



**TOWNSHIP OF CHAMPLAIN
REGULAR COUNCIL MEETING**

**April 9, 2020
Electronic Participation**

**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
Jennifer Drury, Director of Daycare Services

OPENING - 7:00 P.M.

The regular meeting was opened at 7:26 p.m.

The Mayor welcomed Council and staff to the first electronic Regular Meeting. The meeting is being held electronically in order to respect the physical distancing requirements mandated by the provincially declared emergency as a result of the COVID-19 pandemic. The meeting is being live streamed to YouTube and a link to a recording of the meeting will be posted to the Township website. There will not be a live question period; however the Township will answer questions by email or by telephone.

The Mayor stated that the Township is constantly monitoring the emergency situation. He thanked employees who are providing essential services, performing daily sanitization procedures and following the physical distancing measures. The Mayor expressed concern for the community and asked that everyone stay safe at home during the Easter long weekend.

DISCLOSURE OF PECUNIARY INTEREST

None noted.

ADOPTION OF AGENDA

It was

**Resolution 2020-145
Moved By: André Roy
Seconded By: Peter Barton**

BE IT RESOLVED THAT Council approve the agenda of the regular meeting of April 9, 2020, as presented.

CARRIED

PRESENTATION BY COUNCIL

None

PRESENTATION – COMMITTEES / CONSULTANTS

None

DEPUTATION

None

STAFF REPORTS

Planning

Report on the impact of the Emergency Regulations on Planning Projects

Council reviewed this list. It was

Resolution 2020-146

Moved By: Violaine Tittley

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the report dated April 9, 2020, on the impact of emergency regulations on planning projects, as well as the On-going Planning Project List, as submitted by the Senior Planner, be received and filed.

CARRIED

ADOPTION OF PLANNING BY-LAWS

None

Administration

Administration Report AD-05-2020 - Update on COVID-19

Council reviewed this report. It was

Resolution 2020-147

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT Administration Report No. AD-05-2020, dated April 3, 2020, regarding an update on COVID-19 be received and filed.

CARRIED

Change to the number of garbage bags collected

Resolution 2020-148

Moved By: Gérard Miner

Seconded By: Jacques Lacelle

WHEREAS the Township passed a by-law 2013-04 to establish a garbage or waste limit on residential units within the Township of Champlain;

AND WHEREAS By-law 2013-04 states that every residential unit shall be limited to two (2) free bags per week to regulate the number of garbage bags;

AND WHEREAS many Champlain Township residents are now working from home due to the COVID-19 pandemic; in addition to the fact that schools and daycares have been closed, requiring children to remain at home;

AND WHEREAS the requirement for physical distancing and self-isolation may translate into an increase in the quantity of garbage generated by Champlain Township residents;

BE IT RESOLVED THAT Council approve an increase in the amount of bags that will be collected at each residential unit from 2 free bags per week to 3 free bags per week, during the provincially declared emergency for COVID-19.

CARRIED

Finance

Accounts

Council reviewed this document. It was

Resolution 2020-149

Moved By: Gérard Miner

Seconded By: André Roy

BE IT RESOLVED THAT the accounts paid and as presented by the Treasurer on April 9, 2020, be received and filed.

CARRIED

Water and Sewer Taxes

Resolution 2020-150

Moved By: Troy Carkner

Seconded By: Violaine Tittley

BE IT RESOLVED THAT Finance Report No. FIN-02-20, dated April 2, 2020, regarding Water and Sewer Taxes be received and that Council approves the recommendation to postpone the payment for water and sewer taxes until May 29, 2020.

BE IT FURTHER RESOLVED to suspend the penalty fees for water and sewer taxes until June 1, 2020.

CARRIED

Fire Department

Council reviewed these reports. It was

Resolution 2020-151

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT the monthly Fire Department Report for March 2020, as submitted by the District 1 Chief and the monthly Fire Department Reports for February and March, as submitted by the District 2 Chief, be received and filed.

CARRIED

District 1 - Monthly Report - March 2020 (CARRIED)

District 2 - Monthly Reports - February & March 2020 (CARRIED)

Parks & Recreation

REC Monthly Report - March 2020

Council reviewed this report. It was

Resolution 2020-152

Moved By: Sarah Bigelow

Seconded By: André Roy

BE IT RESOLVED THAT the monthly Recreation Report for March 2020, as submitted by the Director of Parks & Recreation, be received and filed.

CARRIED

Public Works

PWD Monthly Report - March 2020

Council reviewed this report. It was

Resolution 2020-153

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT the Road report for March 2020 as submitted by the Director of Public Works be received and filed.

CARRIED

PWD Report PWD-04-20 - Underground Infrastructure Locates Service Providers

Council reviewed this report. It was

Resolution 2020-154

Moved By: Jacques Lacelle

Seconded By: Gérard Miner

BE IT RESOLVED THAT Public Works Report No. PW-04-20, dated April 9th, 2020, regarding Champlain Township's underground infrastructure locate service provider be received and that Council approves the recommendation to award a one (1) year contract add-on to the Ontario Clean Water Agency (OCWA) to provide locate services for the municipal water, sanitary sewer and storm sewer infrastructure as per the following fee schedule:

- Standard locate shall be billed at a rate of \$32.50 per half hour, minimum of 30 minute fee will apply per standard locate. Additional time shall be billed at the actual time required at current contract rates.
- Emergency locate (during regular business hours) shall be billed at the standard rates above.
- Emergency locate (after hours, weekends, and statutory holidays) shall be billed at the rate of \$87.50 per hour with a minimum four (4) hour fee.

BE IT FURTHER RESOLVED THAT Council awards a one (1) year contract to Sproule Powerline Construction Ltd. to provide locate services for the municipal underground streetlight infrastructure as per the following fee schedule:

- Standard locate shall be billed at a rate of \$85 per hour, minimum two (2) hour fee.
- Emergency locate (during regular business hours) shall be billed at \$85 per hour with a minimum three (3) hour fee.

- Emergency locate (after hours, weekends, and statutory holidays) shall be billed at the rate of \$170 per hour, with a minimum three (3) hour fee.

BE IT FURTHER RESOLVED THAT Council instruct staff that from April 5th, 2020 through to until September 30th, 2020 the Township shall not charge the locate requestor(s) for the fees incurred by the Township from OCWA and Sproule Powerline Construction to provide the underground municipal infrastructure locates. During this time, staff shall keep track of those costs and prepare a report to council to recommend a fee schedule for the purpose of updating the user fee by-law so that staff may resume invoicing locate requestors for municipal underground infrastructure locates.

CARRIED

PW Memo 05-20 - Pickup Truck and SUV Joint Tender with UCPR

Resolution 2020-155

Moved By: Jacques Lacelle

Seconded By: Peter Barton

BE IT RESOLVED THAT the Public Works memorandum PW 05-20, dated April 9, 2020, regarding the Pickup Truck and SUV Joint Tender with UCPR, be received and filed.

CARRIED

PW Memo 06-20 - 2020 Spring Garbage Collection postponed due to COVID-19

Resolution 2020-156

Moved By: Jacques Lacelle

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the Public Works memorandum PW 06-20, dated April 9, 2020, regarding the postponement of the 2020 Spring Garbage Collection due to COVID-19, be received and filed.

CARRIED

Building

CBO Monthly Report - March 2020

Council reviewed this report. It was

Resolution 2020-157

Moved By: Gérard Miner

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT the Building Department report for March 2020, as submitted by the Chief Building Official, be received and filed.

CARRIED

Building Permit renewals

Resolution 2020-158

Moved By: Sarah Bigelow

Seconded By: Troy Carkner

BE IT RESOLVED THAT Council approve that the payment for the renewal of expired building permits be postponed for three months.

CARRIED

By-Law Enforcement

BEO Monthly Report - March 2020

Council reviewed this report. It was

Resolution 2020-159

Moved By: Violaine Tittley

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the By-Law Enforcement report for March 2020, as submitted by the By-Law Enforcement Officer, be received and filed.

CARRIED

Communications and Economic Development

CED Monthly Report - March 2020

Resolution 2020-160

Moved By: Jacques Lacelle

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the Communications and Economic Development Report for March 2020, as submitted by the Communications and Public Relations Coordinator, be received and filed.

CARRIED

Day Care Services

DCS Monthly Report - March 2020

Council reviewed this report. It was

Resolution 2020-161

Moved By: Gérard Miner

Seconded By: Violaine Tittley

BE IT RESOLVED THAT the Daycare report for March 2020, as submitted by the Director of Daycare Services, be received and filed.

CARRIED

Drainage

Drainage Monthly Report - March 2020

Council reviewed this report. It was

Resolution 2020-162

Moved By: Gérard Miner

Seconded By: Peter Barton

BE IT RESOLVED THAT the report for the month of March 2020, 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 - March 9, 2020 Meeting

Council reviewed these Minutes. It was

Resolution 2020-163

Moved By: Violaine Tittley

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the minutes of the Joint Recycling Committee meeting of March 9, 2020 be received and filed.

CARRIED

Library Board

Council examined these two documents. It was

Resolution 2020-164

Moved By: Sarah Bigelow

Seconded By: Troy Carkner

BE IT RESOLVED THAT

- (i) the Champlain Township Public Library Report for March 2020; and
- (ii) the minutes of the Champlain Township Public Library Board meeting of February 18, 2020

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

CARRIED

LIB Monthly Report - March 2020 (CARRIED)

Minutes - February 18, 2020 Meeting (CARRIED)

Prescott Russell Recreational Trail Committee

Minutes - March 5, 2020 Meeting

Council reviewed these minutes. It was

Resolution 2020-165

Moved By: Sarah Bigelow

Seconded By: Violaine Tittley

BE IT RESOLVED THAT the minutes of the Prescott Russell Recreational Trail Committee meeting of March 5, 2020 be received and filed.

CARRIED

Leadership Féminin Prescott Russell (LFPR) Committee

LFPR Activity Report 2020

Resolution 2020-166

Moved By: Violaine Tittley

Seconded By: André Roy

BE IT RESOLVED THAT the Leadership Féminin Prescott-Russell Committee's Activity Report for January to March, 2020 be received and filed.

CARRIED

REPORT OF THE MAYOR

None

OTHER BUSINESS

None

ADOPTION OF MINUTES

Minutes - Regular Meeting - March 12, 2020

Resolution 2020-167

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT Council approve the minutes of the Regular meeting held March 12, 2020, as presented.

CARRIED

ADOPTION OF BY-LAWS

Council reviewed these proposed by-laws. It was

By-Law 2020-26 - authorizing the execution of an Addendum to the Agreement with Recycle Action

Council reviewed this proposed by-law. It was

Resolution 2020-168

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2020-26, being a by-law to authorize the execution of an Addendum to the Agreement between Recycle-Action Inc. and the Hawkesbury and Area Joint Recycling Committee as represented by the Corporation of the Township of Champlain regarding a recycling program.

CARRIED

CORRESPONDENCE (for action)

Grey County - Excise exemption for 100% Canadian wines

Resolution 2020-169

Moved By: Troy Carkner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the resolution of Grey County, dated March 12, 2020 supporting the excise exemption for 100% Canadian wines and requesting that the Federal government ensures that this exemption remains in place, be endorsed.

CARRIED

Town of Kingsville - Request for Electricity Billing Relief during COVID-19

Resolution 2020-170

Moved By: Troy Carkner

Seconded By: Peter Barton

BE IT RESOLVED THAT the Town of Kingsville's resolution number 256-2020, dated March 23, 2020 requesting that the Minister of Energy provide hydro billing relief during the quarantine period as a result of the COVID-19 pandemic, be endorsed.

CARRIED

Letter of Support - Collaboration for Granting Access to Broadband Internet and Telecommunication Services in the United Counties of Prescott and Russell

Resolution 2020-171

Moved By: Troy Carkner

Seconded By: André Roy

BE IT RESOLVED THAT the request from Bell Canada dated April 8, 2020 requesting municipal support for their submission to the CRTC Broadband Fund be received and that the Township of Champlain send a letter of support for CRTC grant submissions on behalf of all the broadband internet and telecommunication service providers in the United Counties of Prescott and Russell.

CARRIED

CORRESPONDENCE (for information)

This correspondence was provided for information purposes.

SNC's Updated Conservation Authority Jurisdiction

QUESTION PERIOD

No questions had been submitted by the public prior to the electronic meeting.

IN CAMERA

At 7:50 p.m., Council resumed the In Camera meeting that commenced at 6:55 p.m. and was temporarily adjourned at 7:22 p.m. in order to discuss an outstanding agenda item. It was

Resolution 2020-172

Moved By: Peter Barton

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT Council go in-camera for the purpose of discussing financial information, supplied in confidence to the municipality, which, if disclosed, could reasonably be expected to interfere with the contractual negotiations of an organization; and instructions to be applied to any negotiations, as provided under sections 239.(2)(i) and (k) of the *Municipal Act, 2001*.

CARRIED

Negotiations

The In Camera meeting was adjourned at 8:20 p.m. and the Regular Meeting resumed at 8:21 p.m.

NEXT MEETING

- Regular Meeting - May 14, 2020

CONFIRMING BY-LAW

By-Law 2020-27

Having dealt with the matters at hand, it was

Resolution 2020-174

Moved By: Gérard Miner

Seconded By: Peter Barton

BE IT RESOLVED THAT three readings and final passage be given By-Law 2020-27, being a by-law to confirm the proceedings of Council at its meeting of April 9, 2020.

CARRIED

ADJOURNMENT

Subsequently, it was

Resolution 2020-175

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT Council adjourn until May 14, 2020, at the Champlain Township Hall Council chambers at 7:00 p.m. or at the call of the Mayor or Clerk.

CARRIED

The Regular Meeting was adjourned at 8:22 p.m.

NORMAND RIOPEL, MAYOR

ALISON COLLARD, CLERK