



**TOWNSHIP OF CHAMPLAIN  
REGULAR COUNCIL MEETING**

**September 10, 2019  
TOWNSHIP HALL**

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

**MOTIVATED ABSENCE:** Troy Carkner, Councillor

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

**OPENING - 7:00 P.M.**

The regular meeting was opened at 7:12 p.m.

**DISCLOSURE OF PECUNIARY INTEREST**

Councillor Barton declared a conflict of interest with point 6.1 Van Kleek Manor - New housing project, being related to the presenter, and to point 7.1.4 Severance application B-059-2019 Allensite Farms, being related to the applicant.

Later during the meeting Councillor Roy declared a conflict of interest with item 6.1 Vankleek Hill Manor new housing project being related to a Board member. Councillor Barton and Mayor Riopel both declared a conflict of interest with item 7.4.3. Duval Road Capital Project, having relatives living on that road.

**ADOPTION OF AGENDA**

Two items were added to the agenda: 7.4.3 Duval Road Capital Project; and 10.1 Ad Hoc Committee for negotiations with the Town of Hawkesbury. It was

**Resolution 2019-365**

**Moved By:** Gérard Miner

**Seconded By:** Michel Lalonde

**BE IT RESOLVED THAT** Council approve the agenda of the regular meeting of September 10, 2019, as amended.

**CARRIED**

The Mayor introduced and welcomed Jennifer Laforest, who joined the Township staff as full-time senior planner on September 3, 2019.

### **PRESENTATION BY COUNCIL**

None

### **PRESENTATION – COMMITTEES / CONSULTANTS**

#### **Jean-Jacques Lacombe - Integrity Commissioner**

Mr. Jean-Jacques Lacombe, who was appointed as Integrity Commissioner for the Township of Champlain made a brief presentation to Council and the public on his role and responsibilities as Integrity Commissioner to Council as mandated by the *Municipal Act*. These responsibilities include: the application of the Council code of conduct; the application of the procedures and rules and policies; the application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act*; answering requests for advice from members; and educating members and the public about the municipality's code of conduct for members of council and about the *Municipal Conflict of Interest Act*. .

Mr. Lacombe highlighted his duty to investigate complaints made at request of council, or by a member of council, or member of public. Mr. Lacombe informed the public that the role of the integrity commissioner, the Council Code of Conduct and the procedure for making a complaint regarding a breach of the Council Code of Conduct can be found on the Township's website.

The Mayor thanked Mr. Lacombe for his presentation.

#### **Carole Lavigne, UCPR - Intermunicipal transportation**

Carole Lavigne, Director, Economic Development and Tourism Department, United Counties of Prescott and Russell (UCPR) presented the Intermunicipal Transportation Project to Council. She informed Council that UCPR have been awarded a \$2,000,000 grant from the Ontario Ministry of Transportation's Community Transportation Grant Program that would allow them to establish a pilot project for an inter-municipal transit system which will enable residents of the eight municipalities in Prescott and Russell to benefit from a new public transit service, which will allow them to travel easily across the region in order to access various essential services, all the while reducing barriers to transportation mobility in rural areas and encouraging economic growth. Mrs Lavigne ran through the results of a survey in the Spring 2019 that was carried out in the region to gauge interest and the needs of the residents. She also highlighted the proposed routes and stops for the buses. She indicated that Champlain Township will have to approve the proposed bus stops on its territory as well as install signage and maintenance (snow and ice removal) at the selected stops.

The Mayor informed Mrs. Lavigne that the Township will confirm which bus stops it will be able to accommodate and thanked her for her presentation.

### **DEPUTATION**

#### **Gary J. Barton, Van Kleek Manor Non-Profit Housing Corporation - New Housing Project**

Councillor Barton left the room during this presentation having declared a conflict with this item. Councillor Roy also left the room during this presentation after declaring he had a conflict with this item.

Mr. Gary J. Barton, Chair, along with other members of the Board of Directors and administration of the Van Kleek Manor were in attendance at the meeting (Gilles Fournier, Bruce Barton, Douglas Goodkey and Robin McRae) to provide Council with an update on their proposal for the extension of the Van Kleek Manor, senior citizens housing situated at 71 Derby Avenue. Mr. Barton introduced Mr. Edward Power, a consultant hired by the Van Kleek Manor, who has worked on similar projects, to provide a status report on their project proposal. The project is for a 3-storey, 30 unit addition (20 1-bedroom & 10 2-bedroom units) of which 13 will be affordable units and 17 will be at market value. The initial estimate for the project is \$6.8 million, which is planned to be financed by CMHC SEED funding and the Rental Construction Financing Initiative, as well as community support and partnerships.

Mr. Power presented the Van Kleek Manor's request for the Township contribution of former daycare property at 79 Derby Avenue to the expansion. They propose using it as a seniors' recreation centre servicing Van Kleek Manor's existing 40 units, the 30-unit expansion and UCPR's 14-unit retirement complex, as well as other senior's groups within the Township. This donation of land for the project would help reduce capital costs; provide project access and a lay down area during construction; and provide site and administrative offices during project development and construction. There would be a conversion and renovation costs.

In addition, the Van Kleek Manor is asking for a Letter of support that would include a Township statement on the need for affordable housing that they can present with their funding and financing applications.

The Mayor thanked the Vankleek Hill Manor group for their presentation and informed them that Council will consider their request.

#### **Georgia Dawood - Composting**

Georgia Dawood, Township resident, made a presentation to Council on composting and proposed that the Township of Champlain consider implementing a composting program. She highlighted the benefits of composting, gave some guidance on how to compost and suggested that compost collection could be introduced on a biweekly basis, alternating with garbage collection.

The Mayor thanked her for her informative presentation.

#### **André Denis & Susan MacGregor Denis - Automobile Service Station, 1725 County Road 4**

Susan MacGregor Denis addressed Council with her concerns relating to the construction of a new automobile service station at the intersection of County Road 4 and Front Road (County Road 24) which is directly opposite her residence. She has concerns relating to the flow of traffic into and out of the new service station, in particular with vehicles exiting the service station whose headlights shine directly into her residence. She requested that the entrance on Front Road be removed.

The Consulting Planner, Mr. Marc Rivet, explained that the owners of the service station did a traffic study prior to applying for Site Plan Approval in order to develop this lot. The use is permitted by the Zoning By-Law. He indicated that the site plan was reviewed by County and Township engineers. Transport trailers cannot turn on site, so the United Counties permitted two entrances, one on County Road 4 and one on Front Road. A one-way flow of traffic that would avoid exiting on Front Road may be a slim possibility, however the site is small and there is a lot of infrastructure on the site. The Site Plan has already been approved, it has been registered on title and a building permit has been issued.

There was a short break from 8:23p.m. to 8:35 p.m.

## **STAFF REPORTS**

### **Planning**

#### **On-Going Planning Projects**

Council reviewed this list. It was

**Resolution** 2019-366

**Moved By:** Gérard Miner

**Seconded By:** Violaine Tittley

**BE IT RESOLVED THAT** the on-going planning project list, as updated on September 3, 2019, be received and filed.

**CARRIED**

#### **Application to deem subdivision not to be a registered plan of subdivision - Home Avenue (Maidens)**

Council reviewed the Planner's report. It was

**Resolution** 2019-367

**Moved By:** Peter Barton

**Seconded By:** Sarah Bigelow

**BE IT RESOLVED THAT** the Planning Department report dated September 3, 2019 regarding the submission of an application pursuant to Sub-Section (4) of Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P.13 (as amended) deeming those parts of Plan M29 Described as Block G, Plan M29, Champlain and Lot 33, Plan M29, Champlain, not be a registered plan of subdivision be received and that By-Law 2019-51 be presented for adoption.

**CARRIED**

#### **Land Severance Application B-058-2019 - Erika Morin**

Council reviewed the planner's report. It was

**Resolution** 2019-368

**Moved By:** Gérard Miner

**Seconded By:** Violaine Tittley

**BE IT RESOLVED THAT** the land severance application for Erika Morin, as well as comments from the Planner, the Drainage Superintendent and the Chief Building Official, be received and that the land severance application (file B-058-2019) be granted with the following conditions:

1. That the applicant be required to obtain a zoning amendment, with all possibility of appeal exhausted, to change the zone of the severed lot (Lot A) to the Rural Residential (RR) Zone in order to address the lot frontage and lot area provisions of the Township of Champlain Zoning By-Law. As such, a zoning amendment is required to:
  - Require a minimum lot frontage of 45 metres; and
  - Require a minimum lot area of 4,000 m<sup>2</sup>.
2. That the applicant be required to submit a hydrogeological investigation conducted by a qualified professional in order to ensure that the proposed development can be adequately serviced.
3. That the drain assessment schedules of the W.J. Douglas and the Little Rideau Creek Extension municipal drains be updated by an engineer appointed by the owners and at the owners' expense.

**CARRIED**

**Land Severance Application B-059-2019 - Allensite Farms Inc.**

Councillor Barton left the Council room during the discussion of this item. Council reviewed the planner's report. It was

**Resolution 2019-369**

**Moved By:** Sarah Bigelow

**Seconded By:** Michel Lalonde

**BE IT RESOLVED THAT** the land severance application for Allensite Farms Inc., as well as comments from the Planner, the Drainage Superintendent and the Chief Building Official, be received and that the land severance application (file B-059-2019) be granted with the following conditions:

1. That the severed lot (A) be transferred to and merged on titled with the property at 2273 Allen Road;
2. That the applicant demonstrate that all buildings and septic systems meet applicable zone provisions and Ontario Building Code to the satisfaction of the Chief Building Official.
3. That an easement be registered over the property at 2273 Allen Road in favour of the retained lot (B) for access and use of the drilled well that services the dwelling at 3122 Dunning Road; and,
4. That the applicant be required to obtain a zoning amendment, with all possibility of appeal exhausted, in order to address some aspects of the proposed severance which do not comply with the provisions of the Township of Champlain Zoning By-Law. As such, a zoning amendment is required to:
  - Prohibit all agricultural uses on the retained lot (B).

**CARRIED**

**ADOPTION OF PLANNING BY-LAWS**

**By-Law 2019-51 – By-Law to deem a Plan of Subdivision not to be a Registered Plan of Subdivision within the meaning of the Planning Act**

Council reviewed this proposed by-law. It was

**Resolution 2019-370**

**Moved By:** Peter Barton

**Seconded By:** Michel Lalonde

**BE IT RESOLVED THAT** three readings and final passage be granted to By-Law 2019-51, being a By-Law pursuant to Sub-Section (4) of Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P.13 (as amended) deeming those parts of Plan M29 Described as Block G, Plan M29, Champlain and Lot 33, Plan M29, Champlain not be a registered plan of subdivision.

**CARRIED**

**Administration**

**Forests Ontario - 50 Million Tree Program**

**Resolution 2019-371**

**Moved By:** Violaine Tittley

**Seconded By:** Jacques Lacelle

**BE IT RESOLVED THAT** the Township of Champlain participate in the *Forests Ontario: 50 Million Tree Program* by planting trees in collaboration with South Nation Conservation, on the 2.35 acre municipal property fronting on Daniel Street, L'Orignal to maximum investment value of \$750.00.

**CARRIED**

## **Finance**

### **Accounts**

Council reviewed this document. It was

**Resolution 2019-372**

**Moved By:** Gérard Miner

**Seconded By:** Sarah Bigelow

**BE IT RESOLVED THAT** the accounts paid and as presented by the Treasurer on September 10, 2019, be received and filed.

**CARRIED**

### **Provincial One-Time Funding Grant**

This item was tabled until the next Committee of the Whole meeting.

### **Administration Report ADM-14-19 - Duval Road Capital Project**

Mayor Riopel and Councillor Barton declared a conflict of interest with this item, both having relatives living on this road, and both members of Council left the room during this discussion.

**Resolution 2019-373**

**Moved By:** André Roy

**Seconded By:** Sarah Bigelow

**BE IT RESOLVED THAT** Administration Report No. AD-14-19, dated September 10, 2019, regarding Duval Road Capital Project be received and that Council approves the recommendation to change the financing of Duval Road Capital Project to the remaining Ontario Community Infrastructure Fund (OCIF) for the portion of this project already financed with taxes and increase the budget by \$15,000 to a total of \$95,000.

**CARRIED**

### **Fire Department**

Council reviewed these reports. It was

**Resolution 2019-374**

**Moved By:** Sarah Bigelow

**Seconded By:** Michel Lalonde

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

**CARRIED**

### **District 1 - Monthly Report - August 2019 (CARRIED)**

### **District 2 - Monthly Report - August 2019 (CARRIED)**

### **Parks & Recreation**

#### **REC Monthly Report - August 2019**

Council reviewed this report. It was

**Resolution 2019-375**

**Moved By:** Violaine Tittley

**Seconded By:** André Roy

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

**CARRIED**

**Roads Department**

**PWD Monthly Report - August 2019**

Council reviewed this report. It was

**Resolution 2019-376**

**Moved By:** Jacques Lacelle

**Seconded By:** Gérard Miner

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

**CARRIED**

**PWD Report PWD-12-19 - Regular and Winter Maintenance Operations on private road - Montpetit Street extension**

Council reviewed this report. It was

**Resolution 2019-377**

**Moved By:** Gérard Miner

**Seconded By:** Violaine Tittley

**BE IT RESOLVED THAT** Public Works Report No. PW-12-19, dated September 10<sup>th</sup> 2019, regarding regular and winter maintenance operations by the Township on Montpetit Street (Extension) in L'Original be tabled to a future meeting.

**CARRIED**

**PWD Memorandum - Hiring of two new road crew**

This memorandum was provided for information purposes.

**PWD Memorandum - Release of Wastewater Systems Effluent on Open Government Data**

This memorandum was provided for information purposes.

**Traffic Count 2019**

This document was provided for information purposes.

**Building**

**CBO Monthly Report - August 2019**

Council reviewed this report. It was

**Resolution 2019-378**

**Moved By:** Gérard Miner

**Seconded By:** Michel Lalonde

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

**CARRIED**

**By-Law Enforcement**

**BEO Monthly Report - August 2019**

Council reviewed this report. It was

**Resolution 2019-379**

**Moved By:** Gérard Miner

**Seconded By:** Sarah Bigelow

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

**CARRIED**

### **Communications and Economic Development**

#### **CED Monthly Report - August 2019**

**Resolution 2019-380**

**Moved By:** André Roy

**Seconded By:** Jacques Lacelle

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

**CARRIED**

### **Day Care Services**

#### **DCS Monthly Report - August 2019**

Council reviewed this report. It was

**Resolution 2019-381**

**Moved By:** Gérard Miner

**Seconded By:** Violaine Tittley

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

**CARRIED**

### **Drainage**

#### **Drainage Monthly Report - August 2019**

Council reviewed this report. It was

**Resolution 2019-382**

**Moved By:** Gérard Miner

**Seconded By:** Jacques Lacelle

**BE IT RESOLVED THAT** the report for the month of August 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**

#### **Hawkesbury and Area Joint Recycling Committee - Purchase of a new garbage truck**



**Resolution 2019-383**

**Moved By:** Jacques Lacelle

**Seconded By:** Michel Lalonde

**BE IT RESOLVED THAT** the Township of Champlain endorses the Hawkesbury and Area Joint Recycling Committee's Resolution dated August 26, 2019 :

1. THAT the Hawkesbury and Area Joint Recycling Committee be authorized to proceed with the purchase of a pre-owned garbage truck for the purpose of using this vehicle as a replacement due to mechanical failures of the existing recycling vehicles; and
2. THAT the costs for the purchase of this vehicle be fully funded by the Equipment Reserve of the Hawkesbury and Area Joint Recycling Committee.

**CARRIED**

**Library Board**

None

**Prescott Russell Recreational Trail Committee**

None

**REPORT OF THE MAYOR**

This documentation was provided for information purposes.

**OTHER BUSINESS**

**Ad Hoc Committee - Discussions with the Town of Hawkesbury**

**Resolution 2019-384**

**Moved By:** Jacques Lacelle

**Seconded By:** André Roy

**BE IT RESOLVED THAT** Councillor Sarah Bigelow replace Councillor André Roy as member of the Ad Hoc Committee established to negotiate with the Town of Hawkesbury.

**CARRIED**

**ADOPTION OF MINUTES**

**Minutes - Regular Meeting - August 6, 2019**

Council reviewed these sets of Minutes. It was

**Resolution 2019-385**

**Moved By:** Sarah Bigelow

**Seconded By:** Violaine Tittley

**BE IT RESOLVED THAT** the Minutes of the August 6, 2019 Regular Council meeting be approved.

**CARRIED**

**ADOPTION OF BY-LAWS**

**By-Law 2019-50 - to repeal By-law 2019-47 - Tile Drain Loan**

Council reviewed this proposed by-law. It was

**Resolution 2019-386**

**Moved By:** Peter Barton

**Seconded By:** Michel Lalonde

**BE IT RESOLVED THAT** three readings and final passage be granted By-Law 2019-50, being a by-law to repeal By-Law Number 2019-47 imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

**CARRIED**

**By-Law 2019-52 - Agreement with the Federation of Canadian Municipalities (FCM) - Municipal Asset Management Grant**

Council reviewed this proposed by-law. It was

**Resolution 2019-387**

**Moved By:** Sarah Bigelow

**Seconded By:** Peter Barton

**BE IT RESOLVED THAT** three readings and final passage be granted By-Law 2019-52, being a by-law authorize the entering into a Grant Agreement with the Federation of Canadian Municipalities for funding under the Municipal Asset Management Program (MAMP) for the development of asset management strategies and capacities in Champlain Township.

**CARRIED**

**CORRESPONDENCE (for action)**

**Vankleek Hill Christmas Home Tour**

**Resolution 2019-388**

**Moved By:** Gérard Miner

**Seconded By:** Sarah Bigelow

**BE IT RESOLVED THAT** Council approve a \$300 sponsorship for the cost of one bus for the Vankleek Hill Christmas Home Tour organized by The Review.

**CARRIED**

**Norfolk County - Request for Provincial Response - Leaking Gas Wells**

**Resolution 2019-389**

**Moved By:** Gérard Miner

**Seconded By:** Michel Lalonde

**BE IT RESOLVED THAT** the County of Norfolk's resolution dated July 9, 2019, requesting that the Provincial Government address leaking gas well issues, as outlined in their resolution, be endorsed.

**CARRIED**

**Town of Bradford West Gwillimbury - Never Forgotten National Memorial**

**Resolution 2019-390**

**Moved By:** Violaine Tittley

**Seconded By:** Sarah Bigelow

**BE IT RESOLVED THAT** the Town of Bradford West Gwillimbury's resolution dated August 6, 2019, supporting efforts of the Never Forgotten National Memorial Foundation to develop the Never Forgotten National Memorial, be endorsed.

**CARRIED**

## **City of Kitchener - Flushable wipes**

**Resolution 2019-391**

**Moved By:** Peter Barton

**Seconded By:** André Roy

**BE IT RESOLVED THAT** the City of Kitchener's resolution dated August 26, 2019, requesting that the Federal Government review regulations related to consumer packaging on single-use wipes to remove the word flushable, be endorsed.

**CARRIED**

## **CORRESPONDENCE (for information)**

None

## **QUESTION PERIOD**

There were no questions from the public.

## **IN CAMERA**

At 9:29 p.m. Council resumed the In Camera meeting that commenced at 5:00 p.m. and was temporarily adjourned at 6:58 p.m. in order to complete the discussions. It was

**Resolution 2019-392**

**Moved By:** Sarah Bigelow

**Seconded By:** Jacques Lacelle

**BE IT RESOLVED THAT** Council go in-camera for the purpose of discussing personal matters about identifiable individuals; information that is subject to solicitor-client privilege; and negotiations; as well as for the purpose of educating its members, as provided under sections 239.(2)(b), (f), and (k) and 239.(3.1) of the *Municipal Act, 2001*.

**CARRIED**

## **Insurance Claim**

## **L'Original Flood**

## **Montpetit Street**

## **Champlain Township Landfill Site**

## **Education - Role of the Integrity Commissioner**

The In Camera meeting adjourned at 10:11 p.m. and the Regular Meeting resumed.

## **NEXT MEETING**

- Committee of the Whole - October 2, 2019 - 4:30 p.m.
- Regular Meeting - October 8, 2019 - 7:00 p.m.

## **CONFIRMING BY-LAW**

## **By-Law 2019-53**

Having dealt with the matters at hand, it was

**Resolution 2019-395**

**Moved By:** Jacques Lacelle

**Seconded By:** Gérard Miner

**BE IT RESOLVED THAT** three readings and final passage be given By-Law 2019-53, being a by-law to confirm the proceedings of Council at its meeting of September 10, 2019.

**CARRIED**

**ADJOURNMENT**

Subsequently, it was

**Resolution 2019-396**

**Moved By:** Michel Lalonde

**Seconded By:** Gérard Miner

**BE IT RESOLVED THAT** Council adjourn until October 8, 2019, at the Champlain Township Hall Council chambers at 7:00 p.m. or at the call of the Mayor or Clerk.

**CARRIED**

The meeting was adjourned at 10:14 p.m.

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NORMAND RIOPEL, MAYOR

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ALISON COLLARD, CLERK