



**TOWNSHIP OF CHAMPLAIN  
COMMITTEE OF THE WHOLE MEETING**

**November 3, 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  
Cynthia Martin, Head Librarian

**OPENING - 4:00 P.M.**

The meeting was opened at 4:05 p.m.

**DISCLOSURE OF PECUNIARY INTEREST**

None noted.

**ADOPTION OF AGENDA**

It was

**Resolution 2020-484**

**Moved By:** André Roy

**Seconded By:** Jacques Lacelle

**BE IT RESOLVED THAT** Council approve the agenda of the Committee of the Whole meeting of November 3, 2020, as presented.

**CARRIED**

**STAFF REPORTS**

**Parks & Recreation**

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

The Committee of the Whole reviewed the proposed by-law. It was

**Resolution 2020-485**

**Moved By:** Jacques Lacelle

**Seconded By:** Sarah Bigelow

**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**

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

It was

**Resolution 2020-486**

**Moved By:** André Roy

**Seconded By:** Violaine Tittley

**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**

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

It was

**Resolution 2020-487**

**Moved By:** Jacques Lacelle

**Seconded By:** Sarah Bigelow

**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**

**REC Report REC-10-2020 - Marketing Plan**

The Committee of the Whole reviewed the report. It was

**Resolution 2020-488**

**Moved By:** Jacques Lacelle

**Seconded By:** Violaine Tittley

**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**

**REC Report REC-06-2020 - L'Original Beach 2021**

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

**Resolution 2020-489**

**Moved By:** Violaine Tittley

**Seconded By:** Sarah Bigelow

**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.

**CARRIED**

**Administration**

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

**Resolution 2020-490**

**Moved By:** Jacques Lacelle

**Seconded By:** Sarah Bigelow

**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**

**Public Works**

**PWD Report PWCW-03-20 - By-Law 2020-66 - Off-Road Vehicles on Municipal Roads**

Council reviewed this report. There was a discussion regarding allowing off-road vehicles access to stores and gas stations in the urban areas of the Township. The Director of Public Works explained that the main roads into L'Original and Vankleek Hill are under the jurisdiction of the United Counties of Prescott and Russell and that the UCPR by-law prohibits off-road vehicles on those highways within the boundaries of Champlain Township. Highway 34 is a provincial highway. The Committee instructed staff to make a request to UCPR to permit off-road vehicles access to the stores and gas stations in Vankleek Hill and L'Original. The Committee also instructed staff to look at permitting the off-road vehicles on certain streets to allow this access to the stores, and to restrict access to residents only. It was

**Resolution 2020-491**

**Moved By:** André Roy

**Seconded By:** Troy Carkner

**BE IT RESOLVED THAT** Public Works Report No. PWCW-03-20, dated November 3<sup>rd</sup>, 2020, regarding the operation of off-road vehicles on highways, or on any part or parts of such highways under the jurisdiction of the Township of Champlain be received and that By-Law N° 2020-66 be brought forward for adoption.

**TABLED**

**OTHER BUSINESS**

None

## **QUESTION PERIOD**

There were no questions from the public prior to the meeting. The public can submit questions relating to items discussed during the meeting by contact the Township

## **IN CAMERA**

At 5:26 p.m. it was

**Resolution 2020-492**

**Moved By:** Sarah Bigelow

**Seconded By:** Gérard Miner

**BE IT RESOLVED THAT** Council go in-camera for the purpose of discussing the security of the property of the municipality; personal matters about an identifiable individual; the disposition of land; labour relations; as well as advice that is subject to solicitor-client privilege, as provided under sections 239.(2)(a), (b), (c), (d), and (f) of the *Municipal Act, 2001*.

**CARRIED**

The Committee of the Whole meeting resumed at 7:43 p.m.

## **Report/Decision(s) from In Camera Meeting**

### **Public Works - Municipal Infrastructure - Civil Engineering Technologist**

**Resolution 2020-503**

**Moved By:** Jacques Lacelle

**Seconded By:** Gérard Miner

**BE IT RESOLVED THAT** Public Works Report N° PWCW-01-20, dated November 3<sup>rd</sup>, 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**

### **Public Works - Winter On-Call Duties**

**Resolution 2020-504**

**Moved By:** Sarah Bigelow

**Seconded By:** Jacques Lacelle

**BE IT RESOLVED THAT** Public Works Report N° PWCW-02-20, dated November 3<sup>rd</sup>, 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**

## **NEXT MEETING**

- Regular Meeting - November 12, 2020

**ADJOURNMENT**

Subsequently, it was

**Resolution 2020-505**

**Moved By:** Peter Barton

**Seconded By:** Sarah Bigelow

**BE IT RESOLVED THAT** the Committee of the Whole meeting of November 3, 2020, be adjourned.

**CARRIED**

The Committee of the Whole meeting was adjourned at 7:47 p.m.

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NORMAND RIOPEL, MAYOR

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ALISON COLLARD, CLERK