



**TOWNSHIP OF CHAMPLAIN
REGULAR COUNCIL MEETING**

**May 14, 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 6:57 p.m.

DISCLOSURE OF PECUNIARY INTEREST

Councillor Tittley declared an indirect pecuniary interest with agenda item 7.3.3. as she is a member of the Board of Directors of the Vankleek Hill Farmers' Market.

ADOPTION OF AGENDA

Item 7.7.2. Greenlane Road East was added to the agenda at the request of Councillor Miner. It was

Resolution 2020-184

Moved By: Jacques Lacelle

Seconded By: Violaine Tittley

BE IT RESOLVED THAT Council approve the agenda of the regular meeting of May 14, 2020, as amended.

CARRIED

PRESENTATION BY COUNCIL

None

PRESENTATION – COMMITTEES / CONSULTANTS

Deloitte LLP - Report on Audited Financial Statement 2019

Gérald Gauthier of Deloitte LLP, presented the Consolidated Financial Statements of the Township of Champlain for the year ending December 31, 2019 and provided a summary of the Municipality's audited financial position. It was

Resolution 2020-185

Moved By: Troy Carkner

Seconded By: Gérard Miner

BE IT RESOLVED THAT the Consolidated Financial Statements for the year ending December 31, 2019, as presented by Deloitte LLP, be received and filed.

CARRIED

DEPUTATION

None

STAFF REPORTS

Planning

On-Going Planning Projects

Council reviewed this list. It was

Resolution 2020-186

Moved By: Peter Barton

Seconded By: André Roy

BE IT RESOLVED THAT the on-going planning project list, as presented on May 14, 2020, be received and filed.

CARRIED

Land Severance Application B-014-2020 - 9167-5637 Quebec Inc.

Council reviewed the planner's report. It was

Resolution 2020-187

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT the land severance application for 9167-5637 Quebec 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-014-2020) be granted with the following conditions:

1. The applicant pays the balance of outstanding taxes, including penalties and interest to the Township of Champlain;
2. The applicant provides a surveyor sketch indicating that Lot (B) will maintain a minimum of 20m municipal road frontage from Pilon Street;
3. That the applicant provides a letter to the Township of Champlain confirming:
 - a. they are aware of conditions for the final approval of the subdivision plan from the Township of Champlain and of the requirement to execute a subdivision agreement; and,
 - b. the applicant is aware that Lot (A) and Lot (B) will be added to the Mill Creek Watershed Drainage Assessment Schedule.

CARRIED

Planning Report PED-06-2020 - Community Improvement Plan

Resolution 2020-188

Moved By: Gérard Miner

Seconded By: Violaine Tittley

BE IT RESOLVED THAT Administration report No. PED-06-2020, dated May 14th 2020, regarding the Champlain Community Improvement Plan be received, and that By-law 2020-31 being a bylaw to authorize a 'Contract Agreement' for services be brought forward for adoption.

CARRIED

ADOPTION OF PLANNING BY-LAWS

By-Law 2020-31 - authorizing the execution of a Services Agreement with JL Richards & Associates Ltd for a Community Improvement Plan

Council reviewed this proposed by-law. It was

Resolution 2020-189

Moved By: Gérard Miner

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT the three readings and final passage be granted By-law 2020-31 being a by-law to authorize the entering into a Services Agreement with J.L. Richards and Associates Inc.

CARRIED

Administration

Administration Report AD-06-20 - Agreement with South Nation Conservation for Septic System Management

This item was tabled to a future meeting.

Administration Report AD-07-2020 - Update on COVID-19

Resolution 2020-190

Moved By: Peter Barton

Seconded By: Gérard Miner

BE IT RESOLVED THAT Administration Report No. AD-07-2020, dated May 8, 2020, regarding an update on COVID-19 be received and filed.

CARRIED

Administration Report AD-08-2020 - Lease of Vacant Daycare Parking Lot to Vankleek Hill Farmers' Market

Resolution 2020-191

Moved By: André Roy

Seconded By: Troy Carkner

BE IT RESOLVED THAT Administration Report No. AD-08-2020, dated May 12th, 2020, be received and that Council authorize the preparation and execution of a lease agreement between the Vankleek Hill Farmers' Market and the Township of Champlain.

CARRIED

Finance

Financial Statements

Council reviewed this document. It was

Resolution 2020-192

Moved By: André Roy

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the financial statements as of March 30, 2020 be received and filed.

CARRIED

Accounts

Council reviewed this document. It was

Resolution 2020-193

Moved By: Jacques Lacelle

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the accounts paid and as presented by the Treasurer on May 14, 2020, be received and filed.

CARRIED

Finance Report FIN-03-20 - Water and Sewer Taxes

Resolution 2020-194

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT Finance Report No. FIN-03-20, dated May 4, 2020, regarding Water and Sewer Taxes be received and that Council approves the recommendation to postpone the payment for water and sewer taxes until July 10, 2020.

BE IT FURTHER RESOLVED to suspend the penalty fees for water and sewer taxes until July 10, 2020.

CARRIED

Finance Report FIN-04-20 - Final Tax Bill

Resolution 2020-195

Moved By: André Roy

Seconded By: Gérard Miner

BE IT RESOLVED THAT Finance Report No. FIN-04-20, dated May 6, 2020, regarding Final Tax Bill be received and that Council approves the recommendation to waive the penalty for August and September 2020.

BE IT FURTHER RESOLVED to suspend the NSF fees until September 30, 2020.

CARRIED

Finance Report FIN-05-20 - Opening a New Bank Account

Resolution 2020-197

Moved By: Gérard Miner

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT Finance Report No. FIN-05-20, dated May 6, 2020, regarding Opening a New Bank Account be received and that Council approves the recommendation to open a new bank account for direct withdrawals from Hydro One, Enbridge Gas, Shaw Direct and Bell.

CARRIED

Finance Report FIN-06-20 - Tax Rate Budget 2020

Resolution 2020-198

Moved By: André Roy

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT Finance Report No. FIN-06-20, dated May 7, 2020, regarding the Tax Rate Budget 2020 be received and that By-Law 2020-30, being a by-law to authorize the adoption of the 2020 tax rates for the Township of Champlain, be brought forward for adoption.

CARRIED

Finance Report FIN-07-20 - COVID-19

Resolution 2020-199

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT Finance Report No. FIN-07-20, dated May 12, 2020, regarding the Covid-19 impact on the 2020 Budget be received and filed.

BE IT FURTHER RESOLVED THAT Council approve the recommendation to postpone Stephen and St-Denis project until next year and the 2020 expenditures remain unfinanced until the project completion.

BE IT FURTHER RESOLVED THAT Council approve the recommendation to postpone Play Structure Miner Park project until next year and the budgeted amount of \$60,000 be contributed to the Park and Recreation Reserve to finance the project next year.

BE IT FURTHER RESOLVED THAT Council approve the recommendation to postpone Planting Trees at L'Original Park and Desjardins Park project until next year and the budgeted amount of \$18,000 be contributed to the Park and Recreation Reserve to finance the project next year.

CARRIED

Fire Department

Council reviewed these reports. It was

Resolution 2020-196

Moved By: Jacques Lacelle

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the monthly Fire Department Reports for April 2020, as submitted by the District 1 and District 2 Chiefs, be received and filed.

CARRIED

District 1 - Monthly Report - April 2020 (CARRIED)

District 2 - Monthly Report - April 2020 (CARRIED)

Parks & Recreation

REC Monthly Report - April 2020

Council reviewed this report. It was

Resolution 2020-200

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

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

CARRIED

REC Memorandum - Fisheries and Oceans Canada 2020 - East Guide Rail

REC Memorandum - Canada Day 2020 - COVID Prevention

REC Memorandum - SNC Tree Planting Project - Champlain

Resolution 2020-201

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT the three memoranda, dated May 14, 2020, submitted by the Director of Parks and Recreation

- Fisheries and Oceans Canada 2020 - East Guide Rail;
- Canada Day 2020 - COVID Prevention; and
- South Nation Conservation tree planting project in Champlain Township,

be received and filed.

CARRIED

Public Works

PWD Monthly Report - April 2020

Council reviewed this report. It was

Resolution 2020-202

Moved By: André Roy

Seconded By: Michel Lalonde

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

CARRIED

Greenlane Road East - Surface Treatment

Council discussed the surface treatment options for Greenlane Road East. The budget included the option to microseal the road at a cost of \$140,000. The cost of paving would add an additional cost of \$50,000 but would extend the life of the road by an extra 6-8 years. It was

Resolution 2020-203

Moved By: Gérard Miner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT Council approve the paving of Greenlane Road East instead of microseal, at an additional cost of approximately \$50,000 to be paid out of the accumulated surplus.

CARRIED

Building

CBO Monthly Report - April 2020

Council reviewed this report. It was

Resolution 2020-204

Moved By: Jacques Lacelle

Seconded By: Michel Lalonde

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

CARRIED

By-Law Enforcement

BEO Monthly Report - April 2020

Council reviewed this report. It was

Resolution 2020-205

Moved By: André Roy

Seconded By: Gérard Miner

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

CARRIED

Communications and Economic Development

CED Monthly Report - April 2020

Resolution 2020-206

Moved By: Sarah Bigelow

Seconded By: Violaine Tittley

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

CARRIED

Day Care Services

DCS Monthly Report - April 2020

Council reviewed this report. It was

Resolution 2020-207

Moved By: Sarah Bigelow

Seconded By: André Roy

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

CARRIED

Drainage

Drainage Monthly Report - April 2020

Council reviewed this report. It was

Resolution 2020-208

Moved By: Gérard Miner

Seconded By: Peter Barton

BE IT RESOLVED THAT the report for the month of April 2020, as submitted by the Drainage Superintendent be received and filed.

CARRIED

Water-Sewer/Ontario Clean Water Agency

OCWA - Operational Report - Q1-2020

Resolution 2020-209

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT the Quarterly Operations Report Card from OCWA for the Township of Champlain Water & Wastewater Treatment Facilities for the first quarter 2020 be received and filed and that staff be directed to respond to the recommendations included in the report.

CARRIED

REPORT OF LIAISON COMMITTEE MEMBERS / COMMITTEE REPORTS

Recycling

Minutes - April 27, 2020 Meeting

Council reviewed these Minutes. It was

Resolution 2020-210

Moved By: Jacques Lacelle

Seconded By: Peter Barton

BE IT RESOLVED THAT the minutes of the Joint Recycling Committee meeting of April 27, 2020 be received and filed.

CARRIED

Library Board

LIB Monthly Report - April 2020

Resolution 2020-211

Moved By: André Roy

Seconded By: Troy Carkner

BE IT RESOLVED THAT the Champlain Township Public Library Report for April 2020, as submitted by the Head Librarian, be received and filed.

CARRIED

Prescott Russell Recreational Trail Committee

None

REPORT OF THE MAYOR

None

OTHER BUSINESS

None

ADOPTION OF MINUTES

Council reviewed these sets of Minutes. It was

Resolution 2020-212

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

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

- Special meeting – April 9, 2020;
 - Regular meeting – April 9, 2020; and
 - Special meeting – May 4, 2020;
- as presented.

CARRIED

ADOPTION OF BY-LAWS

Council reviewed these proposed by-laws. It was

By-Law 2020-28 - authorizing the execution of the County Municipal Roads Transfer Funds Agreement

Council reviewed this proposed by-law. It was

Resolution 2020-213

Moved By: Gérard Miner

Seconded By: Violaine Tittley

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2020-28, being a by-law to authorize the entering into an Agreement with the Corporation of the United Counties of Prescott and Russell with respect to County Municipal roads Transfer Funds.

CARRIED

By-Law 2020-29 - authorizing the execution of an agreement with South Nation Conservation - Septic System Management

This by-law was tabled to a future meeting.

By-Law 2020-30 - 2020 Tax Rates for Champlain Township

Resolution 2020-214

Moved By: Sarah Bigelow

Seconded By: André Roy

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2020-30, being a by-law to authorize the adoption of the 2020 tax rates for the Township of Champlain, including establishing penalty and interest charges and due dates for the final levy.

CARRIED

CORRESPONDENCE (for action)

Town of Grimsby - Support of Ontario-Canada Emergency Commercial Rent Assistance Program

No action was taken.

Town of Midland - Financial Aid Plan

Resolution 2020-215

Moved By: Troy Carkner

Seconded By: Gérard Miner

BE IT RESOLVED THAT the Town of Midland's resolution dated April 1, 2020, requesting that the federal government waive property taxes for the year 2020 to alleviate the suffering from the COVID-19 Pandemic, be endorsed.

CARRIED

Township of Mapleton - Farm Property Class Tax Rate

No action was taken.

City of Hamilton - Odour and lighting nuisances related to the cultivation of cannabis plants

No action was taken.

CORRESPONDENCE (for information)

This correspondence was provided for information purposes.

QUESTION PERIOD

No questions were submitted by the public prior to the electronic meeting.

IN CAMERA

An In Camera meeting to discuss three subjects was held at 6:00 p.m. Further to these discussions, it was

Disposition of Land

Resolution 2020-216

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT Council approve the lease of the municipal land adjacent to the Vankleek Hill Business Park to Mr. Allain Diotte in 2020 for the hay cutting purposes at \$42.00 per acre.

CARRIED

Disposition of Land

Draft By-law

NEXT MEETING

- Public Meeting (Zoning) - May 28, 2020
- Regular Meeting - June 11, 2020

CONFIRMING BY-LAW

By-Law 2020-32

Having dealt with the matters at hand, it was

Resolution 2020-217

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT three readings and final passage be given By-Law 2020-32, being a by-law to confirm the proceedings of Council at its meeting of May 14, 2020.

CARRIED

ADJOURNMENT

Subsequently, it was

Resolution 2020-218

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT Council adjourn until June 11, 2020, 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 8:35 p.m.

NORMAND RIOPEL, MAYOR

ALISON COLLARD, CLERK