



Clarence-Rockland

CORPORATION OF THE CITY OF
CLARENCE-ROCKLAND
REGULAR MEETING

November 5, 2018, 6:30 pm

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

Pages

1. Opening of the meeting

The meeting is scheduled to begin at 6:30 pm in order to allow for a closed session.

The portion of the meeting that is open to the public begins at 7:15 pm.

2. Prayer

1

3. Adoption of the agenda

4. Disclosure of pecuniary interests

3

5. Closed Meeting

5.1 I.T. Services Staffing

6. Closed Meeting report

7. Announcements

8. Comment/Question Period

Note: Members of the public may come forward to the podium and after seeking permission from the Presiding Officer, shall state their name and direct their question/comment on any matter which is related to any item included in this agenda to the Presiding Officer.

The maximum time allowed in all circumstances for a question/comment shall be three (3) minutes per person per meeting. There shall be a maximum of 30 minutes dedicated to the question/comment period. Any unasked questions/comments due to the time restriction may be submitted in writing to the Clerk.

At no time shall this question period be taken by members of the audience to make speeches or accusations.

9. Council Members' Items

9.1 Member's resolution presented by Councillor Diane Choinière for the verification of speed limit legislation

10. Consent Items

Note: All items listed in this section of the agenda will be subject to approval under one non-debatable, non-amendable motion. Should any member of Council wish to hold a discussion or engage in debate on one of these items, he or she is required to ask for the item to be considered separately before a vote is taken.

10.1 Adoption of the minutes of the following meetings:

- | | | |
|----|--|----|
| a. | Regular meeting of October 10, 2018 | 5 |
| b. | Committee of the Whole of October 10, 2018 | 21 |

10.2 Receipt of the minutes of the following meetings:

- | | | |
|----|--|----|
| a. | Public Transit Advisory Committee - April 19, 2018 | 35 |
| b. | Library Board - August 18, 2018 | 53 |
| c. | Committee of Adjustment - September 19, 2018 | 57 |
| d. | Planning Committee - September 5, 2018 | 65 |

10.3 The following recommendations from Committee of the Whole of October 10, 2018

- | | | |
|----|--|----|
| a. | Resolution to increase the contribution to the fleet reserve | 73 |
| b. | Resolution to remove from the City's property the solar panels, being the property of the owner of 464 du Ruisseau Street | 83 |
| c. | Resolution to accept the request for a complete reimbursement of application fees for a Zoning by-law amendment and Site Plan approval | 91 |

10.4 Resolution to adopt the salaries paid from September 9, 2018, to October 6, 2018, in the gross amount of \$825,613.68 and net amount of \$592,658.33

| | | |
|---|---|-----|
| 11. | Committee/Staff Reports | |
| 11.1 | Accounts Paid | 103 |
| 11.2 | Purchase of two rink boards – Hammond & Laviolette parks | 107 |
| 11.3 | Exception to section 5.5 of Policy No. RH-HR 2016-11 | 131 |
| 12. | By-laws | |
| Note: All items listed in this section of the agenda will be subject to approval under one non-debatable, non-amendable motion. Should any member of Council wish to hold a discussion or engage in debate on one of these By-laws, he or she is required to ask for the item to be considered separately before a vote is taken. | | |
| 12.1 | 2018-141 - to authorize the signature of a one-year contract with Ghyslain Lalonde Entreprise for the rental of a grader including one operator | 141 |
| 13. | Confirmatory By-law | 159 |
| 14. | Adjournment | |



CORPORATION DE LA CITÉ DE
CLARENCE-ROCKLAND
RÉUNION RÉGULIÈRE

le 5 novembre 2018, 18 h 30

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

Pages

1. Ouverture de la réunion

La réunion débute à 18h30 afin de permettre une session à huis clos.

La section de la réunion ouverte au public débute à 19h15.

2. Prière

1

3. Adoption de l'ordre du jour

4. Déclarations d'intérêts pécuniaires

3

5. Réunion à huis clos

5.1 Effectifs - Département de l'informatique

6. Rapport de la réunion à huis clos

7. Annonces

8. Période de Questions/Commentaires

Note: Les membres du public sont invités à se rendre au podium et après avoir reçu la permission du président de l'assemblée, doivent se nommer et adresser leur question et/ou commentaire sur tout sujet qui est relié à n'importe quel item qui figure à l'ordre du jour au président de réunion.

Le temps maximal accordé pour une question/commentaire dans toutes circonstances est de trois (3) minutes par personne par réunion. Il y aura un maximum de 30 minutes consacrés à la période de questions/ commentaires. Toutes questions et/ou commentaires qui n'ont pas été adressés par faute de temps peuvent être soumis par écrit à la greffière.

En aucun cas, cette période de questions/ commentaires ne peut être utilisée par les membres du public pour faire des discours ou porter des accusations.

9. Items des membres du Conseil

9.1 Résolution de membre de la conseillère Diane Choinière pour la vérification de la législation en matière de limite de vitesse

10. Items par consentement

Note : Les items énumérés dans cette section de l'ordre du jour seront sujet à être considéré pour approbation sous une résolution qui n'est pas sujette au débat et non-modifiable. Si un membre du conseil désire engager une discussion ou un débat par rapport à un de ces items, il/elle doit demander que l'item soit considéré séparément avant que le vote ait lieu.

10.1 Adoption des procès-verbaux des réunions suivantes:

- | | | |
|----|--------------------------------------|----|
| a. | Réunion régulière du 10 octobre 2018 | 5 |
| b. | Comité plénier du 10 octobre 2018 | 21 |

10.2 Réception des procès-verbaux des réunions suivantes:

- | | | |
|----|---|----|
| a. | Comité consultatif du transport en commun - 19 avril 2018 | 35 |
| b. | Conseil d'administration de la bibliothèque publique - 18 août 2018 | 53 |
| c. | Comité de dérogation - 19 septembre 2018 | 57 |
| d. | Comité d'aménagement - 5 septembre 2018 | 65 |

10.3 Les recommandations suivantes du comité plénier du 10 octobre 2018

- | | | |
|----|---|----|
| a. | Résolution pour augmenter la contribution à la réserve de la flotte | 73 |
| b. | Résolution pour retirer du terrain de la Cité les panneaux solaires appartenant au propriétaire du 464 du Ruisseau | 83 |
| c. | Résolution pour accepter une demande de remboursement des frais de demande de modification au règlement de zonage et d'approbation d'un plan d'implantation | 91 |

10.4 Résolution pour adopter les salaires payés pour la période du 9 septembre 2018 au 6 octobre 2018, au montant brut de 825 613,68\$ et montant net de 592 658,33\$

| | | |
|---|---|-----|
| 11. | Rapports des Comités/Services | |
| 11.1 | Comptes payés | 103 |
| 11.2 | Achat de deux systèmes de bande de patinoire – Parc Hammond & Laviolette | 107 |
| 11.3 | Exception à la section 5.5. de la politique RH-HR 2016-11 | 131 |
| 12. | Règlements municipaux | |
| Les règlements énumérés dans cette section de l'ordre du jour seront sujet à être considéré pour approbation sous une résolution qui n'est pas sujette au débat et non-modifiable. Si un membre du conseil désire engager une discussion ou un débat par rapport à un de ces règlements, il/elle doit demander que l'item soit considéré séparément avant que le vote ait lieu. | | |
| 12.1 | 2018-141 - pour autoriser la signature d'un contrat d'une durée d'un an avec Ghyslain Lalonde Entreprise Inc. pour la location d'une nivelleuse incluant un opérateur | 141 |
| 13. | Règlement de confirmation | 159 |
| 14. | Ajournement | |

PRIÈRE D'OUVERTURE / OPENING PRAYOR CITÉ DE / CITY OF CLARENCE-ROCKLAND

Notre Père

Les personnes présentes dans cette salle ont des opinions divergentes, des modes d'expressions variés, des façons différentes de vivre leurs émotions et des cheminement divers dans la prise de leurs décisions.

May we combine clarity of mind with kindness of heart. May we be impartial without bending to strong personalities. May we sacrifice self-interest for the good of the whole.

Veuillez éclairer nos discussions et nos décisions. Aidez-nous à accomplir notre travail avec amour et une vision juste de l'avenir pour le plus grand bien de ceux que nous représentons.

May your name be glorified through our efforts.

Amen



Declaration of pecuniary interest Déclaration d'intérêt pécuniaire

| | |
|--|--|
| Date of meeting Date de la réunion: | |
| Item Number Numéro de l'item: | |
| Subject of the item: Sujet de l'item : | |
| Name of Council Member Nom du membre du conseil | |

I, _____, hereby declare a pecuniary interest in the matter identified above for the following reason :

| |
|--|
| |
| |
| |
| |
| |

Je, _____, déclare un intérêt pécuniaire en ce qui concerne l'article ci-haut mentionné, pour la raison suivante :

| |
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| |
| |
| |
| |
| |

| Name (print) | Signature | Date |
|--------------|-----------|------|
| | | |

This declaration is filed in accordance with the *Municipal Conflict of Interest Act* and will be recorded in the meeting minutes and will be made available in a public registry. / Cette déclaration est soumise sous la *Loi sur les conflits d'intérêt municipaux* et sera enregistrée dans le procès-verbal de la réunion et sera disponible dans un registre public.

Excerpt from the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50

DUTY OF MEMBER

When present at meeting at which matter considered

5 (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- (a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- (b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- (c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

Extrait de la Loi sur les conflits d'intérêts municipaux, L.R.O. 1990, chap. M.50

OBLIGATIONS DU MEMBRE

Participation à une réunion où l'affaire est discutée

5 (1) Le membre qui, soit pour son propre compte soit pour le compte d'autrui ou par personne interposée, seul ou avec d'autres, a un intérêt pécuniaire direct ou indirect dans une affaire et participe à une réunion du conseil ou du conseil local où l'affaire est discutée, est tenu aux obligations suivantes :

- a) avant toute discussion de l'affaire, déclarer son intérêt et en préciser la nature en termes généraux;
- b) ne pas prendre part à la discussion ni voter sur une question relative à l'affaire;
- c) ne pas tenter, avant, pendant ni après la réunion, d'influencer de quelque façon le vote sur une question relative à l'affaire. L.R.O. 1990, chap. M.50, par. 5 (1).

Exclusion de la réunion à huis clos

(2) Si la réunion visée au paragraphe (1) se tient à huis clos, outre les obligations que lui impose ce paragraphe, le membre est tenu de quitter immédiatement la réunion ou la partie de la réunion où l'affaire est discutée. L.R.O. 1990, chap. M.50, par. 5 (2).



**CORPORATION OF THE
CITY OF CLARENCE-ROCKLAND
REGULAR MEETING MINUTES**

October 10, 2018
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

PRESENT: Guy Desjardins, Mayor
 Jean-Marc Lalonde, Councillor Ward 1
 Mario Zanth, Councillor Ward 2
 Carl Grimard, Councillor Ward 3
 André J. Lalonde, Councillor Ward 5
 Krysta Simard, Councillor Ward 6
 Michel Levert, Councillor Ward 7
 Diane Choinière, Councillor Ward 8
 Helen Collier, Chief Administrative Officer
 Monique Ouellet, Clerk
 Maryse St-Pierre, Deputy Clerk

1. Opening of the meeting

Mayor Desjardins calls the meeting to order at 6:30 pm

2. Prayer

Councillor Carl Grimard recites the prayer.

3. Adoption of the agenda

RESOLUTION 2018-231

Moved by Mario Zanth

Seconded by Carl Grimard

BE IT RESOLVED THAT the agenda be adopted with the addition of item 11.6 - construction of the Bourget Fire Station.

CARRIED, as modified

4. Disclosure of pecuniary interests

Mayor Guy Desjardins declares a pecuniary interest for item 11.4. - Snow removal and abrasive application contracts, because it is family-related.

5. Closed Meeting

RESOLUTION 2018-232

Moved by Guy Desjardins

Seconded by Jean-Marc Lalonde

BE IT RESOLVED THAT the regular meeting be adjourned in order to discuss the following items, as stipulated in Section 239 of the *Municipal Act, 2001*, as amended:

5.1. Adoption of the closed session minutes of September 24, 2018

5.2. Easement - 259 Edwards Street

CARRIED

Members of Council move to the conference room adjacent to the Council Chambers at 6:35 pm and return to the Council Chambers at 6:50 pm.

RESOLUTION 2018-233

Moved by Jean-Marc Lalonde

Seconded by Mario Zanth

BE IT RESOLVED THAT the closed meeting be adjourned to resume regular meeting.

CARRIED

6. Closed Meeting report

Mayor Desjardins informs the members of the public that Council discussed some matters in closed session and that directives were given to staff.

7. Announcements

Councillor Krysta Simard announces that firefighters are selling pink lanyards for the breast cancer.

8. Comment/Question Period

Mr. Martin Lacasse, of 2825 Valérie Place in Rockland, asks to reconsider the Rockland Field Archers' request to use the room at the Jean-Marc Lalonde Arena. He asks for a fee reduction. Further to discussions, members of Council ask to discuss this matter on the next meeting.

Mr. Don Bouchard, of 118 Adrien Street, explains that citizens have a lot of complaints in regards to speeding on Ramage Road. He adds that no speed sign

is installed on this portion of the road. Mayor Desjardins replies that this signage should be discussed during the next budget process.

9. Council Members' Items (none)

10. Consent Items

RESOLUTION 2018-234

Moved by Michel Levert

Seconded by Diane Choinière

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of October 10, 2018, be adopted:

10.1. Adoption of the minutes of the following meetings:

- a. Regular meeting of September 24, 2018
- b. Committee of the Whole of September 24, 2018

10.2. Receipt of the minutes of the following meetings:

- a. Library Board of June 12, 2018
- b. Committee of Adjustment - August 22, 2018

10.3. The following recommendations from Committee of the Whole of September 24, 2018

- a. Resolution to mandate the Infrastructure and Planning Department to bring forward a Zoning By-law Amendment to reduce the height of an Accessory Building in the residential zones
- c. Resolution to refuse to reduce the engineering fees for the Rockland District High School
- d. Resolution to proceed with a detailed and in depth investigation to decide which servicing alternative would be the most efficient and cost effective to sustain growth within the village boundaries

10.4. Resolution to support the Township of Amaranth regarding the NAFTA Dairy Supply Management Program

10.5. Resolution to adopt the Tax Reduction under Section 357 & 358 of the Municipal Act

CARRIED

Text of the resolutions adopted by consent under Resolution No 2018-234:

10.3a. BE IT RESOLVED THAT Council mandates the Infrastructure and Planning Department to bring forward a Zoning By-law Amendment to reduce the height of an Accessory Building in the residential zones of the Urban Area of Rockland from 5 metres to 3.8 metres and evaluate the options for the different sizes of the residential urban area.

10.3c. BE IT RESOLVED THAT Council refuses to reduce the engineering fees for the Rockland District High School.

10.3d. BE IT RESOLVED THAT Council mandate City staff to proceed with a detailed and in depth investigation to decide which servicing alternative would be the most efficient and cost effective to sustain growth within the village boundaries.

10.4 BE IT RESOLVED THAT the City of Clarence-Rockland supports the resolution of the Township of Amaranth regarding the NAFTA Dairy Supply Management Program.

10.5 BE IT RESOLVED THAT Council hereby adopts tax reductions in the amount of \$2,685.77, being the City's share, under sections 357 & 358 of the Municipal Act, against all lands concerned, as described in Schedule "A" to Report No. FIN2018-038.

10.3b. Resolution to approve the design scenario provided in McIntosh Perry's Post-Development Emergency Overland Flow Route Analysis dated September 14, 2018

Further to questions, Mr. Julian Lenhart explains few characteristics of the drainage.

RESOLUTION 2018-235

Moved by Jean-Marc Lalonde
Seconded by Carl Grimard

WHEREAS the Administration met with the developer and his consultants; and

WHEREAS the developer provided an in-depth analysis that supports the design and meets the Departments requirements;

BE IT RESOLVED THAT Council approves the design scenario provided in McIntosh Perry's Post-Development Emergency Overland Flow Route Analysis dated September 14, 2018, as recommended in Report No. INF2018-042.

CARRIED

11. Committee/Staff Reports

11.1 Licence of Occupation - 1871 Labonté

Further to questions, Mr. Julian Lenhart explains that if a licence of occupation is signed, the City's rights according to the liability will be protected. He adds that the insurance company requires a proof of insurance from the occupant.

RESOLUTION 2018-236

Moved by Mario Zanth

Seconded by André J. Lalonde

BE IT RESOLVED THAT Council authorize the Mayor and the Clerk to sign the Licence of Occupation for the property located at 1865 Labonté with the owner of 1871 Labonté.

CARRIED

11.2 Appointment of a member to the Accessibility Advisory Committee

RESOLUTION 2018-237

Moved by André J. Lalonde

Seconded by Michel Levert

WHEREAS Mrs. Vivian Vanbreugel has submitted her resignation as a member of the Accessibility Advisory Committee;

BE IT RESOLVED THAT Council accepts to appoint Mrs. Susan Isabel Pitts as a member of the Accessibility Advisory Committee for the remainder of the term.

CARRIED

11.3 Agreements for Daycare Services with school boards and UCPR

RESOLUTION 2018-238

Moved by Krysta Simard

Seconded by André J. Lalonde

BE IT RESOLVED that Municipal Council hereby adopts By-Law 2018-142 in order to authorize the Director of Community Services to sign the operational agreements with the following School Boards and United Counties of Prescott Russell for the year 2018-2019 to ensure the continuity of the daycare services in the elementary school of Clarence-Rockland and the partnership with each school boards and the United Counties of Prescott Russell, as recommended.

- Conseil scolaire de district catholique de l'Est ontarien (CSDCEO)
- Conseil des écoles publiques de l'Est de l'Ontario (CEPEO)

- Catholic District School Board of Eastern Ontario (CDSBEO)
- Upper Canada District School Board (UCDSB)
- Comtés Unis de Prescott Russell

CARRIED

11.4 Snow removal and abrasive application contracts

Mayor Desjardins leaves his seat further to his declaration of pecuniary interest and gives it to the Deputy Mayor, Councillor Diane Choinière.

RESOLUTION 2018-239

Moved by Krysta Simard

Seconded by André J. Lalonde

BE IT RESOLVED THAT Municipal Council awards the snow removal and abrasive contracts to the selected tenderers as indicated in report LOI2018-10-01, and

BE IT RESOLVED THAT Municipal Council adopts By-Law 2018-140 to authorize the Mayor and the Clerk to sign the snow removal and abrasive contracts, as recommended.

CARRIED

Mayor Desjardins returns to his seat.

11.5 Contract for drainage works on Clark Road

Further to questions, Mr. Julian Lenhart explains that corrections should be made to this area in order to improve the whole project. He adds that the remaining of the project should be discussed during budget.

RESOLUTION 2018-240

Moved by Michel Levert

Seconded by Mario Zanth

BE IT RESOLVED that the municipal Council adopts By-law 2018-143 to authorize the Mayor and the City Clerk to sign a contract with Arnco Construction & Excavation division 1351150 Ontario Inc. in order to execute the drainage works for Phase 3 on Clark Road for an amount of \$136,450 excluding HST;

CARRIED

11.6 Construction of the Bourget Fire Station

Further to questions, Mr. Julian Lenhart explains that some pipes are abandoned, in particular for drainage. He adds that an analysis of the pipe network was made in 2014, but this pipe was not included.

Further to questions, Ms. Helen Collier explains that the amount of \$40,000 is for both fire stations.

RESOLUTION 2018-241

Moved by Carl Grimard

Seconded by Diane Choinière

WHEREAS Council has previously given instructions that the Chief Administrative Officer was to submit all contingency expenses to Council for approval; and

WHEREAS it was discovered that an unexpected underground cement pipe is located directly at the location where the Bourget Fire Station is to be constructed; and

WHEREAS other small issues may arise during the construction phase;

BE IT RESOLVED THAT the Chief Administrative Officer be delegated the authority to expend a maximum of \$40,000 to cover construction change order costs as they may arise; and

BE IT FURTHER RESOLVED THAT this delegated authority be restricted to new necessary change orders.

CARRIED

12. By-laws

RESOLUTION 2018-242

Moved by Carl Grimard

Seconded by Mario Zanth

BE IT RESOLVED THAT the following by-laws be adopted:

12.1. 2018-138 - Lifting of Part-Lot Control – Spacebuilders - Solara

12.2. 2018-139 - Dedication of public highway, Belvedere Rd, Part 3 plan 50R-10708

12.4. 2018-145 - award a contract with Atrel Engineering Ltd. for the design and engineering services for the Verdon Subdivision file

12.3 2018-144 - award a contract to StoneShare Inc. for the implementation of a SharePoint Document and Records Management Intranet

RESOLUTION 2018-243

Moved by Jean-Marc Lalonde
Seconded by Mario Zanth

BE IT RESOLVED THAT the Committee of the Whole recommends that Council adopts By-law 2018-144 to authorize the Mayor and the Clerk to award a contract to StoneShare Inc. to implement the SharePoint Document and Records Management Intranet Project as described in RFP No. F18-ADM-2018-027, for an amount of \$171,450.00, excluding HST.

CARRIED

13. Confirmatory By-law**RESOLUTION 2018-244**

Moved by Mario Zanth
Seconded by Diane Choinière

BE IT RESOLVED THAT By-law no. 2018-146, being a confirmatory by-law for the regular meeting of October 10, 2018, be adopted.

CARRIED

14. Adjournment

Mayor Desjardins adjourns the meeting at 8:07 pm.

Guy Desjardins, Mayor

Maryse St-Pierre, Deputy Clerk



**CORPORATION DE LA
CITÉ DE CLARENCE-ROCKLAND
RÉUNION RÉGULIÈRE - PROCÈS-VERBAL**

le 10 octobre 2018

Salle du Conseil

415 rue Lemay Street, Clarence Creek, Ont.

| | |
|----------|--|
| PRÉSENT: | Guy Desjardins, maire Jean-Marc Lalonde, conseiller du quartier 1 Mario Zanth, conseiller du quartier 2 Carl Grimard, conseiller du quartier 3 André J. Lalonde, conseiller du quartier 5 Krysta Simard, conseillère du quartier 6 Michel Levert, conseiller du quartier 7 Diane Choinière, conseillère du quartier 8 Helen Collier, directrice générale Monique Ouellet, greffière Maryse St-Pierre, greffière adjointe |
|----------|--|

1. Ouverture de la réunion

Le maire Desjardins ouvre la réunion à 18h30.

2. Prière

Le conseiller Carl Grimard fait la lecture de la prière.

3. Adoption de l'ordre du jour

RÉSOLUTION 2018-231

Proposée par Mario Zanth

Appuyée par Carl Grimard

QU'IL SOIT RÉSOLU QUE l'ordre du jour soit adopté avec l'ajout de l'item 11.6 - construction de la caserne de Bourget.

ADOPTÉE, telle que modifiée

4. Déclarations d'intérêts pécuniaires

Le maire Desjardins déclare un intérêt pécuniaire à l'item 11.4 - Contrats de déneigement et application d'abrasifs, car ceci est relié à sa famille.

5. Réunion à huis clos

RÉSOLUTION 2018-232

Proposée par Guy Desjardins

Appuyée par Jean-Marc Lalonde

QU'IL SOIT RÉSOLU QUE la réunion régulière du conseil municipal soit ajournée afin de tenir une session à huis clos pour discuter des sujets suivants, tel que stipulé à la section 239 de la *Loi sur les municipalités 2001*, tel que modifié :

- 5.1. Adoption du procès-verbal de la réunion à huis clos du 24 septembre 2018
- 5.2. Servitude – 259 rue Edwards

ADOPTÉE

Les membres du conseil se retirent dans la salle de conférence adjacente à la salle du conseil à 18h35 et retournent dans la salle du conseil à 18h50.

RÉSOLUTION 2018-233

Proposée par Jean-Marc Lalonde

Appuyée par Mario Zanth

QU'IL SOIT RÉSOLU QUE la réunion à huis clos soit ajournée afin de retourner en réunion régulière.

ADOPTÉE

6. Rapport de la réunion à huis clos

Le maire Desjardins informe les membres du public que le conseil a discuté de dossiers à huis clos et que des directives ont été données au personnel.

7. Annonces

La conseillère Krysta Simard annonce que les pompiers font la vente de lanières roses pour le cancer du sein.

8. Période de Questions/Commentaires

M. Martin Lacasse, résidant au 2825 Place Valérie à Rockland, demande de reconsiderer la demande faite par le Club de tir à l'arc de Rockland pour l'utilisation de la salle de l'aréna Jean-Marc Lalonde. Il demande que les frais soient réduits. Suite aux discussions, les membres du conseil demandent à discuter cet item lors de la prochaine réunion.

M. Don Bouchard, résidant au 118 rue Adrien, explique que les citoyens font beaucoup de plaintes concernant la vitesse sur le chemin Ramage. Il ajoute

qu'aucune pancarte n'affiche la limite sur ce tronçon. Le maire Desjardins explique que cet affichage devra être discuté lors du prochain processus budgétaire.

9. Items des membres du Conseil (aucun)

10. Items par consentement

RÉSOLUTION 2018-234

Proposée par Michel Levert

Appuyée par Diane Choinière

QU'IL SOIT RÉSOLU QUE les items suivants, tels qu'identifiés sous la rubrique «items par consentement» à l'ordre du jour de la réunion régulière du 10 octobre 2018, soient adoptés :

10.1. Adoption des procès-verbaux des réunions suivantes:

- a. Réunion régulière du 24 septembre 2018
- b. Comité plénier du 24 septembre 2018

10.2. Réception des procès-verbaux des réunions suivantes:

- a. Comité d'administration de la bibliothèque publique du 12 juin 2018
- b. Comité de dérogations mineures du 22 août 2018

10.3. Les recommandations suivantes du comité plénier du 24 septembre 2018

- a. Résolution pour mandater le département d'Infrastructure et Aménagement du territoire d'apporter un amendement au règlement de zonage pour réduire la hauteur d'un bâtiment accessoire dans les zones résidentielles
- c. Résolution pour refuser de réduire les frais d'ingénierie pour le Rockland District High School
- d. Résolution pour poursuivre des études plus détaillées et plus approfondies afin de déterminer l'alternative la plus efficace et la plus rentable pour soutenir la croissance dans les limites des villages

10.4. Résolution pour appuyer le canton d'Amaranth concernant le programme de gestion de fourniture de produits laitiers de l'ALENA

10.5. Résolution pour adopter les réductions de taxes conformément aux articles 357 & 358 de la *Loi sur les Municipalités*

ADOPTÉE

Texte des résolutions adoptées par consentement, telles qu'identifiées dans la résolution 2018-234 :

- 10.3a. QU'IL SOIT RÉSOLU QUE** le conseil mandate le département d'Infrastructure et Aménagement du territoire d'apporter un amendement au règlement de zonage pour réduire la hauteur d'un bâtiment accessoire dans les zones résidentielles de l'aire urbaine de Rockland de 5 mètres à 3,8 mètres et d'évaluer les options pour les diverses grandeurs de la zone urbaine résidentielle.
- 10.3c. QU'IL SOIT RÉSOLU QUE** le Conseil refuse de réduire les frais d'ingénierie pour le Rockland District High School.
- 10.3d. QU'IL SOIT RÉSOLU QUE** le Conseil mandate le personnel de la Cité à poursuivre des études plus détaillées et plus approfondies afin de déterminer l'alternative la plus efficace et la plus rentable pour soutenir la croissance dans les limites des villages.
- 10.4 QU'IL SOIT RÉSOLU QUE** la Cité de Clarence-Rockland appuie la résolution du canton d'Amaranth concernant le programme de gestion de fourniture de produits laitiers de l'ALENA.
- 10.5 QU'IL SOIT RÉSOLU QUE** le Conseil adopte les réductions de taxes au montant de \$2,685.77, étant la part de la Cité en vertu des articles 357 & 358 de la Loi sur les municipalités, contre les propriétés foncières décrites dans l'annexe « A » du rapport numéro FIN2018-038.

10.3b. Résolution pour approuver le scénario de conception présenté dans le Post-Development Emergency Overland Flow Route Analysis de McIntosh Perry datée du 14 septembre 2018

Suite aux questions, M. Julian Lenhart explique quelques particularités sur le drainage du site.

RÉSOLUTION 2018-235

Proposée par Jean-Marc Lalonde
Appuyée par Carl Grimard

ATTENDU QUE l'administration a rencontré le développeur et ses consultants, et

ATTENDU QUE le développeur a fourni une analyse approfondie qui appuie la conception et répond aux exigences du département ;

QU'IL SOIT RÉSOLU QUE le conseil approuve le scénario de conception présenté dans le *Post-Development Emergency Overland Flow Route Analysis* de McIntosh Perry datée du 14 septembre 2018, tel que recommandé dans le rapport INF2018-042.

ADOPTÉE

11. Rapports des Comités/Services

11.1 Entente d'occupation - 1871 Labonté

Suite aux questions, M. Julian Lenhart explique que si une entente d'occupation est signée, les droits de la Cité en matière de responsabilité seront protégés. Il ajoute que la compagnie d'assurance de la Cité exige également une preuve d'assurance de la part de l'occupant.

RÉSOLUTION 2018-236

Proposée par Mario Zanth

Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU QUE le conseil autorise le maire et la greffière à signer une entente d'occupation pour la propriété située au 1865 Labonté avec le propriétaire du 1871 Labonté.

ADOPTÉE

11.2 Nomination d'un membre au sein du comité consultatif en accessibilité

RÉSOLUTION 2018-237

Proposée par André J. Lalonde

Appuyée par Michel Levert

ATTENDU QUE Mme Vivian Vanbreugel a remis sa démission en tant que membre du Comité consultatif en accessibilité ;

QU'IL SOIT RÉSOLU QUE le Conseil accepte de nommer Mme Susan Isabel Pitts à titre de membre du comité consultatif sur l'accessibilité pour le reste du terme.

ADOPTÉE

11.3 Ententes des services de garderies avec les conseils scolaires et les CUPR

RÉSOLUTION 2018-238

Proposée par Krysta Simard

Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU que le conseil municipal adopte le règlement 2018-142 afin d'autoriser le Directeur des Services communautaires à signer des ententes d'opérations avec les conseils scolaires suivants, ainsi que les Comtés Unis de Prescott et Russell, pour l'année 2018-2019 afin d'assurer la continuité du service de garde et le partenariat dans les écoles élémentaires de la Cité de Clarence-Rockland et les Comtés Unis de Prescott Russell, tel que recommandé.

- Conseil scolaire de district catholique de l'Est ontarien (CSDCEO)
- Conseil des écoles publiques de l'Est de l'Ontario (CEPEO)
- Catholic District School Board of Eastern Ontario (CDSBEO)
- Upper Canada District School Board (UCDSB)
- Comtés Unis de Prescott Russell

ADOPTÉE

11.4 Contrats de déneigement et application d'abrasifs

Le maire Desjardins quitte son siège suite à la déclaration de son intérêt pécuniaire et le cède à la mairesse adjointe, la conseillère Diane Choinière.

RÉSOLUTION 2018-239

Proposée par Krysta Simard

Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU QUE le conseil municipal accorde les contrats de déneigement et d'application d'abrasif aux soumissionnaires sélectionnés, tel qu'indiqué au rapport LOI2018-10-01, et

QU'IL SOIT RÉSOLU QUE le conseil municipal adopte le règlement 2018-140 pour autoriser le maire et la greffière à signer les ententes de déneigement et d'application d'abrasif, tel que recommandé.

ADOPTÉE

Le maire Desjardins reprend son siège.

11.5 Contrat pour construction de fossés sur chemin Clark

Suite aux questions, M. Julian Lenhart explique que des correcteurs doivent être faits dans ce secteur afin de corriger l'ensemble du projet. Il ajoute que la suite devrait être discutée lors du prochain budget. Les membres du conseil discutent du sujet.

RÉSOLUTION 2018-240

Proposée par Michel Levert

Appuyée par Mario Zanth

QU'IL SOIT RÉSOLU que le Conseil municipal adopte le règlement 2018-143 pour autoriser le maire et la greffière à signer un contrat avec Arnco Construction and Excavation 1351150 Ontario Inc. pour effectuer les travaux de drainage Phase 3 du chemin Clark pour une somme de 136 450\$ excluant la T.V.H.

ADOPTÉE

11.6 Construction de la caserne de Bourget

Suite aux questions, M. Julian Lenhart explique que certains tuyaux sont abandonnés, notamment en matière de drainage. Il ajoute qu'en 2014 une analyse de réseau a été faite, mais que cette conduite n'était pas incluse.

Suite aux questions, Mme Helen Collier explique que le montant de 40 000\$ affecte les deux casernes.

RÉSOLUTION 2018-241

Proposée par Carl Grimard

Appuyée par Diane Choinière

ATTENDU QUE le conseil a donné la directive que la directrice générale doit soumettre au conseil toutes les dépenses de la contingence pour considération; et

ATTENDU QU'une conduite de ciment souterraine a été découverte à l'emplacement exact où la caserne de Bourget doit être construite; et

ATTENDU QUE d'autres enjeux mineurs peuvent survenir durant la phase de la construction;

QU'IL SOIT RÉSOLU QUE la directrice générale ait une délégation d'autorité pour faire une dépense maximum de 40 000\$ pour couvrir les frais de construction des avenants susceptibles de survenir; et

QU'IL SOIT RÉSOLU QUE cette délégation d'autorité soit restreinte à tous les avenants nécessaires à venir.

ADOPTÉE

12. Règlements municipaux

RÉSOLUTION 2018-242

Proposée par Carl Grimard

Appuyée par Mario Zanth

QU'IL SOIT RÉSOLU QUE les règlements municipaux suivants soient adoptés :

- 12.1. 2018-138 - Levée de la règlementation de partie de lot – Spacebuilders - Solara
- 12.2. 2018-139 - Designation de chemin public, chemin Belvedère, partie 3 plan 50R-10708
- 12.4. 2018-145 - octroi d'un contrat à Atrel Engineering Ltd. pour de la conception et des services d'ingénierie

12.3 2018-144 - octroi d'un contrat à StoneShare Inc. pour l'implantation du projet d'intranet et système de gestion des documents SharePoint

RÉSOLUTION 2018-243

Proposée par Jean-Marc Lalonde

Appuyée par Mario Zanth

QU'IL SOIT RÉSOLU QUE le Comité plénier recommande que le Conseil adopte le règlement 2018-144 pour autoriser le maire et la greffière à octroyer un contrat à StoneShare Inc. pour l'implantation du projet d'intranet et système de gestion des documents SharePoint, tel que décrit dans la demande de soumission no. F18-ADM-2018-027, pour un montant de 171 450,00 \$, excluant la TVH.

ADOPTÉE

13. Règlement de confirmation

RÉSOLUTION 2018-244

Proposée par Mario Zanth

Appuyée par Diane Choinière

QU'IL SOIT RÉSOLU QUE le règlement no. 2018-146, étant un règlement de confirmation pour la réunion régulière du 10 octobre 2018, soit adopté.

ADOPTÉE

14. Ajournement

Le maire Desjardins lève l'assemblée à 20h07.

Guy Desjardins, maire

Maryse St-Pierre, greffière adjointe



**CORPORATION OF THE
CITY OF CLARENCE-ROCKLAND
COMMITTEE OF THE WHOLE MINUTES**

October 10, 2018

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

PRESENT: Guy Desjardins, Mayor
 Jean-Marc Lalonde, Councillor Ward 1
 Mario Zanth, Councillor Ward 2
 Carl Grimard, Councillor Ward 3
 André J. Lalonde, Councillor Ward 5
 Krysta Simard, Councillor Ward 6
 Michel Levert, Councillor Ward 7
 Diane Choinière, Councillor Ward 8
 Helen Collier, Chief Administrative Officer
 Monique Ouellet, Clerk
 Maryse St-Pierre, Deputy Clerk

1. Opening of the meeting

Mayor Desjardins calls the meeting to order at 8:16 pm.

2. Adoption of the agenda

RECOMMENDATION COW2018-153

Moved by Mario Zanth

Seconded by Krysta Simard

THAT the agenda be adopted with the following additions:

10.1. Parking on Laurier Street

10.2. Verification of the speed limits.

CARRIED, as modified

- 3. Disclosure of pecuniary interests (none)**
- 4. Delegations / Presentations (none)**
- 5. Petitions / Correspondence (none)**

6. Notice of Motion (none)

7. Comment/Question Period

Mrs. Lise Saumure, 3584 Drouin Road, asks for a reimbursement of the zoning amendment fees for her camping site, since the property was subject to a grandfather clause. Mr. Claude Lemay, 472 Pago, adds that he was a council member at that time and that this land was omitted in the Zoning By-law corrections. He adds that he signed an affidavit for Mrs. Saumure for this reason.

8. Report from the United Counties of Prescott and Russell

9. Committee/Staff Reports

9.1 Asset Management Plan - Fleet

Further to comments, Mr. Robert Kehoe explains that the amount allocated for vehicle replacement should be increased from \$260,000 to \$500,000. He adds that the payment method will be based on the lifetime of the vehicle.

RECOMMENDATION COW2018-154

Moved by Krysta Simard

Seconded by Diane Choinière

WHEREAS Council has approved an Asset Management Strategy further detailed in its Corporate Asset Management Plan INF2017-044; and

WHEREAS a primary principle of asset management includes a sustainable funding model; and

WHEREAS Municipalities have few options in addressing the financing of capital assets; and

WHEREAS The City's existing contribution to the fleet reserve is \$260,000;

THAT the Committee of the Whole recommends to Council that the contribution to the Fleet Reserve be increased annually for the next 5 years by \$50,000 to ensure the cost effectiveness and sustainability of the City's fleet assets; and

THAT the Committee of the Whole recommends that Council endorse option 1 of the financing section of Report 2018-025 that the City build its vehicle reserve contribution over the next few years with the goal of financing vehicles with 20 years or less useful life from reserves and those greater than 20 years using debt.

CARRIED

9.2 Encroachment – Block 25, Plan 50M-225, du Ruisseau Street

RECOMMENDATION COW2018-155

Moved by Diane Choinière

Seconded by Michel Levert

WHEREAS Committee of the Whole received on May 7, 2018, a letter from Mr. Jacques Taillefer, owner of 464 du Ruisseau, regarding the encroachment of his solar panels on a municipal property; and

WHEREAS during this meeting, the Committee of the Whole mandated the administration to obtain a legal advice from the City's legal counsel in order to evaluate Mr. Taillefer's proposal; and

WHEREAS the legal counsel and insurance company advices demonstrates that an agreement with the owner should require many criteria, which could be an issue due to the situation;

THAT the Committee of the Whole recommends to Council that the solar panels, being the property of the owner of 464 du Ruisseau, be removed from City property, as recommended in Report AME-18-08-R.

CARRIED

9.3 Request for a complete reimbursement of application fees for a Zoning by-law amendment and Site Plan approval

Further to questions and comments, Mr. Julian Lenhart explains that a site plan is required to use land as a camping ground.

RECOMMENDATION COW2018-156

Moved by Michel Levert

Seconded by Krysta Simard

THAT the Committee of the Whole recommends that Municipal Council refuse the request for a complete reimbursement of application fees for a Zoning by-law amendment and Site Plan approval for the amount of \$4,790.00 made by Mrs. Lise Saumure, Mr. Sylvain Drouin, and Mrs. Nathalie Drouin.

DEFEATED

RECOMMENDATION COW2018-157

Moved by Michel Levert

Seconded by Mario Zanth

THAT the Committee of the Whole recommends that Municipal Council accepts the request for a complete reimbursement of application fees for a Zoning by-law

amendment and Site Plan approval for the amount of \$4,790.00 made by Mrs. Lise Saumure, Mr. Sylvain Drouin, and Mrs. Nathalie Drouin, on the condition that the Site Plan Agreement be signed before the reimbursement of the fees.

CARRIED

9.4 Parking in Morris Village Park

Further to questions and comments, Mr. Pierre Boucher explains that signs will be installed and it will be clearly shown that the park is not open.

RECOMMENDATION COW2018-158

Moved by Carl Grimard

Seconded by Mario Zanth

THAT report No. LOI-10-04, being a report regarding the addition of a parking lot in the future Morris Village Park, be received as information.

CARRIED

9.5 Contract – Rental of a grader with operator

Further to questions, Mr. Julian Lenhart explains that the price is higher than the standards, however, he confirms that it is hard to find somebody who offers this service in the area. He adds that the goal is to award a one-year contract only as the service should no longer be required the next years.

RECOMMENDATION COW2018-159

Moved by Diane Choinière

Seconded by Carl Grimard

WHEREAS the rental of a grader with an operator is required in order to properly clear the snow and the spring maintenance to adequately maintain the gravel roads in the rural sector of the municipality in order to reach an acceptable level or roads;

THAT Committee of the Whole recommends that Council adopt a By-Law to authorize the Mayor and the City Clerk to sign a one-year contract with Ghyslain Lalonde Entreprise for the rental of a grader including one (1) operator to clear snow from gravel roads in the rural area of the municipality and the spring maintenance of these roads for \$186.95 per hour; and

THAT the Committee of the Whole recommends to Municipal Council that the contractor be paid \$110.00 per day in waiting time when the equipment is not in use; and

THAT the Committee of the Whole recommends to Municipal Council that a minimum of 250 hours for the winter season be paid to the contractor for the duration of the contract as recommended in the report INF2018-043.

CARRIED

9.6 Purchase of two rink boards – Hammond & Laviolette parks

Further to questions, Mr. Pierre Boucher confirms that he will follow-up with the status of the rink boards at Richelieu Park.

RECOMMENDATION COW2018-160

Moved by André J. Lalonde

Seconded by Mario Zanth

WHEREAS the 2018 capital budget for the purchase and installation of the rink boards at Hammond Park and Laviolette Park is \$ 60,000; and

WHEREAS the bids for the purchase and installation of the ice rink boards are much higher than anticipated due to the substantial increase in metal prices; and

THAT the Committee of the Whole recommends that the City Council authorize the transfer of \$ 25,000 from the "Park in Lieu" deferred revenue to the Hammond and Laviolette park rink board purchase and installation budget; and

THAT the Committee of the Whole recommends that Municipal Council adopt a By-Law to authorize the Mayor and the Clerk to sign the contract with Permafib Inc. for the Hammond and Laviolette park rink board purchase and installation, for an amount of 80 623.64\$, plus the HST, as recommended.

CARRIED

10. Other items

10.1 Parking on Laurier Street

Councillor Krysta Simard explains that some citizens asked for a 15-minute parking in front of the Joyful Coffee.

10.2 Verification of the speed limits

Councillor Diane Choinière presents the following notice of motion regarding the speed limits, which is seconded by Councillor Mario Zanth:

WHEREAS the speed limit has been limited to 50 km/h everywhere in the City, which includes the rural;

BE IT RESOLVED THAT the City verifies which provincial legislation limits the speed to 50 km/h and that a copy be provided to the members of Council; and

BE IT RESOLVED THAT the City compare the other rural areas located within the municipalities of Prescott and Russell.

Questions for Directors

Councillor Michel Levert asks if signs could be installed on St-Félix Road to indicate a deer crossing. Mr. Julian Lenhart asks Councillor Levert to send the information about the exact location to facilitate the installation of the sign.

Councillor Diane Choinière explains that there are hollow sections in the gravel of the east side of Labelle Road. Mr. Lenhart confirms that he will follow up.

Councillor Jean-Marc Lalonde asks if a firefighter is designated to stay after a fire to avoid the fire to restart. Mr. Brian Wilson explains that there is no designation for that. He adds that his department is currently evaluating the way to apply this procedure.

Councillor Jean-Marc Lalonde reiterates his comments about street lights. Mr. Lenhart explains the process when someone notices a burned street light.

Councillor Jean-Marc Lalonde explains that the City could adopt a by-law to refuse the sale of cannabis. Ms. Helen Collier replies that a meeting is scheduled with the City's lawyer about this matter.

11. Adjournment

The Mayor adjourns the meeting at 9:10 pm.

Guy Desjardins, Mayor

Maryse St-Pierre, Deputy Clerk



**CORPORATION DE LA
CITÉ DE CLARENCE-ROCKLAND
PROCÈS-VERBAL DU COMITÉ PLÉNIER**

le 10 octobre 2018

Salle du Conseil

415 rue Lemay Street, Clarence Creek, Ont.

| | |
|-----------------|--|
| PRÉSENT: | Guy Desjardins, maire Jean-Marc Lalonde, conseiller du quartier 1 Mario Zanth, conseiller du quartier 2 Carl Grimard, conseiller du quartier 3 André J. Lalonde, conseiller du quartier 5 Krysta Simard, conseillère du quartier 6 Michel Levert, conseiller du quartier 7 Diane Choinière, conseillère du quartier 8 Helen Collier, directrice générale Monique Ouellet, greffière Maryse St-Pierre, greffière adjointe |
|-----------------|--|

1. Ouverture de la réunion

Le maire Desjardins ouvre la réunion à 20h16.

2. Adoption de l'ordre du jour

RECOMMANDATION COW2018-153

Proposée par Mario Zanth

Appuyée par Krysta Simard

QUE l'ordre du jour soit adopté avec les ajouts suivants:

10.1. Stationnement sur la rue Laurier

10.2. Vérification des limites de vitesse.

ADOPTÉE, telle que modifiée

3. Déclarations d'intérêts pécuniaires (aucune)

4. Délégations / Présentations (aucune)

5. Pétitions / Correspondance (aucune)

6. Avis de motion (aucun)**7. Période de Questions/Commentaires**

Mme Lise Saumure, 3584 chemin Drouin, demande le remboursement des frais de changement de zonage pour son terrain de camping, car la propriété faisait l'objet d'une clause grand-père. M. Claude Lemay, 472 Pago, ajoute qu'il était membre du conseil à cette époque et que ce terrain a été omis lors des corrections au règlement de zonage. Il ajoute que c'est pour cette raison qu'il a signé un affidavit en faveur de madame Saumure.

8. Rapport des Comtés unis de Prescott et Russell

Le maire fait une mise à jour sur divers dossiers des CUPR, notamment sur la circulation des véhicules tout terrain (VTT).

9. Rapports des Comités/Services**9.1 Plan de gestion des actifs - flotte**

Suite aux commentaires, M. Robert Kehoe explique que le montant pour le remplacement des véhicules devrait être augmenté, en commençant par 260 000\$, pour se rendre à 500 000\$. Il ajoute que la méthode de paiement des véhicules sera déterminée en fonction de la durée de vie du véhicule.

RECOMMANDATION COW2018-154

Proposée par Krysta Simard

Appuyée par Diane Choinière

ATTENDU QUE le conseil a approuvé une stratégie de gestion des actifs telle que décrite dans le plan corporatif de gestion des actifs INF2017-044; et

ATTENDU QUE le principe primaire de gestion des actifs inclut un modèle durable de financement; et

ATTENDU QUE les municipalités ont quelques options relativement au financement des actifs en capital; et

ATTENDU QUE la contribution actuelle de la Cité à la réserve de la flotte correspond à 260 000\$;

QUE le comité plénier recommande au conseil que la contribution à la réserve de la flotte soit augmentée annuellement de 50 000\$ pour les cinq (5) prochaines années pour assurer une rentabilité et durabilité aux actifs de la flotte de la Cité; et

QUE le comité plénier recommande que le conseil accepte l'option 1 de la section du financement du rapport FIN2018-025 afin que la Cité construise sa contribution à la réserve des véhicules pour les prochaines années, en ayant pour but de financer les véhicules ayant une durée de vie inférieure à 20 ans à partir des réserves et ceux ayant une durée de vie supérieure à 20 ans à partir de la dette.

ADOPTÉE

9.2 Empiètement – Bloc 25, Plan 50M-225, rue du Ruisseau

RECOMMANDATION COW2018-155

Proposée par Diane Choinière

Appuyée par Michel Levert

ATTENDU QUE le comité plénier a reçu le 7 mai dernier la lettre de M. Jacques Taillefer, propriétaire du 464 du Ruisseau, relativement à l'empietement de ses panneaux solaires sur la propriété municipale; et

ATTENDU QUE lors de cette réunion le comité plénier a mandaté l'administration de demander l'avis du conseiller juridique de la Cité afin d'évaluer la solution proposée par M. Taillefer; et

ATTENDU QUE les avis du conseiller juridique et l'assureur de la Cité démontrent qu'une entente avec le propriétaire doit être assortie de nombreux critères, lesquels peuvent être difficiles à rencontrer vu la situation actuelle;

QUE le comité plénier recommande au conseil que les panneaux solaires appartenant au propriétaire du 464 du Ruisseau soient retirés du terrain de la Cité, tel que recommandé au rapport AMÉ-18-08-R.

ADOPTÉE

9.3 Demande de remboursement des frais de demande de modification au règlement de zonage et d'approbation d'un plan d'implantation

Suite aux questions et commentaires, M. Julian Lenhart explique que pour faire l'usage d'un terrain de camping comme celui-ci, un plan d'implantation est nécessaire.

RECOMMANDATION COW2018-156

Proposée par Michel Levert

Appuyée par Krysta Simard

QUE le comité plénier recommande que le Conseil municipal refuse la demande de remboursement complète des frais de demande de modification au

Règlement de Zonage et d'approbation d'un plan d'implantation pour un montant de 4 790,00 \$ fait par Mme Lise Saumure, M. Sylvain Drouin et Mme Nathalie Drouin.

DÉFAITE

RECOMMANDATION COW2018-157

Proposée par Michel Levert

Appuyée par Mario Zanth

QUE le comité plénier recommande au conseil municipal d'accepter la demande de remboursement complète des frais de demande de modification au Règlement de Zonage et d'approbation d'un plan d'implantation pour un montant de 4 790,00 \$ fait par Mme Lise Saumure, M. Sylvain Drouin et Mme Nathalie Drouin, à condition que l'entente de plan d'implantation soit signée avant le remboursement des frais.

ADOPTÉE

9.4 Stationnement parc du Village Morris

Suite aux questions et commentaires, M. Pierre Boucher explique que des affiches seront installées pour indiquer clairement que le parc n'est pas ouvert.

RECOMMANDATION COW2018-158

Proposée par Carl Grimard

Appuyée par Mario Zanth

QUE le rapport No. LOI-10-04, étant un rapport au sujet de la demande d'ajout d'un stationnement dans le futur parc du Village Morris, soit reçu à titre d'information.

ADOPTÉE

9.5 Contrat – Location d'une niveleuse avec opérateur

Suite aux questions, M. Julian Lenhart explique que le prix est au-delà de la norme, mais qu'il est difficile d'avoir quelqu'un qui offre ce service dans la région. Il ajoute que le but est d'octroyer ce contrat pour un an seulement car le service ne sera probablement plus nécessaire l'an prochain.

RECOMMANDATION COW2018-159

Proposée par Diane Choinière

Appuyée par Carl Grimard

ATTENDU QUE la location d'une niveleuse avec un opérateur est nécessaire afin de faire le déblaiement adéquat de la neige et l'entretien printanier des

routes en gravier dans le secteur rural de la municipalité afin d'atteindre un niveau acceptable des routes;

QUE le comité plénier recommande que le Conseil municipal adopte un règlement pour autoriser le maire et la greffière à signer un contrat d'une durée de un (1) an avec Ghyslain Lalonde Entreprise Inc. pour la location d'une niveleuse incluant un (1) opérateur pour effectuer le déblaiement de la neige des routes en gravier dans le secteur rural de la municipalité ainsi que l'entretien printanier de ces mêmes routes pour une somme de \$186.95 de l'heure; et

QUE le comité plénier recommande au conseil municipal qu'une somme de \$110.00 par jour soit payée à l'entrepreneur en temps d'attente lorsque l'équipement est non utilisé; et

QUE le comité plénier recommande au conseil municipal qu'un montant de 250 heures minimum pour la saison hivernale soit payé à l'entrepreneur pour la durée du contrat tel que recommandé dans le rapport INF2018-043.

ADOPTÉE

9.6 Achat de deux systèmes de bande de patinoire – Parc Hammond & Laviolette

Suite aux questions, M. Pierre Boucher confirme qu'il fera un suivi relativement aux statut des bandes de patinoire du parc Richelieu.

RECOMMANDATION COW2018-160

Proposée par André J. Lalonde

Appuyée par Mario Zanth

ATTENDU QUE le budget capital 2018 pour l'achat et l'installation des bandes de patinoires au parc de Hammond et au parc Laviolette est de 60 000\$; et

ATTENDU QUE les soumissions obtenues pour l'achat et l'installation des bandes de patinoires sont beaucoup plus élevées qu'anticipées dû à l'augmentation substantielle des prix des métaux; et

QUE le comité plénier recommande au conseil municipal d'autoriser le transfert de 25 000\$ des fonds de « du revenu différé des frais relatifs aux terrains à vocation de parc » vers le budget d'achat et d'installation des bandes de patinoires du parc de Hammond et du parc Laviolette; et

QUE le comité plénier recommande au conseil municipal d'adopter un règlement pour autoriser le maire et la greffière à signer l'entente d'achat et d'installation de deux systèmes de bande de patinoires pour les parcs de Hammond et le parc

Laviolette avec Permafib Inc. pour un montant total de 80 623.64\$, plus la TVH, tel que recommandé.

ADOPTÉE

10. Autres items

10.1 Stationnement sur la rue Laurier

La conseillère Krysta Simard explique que certaines personnes demandent un stationnement de 15 minutes en face du Café Joyeux.

10.2 Vérification des limites de vitesse

La conseillère Diane Choinière présente l'avis de motion suivant concernant les limites de vitesse, lequel est appuyé par le conseiller Mario Zanth:

ATTENDU QUE la limite de vitesse a été limitée à 50 km/h partout dans la Cité incluant le rural;

QU'IL SOIT RÉSOLU QUE la Cité vérifie quelle loi provinciale limite la vitesse dans le rural à 50 km/h et qu'une copie soit remise aux membres du conseil; et

QU'IL SOIT RÉSOLU QUE la Cité fasse une comparaison des secteurs ruraux avec les autres municipalités de Prescott et Russell.

Questions pour les directeurs

Le conseiller Michel Levert demande si des pancartes peuvent être installées sur le chemin St-Félix pour indiquer le passage des chevreuils. M. Julian Lenhart demande au conseiller Levert de lui envoyer les informations sur l'emplacement afin de procéder à l'installation de la pancarte.

La conseillère Diane Choinière explique que sur le chemin Labelle, le recouvrement de gravier creuse sur le côté est. M. Lenhart confirme qu'il fera le suivi.

Le conseiller Jean-Marc Lalonde demande si lors de l'extinction d'un feu un pompier est désigné pour rester sur les lieux pour éviter que le feu reprenne. M. Brian Wilson explique qu'il n'y a personne de désigné. Il ajoute que son département évalue présentement le moyen d'appliquer cette procédure.

Le conseiller Jean-Marc Lalonde réitère ses propos concernant les lumières de rue. M. Lenhart explique le processus lorsqu'une personne découvre qu'une lumière de rue est brûlée.

Le conseiller Jean-Marc Lalonde explique que la Cité peut adopter un règlement pour refuser la vente de cannabis. Mme Helen Collier répond qu'une rencontre avec l'avocat de la Cité est prévue à ce sujet.

11. Ajournement

Le maire lève l'assemblée à 21h10.

Guy Desjardins, maire

Maryse St-Pierre, greffière adjointe



**CORPORATION OF THE
CITY OF CLARENCE-ROCKLAND
PUBLIC TRANSIT ADVISORY
COMMITTEE MEETING MINUTES**

April 19, 2018
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

PRESENT: Jean-Pierre Goyette
 Pascal Roy
 Rachelle Downton
 Lucie Leclair
 Rosemary Holmes
 André J. Lalonde
 Monique Paquette
 Pierre Boucher
 Gilbert Leduc

ABSENT: Sylvie Laframboise
 Matt Paul

1. Opening of the meeting

The Chair opens the meeting at 7:02 pm

2. New member

Mrs. Paquette explained that there was a member missing on the committee so a notice was sent to the users to recruit a new member.

We received just one application from Mrs. Rosemary Holmes.

Mrs. Holmes introduced herself to the committee and everyone at the table introduced themselves. The service recommended to municipal council the nomination of Mrs. Holmes to be on the committee and it was approved.

3. Adoption of the agenda

Talk about item 6 before item 5

Moved by Rosemary Holmes

Seconded By Jean-Pierre Goyette

THAT the agenda be adopted as presented.

CARRIED, as modified

4. Adoption of the minutes

One change on page 3 to change the word parliament contact for City's contact.

Moved by Jean-Pierre Goyette

Seconded By Rachelle Downton

CARRIED, as modified

5. Summer Schedule

Mrs. Paquette circulates to the members a copy of the 2017 Summer schedule for route 530.

The committee will need the statistics and the capacity of each buses before making a decision. Mrs. Paquette will forward these statistics as soon as possible, so that the committee can send their suggestions. We will need to cut at least one bus during the summer.

As for the route 535, it was suggested to do a survey with different options, since we are thinking of having only one bus circulating during the summer months. A survey will be prepared by Mrs. Paquette and will be circulated on the buses beginning of May.

Since the summer months are less busy, let's be more aggressive. Mr. Leduc says that he will talk to the administration and he is open to suggestions to reduce the cost.

The summer schedule will be July 3rd to August 31st.

6. Statistics

Mr. Boucher explains the statistics for the first 4 months of operation. The ridership is going down every month, the only positive in the statistics is the sell

of the booklet of tickets that keeps going up. If the tendency continues of going down, we will not meet our goal.

The publicity does not work to recruit new users; it has been more than 4 years that the ridership keeps going down. We do not know what to do to bring more riders.

The result is that we will have to reduce buses in order to meet our budget.

The Administration met with Leduc Bus Lines and in their contract, there is a clause about CIP and gas, since the gas is going up, the contract will go up in September and this will greatly affect our Budget.

Ridership down + gas up = contract goes up

Mrs. Holmes says that if gas goes up maybe users will maybe take the bus instead of using their cars. Wishful thinking.

The CRTranspo is not alone in this situation, most of the rural partners has a reduction in ridership including OCTranspo.

We are unable to attract new riders. When riders retire, we cannot seem to replace them. This is not helping our cause.

We will have to be tight with the summer schedule and reduce buses in September.

We will have to have a meeting before the summer to discuss different scenarios for bus schedule for September.

With the ridership going down, we have to keep in mind that we need to meet the budget.

Mrs. Paquette will have to send to the members of the committee, the statistics of the first 4 months of each bus routes.

The committee suggests maybe not reducing buses but maybe cutting the financial impact with the change of buses. This will not be enough.

6.1 Statistics - Family Day

Mrs. Paquette shows the statistics for Family Day with the reduction of buses and it seemed that everything went well and the number of buses was sufficient.

7. Public Meeting - Russell Municipality

Mrs. Paquette talks about a public meeting that she attended at the municipality of Russell.

The municipality of Russell had a grant to hire a consultant to do a Transit Study.

This study was presented to the users and non-users of the municipality of Russell.

A copy of the presentation will be sent to the members of the committee.

The majority of the attendees would like to keep the service as is. Meaning not transferring on the light rail. They like that they get on the bus and get off at their place of work. In the hall that night they asked how many do transfer and only one person raised his hand out of about 70 people.

Like our municipality, the consultant were not able to get more information from OCTranspo has for the future of the rural partners.

The presentation was interesting, but what Mrs. Paquette wanted to see was the comments of the users. And the users don't want to change and are even willing to pay even more for their bus pass.

8. Cost estimate - Leduc Bus Lines

The administration met with M. Leduc of Leduc Bus Lines to discuss the future of the bus service.

Mr. Leduc advised the administration that the contract would go up in September since the gas keeps going up.

A question was asked to M. Leduc, if he is getting a rebate for the carbon tax on public transit and he doesn't.

The administration asked M. Leduc to give the administration the cost of the bus contract if the buses stops at Blair. This will be discussed between the administration and Leduc Bus Lines.

In the fall we will have to discuss the future of the public transit with the arrival of the train at Blair.

9. Other Items

Next meeting May 31st, 2018

10. Adjournment

The meeting is adjourned at 8:25 pm

Moved by Jean-Pierre Goyette
Seconded By Pascal Roy

CARRIED

Jean-Pierre Goyette
President

Pierre Boucher
Community Services Director



**CORPORATION DE LA
CITÉ DE CLARENCE-ROCKLAND
PROCÈS-VERBAL RÉUNION COMITÉ CONSULTATIF
DU TRANSPORT EN COMMUN**

le 19 avril 2018
Salle du Conseil
415 rue Lemay Street, Clarence Creek, Ont.

PRÉSENT: Jean-Pierre Goyette
Pascal Roy
Rachelle Downton
Lucie Leclair
Rosemary Holmes
André J. Lalonde
Monique Paquette
Pierre Boucher
Gilbert Leduc

ABSENT: Sylvie Laframboise
Matt Paul

1. Ouverture de la réunion

Le président ouvre la réunion à 19h02

2. Nouveau membre

Mme Paquette explique qu'il manquait un membre au sein du comité donc elle a envoyé aux usagers un avis pour recruter un nouveau membre.

Nous avons reçu seulement une application de Mme Rosemary Holmes. Le service a recommandé au conseil municipal la nomination de Mme Holmes au sein du comité et le tout vu approuvé.

Mme Holmes s'est présentée au comité et un tour de table a été fait également.

3. Adoption de l'ordre du jour

Insérer l'item 6 avant l'item 5

Proposé par Rosemary Holmes

Appuyé par Jean-Pierre Goyette

QUE l'ordre du jour soit adopté tel que présenté.

ADOPTÉE, telle que modifiée

4. Adoption des procès-verbaux

Un changement à la page 3, changer le mot palier gouvernemental et mettre palier municipal.

Proposé par Jean-Pierre Goyette

Appuyé par Rachelle Downton

ADOPTÉE, telle que modifiée

5. Horaire d'été

Mme Paquette a remis aux membres une copie de l'horaire d'été de 2017 pour le trajet 530.

Le comité a besoin des statistiques et de la capacité des autobus avant de pouvoir prendre une décision. Mme Paquette enverra les statistiques le plus tôt possible, pour que le comité puisse envoyer leurs suggestions. Nous devons couper au moins un autobus durant l'été.

En ce qui concerne la route 535, il a été suggéré de faire un sondage avec différentes options, vu que nous pensons d'avoir seulement une route qui va circuler durant les mois d'été. Un sondage sera préparé par Mme Paquette et sera circulé sur les autobus au début mai.

Vu que durant les mois d'été, c'est la saison la moins occupée, nous devrons être plus agressifs. M. Leduc dit qu'il parlera avec l'administration et qu'il est ouvert à des suggestions pour réduire les coûts.

L'horaire d'été sera du 3 juillet au 31 août.

6. Statistiques

M. Boucher explique les statistiques des 4 premiers mois d'opérations.

L'achalandage descend tous les mois, le seul point positif dans les statistiques

est la vente des livrets de billets qui continuent à augmenter. Si la tendance se maintient à la baisse, nous n'atteindrons pas notre objectif.

La publicité à recruter des nouveaux usagers ne fonctionne pas, durant les 4 dernières années l'achalandage continue à diminuer. Nous ne savons plus quoi faire pour attirer plus d'usagers.

Avec ses chiffres nous allons devoir faire des coupures d'autobus en mesure de rencontrer notre budget.

L'administration a rencontré Leduc Bus Lines et dans leur contrat il y a une clause pour le CIP et le gaz, depuis que le gaz augmente, le contrat devra augmenter en septembre et ceci sera un gros impact sur le Budget.

Achalandage descend + gaz monte = contrat augmente

Mme Holmes que si le gaz augmente peut-être les usagers vont prendre l'autobus au lieu de leur auto. Pensée positive

CRTranspo n'est pas seule dans cette situation, la plupart des partenaires ruraux ont également une réduction d'achalandage même OCTranspo.

Nous ne sommes pas capables d'attirer des nouveaux usagers. Quand il y a des usagers qui se retirent, nous ne sommes pas capables de les remplacer. Ceci n'aide pas notre situation.

Nous devrons être plus serrés cet été avec l'horaire d'été et également réduire des autobus en septembre.

Nous allons devoir nous rencontrer avant l'été pour discuter de différents scénarios pour l'horaire d'autobus de septembre.

Avec l'achalandage qui continue à réduire, nous devons garder en tête que nous devons rencontrer le budget.

Mme Paquette devra envoyer au comité, les statistiques des 4 premiers mois pour chaque route d'autobus.

Le comité suggère que peut-être réduire les autobus, mais peut-être couper l'impact financier en changeant les autobus. Par contre, ceci ne sera pas assez.

6.1 Statistiques - Journée de la famille

Mme Paquette démontre les statistiques pour la journée de la famille avec une réduction d'autobus et ça semble avoir bien fonctionné avec le nombre d'autobus qui était suffisant.

7. Réunion publique - Municipalité de Russell

Mme Paquette explique qu'elle a assisté à une rencontre publique dans la municipalité de Russell.

La municipalité de Russell a reçu un octroi pour un consultant pour faire une étude sur le transport en commun.

Cette étude a été présentée aux usagers et non-usagers de la municipalité de Russell.

Une copie de la présentation sera envoyée aux membres du comité.

La majorité des personnes présentes aimeraient garder le service tel quel. Qui veut dire aucun transfert sur le train léger. Ils aiment qu'ils puissent embarquer sur les autobus et débarquer à leur place de travail. À la rencontre, ils ont demandé combien avaient besoin de transférer et seulement une personne a levé la main sur environ 70 personnes.

Comme notre municipalité, le consultant n'a pu avoir plus d'information d'OCTranspo pour le futur des partenaires ruraux.

La présentation était intéressante, mais ce que Mme Paquette voulait voir était les commentaires des usagers. Et les usagers ne veulent pas de changement et même ils seraient prêts à payer plus pour leurs passes mensuelles.

8. Estimés des coûts - Leduc Bus Lines

L'administration à rencontrer M. Leduc de Leduc Bus Lines pour discuter du futur du service de transport.

M. Leduc a avisé l'administration que le contrat montrera en septembre en raison que le gaz continue à monter.

Une question a été demandée à M. Leduc, s'il recevait un rabais pour la taxe sur le carbone pour le transport en commun et non il ne reçoit pas rien.

L'Administration a demandé à M. Leduc de donner à l'administration les coûts relier au contrat pour si les autobus vont seulement jusqu'à Blair. Ceci sera discuté entre l'administration et Leduc Bus Lines.

À l'automne nous allons devoir discuter du futur du transport en commun avec l'arrivée du train léger à Blair.

9. Autres items

Prochaine rencontre le 31 mai 2018

10. Ajournement

La réunion est ajournée à 20h25

Proposé par Jean-Pierre Goyette
Appuyé par Pascal Roy

ADOPTÉE

Jean-Pierre Goyette
Président

Pierre Boucher
Directeur des Services communautaires



**CORPORATION OF THE
CITY OF CLARENCE-ROCKLAND
PUBLIC TRANSIT ADVISORY
COMMITTEE MEETING MINUTES**

April 19, 2018
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ABSENT: Sylvie Laframboise
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1. Opening of the meeting

The Chair opens the meeting at 7:02 pm

2. New member

Mrs. Paquette explained that there was a member missing on the committee so a notice was sent to the users to recruit a new member.

We received just one application from Mrs. Rosemary Holmes.

Mrs. Holmes introduced herself to the committee and everyone at the table introduced themselves. The service recommended to municipal council the nomination of Mrs. Holmes to be on the committee and it was approved.

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Moved by Rosemary Holmes

Seconded By Jean-Pierre Goyette

THAT the agenda be adopted as presented.

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In the fall we will have to discuss the future of the public transit with the arrival of the train at Blair.

9. Other Items

Next meeting May 31st, 2018

10. Adjournment

The meeting is adjourned at 8:25 pm

Moved by Jean-Pierre Goyette
Seconded By Pascal Roy

CARRIED

Jean-Pierre Goyette
President

Pierre Boucher
Community Services Director



The Clarence-Rockland Public Library Board
Le Conseil d'administration de la Bibliothèque publique de Clarence-Rockland
 2-1525, avenue du Parc, Rockland (Ontario) K4K 1C3 - (613) 446-5680

Meeting of the Clarence-Rockland Public Library Board
Réunion du Conseil d'administration de la Bibliothèque publique de Clarence-Rockland
 at the Bourget Branch / à la succursale de Bourget

September 18, 2018 / Le 18 septembre 2018
Minutes / Procès-verbal

Present:

Sylvie Archambault: President - Community Rep / Présidente - Rep communautaire
 Diane Choinière: Concilor Ward 8 /Conseillère municipale, Quartier 8
 Martine Moreau: Community Representative / Représentante communautaire
 Michael Moskau: Community Representative / Représentant communautaire
 Arthur Voth: Community Representative / Représentant communautaire
 Catherina Rouse: Chief Executive Officer / Directrice Générale

Absent:

Krysta Simard: Councillor, Ward 6 / Conseillère municipale, Quartier 6
 Sarma Merdian: Community Representative / Représentante communautaire
 Sonia Lavoie: Secretary / Secrétaire

1. Call to Order

Proposition 2018-09.1

The meeting was called to order at 7 pm.

Moved by: S. Archambault
Seconded by: M. Moskau
Carried: Unanimously

2. Approval of the Agenda

Proposition 2018-09.2

It is proposed:
 THAT the agenda be accepted as is.

Moved by: S. Archambault
Seconded by: M. Moskau
Carried: Unanimously

3. Declaration of conflicts of Interest

There were no conflicts of interest.

1. Ouverture de l'assemblée

Résolution 2018-09.1

La séance est ouverte à 19h

Proposée par : S. Archambault
Appuyée par : M. Moskau
Acceptée à: l'unanimité

2. Approbation de l'ordre du jour

Résolution 2018-09.2

Il est proposé :
 QUE l'ordre du jour soit accepté tel quel.

Proposée par : S. Archambault
Appuyée par : M. Moskau
Acceptée à: l'unanimité

3. Déclaration de conflits d'intérêts

Il n'y a pas eu de conflits d'intérêts.

4. Minutes of the June 12, 2018 Meeting

Proposition 2018-09.3

It is proposed:

THAT the minutes of the last Board meeting be accepted as is.

Moved by: M. Moskau
Seconded by: S. Archambault
Carried: Unanimously

5. Monthly Statistics

The monthly statistics were discussed and added to the meeting documents. C. Rouse mentioned that the statistics are looking better than last years.

6. Financial Report and Budget

The 2018 budget, 2019 budget and 2019 capital projects were reviewed and added to the meeting documents.

7. Other Business

There was no other business to discuss.

8. CEO's Report

- a. Discussion regarding Collab rental fees. It was decided that the Program room will remain at \$15 per hour, but the Collab will be rented out at \$30 per hour.

Proposition 2018-09.4

It is proposed:

THAT the rental rate of the Collab be changed to \$30 per hour

Moved by: M. Moskau
Seconded by: D. Choinière
Carried: Unanimously

- b. Discussion regarding December 27 & 28. Rockland branch will be open for 5 hours both days (11am to 4pm) and Bourget will be closed on December 27.

4. Procès-verbal de la réunion du 12 juin 2018

Résolution 2018-09.3

Il est proposé :

QUE le procès-verbal de la dernière réunion du conseil soit accepté tel quel.

Proposée par : M. Moskau
Appuyée par : S. Archambault
Acceptée à: l'unanimité

5. Statistiques mensuelles

Les statistiques mensuelles ont été discutées et ajoutées aux documents de la réunion. C. Rouse a mentionné que les statistiques semblent meilleures que l'an dernier.

6. Rapport financier et budget

Le budget 2018, le budget 2019 et les projets de capital 2019 ont été examinés et ajoutés aux documents de la réunion.

7. Varia

Il n'y a pas eu de varia à discuter.

8. Rapport de la Directrice générale

- a. Discussion sur les frais de location du Collab. Il a été décidé que la salle de programmation restera à 15\$ de l'heure, mais que le Collab sera loué pour 30\$ de l'heure.

Résolution 2018-09.4

Il est proposé :

QUE le taux de location du Collab soit porté à 30 \$ par heure.

Proposée par : M. Moskau
Appuyée par : D. Choinière
Acceptée à: l'unanimité

- b. Discussion concernant les 27 et 28 décembre. La succursale de Rockland sera ouverte pendant 5 heures les deux jours (de 11h à 16h) et celle de Bourget sera fermée le

27 décembre.

Proposition 2018-09.5

It is proposed:
THAT the Rockland branch will be open from 11am to 4pm on December 27 and 28 and the Bourget branch will be closed on December 27.

Moved by: S. Archambault
Seconded by: M. Moskau
Carried: Unanimously

9. Adjournment

The next meeting of the Library Board is scheduled for 7 pm on 16 October, 2018 at the Rockland branch.

Proposition 2018-09.6

It is proposed:
THAT the meeting be adjourned at 9:01pm.

Moved by: M. Moskau
Seconded by: A. Voth
Carried: Unanimously

Résolution 2018-09.5

Il est proposé :
QUE la succursale de Rockland sera ouverte de 11 h à 16 h les 27 et 28 et celle de Bourget sera fermée le 27 décembre.

Proposée par : S. Archambault
Appuyée par : M. Moskau
Acceptée à: l'unanimité

9. Ajournement

La prochaine réunion du Conseil d'administration de la Bibliothèque aura lieu à 19h00 le 16 octobre 2018 à la succursale de Rockland

Résolution 2018-09.6

Il est proposé :
QUE la séance soit levée à 21h01

Proposée par : M. Moskau
Appuyée par : A. Voth
Acceptée à: l'unanimité

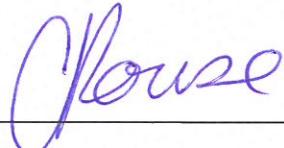
Approval of these minutes:



Board President/
Présidente du Conseil d'administration

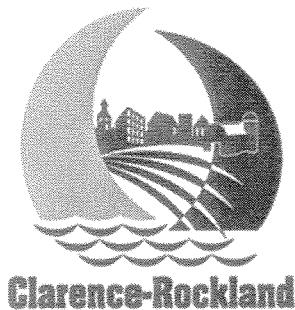
Date

Approbation du présent procès-verbal :



CEO/
Directrice générale

Date



CORPORATION DE LA

CITÉ DE CLARENCE-ROCKLAND

PROCÈS-VERBAL RÉUNION COMITÉ DE DÉROGATION

le 19 septembre 2018
Salle du Conseil
415 rue Lemay Street,
Clarence Creek, Ont.

| | |
|-----------------|---|
| PRÉSENT: | Serge Dicaire Guy Desjardins Marie-Eve Belanger Michel Levert Claire Lemay Michel Bergeron |
| ABSENT: | Sylvie Lalonde Jean-Yves Lalonde |

1. Ouverture de la réunion

Le président ouvre la réunion à 19h05.

2. Lecture et Adoption de l'ordre du jour

Proposé par Michel Levert

Appuyé par Michel Bergeron

QUE l'ordre du jour soit adopté tel que présenté.

ADOPTÉE

3. Déclarations pécuniaires

aucune

4. Adoption des procès-verbaux

Proposé par Michel Levert

Appuyé par Guy Desjardins

Que le procès-verbal de la réunion du 22 août 2018 soit approuvé tel que présenté.

ADOPTÉE

5. Permission

5.1 A/10/18

Le maire suggère que le camion soit stationné en arrière de la maison avec une distance des lignes de 5 mètres.

Le propriétaire aimeraient mieux à l'avant car il est à 75 pieds du chemin. Son équipement est dans son garage. Il croit qu'il va faire du bruit pour les voisins en arrière mais il accepte.

Proposé par Michel Levert

Appuyé par Guy Desjardins

QUE le Comité de dérogation accepte la demande de permission soumise par Yves et Claudette Gareau, dossier A/10/18, concernant la propriété décrite comme 2927 chemin Rollin, partie du lot 14, conc. 1, Partie 2 plan 50R7588, parties 2 à 6 plan 50R8918 dans le but de permettre le stationnement d'un camion à benne, sujette à la condition suivante:

- que le véhicule soit stationné dans la cour arrière à une distance minimale de 5 mètres des lignes de terrain.

ADOPTÉE, telle que modifiée

6. Demande de Morcellement

6.1 B-CR-031-2016 et B-CR-038-2016

Le comité demande quelques questions à propos de la construction du puit.

Le comité est d'accord de donner une extension de 6 mois pour compléter les demandes.

Proposé par Guy Desjardins

Appuyé par Michel Bergeron

THAT the Committee of Adjustment approve the modifications to the consent applications submitted by James and Joanne Soltendieck, file

numbers B-CR-031-2016 and B-CR-038-2016, concerning the property described as 1102 Brazeau Road, subject to the following conditions:

1. That the applicant(s) provide the City of Clarence-Rockland two original copies of a registered Reference Plan (plan of survey) that identifies the severances B-CR-031-2016 and B-CR-038-2016 as approved by the committee, as well as one copy submitted electronically in PDF format directly to the United Counties of Prescott and Russell and the City of Clarence-Rockland
2. That the applicant(s) pay the City of Clarence-Rockland an amount equivalent to 5% of the assessed value of the parcel to be severed as cash in lieu of parkland payment. The amount due in parkland fees for B-CR-031-2016 is: \$389.33. The amount due in parkland fees for B-CR-038-2016 is: \$588.75.
3. That the applicant(s) provide to the Approval Authority of the City of Clarence-Rockland a hydrogeological study and terrain analysis, to be prepared by a professional engineer, to demonstrate that the aquifer can provide a long term sustainable water supply of acceptable quality and quantity, as well as providing evidence through testing, that the soil conditions can accommodate the effluent load from a septic field along with the replacement area. This report shall be completed and reviewed and approved by South Nation Conservation at the applicant's expense.
4. That the applicant(s) provide the Approval Authority of the City of Clarence-Rockland a Transfer/Deed of land conveying the severed land for use for the issuance of a Certificate of Consent.
5. That each condition be fulfilled and that the Consent Approval Authority of the City of Clarence-Rockland be notified in writing within one (1) year of the date of the Decision by the departments and/or agencies having imposed the said conditions.

ADOPTÉE

7. Suivi

Mme Bélanger donne des nouvelles à propos de la dérogation mineure pour le garage détaché qui a été approuvé à la dernière réunion. Elle indique qu'aucun appel n'a été reçu.

Elle indique également que Malcolm Duncan est partie pour la ville de Cambridge.

9. Ajournement

La réunion est ajournée à 19h30.



Serge Dicaire Président



W Marie-Eve Bélanger Secrétaire-
Trésorière



**CORPORATION OF THE
CITY OF CLARENCE-ROCKLAND
COMMITTEE OF ADJUSTMENT MEETING MINUTES**

September 19, 2018

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

| | |
|----------|---|
| PRESENT: | Serge Dicaire Guy Desjardins Marie-Eve Belanger Michel Levert Claire Lemay Michel Bergeron |
| ABSENT: | Sylvie Lalonde Jean-Yves Lalonde |

1. Opening of the meeting

The Chair opens the meeting at 7:05 pm.

2. Reading and Adoption of the agenda

Moved by Michel Levert

Seconded By Michel Bergeron

THAT the agenda be adopted as presented.

CARRIED

3. Pecuniary declarations

none

4. Adoption of the minutes

Moved by Michel Levert

Seconded By Guy Desjardins

That the minutes of the meeting of August 22nd, 2018 be approved as presented.

CARRIED**5. Permission****5.1 A/10/18**

The Mayor requested that the truck be parked at the rear yard with a 5 metre setback from property lines.

The owner would like to park in front because he is within 75 feet of the road. His equipment is also at the front in his garage. He thinks that it will make more noise for the neighbor at the back but he agrees.

Moved by Michel Levert

Seconded By Guy Desjardins

QUE le Comité de dérogation accepte la demande de permission soumise par Yves et Claudette Gareau, dossier A/10/18, concernant la propriété décrite comme 2927 chemin Rollin, partie du lot 14, conc. 1, Partie 2 plan 50R7588, parties 2 à 6 plan 50R8918 dans le but de permettre le stationnement d'un camion à benne, sujette à la condition suivante:

- que le véhicule soit stationné dans la cour arrière à une distance minimale de 5 mètres des lignes de terrain.

CARRIED, as modified**6. Consent Application****6.1 B-CR-031-2016 & B-CR-038-2016**

The Committee asks a few questions about the construction of the well.

The committee agrees to give 6 more months to complete the severances applications.

Moved by Guy Desjardins

Seconded By Michel Bergeron

THAT the Committee of Adjustment approve the modifications to the consent applications submitted by James and Joanne Soltendieck, file numbers B-CR-031-2016 and B-CR-038-2016, concerning the property described as 1102 Brazeau Road, subject to the following conditions:

1. That the applicant(s) provide the City of Clarence-Rockland two original copies of a registered Reference Plan (plan of survey) that

identifies the severances B-CR-031-2016 and B-CR-038-2016 as approved by the committee, as well as one copy submitted electronically in PDF format directly to the United Counties of Prescott and Russell and the City of Clarence-Rockland

2. That the applicant(s) pay the City of Clarence-Rockland an amount equivalent to 5% of the assessed value of the parcel to be severed as cash in lieu of parkland payment. The amount due in parkland fees for B-CR-031-2016 is: \$389.33. The amount due in parkland fees for B-CR-038-2016 is: \$588.75.
3. That the applicant(s) provide to the Approval Authority of the City of Clarence-Rockland a hydrogeological study and terrain analysis, to be prepared by a professional engineer, to demonstrate that the aquifer can provide a long term sustainable water supply of acceptable quality and quantity, as well as providing evidence through testing, that the soil conditions can accommodate the effluent load from a septic field along with the replacement area. This report shall be completed and reviewed and approved by South Nation Conservation at the applicant's expense.
4. That the applicant(s) provide the Approval Authority of the City of Clarence-Rockland a Transfer/Deed of land conveying the severed land for use for the issuance of a Certificate of Consent.
5. That each condition be fulfilled and that the Consent Approval Authority of the City of Clarence-Rockland be notified in writing within one (1) year of the date of the Decision by the departments and/or agencies having imposed the said conditions.

CARRIED

7. Follow-ups

Mrs. Bélanger gives an update on the minor variance application for the detached garage that was approved at the last meeting. She indicates that no appeal was received.

She also indicates that Malcolm Duncan has left the City to work for the City of Cambridge.

9. Adjournment

The meeting is adjourned at 7:30 pm.



Serge Dicaire President



W. Marie-Eve Bélanger Secretary
Treasurer



**CORPORATION OF THE
CITY OF CLARENCE-ROCKLAND
PLANNING COMMITTEE MEETING MINUTES**

September 5, 2018

Council Chambers

415 rue Lemay Street, Clarence Creek, Ont.

| | |
|----------|--|
| PRESENT: | Mario Zanth, President Guy Desjardins, Mayor (ex-officio) Michel Levert, Councillor Ward 7 Elaine Simard, Member Denis Simard, Member Helen Collier, Chief Administrative Officer Maryse St-Pierre, Deputy Clerk Marie-Ève Bélanger, Manager of Development |
| ABSENT: | Carl Grimard, Councillor Ward 3 |

1. Opening of the meeting

The President opens the meeting at 7:00 pm.

2. Adoption of the agenda

RECOMMENDATION AME2018-21

Moved by Michel Levert

Seconded By Elaine Simard

THAT the agenda be adopted as presented.

CARRIED

3. Declaration of pecuniary interests (none)

4. Adoption of the minutes

4.1 Adoption of the minutes of August 1, 2018

RECOMMENDATION AME2018-22

Moved by Michel Levert

Seconded By Denis Simard

THAT the minutes of the Planning Committee meeting of August 1, 2018 be adopted.

CARRIED

5. Planner's Statement

The planner's statement is presented.

6. Deferred Items (none)

7. Presentations / Reports

7.1 Amendment to Zoning By-Law – 3996 Bouvier Road

a. Presentation

Mrs. Marie-Ève Bélanger presents the application for an amendment to the Zoning By-Law submitted by Stéphane Lalonde for Sylvain Lavoie, for 3996 Bouvier Road.

b. Comments Committee/Public

Further to questions, Mrs. Marie-Ève Bélanger explains that the agricultural zoning is already assigned to this area. She adds that an agricultural use won't be made on the smallest land.

c. Recommendation

RECOMMENDATION AME2018-23

Moved by Denis Simard

Seconded By Michel Levert

WHEREAS the request to allow a 2.02ha residential lot on the severed parcel of the severance B-CR-014-2018 conforms to the Provincial Policy Statement and the Official Plan of the United Counties of Prescott and Russell; and

WHEREAS the request to prohibit residential uses on the retained parcel conforms to the Provincial Policy Statement and the Official Plan of the United Counties of Prescott and Russell,

THAT the Planning Committee recommends to Council to amend Zoning By-law 2016-10 in order to change the zoning category for the severed parcel of the severance B-CR-014-2018, part of 3996 Bouvier Road from, "General Agriculture (AG) Zone" to "General Agriculture – Exception 20 (AG-20) Zone", as recommended by the Infrastructure and Planning Department; and

THAT the Planning Committee recommends to Council to amend Zoning By-law 2016-10 in order to change the zoning category for the retained parcel of the severance B-CR-014-2018, part of 3996 Bouvier Road from “General Agriculture (AG) Zone”, “General Agriculture – Floodplain (AG-FP) Zone” and “General Agriculture – Floodplain – Unstable Slope (AG-FP-ss) Zone” to “General Agriculture – Exception 21 (AG-21) Zone”, “General Agriculture – Exception 21 - Floodplain (AG-21-FP) Zone” and “General Agriculture – Exception 21 – Floodplain – Unstable Slope (AG-21-FP-ss) Zone”, as recommended by the Infrastructure and Planning Department.

CARRIED

7.2 Amendment to Zoning By-Law – 2164 Landry Road

a. Amendment to Zoning By-Law – 2164 Landry Road

Mrs. Marie-Ève Bélanger presents the application for an amendment to the Zoning By-Law submitted by Michel and Hélène Leblanc, for 2164 Landry Road.

b. Comments Committee/Public

Further to questions, Mrs. Bélanger explains the details of the nutrient units and of the calculation based on it.

Mrs. Monique Halloran, daughter of the owner, explains the letter she submitted to the City against the reduction of the DMS I. She explains that these changes could cause precedents. Further to Mrs. Halloran comments, Mrs. Bélanger explains that a subdivision won't be proposed by the Department.

c. Recommendation

RECOMMENDATION AME2018-24

Moved by Guy Desjardins

Seconded By Denis Simard

THAT the Planning Committee recommends to Council to amend Zoning By-law 2016-10 in order to change the zoning category for the severed parcel of the severance B-CR-009-2019 (Part of 2164 Landry Road) from, “Rural (RU) Zone” to “Rural Residential (RR) Zone”, as recommended by the Infrastructure and Planning Department; and

THAT the Planning Committee refuses the request to reduce the minimum separation distance (MDS I).

DEFERRED

8. Other Items (none)

9. Adjournment

The meeting is adjourned at 7:39 pm.

Mario Zanth, President

Maryse St-Pierre, Deputy Clerk



**CORPORATION DE LA
CITÉ DE CLARENCE-ROCKLAND
PROCÈS-VERBAL DU COMITÉ D'AMÉNAGEMENT**

le 5 septembre 2018

Salle du Conseil

415 rue Lemay Street, Clarence Creek, Ont.

| | |
|-----------------|--|
| PRÉSENT: | Mario Zanth, président Guy Desjardins, maire (ex-officio) Michel Levert, Conseiller Quartier 7 Elaine Simard, membre Denis Simard, membre Helen Collier, directrice générale Maryse St-Pierre, greffière adjointe Marie-Ève Bélanger, gestionnaire du développement |
| ABSENT: | Carl Grimard, Conseiller quartier 3 |

1. Ouverture de la réunion

Le président ouvre la réunion à 19h.

2. Adoption de l'ordre du jour

RECOMMANDATION AME2018-21

Proposée par Michel Levert

Appuyée par Elaine Simard

QUE l'ordre du jour soit adopté tel que présenté.

ADOPTÉE

3. Déclaration d'intérêts pécuniaires (aucune)

4. Adoption des procès-verbaux

4.1 Adoption du procès-verbal du 1er août 2018

RECOMMANDATION AME2018-22

Proposée par Michel Levert

Appuyée par Denis Simard

QUE le procès-verbal de la réunion du comité d'aménagement du 1er août 2018 soit adopté.

ADOPTÉE**5. Énoncé de l'urbaniste**

L'énoncé de l'urbaniste est présenté.

6. Items différés (aucun)**7. Présentations / Rapports****7.1 Modification au Règlement de Zonage – 3996 chemin Bouvier****a. Présentation**

Mme Marie-Ève Bélanger présente la demande d'amendement au règlement de zonage soumise par Stéphane Lalonde pour Sylvain Lavoie, pour le 3996 chemin Bouvier.

b. Commentaires du comité/public

Suite aux questions, Mme Marie-Ève Bélanger explique que le zonage agricole est déjà attribué à ce secteur. Elle ajoute que l'usage agricole ne sera pas fait sur la plus petite section.

c. Recommandation**RECOMMANDATION AME2018-23**

Proposée par Denis Simard

Appuyée par Michel Levert

ATTENDU QUE la demande de permettre un lot résidentiel de 2.02 ha sur la parcelle détachée du morcellement B-CR-014-2018 est conforme à la Déclaration des principes provinciale et conforme au Plan Officiel des Comtés unis de Prescott et Russell; et

ATTENDU QUE la demande d'interdire des usages résidentiels sur la parcelle retenue est conforme à la Déclaration des principes provinciale et conforme au Plan Officiel des Comtés unis de Prescott et Russell,

QUE le comité d'aménagement recommande au conseil municipal d'approuver le règlement modifiant le Règlement de Zonage no. 2016-10, à l'effet de modifier la catégorie de zonage pour le terrain détaché du morcellement B-CR-014-2018, partie du 3996 chemin Bouvier de, « Zone agricole (AG) » à « Zone agricole – exception 20 (AG-20) », tel que recommandé par le Département d'infrastructure et aménagement; et

QUE le comité d'aménagement recommande au conseil municipal d'approver le règlement modifiant le Règlement de Zonage 2016-10, à l'effet de modifier la catégorie de zonage pour la parcelle retenue du morcellement B-CR-014-2018, partie du 3996 chemin Bouvier de, « Zone agricole (AG) », « Zone agricole – plaine inondable (AG-FP) » et « Zone agricole – plaine inondable – pente instable (AG-FP-ss) » à « Zone agricole – exception 21 (AG-21) », « Zone agricole – exception 21 – plaine inondable (AG-21-FP) » et « Zone agricole – exception 21 – plaine inondable – Pente Instable (AG-21-FP-ss) », tel que recommandé par le Département d'infrastructure et aménagement.

ADOPTÉE

7.2 Modification au Règlement de Zonage – 2164 chemin Landry

a. Modification au Règlement de Zonage – 2164 chemin Landry

Mme Marie-Ève Bélanger présente la demande d'amendement au règlement de zonage soumise par Michel et Hélène Leblanc, pour le 2164 chemin Landry.

b. Commentaires du comité/public

Suite aux questions, Mme Bélanger explique les détails concernant le nombre d'unités nutritives et des calculs relativement à ces unités.

Mme Monique Halloran, fille de la propriétaire, explique la lettre qui a été transmise à la Cité concernant son opposition à la réduction des DMS I. Elle explique que ces changements risquent de causer des précédents. Suite aux propos de Mme Halloran, Mme Bélanger explique qu'aucune subdivision ne sera proposée par le département.

c. Recommandation

RECOMMANDATION AME2018-24

Proposée par Guy Desjardins

Appuyée par Denis Simard

QUE le comité d'aménagement recommande au conseil municipal d'approver le règlement modifiant le Règlement de Zonage 2016-10, à l'effet de modifier la catégorie de zonage pour la parcelle détachée du morcellement B-CR-009-2018 (partie du 2164 chemin

Landry) de, « Zone rurale (RU) » à « Zone résidentielle rurale (RR) », tel que recommandé par le Département d'infrastructure et aménagement; et

QUE le comité d'aménagement refuse la demande de réduire la distance minimale de séparation (DMS I).

DIFFÉRÉE

8. Autres items (aucun)

9. Ajournement

La réunion est ajournée à 19h39.

Mario Zanth, président

Maryse St-Pierre, greffière adjointe



REPORT N° FIN2018-025

| | |
|---------------------|-------------------------------|
| Date | 18/07/2018 |
| Submitted by | Rob Kehoe |
| Subject | Asset Management Plan - Fleet |
| File N° | F06 Fleet Management Plan |

1) **NATURE/GOAL :**

This report addresses the fleet and equipment component of the City's asset management strategy and proposes an enhanced financial methodology for the replacement of fleet assets.

2) **DIRECTIVE/PREVIOUS POLICY :**

Corporate Asset Management Plan INF2017-044

3) **DEPARTMENT'S RECOMMENDATION :**

WHEREAS Council has approved an Asset Management Strategy further detailed in its Corporate Asset Management Plan INF2017-044; and

WHEREAS a primary principle of asset management includes a sustainable funding model; and

WHEREAS Municipalities have few options in addressing the financing of capital assets; and

WHEREAS The City's existing contribution to the fleet reserve is \$260,000;

BE IT RESOLVED that the contribution to the Fleet reserve be increased annually for the next 5 years by \$50,000 to ensure the cost effectiveness and sustainability of the City's fleet assets.

BE IT FURTHER RESOLVED that Council endorse option 1 of the financing section of this report that the City build its vehicle reserve contribution over the next few years with the goal of financing vehicles with 20 year or less useful life from reserves and those greater than 20 years using debt.

4) **BACKGROUND :**

The Director of Finance and Economic Development prepared a detailed report in the 2016 budget guideline report FIN2016-008 identifying the significant lack of annual contributions to the City reserves. That report recommended a minimum of \$200,000 annual increase in the contribution to reserves to reach the goal in the longer

term given that reaching the goal immediately would prove excessive for ratepayers.

The City has improved its contributions although they remain less than ideal.

Last year, the Director Infrastructure and Planning presented a report on the overall asset management strategy for the City. That report focused more on the hard services of the City including transportation, waste water and water services.

This report addresses the policy for fleet replacement.

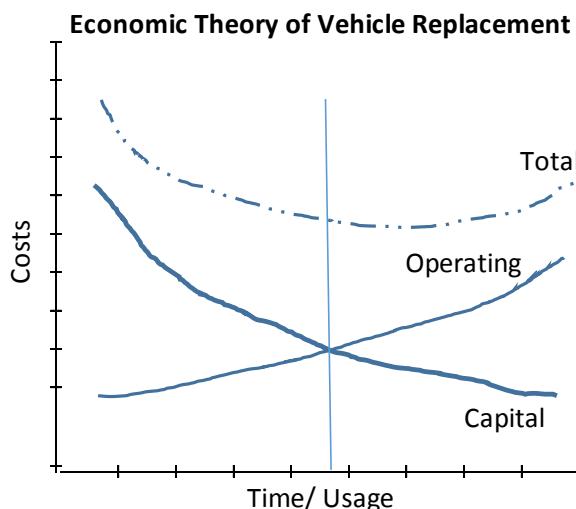
5) **DISCUSSION :**

i) Vehicle Replacement Cycle Guidelines

There are industry standards for the replacement of different types of vehicles. They are based on the total cost of ownership approach and they indicate the point in an assets life where it costs more to continue operating the asset versus repairing it. Replacing vehicles and equipment based on optimum life is one of the key pillars of a good fleet replacement methodology. As an asset begins to reach high operating hours and/or kilometres, unscheduled downtime and associated maintenance costs can begin to escalate. Timing of the replacement of vehicles and equipment is impacted by vehicle type, and the nature and intensity of its use. Effective lifecycle analysis and timely replacement are important for controlling vehicle costs, availability, reliability and safety. Over time, using this approach will provide tangible benefits to the ratepayers of Clarence-Rockland including improved service delivery and lower property taxes.

The Economic Theory of Vehicle Replacement

The economic theory of vehicle replacement is well described in this policy statement from the American Public Works Association:



"Vehicle life-cycle cost analysis enables management to evaluate new equipment purchases and on a case by case basis determine if it is more economical to retain equipment or purchase new. This economic replacement model follows the following premises:

- as a unit ages, average maintenance and operations costs increase
- as a unit grows older, investment costs decrease
- and there is a point in a vehicle's life at which the total average cost is minimal which is the optimum economic life point.

The accepted economic theory of vehicle replacement maintains that vehicle capital costs decline over time while vehicle operating costs will increase. The combination of these two trends will produce a U-shaped total cost curve and a vehicle should be replaced at the flat portion of this curve. Retaining assets beyond this point leads to the following adverse conditions:

- Increase in total operating cost
- Increase in turnaround time as the complexity of repairs increase
- Decrease in overall asset availability
- Increase in fleet asset failure—the older the fleet, the greater the opportunity a catastrophic failure will occur
- Decrease in salvage (residual) value as an asset ages
- Customer satisfaction with the fleet asset will dissipate
- Operator safety is compromised as vehicle components are subject to increased wear and tear; safety enhancements available on new assets are bypassed when fleet assets are not replaced
- Fleet creep occurs as customers seek to have more backup assets to fill the void created when fleet assets are in for service more often and for longer periods of time"

Ideally, the City would engage a consultant to perform a detailed analysis of the City's existing fleet to determine historic usage including mileage, repair costs, downtime, service disruptions, etc. – similar to what other cities such as Prince George and Norfolk County have done. Rather than take that approach, staff are recommending that the City establish its vehicle replacement cycle based on an assessment of industry standards, Norfolk County and the City of Prince George. Staff are suggesting this partly as a result of the lack of historical information and the cost benefit of engaging a consultant based on other empirical data that is available.

How is the City Doing?

In line with the Ministry of Infrastructure guidelines on developing Asset Management Plans, staff have addressed the key questions in its asset management plan:

- What do we own?
- What are the attributes?
- What does it cost?
- How long will it last?

Table 1 summarizes and appendix A illustrates the 48 vehicle existing inventory of the City. 34 vehicles or 71% are still within their useful life while the balance of 14 vehicles or 29% are over their useful lives. In theory, there should be no vehicles that are still in inventory beyond their useful lives. However, there are exceptions including vehicles that have been well maintained, vehicles with lower than intended mileage, etc. Notwithstanding this, most of these vehicles should have been replaced but have not due to the lack of capital funding. These decisions are costing the City on the operating budget side due to additional maintenance costs as was discussed earlier in the economic theory of vehicle replacement.

Table 1: Fleet asset Inventory

| | Units | Replacement value | Useful Life |
|-----------------------------------|-------|-------------------|-------------|
| Crew cab 4x4 | 2 | 115,000 | 8 |
| Cube Van | 1 | 55,000 | 7 |
| Dump Box, Plow | 6 | 2,010,000 | 10 |
| Dump Box, Plow, Salt Box | 2 | 750,000 | 10 |
| Dump Box, Plow, Water Tank | 1 | 375,000 | 10 |
| Pickup | 20 | 855,000 | 7 |
| Pickup, Salt Box, Plow | 1 | 50,000 | 7 |
| Pumper | 4 | 2,240,000 | 20 |
| Quint | 1 | 900,000 | 20 |
| Rescue | 1 | 350,000 | 20 |
| Service Van | 2 | 87,000 | 7 |
| Squad | 3 | 165,000 | 10 |
| SUV | 2 | 60,000 | 7 |
| Tanker | 2 | 800,000 | 20 |
| Grand Total | 48 | 8,812,000 | |

ii) Capital Financing Approach

In a perfect world, assets would be financed as they are used and the City would tax the ratepayer for the use of vehicles in a year. Although this makes perfect sense, it is not practical as ratepayers would never accept the fluctuations in tax rates to finance such an approach. Could you imagine paying for a pumper fire truck in one year. As such, municipalities use a balanced approach to financing municipal assets – using Pay-as-you-go to tax ratepayers in the current year for the depreciated cost of the fleet inventory and using debt financing for financing the replacement of longer term more expensive assets. Fleet additions are financed based on using the balance of remaining funds in the replacement reserve, other sources or debt.

It is evident by the many studies by the Federation of Canadian Municipalities (FCM), the Association of Ontario Municipalities AMO and others that municipalities are struggling to maintain their existing infrastructure under current tax and rate levels. The City continues to deal with downloading from senior levels of government that put a greater strain on budgets and municipalities ability to adequately maintain its assets. To do so would require immediate property tax rate increases that most municipal Council's are unwilling to place on their ratepayers. As such, the capital financing approach must take this into consideration or the Asset Management Plan – Fleet will be a difficult sell for Council.

City's 2018 Fleet replacement contribution

In the 2018 budget, Council authorized \$260,000 as a contribution to replace vehicles. The reserve for Fleet has only \$50,000 resulting from it being used annually to replace vehicles, as the historical contributions have not been sufficient to create the a sufficient reserve.

As is clear, the historical contributions and the resulting balance in the reserve are insufficient to replace vehicles in a cost effective manner. As a result, the City finds itself in the position that it either must borrow for vehicle replacements (that should be paid for in cash) or delay replacements altogether.

Financing options

Although there are many variations of financing options, this report will summarize them into essential three categories: depreciation or sinking fund approach, debt financing and a Hybrid or balanced approach.

Depreciation or sinking fund approach

In this approach, user departments are charged for the use of vehicles – essentially a depreciation cost plus a financing charge – and the funds are placed in a replacement reserve for eventually replacement of the vehicle. This approach allocates the vehicle cost to the service which promotes “full” service costing. However, sinking fund accounting is

administratively burdensome and is not recommended for smaller fleets such as the City's.

Debt financing

Debt financing is advantageous for municipalities as it essentially allocates the cost of a capital asset over its useful life and the ratepayers that benefit from the asset pay for it. Great then why don't we debt finance all capital assets? Debt financing should be used only to the extent that there is ongoing revenue to support the debt servicing costs including interest. Plus, interest charges are beyond the control of a municipal government and can add a significant cost to a capital asset. To reflect some of the disadvantages of debt financing, the Province of Ontario have legislated that Ontario municipalities cannot incur debt servicing costs beyond a limit of 20% of revenues.

Hybrid or Balanced Approach

The proposed approach is to use a balanced approach to vehicle financing taking advantage of the benefits of a sinking fund and debt approach to financing.

This is the approach that the City is currently using. However, the historical contributions have not been sufficient to build a rolling reserve. This report recommends that the City's annual contribution to its fleet reserve be increased from \$260,000 to \$500,000 and that this be done by increasing the fleet contribution by a minimum of \$50,000 for the next 5 years. This recommendation reflects the fact that the City must increase its contribution to reserves for other assets as well.

Table 2 below identifies various options for financing vehicle replacements and compares them against the status quo.

- **Option 1 – Capping the \$ amount**

Under this approach, we would cap the dollar amount where a project would be financed by debt – either \$250,000 or \$500,000. For example, under the \$250,000 option, assets costing more than \$250,000 would be debt financed and those under that amount would be paid for from reserve contributions.

- **Option 2 – Capping the Useful Life**

Under this approach, we would cap the useful life of an asset where a project would be financed by debt – either 10 or 20 years. For example, under the 10-year option, assets with useful lives beyond 10 years would be debt financed and those under 10 years would be paid for from reserve contributions.

Table 2: Various Financing Options

| | | OPTIONS | | | |
|-----------------------------|------------|--------------|-----------|---------------------|-------------|
| | | 1 - Cap Debt | | 2 - Cap Useful Life | |
| | Status Quo | \$250,000 | \$500,000 | 10 | 20 |
| Reserve contribution | \$260,000 | 202,518 | 560,018 | 172,518 | \$502,518 |
| Reserve balance * | \$50,000 | 1,060,857 | 4,015,857 | 821,357 | \$3,160,857 |

* The amounts in the “options” columns are reserve fund levels that would be in place had the City implemented this strategy at the outset.

6) CONSULTATION:

N/a

7) RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :

This report was shared with the management team

8) FINANCIAL IMPACT (expenses/material/etc.):

Council direction on this report will be considered during the 2019 budget review.

The recommendation proposes an increase in the fleet contribution by 50,000 per year for the next 5 years subject to approval during the detailed budget review.

9) LEGAL IMPLICATIONS :

N/a

10) RISK MANAGEMENT :

N/a

11) STRATEGIC IMPLICATIONS :

This report supports the City’s asset management strategy which is included as one of the pillars of the City’s Strategic Plan.

12) SUPPORTING DOCUMENTS:

Appendix A – Detailed Fleet Assets

APPENDIX A: Detailed Fleet Assets

| What do we own? | | What are the attributes? | | | | | What does it cost? | How long will it last? | |
|-----------------|-------------------------|----------------------------|---------------|-----------------------|----------------|--------------|--------------------|------------------------|-----------|
| ID | Asset Ext. | Material | Make | Model | Year Installed | Service Life | Replacement Cost | Expected | Remaining |
| 1 | Protective Services | Pumper | International | DT466 - 40S | 1992 | 20 | \$ 560,000 | 20 | -6 |
| 2 | Transportation Services | Dump Box, Plow | Sterling | LT9511 | 2000 | 10 | 375,000 | 10 | -8 |
| 3 | Protective Services | Tanker | GMC | Top Kick C8500 | 2000 | 20 | 400,000 | 20 | 2 |
| 4 | Environmental Services | Dump Box, Plow | Mack | RD690S | 2002 | 10 | 375,000 | 10 | -6 |
| 5 | Protective Services | Tanker | Freightliner | FL80 | 2002 | 20 | 400,000 | 20 | 4 |
| 6 | Transportation Services | Pickup | Ford | F-350 | 2004 | 7 | 50,000 | 7 | -7 |
| 7 | Rec & Cultural Services | Cube Van | Ford | E-450 | 2004 | 7 | 55,000 | 7 | -7 |
| 8 | Transportation Services | Dump Box, Plow | International | WorkStar 7600 6x4 | 2005 | 10 | 375,000 | 10 | -3 |
| 9 | Environmental Services | Pickup | Ford | F-350 | 2006 | 7 | 50,000 | 7 | -5 |
| 10 | Transportation Services | Pickup | Ford | F-450 | 2006 | 7 | 55,000 | 7 | -5 |
| 11 | Protective Services | Quint | Rosenbauer | Firestar 75 Aerial | 2006 | 20 | 900,000 | 20 | 8 |
| 12 | Rec & Cultural Services | Pickup | Ford | F-150 XLT | 2007 | 7 | 35,000 | 7 | -4 |
| 13 | Transportation Services | Pickup | Ford | Ranger | 2008 | 7 | 35,000 | 7 | -3 |
| 14 | Transportation Services | Dump Box, Plow | International | WorkStar 7600 SFA 6x4 | 2008 | 10 | 375,000 | 10 | 0 |
| 15 | Transportation Services | Dump Box, Plow | GMC | Top Kick 5500 | 2008 | 10 | 135,000 | 10 | 0 |
| 16 | Protective Services | Pumper | Spartan | Metro Star | 2008 | 20 | 560,000 | 20 | 10 |
| 17 | Protective Services | Rescue | Freightliner | M2 106 | 2008 | 20 | 350,000 | 20 | 10 |
| 18 | Transportation Services | Pickup | Ford | Ranger | 2009 | 7 | 35,000 | 7 | -2 |
| 19 | Protective Services | Car | Chevrolet | Tahoe 4x4 PPV | 2009 | 8 | 60,000 | 8 | -1 |
| 20 | Protective Services | Squad | Ford | Expedition 4x4 SSV | 2009 | 10 | 55,000 | 10 | 1 |
| 21 | Transportation Services | Pickup | Ford | F-150 XLT 4x4 | 2010 | 7 | 35,000 | 7 | -1 |
| 22 | Transportation Services | Pickup | Ford | Ranger | 2010 | 7 | 35,000 | 7 | -1 |
| 23 | Transportation Services | Pickup | Ford | F-150 XLT 4x4 | 2011 | 7 | 35,000 | 7 | 0 |
| 24 | Transportation Services | Dump Box, Plow, Water Tank | International | WorkStar 7600 SFA 6x4 | 2011 | 10 | 375,000 | 10 | 3 |
| 25 | Protective Services | Pumper | Spartan | Metro Star | 2011 | 20 | 560,000 | 20 | 13 |
| 26 | Transportation Services | Pickup, Salt Box, Plow | Ford | F-350 4x4 | 2012 | 7 | 50,000 | 7 | 1 |
| 27 | Transportation Services | Dump Box, Plow | Mack | Granite GU713 | 2012 | 10 | 375,000 | 10 | 4 |
| 28 | Protective Services | Squad | Ford | F-250 4x4 Crew Cab | 2012 | 10 | 55,000 | 10 | 4 |
| 29 | Planning & Development | SUV | Ford | Escape | 2013 | 7 | 30,000 | 7 | 2 |

APPENDIX A: Detailed Fleet Assets

| What do we own? | | What are the attributes? | | | | | What does it cost? | How long will it last? | |
|-----------------|-------------------------|--------------------------|--------------|--------------------|----------------|--------------|--------------------|------------------------|-----------|
| ID | Asset Ext. | Material | Make | Model | Year Installed | Service Life | Replacement Cost | Expected | Remaining |
| 30 | Transportation Services | Pickup | Dodge | Ram 1500 4x4 | 2013 | 7 | 35,000 | 7 | 2 |
| 31 | Protective Services | Pickup | Dodge | Ram 1500 4x4 | 2013 | 7 | 55,000 | 7 | 2 |
| 32 | Transportation Services | Pickup | Dodge | Ram 1500 ST 4x4 | 2014 | 7 | 35,000 | 7 | 3 |
| 33 | Transportation Services | Pickup | Dodge | Ram 1500 ST 4x4 | 2014 | 7 | 35,000 | 7 | 3 |
| 34 | Protective Services | Car | Ford | F-150 4x4 Crew Cab | 2014 | 8 | 55,000 | 8 | 4 |
| 35 | Protective Services | Squad | Ford | F-150 4x4 Crew Cab | 2014 | 10 | 55,000 | 10 | 6 |
| 36 | Protective Services | Pumper | Freightliner | M2 106 | 2014 | 20 | 560,000 | 20 | 16 |
| 37 | Transportation Services | Pickup | Ford | F-250 | 2015 | 7 | 45,000 | 7 | 4 |
| 38 | Rec & Cultural Services | Pickup | Ford | F-250 | 2015 | 7 | 45,000 | 7 | 4 |
| 39 | Planning & Development | SUV | Chevrolet | Equinox LS AWD | 2015 | 7 | 30,000 | 7 | 4 |
| 40 | Transportation Services | Pickup | GMC | Sierra 1500 Crew | 2015 | 7 | 35,000 | 7 | 4 |
| 41 | Protective Services | Pickup | Ford | F-150 4x4 | 2015 | 7 | 55,000 | 7 | 4 |
| 42 | Protective Services | Pickup | Chevrolet | Silverado 4x4 | 2016 | 7 | 55,000 | 7 | 5 |
| 43 | Rec & Cultural Services | Pickup | Ford | F-350 SRW | 2016 | 7 | 50,000 | 7 | 5 |
| 44 | Transportation Services | Pickup | Ford | F-250 4x4 Crew Cab | 2016 | 7 | 45,000 | 7 | 5 |
| 45 | Transportation Services | Dump Box, Plow, Salt Box | Mack | Granite GU713 | 2016 | 10 | 375,000 | 10 | 8 |
| 46 | Environmental Services | Service Van | Nissan | NV 200 | 2017 | 7 | 32,000 | 7 | 6 |
| 47 | Rec & Cultural Services | Service Van | Ford | E-350 | 2017 | 7 | 55,000 | 7 | 6 |
| 48 | Transportation Services | Dump Box, Plow, Salt Box | Freighliner | 114SD | 2017 | 10 | 375,000 | 10 | 9 |

Total \$ 8,812,000

* means unavailable



REPORT N° AMÉ-18-08-R

| | |
|---------------------|---|
| Date | 10/10/2018 |
| Submitted by | Claire Lemay, Marie-Eve Bélanger |
| Subject | Encroachment Agreement – Block 25, Plan 50M-225, du Ruisseau Street |
| File N° | Click here to enter text. |

1) **NATURE/GOAL :**

The goal of this report is to comment on the letter received from the owner of 464 du Ruisseau Road for the installation and maintenance of solar panels on a municipal property (Block 25, Plan 50M-225), adjacent to 464 du Ruisseau Street. The letter was presented to Council on May 7th, 2018.

2) **DIRECTIVE/PREVIOUS POLICY :**

The Committee of the Whole mandated the Administration to communicate with the City's lawyer in regards to Mr. Taillefer's proposal.

3) **DEPARTMENT'S RECOMMENDATION :**

That the Committee of the Whole recommends to Council that the solar panels be removed from City property.

Que le comité plénier recommande au conseil que les panneaux solaires soient enlevés du terrain de la Cité.

4) **BACKGROUND :**

The owner of 464 du Ruisseau Street, Jacques Taillefer, signed a contract with a private company for the installation of an array of solar panels for the generation of electricity. Mr. Taillefer was under the impression that this contractor had communicated with the City in order to obtain permission to install the solar panels on the municipal property adjacent to his rear yard. No evidence exists of any such communication. Having discovered this, Mr. Taillefer would now like to ensure that an agreement is in place to permit the continued placement of these existing solar panels at their current location, being partially on the municipal property along the side lot line at the rear of his residence at 464 du Ruisseau Street. It is important to note that the property was sold to Mr. Julien Legris. The new owner is now looking for answers.

5) **DISCUSSION :**

The Corporation of the City of Clarence-Rockland is the owner of a portion of land known as Block 25, Plan 50M-225. This property is located having frontage on du Ruisseau Street in Clarence Point. The property contains a portion of Blais Creek, which flows from east of

Landry Street onto a municipal property (Block 26 of Plan 50M-225) to the east of du Ruisseau Street, under du Ruisseau Street and onto the subject property and then continues on private property to the west of the subject property and on into Clarence Creek to the Ottawa River. The subject property was transferred to the City by the developer of the subdivision in order to allow the City to maintain and protect Blais Creek and its riparian zone.



Figure 1: Keymap showing the location of the subject property outlined in red and Blais Creek in blue

Mr. Jacques Taillefer, the owner of the adjacent residential property, lot 24, plan 50M-225, known by the civic address of 464 du Ruisseau, hired a private contractor in 2011 to install an array of solar panels located on a portion of the subject property adjacent to his rear yard. The contract with the private company for the solar panels continues until October 3rd, 2031, however, the potential useful lifespan of the solar panels may continue for up to 100 years from when they were manufactured. The solar panels are located approximately 18.3m (60 feet) from the top of the bank of Blais Creek, at their closest point.

Mr. Taillefer contacted his lawyer that suggested that a license of occupation would be the proper mechanism to authorize the placement

of his solar panel on City property. He also suggests a fee of 100\$ per year.

Section 9 and 10 below include the City's lawyer and insurer's comments.

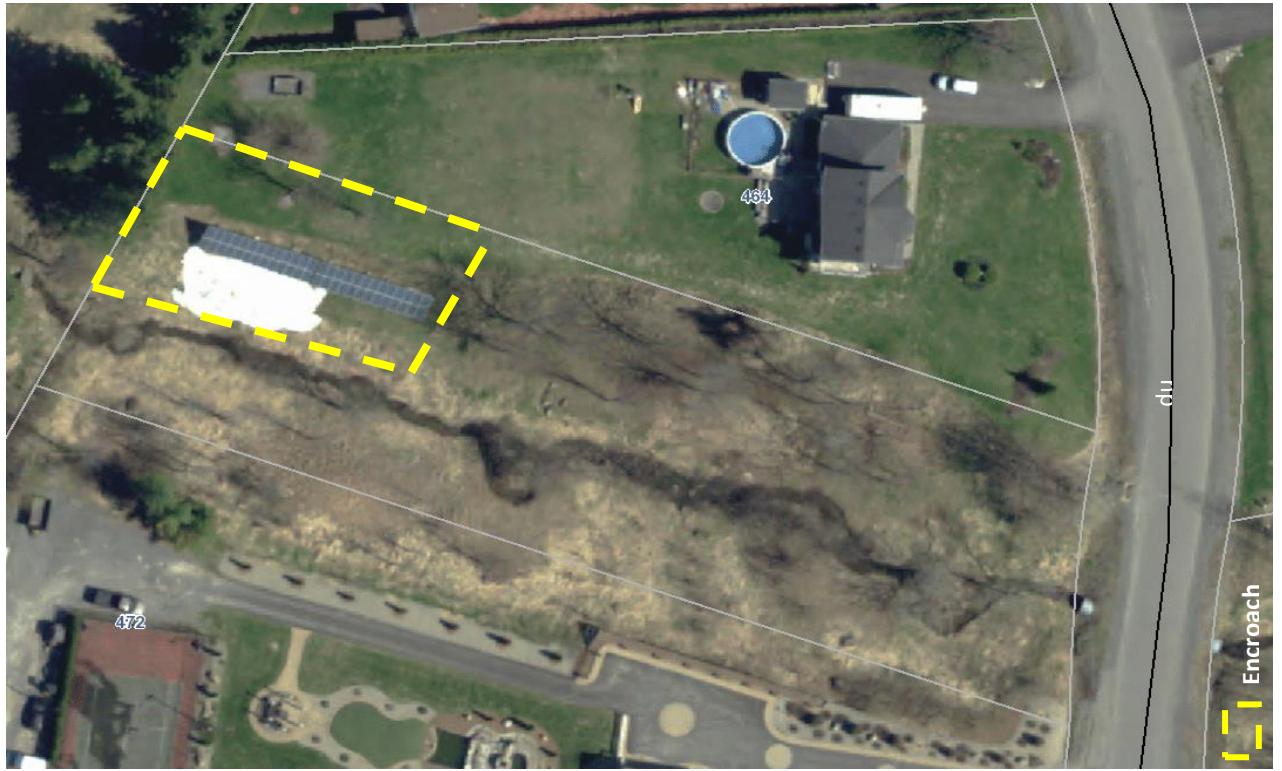


Figure 2: Aerial photography showing solar panels, creek, and house at 464 du Ruisseau St

6) CONSULTATION:

N/A

7) RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :

N/A

8) FINANCIAL IMPACT (expenses/material/etc.):

N/A

9) LEGAL IMPLICATIONS :

The City has obtained comments from the City lawyer which is as follows:

"There are two principal characteristics of a Licence of Occupation which distinguish it from other arrangements, such as a Lease or Easement. First, a licence of occupation is intended to permit a *temporary* use of land for specific purpose. Second, a licence of occupation is intended to grant a

personal privilege to the occupying party. Based on our recent discussions, it would not appear that either of those considerations reflect what the owners are looking for. It is now my understanding that they want the solar panel to be able to remain indefinitely, and that the agreement continue to apply to the benefit of any subsequent owner. In effect, the owners appear to want the City to recognize the solar panel installation as a permanent interest which runs with the land. A discussion of issues arising from such a desired arrangement follow below.

As you are aware, the City has a policy governing the disposal of surplus land. This policy applies to the granting of an interest in land by way of lease, or other *long term* disposition. If Council were to agree to an agreement which saw the solar panel installation permitted to remain in perpetuity, and with such right being transferred to a new owner on a sale, it is our opinion that your policy would apply. Determining fair market consideration for such a right would ordinarily be required. Failing the payment of reasonable consideration, Council may be seen to be establishing an unintended precedent of effectively allowing the encroachment onto, and use of, City property. The owner has the benefit of maintaining its full backyard, unencumbered by the presence of this large installation, while receiving the benefit of the solar panel installation. It is my understanding that the owners are in fact able to sell electricity back to the "grid", as a result. The appropriateness of permitting an owner to benefit from the City's permission in this way should be considered.

It is our view that there are further concerns as a result of the specific characteristic of the land itself. It is our understanding that the entire installation is located within 30 m of a fish-habitat creek located on the City's lands. The City's zoning by-law requires that all site alteration must be completed at least 30 metres from fish habitat. As a result, it is unlikely that the City would ever consider allowing alteration of its lands in this location. Even if the lands were the owner's, the Zoning By-law would have prohibited the installation in this location.

Notwithstanding the matters discussed above, if it is Council's direction to proceed with a Licence of Occupation agreement, it is our recommendation that the agreement include the following requirements (in addition to other, standard language):

1. The licence of occupation can be revoked by the City at any time on sixty (60) days notice. The owner would be required to remove the installation, and return the land to its previous condition;
2. The owner should be required to pay a yearly occupation fee which has some connection to the market value of the land.
3. The permission is specific to the current owner, and will cease upon a sale or conveyance of the land;
4. The owner shall obtain and hold insurance in such amounts as suggested by the City's insurer;

5. The owner will accept all liability with respect to the use of the land, including any issues relating to the creek and fish habitat."

10) RISK MANAGEMENT :

We have also obtained comments from the City's insurance company, as follows:

"Although the solar panels are already installed, we still recommend that you have an agreement with the owner outlining the permissible use of the land as well that insurance and indemnification clauses. The following is the recommended clauses for your perusal.

The Owner shall at their own expense obtain and maintain and provide the City with evidence of:

Commercial General Liability Insurance

Commercial General Liability Insurance issued on an occurrence basis for an amount of not less than \$5,000,000. per occurrence / \$5,000,000. annual aggregate for claims. Such insurance shall include, but is not limited to bodily injury and property damage including loss of use; personal injury; contractual liability; premises, property & operations; non-owned automobile; broad form property damage; broad form completed operations; owners & contractors protective; occurrence property damage; products; employees as Additional Insured(s); contingent employers liability; cross liability and severability of interest clause

Such insurance shall add the Corporation of the City of Clarence-Rockland as Additional Insured subject to a waiver of subrogation. This insurance shall be non-contributing with and apply as primary and not as excess of any insurance available to the City.

The Policy shown above shall not be cancelled unless the Insurer notifies the City in writing at least thirty (30) days prior to the effective date of the cancellation. The insurance policy will be in a form and with a company which are, in all respects, acceptable to the City.

Any and all deductibles shall be the sole responsibility of the Owner and the City shall bear no cost towards such deductible. Additionally, the City shall not be responsible for any damage to the property / equipment of the project.

The Owner shall defend, indemnify and save harmless The Corporation of the City of Clarence-Rockland, their elected officials, officers, employees and agents from and against any and all claims of any nature, actions, causes of action, losses, expenses, fines, costs (including legal costs), interest or damages of every nature and kind whatsoever, including but not limited to

bodily injury, sickness, disease or death or to damage to or destruction of tangible property including loss of revenue or incurred expense resulting from disruption of service, arising out of or allegedly attributable to the negligence, acts, errors, omissions, misfeasance, nonfeasance, fraud or willful misconduct of the Owner, their directors, officers, employees, agents, contractors and subcontractors, or any of them, in connection with or in any way related to the delivery or performance of this Contract. This indemnity shall be in addition to and not in lieu of any insurance to be provided by the Owner in accordance with this Contract, and shall survive this Contract."

As such, the insurance company indicated that this was only a an example and that the City's lawyer could draft something up to reflect those comments.

11) STRATEGIC IMPLICATIONS :

N/A

12) SUPPORTING DOCUMENTS:

Letter from Mr. Taillefer

April 21st 2018

Dear members of the City Council,

My wife and I hired a company in 2011 to manage and install a MicroFit Solar Array on a small parcel of vacant land adjacent to our property at 464 Du Ruisseau. The cost was \$85,000 for project management and equipment.

In speaking to Marie-Ève Bélanger in the Fall of 2017, we became aware that the city had no record of Solar Array on file. We were in shock at the lack of city approvals since the company made us sign many documents for various purposes. We could only conclude that the company we hired did not take all proper steps and the company folded (like so many others) after Ontario's Green Energy program was neutered a few years back.

And so, Mrs. Bélanger was asked to share with us what was required by the city to correct the situation. We would also like to thank Councillor Zanth for guidance on the issue and outlining possible solutions, since encroachment was ruled out as an option.

It is therefore felt that a licence of occupation would be appropriate for a rapid resolution to the situation. We therefore propose a \$100 annual fee to the city for temporary use of the small parcel of land.

Sincerely,

Jacques Taillefer and
Josée Valiquette-Taillefer



RAPPORT N°AMÉ-18-90-R

| | |
|---------------------|---|
| Date | 26/09/2018 |
| Soumis par | Claire Lemay |
| Objet | Demande de remboursement des frais de demande |
| # du dossier | D11-291 ; D14-497 |

1) **NATURE / OBJECTIF :**

Le but de ce rapport est de présenter une demande fait par Mme Lise Saumure, M. Sylvain Drouin, et Mme Nathalie Drouin pour le remboursement des frais de demande qui ont été payés pour une demande de modification au règlement de zonage (2 340 \$) et pour une demande d'approbation de plan d'implantation (2 450 \$, dont 720\$ est remboursable).

2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**

N/A

3) **RECOMMANDATION DU SERVICE:**

QUE le Conseil municipal refuse la demande de remboursement complète des frais de demande de modification au Règlement de Zonage et d'approbation d'un plan d'implantation pour un montant de 4 790,00 \$ fait par Mme Lise Saumure, M. Sylvain Drouin et Mme Nathalie Drouin.

THAT the Municipal Council refuse the request for a complete reimbursement of application fees for a Zoning by-law amendment and Site Plan approval for the amount of \$4,790.00 made by Mrs. Lise Saumure, Mr. Sylvain Drouin, and Mrs. Nathalie Drouin.

4) **HISTORIQUE :**

Un terrain de camping existe depuis plus de 30 ans sur le terrain situé au 3584 chemin Drouin à Cheney. Après nombreuses interactions entre les propriétaires du terrain et le service de l'aménagement du territoire de la Cité et de la Conservation de la Nation Sud, les propriétaires ont fait une demande de modification au Règlement de zonage et une demande d'approbation d'un plan d'implantation en octobre 2017. Un délai fut nécessaire afin d'attendre l'approbation d'une modification administrative au Plan officiel des Comtés unis. La modification au Règlement de zonage fut approuvé par le conseil le 5 mars 2018 et l'entente de plan d'implantation fut préparé pour

signature. Ça fait maintenant plusieurs mois que l'entente n'est toujours pas signée.

Lors de la réunion régulière du Conseil du 17 avril 2018, le Conseil municipale a adopté la résolution 2018-85 pour refuser la demande de remboursement de Mme Saumure, M. Drouin, et Mme Drouin.

Suite au refus du Conseil de la demande de remboursement, Mme Lise Saumure a obtenu des affidavits de M. Claude Lemay, ancien Maire du Canton de Clarence et de M. Gilles Guindon et Mme Aline Guindon pour attester que le terrain de camping a commencé en 1972-1973 et qu'il n'avait aucun règlement municipal qui interdisait cet usage à cet époque.

5) DISCUSSION :

Les frais de demande pour les approbations en matière d'aménagement du territoire existent pour couvrir les frais de la municipalité en traitant les demandes.

Ces deux demandes (Modification au Règlement de Zonage No. D-14-497 et Demande d'approbation d'un plan d'implantation No. D-11-291) ont été traités par le personnel du Département d'infrastructures et aménagement de territoire. Les avis publics et circulation techniques ont été envoyés, la demande a été apporté à une réunion publique du Comité d'aménagement avec un rapport et une présentation préparée par le personnel, et une ébauche d'entente de plan d'implantation a été préparé pour signature. Le personnel a passé plusieurs heures à travailler sur ces deux dossiers. La longue durée de l'usage de la propriété comme terrain de camping n'a pas eu un impact sur le montant de travail que le personnel du Département a dû faire pour traiter le dossier.

6) CONSULTATION :

N/A

7) RECOMMANDATION OU COMMENTAIRES DU COMITÉ :

N/A

8) IMPACT FINANCIER (monétaire/matériaux/etc.):

Les frais de demande qui ont été payés sont les suivants :

| | |
|--|-----------------|
| Demande de modification au règlement de zonage : | 2 600 \$ |
| (moins 10% pour deux demandes simultanées) : | <u>- 260 \$</u> |
| Sous-Total (Zonage) : | 2 340 \$ |

| | |
|--|----------|
| Demande d'approbation de plan d'implantation : | 1 000 \$ |
| (moins 10% pour deux demandes simultanées) : | - 100 \$ |

| | |
|---|-----------------|
| Frais d'ingénierie (pour le plan d'implantation) : | 550 \$ |
| Dépôt d'ingénierie (pour le plan d'implantation)* : | <u>1 000 \$</u> |
| Sous-Total (Plan d'implantation) : | 2 450 \$ |
| TOTAL | 4 790 \$ |

*Le dépôt pour les frais d'ingénierie déduit du montant des frais d'ingénierie payables lors de la signature de l'entente et est remboursable si les frais sont moins que le dépôt soumis. Les frais payable à la signature de l'entente sont de 4% du coût estimé des travaux. Le coût estimé des travaux à la date de la préparation de ce rapport est de 7 000 \$. Les frais d'ingénierie demandés sont alors de 280 \$. Les demandeurs seraient alors normalement remboursé d'un montant de 720 \$ lors de la signature de l'entente.

9) IMPLICATIONS LÉGALES :

N/A

10) GESTION DU RISQUE (RISK MANAGEMENT) :

N/A

11) IMPLICATIONS STRATÉGIQUES :

N/A

12) DOCUMENTS D'APPUI:

Lettre soumis par Mme Lise Saumure, M Sylvain Drouin, et Mme Nathalie Drouin

Lettre de Mme Saumure (4 juin 2018)

Affidavit de M. Claude Lemay

Affidavit de M. Gilles Guindon et Mme Aline Guindon

Le 4 juin 2018,

La Corporation de la Cité Clarence-Rockland
1560 rue Laurier,
Rockland, ON K4K 1P7

Attention : Monsieur Guy Desjardins et Membres du Conseil Municipal

Sujet : Demande de remboursement pour frais encourus

Cher M. Desjardins et Membres du Conseil Municipal,

Cette lettre fait suite à ma conversation téléphonique au mois de mai avec M. Desjardins concernant le refus de nous rembourser pour les frais encourus de \$4790.00 pour le changement de zonage et plan d'implantation.

Tel que mentionné auparavant, le camping a débuté en 1973-1974. En 1975, nous avons construit une salle et avons déménagé un cabanon afin de faire un chalet. Des membres de notre famille et des amis sont joignent à nous. A plusieurs reprises nous nous sommes rendu à la Municipalité de Clarence pour savoir si nous avions besoins de la permission de la dite Municipalité pour se faire dire qu'il n'y avait pas de règlements en place. En 1983, Marcel Brazeau a procédé à enlever le Top Soil sur la propriété. En 1984-1985, dû à un nouveau règlement qui venait d'être mis en place, Marcel Brazeau a obtenu la licence Classe A pour enlever le 'Top Soil' de la sablière. En 1989, nous nous sommes rendus à la Municipalité pour savoir si nous pouvions creuser un lac pour le camping. Après avoir obtenu la permission de la Municipalité de Clarence, le lac pour le camping fût creusé par la compagnie Vanson Construction Limited le 17 et 18 mai 1989.

Suite à une lettre provenant de M. François Loiselle, urbaniste à l'époque, concernant le terrain de Camping, nous avons reçu confirmation du maire, à l'époque, M. Richard Lalonde par l'entremise d'un courriel provenant de Mme Diane Cyr que le camping était

légal non conforme et que la municipalité n'avait besoin d'émettre aucun autre permis pour que le camping reste en opération.

Lors de notre visite avec Mme Marie-Eve Bélanger, elle a constaté que nous avions rencontrés tous les agents de planification et urbaniste qui ont été embauchés aussi bien à la Municipalité de Clarence qu'à la Cité Clarence-Rockland.

Étant donné que nous existions bien avant que les règlements de zonage et le plan d'implantation existe, ceci démontre que le camping possède une clause Grand Père et que nous n'avions pas besoin de payer car le zonage aurait dû être changé au moment de notre première approche avec la municipalité, à la création en 1973 et non maintenant.

Nous croyons que le frais déboursés en 2017 pour le changement zonage et le plan d'implantation, ne devrait pas être applicable pour un changement qui aurait dû avoir lieu en 1973. Nous faisons donc demande à la Cité de Clarence-Rockland de nous rembourser le plein montant de \$4,790.00 pour les frais encourus.

Merci à l'avance de l'attention que vous porterez à notre demande.

Bien à vous,



Lise Saumure, pour
Lise Saumure, Nathalie Drouin et Sylvain Drouin
3584 chemin Drouin, c.p. 6
Cheney (Hammond), Ontario K0A 2A0

Le 12 Octobre, 2017

Corporation de la Cité de Clarence-Rockland
1560 Rue Laurier
Rockland, ON K4K 1P7

Attention à : Mr. Guy Desjardins et Mme Marie-Eve Bélanger

Sujet : Changement de Zonage et Plan d'implantation

À qui de droit,

Cette lettre fait suite à la demande de changement de zonage et du plan d'implantation exigés par La Cité Clarence-Rockland pour le terrain de camping situé au 3584 ch. Drouin, à Cheney, ON.

Étant donné que le camping existait bien avant que les règlements de zonage existe, ceci considère le camping comme possédant une clause Grand Père, c'est pourquoi que nous faisons demande à la Cité de Clarence-Rockland de nous rembourser le plein montant de \$4,790.00 pour les frais encourus.

Merci de l'attention que vous porterez à notre demande.

Bien à vous,

Lise Saumure, Nathalie Drouin, Sylvain Drouin

Lise Saumure, Nathalie Drouin, Sylvain Drouin

REÇU
23 OCT. 2017
AMÉNAGEMENT DU TERRITOIRE
D14-497

AFFIDAVIT

Je Claude Lemay de la Cité de Clarence- Rockland atteste qu'à la municipalité de Clarence il n'existait aucun règlement municipal en 1972 et 1973, lorsque Lise Saumure a débuté le camping situé sur le lot 19, concession 10 dans la municipalité de Clarence dans le comté de Prescott-Russell reconnu maintenant comme le 3584 chemin Drouin, à Cheney, Ontario dans la municipalité de Clarence-Rockland dans le comté de Prescott-Russell. Quand nous avons (la municipalité de Clarence) établie le plan directeur et de zonage nous avons oublié de mentionner sur le plan directeur et sur le plan de zonage qu'il y avait un terrain de camping sur le Lot 19, concession 10 dans la municipalité de Clarence dans le comté de Prescott-Russell.

Signé le 12 de septembre, 2018 au 3584 ch Drouin à Cheney, dans la province de l'Ontario.



Claude Lemay

Françoise Beland
Témoin
FRANÇOISE BELAND

Stephanie Lewis
Témoin
Stephanie Lewis

AFFIDAVIT

Nous Gilles Guindon et Aline Guindon de Cheney, Ontario dans la municipalité de Clarence-Rockland atteste que Lise Saumure a débuté le camping en 1972-1973 situé sur le lot 19, concession 10 dans la municipalité de Clarence-Rockland dans le comté de Prescott-Russell, au 3584 chemin Drouin, à Cheney, Ontario dans la Cité de Clarence-Rockland dans le comté de Prescott-Russell.

Signé le 11 de septembre, 2018 à Cheney, Ontario

Aline Guindon
Aline Guindon

Gilles Guindon
Gilles Guindon

Stephanie Lewis
Témoin
Stephanie Lewis

Yvon Campneau
Témoin
Yvon Campneau

| City of Clarence-Rockland Council/Board Accounts Payable Report by Department September 15th, 2018 to October 14th, 2018 | | | | | | | | | | |
|--|---|--------------------------------|----------------------|--|---------------|--|--------------|--|--|--|
| DPT Code | Department Name | Vendor Name | Invoice Number | Invoice Description | GL Account | GL Account Name | Amount | | | |
| 1 25 | TAXES RECEIVABLE | CENTENNIAL CONSTRUCTION | 27SEP2018 | OVERTPAYMENT PROP.TAX ROLL 016 023 06652 | 1-1-0025-0115 | Temporary Adjustments - Taxes | 11,403.23 | | | |
| 2 25 | TAXES RECEIVABLE | 2606406 ONTARIO INC | 13SEPT2018 | MPAC ADJUST. PROP.TAX ROLL 016 021 21150 | 1-1-0025-0115 | Temporary Adjustments - Taxes | 8,379.17 | | | |
| 3 65 | PAYABLES - PAYROLL | GREAT-WEST LIFE ASSURANCE COMP | 20OCT2018 DIV1 | PREMIUMS POLICY 136826 DIV 1 | 1-2-0065-0251 | G.W.L. | 27,069.42 | | | |
| 4 65 | PAYABLES - PAYROLL | GREAT-WEST LIFE ASSURANCE COMP | 2OCT2018 DIV3 | PREMIUMS POLICY 136826 DIV 3 | 1-2-0065-0251 | G.W.L. | 61,087.07 | | | |
| 5 65 | PAYABLES - PAYROLL | MINISTER OF FINANCE/EHT | 27SEP2018 | PAY 19 & 20 | 1-2-0065-0242 | Employer Health Tax | 18,523.97 | | | |
| 6 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 13SEP2018 | PAY 19 | 1-2-0065-0244 | C.P.P. | 19,960.70 | | | |
| 7 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 13SEP2018 | PAY 19 | 1-2-0065-0243 | Income Tax | 51,954.26 | | | |
| 8 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 13SEP2018 | PAY 19 | 1-2-0065-0245 | E.I. | 7,306.16 | | | |
| 9 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 27SEP2018 | PAY 20 | 1-2-0065-0243 | Income Tax | 51,708.22 | | | |
| 10 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 27SEP2018 | PAY 20 | 1-2-0065-0245 | E.I. | 7,083.43 | | | |
| 11 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 27SEP2018 | PAY 20 | 1-2-0065-0244 | C.P.P. | 18,323.94 | | | |
| 12 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 13SEP2018 | PAY 19 | 1-2-0065-0244 | C.P.P. | 7,506.12 | | | |
| 13 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 13SEP2018 | PAY 19 | 1-2-0065-0243 | Income Tax | 18,956.77 | | | |
| 14 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 27SEP2018 | PAY 20 | 1-2-0065-0243 | Income Tax | 9,426.26 | | | |
| 15 65 | PAYABLES - PAYROLL | RECEIVER GENERAL - CANADA REV | 27SEP2018 | PAY 20 | 1-2-0065-0244 | C.P.P. | 6,762.50 | | | |
| 16 65 | PAYABLES - PAYROLL | WORKPLACE SAFETY & INSURANCE B | 27SEP2018 | REPORT PREMIUM SEPT 1-30/18 ACCNTN 1624385 | 1-2-0065-0252 | W.C.B. | 21,636.17 | | | |
| 17 1324 | Computers - Contracted Services | INTEGRA NETWORKS CORPORATION | IN19188 | AUGUST SERVICES-DOV BRAJTMAN | 1-4-1324-4154 | Contract - Consultant | 17,797.50 | | | |
| 18 2123 | Fire-fighting - Materials | SAFEDESIGN APPAREL LTD. | 252922 | 9X GLOBE CSA BOOTS | 1-4-2123-3585 | Protective Clothing | 5,136.42 | | | |
| 19 3200 | Street Construction | GHYSLAIN LALONDE ENTREPRISE IN | 1101 | DUST CONTROL JUN29-JULY9/18 (BOUVIER RESURFACING) | 2-4-3200-9809 | Bouvier | 12,452.60 | | | |
| 20 3813 | Street lights - Materials | HYDRO ONE NETWORKS INC. | 200070197756 19SEP18 | HYDRO | 1-4-3813-3300 | Hydro | 14,268.02 | | | |
| 21 7254 | Parks - Contracted Services | J.W. BASTIAN CONTRACTING INC. | I-2018-063 | GRASS CUTTING CONTRACT AUG/18 | 1-4-7254-4190 | Contracts - Grass Mowing | 11,137.54 | | | |
| 22 9523 | Garbage Disposal | CAPITAL FENCE & WIRE LTD | 14769 | FENCING @ BOURGET LANDFILL (EAST BOUNDARY) | 2-4-9523-4200 | Landfill Facility | 9,569.00 | | | |
| 23 65 | PAYABLES - PAYROLL | CUPE - LOCAL 503 | 27SEP2018 | PAY 19 & 20 | 1-2-0065-0254 | Union Dues | 6,107.76 | | | |
| 24 65 | PAYABLES - PAYROLL | OMERS | 27SEP2018 | PAY 19 & 20 | 1-2-0065-0250 | O.M.E.R.S. | 122,109.36 | | | |
| 25 1224 | City Clerk - Materials | FRANK COWAN COMPANY LIMITED | IN000007534 | CLAIM# P1810394 (M.GUILBAULT) | 1-4-1224-3390 | Liability Claims | 6,508.06 | | | |
| 26 1233 | Finance - Materials | BDO CANADA LLP | 89442744 | VERIFICATION & ETATS FINANCIERS AU 31 DEC/17 | 1-4-1233-3025 | Auditing | 5,650.00 | | | |
| 27 1500 | Transfers | COMTES-UNIS PRESCOTT-RUSSELL | 7SEPT2018 | 3e VERSEMENT IMPOSITION GENERALE 2018 | 5-4-1500-5000 | Transfers UCPR | 2,932,256.00 | | | |
| 28 2140 | Fire Buildings | ASCO CONSTRUCTION LTD. | 30AUG2018 | PP #3 BOURGET & ROCKLAND FS & EMS | 2-4-2140-9221 | Rockland Fire Station Expansion | 78,735.70 | | | |
| 29 2140 | Fire Buildings | ASCO CONSTRUCTION LTD. | 30AUG2018 | PP #3 BOURGET & ROCKLAND FS & EMS | 2-4-2140-9897 | Fire Station #1 - Bourget | 56,416.25 | | | |
| 30 2140 | Fire Buildings | COLLIERS PROJECT LEADERS INC. | C028936 | C-R FIRE HALLS JULY/18 | 2-4-2140-9897 | Fire Station #1 - Bourget | 6,226.87 | | | |
| 31 2500 | Transfers | UPPER CANADA DISTRICT SCHOOL B | 7SEPT2018 | 3rd INSTALLMENT SCHOOL SUPPORT ALLOCATION | 5-4-2500-5000 | Transfers - EP | 734,965.00 | | | |
| 32 3200 | Street Construction | 1351150 ONTARIO INC. - ARNCO C | 2018-84324 | PP #3 LACASSE ROAD | 2-4-3200-9075 | Lacasse Street | 152,896.59 | | | |
| 33 3200 | Street Construction | 1351150 ONTARIO INC. - ARNCO C | 2018-84325 | C.O. #3 LACASSE RD | 2-4-3200-9075 | Lacasse Street | 43,109.61 | | | |
| 34 3200 | Street Construction | COMTES UNIS DE PRESCOTT ET RUS | TP 001955 PO183 | HOT MIX PAVING & ROAD REHAB. (ST-FELIX) | 2-4-3200-9285 | St-Félix | 68,230.08 | | | |
| 35 3200 | Street Construction | COMTES UNIS DE PRESCOTT ET RUS | TP 001955 PO187 | HOT MIX PAVING & ROAD REHAB. (LABELLE) | 2-4-3200-9756 | Labelle | 125,750.94 | | | |
| 36 3200 | Street Construction | COMTES UNIS DE PRESCOTT ET RUS | TP 001955 PO190 | HOT MIX PAVING & ROAD REHAB. (BOUVIER) | 2-4-3200-9809 | Bouvier | 164,009.24 | | | |
| 37 3200 | Street Construction | COMTES UNIS DE PRESCOTT ET RUS | TP 001955 PO191 | HOT MIX PAVING & ROAD REHAB. (ST-JACQUES) | 2-4-3200-9889 | St-Jacques street | 149,387.55 | | | |
| 38 3240 | Bridges repairs | 1351150 ONTARIO INC. - ARNCO C | 2018-83123 | PP #2 REPLACEMENT OF 3 CULVERTS | 2-4-3240-9073 | Ponceaux Butler - Legault | 189,924.75 | | | |
| 39 3240 | Bridges repairs | COMTES UNIS DE PRESCOTT ET RUS | TP 001955 PO165 | HOT MIX PAVING & ROAD REHAB. (BRIDGE REPAIRS) | 2-4-3240-9312 | Reparation Ponts | 21,174.05 | | | |
| 40 3240 | Bridges repairs | COMTES UNIS DE PRESCOTT ET RUS | TP 001955 PO224 | HOT MIX PAVING & ROAD REHAB. (ST-FELIX) | 2-4-3240-9285 | St-Félix | 53,598.38 | | | |
| 41 3260 | Storm Sewers | ATREL ENGINEERING LTD. | 1807654 | DITCH WORK CLARK RD. JULY22-AUG25/18 | 2-4-3260-9300 | Clark | 15,673.44 | | | |
| 42 3260 | Storm Sewers | WSP CANADA INC. | 0034496 | C-R STORMWATER MASTER PLAN JULY1/18-AUG4/18 | 2-4-3260-9278 | Storm Sewer Master Plan | 16,806.49 | | | |
| 43 3500 | Transfers | CONSEIL DES ÉCOLES PUBLIQUES D | 7SEPT2018 | 3e VERSEMENT SUPPORT SCOLAIRE | 5-4-3500-5000 | Transfers - FP | 137,699.00 | | | |
| 44 3914 | Transit - Contracts | LEDUC BUS LINES LTD. | 158 | TRANSPORT EN COMMUN AOUT/18 | 1-4-3914-4200 | Contracts - Bus | 95,194.99 | | | |
| 45 4500 | Transfers | CDSBEO | 7SEPT2018 | 3rd INSTALLMENT SCHOOL SUPPORT ALLOCATION | 5-4-4500-5000 | Transfers ES | 173,684.00 | | | |
| 46 5500 | Transfers | C.S.D.C.E.O. | 7SEPT2018 | 3e VERSEMENT SUPPORT SCOLAIRE | 5-4-5500-5000 | Transfers - FS | 587,159.00 | | | |
| 47 7250 | Parks | ATREL ENGINEERING LTD. | 1807609 | MORRIS VILLAGE PARK JUNE24/18 TO AUG21/18 | 2-4-7250-9495 | Morris Village Major Park | 12,816.64 | | | |
| 48 7434 | Recreational Complex - Contracts | YMCA-YWCA | 004359 | SEPTEMBER 2018 ADMIN FEES | 1-4-7434-4290 | Contract - Rec. Complex - YMCA | 10,000.00 | | | |
| 49 8110 | Planning | LOUIS - XVI SIGNS | 4416 | SUPPLY & INSTALL 18X NEW 4X8' SIGNS | 2-4-8110-9286 | Enseignes Cité / City Signs | 79,529.40 | | | |
| 50 8110 | Planning | LOUIS - XVI SIGNS | 4418 | REMOVE 4 EXISTING CITY ROADSIDE SIGNS | 2-4-8110-9286 | Enseignes Cité / City Signs | 5,559.60 | | | |
| 51 8113 | Planning & Zoning - Materials | J.L. RICHARDS & ASSOCIATES LTD | 83601 | IN HOUSE PLANNING SERVICES AUGUST/18 | 1-4-8113-3165 | Consultant | 5,062.40 | | | |
| 52 8213 | Commercial - Materials | ATREL ENGINEERING LTD. | 1807656 | DESIGN-INDUSTRIELLE ST. JULY22-AUG25/18 | 1-4-8213-3505 | Opportunities Evaluation | 12,651.82 | | | |
| 53 8223 | Drainage - Materials | LEROUX CONSULTANT | 2018-0803 | DRAINAGE SUPERINTENDENT FEES AUG/18 | 1-4-8223-3210 | Engineering - Drainage | 6,450.04 | | | |
| 54 9100 | Water | WSP CANADA INC. | 0763061 | LANDRY & RUSSELL RD W/M LOOPING JAN/18-JULY21/18 | 2-4-9100-9260 | Bourget W/M Loop | 54,876.90 | | | |
| 55 9100 | Water | WSP CANADA INC. | 0763061 PO167 | DESIGN MODIFICATION LANDRY & RUSSELL W/M LOOPING | 2-4-9100-9260 | Bourget W/M Loop | 15,573.11 | | | |
| 56 9100 | Water | WSP CANADA INC. | 0767239 | LANDRY & RUSSELL RD W/M LOOPING JULY22/18-AUG11/18 | 2-4-9100-9260 | Bourget W/M Loop | 22,530.55 | | | |
| 57 9100 | Water | STP EXCAVATION & CONSTRUCTION | 3152 | PP #3 BOURGET WATERMAIN LOOPING | 2-4-9100-9260 | Bourget W/M Loop | 1,013,187.84 | | | |
| 58 9100 | Water | STP EXCAVATION & CONSTRUCTION | 3152 PO282 | CO#6 BOURGET WATERMAIN LOOPING | 2-4-9100-9260 | Bourget W/M Loop | 25,000.00 | | | |
| 59 9114 | Water Treatment - Contracted Services | ONTARIO CLEAN WATER AGENCY | INV000105785 | OPERATIONS & MAINT. AUG/18 | 1-4-9114-4610 | Contract - OCWA - Basic Maintenance | 46,815.97 | | | |
| 60 9123 | Water Distribution - Materials | EVANS UTILITY AND MUNICIPAL PR | 0000156073 | 30X E-CODERS, METER TAILS | 1-4-9123-3445 | Meters | 13,364.51 | | | |
| 61 9123 | Water Distribution - Materials | EVANS UTILITY AND MUNICIPAL PR | 0000156129 | 53X E-CODERS, METER TAILS (WATER METERS) | 1-4-9123-3445 | Meters | 30,511.36 | | | |
| 62 9124 | Water Distribution - Contracts | ONTARIO CLEAN WATER AGENCY | INV000105785 | OPERATIONS & MAINT. AUG/18 | 1-4-9124-4610 | Contract - OCWA - Basic Maintenance | 14,262.06 | | | |
| 63 9300 | Sewers | R.V. ANDERSON ASSOCIATES LIMIT | 65038 | SEWAGE PLANT UPDATES JULY28/18-AUG31/18 | 2-4-9300-9271 | Pre Screening Bar System | 10,192.60 | | | |
| 64 9314 | Sewers Collection - Contracted Services | ONTARIO CLEAN WATER AGENCY | INV000105785 | OPERATIONS & MAINT. AUG/18 | 1-4-9314-4610 | Contract - OCWA - Basic Maintenance | 19,611.37 | | | |
| 65 9324 | Sewers Treatment - Contracted Services | ONTARIO CLEAN WATER AGENCY | INV000105785 | OPERATIONS & MAINT. AUG/18 | 1-4-9324-4610 | Contract - OCWA - Basic Maintenance | 44,121.36 | | | |
| 66 9514 | Garbage Collection - Contracts | TOMLINSON ENVIRONMENTAL SERVIC | 0000254083 | RESIDENTIAL CURBSIDE WASTE AUG/18 | 1-4-9514-4200 | Contracts | 49,712.30 | | | |
| 67 9514 | Garbage Collection - Contracts | TOMLINSON ENVIRONMENTAL SERVIC | 0000254086 | IC & COMMERCIAL WASTE AUG/18 | 1-4-9514-4200 | Contracts | 16,579.34 | | | |
| 68 9523 | Garbage Disposal - Materials | NORTRX CANADA INC. | 1017814 | NEW JOHN DEERE 444K LOADER (LANDFILL) | 2-4-9523-9921 | Loader | 197,775.99 | | | |
| 69 9534 | Recycling - Contracts | TOMLINSON ENVIRONMENTAL SERVIC | 0000254084 | RESIDENTIAL RECYCLING AUG/18 | 1-4-9534-4200 | Contracts | 79,850.27 | | | |
| 70 9534 | Recycling - Contracts | TOMLINSON ENVIRONMENTAL SERVIC | 0000254087 | IC & I RECYCLING RECYCLING AUG/18 | 1-4-9534-4200 | Contracts | 7,303.37 | | | |
| | | | | | | Invoices Paid Greater/Equal to \$5,000 | 8,154,060.38 | | | |
| | | | | | | Invoices Paid Less/Equal to \$4,999 | 258,130.42 | | | |
| | | | | | | MasterCards September/18 | 16,442.19 | | | |
| | | | | | | Grand Total AP Council Report-November 5th, 2018 | 8,428,632.99 | | | |

Transactions de carte de crédit
septembre 2018

| # | Détenteur de carte | Date | Merchant | Description | GL | Montant | Sous total par carte |
|--------------|-----------------------|------------|------------------------|--|---------------|--------------------|----------------------|
| 1 | BELANGER, MARIE EVE | 26/09/2018 | ACHIEVE - CANADA | MANAGEMENT AND SUPERVISION COURSE- MARIE-EVE | 1-4-8113-3640 | \$281.37 | \$281.37 |
| 2 | BOUCHARD, ANNE MORRIS | 01/10/2018 | APL'ITUNES.COM/BILL | ICLOUD - MONTHLY SUBSCRIPTION DAYCARE TABLETS | 1-4-6113-3435 | \$1.46 | \$1.46 |
| 3 | BOUCHER, PIERRE | 30/09/2018 | FACEBK SR688HSEW2 | FACEBOOK PUBLICITY FOR THE ACCESSIBILITY PARK IN HAMMOND. | 1-4-7113-3005 | \$25.54 | |
| 4 | BOUCHER, PIERRE | 06/09/2018 | MGCS SO CERTIFICATES | 50X MARRIAGE LICENCES | 1-4-1105-3420 | \$2,400.00 | |
| 5 | BOUCHER, PIERRE | 20/09/2018 | QUINCAILLERIE RICHELIE | LEG TIPS FOR TABLES-THEY OVERCHARGED US-ORDER IS BEING RETURNED | 1-4-7423-3070 | \$87.47 | \$2,513.01 |
| 6 | COLLIER, HELEN | 28/09/2018 | CITY OF OTTAWA LOT 6 | PARKING CITY OF OTTAWA-COURT ATTENDANCE (H.COLLIER AND Y.SIMONEAU) | 1-4-1223-3450 | \$17.00 | |
| 7 | COLLIER, HELEN | 14/09/2018 | DUNN'S ROCKLAND | COMMUNITY SERVICES - LUNCH WITH OPERATORS | 1-4-1223-3440 | \$276.11 | |
| 8 | COLLIER, HELEN | 28/09/2018 | GABRIEL PIZZA202 | PREP LUNCH PRIOR TO COURT (H. COLLIER AND Y. SIMONEAU) | 1-4-1223-3440 | \$40.28 | |
| 9 | COLLIER, HELEN | 20/09/2018 | SPARTAS | WORKING LUNCH - PREP FOR LEGAL FILE | 1-4-1223-3440 | \$36.05 | |
| 10 | COLLIER, HELEN | 24/09/2018 | SPARTAS | COUNCIL MEETING (HUIS CLOS EARLY START) | 1-4-1123-3440 | \$209.91 | \$579.35 |
| 11 | DESNYERS, FREDERIC | 24/09/2018 | GMEI UTILITY REG. FEE | ANNUAL RENEWAL OF LEI NUMBER (LEGAL ENTITY IDENTIFIER) | 1-4-1233-3435 | \$128.74 | |
| 12 | DESNYERS, FREDERIC | 10/09/2018 | PAYPAL *OEMC | CANCELLED - ONTARIO EAST MUNICIPAL CONFERENCE FOR ROB | 1-4-1233-3160 | -\$56.50 | |
| 13 | DESNYERS, FREDERIC | 10/09/2018 | PAYPAL *OEMC | CANCELLED - ONTARIO EAST MUNICIPAL CONFERENCE FOR ROB | 1-4-1233-3160 | -\$202.27 | |
| 14 | DESNYERS, FREDERIC | 22/09/2018 | SHERATON ON THE FALLS | HOTEL FOR MFOA CONFERENCE | 1-4-1233-3160 | \$498.34 | \$368.31 |
| 15 | KEHOE, ROBERT | 21/09/2018 | #2503 1797 ST-JOSEPH | FUEL - MFOA CONFERENCE - NIAGARA FALLS | 1-4-1233-3160 | \$33.15 | |
| 16 | KEHOE, ROBERT | 19/09/2018 | DISCOUNT CAR AND TRUCK | CAR RENTAL - MFOA CONFERENCE - NIAGARA FALLS | 1-4-1233-3160 | \$190.99 | |
| 17 | KEHOE, ROBERT | 11/09/2018 | MFOA | MFOA CONFERENCE REGISTRATION R.KEHOE | 1-4-1233-3160 | \$875.75 | |
| 18 | KEHOE, ROBERT | 27/09/2018 | MFOA | MFOA DEVELOPMENT CHARGES 101 & 201 -LIVESTRM | 1-4-1313-3743 | \$360.47 | |
| 19 | KEHOE, ROBERT | 21/09/2018 | ONROUTE #01168 | FUEL - MFOA CONFERENCE - NIAGARA FALLS | 1-4-1233-3160 | \$50.34 | |
| 20 | KEHOE, ROBERT | 19/09/2018 | PETROCAN | FUEL-MFOA CONFERENCE NIAGARA FALLS | 1-4-1233-3160 | \$37.58 | |
| 21 | KEHOE, ROBERT | 05/09/2018 | ROTISSERIE ST HUBERT 2 | DEVELOPMENT CHARGES - LUNCH | 2-4-1220-9212 | \$88.37 | |
| 22 | KEHOE, ROBERT | 24/09/2018 | ROTISSERIE ST HUBERT 2 | MEALS - WORKING LATE W/TREASURER | 1-4-1233-3440 | \$27.69 | |
| 23 | KEHOE, ROBERT | 22/09/2018 | SHERATON ON THE FALLS | HOTEL ACCOMMODATION-MFOA CONFERENCE-NIAGARA FALLS | 1-4-1233-3160 | \$520.61 | \$2,184.95 |
| 24 | LALONDE, GERALD | 21/09/2018 | CANADIAN PROFESSIONAL | MANAGING EMPLOYEES IN A UNIONIZED ENVIRONMENT-3DAY TRAINING | 1-4-1363-3660 | \$2,032.87 | |
| 25 | LALONDE, GERALD | 05/09/2018 | HICKS MORLEY | ACCOMMODATION TRAINING WORKSHOP | 1-4-1363-3660 | \$881.40 | |
| 26 | LALONDE, GERALD | 05/09/2018 | MUNICIPAL WORLD | PROJECT COORDINATOR - JOB POSTING AD | 1-4-1363-3005 | \$484.77 | \$3,399.04 |
| 27 | OUELLET, MONIQUE | 25/09/2018 | KOODO MOBILE PAC | TEMP PHONE MARYSE | 1-4-1113-3710 | \$50.85 | |
| 28 | OUELLET, MONIQUE | 21/09/2018 | MUNICIPAL WORLD | VOTING BOOTHS | 1-4-1113-3455 | \$144.51 | |
| 29 | OUELLET, MONIQUE | 07/09/2018 | POSTES CANADA POST #10 | ELECTION FLYERS | 1-4-1113-3005 | \$2,208.22 | |
| 30 | OUELLET, MONIQUE | 02/09/2018 | WAL-MART #1060 | USB KEYS | 1-4-1113-3455 | \$79.13 | \$2,482.71 |
| 31 | ROUSSELLE, YVES | 18/09/2018 | MOE-HWIN WEB | MOE - REMOVAL OF USED OIL AND GREASE | 1-4-3143-3270 | \$5.00 | \$5.00 |
| 32 | ROY, YVES | 14/09/2018 | ENTERPRISE RENT-A-CAR | CAR RENTAL FOR MLEOA TRAINING | 1-4-2413-3660 | \$197.68 | |
| 33 | ROY, YVES | 13/09/2018 | MACEWEN - RUSSELL | 2018 MLEO - GAS | 1-4-2413-3772 | \$39.00 | |
| 34 | ROY, YVES | 09/09/2018 | PINESTONE RESORT | 2018 MLEO - MEALS | 1-4-2413-3440 | \$38.99 | |
| 35 | ROY, YVES | 13/09/2018 | PINESTONE RESORT | 2018 MLEO ACCOMMODATIONS | 1-4-2413-3160 | \$123.17 | |
| 36 | ROY, YVES | 09/09/2018 | SHELL | 2018 MLEO - GAS | 1-4-2413-3772 | \$37.81 | |
| 37 | ROY, YVES | 13/09/2018 | SUBWAY #11478 | 2018 MLEO - MEALS | 1-4-2413-3440 | \$12.41 | \$449.06 |
| 38 | VILLENEUVE, MARIO | 04/09/2018 | ENTERPRISE RENT-A-CAR | CAR RENTAL TO OFC | 1-4-2113-3450 | \$571.01 | |
| 39 | VILLENEUVE, MARIO | 19/09/2018 | M M FOOD MARKET #187 | RTC TRAINING | 1-4-2223-3440 | \$84.99 | |
| 40 | VILLENEUVE, MARIO | 22/09/2018 | PARENT'S YIG 2693 | RTC TRAINING - MEALS | 1-4-2223-3440 | \$54.41 | |
| 41 | VILLENEUVE, MARIO | 23/09/2018 | PARENT'S YIG 2693 | RTC TRAINING - MEALS | 1-4-2223-3440 | \$9.00 | |
| 42 | VILLENEUVE, MARIO | 23/09/2018 | TIM HORTONS 1492 QTH | RTC TRAINING - MEALS | 1-4-2223-3440 | \$35.01 | \$754.42 |
| 43 | WILSON, BRIAN | 25/09/2018 | CANADIAN STANDARDS ASS | ELECTRICAL SAFETY CODES | 1-4-2123-3175 | \$220.35 | |
| 44 | WILSON, BRIAN | 04/09/2018 | DIGITAL COMBUSTION | BLUE CARD SOFTWARE | 2-4-2110-3773 | \$2,375.67 | |
| 45 | WILSON, BRIAN | 17/09/2018 | IMPARK00110003A | CAFC CONF & CONV - PARKING | 1-4-2113-3160 | \$20.00 | |
| 46 | WILSON, BRIAN | 18/09/2018 | IMPARK00110003A | CAFC CONF & CONV - PARKING | 1-4-2113-3160 | \$19.25 | |
| 47 | WILSON, BRIAN | 19/09/2018 | IMPARK00110003A | CAFC CONF & CONV - PARKING | 1-4-2113-3160 | \$20.00 | |
| 48 | WILSON, BRIAN | 19/09/2018 | IMPARK00110003A | CAFC CONF & CONV - PARKING | 1-4-2113-3160 | \$20.00 | |
| 49 | WILSON, BRIAN | 04/09/2018 | M M FOOD MARKET #187 | FF BBQ | 1-4-2113-3440 | \$169.99 | |
| 50 | WILSON, BRIAN | 28/09/2018 | MTO RUS - SERVICEONTAR | NEW BOAT | 1-4-2153-3760 | \$72.00 | |
| 51 | WILSON, BRIAN | 20/09/2018 | OTTAWA INTERNATIONAL A | EM PARKING | 1-4-2213-3160 | \$23.50 | |
| 52 | WILSON, BRIAN | 13/09/2018 | PINESTONE RESORT | ACCOMMODATIONS-MLEOA TRAINING SEMINAR-I.LAROCQUE BONIN | 1-4-2413-3660 | \$307.93 | |
| 53 | WILSON, BRIAN | 06/09/2018 | THE SOURCE #53710 | RTC TRAINING SUPPLIES | 1-4-2233-3675 | \$89.10 | |
| 54 | WILSON, BRIAN | 27/09/2018 | TIM HORTONS 2125 QTH | EM - TABLETOP PLANNING | 1-4-2213-3440 | \$35.72 | |
| 55 | WILSON, BRIAN | 28/09/2018 | TRANSPORTSCANADA TRANS | NEW BOAT - REGISTRATION | 1-4-2153-3760 | \$50.00 | \$3,423.51 |
| Total | | | | | | \$16,442.19 | \$16,442.19 |



RAPPORT N° LOI2018-10-02

| | |
|---------------------|--|
| Date | 10/10/2018 |
| Soumis par | Jean-Luc Jubinville |
| Objet | Achat de deux systèmes de bande de patinoire – Parc Hammond & Laviolette |
| # du dossier | Cliquez ici pour entrer du texte. |

1) NATURE / OBJECTIF :

Ce rapport a deux objectifs :

- 1- Obtenir l'autorisation du conseil municipal afin de procéder à la signature d'entente pour l'achat et l'installation de deux systèmes de bande de patinoires pour le parc de Hammond et le parc Laviolette.
- 2- Obtenir l'approbation du conseil municipal afin de procéder à un transfert de fonds provenant du budget de « Fins de parc » afin de financer l'achat des bandes de patinoire.

2) DIRECTIVE/POLITIQUE ANTÉCÉDENTE :

Lors du processus budgétaire 2018, le conseil municipal a accepté un montant de 60 000\$ au budget capital afin de procéder à l'installation de deux systèmes de bande de patinoires.

3) RECOMMANDATION DU SERVICE:

ATTENDU QUE le budget capital 2018 pour l'achat et l'installation des bandes de patinoires au parc de Hammond et au parc Laviolette est de 60 000\$; et

ATTENDU QUE les soumissions obtenues pour l'achat et l'installation des bandes de patinoires sont beaucoup plus élevées qu'anticipées dû à l'augmentation substantielle des prix des métaux; et

QU'IL SOIT RÉSOLU QUE le conseil municipal autorise le transfert de 25 000\$ des fonds de « du revenu différé des frais relatifs aux terrains à vocation de parc » vers le budget d'achat et d'installation des bandes de patinoires du parc de Hammond et du parc Laviolette; et

QU'IL SOIT RÉSOLU QUE le conseil municipal accorde le contrat d'achat et d'installation de deux systèmes de bandes de patinoires

pour les parcs de Hammond et le parc Laviolette à Permafib inc. pour un montant total de 80 623.64\$ + TVH, et

QU'IL SOIT RÉSOLU QUE le conseil municipal adopte un règlement pour autoriser le maire et la greffière à signer l'entente d'achat et d'installation de deux systèmes de bande de patinoires pour les parcs de Hammond et le parc Laviolette, tel que recommandé

WHEREAS the 2018 capital budget for the purchase and installation of the rink boards at Hammond Park and Laviolette Park is \$ 60,000; and

WHEREAS the bids for the purchase and installation of the ice rink boards are much higher than anticipated due to the substantial increase in metal prices; and

BE IT RESOLVED THAT the City Council authorize the transfer of \$ 25,000 from the "Park in Lieu" deferred revenue to the Hammond and Laviolette park rink board purchase and installation budget; and

BE IT RESOLVED THAT Municipal Council awards the Hammond and Laviolette park rink board purchase and installation contract to Permafib Inc. for an amount of 80 623.64\$, and

BE IT RESOLVED THAT Municipal Council adopt a By-Law to authorize the Mayor and the Clerk to sign the Hammond and Laviolette park rink board purchase and installation contract; as recommended.

4) **HISTORIQUE :**

Les Services communautaires ont commencé depuis l'an dernier un processus de modernisation des systèmes de bande de tous les parcs. L'an dernier les bandes de patinoire en bois du parc Dalrymple ont été remplacées par des bandes de patinoire en aluminium et en « Puck Board » (même matériaux que des bandes de patinoire intérieure). Ce nouveau système a une durée de vie beaucoup plus grande que les bandes de bois et permet d'offrir aux utilisateurs une qualité d'infrastructure supérieure.

Les systèmes de bande de patinoire actuels dans le parc de Hammond et Laviolette sont en très mauvaises état. Les systèmes actuels sont en bois traités et ont été installés plusieurs années passées. Ces deux systèmes de bande se doivent d'être changés afin d'assurer un service de qualité aux utilisateurs.

5) **DISCUSSION :**

Options pour le conseil municipal : Plusieurs options s'offrent au conseil municipal afin de régler cette situation. Voici les 4 options jugées possibles par le département.

1- Accepter les réquisitions obtenues et augmenter le budget :

Tel qu'indiquer dans le présent rapport, le conseil municipal peut transférer les fonds nécessaires des fonds manquants (25 000\$) « du revenu différé des frais relatifs aux terrains à vocation de parc » envers le projet et procéder à la signature du contrat. Les Services communautaires recommande cette option.

2- Construire seulement des bandes de bois :

Le conseil peut décider de retourner aux systèmes de bandes de bois. Voici une comparaison rapide des deux systèmes :

| | <u>Aluminium & plastique</u> | <u>Bois</u> |
|--|---|--|
| <u>Coût</u> | 40 000\$ | 15 000\$ à 20 000\$ |
| <u>Durée de vie</u> | 25 à 35 ans | 10 à 15 ans |
| <u>Entretien</u> | Minime durant toute la durée de vie de l'installation | Élevé après les 5 premières années |
| <u>Qualité de l'installation</u> | Élevé | Pauvre |
| <u>Risque de blessure dû à l'installation</u> | Minime pour la durée de vie de l'installation | Élevé après les 5 premières années |
| <u>Esthétique</u> |  |  |

3- Procéder à l'installation d'un seul système :

Le conseil peut décider d'installer un seul des deux systèmes cette année et apporter un nouveau projet capital en 2019 pour l'installation du système de bande manquant. Le conseil devra décider de lequel des deux systèmes installés.

4- Rejeter les réquisitions et abandonner le projet pour 2018 :

Le conseil peut décider d'abandonner complètement les deux systèmes et ne rien faire cette année. Les Services communautaires peuvent amener un projet au budget capital 2019 afin de combler le manque à gagner.

Expérience du fournisseur :

L'entrepreneur choisi a réussi à bien démontrer son expérience dans le domaine de l'installation de système de bande de patinoire extérieur. L'entrepreneur sélectionné est celui qui a installé le système de bande au parc Dalrymple.

Prix à la hausse :

Tous les prix obtenus par l'entremise du processus de soumission étaient plus élevés qu'anticipés. L'explication première justifiant la hausse des prix est la hausse des prix des métaux qui a suivi les mesures de taxation supplémentaire appliquée par les États-Unis dans les derniers mois.

6) CONSULTATION :

N/A

7) RECOMMANDATION OU COMMENTAIRES DU COMITÉ :

N/A

8) IMPACT FINANCIER (monétaire/matériaux/etc.):

Nous avons reçu deux prix pour cette réquisition :

| | |
|------------------------------|-------------|
| Permafib Inc. | 80 623.64\$ |
| Welmar Recreational Products | 87 580.00\$ |

Voici un résumé du budget :

| <u>Revenus</u> | |
|--|--------------------|
| Budget capital 2018 | 60 000.00\$ |
| Transfert - « des frais relatifs aux terrains à vocation de parc » | 25 000.00\$ |
| TOTAL | 85 000.00\$ |
| <u>Dépenses</u> | |
| Contrat - Permafib | 80 623.64\$ |
| Taxes | 1 451.21\$ |
| Contingence | 2 925.15\$ |
| TOTAL | 85 000.00 |

| Solde des revenus différés des frais relatifs aux terrains à vocation de parc | |
|--|--------------------|
| Solde disponible au 3 octobre 2018 | \$42,964.23 |
| LOI2018-10-02 Bandes de patinoire | 25 000.00\$ |

| | |
|--|--------------------|
| Solde disponible au 10 octobre 2018 | 17 964.23\$ |
|--|--------------------|

9) **IMPLICATIONS LÉGALES :**

N/A

10) **GESTION DU RISQUE (RISK MANAGEMENT) :**

Le nouveau système de bande proposé diminue considérablement les blessures possibles dû à la qualité des matériaux. Les bandes de bois se détériore avec les années ce qui cause un plus grand nombre de brisure et donc un risque plus élevé de blessure.

11) **IMPLICATIONS STRATÉGIQUES :**

N/A

12) **DOCUMENTS D'APPUI:**

- Schedule A - Purchase Order
- Règlement 2018-XX
- By-Law 2018-61 Cash-in-lieu of Parkland Conveyance

CORPORATION OF THE CITY OF CLARENCE-ROCKLAND**BY-LAW NO. 2018-148****BEING A BY-LAW TO AUTHORIZE THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND TO AWARD A CONTRACT TO PERMAFIB INC.**

WHEREAS Sections 8, 9, and 11 of the Municipal Act, 2001, S.O. 2001, Chapter 25 and amendments thereto provides that every municipal Corporation may pass by-laws for the purpose of governing its affairs as it considers appropriate;

WHEREAS the Council of the Corporation of the City of Clarence-Rockland deems it expedient to award a contract to Permafib Inc for the purchase and installation of two rink board systems for the Hammond Park and Laviolette Park.

NOW THEREFORE, the Council of the Corporation of the City of Clarence-Rockland enacts as follows:

1. **THAT** Council authorizes the Mayor and the Clerk to sign a purchase order to award a contract to Permafib Inc. for the purchase and installation of two rink board systems for the Hammond Park and Laviolette Park, in the amount of \$80,623.64 (excluding HST);
2. **THAT** the purchase order be in the form hereto annexed and marked as Schedule "A" to this by-law;
3. **THAT** this by-law shall come into force on the day of its adoption.

READ, PASSED AND ADOPTED BY COUNCIL THIS 5TH DAY OF NOVEMBER 2018.

GUY DESJARDINS, MAYOR

MONIQUE OUELLET, CLERK



CITY OF/CITE DE CLARENCE-ROCKLAND
 CITY OF/CITE DE CLARENCE-ROCKLAND
 1560 LAURIER
 ROCKLAND ON K4K 1P7
 Tel. (613) 446-6022
 Fax (613) 446-1497
 HST No. TVH: 87244 5960 RT 0001

VENDOR/FOURNISSEUR:

PERMAFIB
 2170 DE LA PROVINCE
 LONGUEUIL QC J4G 1R7

PAGE: 1

ORDER DATE/DATE DE COMMANDE: 02-Oct-2018

TERMS/TERMES:

DATE REQUIRED/DATE VOULUE: 02-Oct-2018

*** COPY ***

SHIP TO/EXPÉDIÉ À: City of Clarence-Rockland
 1560 LAURIER STREET
 ROCK, AND ON K4K 1P7

INVOICE TO: CITY OF/CITE DE CLARENCE-ROCKLAND
 FACTURER A: 1560 LAURIER
 ROCKLAND ON K4K 1P7

PURCHASE ORDER NO
 BON DE COMMANDE NO 300

THE ABOVE NUMBER MUST APPEAR
 ON ALL DOCUMENTS RELATING TO THIS ORDER.
 LE NUMÉRO CI-DESSUS DOIT ÊTRE INSCRIT SUR TOUT
 DOCUMENT RÉLÉVÉ À CETTE COMMANDE.

Re-printed Date: 02-Oct-2018

REQUISITION NUMBER/
 DEMANDE D'ACHAT NO: 337

SPECIAL INSTRUCTIONS/INSTRUCTIONS PARTICULIÈRES: Installation for rink boards at Hammond Park - GL 2-4-7250-9415

DEPARTMENT/DÉPARTEMENT: COMS Community Services

F.O.B./F.A.B.:

SHIP BY/EXPÉDIÉ PAR:

| DATE | QUANTITY | U/M | DESCRIPTION | PRODUCT CODE | BIN LOCATION | UNIT PRICE | COST |
|------|----------|-------------------|-------------|-----------------|--------------|---------------|----------|
| | | | | CODE DU PRODUIT | EMPLACEMENT | PRIX UNITAIRE | COÛT |
| | 1.0000 | RINK BOARDS | | | | 0.00 | 27930.00 |
| | 1.0000 | RINK NETTING | | | | 0.00 | 6344.09 |
| | 1.0000 | RINK INSTALLATION | | | | 0.00 | 4787.73 |
| | 1.0000 | PROTECTIVE BOARD | | | | 0.00 | 1250.00 |

SUB TOTAL/TOTAL PARTIEL

HST/TVA

TOTAL

40311.82

5240.53

45552.35

SIGNATURE

PURCHASING OFFICIAL / ACHETEUR

**THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND
BY-LAW 2018-61**

**BEING A BY-LAW TO PROVIDE FOR THE CONVEYANCE OF LAND FOR
PARK OR OTHER RECREATIONAL PURPOSES, OR CASH-IN-LIEU OF
PARKLAND CONVEYANCE**

WHEREAS section 42, 51.1 and 53 of the *Planning Act*, R.S.O. 1990, c.P13, as amended, authorize local municipalities to pass by-laws requiring that land or cash-in-lieu thereof be conveyed to the local municipality as a condition of development or redevelopment of land, the subdivision of land, or the granting of provisional consent over land;

AND WHEREAS the Council of the Corporation of the City of Clarence-Rockland has adopted policies within its Official Plan pertaining to the conveyance of land or cash-in-lieu thereof to the City as a condition of development or redevelopment of land, the subdivision of land, or the granting of provisional consent over land under the *Planning Act*;

AND WHEREAS the Council of the Corporation of the City of Clarence-Rockland deems it necessary and expedient to enact a by-law to provide for the provision of lands for park or other public recreational purposes and the use of alternative requirements therefor;

NOW THEREFORE the Council of the Corporation of the City of Clarence-Rockland enacts as follows:

1. TITLE, SCOPE AND INTENT

- 1.1 This By-law shall be known and cited as the "Parkland Dedication By-law" of the City of Clarence-Rockland.
- 1.2 This By-law shall apply to all lands within the geographic boundary of the City of Clarence-Rockland.
- 1.3 The intent of this By-law is to enable the City of Clarence-Rockland to provide land for public parks or other public recreation purposes. The City is permitted to require the conveyance of parkland or cash-in-lieu of parkland as a condition of development or redevelopment, subdivision of land, or the granting of provisional consent as regulated under the *Planning Act*. Land conveyed to the City under this By-law shall be used for Parkland or other public recreational purposes, subject to the policies of the Official Plan and this By-law and provincial laws.

2. DEFINITIONS

- 2.1 For the purposes of interpretation of this By-law, the following definitions shall apply:
- (a) "**Affordable Housing**" means:
 - i. in the case of ownership housing, the least expensive of:
 - 1. housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households; or
 - 2. housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area;
 - ii. in the case of rental housing, the least expensive of:
 - 1. a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or
 - 2. a unit for which the rent is at or below the average market rent of a unit in the regional market area.
 - (b) "**Cash-in-Lieu**" means a payment of money for park or other public recreational purposes which is collected in lieu of a conveyance of land which would otherwise be required to be conveyed pursuant to the parkland provisions of the *Planning Act*.
 - (c) "**City**" means the Corporation of the City of Clarence-Rockland, as represented by the Director of Infrastructure and Planning.
 - (d) "**City User Fees By-law**" means the City of Clarence-Rockland User Fees By-law.
 - (e) "**Convey/Conveyed**" means to deed or transfer land for park or other public recreational purposes.
 - (f) "**Development**" means:
 - i. any construction, erection or placing on land of one or more buildings or structures, or making of an addition or alteration to a building or structure which has the effect of substantially increasing the size or usability thereof, or laying out and establishment of a commercial parking lot that is subject to Site Plan Control as per the City's Site Plan Control By-law;
 - ii. the creation of one or more lots through the granting of consent, via plan of subdivision, or via plan of condominium;

and includes redevelopment.

- (g) **"Director of Infrastructure and Planning"** means the Director of the Infrastructure and Planning Department of the City of Clarence-Rockland or his authorized agent.
- (h) **"Director of Community Services"** means the Director of the Community Services Department of the City of Clarence-Rockland or his authorized agent.
- (i) **"Dwelling Unit"** means a place of residence with one or more habitable rooms containing separate kitchen and bathroom facilities for private use as a single housekeeping unit.
- (j) **"Gross Floor Area"** means the aggregate area of a building contained within the exterior walls, but does not include attic or basement space unless otherwise specified. Where attic space is located adjacent to floor area as described above and exceeds a headroom clearance of 1.8 metres at any given point, the entire attic space shall be included as floor area.
- (k) **"Gross Land Area"** means the land area of the entire development site, including the parcel of land which is to be dedicated for park purposes, including any easements, roadways and stormwater management facilities etc., but excluding roads, road rights-of-way, and areas that have been dedicated to the local municipality or other public agency or lands designated as Environmental Protection Area or similar designation.
- (l) **"Market Appraisal"** means a written opinion of fair market value of one or more parcels of land supported by presentation and analysis of relevant data by a certified accredited appraiser.
- (m) **"Market Value"** means the monetary price a property would be expected to bring in a competitive and open market, as of the specified date, under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably and assuming price is not affected by undue stimulus.
- (n) **"Mixed Use"** means the physical integration of residential and commercial, industrial or others uses within a building or structure or separate buildings or structures on the lands proposed for Development.
- (o) **"Not-for-Profit Organization"** means a corporation registered as a charity and regulated under the *Not-for-Profit Corporations Act, 2010* or regulated by one or more provincial and/or federal act(s).

- (p) "**Official Plan**" means the Official Plan of the Urban Area of the City of Clarence Rockland in effect at the time, the Bourget Official Plan in effect at the time, and the Official Plan of the United Counties of Prescott and Russell in effect at the time.
- (q) "**Parkland**" means developable lands that are suitable for the development of a recreational area, playground, playing fields or similar use and may also include community recreational and leisure facilities, accessory buildings or structures such as a maintenance building, washroom or canteen.
- (r) "**Planning Act**" means the *Planning Act*, R. S. O. 1990 as amended or replaced.
- (s) "**Second Unit**" means:
 - i. the use of two residential units in a detached house, semi-detached house or rowhouse if no building or structure ancillary to the detached house, semi-detached house or rowhouse contains a residential unit; and
 - ii. the use of a residential unit in a building or structure ancillary to a detached house, semi-detached house or rowhouse if the detached house, semi-detached house or rowhouse contains a single residential unit.
- (t) "**Subsidized Housing**" means rental dwelling units where rent is based on rentgeared- to-income (RGI) and does not exceed 30 per cent of gross annual household income up to a defined minimum.

3. INTERPRETATION

- 3.1 Unless otherwise defined, the words and phrases used in this By-law have their normal and ordinary meaning.
- 3.2 This By-law is gender neutral and, accordingly, any reference to one gender includes the other.
- 3.3 Words in the singular include the plural and words in the plural include the singular.
- 3.4 Headings and the table of contents are inserted for convenience of reference purposes only, form no part of this by-law and shall not affect in any way the meaning or interpretation of the provisions of this by-law.

4. PARKLAND DEDICATION

- 4.1 As a condition Development, the City shall require the conveyance of land for park or other public recreational purpose at the rates defined herein.

Commercial and Industrial uses

- 4.2 Where land is developed for commercial or industrial use, the City shall require the conveyance of land for park or other public recreational purpose at a rate of 2% of the gross land area being developed, redeveloped or subdivided.

Residential uses and other uses

- 4.3 Where land is developed for residential use, the City shall require the conveyance of land for park or other public recreational purpose at a rate of 5% of the gross land area being developed, redeveloped or subdivided.
- 4.4 Where land is developed for residential use and where the density is greater than 35 units per hectare, the City may require that the rate used to determine the parkland conveyance be one (1) hectare for each 300 dwelling units proposed, but for mid-high rise apartments, as defined by the City's Zoning by-law, this parkland conveyance will not exceed a maximum of 10% of the land area of the site being developed.

Mixed Uses

- 4.5 When land is developed for Mixed Uses, the land to be conveyed shall be as follows:
- (a) For Mixed uses on a site, the land to be Conveyed shall be the sum of the requirements proportionate to the site area allocated to each use at the rates set out in sections 4.2, 4.3, and 4.4.
- (b) For Mixed Uses within a building, the land to be conveyed shall be the sum of the requirements proportionate to the gross floor area allocated to each use at the rates set out in sections 4.2, 4.3, and 4.4.

Single lot created by consent

- 4.6 Where land is severed for commercial or industrial use, the City shall require the conveyance of land for park or other public recreational purpose at a rate of 2% of the gross land area being severed.

- 4.7 Where land is severed for residential use, the City shall require the conveyance of land for park or other public recreational purpose at a rate of 5% of the gross land area being severed.

City's determination

- 4.8 The parkland conveyance requirements will be determined at the time of development review and the amount of land will be identified as a condition of approval.
- 4.9 The location and configuration of land required to be conveyed shall be determined by and at the discretion of the City. All conveyances shall be free of any and all encumbrances.

5. LANDS SUITABLE FOR PARKLAND CONVEYANCE

- 5.1 The City may accept land for passive and active Parkland and other public recreational purposes. These lands conveyed to the City shall be in a location and physical condition satisfactory to the Director of Infrastructure and Planning and to the Director of Community Services. Any land parcel configuration, size or location that is constrained or deemed undesirable, as determined by the Director of Infrastructure and Planning or by the Director of Community Services, shall not be acceptable as Parkland Conveyance. Factors that will be considered in determining suitability for conveyance include, but are not limited to the following:
- (a) Open frontage on a public road which provides visibility and accessibility;
 - (b) Adequate size and configuration to accommodate park amenities such as sports fields, playgrounds, and programmable open space as required;
 - (c) Physical state, including lot grading and drainage, to accommodate park amenities such as sports fields, playgrounds, and programmable open space as required;
 - (d) Abutting complementary land uses;
 - (e) Consistent with the Official Plan policies for the area and for parks and leisure areas;
 - (f) Connectivity to the existing trail system, where possible;
 - (g) Pedestrian and cyclist access, including direct access to existing or planned Parkland;
 - (h) Opportunities to co-locate with schools;

- (i) Public access to the Ottawa River;
- (j) Equitable distribution within the community; and
- (k) Connectivity to existing and planned parks and open spaces.

6. LANDS NOT SUITABLE FOR PARKLAND CONVEYANCE

- 6.1 Land that is considered not suitable for park or other public recreational purpose will not be counted towards the amount of land required to be conveyed in order to fulfill the requirements in Section 4 of this By-law. Such land may include, but is not limited to:
 - (a) Hazardous or flood prone areas;
 - (b) Steep or unstable slopes;
 - (c) Any land having unsuitable or unstable soil conditions for intended recreation facilities;
 - (d) Utility rights-of-way or easements;
 - (e) Any land containing an easement, encumbrance or right-of-use that limits or restricts the City's use of the land;
 - (f) Any land subject to a no-touch/no-development setback;
 - (g) Stormwater management facilities;
 - (h) Provincial or locally significant wetlands or woodlands;
 - (i) Required setbacks and buffer lands from natural features such as wetlands and watercourses;
 - (j) Roadways or walkways being conveyed for non-parkland purposes;
 - (k) Lands that are deemed to be contaminated; and
 - (l) Lands determined to be unsuitable as Parkland by the Director of Infrastructure and Planning or by the Director of Community Services.
- 6.2 Any land that has been or is to be conveyed to the City for stormwater management facilities, for flood plain or conservation purposes, for roadways, walkways or any other non-parkland purpose, will not be credited against the required parkland conveyance or cash-in-lieu thereof.
- 6.3 Where conveyance of land for park purposes is not feasible within the site being developed, the City may consider the conveyance of land outside of the site being developed if the City is satisfied that

the land provides a benefit to the residents of the land being developed.

7. CASH-IN-LIEU OF PARKLAND DEDICATION

- 7.1 As an alternative to the conveyance of land, the City may require, at its discretion, the payment of money equal to the value of lands otherwise required to be conveyed under this By-law, or a combination of land and money.
- 7.2 Generally, the City may, in the following circumstances, require the payment of cash-in-lieu instead of accepting a conveyance of land:
 - (a) Where there is no land that is either usable or functional on the site for parkland or recreational purposes;
 - (b) Where the conveyance of parkland from the site would reduce the number of dwelling units or the floor space area of the development to the extent that the development is unfeasible;
 - (c) Where the City has identified land in a more appropriate or accessible location and that has been or is to be acquired by the City;
 - (d) Where the area being developed or redeveloped is already well served with parkland; or
 - (e) For the creation of a lot by consent.
- 7.3 The decision whether or not to require a conveyance of land, payment of cash-in-lieu of accepting a conveyance or combination therein, will be made by the Director of Infrastructure and Planning on the advice of the Director of Community Services at the time of development review.
- 7.4 Where Cash-in-Lieu of Parkland is required, the City shall require that the payment be in the amount of the value of the land otherwise to be conveyed as per section 4 of this By-law.
- 7.5 Notwithstanding section 7.4, where the conveyance of Parkland for residential uses is required at a rate of 1 hectare per 300 Dwelling Units, the Cash-in-Lieu payment shall be calculated based on the value of land required to be conveyed at a rate of 1 hectare per 500 Dwelling Units.

8. VALUATION OF LAND

- 8.1 Where Cash-in-Lieu of Parkland is required, the value of the land shall be determined by:
- (a) A market appraisal or a letter of opinion, obtained by and at the owner's expense, approved by the Director of Infrastructure and Planning, as of the day before the granting of the draft approval for development by way of plan of subdivision or condominium, and the day before the granting of provisional consent for a consent application; or
 - (b) A market appraisal or a letter of opinion, obtained by and at the owner's expense, approved by the Director of Infrastructure and Planning, as of the day before planning approval is given for a development by way of site plan control; or
 - (a) The most recent land sale record of the subject property, no more than 12 months prior to the date of the agreement, reviewed and accepted by the Director of Infrastructure and Planning; provided the sale was at market value and there has been no change that may impact the land value, including but not limited to changes in the zoning, Official Plan designation, or severance.

9. EXEMPTIONS

- 9.1 No conveyance of land or payment of cash-in-lieu under this by-law is required in the case of the development of a building that was accidentally damaged or demolished so long as:
- (a) The building continues to be used for the same purpose after it is repaired, replaced or rebuilt; and
 - (b) There is no increase in number of dwelling units or (gross) floor area.
- 9.2 No conveyance of land or payment of cash-in-lieu under this by-law is required in the case of the development of:
- (a) An addition or alteration to an existing residential building that does not result in an increase in dwelling units;
 - (b) A new agricultural lot;
 - (c) A place of worship;
 - (d) A cemetery;
 - (e) A non-profit rental or not-for-profit sponsored ownership residential development or other development that provides

- public facilities or services and that is undertaken by a non-profit organization;
- (f) A college or university or a school as defined by subsection 1(1) of the *Education Act*, where the school provides for the student's outdoor recreational needs on-site at the time of development;
 - (g) A municipal or other government use;
 - (h) A second unit as defined in this By-law or a garden suite as defined in the City's Zoning By-law;
 - (i) A home-based business or a home industry as defined in the City's Zoning By-law;
 - (j) An addition or alteration to an existing commercial or industrial building that does not require site plan control approval as per the *Planning Act* or the Site Plan Control By-law;
 - (k) A temporary use for which an approval has been granted under section 39 of the *Planning Act*; or
 - (l) Any development of a use undertaken in partnership with the City.
- 9.3 No conveyance of land or payment of cash-in-lieu under this by-law is required for:
- (a) A change of use from residential to commercial or industrial or for the alteration of an existing building from a change of use from residential to commercial or industrial; or
 - (b) A change of use from commercial or industrial to another commercial or industrial use, or for the alteration of an existing building resulting in a change of use from commercial or industrial to another commercial or industrial use.
- 9.4 Parkland requirements for Conveyance shall be reduced for Developments and Redevelopments by Not-for-Profit Organizations for Subsidized and Affordable Housing. The reduction in Parkland required for Conveyance or the equivalent Cash-in-Lieu will be proportionate to the percentage of Affordable and/or Subsidized Dwelling Units. This reduction shall be calculated as one per cent of the land area of the land to be conveyed or one percent of the total payment of Cash-in-Lieu for each one per cent of the total number of units in the development which are Affordable and/or Subsidized Dwelling Units.

10. CREDITS FOR PREVIOUS CONVEYANCES

- 10.1 Notwithstanding Sections 4 and 7 of this By-law, where it is known or can be demonstrated that the required parkland conveyance or cash-in-lieu thereof has been previously satisfied in accordance with the *Planning Act*, no additional conveyance or payment will be required in respect of subsequent Development unless:
- (a) There is a change in the proposed Development which would increase the density of the development providing a net unit gain; or
 - (b) Land originally proposed for Development for commercial or industrial purposes is now proposed for Development for other purposes.
- 10.2 Land or Cash-in-Lieu required to be conveyed or paid to the City for park or other public recreation purposes pursuant to Sections 4 or 7 of this By-law shall be reduced by the amount of land or Cash-in-Lieu previously received by the City in accordance with the *Planning Act* in respect of the land being Developed.

11. TIMING OF PARKLAND CONVEYANCE OR OF CASH-IN-LIEU PAYMENT

- 11.1 Where land is required to be conveyed to the City in accordance with Section 4 of this By-law, the lands shall be conveyed as follows:
- (a) In the case of Development to be approved pursuant to sections 51 or 53 of the *Planning Act*, the City may require the Conveyance of land as a condition of approval, and said lands shall be Conveyed to the City either prior to or immediately upon registration of the plan or the consent being given, as determined by the Director of Infrastructure and Planning or by the Director of Community Services;
 - (b) In the case of Development where land has not been conveyed or has not been required pursuant to sections 51.1 or 53 of the *Planning Act*, the City shall require the conveyance of land as a condition of Development prior to building permit issuance, in accordance with section 41 of the *Planning Act*.
- 11.2 Where Cash-in-Lieu of Parkland is required to be paid to the City in accordance with Sections 7 and 8 of this By-law, the payment shall be made as follows:
- (a) For Development where the City has required the payment of Cash-in-Lieu of Parkland as a condition of an approval or

consent, pursuant to sections 51.1 or 53 of the *Planning Act*, the Cash-in-Lieu payment shall be paid prior to plan registration or the consent being given;

- (b) For Development approved via Site Plan Control pursuant to section 41 of the *Planning Act*, where Cash-in-Lieu has not been required pursuant to sections 51.1 or 53 of the Planning act, the Cash-in-Lieu payment shall be paid upon signing of a Site Plan Agreement or prior to the issuance of the first building permit in respect of the Development as per section 42 (6.1) of the *Planning Act*.

12. DISPUTES

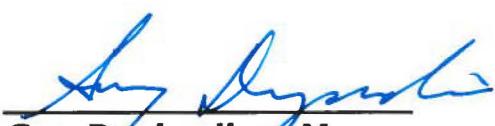
- 12.1 In the event of a dispute between the City and the Owner on the value of land as determined under Section 8 of this By-law:
 - (a) Either party may apply to the Local Planning Appeals Tribunal to have the value of the land determined.
 - (b) For development, the Owner may pay the amount required under protest and shall make an application to the Local Planning Appeals Tribunal in accordance with the provisions under Section 42 of the *Planning Act*.

13. ADMINISTRATION

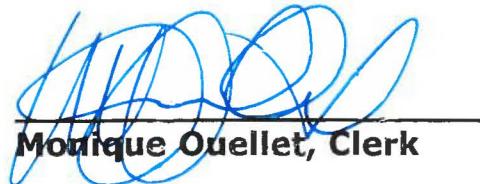
- 13.1 This By-law will be administered by the Director of Infrastructure and Planning, the Director of Community Services, and the Treasurer.
- 13.2 All money received by the City as a requirement under section 7, and all money received on the sale of any land required to be conveyed under section 4, less any amount spent by the City out of its general funds in respect of the land, shall be paid into a special account referred to as the Cash-in-lieu – Parkland Account, and spent only for the acquisition of land to be used for park or other public recreational purposes, including the erection, improvement or repair of buildings and the acquisition of machinery for park or other public recreational purposes.
- 13.3 The money in the Cash-in-lieu – Parkland Account may be invested in securities in which the City is permitted to invest under the Municipal Act 2001, and the earnings derived from the investment of the money shall be paid into the Cash-in-lieu – Parkland Account, and the auditor in the auditor's annual report shall report on the activities and status of the account.

- 13.4 The Treasurer shall maintain a record of all lands and cash-in-lieu received including all expenditures from the cash-in-lieu of parkland reserve fund and shall present this information to Council in the form of an annual financial statement which shall be made available to the public.
- 13.5 The statement required under section 13.4 shall include, for the preceding year:
- (a) Statements of the opening and closing balances of the special account and of the transactions relating to the account;
 - (b) Statements identifying:
 - i. Any land or machinery acquired during the year with funds from the special account;
 - ii. Any building erected, improved or repaired during the year with funds from the special account;
 - iii. Details of the amounts spent; and
 - iv. For each asset mentioned in subclauses i and ii, the manner in which any capital cost not funded from the special account was or will be funded; and
 - (c) Any other information that is prescribed.
- 13.6 Council may, by resolution, vary any of the requirements for parkland dedication or payment in lieu thereof set out in this By-law.
- 13.7 Should any section or part of this by-law be declared or determined by a court or tribunal of competent jurisdiction to be invalid that portion of this by-law shall be considered to be severed from the balance of this by-law, which will continue to operate in full force and effect.

READ, PASSED AND ADOPTED BY COUNCIL, THIS 23RD DAY OF MAY 2018.



Guy Desjardins, Mayor



Monique Ouellet, Clerk



RAPPORT N° Cliquez ici pour entrer du texte.

| | |
|---------------------|---|
| Date | 30/10/2018 |
| Soumis par | Chantal Vachon |
| Objet | Demander une exception à la politique RH-HR 2016-11 |
| # du dossier | Cliquez ici pour entrer du texte. |

1) **NATURE / OBJECTIF :**

Demander une exception à la politique relative à la sélection finale RH-HR 2016-11

2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**

N/A

3) **RECOMMANDATION DU SERVICE:**

QU'IL SOIT RÉSOLU qu'une exception à l'article 5.5 de la politique RH-HR 2016-11 soit accordée, afin de permettre l'embauche d'une personne apparenté à un membre du conseil dans ce cas en particulier; et

QU'IL SOIT RÉSOLU que le salaire de soit établi au niveau 1 de la Classe 16 de la grille salariale en vigueur des employés à temps partiel, tel que recommandé.

BE IT RESOLVED that an exception to section 5.5 of Policy No. RH-HR 2016-11, be granted in order to allow the hiring of Councillor's family member in this particular situation; and

BE IT RESOLVED that the salary is established at Level 1, Class 16, of the current part-time employee's salary grid, as recommended.

4) **HISTORIQUE :**

N/A

5) **DISCUSSION :**

Suite à la publication de l'offre d'emploi à l'externe, Mlle Levert fut sélectionnée pour une entrevue. La candidate a été interviewée par le comité de sélection composé de la gestionnaire et l'adjointe administrative des garderies. Mlle Levert a su démontrer au comité de sélection qu'elle a les compétences et l'expériences nécessaires pour bien remplir le poste d'aide éducatrice à temps partiel pour le service des garderies.

Le comité de sélection demande une exception à la politique RH-HR 2016-11 section 5.5, politique relative à la sélection finale. La politique stipule que la Cité de Clarence-Rockland n'embauchera pas une personne apparenté à un membre du conseil pour la période complète de son terme. Ceci dit, la candidate sélectionnée, Mélie Levert est apparentée à un membre du conseil, d'où la raison pour laquelle nous demandons une exception à la politique RH-HR 2016-11. Veuillez noter que la demande d'exception est pour un emploi à temps partiel.

Le service des garderies, appuyé par le comité de sélection recommande que Mélie Levert soit embauché à titre d'aide éducatrice à temps partiel. Un salaire équivalent au niveau 1 de la classe 16 des employés à temps partiel lui a été offert, sujet à l'approbation du conseil.

6) CONSULTATION :

N/A

7) RECOMMANDATION OU COMMENTAIRES DU COMITÉ :

N/A

8) IMPACT FINANCIER (monétaire/matériaux/etc.):

Cette embauche est reliée à un poste à temps partiel vacant et le montant nécessaire pour combler le poste est déjà prévu au budget.

9) IMPLICATIONS LÉGALES :

N/A

10) GESTION DU RISQUE (RISK MANAGEMENT) :

Cliquez ici pour entrer du texte.

11) IMPLICATIONS STRATÉGIQUES :

Cliquez ici pour entrer du texte.

12) DOCUMENTS D'APPUI:

- Politique RH-HR 2016-07
- Affichage du poste
- Grille salariale des temps partiel

| | | |
|---|---------------------------------|---|
| CORPORATION de la Cité de / of the City of Clarence-Rockland | Politique <i>Policy No.:</i> | RH-HR 2016-11 |
| | Sujet <i>Subject:</i> | Politique relative à la sélection finale / Policy relating to final selection |
| | Catégorie <i>Category:</i> | |
| Date: <i>Author:</i> | September 11, 2016 | Résolution <i>Resolution No.:</i> |
| Auteur <i>Author:</i> | | Règlement <i>By-law No.:</i> |

1.0 Énoncé de politique

1.0 Policy Statement

| | |
|--|---|
| La Municipalité de la Cité de Clarence-Rockland a pour politique d'assurer que les candidats sont choisis selon leurs qualifications et leur aptitude à l'emploi. La sélection doit se faire d'après les résultats de l'examen des exigences de l'emploi par rapport aux renseignements fournie par le candidat, aux résultats de l'entrevue, à la vérification des références et à tout examen spécial sur les aptitudes techniques, professionnelles ou physiques qui aura été jugé nécessaire à l'exécution du travail des postes à pourvoir. | The City of Clarence-Rockland has a policy to ensure that candidates are selected according to their qualifications and employability. The selection should be based on the results of the review of job requirements in relation to information provided by the candidate, the results of the interview, reference checks and any special examination on technical skills, occupational or physical that has been deemed necessary to the performance of work vacancies. |
|--|---|

2.0 But/Objectif

2.0 Purpose/Objective

| | |
|---|---|
| 1) De s'assurer que la sélection de nouveaux employés se base sur leurs qualifications et leur mérite; | 1) To ensure that the selection of new employees is based on their qualifications and merit; |
| 2) De fournir des directives aux employés municipaux, aux membres du Conseil et aux conseillers de l'extérieur responsables du recrutement; | 2) Provide guidance to municipal employees , council members and outside recruiters ; |
| 3) De démontrer que la municipalité fait preuve de jugements équitables et uniformes au cours du recrutement. | 3) Demonstrate that the municipality demonstrates fair and consistent judgments during recruitment. |

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| 3.0 Définitions | 3.0 Definitions |
| | |
| 4.0 Portée | 4.0 Scope |
| | |
| 5.0 Procédures et ligne directrices | 5.0 Policy Procedures and Guidelines |
| <p>5.1 Les candidats doivent être évalués au cours de l'entrevue. De plus, la compétence des candidats doit être établie en regard des fonctions, responsabilités et exigences du poste en question.</p> <p>5.2 Chaque demande d'emploi doit être étudiée en fonction des critères suivants:</p> <ol style="list-style-type: none"> 1) Politiques de la municipalité et du service concernant la gestion de la main-d'œuvre; 2) Tout renseignement obtenu lors de la vérification des références; 3) Expérience professionnelle et associée au travail; 4) Études particulières, formation ou certificats professionnels; 5) Comportement lors de l'entrevue et aptitudes à communiquer; 6) Tout autre facteur considéré pertinent. <p>5.3 Les candidats doivent être évalués en fonction de leur aptitude à occuper le poste vacant.</p> <p>5.4 On doit communiquer tout d'abord avec le candidat en première position sur la liste et lui faire une offre d'emploi.</p> | <p>5.1 Applicants must be assessed during the interview. Moreover, the competence of candidates must be established in relation to the functions, responsibilities and requirements of the position in question</p> <p>5.2 Each employment request must be examined based on the following criteria:</p> <ol style="list-style-type: none"> 1) Policies of the municipality and the department concerning employment; 2) Information obtained during the reference checks; 3) Professional and related work experience ; 4) Special studies, training or professional certificates ; 5) Behavior during the interview and communication skills; 6) Any other relevant factors concerned. <p>5.3 Applicants must be evaluated on their ability to fill the vacancy.</p> <p>5.4 We first must contact the applicant in first position on the list and offer the position.</p> |

| Dispositions générales | General provisions |
|---|---|
| <p>5.5 Embauche de personnes apparentées (modifiée le 14 mai 2007) : En règle générale, la municipalité a pour politique de ne pas embaucher une personne apparentée à un employé existant et dont cet employé serait son superviseur. Également, la Cité de Clarence-Rockland n'embauchera pas une personne apparentée à un membre du conseil municipal pour la période complète de son terme. En plus, les personnes apparentées au Directeur général ne seront pas embauchées à la municipalité. Aux fins de la présente politique, sont considérées comme apparentées les personnes suivantes : époux ou épouse (incluant le conjoint et la conjointe de fait), fils et fille. Lorsqu'une personne apparentée à un employé existant fait demande pour un emploi, le superviseur avisera par écrit le conseil municipal de cette demande. Nonobstant la présente politique, toute personne apparentée à un employé existant qui occupait un poste l'an dernier ou qui occupe présentement un poste à la municipalité et que le superviseur juge que cette personne rempli les exigences du poste, ne sera pas affectée par cette politique. »</p> | <p>5.5 Hiring of related persons (as amended May 14, 2007): In general, the municipality has a policy of not hiring a person related to an existing employee if that employee would be his/her supervisor. Also, the City of Clarence-Rockland will not hire a person related to a member of council for the full period of his term. In addition, persons related to the CAO shall not be employed in the municipality. For the purposes of this policy, people considered related are the following: husband or wife (including spouse, common law) son and daughter. When a person related to an existing employee makes application for a job, the supervisor will notify in writing the City Council of this application. Notwithstanding this policy, any person related to an existing employee who held a position last year or who currently holds a position in the municipality and that the supervisor determines that the person fulfills the requirements of the position, will not be affected by this policy</p> |
| <p>5.6 Réemploi de personnes congédiées pour cause: La municipalité reconnaît qu'elle doit parfois congédier un employé à cause de problèmes spécifiques qui nuisent à sa capacité d'exercer ses fonctions. Toutefois, la municipalité ne veut pas imposer injustement des restrictions aux anciens employés qui ont été capables de surmonter les problèmes ayant entraîné leur congédiement. Par conséquent, la municipalité accepte les demandes d'emploi de ces personnes lorsqu'elles ont, par exemple:</p> <ol style="list-style-type: none"> 1) Réussi à surmonter leur problème de toxicomanie ou d'alcoolisme; 2) Résolu tout autre problème de santé; | <p>5.6 Rehire of people discharged for cause: The municipality recognizes that it must sometimes dismiss an employee because of specific issues that affect his ability to perform his duties. However, the municipality does not unfairly restrict former employees who were able to overcome the problems that led to their dismissal. Therefore, the municipality accepts job applications of these people when they , for example:</p> <ol style="list-style-type: none"> 1) Overcome their drug or alcohol abuse; 2) Resolved any other health problem; |

| | |
|---|--|
| <p>3) Amélioré leur niveau de scolarité ou de compétences pour l'emploi.</p> <p>La municipalité convient d'évaluer ces personnes au mérite, au même titre que les autres candidats à un poste vacant.</p> | <p>3) Improved their level of education or employment skills.</p> <p>The municipality should evaluate these people on merit, as well as the other candidates for a vacancy</p> |
|---|--|

Review and Amendments

| Date: | Révisé par : / Reviewed by: | Rapport No. / Staff Report No. |
|-------|-----------------------------|--------------------------------|
| | | |
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| OFFRE D'EMPLOI Auxiliaire pour enfant à besoins particuliers Temporaire à temps partiel | EMPLOYMENT OFFER Auxiliary for a child with special needs Temporary Part-Time |
|--|---|
| <p>Lieu de travail : Service de Garderies de Clarence-Rockland</p> <p>Exigences :</p> <ul style="list-style-type: none"> ▪ Possède un diplôme d'études secondaires; ▪ 1 an d'expérience avec les enfants à besoins particuliers; ▪ Détient un certificat de Secourisme général et RCR niveau C/DEA à jour; ▪ Possède une habileté en communication pour pouvoir travailler avec les enfants, les parents et les membres de l'équipe; ▪ Doit être bilingue (français et anglais, parlé et écrit); ▪ Doit avoir une force physique pour soulever l'enfant; ▪ Doit être disponible avant et après l'école ainsi que les congés scolaires; ▪ Une vérification du casier judiciaire 'Secteur Vulnérable' doit être fournie à l'embauche seulement (elle doit dater de moins de trois mois avant la date où elle est requise) et est une condition d'emploi; ▪ Un diplôme en Éducation à la Petite Enfance ou TES ou Préposée au service de soutien personnel est un atout. <p>Fonctions :</p> <ul style="list-style-type: none"> ▪ Supervise et assiste les clients dans les différentes activités journalières (intérieures et extérieures); ▪ Donner des soins aux clients (nourrir, lever, repositionner, soins de toilette et changement de couche, administrer des médicaments, etc.); ▪ Utilise l'équipement pour la thérapie des clients. <p>Salaire: Taux horaire de l'échelle salariale en vigueur.</p> <p><i>Seuls les candidats retenus pour une entrevue seront contactés. Des accommodations pour des besoins spéciaux sont disponibles sur demande.</i></p> | <p>Work location: Daycare Services of Clarence-Rockland</p> <p>Requirements:</p> <ul style="list-style-type: none"> ▪ Holds a High School Diploma; ▪ 1 year experience with children with special needs; ▪ Holds a valid Standard First Aid & CPR Level C/AED certificate; ▪ Good communication skills to be able to work with children, staff and parents; ▪ Must be bilingual (French-English, oral and written); ▪ Must have the physical strength to lift the child; ▪ Must be available to work before and after school and on school breaks; ▪ A criminal record check 'Vulnerable Sector' must be provided upon hiring only (must be dated less than three months prior to the requested date) and is a condition of employment; ▪ Early Childhood Diploma or Child and youth care worker or Personal support worker is an asset. <p>Duties:</p> <ul style="list-style-type: none"> ▪ Supervise and assist the clients in the daily activities (indoor and outdoor); ▪ Perform duties for the clients (feeding, lifting, positioning, toileting and diapering, administering medication, etc.); ▪ Operate equipment for the clients' therapy. <p>Salary: According to the salary scale in effect.</p> <p><i>Only candidates selected for an interview will be contacted. Accommodations for job applicants with disabilities are available upon request.</i></p> |
| <p>Les personnes intéressées doivent faire parvenir leur curriculum vitae portant la mention «Offre d'emploi, Auxiliaire pour enfant à besoins particuliers» jusqu'à ce que le poste soit comblé à :</p> <p style="text-align: center;">Sophie Roussel Ressources humaines Cité de Clarence-Rockland 1560, rue Laurier Rockland, ON K4K 1P7 hr@clarencerockland.com</p> | <p>Interested candidates are requested to submit their résumé marked "Employment offer, Auxiliary for a child with special needs" until position is filled to:</p> <p style="text-align: center;">Sophie Roussel Human Resources City of Clarence-Rockland 1560 Laurier Street Rockland, ON K4K 1P7 hr@clarencerockland.com</p> |

| Class | POSITIONS | 2018 Salaries | | | |
|-------------------------------------|---|---------------|-------------|-------------|----------|
| | | Level 1 | Level 2 | Level 3 | Level 4 |
| FIRE DEPARTMENT | | | | | |
| 1 | Dispatcher | \$ 13.49 | \$ 15.42 | \$ 17.35 | \$ 20.49 |
| 2 | Fire Fighter Volunteers | \$ 14.98 | \$ 17.11 | \$ 19.26 | \$ 21.41 |
| 3 | Officer (Capt) | \$ - | \$ - | \$ - | \$ 23.54 |
| 4 | Officer (DC) | \$ - | \$ - | \$ - | \$ 25.68 |
| OTHER PART-TIME HOURLY WAGES | | | | | |
| 5 | By-Law Officer | \$ 19.74 | \$ 21.17 | \$ 23.56 | \$ - |
| 6 | Administrative Assistant | \$ 19.32 | \$ 20.75 | \$ 23.14 | \$ - |
| 7 | By-Law Officer (student) | \$ 16.07 | \$ 18.04 | \$ 19.97 | \$ - |
| 8 | School Guards | \$ 14.97 | \$ 17.11 | \$ 20.06 | \$ - |
| 9 | High school students-Minimum Wage 18 years old | plus \$0.50 | plus \$1.00 | plus \$1.50 | \$ - |
| 10 | College & University students (labor) + 18 years old | \$ 13.55 | \$ 14.14 | \$ 14.72 | \$ - |
| 11 | College & University students (technical) | \$ 16.07 | \$ 18.04 | \$ 19.97 | \$ - |
| 12 | Laborers (all departments) | \$ 14.39 | \$ 16.13 | \$ 18.07 | \$ - |
| 13 | Dump attendant & Dangerous Product Attendant | \$ 15.52 | \$ 17.07 | \$ 18.78 | \$ - |
| 14 | Operators | \$ 16.07 | \$ 18.06 | \$ 20.50 | \$ - |
| 15 | Seasonal all depart - Minimum Wage | \$ 11.65 | \$ 12.23 | \$ 12.81 | \$ - |
| 16 | Day care workers | \$ 14.97 | \$ 17.11 | \$ 20.06 | \$ - |
| 17 | Day care workers (licensed) | \$ 17.18 | \$ 19.33 | \$ 21.49 | \$ - |

CORPORATION OF THE CITY OF CLARENCE-ROCKLAND**BY-LAW NO. 2018-141****BEING A BY-LAW TO AUTHORIZE THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND TO SIGN A ONE-YEAR AGREEMENT WITH GHYSLAIN LALONDE ENTERPRISE FOR THE RENTAL OF A GRADER INCLUDING AN OPERATOR.**

WHEREAS Sections 8, 9, and 11 of the Municipal Act, 2001, S.O. 2001, Chapter 25 and amendments thereto provides that every municipal Corporation may pass by-laws for the purpose of governing its affairs as it considers appropriate;

WHEREAS the Council of the Corporation of the City of Clarence-Rockland deems it expedient to sign an agreement with Ghyslain Lalonde Enterprise for the rental of a grader including an operator for a term of 1 year for the snow clearing operations and summer maintenance of gravel roads in the rural area.

NOW THEREFORE, the Council of the Corporation of the City of Clarence-Rockland enacts as follows:

1. **THAT** Municipal council authorizes the Mayor and the Clerk to sign an agreement with Ghyslain Lalonde Enterprise for the rental of a grader including an operator for a term of 1 year at \$186.95/hr, \$110.00/day on standby and a minimum of 250 hours from Nov 1, 2018 to May 15, 2019 for the snow clearing operations. The rate of \$186.95/hr also applies to the summer maintenance of gravel roads in the rural area;
2. **THAT** the contract may be extended at the City's discretion for an additional two (2) one (1)-year terms.
3. **THAT** the agreement be in the form hereto annexed and marked as Schedule "A" to this by-law;
4. **THAT** this by-law shall come into force on the day of its adoption.

READ, PASSED AND ADOPTED BY COUNCIL THIS 5TH DAY OF NOVEMBER 2018.

GUY DESJARDINS, MAYORMONIQUE OUELLET, CLERK



CLIENT-SUPPLIER AGREEMENT

CLIENT-SUPPLIER AGREEMENT (CSA)

THIS CLIENT-SUPPLIER AGREEMENT, made in triplicate, to supply a grader, a duly licensed operator and to provide all fuel, maintenance and other service as necessary to ensure that the safety and performance standards of the Ministry of Transportation, Ontario and the City are met.

Dated: **01--OCT-2018.**

BETWEEN:

City of Clarence-Rockland
1560 Laurier Street
Rockland, Ontario
K4K1P7

- and -

Ghyslain Lalonde Enterprise

WHEREAS the Supplier entered into an Agreement with City of Clarence-Rockland for the provision of Resources;

AND WHEREAS the Client has decided to become a Client as defined under the Agreement by entering into this Client-Supplier Agreement (the “**CSA**”);

NOW THEREFORE in consideration of their respective agreements set out below and subject to the terms of the quotation the parties covenant and agree as follows:

Article 1.0 - Definitions

Unless otherwise specified in the CSA, capitalized words and phrases shall have the meaning set out in the Request for Quotation. When used in the CSA, the following words and phrases have the following meanings:

“**Rates**” means the applicable price for the Resources, as defined in the Request for Quotation;

“**Term**” means the period of time from the effective date first above written up to and including the later of (a) DD-MM-YYYY or (b) the expiry date of any extension to the CSA; which in any event shall be no later than the expiry of the Request for Quotation or any extension thereto.

Article 2.0 – Representatives for Client-Supplier Agreement

2.1 The Supplier's representative for purposes of this CSA shall be:

**Ghyslain Lalonde
Ghyslain Lalonde Enterprise**

**3133 Chemin Lalonde
St-Pascal, Ontario
K0A 3N0**

**Phone: 613-487-2821
maxsweeping@gmail.com**

2.2 The Client representative for purposes of this Agreement shall be:

**Yves Rousselle
613-446-6022 Ext: 2235**

Article 3.0 – Resources, Rates and Payment Process

- 3.1 The Supplier agrees to provide the Resources to the Client as described in the Request for Quotation in accordance with the Rates set out.
- 3.2 The Supplier shall adhere to the time lines set out in the Schedule “A” (Assignment).
- 3.3 The Client may request changes to the particular Assignment, which may include altering, adding to, or deleting any of the Resources. The Supplier shall comply with all reasonable Client change requests and the performance of such request shall be in accordance with the terms and conditions of the Request for Quotation and CSA, including the Rates for such Resources set out in the Request for Quotation. Any changes requested must be authorized in writing by the Client and accepted by the Supplier in writing in accordance with Article 10.3 of this CSA.

Article 4.0 - Rates and Payment

- 4.1 Provided that the Services are satisfactory to the Client, the Client shall pay the Supplier in accordance with the prices provided in the Supplier’s Proposal which forms part of the Request for Quotation. For convenience, the applicable Rates for this Assignment are set out below.

\$186.95 Hourly Excluding HST

- 4.2 The Client will pay the Supplier by way of cheque or by electronic transfer funds.
- 4.3 The Supplier shall bill the Client for Services in accordance with Article 4.1 above.

Article 5.0 - Insurance

- 5.1 The Supplier shall furnish a Certificate of Insurance to the Client in accordance with the insurance requirements set out in the Request for Quotation
- 5.2 The Supplier shall ensure that the Client is named as an additional insured party under the Supplier’s insurance policy put in effect and maintained pursuant to the Request for Quotation.
- 5.3 The Contractor shall indemnify and hold harmless the City, its officers, council members, partners, agents and employees from and against all actions, claims, demands, losses, costs, damages, suits or proceedings whatsoever which may be brought against or made upon the City and against all losses, liabilities, judgments, claims, suits, demands or expenses which the City may sustain, suffer or be put to resulting from or arising out of the Contractor’s omissions, or failure to exercise reasonable care, skill or diligence in the performance or rendering of any work or service required hereunder to be performed or rendered by the Contractor, its agents, officials and employees. This indemnification shall include any legal costs incurred by the City on a substantial indemnity basis, including those incurred to defend any criminal prosecutions against the City resulting from the actions of the Contractor.

5.4 The Contractor, during the term of the contract, at its expense, shall take out and keep in full force and affect the following insurance policies:

- Commercial General Liability insurance insuring all services, operations, products, and work as described in the contract. The policy will be extended to include bodily injury, property damage, personal injury and advertising injury, contractual liability, products-completed operations, contingent employer's, and owners and contractors protective liability to a limit of not less than two million dollars (\$2,000,000) per occurrence.
- Non-owned automobile insurance to a limit of not less than one million dollars (\$1,000,000) and;
- If applicable, automobile insurance (OAP1) for both owned and leased vehicles with inclusive limits of not less than one million dollars (\$1,000,000).

All policies of insurance shall:

- Be written with an insurer licensed to do business in the Province of Ontario;
- contain an undertaking by the insurers to notify the City of Clarence-Rockland in writing not less than thirty (30) days prior to any termination or cancellation of coverage unless otherwise required by law;
- be non-contributing with and will apply only as primary and not excess to any other insurance or self-insurance available to the City of Clarence-Rockland and;
- any deductible amounts will be borne by the Contractor.
- Upon notification of intent to award the Contract and within ten (10) business days, the Contractor shall provide to the City of Clarence-Rockland proof of insurance on a form of a certificate of insurance which has been signed by an authorized representative of the insurer which references the appropriate bid number. The Contractor will make available complete certified copies of all applicable insurance policies for examination if required by the City.
- Certificates of Insurance evidencing renewal or replacement of policies shall be delivered to the City within fifteen (15) business days prior to the expiration or replacement of the current policies, without demand by the City.
- The City reserves the right to require the Contractor to purchase such additional insurance coverage as the City may reasonably require. The City reserves the right to request such higher limits of insurance or otherwise alter the types of insurance coverage requirements as the City may reasonably require from time to time.
- It shall be the sole responsibility of the contractor to determine what additional insurance coverage and limits are necessary to fulfill its obligations in accordance to the contract.

Article 6.0 - Dispute resolution and Termination

6.1 Where the Supplier fails to comply with any of its obligations under the Contract, the Client may issue a rectification notice to the Supplier setting out the manner and time-frame for rectification. Within seven (7) Business Days of receipt of that notice the Supplier shall either (a) comply with that rectification notice; or (b) provide a rectification plan satisfactory to the Client. If the Supplier fails to either comply with that rectification notice or provide a satisfactory rectification plan and subsequently comply with such rectification plan the Client may immediately terminate the CSA. Where the Supplier has been given a prior rectification notice,

the same subsequent type of non-compliance by the Supplier shall allow the Client to immediately terminate the CSA, without issuing a further rectification notice.

6.2 Supplier's Obligations on Termination

The Supplier shall, in addition to its other obligations under the Contract and at law:

- (a) provide the Client with a report detailing (i) the current state of the provision of Resources by the Supplier at the date of termination; and (ii) any other information requested by the Client pertaining to the provision of the Resources and performance of the CSA;
- (b) execute such documentation as may be required by the Client to give effect to the termination of the CSA; and
- (c) comply with any reasonable instructions provided by the Client, including but not limited to instructions for facilitating the transfer of the Supplier's obligation to another person.

6.3 Supplier's Payment Upon Termination

A Client shall only be responsible for the payment of the Resources supplied on or before the effective date of any termination of the CSA. Termination shall not relieve the Supplier of its warranties and other responsibilities relating to the Resources performed or money paid prior to termination. In addition to its other rights of hold back or set off, the Client may hold back payment or set off against any payments owed if the Supplier fails to comply with its obligations on termination.

6.4 Termination in Addition to Other Rights

The express rights of termination in the CSA are in addition to and shall in no way limit any rights or remedies of the Client under the CSA, at law or in equity.

6.5 Termination on Notice

Client reserves the right to terminate the Contract, without cause, upon thirty (30) calendar days prior written notice to the Supplier.

6.6 Survival upon Termination

In the event that the City terminates the Request for Quotation with the Supplier prior to the expiry of this CSA but does not terminate this CSA at the same time, the terms of the Request for Quotation shall survive and continue to apply to this CSA.

Article 7.0 - Publicity

- 7.1 Any publicity or publications related to this CSA or the Services shall be at the sole discretion of the Client. The Client may, in its sole discretion, acknowledge the Services of the Supplier in any such publicity or publication. The Supplier shall not make use of its association with the Client without the prior written consent of the Client.

Article 8.0 - Legal Relationship between Client, Supplier and Third-Parties

8.1 Supplier's Power to Contract

The Supplier represents and warrants that it has the full right and power to enter into the CSA and there is no agreement with any other Person, which would in any way interfere with the rights of the Client under this CSA.

8.2 Representatives May Bind the Parties

The parties represent that their respective representatives have the authority to legally bind them.

8.3 Independent Contractor

This CSA is for a particular and non-exclusive service. The Supplier shall have no power or authority to bind the Client or to assume or create any obligation or responsibility, express or implied, on the Client's behalf, or to hold itself out as an agent, employee or partner of the Client. Nothing in the CSA shall have the effect of creating an employment, partnership or Institution relationship between the Client and the Supplier. For the purposes of this paragraph, the Supplier includes any of its directors, officers, employees, agents, partners, affiliates, volunteers or subcontractors.

8.4 No Subcontracting or Assignment

The Supplier shall not subcontract or assign the whole or any part of the CSA or any monies due under it without the prior written consent of the Client. Such consent shall be in the sole discretion of the Client and subject to the terms and conditions that may be imposed by the Client. Without limiting the generality of the conditions which the Client may require prior to consenting to the Supplier's use of a subcontractor, every contract entered into by the Supplier with a subcontractor shall adopt all of the terms and conditions of the Request for Quotation and CSA as far as applicable to those parts of the Resources provided by the subcontractor. Nothing contained in the Request for Quotation or CSA shall create a contractual relationship between any subcontractor or its employees and the Client.

Article 9 – General

9.1 Severability

If any term or condition of the CSA, or the application thereof to the parties or to any Persons or circumstances, is to any extent invalid or unenforceable, the remainder of the CSA, and the application of such term or condition to the parties, Persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby.

9.2 Force Majeure

Neither party shall be liable for damages caused by delay or failure to perform its obligations under the CSA where such delay or failure is caused by an event beyond its reasonable control. The parties agree that an event shall not be considered beyond one's reasonable control if a reasonable business person applying due diligence in the same or similar circumstances under the same or similar obligations as those contained in the CSA would have put in place contingency plans to either materially mitigate or negate the effects of such event. Without limiting the generality of the foregoing, the parties agree that force majeure events shall include natural disasters and acts of war, insurrection and terrorism and labour disruptions but shall not include shortages or delays relating to supplies or services. If a party seeks to excuse itself from its obligations under this CSA due to a force majeure event, that party shall immediately notify the other party of the delay or non-performance, the reason for such delay or non-performance and the anticipated period of delay or non-performance. If the anticipated or actual delay or non-performance exceeds fifteen (15) Business Days, the other party may immediately terminate the CSA by giving notice of termination and such termination shall be in addition to the other rights and remedies of the terminating party under the CSA, at law or in equity.

9.3 Changes By Written Amendment Only

Any changes to the CSA shall be by written amendment signed by both parties. No changes shall be effective or shall be carried out in the absence of such an amendment.

9.4 Confidential Information

Client agrees that it shall comply with any and all usage or license requirements established or required by the City with respect to the confidentiality of Supplier information, on any website established by the City for utilization by the Client in connection with matters related to this CSA.

IN WITNESS WHEREOF the parties hereto have executed this Client-Supplier Agreement as of the date first above written.

City of Clarence-Rockland

Signature: _____

Name: _____

Title: _____

Date of Signature: _____

Ghyslain Lalonde Enterprise

Signature: _____

Name: _____

Title: _____

Date of Signature: _____

I have authority to bind the Supplier.

SCHEDULE A TO CLIENT-SUPPLIER AGREEMENT**ASSIGNMENT**

To supply a grader, a duly licensed operator and to provide all fuel, maintenance and other service as necessary to ensure that the vehicle covered by this agreement meets with the safety and performance standards of the Ministry of Transportation, Ontario.

The City will guarantee 250 hours to the Contractor from 01-NOV-2018 to 15-MAY-2019.

The equipment and the operator shall be available for work 24 hours per day, 7 days per week, from approximately 01-November-2018 to 15-May-2019 (lifting of half loads restriction) of each year. Actual start and finish dates shall be determined by the City representative. The Contractor must have sufficient staff to operate continuously, if necessary during this period.

The contract may be extended at the City's discretion for an additional two (2) one (1)-year terms. The contract renewals will be based on the same terms and conditions and upon mutual agreement between the proponents and the City contingent upon a sufficient budget and / or Council approval if applicable.

The City will adjust each year extended by the Ontario Consumer Price Index (CPI) for the previous year as published by Statistics Canada for the whole of Ontario.

The intent is to use the grader on a call up period during other periods of the year.

Further, the owner shall cooperate with, and he will ensure the cooperation of his operator(s) in fulfilling all aspects of the work as may be from time to time, assigned by the City or other supervisory personnel, in such fashion or manner as requisite to good performance.

The equipment tendered must be in good mechanical and operational condition and will be subject to inspection and approval by the Operations Manager or his authorized representative.

The Contractor shall have at his disposal reasonable back-up equipment to perform his designated duties should the need arise.

A Global Positioning System (GPS) may be installed on the Contractor's equipment shortly after the contract is awarded. The GPS will be installed and maintained by the Municipality and at no cost to the Contractor. The GPS will mostly be used to address requests and complaints from residents and also to clear up discrepancies for billable hours between the Municipality and the Contractors.

The Contractor shall submit in writing, the names, addresses and telephone numbers of all operators to the City or his representative not later than 31-OCT-2018. The operators shall be subject to testing and approval by the City or his representative.

The Contractor shall be responsible for training his staff to carry out the work described under the terms of this contract. Training must take place outside working hours and at no cost to the municipality.

The Contractor must be available by telephone and be on location of operations on a mutually agreed time after being called. No answering service shall be allowed, direct lines only.

No other contractors shall be used unless the City or his representative is notified in advance of the names and telephone numbers of the persons to be added to the list. These persons shall be subject to testing as set out in this.

Time to be counted as working hours starts when the equipment and operator commence grading operations and continues until the operations are completed and released by the City or his representative. Lunch breaks shall not be included as part of the working hours. If the operations commence again within one hour of the completion of the first completion, the time shall run without interruption. To be eligible for continuous payment during this period of less than one hour, the operators must be standing by ready to continue. If the period between operations is greater than one hour, the hourly rate shall not be paid for the time between operations. The City will guarantee 250 hours to the Contractor during the peak winter period. The number of hours to be worked throughout this contract is subject to the amount of precipitation and accumulation.

Any breakdown during a call-out shall be reported immediately to the City Representative in charge.

No fuel premiums will be paid.

Work will start when the contractor leaves the municipal garage and ends when he gets back to the municipal garage.

An eight hour shift is guaranteed for each shift.

A \$110.00 (sixty dollars) a day standby fee will be provided during the winter peak period, 01-November-2018 to 15-May-2019 inclusive. The daily standby fee will also be paid out when the contractor conducts a daily run.

Supplier must provide a two hour call up response time during the winter peak period from 01-November-2018 to 15-May-2019.

The City will provide a 24 hour notice of call up during off-peak periods, (i.e. gravel operations).

The Contractor shall ensure that the operations that are subject to this contract shall at all times rate in priority above the performance of operations under any contract with any other private or public body or person.

The Contractor must inspect with the Operations Manager or his representative all grading operations noting the location of utility plant, mail boxes, signs, guide rails, retaining walls, homes and other buildings close to the roadway. The Contractor must ensure that no damage is caused to such installations during the course of his maintenance operations. If such damage results, then the Contractor acknowledge that he shall be responsible for the cost of repairing the damages to the satisfaction of the Operations Manager or his representative.

The Contractor shall be responsible for repairing any damages done to private or municipal property, during the course of his work. Repairs shall be carried out to the satisfaction of the City or his representative.

The following documents, as listed, shall be submitted prior to or at the time of signing an agreement or prior to the issuance of a PO:

- Insurance Certificate;
- a current copy of the Workplace Safety and Insurance Clearance Certificate, and
- Accessibility Standards for Customer Service Training Acknowledgement Form



REPORT N° INF-2018-043 Contrat niveleuse avec opérateur

| | |
|---------------------|--|
| Date | 24/09/2018 |
| Submitted by | Yves Rousselle, Gérant de l'ingénierie et des opérations |
| Subject | Contrat – Location d'une niveleuse avec opérateur |
| File N° | L04 Grader Operator Rental |

1) NATURE/OBJECTIF :

Le but de ce rapport est d'octroyer un contrat d'une durée de un (1) an à l'entrepreneur Ghyslain Lalonde Enterprise Inc. pour la location d'une niveleuse avec opérateur, afin de faire l'entretien des routes municipales dans le secteur rural.

2) DIRECTIVE/POLITIQUE ANTÉCÉDENTE :

N/A

3) RECOMMANDATION DU SERVICE :

ATTENDU QUE la location d'une niveleuse avec un opérateur est nécessaire afin de faire le déblaiement adéquat de la neige et l'entretien printanier des routes en gravier dans le secteur rural de la municipalité afin d'atteindre un niveau acceptable des routes.

QU'IL SOIT RÉSOLU que le Conseil municipal adopte un règlement pour autoriser le maire et la greffière à signer un contrat d'une durée de un (1) ans avec Ghyslain Lalonde Enterprise Inc. pour la location d'une niveleuse incluant un (1) opérateur pour effectuer le déblaiement de la neige des routes en gravier dans le secteur rural de la municipalité ainsi que l'entretiens printanier de ces mêmes routes pour une somme de \$186.95 de l'heure.

QU'IL SOIT ÉGALEMENT RÉSOLU qu'une somme de \$110.00 par jour soit payée à l'entrepreneur en temps d'attente lorsque l'équipement est non utilisé.

QU'IL SOIT ÉGALEMENT RÉSOLU qu'un montant de 250 heures minimum pour la saison hivernal soit payé à l'entrepreneur pour la durée du contrat tel que recommandé dans le rapport INF2018-043.

WHEREAS, the rental of a grader with an operator is required in order to properly clear the snow and the spring maintenance to adequately maintain the gravel roads in the rural sector of the municipality in order to reach an acceptable level or roads.

BE IT RESOLVED that the Council adopt a By-Law to authorize the Mayor and the City Clerk to sign a one-year contract with Ghyslain Lalonde Entreprise for the rental of a grader including one (1) operator to clear snow from gravel roads in the rural area of the municipality and the spring maintenance of these roads for \$186.95 per hour.

BE IT FURTHER RESOLVED that the contractor be paid \$110.00 per day in waiting time when the equipment is not in use.

BE IT FURTHER RESOLVED that a minimum of 250 hours for the winter season be paid to the contractor for the duration of the contract as recommended in the report INF2018-043.

4) **HISTORIQUE :**

Historiquement, la municipalité a toujours fait la location à contrat d'une niveleuse (grader) pour faire le déblaiement de la neige et l'entretien des routes l'été d'un secteur de routes en gravier en milieu rural.

La Cité de Clarence-Rockland fait l'entretien de 110 km de chemin de gravier avec l'aide de deux niveleuses appartenues par la Cité et d'une niveleuse avec opérateur en location. Comparativement, la Cité a sept camions tandem pour entretenir 125 km de chemins asphaltés.

L'utilisation de trois niveleuses pour faire l'entretien de nos chemins de gravier est nécessaire afin de maintenir un niveau acceptable et sécuritaire et pour rencontrer les standards minimums d'entretien de la province. Les niveleuses sont utilisées pour déblayé la neige des routes en gravier l'hiver et elles servent à niveler celles-ci au printemps, à l'été et à l'automne au besoin.

La dernière circulation d'appel d'offres a été lancée en automne 2015. Cet appel d'offre se voulait d'offrir un contrat initial de deux ans avec une possibilité de prolongement de deux (2) fois un (1) ans chacun. Le Département a prolongé ce contrat de deux fois un (1) ans chacun.

Dans le dernier 10 ans l'Entreprise Ghyslain Lalonde Entrerpise Inc. a toujours été le plus bas soumissionnaire et le département a toujours été satisfait de ses services.

5) **DISCUSSION :**

Cette année, le service a choisi de retourner en soumission pour la location d'une niveleuse avec opérateur à contrat pour une durée de 1 an avec une possibilité d'extension de deux périodes de 1 an chacun. Les termes du contrat sont les même qu'auparavant et inclut que l'entrepreneur doit avoir une pièce d'équipement en attente ainsi

qu'assumer tous les coûts associer aux opérations tel, le diesel, les bris mécanique ect..

Le document de soumission a été publié sur Merx ainsi que le site Web de la Cité le 7 septembre, 2018. Seulement une soumission a été reçue. L'ouverture de la soumission a été faite le 21 septembre 2018. La soumissions reçu est comme suit;

| | Entrepreneur | Prix soumis (excl. TVH) |
|----------|----------------------------------|--------------------------------|
| 1 | Ghyslain Lalonde Entreprise Inc. | \$186.95/heure |
| | Quart de travail minimum | 8 heures |
| | Temps d'attente | \$110.00/jour |

Vous trouverez plus bas un tableau qui démontre les taux des trois (3) dernières années afin de les comparer au taux de soumission reçu pour 2018-2019.

| | 2016 | 2017 | 2018 | 2019 |
|-------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Entrepreneur | Ghyslain Lalonde Inc. | Ghyslain Lalonde Inc. | Ghyslain Lalonde Inc. | Ghyslain Lalonde Inc. |
| Taux à l'heure | \$165.49 | \$165.49 | \$165.49 | \$186.95 |
| Temps d'attente (\$) | \$60 / jour | \$60 / jour | \$60 / jour | \$110.00 / jour |
| Minimum d'heure par appelle | 8 heures | 8 heures | 8 heures | 8 heures |
| Minimum heure saison hivernal | 250 heures | 250 heures | 250 heures | 250 heures |

Frais associé à la soumission;

- Payer du temps d'attente est la norme dans l'industrie. Ceci assure que l'équipement est toujours à notre disposition pour faire les opérations de déneigement.
- Le contrat stipule que nous allons payer un minimum de 250 heures pour la saison hivernal. La moyenne des heures payés au cours des 5 dernières années pour les opérations de déneigement à contrat a été de 340 heures par hivers. Le contrat stipule aussi qu'un minimum de 8 heures sera payé à chaque fois que l'entrepreneur est appelé pour nettoyer son circuit. Chaque évènement d'hiver ou l'entrepreneur doit sortir avec son

équipement pour déblayer son parcours préétablis lui prend entre 8 et 10 heures.

La moyenne des coûts hivernaux associés au service contractuel de déblaiement des routes des 4 dernières années est de \$55,000.

Pour 2017 cette activité a couté \$63,000. La projection pour 2018 est estimée à \$72,000.

En 2017 nous avons dû faire appel au service contractuel plus qu'à l'habitude car nous avions un poste que nous n'avons pu combler aux travaux public.

6) CONSULTATION:

N/A

7) RECOMMANDATION OU COMMENTAIRES DU COMITÉ :

N/A

8) IMPACT FINANCIER (monétaire/matériaux/etc.):

Une somme de \$55,000 a été approuvé au budget 2018 pour le déblaiement des routes à contrat pour la saison d'hiver. En date d'aujourd'hui une somme de \$57,000 a été dépensé. Nous prévoyons qu'il en coûtera \$72,000 pour cette activité en 2018, cette prévision avait été inclus lors du dernier rapport de budget au 31 août 2018.

En considérant que 340 heures est la moyenne des heures que l'entrepreneur a fait durant les quatre (4) derniers hivers nous pouvons estimer qu'il en coutera \$80,000 incluant le temps d'attente pour cette activité en 2019.

Une pression budgétaire de \$25,000 sera incluse dans la préparation du budget d'opération de 2019.

Les coûts d'opérations hivernales sont difficile a estimé et son dépendants de la météo.

9) IMPLICATIONS LEGAL :

Les normes minimales de la province relier à l'entretien des routes doivent être respectées afin de minimisées les risques de poursuite en justice et d'être tenu responsable en cas d'accident grave.

10) GESTION DU RISQUE :

Afin de minimisé les risques d'accidents et de réclamations associé à l'entretiens des routes, il est impératif que les normes minimales de la province pour l'entretien des routes soient respectées. Le besoin

d'octroyé un contrat est donc nécessaire.

11) IMPLICATIONS STRATEGIQUES :

En entretenant les routes municipales selon les normes minimales de la province la municipalité rencontre sa mission et son engagement à offrir une qualité de vie à ses contribuables.

12) DOCUMENTS D'APPUI :

Règlement 2018-XXX
Contrat

**CORPORATION OF THE CITY OF CLARENCE-ROCKLAND
BY-LAW 2018-149**

**BEING A BY-LAW OF THE CITY OF CLARENCE-ROCKLAND TO CONFIRM
PROCEEDINGS OF THE COUNCIL OF THE CITY OF CLARENCE-ROCKLAND AT
ITS REGULAR MEETING HELD ON NOVEMBER 5, 2018.**

WHEREAS Sub-section 5(1) of the Municipal Act, 2001, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Sub-section 5(3) of the said Municipal Act provides that the powers of every council are to be exercised by By-law;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the City of Clarence-Rockland at this meeting be confirmed and adopted by By-law;

THEREFORE the Council of the City of Clarence-Rockland enacts as follows:

1. **THE** action of the Council of the City of Clarence-Rockland in respect of each recommendation contained in any reports of committees and of local boards and commissions and each motion and resolution passed and other action taken by the Council of the City of Clarence-Rockland at this meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. **THE** Mayor and the appropriate officials of the City of Clarence-Rockland are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the City of Clarence-Rockland referred to in the proceeding section.
3. **THE** Mayor and the Clerk, are authorized and directed to execute all documents necessary in that behalf and to affix thereto the corporate seal of the City of Clarence-Rockland.

**READ, PASSED AND ADOPTED IN OPEN COUNCIL THIS 5TH DAY OF
NOVEMBER, 2018.**

Guy Desjardins, Mayor

Monique Ouellet, Clerk