



**TOWNSHIP OF CHAMPLAIN
REGULAR COUNCIL MEETING**

**December 10, 2019
TOWNSHIP HALL**

MEMBERS PRESENT: Normand Riopel, Mayor
Peter Barton, Councillor
Troy Carkner, Councillor
Jacques Lacelle, Councillor
André Roy, Councillor
Michel Lalonde, Councillor
Violaine Tittley, Councillor
Sarah Bigelow, Councillor
Gérard Miner, Councillor

ALSO PRESENT: Paula Knudsen, CAO
Alison Collard, Clerk
Kevin Tessier, Treasurer
James McMahon, Director of Public Works
Lisa Burroughs, Director of Parks & Recreation
Jennifer Laforest, Senior Planner
Marie Pageau Handfield, Daycare Coordinator
Jennifer Drury, Director of Daycare Services

OPENING - 7:00 P.M.

The regular meeting was opened at 7:13 p.m. following the adjournment of the public meeting.

DISCLOSURE OF PECUNIARY INTEREST

None noted.

ADOPTION OF AGENDA

It was

Resolution 2019-516

Moved By: Jacques Lacelle

Seconded By: André Roy

BE IT RESOLVED THAT Council approve the agenda of the regular meeting of December 10, 2019, as presented.

CARRIED

PRESENTATION BY COUNCIL

Presentation to Marie Pageau-Handfield

The Mayor thanked Marie Pageau-Handfield for 29 years of service to the Township of Champlain as Daycare Coordinator and presented her with a certificate of appreciation. The Mayor and Council wished Mrs. Pageau-Handfield a happy and well deserved retirement.

PRESENTATION – COMMITTEES / CONSULTANTS

Presentation by Patrick Lalonde - The Bay Run

Geneviève Thibodeau and Patrick Lalonde were present at the Council meeting to report that La Baie Run 2019 was very successful. Despite the intense heat, more than 450 people participated in the race. They announced that the event will be held again on July 25, 2020.

Patrick Lalonde presented the Township with a donation of \$1,000 from the proceeds of La Baie Run 2019. The Mayor thanked Mrs. Thibodeau and Mr. Lalonde for their kind donation and for organizing such an excellent event and he wished them success for the 2020 edition.

Gérald Gauthier, Deloitte LLP – 2019 Audit Service Plan

Mr. Gérald Gauthier of Deloitte LLP presented the 2019 Audit Service Plan to Council. He indicated that there have been no changes to the Canadian Public Accounting Standard or auditing principles, so the Audit will be essentially the same as last year. Mr. Gauthier highlighted the salient points of the 2019 Audit Service Plan, and indicated that they will be looking at sample transactions and key controls. Any misstatements in value greater than 5% of the budget will be reported to Council. They will look for significant fraud risk and, as part of the procedure, will contact a member of Council to see if they have any concerns. He will report back to Council in March/April 2020.

The Mayor thanked Mr. Gauthier for his presentation. It was

Resolution 2019-517

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT Council approve the 2019 audit plan as submitted by Deloitte LLP.

CARRIED

DEPUTATION

None

STAFF REPORTS

Planning

On-Going Planning Projects

Council reviewed this list. It was

Resolution 2019-518

Moved By: Troy Carkner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the on-going planning project list, as updated on December 5, 2019, be received and filed.

CARRIED

Zoning By-Law Amendment Application - Larocque

Council reviewed the Planner's report. It was

Resolution 2019-519
Moved By: Jacques Lacelle
Seconded By: Peter Barton

BE IT RESOLVED THAT the Planning Department report dated December 10, 2019 regarding an application to amend Zoning By-law 2000-75 for Albert Larocque Lumber be received and that By-Law 2019-62 be presented for the third reading.

CARRIED

Zoning By-Law Amendment Application - Carrière

Council reviewed the Planner's report. It was

Resolution 2019-520
Moved By: Gérard Miner
Seconded By: Jacques Lacelle

BE IT RESOLVED THAT the Planning Department report dated December 10, 2019 regarding an application to amend Zoning By-law 2000-75 for Roger and Murielle Carrière be received and that By-Law 2019-63 be presented for the third reading.

CARRIED

Removal of Part Lot Control - Higginson Street

Resolution 2019-521
Moved By: Troy Carkner
Seconded By: Peter Barton

BE IT RESOLVED THAT the Planner's report dated December 10, 2019 regarding the removal of part lot control on Lot 71 on the North Side of Higginson Street, Registered Plan no. 35, formerly in the Town of Vankleek Hill, now in the Township of Champlain, in the County of Prescott, designated as Parts 3, 4 and 5 on Reference Plan 46R-7955 be received and that By-law 2019-69 be presented for adoption.

CARRIED

Removal of Part Lot Control - Bertha Street and Boyd Street

Resolution 2019-522
Moved By: Troy Carkner
Seconded By: Michel Lalonde

BE IT RESOLVED THAT the Planner's report dated December 10, 2019 regarding the removal of part lot control on Lots 9 and 12 and on part of lot 10 on the East Side of Bertha Street and on Lot 12 on the West Side of Boyd Street, Registered Plan no. 35, formerly in the Town of Vankleek Hill, now in the Township of Champlain, in the County of Prescott, designated as Parts 1 and 2 on Reference Plan 46R-1669 and as Parts 1, 2, 3 and 4 on Reference Plan 46R-1671 be received and that By-law 2019-70 be presented for adoption.

CARRIED

ADOPTION OF PLANNING BY-LAWS

By-Law 2019-62 - to amend Zoning By-Law 2000-75 (Larocque)

Council reviewed this proposed by-law. It was

Resolution 2019-523A
Moved By: Michel Lalonde
Seconded By: Gérard Miner

BE IT RESOLVED THAT the third reading and final passage be granted By-law 2019-62 being a by-law to amend the Zoning By-law 2000-75 for Albert Larocque Lumber.

CARRIED

By-Law 2019-63 - to amend Zoning By-Law 2000-75 (Carrière)

Council reviewed this proposed by-law. It was

Resolution 2019-523B

Moved By: Michel Lalonde

Seconded By: Gérard Miner

BE IT RESOLVED THAT the third reading and final passage be granted By-law 2019-63 being a by-law to amend the Zoning By-law 2000-75 for Roger and Murielle Carrière.

CARRIED

By-Law 2019-68 - to amend Zoning By-Law 2000-75 (Legault)

Council reviewed this proposed by-law. It was

Resolution 2019-524

Moved By: André Roy

Seconded By: Violaine Tittley

BE IT RESOLVED THAT two readings be granted By-law 2019-68 being a by-law to amend the Zoning By-law 2000-75 for Michel Legault, Daniel Legault and Gabriel Legault.

CARRIED

By-Law 2019-69 - Removal of Part Lot Control - Higginson Street

Resolution 2019-525

Moved By: Troy Carkner

Seconded By: Peter Barton

BE IT RESOLVED THAT three readings and final passage be granted to By-Law 2019-69, being a By-Law to provide that Sub-section (5) Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P.13 (as amended), does not apply to Part of Lot 71 on the North side of Higginson Street, Registered Plan No. 35, formerly in the Town of Vankleek Hill, now in the Township of Champlain, in the County of Prescott, designated as Parts 3, 4 and 5 on Reference Plan 46R-7955 and that the Clerk be assigned to submit the by-law to the United Counties of Prescott and Russell for final approval.

CARRIED

By-Law 2019-70 - Removal of Part Lot Control - Bertha Street and Boyd Street

Resolution 2019-526

Moved By: Peter Barton

Seconded By: Troy Carkner

BE IT RESOLVED THAT three readings and final passage be granted to By-Law 2019-70, being a By-Law to provide that Sub-section (5) Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P.13 (as amended), does not apply to Lots 9 and 12 and Part of Lot 10 on the East side of Bertha Street and to Lot 12 on the West side of Boyd Street, Registered Plan No. 35, formerly in the Town of Vankleek Hill, now in the Township of Champlain, in the County of Prescott, designated as Parts 1 and 2 on Reference Plan 46R-1669 and as Parts 1, 2, 3 and 4 on Reference Plan 46R-1671.

CARRIED

Administration

Administration Report AD-20-19 - Amendment to the User Fee By-law 2015-66

Council reviewed this report. It was

Resolution 2019-527

Moved By: Jacques Lacelle

Seconded By: Gérard Miner

BE IT RESOLVED THAT Administration Report No. AD-20-19, dated November 14th, 2019, regarding an amendment to User Fee By-law 2015-66 be received and that a By-Law 2019-66 be brought forward for consideration.

CARRIED

Amended Municipal Agreement for Municipal Hazardous Waste with Stewardship Ontario

Resolution 2019-528

Moved By: Gérard Miner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the memorandum, dated December 5, 2019, submitted by the Chief Administrative Officer regarding an amendment to the Municipal Agreement for Municipal Hazardous Waste with Stewardship Ontario be received and that a By-Law 2019-74 be brought forward for consideration.

CARRIED

Council Meeting Schedule for 2020

Resolution 2019-529

Moved By: Jacques Lacelle

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the Council meeting Schedule for 2020 be approved as presented.

CARRIED

Finance

Fire Department

Council reviewed these reports. It was

Resolution 2019-530

Moved By: Troy Carkner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the monthly Fire Department Reports for November 2019, as submitted by the District 1 and District 2 Chiefs, be received and filed.

CARRIED

District 1 - Monthly Report - November 2019 (CARRIED)

District 2 - Monthly Report - November 2019 (CARRIED)

Agreement with the Township of East Hawkesbury - Fire Services

Resolution 2019-531

Moved By: Gérard Miner

Seconded By: Peter Barton

WHEREAS the Township of Champlain concluded an agreement with the Township of East Hawkesbury for the provision of fire services for a certain sector of the territory of the Township of Champlain effective January 1, 2014; and

WHEREAS the Township of Champlain is desirous of making an amendment to said agreement; and

WHEREAS the Township of East Hawkesbury is in agreement to the proposed amendment; and

WHEREAS Section 17 of the agreement states "The parties agree that this Agreement may be amended at any time by the mutual consent of the parties, after the party desiring the amendment(s) gives the other party a minimum of thirty (30) days written notice of the proposed amendment(s)";

THEREFORE, BE IT RESOLVED THAT the Township of Champlain hereby gives the Township of East Hawkesbury notice that it wishes to amend Schedule "B" Fee Structure of By-law 2013-73 being a By-Law to Authorize an Agreement between the Corporation of the Township of Champlain and the Corporation of the Township of East Hawkesbury for the Provision of Fire Services.

CARRIED

Parks & Recreation

REC Monthly Report - November 2019

Council reviewed this report. It was

Resolution 2019-532

Moved By: Sarah Bigelow

Seconded By: Violaine Tittley

BE IT RESOLVED THAT the monthly Recreation Report for November 2019, as submitted by the Director of Parks & Recreation, be received and filed.

CARRIED

Memorandum - Fisheries and Oceans Canada – Repair of the floating breakwaters

Resolution 2019-533

Moved By: André Roy

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT Recreation Memorandum, dated December 10, 2019, regarding repairs to the floating breakwaters at the L'Orignal marina be received and filed.

CARRIED

Public Works

PWD Monthly Report - November 2019

Council reviewed this report. It was

Resolution 2019-534

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the Road report for November 2019 as submitted by the Director of Public Works be received and filed.

CARRIED

PWD Memorandum - Sale of Surplus Equipment

Council reviewed this report. It was

Resolution 2019-535

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT Public Works memorandum, dated December 10, 2019, regarding the sale of surplus equipment be received and filed.

CARRIED

Building

CBO Monthly Report - November 2019

Council reviewed this report. It was

Resolution 2019-536

Moved By: Michel Lalonde

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT the Building Department report for November 2019, as submitted by the Chief Building Official, be received and filed.

CARRIED

By-Law Enforcement

BEO Monthly Report - November 2019

Council reviewed this report. It was

Resolution 2019-537

Moved By: Jacques Lacelle

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the By-Law Enforcement report for November 2019, as submitted by the By-Law Enforcement Officer, be received and filed.

CARRIED

Communications and Economic Development

CED Monthly Report - November 2019

Resolution 2019-538

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT the Communications and Economic Development report for November 2019, as submitted by the Communications and Public Relations Coordinator, be received and filed.

CARRIED

Day Care Services

DCS Monthly Report - November 2019

Council reviewed this report. It was

Resolution 2019-539

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT the Daycare report for November 2019, as submitted by the Daycare Services Coordinator, be received and filed.

CARRIED

Drainage

Drainage Monthly Report - November 2019

Council reviewed this report. It was

Resolution 2019-540

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the report for the month of November 2019, as submitted by the Drainage Superintendent be received and filed.

CARRIED

Water-Sewer/Ontario Clean Water Agency

None

REPORT OF LIAISON COMMITTEE MEMBERS / COMMITTEE REPORTS

Recycling

Minutes - October 28, 2019 Meeting

Council reviewed these Minutes. It was

Resolution 2019-541

Moved By: Peter Barton

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the minutes of the Joint Recycling Committee meeting of October 28, 2019 be received and filed.

CARRIED

Library Board

Council examined these two documents. It was

Resolution 2019-542

Moved By: Sarah Bigelow

Seconded By: Troy Carkner

BE IT RESOLVED THAT

- (i) the Champlain Township Public Library Report for November 2019; and
- (ii) the minutes of the Champlain Township Public Library Board meeting of October 21, 2019

as submitted by the Chairperson and the Head Librarian, be received and filed.

CARRIED

LIB Monthly Report - November 2019 (CARRIED)

Minutes - October 21, 2019 Meeting (CARRIED)

Committee of the Whole

Resolution 2019-543

Moved By: Gérard Miner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of December 10, 2019, be adopted:

8.3.1. Administration Report AD-23-19 - Lease agreement for ambulance service

8.3.2. Administration Report AD-24-19 - Contract Award for General Insurance and Risk Management

8.3.3. Administration Report AD-25-19 - Amendment to Procedural By-Law 2017-63

8.3.4. Fire Services

8.3.5 L'Original Marina

CARRIED

Text of the resolutions adopted by consent under Resolution 2019-543:

Administration Report AD-23-19 - Lease agreement for ambulance service

BE IT RESOLVED THAT Administration Report No. AD-23-19, dated November 25, 2019, regarding the lease agreement for the ambulance service be received and that the Committee recommends to enter into a new 5 year lease with the United Counties of Prescott Russell (UCPR) for leasing of a section of the Vankleek Hill Fire Station to the ambulance service.

Administrative Report AD-24-19 - Contract Award for General Insurance and Risk Management

BE IT RESOLVED THAT Administration Report No. AD-24-19, dated November 19th, 2019, regarding the contract award for general insurance and risk management services be received and that the Committee of the Whole recommends to Council to award the General Insurance and Risk Management Services contract to Frank Cowan Company for a total amount of \$185,667 plus tax.

Administration Report AD-25-19 - Amendment to Procedural By-Law 2017-63

BE IT RESOLVED THAT Administration Report No. AD-25-19, dated November 28, 2019, regarding an amendment to Procedural By-law 2017-63 be received and the Committee of the Whole recommends that By-law 2019-67 be brought forward for consideration.

Fire Services

BE IT RESOLVED THAT an Ad Hoc Committee, comprising of Councillor Miner, Councillor Barton, the CAO and the two Fire Chiefs be created and tasked to review fire services coverage of Carillon Gardens and surrounding area by the Township of East Hawkesbury.

L'Original Marina

BE IT RESOLVED THAT Council instructs Administration to commence the process of subletting the marina in L'Original.

Prescott Russell Recreational Trail Committee

Minutes - November 28, 2019 Meeting

Council reviewed these minutes. It was

Resolution 2019-544

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the minutes of the Recreation Trail Committee meeting of November 28, 2019 be received and filed.

CARRIED

Resolution 2019-545

Moved By: André Roy

Seconded By: Michel Lalonde

BE IT RESOLVED THAT Champlain Township Council requests that the United Counties of Prescott and Russell renew the lease with VIA Rail Canada Inc. for the Prescott-Russell Recreational Trail.

CARRIED

Request - Prescott-Russell Recreational Trail

Resolution 2019-546

Moved By: Michel Lalonde

Seconded By: Peter Barton

BE IT RESOLVED THAT Council approves the installation of a toilet near the pavilion on the Prescott-Russell Recreational Trail (Vankleek Hill section) in 2020 from May 15 to October 15.

CARRIED

REPORT OF THE MAYOR

None

OTHER BUSINESS

None

ADOPTION OF MINUTES

Council reviewed these sets of Minutes. It was

Resolution 2019-547

Moved By: André Roy

Seconded By: Gérard Miner

BE IT RESOLVED THAT Council approve the minutes of the following meetings:

- Public meeting – November 14, 2019;
 - Regular meeting – November 14, 2019; and
 - Committee of the Whole meeting – December 3, 2019
- as presented.

CARRIED

Minutes - Public Meeting - November 14, 2019 (CARRIED)

Minutes - Regular Meeting - November 14, 2019 (CARRIED)

Minutes - Committee of the Whole - December 3, 2019 (CARRIED)

There was a short break from 8:08 p.m. to 8:14 p.m.

ADOPTION OF BY-LAWS

By-Law 2019-66 - Amendments to User Fee By-law 2015-66

Council reviewed this proposed by-law. It was

Resolution 2019-548

Moved By: Jacques Lacelle

Seconded By: Gérard Miner

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2019-66, being a by-law to amend By-Law 2015-66 (a by-law to consolidate and amend the fees and charges levied by the Municipality).

CARRIED

By-Law 2019-67 - Amendment to By-law 2017-63 - Procedural By-Law

Council reviewed this proposed By-Law. It was

Resolution 2019-549

Moved By: Peter Barton

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2019-67 being a By-law to amend Procedural By-Law 2017-63 (procedures for governing the calling, place and proceedings of meetings for the Township of Champlain).

CARRIED

By-Law 2019-71 - Appointment of members to Champlain Committee of Adjustment

Resolution 2019-550

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2019-71, being a by-law to appoint members to the Champlain Committee of Adjustment.

CARRIED

By-Law 2019-72 - Amendment to By-Law 2009-52 - Personnel Policy Manuel

Resolution 2019-551

Moved By: Jacques Lacelle

Seconded By: Gérard Miner

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2019-72, being a by-law to amend By-Law 2009-52 (Personnel Policy Manual)

BE IT FURTHER RESOLVED THAT the 2.0% indexation be applied to employees not included in the personnel policy such as firefighters, cross guards and water meter readers.

CARRIED

By-Law 2019-73 - Authorizing the execution of an agreement with UCPR - lease of space for ambulance

Council reviewed this proposed by-law. It was

Resolution 2019-552

Moved By: Jacques Lacelle

Seconded By: Gérard Miner

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2019-73, being a by-law to authorize the entering into an agreement with The Corporation of the United Counties of Prescott and Russell for leasing of space for ambulance services.

CARRIED

By-Law 2019-74 - Hazardous or Special Waste Service Agreement between Stewardship Ontario and the Township of Champlain

Council reviewed this proposed by-law. It was

Resolution 2019-552

Moved By: Gérard Miner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2019-74, being a by-law to authorize the execution of an Amendment Agreement between Stewardship Ontario and the Township of Champlain.

CARRIED

CORRESPONDENCE (for action)

City of Dieppe Resolution - Leave to appeal to the Supreme Court of Canada

Resolution 2019-554

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the City of Dieppe's request dated December 4, 2019, for support of the City's appeal of New Brunswick Court of Appeal decision in the case of Noron Inc. vs. the City of Dieppe, be heard by the Supreme Court of Canada, be filed.

CARRIED

Township of Larder Lake - Main Street Revitalization Fund

Resolution 2019-555

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the Township of Larder Lake's resolution dated November 12, 2019, requesting that the Ministry of Agriculture, Food and Rural Affairs provide an extension to the Main Street Revitalization Grant, be endorsed.

CARRIED

CORRESPONDENCE (for information)

Ontario Government - Job Site Challenge

This correspondence was submitted for information purposes.

QUESTION PERIOD

There were no questions from the public.

IN CAMERA

At 8:19 p.m., Council resumed the In Camera meeting that commenced at 6:00 p.m. and was temporarily adjourned at 6:56 p.m. in order to discuss the outstanding agenda items. It was

Resolution 2019-556

Moved By: Jacques Lacelle

Seconded By: Peter Barton

BE IT RESOLVED THAT Council go in-camera for the purpose of discussing personal matters about identifiable individuals and labour relations, as provided under sections 239.(2)(b) and (d) of the *Municipal Act, 2001*.

CARRIED

Personnel Matters

The In Camera portion of the meeting was adjourned at 9:37 p.m. and the Regular meeting resumed.

NEXT MEETING

- Special (Budget) Meeting - December 11, 2019 - 1:00 p.m.
- In Camera Meeting - December 19, 2019 - 12:00 p.m.
- Special (Budget) Meeting - December 19, 2019 - 1:00 p.m.

CONFIRMING BY-LAW

By-Law 2019-75

Having dealt with the matters at hand, it was

Resolution 2019-558

Moved By: Jacques Lacelle

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT three readings and final passage be given By-Law 2019-75, being a by-law to confirm the proceedings of Council at its meeting of December 10, 2019.

CARRIED

ADJOURNMENT

Subsequently, it was

Resolution 2019-559

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT Council adjourn until December 11, 2019, at the Champlain Township Hall Council chambers at 1:00 p.m. or at the call of the Mayor or Clerk.

CARRIED

The Regular meeting was adjourned at 9:38 p.m.

NORMAND RIOPEL, MAYOR

ALISON COLLARD, CLERK