



**TOWNSHIP OF CHAMPLAIN
REGULAR COUNCIL MEETING**

**November 12, 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
Jacques Gauthier, Chief Building Official
Michel Martin, Fire Chief, District 1
Cynthia Martin, Head Librarian
Zoé Fortin, Communications Specialist

1. OPENING

The regular meeting was opened at 8:02 p.m. following the adjournment of the public meeting.

2. DISCLOSURE OF PECUNIARY INTEREST

Councillor Barton declared conflict of interest with agenda item 7.3.2. 79 Derby Avenue.

3. ADOPTION OF AGENDA

Councillor Roy requested that item 8.3.6. REC Report REC-06-2020 - L'Original Beach 2021 be considered separately from the Committee of the Whole consent items. It was

Resolution 2020-513

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT Council approve the agenda of the regular meeting of November 12, 2020, as amended.

CARRIED

4. **PRESENTATION BY COUNCIL**

None

5. **PRESENTATION – COMMITTEES / CONSULTANTS**

None

6. **DEPUTATION**

None

7. **STAFF REPORTS**

7.1 **Planning**

7.1.1 **On-Going Planning Projects**

Council reviewed this list. It was

Resolution 2020-514

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the on-going planning project list, dated November 2020, be received and filed.

CARRIED

7.1.2 **Zoning By-Law Amendment Application - Z-10-2020 - Habitations Robert Inc.**

Council reviewed the Planner's report. It was

Resolution 2020-515

Moved By: Troy Carkner

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT Council receive Planning Department Report Z-10-2020 regarding the proposed Zoning By-Law Amendment for Habitations Robert Inc. and that By-law 2020-69 be granted two readings.

CARRIED

7.1.3 **Zoning By-Law Amendment Application - Z-12-2020 - Parisien**

Council reviewed the Planner's report. It was

Resolution 2020-516

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT Council receive Planning Department Report Z-12-2020 regarding the proposed Zoning By-Law Amendment for Pierre and Luc Parisien and that By-law 2020-70 be granted two readings.

CARRIED

7.1.4 **Land Severance Application B-048-2019 - Royal Alexander Farms**

Council reviewed the planner's report. It was

Resolution 2020-517

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT the land severance application for Royal Alexander Farms Limited, as well as comments from the Planner, the Public Works Director (including Drainage Superintendent), and the Chief Building Official, be received and that the revised consent application (file B-048-2019) be granted with the following conditions:

1. The applicant enters into a Development Agreement for the construction of the Municipal Road (extension of Tupper Street). The Development Agreement shall:
 - a. include a financial security guaranteeing the completion of the works to the satisfaction of Champlain Township's Municipal Engineer; and,
 - b. be provided in accordance with the requirements of Champlain Township's Site Plan and Subdivision Design Guidelines;
2. The applicant shall submit a rezoning application to remove the Holding (H) provision following the completion of civil works. The holding provision (H) may only be removed following the opening and dedication of the Municipal Road; and
3. Payment of the balance of any outstanding taxes, including penalties and interest, shall be paid to the Municipality.

CARRIED

7.1.5 Cliftondale Subdivision File 050-S-09-004 - Revision to Draft Plan of Subdivision

Resolution 2020-518

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT the Planning Department report 050-S-09-004 regarding Draft Plan of Subdivision by Cliftondale Construction Co. Ltd. be received and that Council support the revised draft plan of subdivision subject to the conditions in Attachment E of this report.

CARRIED

7.2 ADOPTION OF PLANNING BY-LAWS

7.2.1 By-Law 2020-69 - to amend Zoning By-Law 2000-75 (Habitations Robert Inc.)

Council reviewed this proposed by-law. It was

Resolution 2020-519

Moved By: Troy Carkner

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT two readings be granted By-law 2020-69 being a by-law to amend the Zoning By-law 2000-75 for Habitations Robert Inc.

CARRIED

7.2.2 By-Law 2020-70 - to amend Zoning By-Law 2000-75 (Parisien)

Council reviewed this proposed by-law. It was

Resolution 2020-520
Moved By: Gérard Miner
Seconded By: Sarah Bigelow

BE IT RESOLVED THAT two readings be granted By-law 2020-70 being a by-law to amend the Zoning By-law 2000-75 for Pierre and Luc Parisien.

CARRIED

7.3 Administration

7.3.1 Administration Report AD-22-20 - Update on COVID-19

Council reviewed this report. It was

Resolution 2020-521
Moved By: Michel Lalonde
Seconded By: Peter Barton

BE IT RESOLVED THAT Administration Report No. AD-22-2020, dated November 6, 2020, regarding Update on COVID-19 be received and filed.

CARRIED

7.3.2 79 Derby Avenue

Councillor Barton left his seat at 8:16 p.m. during the discussion of this item.

The Mayor presented a resolution that had been discussed earlier in the evening during the In Camera meeting. It was

Resolution 2020-522
Moved By: Troy Carkner
Seconded By: Gérard Miner

BE IT RESOLVED THAT the Township of Champlain sells approximately one third of the municipal property at 79 Derby Avenue, Vankleek Hill, located at the East side of the property, to the Van Kleek Senior Citizens Manor for the nominal fee of \$1.00, with the option of keeping the current building on that portion of the property, with the following conditions:

1. Each party will pay its own legal fees;
2. The Van Kleek Senior Citizens Manor will obtain a survey of the portion of the land to be transferred to the Manor at its cost; and
3. The Township retains the right of first refusal to the property should the Van Kleek Senior Citizens Manor decide to dispose of the property in the future, the details to be more clearly specified in an Agreement of Purchase and Sale.

BE IT FURTHER RESOLVED THAT the Township of Champlain agrees to demolish and remove the former daycare building following completion of the construction of the new 30-unit building by the Manor, if the Manor decides that it no longer has a need for the building. An Agreement will be signed between the Township and the Manor as to the conditions.

BE IT FURTHER RESOLVED THAT the Township of Champlain authorizes the Vankleek Hill Senior Citizens Manor to use the portion of 79 Derby Avenue that is being retained by the Township, for light vehicle access and parking during construction of their new building.

CARRIED

Councillor Barton returned to his seat at 8:19 p.m.

7.4 Finance

7.4.1 Financial Statements

Council reviewed this document. It was

Resolution 2020-523

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

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

CARRIED

7.4.2 Accounts

Council reviewed this document. It was

Resolution 2020-524

Moved By: Michel Lalonde

Seconded By: André Roy

BE IT RESOLVED THAT the accounts paid and as presented by the Treasurer on November 12, 2020, be received and filed.

CARRIED

7.4.3 Memorandum - Questions Regarding User Fees

Resolution 2020-525

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT the memorandum regarding users fees, presented by the Treasurer on November 12, 2020, be received and filed.

CARRIED

7.5 Fire Department

7.5.1 District 1 - Monthly Report - October 2020

7.5.2 District 2 - Monthly Report - October 2020

Council reviewed these reports. It was

Resolution 2020-526

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

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

CARRIED

7.6 Parks & Recreation

7.6.1 REC Monthly Report - October 2020

Council reviewed this report. It was

Resolution 2020-527
Moved By: Sarah Bigelow
Seconded By: Jacques Lacelle

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

CARRIED

7.7 Public Works

7.7.1 PWD Monthly Report - October 2020

Council reviewed this report. It was

Resolution 2020-528
Moved By: Sarah Bigelow
Seconded By: Gérard Miner

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

CARRIED

7.8 Building

7.8.1 CBO Monthly Report - October 2020

Council reviewed this report. It was

Resolution 2020-529
Moved By: Peter Barton
Seconded By: Michel Lalonde

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

CARRIED

7.9 By-Law Enforcement

7.9.1 BEO Monthly Report - October 2020

Council reviewed this report. It was

Resolution 2020-530
Moved By: André Roy
Seconded By: Troy Carkner

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

CARRIED

7.10 Communications and Economic Development

The Maire introduced Zoé Fortin, the new Communication Specialist who commenced working at the Township on November 9, 2020. The Mayor and Council welcomed her to the Township.

7.11 Day Care Services

7.11.1 DCS Monthly Report - October 2020

Council reviewed this report. It was

Resolution 2020-531

Moved By: Sarah Bigelow

Seconded By: André Roy

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

CARRIED

7.12 Drainage

7.12.1 Drainage Monthly Report - October 2020

Council reviewed this report. It was

Resolution 2020-532

Moved By: Jacques Lacelle

Seconded By: Gérard Miner

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

CARRIED

7.13 Water-Sewer/Ontario Clean Water Agency

7.13.1 OCWA - Operational Report - Q3-2020

Resolution 2020-533

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

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

CARRIED

8. REPORT OF LIAISON COMMITTEE MEMBERS / COMMITTEE REPORTS

8.1 Recycling

8.1.1 Minutes - October 19, 2020 Meeting

Council reviewed these Minutes. It was

Resolution 2020-534

Moved By: Sarah Bigelow

Seconded By: Gérard Miner

BE IT RESOLVED THAT the minutes of the Joint Recycling Committee meeting of October 19, 2020 be received and filed.

CARRIED

8.2 Library Board

8.2.1 LIB Monthly Report - October 2020

8.2.2 Minutes - September 16, 2020 Meeting

Council examined these two documents. It was

Resolution 2020-535

Moved By: Troy Carkner

Seconded By: Peter Barton

BE IT RESOLVED THAT

- (i) the Champlain Township Public Library Report for October 2020; and
- (ii) the minutes of the Champlain Township Public Library Board meeting of September 16, 2020

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

CARRIED

8.3 Committee of the Whole

As requested by Councillor Roy earlier, item 8.3.6. will be discussed separately.

Resolution 2020-536

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of November 3, 2020, be adopted:

- 8.3.1. Administrative Report AD-21-2020 - Contract for Developing a Corporate Strategic Plan and an Economic Development Strategic Plan
- 8.3.2. REC Report REC-07-2020 - Revision of Parks By-Law
- 8.3.3. REC Report REC-08-2020 - Facility Rental Agreements - Mandatory insurance requirements
- 8.3.4. REC Report REC-09-2020 - Revised Municipal Alcohol Policy
- 8.3.5. REC Report REC-10-2020 - Marketing Plan
- 8.3.7. Public Works - Municipal Infrastructure - Civil Engineering Technologist
- 8.3.8. Public Works - Winter On-Call Duties

CARRIED

Text of the resolutions adopted by consent under Resolution 2020-536:

8.3.1 Administrative Report AD-21-2020 - Contract for Developing a Corporate Strategic Plan and an Economic Development Strategic Plan

Resolution

BE IT RESOLVED THAT Administration Report No. AD-21-20, dated October 27, 2020, regarding the contract award for Developing a Corporate Strategic Plan and an Economic Development Strategic Plan be received; and

THAT the Committee of the Whole recommends that Council awards the contract to MDB Insight at a total cost of \$65,120.00 with all terms and conditions stipulated in RFP ADM2020-03; and

THAT the Committee of the Whole recommends that Council approve the recommendation to contribute \$30 000 to the Working Funds reserve in order to use the said funds to finance the 2021 Strategic Plan Expenditure.

CARRIED

8.3.2 REC Report REC-07-2020 - Revision of Parks By-Law

BE IT RESOLVED THAT Recreation Report No. REC-07-20 dated November 3, 2020 regarding By-law 2018-43 be received and that the Committee of the Whole recommend to Council to repeal it and adopt the new proposed By-law 2020-65 along with the proposed set fines.

CARRIED

8.3.3 REC Report REC-08-2020 - Facility Rental Agreements - Mandatory insurance requirements

BE IT RESOLVED THAT Recreation Report No. REC-08-20 dated November 3, 2020 submitted by the Director of Parks and Recreation be received and the Committee of the Whole recommends that Council approves the mandatory requirement for all patrons to acquire liability insurance for rental of all municipal facilities.

CARRIED

8.3.4 REC Report REC-09-2020 - Revised Municipal Alcohol Policy

BE IT RESOLVED THAT Recreation Report No. REC-09-20 dated November 3, 2020 regarding the revised Municipal Alcohol Policy be received and that the Committee of the Whole recommend to Council to adopt it.

CARRIED

8.3.5 REC Report REC-10-2020 - Marketing Plan

BE IT RESOLVED THAT Recreation Report No. REC-10-20 dated November 3, 2020 regarding the proposed marketing plan be received and that the Committee of the Whole recommend to Council to approve the marketing plan and the inclusion of the proposed user fees in By-law 2020-68.

BE IT FURTHER RESOLVED that Council approve the relocation of the electronic sign from the Fire Hall to the Vankleek Hill Arena.

CARRIED

8.3.7 Public Works - Municipal Infrastructure - Civil Engineering Technologist

BE IT RESOLVED THAT Public Works Report N° PWCW-01-20, dated November 3rd, 2020, regarding the hiring of a Municipal Infrastructure – Civil Engineering Technologist be received and that the Committee recommends to Council that the Director of Public Works be authorized to commence the recruiting process.

CARRIED

8.3.8 Public Works - Winter On-Call Duties

BE IT RESOLVED THAT Public Works Report N° PWCW-02-20, dated November 3rd, 2020, regarding compensation for On-Call Duties during the winter season for the Public Works Road Crew be received and that the Committee recommends to Council to compensate the full-time permanent employees in the amount of \$130.00 per week December to March, annually, starting January 1, 2021.

BE IT FURTHER RESOLVED THAT the full-time permanent employees will be compensated above and beyond the on-call duty premium as per their regular hourly and shift premium wages if and when they report for winter operation duties within this same time period.

CARRIED

8.3.6 REC Report REC-06-2020 - L'Orignal Beach 2021

The Committee of the Whole discussed the options set out in the report. It was

Resolution 2020-537

Moved By: Sarah Bigelow

Seconded By: Peter Barton

BE IT RESOLVED THAT Recreation Report No. REC-06-20 dated November 3, 2020 be received and that the Committee of the Whole recommend to Council to approve the hire of a lifeguard to monitor the L'Original Beach in 2021.

| | For | Against |
|------------------|------------|----------------|
| Normand Riopel | | X |
| Peter Barton | X | |
| Troy Carkner | X | |
| Jacques Lacelle | X | |
| André Roy | | X |
| Michel Lalonde | | X |
| Violaine Tittley | | X |
| Sarah Bigelow | X | |
| Gérard Miner | | X |
| Results | 4 | 5 |

DEFEATED (4 to 5)

8.4 Prescott Russell Recreational Trail Committee

8.4.1 Minutes - November 5, 2020 Meeting

Resolution 2020-538

Moved By: Gérard Miner

Seconded By: Peter Barton

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

CARRIED

9. REPORT OF THE MAYOR

None

10. OTHER BUSINESS

None

11. ADOPTION OF MINUTES

11.1 Minutes - Regular Meeting - October 8, 2020

11.2 Minutes - Committee of the Whole - November 3, 2020

Council reviewed these sets of Minutes. It was

Resolution 2020-539

Moved By: Sarah Bigelow

Seconded By: Jacques Lacelle

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

- Regular meeting – October 8, 2020; and
- Committee of the Whole meeting – November 3, 2020; as presented.

CARRIED

12. ADOPTION OF BY-LAWS

Council reviewed these proposed by-laws. It was

12.1 By-Law 2020-65 - Parks By-law

Resolution 2020-540

Moved By: Gérard Miner

Seconded By: André Roy

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2020-65, being a by-law to protect, prohibit, regulate and control all public parks in the Township of Champlain.

CARRIED

12.2 By-law 2020-67 - Amendment to By-law 2015-66 - User Fees (Water and Sewer Section)

Resolution 2020-541

Moved By: Gérard Miner

Seconded By: Jacques Lacelle

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2020-67, 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

12.3 By-Law 2020-68 - User Fees

Resolution 2020-542

Moved By: Sarah Bigelow

Seconded By: André Roy

BE IT RESOLVED THAT three readings and final passage be granted By-Law 2020-68, being a by-law for the purpose of consolidating and amending the fees and charges levied for the years 2021 and beyond.

CARRIED

13. CORRESPONDENCE (for action)

13.1 Lake of Bays - Annual Insurance

Resolution 2020-543

Moved By: Gérard Miner

Seconded By: André Roy

BE IT RESOLVED THAT the Township of Lake of Bay's letter, dated October 9, 2020 to the Premier of Ontario, requesting a reform to the Municipal Insurance

Policy, specifically that the Provincial Government consider an amendment to Bill 124 to make it a requirement that the building contractor name be disclosed and that the contractor must provide proof of insurance, thus providing greater accountability and responsibility and ensuring that municipalities will not bear the burden alone, be endorsed.

CARRIED

13.2 City of St. Catharines - Development Approval Requirements for Landfills

Resolution 2020-544

Moved By: Gérard Miner

Seconded By: Violaine Tittley

BE IT RESOLVED THAT the City of St. Catharines' resolution, dated October 5, 2020, requesting that the Government of Ontario (Ministry of the Environment, Conservation and Parks "MECP") amend Bill 197, *COVID-19 Economic Recovery Act, 2020*, to eliminate the development approval requirement provisions from adjacent municipalities and that the "host" municipality be empowered to render final approval for landfills within their jurisdiction, be endorsed.

CARRIED

13.3 Township of Blandford-Blenheim - Cannabis Grow Operations

No action was taken.

13.4 Township of Asphodel-Norwood - Request for governing body for cannabis production

Resolution 2020-545

Moved By: Gérard Miner

Seconded By: Peter Barton

BE IT RESOLVED THAT the Township of Asphodel Norwood's resolution, dated September 22, 2020, calling for the creation of a government body to regulate cannabis production, be endorsed.

CARRIED

13.5 Township of Oro-Medonte - Ski Resort Support Letter

Resolution 2020-546

Moved By: Gérard Miner

Seconded By: André Roy

BE IT RESOLVED THAT the Township of Oro-Medonte's resolution, dated October 14, 2020, requesting that the Government of Ontario consult the ski-industry through the Ontario Snow Resorts Association to review re-opening policy considerations currently impacting the industry, be endorsed.

CARRIED

13.6 City of Clarence-Rockland - Cannabis Retail Stores

Resolution 2020-547

Moved By: Violaine Tittley

Seconded By: Gérard Miner

BE IT RESOLVED THAT the City of Clarence-Rockland's resolution, dated October 19, 2020, requesting that the Government of Ontario modify the

regulations governing the establishment of cannabis retail stores, to include over-concentration as an evaluation criteria, be endorsed.

CARRIED

13.7 Norfolk County - Illicit Cannabis

No action was taken.

13.8 Municipality of South Dundas - SNC Levy

Resolution 2020-548

Moved By: Gérard Miner

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the Municipality of South Dundas' letter, dated October 26, 2020 to South Nation Conservation, requesting that SNC reverse its decision to increase the 2021 levy by 2% due to the impacts of COVID-19 on all residents and municipalities, be endorsed.

CARRIED

13.9 Cogeco Request - Improving Connectivity for Ontario (ICON)

No action was taken.

13.10 City of Belleville - AODA (Accessibility for Ontarians with Disabilities Act, 2005) Website Compliance Funding Support

No action was taken.

13.11 Prince Edward County - Proposed Changes to the Municipal Elections Act

No action was taken.

13.12 Town of Grimsby - Proposed Regulation under the Ontario Heritage Act (Bill 108)

Resolution 2020-549

Moved By: Peter Barton

Seconded By: Sarah Bigelow

BE IT RESOLVED THAT the Town of Grimsby's resolution, dated October 19, 2020, requesting amendments to Schedule 11 of the proposed Regulation under the *Ontario Heritage Act* (Bill 108), be endorsed.

CARRIED

14. CORRESPONDENCE (for information)

This correspondence was provided for information purposes.

14.1 2021 OMPF - Letter to Heads of Council

15. QUESTION PERIOD

There were no questions from the public.

16. IN CAMERA

An In Camera Meeting took place at 6:00 p.m. Due to time constraints, not all agenda items were discussed prior to the start of the Public Meeting. At 9:36 p.m. Council went In Camera to finish the discussions. It was

Resolution 2020-550

Moved By: Sarah Bigelow

Seconded By: André Roy

BE IT RESOLVED THAT Council go in-camera for the purpose of discussing personal matters about an identifiable individual; the disposition of land; a potential litigation; advice that is subject to solicitor-client privilege, and information explicitly supplied in confidence as provided under sections 239.(2)(b), (c), (e), (f) and (h) of the *Municipal Act, 2001*.

CARRIED

The In Camera meeting was adjourned at 10:21 p.m. and the Regular Meeting resumed.

17. NEXT MEETING

- Regular Meeting - December 10, 2020

18. CONFIRMING BY-LAW

18.1 By-Law 2020-71

Having dealt with the matters at hand, it was

Resolution 2020-552

Moved By: Sarah Bigelow

Seconded By: Michel Lalonde

BE IT RESOLVED THAT three readings and final passage be given By-Law 2020-71, being a by-law to confirm the proceedings of Council at its meeting of November 12, 2020.

CARRIED

19. ADJOURNMENT

Subsequently, it was

Resolution 2020-553

Moved By: Gérard Miner

Seconded By: Michel Lalonde

BE IT RESOLVED THAT Council adjourn until December 10, 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 10:25 p.m.

NORMAND RIOPEL, MAYOR

ALISON COLLARD, CLERK