regulatory burden for stakeholders.

It is my expectation that the Board will report back to the Ministry no later than August 31, 2020. The information provided by the Board will be taken into account, along with other considerations, to make a determination on future expansion projects. If there is a need to consider further projects for expansion, the Ministry may request that the OEB proceed with a second call for information and report back to the Ministry.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Rickford', with a stylized, cursive script.

The Honourable Greg Rickford
Minister of Energy, Northern
Development and Mines

A handwritten signature in black ink, appearing to read 'Bill Walker', with a stylized, cursive script.

The Honourable Bill Walker
Associate Minister of Energy

c: Mary Anne Aldred, Chief Operating Officer & General Counsel



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

Resolution No.

2020 /

JANUARY 7, 2020

Moved by / *Proposé par* :

Seconded by / *Appuyé par* :

WHEREAS the Municipality of West Nipissing received a resolution from the Township of Papineau-Cameron, attached hereto which supports a letter dated December 2, 2019 from the Municipality of East Ferris, calling upon the District of Nipissing Social Services Administration Board (DNSSAB) to not increase the municipal levy in 2020 and to maintain the same level as in 2019;

BE IT RESOLVED THAT Council for the Municipality of West Nipissing supports the Township of Papineau-Cameron, calling upon the District of Nipissing Social Services Administration Board (DNSSAB) to not increase the municipal levy in 2020 and to maintain the same level as in 2019;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the District of Nipissing Social Services Administration Board of Directors and to member municipalities.

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

CARRIED: _____

DEFEATED: _____

DEFERRED OR TABLED: _____



THE CORPORATION OF THE TOWNSHIP OF PAPINEAU-CAMERON

4861 Highway 17, P.O. Box 630, Mattawa ON P0H 1V0
Office: (705) 744-5610 • Fax: (705) 744-0434 • Garage: (705) 744-5072
E-mail: clerk@papineaucameron.ca Website: www.papineaucameron.ca

RECEIVED

DEC 17 2019

December 11, 2019

DNSSAB
200 McIntyre St. E.
P.O. Box 750
North Bay, ON
P1B 8J8

Dear DNSSAB Board

The Council of Papineau-Cameron met at their Regular Council meeting on December 10, 2019 and passed the following resolution:

Date:	December 10, 2019	Resolution Number:	2019-241
Moved By:	Councillor Shelley Belanger	Seconded By:	Councillor Wendy Adams

THAT the Council of Papineau-Cameron Township supports the Municipality of East Ferris's letter dated December 2, 2019 to the District of Nipissing Social Services Administration Board in regards to not increasing the municipal levy in year 2020, and that the municipal levy from the District of Nipissing Social Services Administration Board maintain the year 2020 municipal levy at the same level as year 2019;

AND FURTHER THAT this resolution be sent to the District of Nipissing Social Services Administration Board of Directors and Member Municipalities.

CARRIED

Feel free to contact us if you have any questions.

Sincerely,


Jason McMartin, BA, ADA
CAO/Clerk-Treasurer

Encl. Municipality of East Ferris's letter dated December 2, 2019

c.c. DNSSAB Member Municipalities

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY

390 Highway 94
Corbeil, Ontario
P0H 1K0



Tel.: (705) 752-2740
Fax.: (705) 752-2452
municipality@eastferris.ca

December 2, 2019

Melanie Shaye, Acting Chief Administrative Officer
District of Nipissing Social Services Administration Board
200 McIntyre Street East
P.O. Box 750
North Bay, ON
P1B 8J8

Dear Ms. Shaye,

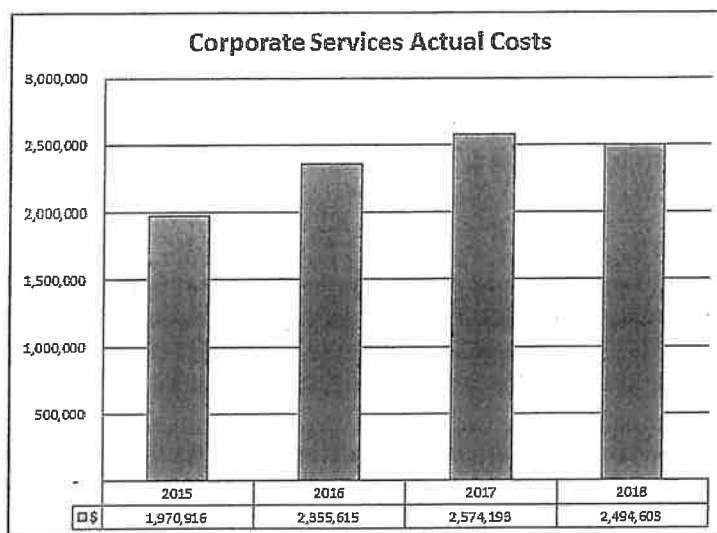
The Municipality of East Ferris values the important work of the District of Nipissing Social Services Administration Board (DNSSAB). That said, we were disappointed to learn that DNSSAB is proposing a 2020 municipal levy increase of \$886,821 (4.52%) especially given the following resolution put forward earlier this year by the Municipality of Calvin.

- *WHEREAS the Province of Ontario has reduced and/or withdrawn funding over the past 10+ years to municipalities and their associated boards, and continues to do so;*
- *WHEREAS because of the reduced funding all parties are and will be required to reduce or cut spending and;*
- *WHEREAS the DNSSAB in a letter issued on April 29, 2019 to member municipalities stated "Please prepare yourself for a significant levy adjustment of these downloaded provincial costs".*
- *NOW THEREFORE BE IT HEREBY RESOLVED THAT the Municipality of Calvin opposes this "Significant levy adjustment due to these downloaded provincial costs" and that DNSSAB, like municipalities, should look at reducing costs and services, if necessary, in order to mitigate any municipal levy increase.*

The Municipality of East Ferris is asking DNSSAB to re-consider its budget recommendation. The proposed municipal levy increase is just shy of the combined increases for 2018 and 2019 which totaled \$927,320. An 11.21% increase over 4 years (2017 - 1.79%, 2018 - 1.5%, 2019 - 3.4% and 2020 - 4.52%) is not sustainable. Our municipality, like others in the area, face fiscal limitations. Over the past few years, we have had to make difficult decisions during budget deliberations at times sacrificing our priorities in order to accommodate significant increases from local agencies, boards and commissions (ABCs). This was done to reduce the financial impact on our residents. In 2019, levies from ABCs represented 32% of our operating with DNSSAB totaling approximately 50% of the total.

We are mindful that for SSABs operating at a level similar to DNSSAB, for example in Thunder Bay (THDSSAB), from their 2018 Consolidated Statements we find that municipal levies decreased by 4.5% from 2015 to 2018 (2015 - \$ 23,897,900, 2018 - \$22,806,700) versus DNSSAB increasing levies by 4.4% (2015 - \$18,181,956, 2018 - \$18,989,989). In September 2019, Thunder Bay city council voted a resolution asking that TBDSSAB not download any provincial cuts onto city taxpayers and to review their budget accordingly.

While the Municipality of East Ferris is appreciative of the operating efficiencies that DNSSAB management has found over the last several years, mainly in order to absorb provincial cuts, it is hopeful there may be further operational efficiencies to be gained, for example in Corporate Services where costs have increased by 27% since 2015 (table provided by DNSSAB).



For the Municipality of East Ferris, it becomes difficult to justify to our citizens why for each dollar of revenue we collect, .15 cents is directed to DNSSAB versus what neighbouring communities are paying to their SSAB. We understand such an analysis is not complete, yet the following table of a few northern communities does point to some inequities.

Municipality	2018 Annual Revenues	2018 SSAB Payment	SSAB Payment per Dollar of Revenue
Municipality of East Ferris	\$8,795,985	\$1,130,499	\$0.13
Municipality of Calvin	\$2,030,108	\$214,184	\$0.11
Municipality of Wawa	\$14,500,604	\$1,515,880	\$0.10
City of Temiskaming Shores	\$28,258,669	\$2,266,667	\$0.08
City of North Bay	\$155,320,212	\$11,723,977	\$0.08
Town of Hearst	\$17,040,211	\$876,994	\$0.05
Municipality of Callander	\$8,017,015	\$235,665	\$0.03
Municipality of Powassan	\$6,923,660	\$114,296	\$0.02
Village of Sundridge	\$4,150,028	\$46,312	\$0.01

In keeping with the DNSSAB's mission to proactively enable inclusive, healthy and prosperous communities, we respectfully ask that the proposed 2020 municipal levy increase be re-examined. While DNSSAB is an important service partner and the services of its staff are highly

valued by the Municipality of East Ferris, we are asking the DNSSAB to work with its partner municipalities by maintaining the 2020 municipal levy at the 2019 level.

Respectfully,

Mayor & Council
Municipality of East Ferris

c.c. DNSSAB Board of Directors
DNSSAB Member Municipalities



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

BY-LAW 2020/03

**BEING A BY-LAW OF THE MUNICIPALITY OF WEST NIPISSING
TO CONFIRM THE PROCEEDINGS OF COUNCIL AT ITS MEETING
HELD ON THE 7th DAY OF JANUARY, 2020**

WHEREAS the Municipality of West Nipissing deems it desirable to confirm the proceedings of Council at its meeting held on the 7th day of January 2020, and each motion, resolution and other action passed and taken by the Council at its said meeting, is except where their prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.

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

ENACTED AND PASSED THIS 7th DAY OF JANUARY 2020 AS WITNESSED BY THE SEAL OF THE CORPORATION AND THE HANDS OF ITS PROPER OFFICERS.

JOANNE SAVAGE
MAYOR

MELANIE DUCHARME
CLERK