CORPORATION OF THE CITY OF
CLARENCE-ROCKLAND
REGULAR MEETING

January 21, 2019, 6:00 pm
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

Pages

1. **Opening of the meeting**

   The meeting is scheduled to begin at 6:00 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 **Adoption of the minutes of December 17, 2018**

   5.2 **Staffing update - Lame Duck period 2018**

   5.3 **Hiring - Chief Information Officer**

   5.4 **Human Resources matter - Director of Finance and Economic Development**

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 Don Bouchard regarding the creation of an Economic Development Advisory Committee

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 December 17, 2018 5

b. Committee of the Whole meeting of December 17, 2018 31

10.2 Receipt of the minutes of the following meetings:

a. Committee of Adjustment - October 24, 2018 43

10.3 The following recommendations from Committee of the Whole of December 17, 2018

a. Resolution to support the Department of Infrastructure and Planning strategy in regard to the Notre Dame Landfill Site and Caron Street Storm Water Management 59

10.4 Resolution to adopt the salaries paid from December 2, 2018, to December 29, 2018, in the gross amount of $834,185.34 and net amount of $594,399.77

10.5 Resolution to adopt the accounts paid from December 8, 2018, to January 12, 2019, in the amount of $9,131,267.60 85

10.6 Resolution to adopt the tax reductions under Sections 357-358 of the Municipal Act 89

10.7 Resolution for the nomination of nine (9) volunteer firefighters 93

10.8 Resolution to recognize the 2019 Clarence Creek Carnival as an event of municipal significance 95

10.9 Resolution to adopt the Health and safety Policy 97

10.10 Resolution to adopt the 2019 Social Media Policy 113

10.11 Resolution to accept the Clarence-Rockland Pickleball League's request to be recognized as a non-profit organization 123

11. Committee/Staff Reports

11.1 Wastewater Master Plan Phase 1 131

11.2 Enbridge Pipelines Grant for Carbon Monoxide Pulse Oximeters 137

11.3 Online credit card payments 149

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 2019-01 - Zoning By-Law Amendment - 1262 Alma 163

12.2 2019-02 - Zoning By-law Amendment - technical anomalies 175

12.3 2019-03 -to authorize the signature of a rental agreement with the Ontario Youth Wellness Hub - Champlain East – Rockland 203

12.4 2019-05 - to adopt the interim tax levies for the year 2019 215

12.5 2019-06 - Part-lot control, for part of Lot 1 Plan 50M-308 221

12.6 2019-07 - Zoning By-law Amendment – Jacques Rochon – Part of Lot C, Concession 3 227

12.7 2019-08 - Zoning By-law Amendment – Suzanne & Jean-Marie Godin – 1884 Henrie Road 241

13. Confirmatory By-law 253

14. Adjournment

CORPORATION DE LA CITÉ DE
CLARENCE-ROCKLAND
RÉUNION RÉGULIÈRE

le 21 janvier 2019, 18 h 00
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

Pages

1. **Ouverture de la réunion**

   La réunion débute à 18h 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 **Adoption du procès-verbal du 17 décembre 2018**

   5.2 **Mise à jour de la dotation - Période d'intérrègne 2018 (Lame duck)**

   5.3 **Embauche - Agent en chef des systèmes d'information**

   5.4 **Dossier des ressources humaines - Directeur des finances et du développement économique**

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 présentée par le conseiller Don Bouchard concernant la création d'un comité consultatif sur le développement économique**

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 17 décembre 2018** 5

b. **Comité plénier du 17 décembre 2018** 31

10.2 **Réception des procès-verbaux des réunions suivantes:**

a. **Comité de dérogation - 24 octobre 2018** 43

10.3 **Les recommandations suivantes du comité plénier du 17 décembre 2018**

a. **Résolution pour appuyer la stratégie du département d'infrastructure et aménagement du territoire relaitivement au site d'enfouissement Notre-Dame et à la gestion de l'égout pluvial de la rue Caron** 59

10.4 Résolution pour adopter les salaires payés pour la période du 2 décembre 2018 au 29 décembre 2018, au montant brut de 834 185,34$ et montant net de 594 399,77$

10.5 Résolution pour adopter les comptes payés pour la période du 8 décembre 2018 au 12 janvier 2019, au montant de 9 131 267,60 $ 85

10.6 Résolution pour adopter les réductions de taxes sous les articles 357-358 de la Loi sur les municipalités 89

10.7 Résolution pour la nomination de neuf (9) pompiers volontaires 93

10.8 Résolution pour reconnaitre le Carnaval de Clarence Creek 2019 comme étant un événement d'envergure municipale 95

10.9 Résolution pour adopter la politique de santé et sécurité 97

10.10 Résolution pour adopter la politique des médias sociaux 2019 113

10.11 Résolution pour accepter la demande de reconnaissance de la Ligue de Pickleball de Clarence-Rockland 123

11. Rapports des Comités/Services

11.1 Phase 1 du plan maître des eaux usées 131

11.2 Subvention d'Enbridge Pipelines pour des oxymètres de pouls au monoxyde de carbone 137

11.3 Paiements en ligne par carte de crédit 149

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 2019-01 - Amendement au règlement de zonage - 1262 Alma 163

12.2 2019-02 - Amendement au règlement de zonage - anomalies techniques 175

12.3 2019-03 -pour autoriser la signature d'une entente de location avec le Carrefour bien-être pour les jeunes de l'Ontario - Champlain Est – Site Rockland 203

12.4 2019-05 - pour adopter les taxes intérimaire pour l'année 2019 215

12.5 2019-06 - Règlementation de parties de lots, applicable à une partie du Lot 1 du plan 50M-308 221

12.6 2019-07 - Amendement au règlement de zonage – Jacques Rochon – Partie du lot C, concession 3 227

12.7 2019-08 - Amendement au règlement de zonage – Suzanne & Jean-Marie Godin – 1884 chemin Henrie 241

13. Règlement de confirmation 253

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 cheminements 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

Clarence-Rockland

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 :

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

December 17, 2018
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

PRESENT: Guy Desjardins, Mayor
Samuel Cardarelli, Councillor Ward 1
Mario Zanth, Councillor Ward 2
Carl Grimard, Councillor Ward 3
Don Bouchard, Councillor Ward 4
André J. Lalonde, Councillor Ward 5
Christian 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 6:06 p.m.

2. Prayer

Councillor Carl Grimard recites the prayer.

3. Adoption of the agenda

RESOLUTION 2018-274
Moved by Mario Zanth
Seconded by Diane Choinière

BE IT RESOLVED THAT the agenda be adopted with the following additions:

- 5.3. Human Resources matter

- 11.7. Council Remuneration

CARRIED, as modified

4. Disclosure of pecuniary interests (none)

5. Closed Meeting

RESOLUTION 2018-275
Moved by Don Bouchard
Seconded by Mario Zanth

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 October 10, November 5 and November 19, 2018
5.2. Salary review

5.3. Human Resources matter

CARRIED

Members of Council move to the conference room adjacent to the Council Chambers at 6:08 p.m. and return to the Council Chambers at 6:59 p.m.

RESOLUTION 2018-276
Moved by Diane Choinière
Seconded by Mario Zanth

BE IT RESOLVED THAT the closed session be adjourned to resume the 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 Diane Choinière reminds young people who want to participate in the "Epelle-moi" competition have until December 31 to register.

Mayor Desjardins announces that during the holidays, special days are organized for free swimming and skating. He adds that the information is available on the City's website.

8. Comment/Question Period

Mr. Michel Gauthier, 1766 Celine, explains that he has problems with his property's septic tank . He adds that further to inspections on his property, it has been determined that the 7-year-old septic tank was due to be replaced. He asks the City to help him with this situation. Mayor Desjardins suggests Mr. Gauthier to contact the South Nation Conservation on this regard.

Mr. Rolland Labonté, 3713 Prudhomme, asks for an update about his daughter's property. Mayor Desjardins explains that the ditch has been completed.

9. Council Members' Items

10. Consent Items

RESOLUTION 2018-277
Moved by Carl Grimard
Seconded by Samuel Cardarelli

BE IT RESOLVED THAT the following items, as identified under the consent items category on the regular meeting agenda of December 17, 2018, be adopted:

10.1. Adoption of the minutes of the following meetings:

a. Regular meeting of November 19, 2018
b. Committee of the Whole of November 19, 2018
c. Inaugural meeting of December 3, 2018

10.2. Receipt of the minutes of the following meetings:

a. Public Library Board - October 17, 2018
b. Public Library Board - November 20, 2018
c. Planning Committee of October 3, 2018

10.4. Resolution for the hiring of a Certified Educator for Daycare services

10.5. Resolution to adopt the revised Human Resources policies

10.8. Resolution to adopt the salaries paid from November 4, 2018, to December 1, 2018, in the gross amount of $1,068,023.14 and net amount of $787,286.66

10.9. Resolution to adopt the accounts paid from November 13, 2018, to December 7, 2018, in the amount of $2,315,489.12

CARRIED

Text of the resolutions adopted by consent under Resolution 2018-277:

10.4 ***BE IT RESOLVED*** *that Municipal Council hereby accepts the hiring of Mrs. Noémie Desjardins-Léger as full-time Certified Educator, effective December 24, 2018 and that he be subject to a probationary period of six (6) months; and*

BE IT ALSO RESOLVED *that Mrs. Noémie Desjardins-Léger's salary is established at Level 1, Class 7 (white collar) of the current unionized employee's salary grid, as recommended.*

10.5 ***WHEREAS*** *the received Royal Assent and beginning October 17, 2018, the sale of non-medical cannabis is now legal in Canada; and*

WHEREAS *the current Human Resources policies do not address this new environment and require revision;*

BE IT RESOLVED THAT *Municipal Council hereby adopts the revised Human Resource Policies as attached to report HR2018-005:*

- *Human Rights Policy*
- *Medical Cannabis Policy*
- *Recreational Cannabis Policy*
- *Substance Abuse (Drug and Alcohol) Policy*
- *Suspected Employee Impairment Policy*
- *Accommodation Policy*
- *Code of Conduct - Company Events*
- *Fit for Duty Policy*

BE IT RESOLVED THAT *policy RES2007-01 Alcohol and Drugs in the Workplace be repealed.*

10.8 ***BE IT RESOLVED THAT*** *the salaries paid from November 4, 2018, to December 1, 2018, in the gross amount of $1,068,023.14 and net amount of $787,286.66 be adopted as recommended.*

10.9 ***BE IT RESOLVED THAT*** *the accounts paid from November 13, 2018, to December 7, 2018, in the amount of $2,315,489.12 be adopted as recommended.*

10.3 Resolution for the hiring of a Civil engineering technician for the Department of Infrastructure and Planning

RESOLUTION 2018-278
Moved by Carl Grimard
Seconded by Mario Zanth

BE IT RESOLVED THAT Municipal Council hereby accepts the hiring of Mr. Mumbanga Mokolo Didi as full-time Civil engineering technician, effective January 7, 2019 and that he be subject to a probationary period of six (6) months; and

BE IT ALSO RESOLVED THAT Mr. Mumbanga Mokolo Didi's salary is established at Level 1, Class 6B (white collar) of the current unionized employee's salary grid, as recommended

DEFERRED

10.6 Resolution to adopt the 2019 Meeting Calendar

RESOLUTION 2018-279
Moved by André J. Lalonde
Seconded by Carl Grimard

BE IT RESOLVED THAT Council adopts the 2019 Meeting Calendar, with the changes proposed in Report No. CLERK2018-17 with the following amendment:

- Regular and Committee of the Whole meeting of March 18, 2019 be replaced for March 19, 2019

CARRIED, as modified

10.7 Resolution to appoint the committee members for the 2018-2022 Term

RESOLUTION 2018-280
Moved by Michel Levert
Seconded by André J. Lalonde

BE IT RESOLVED THAT the following individuals be appointed as member of the Planning Committee:

- Councillor Mario Zanth
- Councillor Carl Grimard
- Councillor Michel Levert
- Michel Talbot
- Sylvie Lalonde

BE IT RESOLVED that By-Law 2018-162, being a by-law to appoint the following individuals as members of the Clarence-Rockland Public Library Board be adopted:

- Councillor Diane Choinière
- Councillor Don Bouchard

- Martine Moreau
- Michael H. Moskau
- Sarma Merdian
- Sylvie Archambault
- Barbara Pilek

BE IT RESOLVED that the following individuals be appointed as members of the Accessibility Advisory Committee:

- Councillor Don Bouchard
- Danielle Mantha
- John Mogensen
- Nicole Mogensen
- Julia Reid
- Susan Isabel Pitts
- Julie Dumas

BE IT RESOLVED that the following individuals be appointed as members of the Public Transit Advisory Committee:

- Councillor André J. Lalonde
- Jean-Pierre Goyette
- Pascal Roy
- Sylvie Laframboise
- Conrad Bédard
- Rosemary Holmes
- Rachelle Downton
- Kwesi Bourne

BE IT RESOLVED the following individuals be appointed as members of the Cultural Advisory Committee, and that a further public notice be published in order to fill the remaining two (2) vacancies:

- Councillor Don Bouchard
- Jocelyn Beauchamp
- Patrick Bergeron
- Lise Perras
- Stéphanie Simard
- Councillor Michel Levert, exceptionally to fill vacancy

BE IT RESOLVED that the following individuals be appointed as members of the Environment Committee, and that a further public notice be published in order to fill the remaining five (5) vacancies:

- Councillor Christian Simard
- Diane Létourneau
- Christopher Ralph

BE IT RESOLVED that the following individual be appointed as member of the Off-Leash Dog Park Advisory Committee, and that a further public notice be published in order to fill the remaining seven (7) vacancies:

- Councillor Samuel Cardarelli

BE IT RESOLVED that the following individuals be appointed as members of the Du Moulin Park Advisory Committee, and that a further public notice be published in order to fill the remaining seven (7) vacancies:

- Councillor Samuel Cardarelli
- Denis Simard
- Caroll Yelle

BE IT RESOLVED that the following individuals be appointed as members of the Recreation Trails Advisory Committee, and that a further public notice be published in order to fill the remaining four (4) vacancies:

- Councillor Mario Zanth
- Chris Kiff
- Jean-Marc Sabourin

BE IT RESOLVED that the following individuals be appointed as members of the Heritage Advisory Committee, and that a further public notice be published in order to fill the remaining four (4) vacancies:

- Councillor Don Bouchard
- Louis Aubry
- Gilles Chartrand
- Lise Guindon
- Ghislain Hotte
- Michel Jubinville

BE IT RESOLVED that By-Law 2018-163, being a by-law to appoint the following individuals as members of the public to the Property Standards Committee be adopted, and that a further public notice be published in order to fill the remaining vacancy:

- Melissa Goudreau
- Michael H. Moskau

BE IT RESOLVED THAT that By-Law 2018-164, being a by-law to appoint the following individuals as members of the Committee of Adjustment be adopted.

- Councillor Samuel Cardarelli
- Councillor Mario Zanth
- Councillor Michel Levert
- Mayor Guy Desjardins
- Michel Bergeron
- Serge Dicaire
- Jean-Yves Lalonde

BE IT RESOLVED THAT the following members of Council be appointed as members of the Licensing Committee as described in By-law No. 2016-108, being a by-law to provide for the licensing, regulating and governing the owners and drivers of taxicabs:

- Mayor Guy Desjardins
- Councillor Mario Zanth
- Councillor Carl Grimard

CARRIED, as modified

11. Committee/Staff Reports

11.1 Legalization of Cannabis - Option to opt out of allowing recreational cannabis retail stores in Clarence-Rockland

RESOLUTION 2018-281
Moved by Mario Zanth
Seconded by Diane Choinière

WHEREAS Section 41 (1) of the *Cannabis Licence Act, 2018* allows a municipality to prohibit cannabis retail stores from being located in its municipality, by adopting a resolution no later than January 22, 2019;

WHEREAS Municipalities have until January 22, 2019 to inform the Cannabis Licensing Authority, being the Alcohol and Gaming Commission of Ontario (AGCO) if they wish to opt out of having cannabis retail stores in their municipality;

BE IT RESOLVED THAT Council hereby confirms the City of Clarence-Rockland will not be exercising its right to opt out of having cannabis retail stores within its jurisdiction under Section 41 (1) of the Cannabis Licence Act, 2018, therefore cannabis retail stores will be allowed within the jurisdiction of the City of Clarence-Rockland subject to the issuance of a licence by the Cannabis Licensing Authority, being the Alcohol and Gaming Commission of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Alcohol and Gaming Commission of Ontario (AGCO).

CARRIED

11.2 Development Charges Indexed 2019

RESOLUTION 2018-282
Moved by Michel Levert
Seconded by Mario Zanth

WHEREAS Section 10 of By-law No. 2015-13 provides that the development charges established may be adjusted annually without amending the by-law;

BE IT RESOLVED THAT Council approve that the Development Charges rates be increased by 6.3% commencing January 1st, 2019 to reflect the increase in the Construction Price Index as reflected in Appendix 3 for residential and Appendix 4 for non-residential development charges, of Report No. FIN2018-044.

CARRIED

11.3 Dispute Resolution technique – 2164 Landry

RESOLUTION 2018-283
Moved by Michel Levert
Seconded by Diane Choinière

WHEREAS an appeal to the Local Planning Appeal Tribunal (LPAT) was received by a resident in regards to the Zoning By-law Amendment for 2164 Landry;

BE IT RESOLVED THAT Council agrees to use a dispute resolution technique to attempt to resolve the appeal.

CARRIED

11.4 Recommendations for the 2019 Edition of the Ottawa River Festival and Canada Day

RESOLUTION 2018-284
Moved by André J. Lalonde
Seconded by Carl Grimard

WHEREAS the Community Services are requesting a municipal share to organize the activities of the 2019 Ottawa River Festival and Canada Day during the 2019 budget process, being the same amount that was allocated in 2018;

BE IT RESOLVED THAT Municipal Council grants a municipal share of $35,000 for the planning of the 2019 Ottawa River Festival and Canada Day in addition to employee overtime; as recommended.

CARRIED

11.5 Enlargement of Industrielle Street

Further to questions, Mr. Julian Lenhart explains that this project is being presented further to the direction given to close the access to the arena from the County Road 17. He adds that the proposed roundabout would allow trucks to turn around without having to use private entrances.

Further to questions, Mr. Rob Kehoe explains that the street was not necessarily designed properly initially and that some obligations should be fulfilled by the City.

Further to discussions, Council gives the directive to the Director of Infrastructure and Planning to prepare a report with other options and indicate the difference of price.

RESOLUTION 2018-285
Moved by Mario Zanth
Seconded by Diane Choinière

WHEREAS an agreement has already been put in place between both parties in which it holds a condition that the City of Clarence-Rockland must widen Industrielle Street before June 30, 2019;

BE IT RESOLVED THAT Municipal Council grants permission to the department of Infrastructure and Planning to proceed with the tender process prior to the 2019 Capital budget approval; and

BE IT RESOLVED THAT Municipal Council pre-approves an amount of $337,500 from the 2019 Capital Budget in order to undertake and deliver this project in time for the June 30, 2019 deadline.

DEFERRED

11.6 Request for deferral of Development Charges / ATG Industries

RESOLUTION 2018-286
Moved by Don Bouchard
Seconded by André J. Lalonde

BE IT RESOLVED THAT Council hereby approves the deferral of the payment of development charges in the estimated amount of $102,000, and the waiving of accrued interest, in favour of ATG Industries until the City has met its responsibility to clear the berm on their property.

CARRIED

11.7 Council Remuneration

RESOLUTION 2018-287
Moved by Mario Zanth
Seconded by Don Bouchard

BE IT RESOLVED THAT Council adopt Option 2 outlined in report FIN2018-045, starting January 1, 2019.

CARRIED

12. By-laws

RESOLUTION 2018-288
Moved by Christian Simard
Seconded by Mario Zanth

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

12.1. 2018-151 - to authorize the signature of a one (1) year contract extension agreement with Synex Construction Limited for the removal of snow banks in the Commercial Core area

12.2. 2018-153 - to authorize the installation of stop signs - Henrie Circle, St-Jacques, St-Louis and Albert streets

12.3. 2018-159 - Amendment to By-Law 2005-152, being a by-law to regulate the operation of ATVs

12.5. 2018-161 - to adopt the 2019 Borrowing By-Law

CARRIED

12.4 2018-160 - to approve a list of standing offers from service providers for heavy equipment / operator rental for 2019, 2020 and 2021

RESOLUTION 2018-289
Moved by Christian Simard
Seconded by André J. Lalonde

BE IT RESOLVED THAT By-Law 2018-160, being a by-law to approve a list of standing offers from service providers for heavy equipment / operator rental for 2019, 2020 and 2021, with an option to renew for two (2) additional one-year terms, be adopted.

CARRIED

13. Confirmatory By-law

RESOLUTION 2018-290
Moved by Mario Zanth
Seconded by André J. Lalonde

BE IT RESOLVED THAT By-law no. 2018-158, being a confirmatory by-law for the regular meeting of December 17, 2018, be adopted.

CARRIED

14. Adjournment

Mayor Desjardins adjourns the meeting at 8:27 p.m.

Guy Desjardins, Mayor	Maryse St-Pierre, Deputy Clerk

CORPORATION DE LA

CITÉ DE CLARENCE-ROCKLAND

RÉUNION RÉGULIÈRE - PROCÈS-VERBAL

le 17 décembre 2018
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

PRÉSENT: Guy Desjardins, maire
Samuel Cardarelli, conseiller quartier 1
Mario Zanth, conseiller du quartier 2
Carl Grimard, conseiller du quartier 3
Don Bouchard, conseiller quartier 4
André J. Lalonde, conseiller du quartier 5
Christian Simard, conseiller 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 18h06.

2. Prière

Le conseiller Carl Grimard fait la lecture de la prière.

3. Adoption de l'ordre du jour

RÉSOLUTION 2018-274
Proposée par Mario Zanth
Appuyée par Diane Choinière

QU'IL SOIT RÉSOLU QUE l'ordre du jour soit adopté avec les ajouts suivants:

- 5.3 Question des ressources humaines

- 11.7 Rémunération du conseil

ADOPTÉE, telle que modifiée

4. Déclarations d'intérêts pécuniaires (aucune)

5. Réunion à huis clos

RÉSOLUTION 2018-275
Proposée par Don Bouchard
Appuyée par Mario Zanth

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 modifiée :

5.1. Adoption des procès-verbaux des réunions à huis clos du 10 octobre, 5 et 19 novembre 2018
5.2. Révision des salaires

5.3. Question des ressources humaines

ADOPTÉE

Les membres du conseil se retirent dans la salle de conférence adjacente à la salle du conseil à 18h08 et retournent dans la salle du conseil à 18h59.

RÉSOLUTION 2018-276
Proposée par Diane Choinière
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 Diane Choinière rappelle que les jeunes qui veulent s'inscrire au concours Épelle-moi ont jusqu'au 31 décembre.

Le maire Desjardins annonce que pendant le congé de Noël, il y aura des journées spéciales de patinage et de baignade gratuite. Il ajoute que l'information se trouve sur le site web de la Cité.

8. Période de Questions/Commentaires

M. Michel Gauthier, 1766 Celine, explique qu'il a des problèmes avec le champ septique de sa propriété. Il ajoute que suite aux inspections effectuées sur sa propriété, il a été déterminé que le champ septique de 7 ans devait être remplacé. Il demande à la Cité de l'aider avec cette situation. Le maire Desjardins suggère à M. Gauthier de contacter la Conservation de la Nation Sud à cet effet.

M. Rolland Labonté, 3713 Prudhomme, demande un suivi concernant la propriété de sa fille. Le maire Desjardins explique que le fossé a été complété.

9. Items des membres du Conseil

10. Items par consentement

RÉSOLUTION 2018-277
Proposée par Carl Grimard
Appuyée par Samuel Cardarelli

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 17 décembre 2018, soient adoptés :

10.1. Adoption des procès-verbaux des réunions suivantes:

a. Réunion régulière du 19 novembre 2018
b. Comité plénier du 19 novembre 2018
c. Réunion inaugurale du 3 décembre 2018

10.2. Réception des procès-verbaux des réunions suivantes:

a. Conseil d'administration de la bibliothèque publique - 17 octobre 2018
b. Conseil d'administration de la bibliothèque publique - 20 novembre 2018
c. Comité d'aménagement du 3 octobre 2018

10.4. Résolution pour embaucher une éducatrice diplômée pour les services de garderie

10.5. Résolution pour adopter les politiques de ressources humaines révisées

10.8. Résolution pour adopter les salaires payés pour la période du 4 novembre 2018 au 1er décembre 2018, au montant brut de 1 068 023,14 $ et montant net de 787 286,66 $

10.9. Résolution pour adopter les comptes payés pour la période du 13 novembre 2018 au 7 décembre 2018, au montant de 2 315 489,12 $

ADOPTÉE

Texte des résolutions adoptées par consentement telles qu'identifiées dans la résolution 2018-277 :

10.4 ***QU'IL SOIT RÉSOLU*** *que le conseil municipal accepte l'embauche de Mme Noémie Desjardins-Léger à titre d'Éducatrice diplômée à temps plein, effectif le 24 décembre 2018 et que celle-ci soit sujette à une période probatoire de six (6) mois; et*

QU'IL SOIT ÉGALEMENT RÉSOLU *que le salaire de Mme Noémie Desjardins-Léger soit établi au niveau 1 de la Classe 7 (cols blancs) de la grille salariale en vigueur des employés syndiqués, tel que recommandé.*

10.5 ***ATTENDU QUE*** *la Loi sur le cannabis a reçu la Sanction royale et, à compter du 17 octobre 2018, la vente du cannabis à des fins non médicales est maintenant légale au Canada; et*

ATTENDU QUE *les politiques actuelles des ressources humaines ne traitent pas de ce nouvel environnement et doivent être révisées;*

QU'IL SOIT RÉSOLU QUE *le Conseil municipal adopte par la présente les politiques révisées des ressources humaines, jointes au rapport HR2018-005 :*

- *Politique à l'égard des droits de la personne*
- *Politique à l'égard du cannabis à des fins médicales*
- *Politique à l'égard du cannabis à usage récréatif*
- *Politique à l'égard de l'abus de substances*
- *Politique à l'égard des employés soupçonnés d'avoir les facultés affaiblies*
- *Politique en matière d'adaptation*
- *Code de conduite - Événements de la Cité*
- *Politique à l'égard de l'aptitude à exercer son travail*

QU'IL SOIT RÉSOLU QUE *la politique RES2007-01 concernant l'alcool et les drogues en milieu de travail soit révoquée.*

10.8 ***QU'IL SOIT RÉSOLU QUE*** *les salaires payés pour la période du 4 novembre 2018 au 1er décembre 2018, au montant brut de 1 068 023,14 $, et montant net de 787 286,66 $, soient adoptés tel que recommandé.*

10.9 ***QU'IL SOIT RÉSOLU QUE*** *les comptes payés pour la période du 13 novembre 2018 au 7 décembre 2018, au montant de 2 315 489,12 $ soient adoptés tel que recommandé.*

10.3 Résolution pour embaucher un technicien en génie civil pour le service d'infrastructure et aménagement du territoire

RÉSOLUTION 2018-278
Proposée par Carl Grimard
Appuyée par Mario Zanth

QU'IL SOIT RÉSOLU QUE le conseil municipal accepte l'embauche de M. Mumbanga Mokolo Didi à titre de technicien en génie civil à temps plein, effectif le 7 janvier 2019 et que celui-ci soit sujet à une période probatoire de six (6) mois; et

QU'IL SOIT ÉGALEMENT RÉSOLU QUE le salaire de M. Mumbanga Mokolo Didi soit établi au niveau 1 de la Classe 6B (cols blancs) de la grille salariale en vigueur des employés syndiqués, tel que recommandé.

DIFFÉRÉE

10.6 Résolution pour adopter le calendrier des réunions 2019

RÉSOLUTION 2018-279
Proposée par André J. Lalonde
Appuyée par Carl Grimard

QU'IL SOIT RÉSOLU QUE le Conseil adopte le calendrier de réunion 2019, avec les changements proposés au rapport No. CLERK2018-17 en plus du changement suivant:

- Réunion régulière et plénière du 18 mars 2019 soit remplacée par le 19 mars 2019.

ADOPTÉE, telle que modifiée

10.7 Résolution pour nommer les membres des comités pour le terme 2018-2022

RÉSOLUTION 2018-280
Proposée par Michel Levert
Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité d'Aménagement:

- Conseiller Mario Zanth
- Conseiller Carl Grimard
- Conseiller Michel Levert
- Michel Talbot

- Sylvie Lalonde

QU'IL SOIT RÉSOLU QUE le règlement 2018-162, étant un règlement pour nommer les personnes suivantes à titre de membres du conseil d'administration de la bibliothèque publique soit adopté:

- Conseillère Diane Choinière
- Conseiller Don Bouchard
- Martine Moreau
- Michael H. Moskau
- Sarma Merdian
- Sylvie Archambault
- Barbara Pilek

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif sur l'accessibilité:

- Conseiller Don Bouchard
- Danielle Mantha
- John Mogensen
- Nicole Mogensen
- Julia Reid
- Susan Isabel Pitts
- Julie Dumas

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif sur le transport en commun:

- Conseiller André J. Lalonde
- Jean-Pierre Goyette
- Pascal Roy
- Sylvie Laframboise
- Conrad Bédard
- Rosemary Holmes
- Rachelle Downton
- Kwesi Bourne

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif culturel et qu'un avis public soit publié dans le but de combler les deux (2) postes vacants:

- Conseiller Don Bouchard

- Jocelyn Beauchamp
- Patrick Bergeron
- Lise Perras
- Stéphanie Simard
- Conseiller Michel Levert, exceptionnellement pour combler un siège vacant

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif sur l'environnement et qu'un avis public soit publié dans le but de combler les cinq (5) postes vacants:

- Conseiller Christian Simard
- Diane Létourneau
- Christopher Ralph

QU'IL SOIT RÉSOLU QUE la personne suivante soit nommée à titre de membre du comité consultatif sur le parc de chiens ans laisse et qu'un avis public soit publié dans le but de combler les sept (7) postes vacants:

- Conseiller Samuel Cardarelli

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif sur le parc Du Moulin et qu'un avis public soit publié dans le but de combler les sept (7) postes vacants::

- Conseiller Samuel Cardarelli
- Denis Simard
- Caroll Yelle

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif sur les sentiers récréatifs et qu'un avis public soit publié dans le but de combler les quatre (4) postes vacants:

- Conseiller Mario Zanth
- Chris Kiff
- Jean-Marc Sabourin

QU'IL SOIT RÉSOLU QUE les personnes suivantes soient nommées à titre de membres du comité consultatif du patrimoine et qu'un avis public soit publié dans le but de combler les quatre (4) postes vacants:

- Councillor Don Bouchard

- Louis Aubry
- Gilles Chartrand
- Lise Guindon
- Ghislain Hotte
- Michel Jubinville

QU'IL SOIT RÉSOLU QUE le règlement 2018-163, étant un règlement pour nommer les personnes suivantes à titre de membres du comité des normes de bienfonds soit adopté et qu'un avis public soit publié dans le but de combler le poste vacant:

- Melissa Goudreau
- Michael H. Moskau

QU'IL SOIT RÉSOLU QUE le règlement 2018-164, étant un règlement pour nommer les personnes suivantes à titre de membres du comité de dérogation soit adopté.

- Conseiller Samuel Cardarelli
- Conseiller Mario Zanth
- Conseiller Michel Levert
- Maire Guy Desjardins
- Michel Bergeron
- Serge Dicaire
- Jean-Yves Lalonde

QU'IL SOIT RÉSOLU QUE les membres suivants soient nommés à titre de membres du comité des licences tel que décrit au règlement No. 2016-108, étant un règlement relativement à l'émission des licences et à la gestion et la règlementation des propriétaires et chauffeurs de taxi :

- Maire Guy Desjardins
- Conseiller Mario Zanth
- Conseiller Carl Grimard

ADOPTÉE, telle que modifiée

11. Rapports des Comités/Services

11.1 Légalisation du cannabis - Option de refuser que des magasins de vente au détail de cannabis soient autorisés dans Clarence-Rockland

RÉSOLUTION 2018-281
Proposée par Mario Zanth
Appuyée par Diane Choinière

ATTENDU QUE l'article 41 (1) de la *Loi de 2018 sur les licences liées au cannabis* permet à une municipalité d'interdire que les magasins de vente au détail de cannabis soient situés sur son territoire en adoptant une résolution au plus tard le 22 janvier 2019; et

ATTENDU QUE les municipalités ont jusqu'au 22 janvier 2019 pour informer l'autorité compétente en matière de cannabis, étant la Commission des Alcools et des Jeux de l'Ontario, si elles désirent interdire les magasins de vente au détail de cannabis dans leur municipalité;

QU'IL SOIT RÉSOLU QUE *le conseil confirme que la Cité de Clarence-Rockland ne désire pas exercer son droit d'interdire la vente de cannabis dans les magasins de vente au détail sous sa juridiction, sous l'autorité de l'article 41 (1) de Loi de 2018 sur les licences liées au cannabis, ce qui veut dire que la vente de cannabis récréatif dans les magasins de vente au détail sera permise dans la Cité de Clarence-Rockland, sujet à l'émission d'une licence par l'autorité compétente en matière de cannabis, étant la Commission des Alcools et des Jeux de l'Ontario;*

QU'IL SOIT ÉGALEMENT RÉSOLU QU'une copie de cette résolution soit transmise à la Commission des Alcools et des Jeux de l'Ontario (CAJO).

ADOPTÉE

11.2 Redevances d'aménagement indexées 2019

RÉSOLUTION 2018-282
Proposée par Michel Levert
Appuyée par Mario Zanth

ATTENDU QUE l'article 10 du Règlement No. 2015-13 stipule que les frais de développement mis en place peuvent être rajustés annuellement sans modifier ledit règlement;

QU'IL SOIT RÉSOLU QUE le Conseil approuve que les taux pour les redevances d'aménagement soient augmentés de 6.3% effectif le 1 janvier 2019 pour refléter l'augmentation de l'Indice des prix de la construction tel que présenté dans l'Annexe 3 pour le résidentiel et l'Annexe 4 pour les redevances d'aménagement non résidentiel, du rapport No. FIN2018-044

ADOPTÉE

11.3 Mécanisme de règlement des différends – 2164 Landry

RÉSOLUTION 2018-283
Proposée par Michel Levert
Appuyée par Diane Choinière

ATTENDU QU'UN appel au Tribunal d'appel de l'aménagement local (TAAL) a été reçu par un résidant par rapport au dossier d'amendement au règlement de zonage pour le 2164 Landry;

QU'IL SOIT RÉSOLU QUE le conseil accepte d'utiliser un mécanisme de règlement des différends afin de régler l'appel.

ADOPTÉE

11.4 Recommandations pour l'édition 2019 du Festival de la rivière des Outaouais et de la Fête du Canada

RÉSOLUTION 2018-284
Proposée par André J. Lalonde
Appuyée par Carl Grimard

ATTENDU QUE les Services communautaires demandent une part municipale pour l'organisation des activités du Festival de la rivière des Outaouais et de la Fête du Canada 2019 lors du processus budgétaire 2019, soit le même montant qui a été accordé en 2018 ;

QU'IL SOIT RÉSOLU QUE le conseil municipal accorde une part municipale de 35 000 $ pour l'organisation du Festival de la rivière des Outaouais et de la Fête du Canada 2019 en plus du temps supplémentaire des employés ; tel que recommandé.

ADOPTÉE

11.5 Élargissement de la rue Industrielle

Suite aux questions, M. Julian Lenhart explique que ce projet vise à donner suite à la directive de fermer l'accès de l'aréna sur le chemin de Comté 17. Il ajoute que la construction d'un rond-point permettra aux camions lourds de faire demi-tour sans avoir à utiliser les entrées privées.

Suite aux questions, M. Rob Kehoe explique que la rue n'a pas nécessairement été conçue adéquatement initialement et que certains obligations doivent être remplies par la Cité.

Suite aux discussions, le conseil donne la directive au directeur de l'infrastructure et aménagement du territoire et préparer un rapport avec d'autres options et d'y indiquer la différence de prix.

RÉSOLUTION 2018-285
Proposée par Mario Zanth
Appuyée par Diane Choinière

ATTENDU QU'une entente a déjà été mise en place entre les deux (2) parties et que l'entente contient une condition que la rue Industrielle soit élargie par le 30 juin 2019;

QU'IL SOIT RÉSOLU QUE le conseil municipal autorise le département d'infrastructures et aménagement du territoire à procéder avec le processus de soumission avant que le budget des projets d'immobilisation 2019 soit approuvé; et

QU'IL SOIT RÉSOLU QUE le conseil municipal préapprouve un montant de 337 500$ provenant du budget capital 2019 afin d'entreprendre et livrer ce projet en temps pour la date butoir du 30 juin 2019.

DIFFÉRÉE

11.6 Demande de report des frais de redevance d'aménagement / ATG Industries

RÉSOLUTION 2018-286
Proposée par Don Bouchard
Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU QUE le Conseil autorise le report du paiement des redevances d'aménagements au montant estimé de 102 000 $ ainsi que l'annulation des d'intérêts courus, en faveur de ATG Industries, jusqu'à ce que la Cité ait rempli sa responsabilité de l'enlèvement de la butte de terre sur leur propriété.

ADOPTÉE

11.7 Rémunération du conseil

RÉSOLUTION 2018-287
Proposée par Mario Zanth
Appuyée par Don Bouchard

QU'IL SOIT RÉSOLU QUE le Conseil adopte l'option 2, énoncée dans le rapport FIN2018-045, commençant le 1er janvier 2019.

ADOPTÉE

12. Règlements municipaux

RÉSOLUTION 2018-288
Proposée par Christian Simard
Appuyée par Mario Zanth

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

12.1. 2018-151 - pour autoriser la signature d'une prolongation d'un (1) an au contrat avec Synex Construction Ltd. pour effectuer l'enlèvement des bancs de neige dans le secteur commercial centre-ville
12.2. 2018-153 - pour autoriser l'installation de panneaux d'arrêt - cercle Henrie et rues St-Jacques, St-Louis et Albert
12.3. 2018-159 - amendement au règlement 2005-152, étant un règlement pour contrôler la circulation des VTT
12.5. 2018-161 - pour adopter le règlement d'emprunt 2019

ADOPTÉE

12.4 2018-160 - pour approuver la liste d'offres à commande des fournisseurs de services d'équipement lourd / location d'opérateur pour 2019, 2020 et 2021

RÉSOLUTION 2018-289
Proposée par Christian Simard
Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU QUE le règlement 2018-160, étant un règlement pour approuver la liste d'offres à commande des fournisseurs de services d'équipement lourd / location d'opérateur pour 2019, 2020 et 2021, avec une option de renouvellement pour deux (2) termes additionnels de un an, soit adopté.

ADOPTÉE

13. Règlement de confirmation

RÉSOLUTION 2018-290
Proposée par Mario Zanth
Appuyée par André J. Lalonde

QU'IL SOIT RÉSOLU QUE le règlement no. 2018-158, étant un règlement de confirmation pour la réunion régulière du 17 décembre 2018, soit adopté.

ADOPTÉE

14. Ajournement

Le maire Desjardins lève l’assemblée à 20h27.

_____	_____
Guy Desjardins, maire	Maryse St-Pierre, greffière adjointe

CORPORATION OF THE

CITY OF CLARENCE-ROCKLAND

COMMITTEE OF THE WHOLE MINUTES

December 17, 2018
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

PRESENT: Guy Desjardins, Mayor
Samuel Cardarelli, Councillor Ward 1
Mario Zanth, Councillor Ward 2
Carl Grimard, Councillor Ward 3
Don Bouchard, Councillor Ward 4
André J. Lalonde, Councillor Ward 5
Christian 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 8:45 pm.

2. Adoption of the agenda

RECOMMENDATION COW2018-182
Moved by Mario Zanth
Seconded by Diane Choinière

THAT the agenda be adopted with the following amendment:

- Withdrawal of item 9.1. Council Remuneration.

CARRIED

3. Disclosure of pecuniary interests (none)

4. Delegations / Presentations

4.1 Presentation by Jean-François Dion from the École secondaire catholique l'Escale regarding ice rental fees for the Clarence Creek Arena

Mr. Jean-François Dion presents his request regarding the ice rental fees.

Further to questions, Mr. Jean-Luc Jubinville confirms that the school already benefits from some free ice time within some specific time frames. Mayor Desjardins directs staff to prepare options for consideration during budget deliberations.

5. Petitions / Correspondence (none)

6. Notice of Motion

6.1 Notice of motion presented by Councillor Don Bouchard regarding the creation of an Economic Development Advisory Committee

The notice of motion is presented.

WHEREAS *the revenues from non-residential taxes are only at 5.87% and the economic development in Clarence-Rockland has slowed down significantly in the last few years; and*

WHEREAS *the City does not have an Economic Development Plan; and*

WHEREAS *an economic development committee would provide recommendations for developing an Economic Development Plan for the City of Clarence-Rockland;*

BE IT RESOLVED THAT *Council supports the idea of establishing an Economic Development Advisory Committee for the City of Clarence-Rockland; and*

BE IT RESOLVED THAT *the Administration be mandated to work with a working group of up to three (3) council members, appointed by the Mayor, to elaborate the terms of reference for the establishment of an Economic Development Advisory Committee for the City of Clarence-Rockland, for Council's consideration.*

7. Comment/Question Period (none)

8. Report from the United Counties of Prescott and Russell (none)

9. Committee/Staff Reports

9.2 Notre Dame Landfill Site and Caron Street Storm Water Management

Further to questions, Mr. Dave Darch explains that the Ministry gave the authorization for the pond but reconsidered their decision when they learned

about the location of the landfill site. He adds that the Ministry does not want surface water at this location.

RECOMMENDATION COW2018-183
Moved by Mario Zanth
Seconded by André J. Lalonde

WHEREAS City staff has been and continues to work cooperatively with MECP staff to secure approval of a closure plan for the former Notre Dame Landfill Site; and

WHEREAS studies and analyses are currently underway to address the stormwater discharge from the Caron Street sewer system into the landfill site;

THAT Committee of the Whole recommends that Municipal Council supports the Department's strategy, as detailed in Report INF2018-053, to secure the required Ministry approval for both of these undertakings.

CARRIED

9.3 Jean-Marc Lalonde Arena – Building condition

Mr. Jean-Luc Jubinville presents the results of the study for the Jean-Marc Lalonde Arena.

Mr. Elliot Smith from LRL Engineering explains the current facility analysis and proposes the option of a multipurpose arena. He confirms that the proposed changes shall be completed in the near future.

RECOMMENDATION COW2018-184
Moved by Carl Grimard
Seconded by Samuel Cardarelli

THAT report no. LOI2018-11-03 be received as information.

CARRIED

9.4 Rental Agreement – Ontario Youth Wellness Hub - Champlain East – Rockland

RECOMMENDATION COW2018-185
Moved by Samuel Cardarelli
Seconded by Mario Zanth

WHEREAS the Municipal Council adopted Resolution 2017-263 that mandates the Community Services to work with the Youth Wellness Hub partners in order to find an appropriate place to establish the hub; and

WHEREAS an assessment was made of all the available space and the Community Services and Youth HUB partners determined that the Chamberland Center would be the most suitable space to establish the Youth Wellness Hub;

THAT the Committee of the Whole hereby recommends that Municipal Council adopts a by-law to authorize the signature of an agreement with the Ontario Youth Wellness Hub for the rental of the north portion of the Chamberland Center located at 1517 Laurier Street, Rockland for the period of January 1, 2019, to March 31, 2021, at a rate of $ 415 per month, as well as the south portion of the Chamberland Center at a preferential rate of $5.80 / hour for an approximate number of 862 hours per year (total of $5,000 per year), in accordance with the terms established in the proposed agreement.

CARRIED

9.5 2019 Budget Tabling Report

Mr. Frédéric Desnoyers presents the Budget book, its structure and content.

RECOMMENDATION COW2018-186
Moved by Michel Levert
Seconded by Mario Zanth

THAT Report no. FIN2018-046, which includes a copy of the 2019 draft preliminary budget, as recommended by staff, be received as information in preparation for deliberations; and

THAT the following meeting dates be established for the purpose of deliberating the proposed 2019 operating budget, capital budget and water, sewer and waste rates:

- Tuesday, Jan 15, 2019, 6:00 p.m., Council chambers
- Wednesday, Jan 16, 2019, 6:00 p.m., Council chambers
- Thursday, Jan 17, 2019, 6:00 p.m., Council chambers (if required)
- Tuesday, Jan 22, 2019, 6:00 p.m., Council chambers (if required)
- Wednesday, Jan 23, 2019, 6:00 p.m., Council chambers (if required)

CARRIED

9.6 Additional Information Option 2 - Erosion of creek side slope along properties 1058 and 1052 Baseline Road

RECOMMENDATION COW2018-187
Moved by Christian Simard
Seconded by Don Bouchard

THAT Report No. INF2018-054 which provides additional information in regards to option 2, to rehabilitate and stabilize the side slope erosion of the natural creek between the private properties located at 1058 and 1052 Baseline Road, as identified in Report INF2018-039, be received as information.

CARRIED

9.7 Fire Station Construction Update (December 2018)

RECOMMENDATION COW2018-188
Moved by Christian Simard
Seconded by Mario Zanth

THAT Report No. PRO2018-026 related to current progress of the new fire stations, be received as information.

CARRIED

9.8 Monthly statistics - Construction - November 2018

RECOMMENDATION COW2018-189
Moved by Samuel Cardarelli
Seconded by Christian Simard

THAT the Construction monthly report be received as information.

CARRIED

10. Other items

Further to questions, Mr. Lenhart explains that Enbridge is responsible for the repairs to the roads once their construction work is completed. He adds that the pavement on Laurier Street is to be completed when the weather permits.

Further to questions, Mr. Lenhart explains that the LED lights project is two-thirds complete.

Mayor Desjardins wishes everyone a safe and happy holiday season.

11. Adjournment

Mayor Desjardins adjourns the meeting at 10:28 pm.

Guy Desjardins, Mayor	Maryse St-Pierre, Deputy Clerk

CORPORATION DE LA

CITÉ DE CLARENCE-ROCKLAND

PROCÈS-VERBAL DU COMITÉ PLÉNIER

le 17 décembre 2018
Salle du Conseil
415 rue Lemay Street, Clarence Creek, Ont.

PRÉSENT: Guy Desjardins, maire
Samuel Cardarelli, conseiller du quartier 1
Mario Zanth, conseiller du quartier 2
Carl Grimard, conseiller du quartier 3
Don Bouchard, conseiller du quartier 4
André J. Lalonde, conseiller du quartier 5
Christian Simard, conseiller 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 20h45.

2. Adoption de l'ordre du jour

RECOMMANDATION COW2018-182
Proposée par Mario Zanth
Appuyée par Diane Choinière

QUE l'ordre du jour soit adopté avec la modification suivante:

- retrait de l'item 9.1. Rémunération du conseil.

ADOPTÉE

3. Déclarations d'intérêts pécuniaires (aucune)

4. Délégations / Présentations

4.1 Présentation de Jean-François Dion de l'École secondaire catholique l'Escale au sujet des taux de location de glace à l'Aréna de Clarence Creek

M. Jean-François Dion présente sa demande relativement aux taux de location de glace.

Suite aux questions, M. Jean-Luc Jubinville confirme que l'école bénéficie actuellement de temps de glace gratuit pour certaines périodes spécifiques. Le maire Desjardins demande au personnel de préparer les options à considérer lors des prochaines délibérations budgétaires.

5. Pétitions / Correspondance (aucune)

6. Avis de motion

6.1 Avis de motion présentée par le conseiller Don Bouchard concernant la création d'un comité consultatif sur le développement économique

L'avis de motion est présenté.

ATTENDU QUE *les revenus des taxes non résidentielles sont de seulement 5,87% et que le développement économique de la Cité Clarence-Rockland a beaucoup ralenti dans les dernières années; et*

ATTENDU QUE *la Cité n'a pas de plan de développement économique; et*

ATTENDU QU'*un comité sur le développement économique permettrait d'obtenir des recommandations pour élaborer un plan de développement économique pour la Cité de Clarence-Rockland;*

QU'IL SOIT RÉSOLU QUE *le conseil municipal appuie l'idée d'établir un comité consultatif en matière de développement économique pour la Cité de Clarence-Rockland; et*

QU'IL SOIT RÉSOLU QUE *l'administration soit mandatée à travailler avec un groupe de travail composé d'un maximum de trois (3) membres du conseil, nommés par le maire, afin d'élaborer les termes de référence dans le but d'établir un comité consultatif en matière de développement économique de la Cité de Clarence-Rockland, pour la considération du conseil.*

7. Période de Questions/Commentaires (aucune)

8. Rapport des Comtés unis de Prescott et Russell (aucun)

9. Rapports des Comités/Services

9.2 Site d'enfouissement Notre-Dame et gestion de l'égout pluvial de la rue Caron

Suite aux questions, M. Dave Darch explique que le ministère a donné son approbation pour l'étang, mais qu'ils sont revenus sur leur décision à cause de l'emplacement du site d'enfouissement. Il ajoute que le ministère ne désire pas voir d'eau de surface à cet emplacement.

RECOMMANDATION COW2018-183
Proposée par Mario Zanth
Appuyée par André J. Lalonde

ATTENDU QUE le personnel de la Cité continue de collaborer avec le personnel de MECP pour faire approuver un plan de fermeture de l'ancien site d'enfouissement de Notre-Dame ; et

ATTENDU QUE des études et des analyses sont en cours pour réduire la décharge des eaux pluviales du système d'égout de la rue Caron dans le site d'enfouissement ;

QUE le comité plénier recommande que le conseil municipal appuie la stratégie du département, tel que décrit dans au rapport INF2018-053, afin d'obtenir les approbations requises du ministère pour ces deux projets.

ADOPTÉE

9.3 Aréna Jean-Marc Lalonde – Condition de l'édifice

M. Jean-Luc Jubinville présente les résultats de l'étude de l'aréna Jean-Marc Lalonde.

M. Elliot Smith de LRL Ingénierie explique l'analyse des installations en place et propose l'option d'un aréna multifonctionnel. Il confirme que les changements proposés doivent être faits dans un avenir rapproché.

RECOMMANDATION COW2018-184
Proposée par Carl Grimard
Appuyée par

QUE le rapport LOI2018–12-01 soit reçu à titre d'information.

ADOPTÉE

9.4 Entente de location – Carrefour bien-être pour les jeunes de l'Ontario - Champlain Est – Site Rockland

RECOMMANDATION COW2018-185
Proposée par
Appuyée par Mario Zanth

ATTENDU QUE le conseil municipal a adopté la résolution 2017-263 mandatant les Services communautaires à travailler avec les partenaires du Carrefour bien-être afin de trouver un endroit propice au projet dans la Cité ; et

ATTENDU QUE suite à une évaluation des locaux disponibles, les Services communautaires et les partenaires du Carrefour ont déterminé que le Centre Chamberland serait l'endroit le plus approprié pour établir le Carrefour ;

QUE le comité plénier recommande au conseil municipal d'adopter un règlement afin d'autoriser la signature d'une entente avec le Carrefour bien-être pour les jeunes de l'Ontario - Champlain Est – Site Rockland pour la location de la partie Nord du Centre Chamberland situé au 1517 Laurier, Rockland pour la période du 1er janvier 2019 au 31 mars 2021 à un taux de 415$ par mois, ainsi que de la partie Sud du Centre Chamberland au taux préférentiel de 5.80$/heure pour un nombre approximatif de 862 heures par année (5 000$/année), et selon les termes établis dans l'entente proposée.

ADOPTÉE

9.5 Rapport pour le dépôt du budget 2019

M. Frédéric Desnoyers présente le livre budgétaire, sa structure et son contenu.

RECOMMANDATION COW2018-186
Proposée par Michel Levert
Appuyée par Mario Zanth

QUE le Rapport no. FIN2018-046, qui inclut une copie de l'ébauche préliminaire du budget 2019, tel que proposé par le personnel, soit reçu à titre d'information en préparation aux délibérations ; et

QUE les dates suivantes soient établies pour la délibération du budget de fonctionnement 2019, le budget des immobilisations ainsi que les taux de taxation pour l'eau, les égouts et les déchets:

- Mardi 15 janvier 2019 à 18h - Salle du conseil
- Mercredi 16 janvier 2019 à 18h – Salle du conseil
- Jeudi 17 janvier 2019 à 18h – Salle du conseil (si nécessaire)
- Mardi 22 janvier 2019 à 18h – Salle du conseil (si nécessaire)
- Mercredi 23 janvier 2019 à 18h – Salle du conseil (si nécessaire)

ADOPTÉE

9.6 Informations supplémentaires sur l'option 2 - réhabilitation et la stabilisation de l'érosion de la pente le long des propriétés situées au 1058 et 1052 chemin Baseline

RECOMMANDATION COW2018-187
Proposée par
Appuyée par

QUE le rapport INF2018-054 lequel fourni de l'information additionnelle relativement à l'option 2, pour la réhabilitation et la stabilisation de l'érosion de la pente du cours d'eau naturel entre les propriétés privées situées au 1058 et 1052 chemin Baseline, tel qu'identifié au rapport INF2018-039, soit reçu à titre d'information.

ADOPTÉE

9.7 Mise à jour de la construction des casernes (décembre 2018)

RECOMMANDATION COW2018-188
Proposée par
Appuyée par Mario Zanth

QUE le rapport PRO2018-026 relié à l'état d'avancement des nouvelles casernes soit reçu à titre d'information.

ADOPTÉE

9.8 Statistiques mensuelles - construction - novembre 2018

RECOMMANDATION COW2018-189
Proposée par
Appuyée par

QUE le rapport mensuel de la construction soit reçu à titre d'information.

ADOPTÉE

10. Autres items

Suite aux questions, M. Lenhart explique qu'Enbridge est responsable des réparations lorsque leurs travaux de construction de gaz naturel seront terminés. Il ajoute que le pavage sur la rue Laurier sera complété lorsque la température le permettra.

Suite aux questions, M. Lenhart explique que le projet des lumières DEL est complété à deux tiers environ.

Le maire Desjardins souhaite à tous un joyeux temps des fêtes.

11. Ajournement

Le maire Desjardins lève l’assemblée à 22h28.

Guy Desjardins, maire	Maryse St-Pierre, greffière adjointe

CORPORATION DE LA

CITÉ DE CLARENCE-ROCKLAND

PROCÈS-VERBAL RÉUNION COMITÉ DE DÉROGATION

le 24 octobre 2018
Salle du Conseil
415 rue Lemay Street,
Clarence Creek, Ont.

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

ABSENT: 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 Sylvie Lalonde
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 Sylvie Lalonde

Que le procès-verbal du 19 septembre 2018 soit approuvé tel que présenté.

ADOPTÉE

5. Demandes de morcellement

5.1 B-CR-016-2018

Proposé par Guy Desjardins
Appuyé par Michel Bergeron

QUE le Comité de dérogation approuve la demande d'autorisation soumise par Réjean et Marie-Reine Chartrand, dossier B-CR-016-2018, concernant la propriété décrite comme étant le 524 chemin Rollin;

Sujette aux conditions suivantes :

1. Que le(s) requérant(s) fournisse(nt) à la Cité de Clarence-Rockland deux copies originales en papier du plan de référence (plan d'arpentage) dûment enregistrées et une copie PDF qui se conforment essentiellement à la demande **B-CR-16-2018** telle qu'accordée.
2. Que le requérant fournisse une (1) copie du plan de référence (plan d'arpentage) en PDF et DWG dûment enregistré qui se conforme essentiellement à la demande B-CR-016-2018 telle que soumise aux Comtés unis de Prescott et Russell. Le plan est à remettre directement aux Comtés unis.
3. Que le(s) requérant(s) fournisse(nt) à l'autorité approbatrice de la Cité de Clarence-Rockland
4. Une copie du Plan de renvoi ou de la description légale du bien-fonds séparé et de l'acte ou l'instrument transférant le bien-fonds séparé au propriétaire de la propriété attenante au nord connue en tant que **524 Rollin** de sorte qu'aucun nouveau lot n'est créé, conformément à l'alinéa (b) ci-dessous;
   Une attestation officielle joint à l'acte/au transfert requis en vertu de l'alinéa (a) ci-dessus comptant la mention suivante :

« Les biens-fonds devant être séparés ont pour seul but l'ajout d'un lot aux biens-fonds attenants appartenant à (*insérer le nom*) décrits comme NIP (*numéro d'identification de la propriété*) qui constitue les Parties (*insérer les numéros*) sur le Plan (*insérer le numéro de plan*), non pas pour la création d'un nouveau lot, et tout transfert, charge ou autre opération ultérieur(e) portant sur les biens-fonds devant être séparés est soumis au respect de l'article 50(3) ou de l'article 50(5) de la *Loi sur l'aménagement du territoire*, le cas échéant. Ni les biens-fonds à séparer, ni les biens-fonds attenants ne peuvent être transférés, chargés ou non

autrement cédés dans le futur sans l'autre parcelle, sauf si un nouveau consentement est obtenu. Le Propriétaire doit faire en sorte que les biens-fonds à séparer soient consolidés sur le titre avec les biens-fonds attenants et que cette condition soit inscrite sur le registre des parcelles pour la parcelle consolidée comme restriction. »

L'engagement d'un avocat autorisé à exercer le droit dans la province de l'Ontario, et en règle avec le Barreau du Haut-Canada, comme suit :

« En contrepartie de, et nonobstant, la délivrance du Certificat en vertu de l'article 50(12) de la Loi sur l'aménagement du territoire à l'égard de l'objet de la demande de consentement, je m'engage au nom du Propriétaire, dans les 10 jours après l'enregistrement sur le titre du document de transfert contenant la mention indiquée dans l'attestation officielle délivrée par le Comité de dérogation, de déposer une demande de consolidation des parcelles, y compris le bien-fonds séparé (insérer le numéro de la partie du NIP) et le bien-fonds attenant (insérer le numéro du NIP). Cette consolidation de NIP vise à renforcer la stipulation de la Loi sur l'aménagement du territoire dans la condition décrite ci-dessus selon laquelle les deux parcelles ont fusionné dans le Titre et qu'elles ne peuvent être cédées séparément à l'avenir. Je m'engage également à transmettre une copie de la demande enregistrée de consolidation des parcelles et une copie des pages de résumé des parcelles consolidées au bureau du Comité dans les 21 jours après l'enregistrement de la demande de consolidation des parcelles. »

Un engagement du procureur de l'auteur de la demande confirmant que les actes seront enregistrés dans les deux (2) ans suivant la date du certificat.

5. Que le(s) requérant(s) fournisse(nt) à l'Autorité approbatrice de la Cité de Clarence-Rockland un Transfert/Acte de cession transférant le terrain divisé dans le but d'émettre un certificat d'autorisation.
6. Que chaque condition soit remplie et que l'Autorité approbatrice de la Cité de Clarence-Rockland en soit avisée par écrit pas plus tard qu'un (1) an après la date de l'avis de la décision par les départements ou les agences qui ont imposé la/les condition(s) respective(s).

ADOPTÉE

5.2 B-CR-017-2018

Proposé par Guy Desjardins
Appuyé par Michel Bergeron

THAT the Committee of Adjustment approve the consent application submitted by Jean-Jacques Ledoux for Margo Alison Ledoux, file number B-CR-017-2018, concerning the property described as Part of lot 15, Concession 1 (O.S.), Parts 3 and 8 on Plan 50R-7305, subject to the following conditions:

1. That the applicant provide the City of Clarence-Rockland two original copies of a registered Reference Plan (plan of survey) and one PDF copy that identifies the severance B-CR-017-2018 as approved by the committee.

2. That the applicant provide the United Counties of Prescott and Russell one copy of a registered Reference Plan (plan of survey) in PDF and DWG format that identifies the severance B-CR-017-2018 as approved by the Committee. The plan is to be submitted directly to the United Counties.

3. An undertaking from the applicant's solicitor confirming that the deeds will be registered on title within two (2) years of the date of the certificate.

4. That the applicants 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

5.3 B-CR-022-2018

Mme Lalonde demande si la parcelle retenue respectera la façade minimale.

Mme Lemay indique que oui.

Proposé par Sylvie Lalonde
Appuyé par Michel Bergeron

THAT the Committee of Adjustment approve the consent application submitted by Daniel Rozon for Monique Rozon, file number B-CR-022-

2018, concerning the property described as 3393 Old Highway 17 Unit 11, subject to the following conditions:

1. That the applicant provide to the City of Clarence-Rockland two original paper copies of a registered Reference Plan (plan of survey) that identifies the severance B-CR-022-2018 as approved by the committee, as well as one copy to be submitted electronically in PDF and DWG format directly to the United Counties of Prescott and Russell and to the City of Clarence-Rockland.
2. That the applicant provide the Approval Authority of the City of Clarence-Rockland the following:
   A copy of the legal description of the severed land and the deed or instrument conveying the severed land to the owner of the abutting property to the east known municipally as 3421 Old Highway 17, so that no new lot is being created in accordance with paragraph (b) below;
   A certificate of Official attached to the deed/transfer required by paragraph (a) above containing the following endorsement:

"The lands to be severed are for the purpose of a lot addition only to the abutting lands owned by (insert name) described as PIN (insert plan number), not for the creation of a new lot, and any subsequent transfer, charge or other transaction involving the lands to be severed shall be subject to compliance with Section 50(3) or Section 50(5) of the Planning Act, as applicable. Neither the lands to be severed nor the abutting lands are to be transferred, charged or otherwise re-conveyed in the future without the other parcel unless a further consent is obtained. The Owner shall cause the lands to be severed to be consolidated on title with the abutting lands and for this condition to be entered on the parcel register for the consolidated parcel as a restriction."

3. That any mortgage on the property be discharged from any lands being severed and for any lands to be added to a lot with a mortgage, that mortgage shall be extended onto the additional land and that the solicitor provide an undertaking in writing that this condition will be fulfilled.
4. That the landowner provides to South Nation Conservation a written undertaking which acknowledges that the proposed property lines must be at a minimum clearing distance of three (3) metres from all existing private sewage systems.
5. That the applicant 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.

6. 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

6. Demandes de dérogation mineure

6.1 D13-18-11

Mme Lalonde demande pourquoi le ruisseau est une ligne droite.

Mme Lemay indique qu'il existe un terrain agricole à l'arrière et que possiblement le fossé/habitat de poisson a été modifié. L'étude démontre également que ce fossé est un habitat de poisson indirecte.

Proposé par Sylvie Lalonde
Appuyé par Michel Bergeron

THAT the Committee of Adjustment accepts the application for Minor Variance submitted by Steven and Kelly McDermaid, for the property identified as 2900 Gagne Road, to:

- Reduce the setback from a house to the high water mark of a watercourse to 17m; and
- Reduce the setback from a septic system to the high water mark of a watercourse to 9m.

ADOPTÉE

6.2 D13-18-12

M. Collier demande comment il calcule le 10 mètres de la ligne.

Mme Lemay mentionne que le chemin a 13 mètres de la ligne du centre du chemin. Il pourrait potentiellement calculer 13 mètres de la ligne du centre du chemin et ensuite un autre 10 mètres.

Mme Bélanger demande s'il sait ou sa ligne arrière est située. Il pourrait calculer sa marge de recul avec ceci. Elle indique également que la meilleure façon de déterminer la localisation des lignes est d'appeler un arpenteur pour remettre les bornes.

Proposé par Sylvie Lalonde
Appuyé par Guy Desjardins

THAT the Committee of Adjustment accepts the application for Minor Variance submitted by Glenn Collier and Jennifer Hannah, for the property identified as 4071 Champlain Road, to:

- Reduce the front yard setback for an accessory structure to 10m.

ADOPTÉE

6.3 D13-18-13

M. Levert demande comment les matériaux sont apportés sur la propriété.

Mme Rocque indique qu'elle utilise un 4 roues et un trailer et elle a accès à une barge.

Proposé par Guy Desjardins
Appuyé par Michel Levert

QUE le Comité de dérogation accepte la demande de dérogation mineure soumise par J-Rock Construction pour Roxanne Rocque, dossier A/13/18, concernant la propriété décrite comme l'unité 2, 700 Onésime Guibord, Ile Clarence, Parties 18 & 21, plan 50R9, dans le but de :

- Augmenter la hauteur maximale d'une habitation saisonnière à 6m.

ADOPTÉE

9. Ajournement

La réunion est ajournée à 19h45.

Serge Dicaire Président

W Marie-Eve Bélanger Secrétaire-Trésorière

Clarence-Rockland

CORPORATION OF THE

CITY OF CLARENCE-ROCKLAND

COMMITTEE OF ADJUSTMENT MEETING MINUTES

October 24, 2018
Council Chambers
415 rue Lemay Street, Clarence Creek, Ont.

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

That the minutes of the meeting of September 19th, 2018 be approved.

CARRIED

5. Consent Applications

5.1 B-CR-016-2018

Moved by Guy Desjardins
Seconded By Michel Bergeron

QUE le Comité de dérogation approuve la demande d'autorisation soumise par Réjean et Marie-Reine Chartrand, dossier B-CR-016-2018, concernant la propriété décrite comme étant le 524 chemin Rollin;

Sujette aux conditions suivantes :

1. Que le(s) requérant(s) fournisse(nt) à la Cité de Clarence-Rockland deux copies originales en papier du plan de référence (plan d'arpentage) dûment enregistrées et une copie PDF qui se conforment essentiellement à la demande **B-CR-16-2018** telle qu'accordée.
2. Que le requérant fournisse une (1) copie du plan de référence (plan d'arpentage) en PDF et DWG dûment enregistré qui se conforme essentiellement à la demande B-CR-016-2018 telle que soumise aux Comtés unis de Prescott et Russell. Le plan est à remettre directement aux Comtés unis.
3. Que le(s) requérant(s) fournisse(nt) à l'autorité approbatrice de la Cité de Clarence-Rockland
4. Une copie du Plan de renvoi ou de la description légale du bien-fonds séparé et de l'acte ou l'instrument transférant le bien-fonds séparé au propriétaire de la propriété attenante au nord connue en tant que **524 Rollin** de sorte qu'aucun nouveau lot n'est créé, conformément à l'alinéa (b) ci-dessous;
   Une attestation officielle joint à l'acte/au transfert requis en vertu de l'alinéa (a) ci-dessus comptant la mention suivante :

« Les biens-fonds devant être séparés ont pour seul but l'ajout d'un lot aux biens-fonds attenants appartenant à (*insérer le nom*) décrits comme NIP (*numéro d'identification de la propriété*) qui constitue les Parties (*insérer les numéros*) sur le Plan (*insérer le numéro de plan*), non pas pour la création d'un nouveau lot, et tout transfert, charge ou autre opération ultérieur(e) portant sur les biens-fonds devant être séparés est soumis au respect de l'article 50(3) ou de l'article 50(5) de la *Loi sur l'aménagement du territoire*, le cas échéant. Ni les biens-fonds à séparer, ni les biens-fonds attenants ne peuvent être transférés, chargés ou non

autrement cédés dans le futur sans l'autre parcelle, sauf si un nouveau consentement est obtenu. Le Propriétaire doit faire en sorte que les biens-fonds à séparer soient consolidés sur le titre avec les biens-fonds attenants et que cette condition soit inscrite sur le registre des parcelles pour la parcelle consolidée comme restriction. »

1. L'engagement d'un avocat autorisé à exercer le droit dans la province de l'Ontario, et en règle avec le Barreau du Haut-Canada, comme suit :

« En contrepartie de, et nonobstant, la délivrance du Certificat en vertu de l'article 50(12) de la Loi sur l'aménagement du territoire à l'égard de l'objet de la demande de consentement, je m'engage au nom du Propriétaire, dans les 10 jours après l'enregistrement sur le titre du document de transfert contenant la mention indiquée dans l'attestation officielle délivrée par le Comité de dérogation, de déposer une demande de consolidation des parcelles, y compris le bien-fonds séparé (insérer le numéron de la partie du NIP) et le bien-fonds attenant (insérer le numéro du NIP). Cette consolidation de NIP vise à renforcer la stipulation de la Loi sur l'aménagement du territoire dans la condition décrite ci-dessus selon laquelle les deux parcelles ont fusionné dans le Titre et qu'elles ne peuvent être cédées séparément à l'avenir. Je m'engage également à transmettre une copie de la demande enregistrée de consolidation des parcelles et une copie des pages de résumé des parcelles consolidées au bureau du Comité dans les 21 jours après l'enregistrement de la demande de consolidation des parcelles. »

2. Un engagement du procureur de l'auteur de la demande confirmant que les actes seront enregistrés dans les deux (2) ans suivant la date du certificat.

5. Que le(s) requérant(s) fournisse(nt) à l'Autorité approbatrice de la Cité de Clarence-Rockland un Transfert/Acte de cession transférant le terrain divisé dans le but d'émettre un certificat d'autorisation.

6. Que chaque condition soit remplie et que l'Autorité approbatrice de la Cité de Clarence-Rockland en soit avisée par écrit pas plus tard qu'un (1) an après la date de l'avis de la décision par les départements ou les agences qui ont imposé la/les condition(s) respective(s).

CARRIED

5.2 B-CR-017-2018

Moved by Guy Desjardins
Seconded By Michel Bergeron

THAT the Committee of Adjustment approve the consent application submitted by Jean-Jacques Ledoux for Margo Alison Ledoux, file number B-CR-017-2018, concerning the property described as Part of lot 15, Concession 1 (O.S.), Parts 3 and 8 on Plan 50R-7305, subject to the following conditions:

1. That the applicant provide the City of Clarence-Rockland two original copies of a registered Reference Plan (plan of survey) and one PDF copy that identifies the severance B-CR-017-2018 as approved by the committee.

2. That the applicant provide the United Counties of Prescott and Russell one copy of a registered Reference Plan (plan of survey) in PDF and DWG format that identifies the severance B-CR-017-2018 as approved by the Committee. The plan is to be submitted directly to the United Counties.

3. An undertaking from the applicant's solicitor confirming that the deeds will be registered on title within two (2) years of the date of the certificate.

4. That the applicants 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

5.3 B-CR-022-2018

Mrs. Lalonde asked if the remaining parcel will still meet the required frontage.

Mrs. Lemay indicated that it will.

Moved by Sylvie Lalonde
Seconded By Michel Bergeron

THAT the Committee of Adjustment approve the consent application submitted by Daniel Rozon for Monique Rozon, file number B-CR-022-2018, concerning the property described as 3393 Old Highway 17 Unit 11, subject to the following conditions:

1. That the applicant provide to the City of Clarence-Rockland two original paper copies of a registered Reference Plan (plan of survey) that identifies the severance B-CR-022-2018 as approved by the committee, as well as one copy to be submitted electronically in PDF and DWG format directly to the United Counties of Prescott and Russell and to the City of Clarence-Rockland.
2. That the applicant provide the Approval Authority of the City of Clarence-Rockland the following:
3. A copy of the legal description of the severed land and the deed or instrument conveying the severed land to the owner of the abutting property to the east known municipally as 3421 Old Highway 17, so that no new lot is being created in accordance with paragraph (b) below;
4. A certificate of Official attached to the deed/transfer required by paragraph (a) above containing the following endorsement:

"The lands to be severed are for the purpose of a lot addition only to the abutting lands owned by (insert name) described as PIN (insert plan number), not for the creation of a new lot, and any subsequent transfer, charge or other transaction involving the lands to be severed shall be subject to compliance with Section 50(3) or Section 50(5) of the Planning Act, as applicable. Neither the lands to be severed nor the abutting lands are to be transferred, charged or otherwise re-conveyed in the future without the other parcel unless a further consent is obtained. The Owner shall cause the lands to be severed to be consolidated on title with the abutting lands and for this condition to be entered on the parcel register for the consolidated parcel as a restriction."

5. That any mortgage on the property be discharged from any lands being severed and for any lands to be added to a lot with a mortgage, that mortgage shall be extended onto the additional land and that the solicitor provide an undertaking in writing that this condition will be fulfilled.
6. That the landowner provides to South Nation Conservation a written undertaking which acknowledges that the proposed property lines must be at a minimum clearing distance of three (3) metres from all existing private sewage systems.
7. That the applicant 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.
8. 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

6. Minor Variance Applications

6.1 D13-18-11

Mrs. Lalonde asked why the watercourse is a straight line.

Mrs. Lemay indicated that there is farm land at the back and possibly that a long time ago the ditch/fish habitat was relocated. The study indicated that the ditch was an indirect fish habitat.

Moved by Sylvie Lalonde
Seconded By Michel Bergeron

THAT the Committee of Adjustment accepts the application for Minor Variance submitted by Steven and Kelly McDermaid, for the property identified as 2900 Gagne Road, to:

- Reduce the setback from a house to the high water mark of a watercourse to 17m; and
- Reduce the setback from a septic system to the high water mark of a watercourse to 9m.

CARRIED

6.2 D13-18-12

Mr. Collier asked how he will calculate the 10 metre setback.

Mrs. Lemay indicated that the right of way of the road is 13 metres from centreline. He could potentially calculate the 13 metre from centreline and then another 10 metres.

Mrs. Bélanger asked if he knows where the rear property line is. He could calculate from this line. She also indicates that the best way to know where the line is is to call a surveyor to install the pins on the property.

Moved by Sylvie Lalonde
Seconded By Guy Desjardins

THAT the Committee of Adjustment accepts the application for Minor Variance submitted by Glenn Collier and Jennifer Hannah, for the property identified as 4071 Champlain Road, to:

- Reduce the front yard setback for an accessory structure to 10m.

CARRIED

6.3 D13-18-13

Mr. Levert asked how materials is brought to the property.

Mrs. Rocque indicated that she uses a four-wheeler and a trailer and she has access to a barge.

Moved by Guy Desjardins
Seconded By Michel Levert

QUE le Comité de dérogation accepte la demande de dérogation mineure soumise par J-Rock Construction pour Roxanne Rocque, dossier A/13/18, concernant la propriété décrite comme l'unité 2, 700 Onésime Guibord, Ile Clarence, Parties 18 & 21, plan 50R9, dans le but de :

- Augmenter la hauteur maximale d'une habitation saisonnière à 6m.

CARRIED

9. Adjournment

The meeting is adjourned at 7:45 pm.

Serge Dicaire President

W Marie-Eve Bélanger Secretary Treasurer

Clarence-Rockland

REPORT N° INFRA2018-053

Date	December 17, 2018
Submitted by	Dave Darch
Subject	Notre Dame Landfill Site and Caron Street Storm Water Management
File N°	Click here to enter text.

1) **NATURE/GOAL :**

The purpose of this report is to provide members of Council with a status report on the activities currently underway to meet the requirements of the Provincial Board Order with regards to (a) the formal closure of the Notre Dame Landfill Site and (b) addressing the discharge of storm water from the Caron Street storm sewer system into the landfill lands.

2) **DIRECTIVE/PREVIOUS POLICY :**

In September, 2018, Council directed that staff bring back a report in December, 2018 detailing the activities underway to secure Ministry of Environment Conservation and Parks (MECP) approvals to enable construction works to proceed as quickly as possible to address the requirements to formally close the Notre Dame Landfill Site and address the "uncontrolled" discharge of the Caron Street storm sewer discharge into these same lands. These requirements were set out in the Provincial Officer's Report dated February 18, 2016.

3) **DEPARTMENT'S RECOMMENDATION :**

WHEREAS City staff has been and continues to work cooperatively with MECP staff to secure approval of a closure plan for the former Notre Dame Landfill Site;

AND WHEREAS studies and analyses are currently underway to address the stormwater discharge from the Caron Street sewer system into the landfill site;

BE IT RESOLVED THAT Committee of the Whole supports the Department's strategy, as detailed in this report, to secure the required Ministry approvals for both of these undertakings.

ATTENDU QUE le personnel de la Cité continue de collaborer avec le personnel de MECP pour faire approuver un plan de fermeture de l'ancien site d'enfouissement de Notre-Dame ;

ET ATTENDU QUE des études et des analyses sont en cours pour réduire la décharge des eaux pluviales du système d'égout de la rue Caron dans le site d'enfouissement ;

QU'IL SOIT RÉSOLU QUE le comité plénier appuie la stratégie du département, tel que décrit dans ce rapport, afin d'obtenir les approbations requises du ministère pour ces deux projets.

4) **BACKGROUND :**

The Notre Dame Landfill Site and the development areas tributary to the Caron Street storm sewer system have an extensive history. **Attachment 1** provides a point form overview of the significant historical events surrounding the Notre Dame landfill site and the Caron Street catchment area. To supplement this overview, a copy of the Department's last update to Council (September 10, 2018) is attached to this report as **Attachment 2**. This report provides a key plan identifying the area under consideration and includes a copy of the Ministry's August 15, 2018 letter which summarizes concerns and undertakings that must be undertaken by the municipality to secure approval of a preferred option to address the Caron Street storm water discharge.

As noted in the Department's September, 2018 report, the resolution of the Caron Street stormwater discharge will require approval of a unique and non-traditional solution. It must be recognized that the Notre Dame landfill site represents the only area where stormwater quality and quantity controls can be emplaced to satisfy conditions of approval (2012-2013) associated with the Chapman and Robert subdivisions. Normally development related stormwater management controls are implemented within the development lands under consideration. However, the conditions of approval for the Chapman and Robert subdivisions stipulated that the provision of stormwater management controls would be implemented off-site within the Notre Dame landfill area. There are no other lands available within the catchment area to address these controls other than the Notre Dame site.

The following provides a brief overview of the challenges that must be addressed in order to provide the required quantity and quality controls for the Caron Street stormwater discharge:

- the former landfill site has never been officially opened or closed

- the site is situated in a wetland

- the site is located in a floodplain

- surface waters from the landfill area ultimately discharge into Provincially Significant Wetlands (PSW) situated on the east side of the Caron Street right-of-way, which ultimately drain easterly into the Clarence Creek watershed.

5) **DISCUSSION :**

The Ministry's August 15, 2018 communication (included in **Attachment 2**) provides a detailed commentary on WSPs (the City's design consultant) report entitled Notre Dame Landfill Closure Plan and Stormwater Management Preliminary Design dated May 10, 2018. The Ministry has indicated a willingness to consider utilizing the "natural basin" for quantity and quality control of the Caron Street storm sewer discharge. This option (referred to as Option 7 in the WSP report) is definitely the Department's preferred option since the other options under consideration involve construction of more traditional storm water management ponds which could potentially have an adverse impact on the environment and floodplain. A more traditional storm water management pond would, as well, result in a substantial increase in budget requirement over that currently approved by Council.

The Ministry has indicated that it will give consideration to Option 7 provided the municipality:

- undertakes a formal evaluation of the storm water management options presented in the May 10, 2018 report.
- there must be sound justification and technical support that utilization of the "natural basin" addresses quantity control expectations
- the preferred option must be "environmentally protective" and achievable
- undertakes an assessment to compare the loss of floodplain lands and the implication on downstream properties, eco systems and significant species.
- if the preferred option proposes that the landfill waste remain in place, will be necessary to demonstrate that it has been isolated as much as possible from precipitation, flooding and from interacting with storm water from both the west and east cells of the existing waste disposal site.
- the capping of the landfill site and development of a surface drainage system must be designed such that an impervious capping layer and drainage system will be

implemented so that surface waters (e.g. ponding water, flood waters etc.) cannot migrate into the landfill material.

In order to address the above concerns, the City is undertaking the following initiatives:

Floodplain Analysis:

The City has retained JFSA to update a model that they used for the Chapman and Robert subdivisions to assess the floodplain impacts for several storm water management options. Their analysis should be completed by December 7, 2018, will be reviewed by WSP and their findings will be incorporated into the City's resubmission to the Ministry.

Surface Water Monitoring:

The Ministry has requested the City to establish water monitoring locations that would not be influenced by landfill surface water nor the Caron Street storm sewer discharge. As such, additional monitoring locations have been identified and two (2) rounds of water sampling have taken place.

Environmental Impacts:

The City retained Muncaster Environmental Planning to provide additional observations/comments on a report that they had been commissioned to do for the Chapman and Robert Subdivisions. Their report looked at such factors as flora and fauna and endangered species. Muncaster's review has been completed and their findings will be incorporated into the resubmission report to MECP.

Report Structure:

The structure of the report resubmission has been modified to closely follow the Ministry's Storm Water Planning and Design Guidelines. The resubmission report will be a single document that addresses the landfill closure plan and the preferred option to address storm water quality and quantity from the Caron Street system.

The City's resubmission will identify quantity and quality initiatives that have occurred within the catchment area for the Chapman and Robert subdivisions. Staff believes this is an important initiative in order to demonstrate to the Ministry that the City has proactively implemented sub watershed management strategies within the watershed catchment area.

Consultation with the Ministry of Natural Resources:

As required by the MECP in it's August 15, 2018 letter, the City contacted appropriate staff from the Ministry of Natural Resources (MNR) with respect to their involvement in the resubmission report; in particular, as it relates to the PSW which is under their jurisdiction. The MNR has confirmed; however, that they are not resourced to review and provide comment on the report and suggested that it be done by City engineering staff who have knowledge of PSWs. Essentially, this would become a self-assessment of our findings. This position has been discussed with MECP staff

Environmental Assessment:

The storm water related activities may be subject to an environmental assessment process and, as such, the Ministry requested the City document its position with respect to municipal environmental assessment requirements. Accordingly, staff corresponded with the Ministry's EA Analyst with respect to the environmental assessment requirements for the stormwater management project. The City's letter provided a brief overview of the 2 projects and detailed the rationale for the level of Municipal Class Environmental Assessment required. It is the City's position that a Schedule "A" Municipal Class EA is appropriate for this project. Since the environmental assessment process is a self monitoring process, it is our understanding that the Ministry will not be providing comment on our position.

Communication with MECP

In view of the complexities associated with these projects, staff has been providing the Ministry's project manager with biweekly updates. These seem to be well received and serves to demonstrate that the City is endeavoring to achieve Ministry expectations.

In a conference call last week, MECP staff were advised that a draft report would be forthcoming from our consultant, (WSP) prior to the December holiday break. It was agreed that City staff would review the draft report in the first two weeks of January, 2019 and then meet with MECP to agree on a resubmission date. Currently, the City was to have resubmitted a revised report by the end of December, 2018. The regular updates have demonstrated to the Ministry that the City is fully committed to moving this file forward as expeditiously as possible.

Budget Projections:

It is perhaps premature to address budget issues until the City receives an approval-in-principle from the MECP for the preferred

option. However, assuming that the Ministry will endorse the utilization of the "natural basin" for quantity control and implementation of an oil/grit separator to address quality issues, the following provides a cost summary for the landfill closure plan and the implementation of Caron storm water management controls:

Table 1

Capital Cost Summary
Notre Dame Landfill Closure &
Caron Street Storm Water Management

Capital Works Undertaking	Approved Budget	Expenses to date	Balance to Complete	Projected Capital Cost
Notre Dame Landfill site	$ 983,000	$ 101,500	$ 881,500	$ 850,000 *
Storm Water Management				
• Option 3 (Traditional)	1,350,000	189,500	1,160,500	4,800,000
• Option 7 (Preferred)	1,350,000	189,500	1,160,500	1,100,000 ≠

* Includes 15% contingency
≠ Includes 25% contingency

Based on the remaining budget in relation to projected gross capital costs for the two undertakings, the projects can be implemented within the currently approved funding allocations. It has to be emphasized that this is premised on Ministry approval of Option 7. Construction of a more traditional storm water management facility will dramatically increase costs as shown in the above table.

6) **CONSULTATION :**

As noted in this report, City staff has been extensively involved in ongoing consultation with the MECP and the MNR staff. This consultation process will continue.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS:**

N/A

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

As shown in Table 1 above, funding in the amount of $983,000 for the closure of the landfill site and $1,350,000 million for the Caron Street storm water management controls has been approved by Council. In order to remain within these approved funding allocations, it is critical that the Ministry support Option 7- utilization of the "natural basin".

9) **LEGAL IMPLICATIONS:**

As referenced above, the City is required to secure approval from the MECP with respect to a formal landfill closure plan for the Notre Dame landfill site. This, in conjunction with the need to address the Caron Street storm water discharge, are clearly documented in the Province's Order

10) **RISK MANAGEMENT:**

It is vital that the municipality work closely with MECP staff to ensure that a reasonable and defensible solution is achieved to address the closure of the landfill site and the Caron Street storm discharge.

11) **STRATEGIC IMPLICATIONS :**

Working closely with MECP staff to obtain a mutually satisfactory solution that addresses the formal closure of the Notre Dame landfill site and the storm water discharge from Caron Street is consistent with the Planning and Growth Management Strategic priorities contained in the City's Strategic Plan.

12) **SUPPORTING DOCUMENTS:**

Attachment 1- Chronology of Historical Events
Attachment 2- September 10, 2018 Staff Report

ATTACHMENT 1

Chronology of Historical Events

Notre Dame Landfill Site and Caron Storm Catchment Area

1. **Notre Dame Landfill Site:**
   - site has never officially opened or closed
   - landfill operations commenced in the 1960s and received primarily construction waste material
   - site operations ceased in/around 1983-1994
   - landfill site was covered around 1990 or shortly thereafter
   - landfill site is designated as a wetland and is also located in a floodplain
   - in January, 2013 Golder and Associates conducted a Phase 1 Environmental Site Assessment.
   - Morley-Houle-Chevrier Engineering produced a report dated March 15, 2004 with respect to methane gas monitoring in relation to the Chapman subdivision.
   - City staff had engaged in discussions with the MOE staff shortly after the site was covered with respect to constructing a soccer pitch on the landfill site. There was never an ECA approval given by MECP for this operation
   - in 2016, the City constructed and impervious swale along the western limit of Caron Street. This swale was designed to receive the "uncontrolled" discharge from the Caron Street storm sewer which was directed northerly to a 900 mm cross culvert that discharges into the PSW on the east side of Caron Street

2. **Developments within the Caron Sub-Watershed**

   The attached plan identifies the catchment area and related developments that are tributary to the Caron Street storm water discharge (situated in the southeast corner of the landfill site).

ATTACHMENT 1

There are 4 distinct components to the catchment area. They are:

1. Development that preceded the Natalie and Robert Subdivisions
2. Natalie Street Subdivision (often referred to as the Chapman Subdivision)
3. Robert Subdivision
4. The Caron Street extension

2.1 Development Pre-Natalie and Robert Subdivisions (Area 1)

Chapman Street was constructed around 1945. Abutting homes were constructed on wells and septic systems. Sanitary sewers and water mains were subsequently installed in the 1970s for this area.

2.2 Natalie Street Subdivision (Area 2)

- Spacebuilders was the developer for the subdivision which commenced in October, 2012
- Atrel Engineering produced a report in October, 2012 entitled Storm Water Management and Storm Sewer Servicing for Chapman Subdivision. Atrel retained JFSA in May, 2013 to undertake a storm water management analysis for the Chapman subdivision within the existing natural basin. JFSA provided a response dated July, 2013 to SNC (South Nation Conservation Authority).
- Atrel also retained Muncaster Environmental Planning to undertake an analysis of the wetland adjacent to the proposed Chapman development. Muncaster submitted a report dated September 2, 2011 that was entitled Wetland Analysis-Chapman Subdivision
- Atrel's engineering service design provided for the construction of :
  - 600 mm sumps for all catch basins to improve quality

- inlet catch basins had flow restrictors installed to improve quantity runoff. Flow restrictors were also installed on many of the road catch basins
- sub drains were installed with filter cloth installed 3 m on each side of rear yard catch basins
- during smaller runoff events, water would seep through the ground and sub drains prior to reaching the catch basins
- rear yard swale grades less than 1.5%, had sub drains installed to slow down runoff

2.3 Robert Subdivision: (Area 3)

- Sanscartier was the developer for this site
- this subdivision was approved in 2013 and, similar to the Chapman Subdivision, Atrel was retained to undertake the storm water and servicing designs for this development. Again, they retained JFSA and Muncaster for storm water management issues and environmental matters
- similar to the Natalie Subdivision , the same quality quantity controls were put in place for this development
- ECA's were approved for the storm and sanitary sewers on September 30, 2013

2.4 Caron Street extension

- The Caron Street extension was substantially completed in 2016
- ECA's were issued for the Caron extension storm and sanitary sewers on April 27, 2012
- an ECA was also approved for storm water management controls in the landfill site on October 21, 2015; however, it was subsequently revoked on May 18, 2016 when the MECP became aware that the storm water management controls

would be constructed over the Notre Dame landfill site. This was not disclosed in the ECA application. However, the Ministry would have known about the presence of the landfill site based on the earlier negotiations that had taken place with the City with respect to the potential use of the landfill site for a soccer pitch.

ATTACHMENT 2

Clarence-Rockland

REPORT N° INF2018-038

Date	10/09/2018
Submitted by	Julian Lenhart and Dave Darch
Subject	Caron Pond and Notre Dame Landfill
File N°	Click here to enter text.

1) **NATURE/GOAL :**

The purpose of this report is to provide members of Council with an overview of the status of (a) proposed capital works to control runoff from the Caron storm sewer discharging into the former Notre Dame Landfill site and (b) progress on the development of a closure plan for the former Notre Dame landfill site.

2) **DIRECTIVE/PREVIOUS POLICY :**

N/A

3) **DEPARTMENT'S RECOMMENDATION :**

ATTENDU QUE le personnel a participé à de longues discussions avec le Ministère de l'Environnement de la Protection de la Nature et des Parcs (MEPP) afin d'élaborer un plan d'action pour fermer officiellement l'ancien site d'enfouissement de Notre Dame; et

ATTENDU QUE la ville doit également gérer le rejet des eaux pluviales non contrôlées de la rue Caron dans le site d'enfouissement de Notre Dame; et

ATTENDU QUE le personnel et le consultant de la Ville (WSP Engineering) continuent de développer des propositions pour résoudre ces deux problèmes ;

QU'IL SOIT RÉSOLU QUE le Rapport No. INF2018-038 soit reçu à titre d'information.

WHEREAS staff has been involved in extensive discussions with the Ministry of the Environment, Conservation and Parks (MECP) to develop an action plan to formally close the former Notre Dame Landfill facility; and

WHEREAS there is also a requirement for the City to manage the discharge of uncontrolled stormwater from Caron Street into the Notre Dame landfill site; and
WHEREAS staff and the City's consultant (WSP Engineering) continue

to develop proposals to address both of these issues;

BE IT RESOLVED THAT Report No. INF2018-038 be received as information

4) **BACKGROUND :**

In a Council report Council dated February 29, 2016, staff provided an overview of the MECP Provincial Officer's Report and Provincial Officer's Order stipulating the requirements to develop an action plan to formally close the former Notre Dame Landfill site and implement a stormwater management strategy to address the discharge of uncontrolled stormwater into the landfill site area. Attachment 1 highlights the area under consideration.

Notre Dame Landfill Site:

The Notre Dame Landfill site commenced operations in the 1960s and accepted primarily construction waste material. The landfill operations are alleged to have ceased between 1983-94. At that time, monitoring wells were installed and a capping material was placed over the landfill area with a thickness varying between 0.0 m-1.5 m. Unfortunately, there are no records on file at either the City or the MECP that indicate Ministry approval was given to operate a landfill site at this location.

Around 1986, the City was giving consideration to using the site for a soccer pitch and, as such, negotiations were underway with the Ministry to receive approval (ECA) for this use. In previous discussions with Council on this matter, there was an inference the Ministry had previously approved the capping that currently exists on the site. Staff subsequently has met with Ministry officials (who were involved in discussions with City staff at the time) to discuss this allegation. Ministry staff confirmed that negotiations had been underway with the municipality to ultimately secure an ECA; however, for unknown reasons, the municipality suddenly elected not to proceed further in securing a Ministry approval for recreational use. As a result, there is no formal approval (ECA) from the Ministry for the capping the site nor for the intended recreational use.

Caron Stormwater Discharge:

As noted in a previous staff report, an ECA had been approved by the Ministry for the Caron Street storm sewer and the storm sewer systems associated with the Spacebuilders and Senscartier developments on Natalie Street and Robert Street respectively. An ECA was also approved for a proposed stormwater management facility

that was to be located in the landfill site area. This ECA; however, was subsequently revoked by the Ministry when it was found out that the stormwater management pond was going to be built over a former landfill site-one which had never received formal closure approvals. This information was not disclosed to the Ministry at the time of the City's submission for approval.

The Ministry would have been aware of the presence of the landfill site based on discussions associated with the soccer pitch; however, it is obvious that the Ministry staff involved with the approval of the stormwater management facility were unaware of the landfill site discussions which had taken place earlier for the proposed soccer pitch. Notwithstanding this communication shortfall, the City has agreed to address the storm water discharge into the landfill site lands as a requirement of the Provincial Order.

Since the August, 2017 staff report, department staff has been liaising with its consultant (WSP Engineering) to undertake the necessary monitoring and design option analyses to formally close the landfill site and address the discharge of uncontrolled stormwater into the landfill area. Numerous meetings have occurred with Ministry staff over the last year and a half in an attempt to resolve these issues to the mutual satisfaction of both parties.

Despite the City's best efforts to comply with the requirements of the Order, negotiations with the Ministry have yet to identify the preferred solution. The City's challenge now is to secure Ministry approval of a solution (that may be non-traditional) but achieves the general objectives of provincial policy.

5) DISCUSSION :

Attachment 2 is the most recent communication (dated August 15, 2018) from the MOECC highlighting the Ministry's general position regarding the options presented in WSP's Closure Plan/Stormwater Management Preliminary Design dated May 10, 2018.

In order to put the Ministry's comments into context, the following summarizes the options that have been identified and assessed in WSP's May 10, 2018 engineering report:

- *Option 1-Wet Pond:*
- *Option 2-Wetland:*
- *Option 3-Dry Pond:*

- Option 4-Wet Pond for 24 Hours
- *Option 5-Wetland for 24 Hours:*
- *Option 6-Dry Pond for 24 Hours:*
- *Option 7-Oil/Grit Separator Only and Vegetation Quality Control:*

Options 1, 2 and 3 are not capable of providing storm outlet drainage by gravity to the receiving watercourse up to a 100 year storm event. All three options would require special infrastructure such as pumping stations in the event of pump failures. This would add to both capital and long-term operating costs.

Options 4, 5 and 6 contemplate a berm elevation around the perimeter of the stormwater management facilities to prevent the ingress of 100 year flows from the receiving watercourse. A detailed design would have to be completed to ensure the provision of a drainage route for sheet flow from the rear yards of the Chapman subdivision.

Option 7 represents the preferred option to address quantity and quality issues. There would be no pond construction associated with this option since quantity control relies on the existing basin created by the abutting road allowances to store stormwater flows from Caron Street.

Quality control is achieved by (a) the construction of "in-line" oil/grit stormsepters before storm flows are discharged into the floodplain and (b) the introduction of a vegetation network to provide further quality control within the engineer drainage system which will discharge to the provincially significant wetland on the east side of Caron Street.

This option ensures that stormwater would be treated to an MECP Enhanced Level of Protection.

Ministry's Response to the Preferred Option:

In its August 15, 2018 letter, the Ministry has detailed its position and concerns with respect to Option 7. While the Ministry appears hesitant to provide general approval of the Option 7 concept, they have indicated a willingness to consider the option providing that several issues "…must be addressed in a revised submission should the Option seven be pursued."

Having read the Ministry's letter in detail, staff's resubmission will focus on the following issues that may require further clarification and analysis by the City:

- the City must prove that those options that have been eliminated for further consideration have been done so for environmental, operational reasons etc. It is not sufficient to exclude an option based on economics alone.

- the City must demonstrate what measures it has explored to address quantity control

- staff will have to indicate how Option 7 is "environmentally protective" compared to the other options. It must also be demonstrated how this will be achieved

- with respect to the floodplain, it will be necessary to compare the loss of floodplain lands and the implication on downstream properties, eco systems and significant species. This will require further analysis by WSP

- the Ministry appears to still favour the removal of the waste material. Staff does not concur with this position. The City's position will be elaborated in more detail and with the benefit of field observations. Monitoring observations have not confirmed that the presence of the landfill material is adversely impacting subsurface water quality.

- the Ministry has indicated, if the waste remains in place, it should be isolated as much is possible from precipitation, flooding and from interacting with stormwater on both the west and east portions of the existing waste disposal site. It will be necessary for the City to demonstrate how this will be achieved.

- the Ministry does not feel that enough support has been provided with respect to the level of quantity control being proposed by Option 7. The City's resubmission will elaborate on the initiatives that will be implemented to address quantity control. The principle issue; however, is the use of the basin created by the abutting road networks to provide the required quantity controls. Admittedly, this is a nonconventional approach. However, for numerous reasons, staff is of the opinion that this strategy is the most viable option considering that the landfill site is located within a floodplain.

- the Ministry's response requests the municipality to provide options for quality control of effluent or present a rationale for no quality control at the discharge point. Staff does believe that quality control is addressed by the preferred option. Staff will be discussing this matter

directly with MECP staff in order to ensure that we are completely clear on their concerns.

- a resubmission is required by no later than December 31, 2018. Staff will ensure that this deadline is respected.

Next Steps:

In order to position the City to initiate the design and construction of both the landfill site closure plan and required stormwater controls, the following initiatives will be undertaken:

1. *Meeting with WSP:*

Staff is in the process of arranging a meeting with WSP to review, in detail, the MECP's position as per its August 15, 2018 letter. This will enable the City to identify where clarity is required on several statements/observations raised in their letter. This is a critical step in the process since a considerable amount of monitoring, research etc. has been done as of this date. The City needs to carefully scope outstanding requirements so that it can successfully address the Ministry's concerns.

2. *Confirmation of Ministry's Requirements:*

Once the aforementioned meeting has been convened, staff will contact the lead person for the Ministry to obtain a clear indication of their expectations.

3. *Ministry of Natural Resources (MNR) Consultation:*

In keeping with MECP's requirement that the MNR provide technical feedback on the preferred option with respect to impacts on the floodplain and the provincially significant wetland east of Caron, staff will arrange to meet with the Ministry and subsequently request a written position from them regarding the City's preferred option. We are hopeful that the MNR could become an advocate for the City's approach.

4. *Submission of Revised Report to MECP:*

Staff, in conjunction with WSP, will amend WSP's May 10, 2018 Closure Plan/Stormwater Management Preliminary Design Report and submit the revised report to the Ministry by the requested deadline of December 31, 2018. Based on the discussions with MECP, it may be necessary to undertake further monitoring of the site and it will certainly require an expansion of the arguments and rationale being used to secure approval of Option 7.

Approvals and Construction:

There is still a considerable amount of coordination and work required to advance these projects to the point where design and construction can be initiated. The MECP approval process alone will take approximately eight (8) months from submission of an acceptable option. While every effort will be made by the City to expedite approvals, it is optimistic to expect that construction of these facilities will be able to take place before the Fall of 2019. Conceivably, construction may extend into 2020.

Budget Approval and Capital Cost Estimates:

The following provides a summary of the approved budgets and capital cost estimates (as of this date) for both the landfill closure plan and the stormwater controls:

	Approved Budget	***Remain. Budget***	***Capital Cost***
Capping Landfill Site:	$983 k	$872 k	$500 k
Storm Management:			
• **Option 3**	$1,350 k	$1,180 k	$4,000 k
• **Option 7**	$1,350 k	$1,180 k	$1,100 k

Based on the above, it is likely that the implementation of a landfill closure plan for the Notre Dame site can be achieved within the funding approval envelope.

However, the ability to implement the required stormwater management controls within budget is predicated on the approval of Option 7 by the Ministry of the Environment, Conservation and Parks. All of the other options considered, do not work from an engineering/environmental perspective or represent a significant budget cost overrun. It is, therefore, extremely important that staff provide the Ministry with a comprehensive resubmission that addresses their concerns based on sound supportable field observations. It is also critical that we convince Ministry staff that Option 7, while non-traditional, achieves provincial policy objectives with respect to environmental protection, etc.

6) **CONSULTATION:**

Addressing the requirements of the MECP will necessitate consultation with the MNR with respect to the impacts on the floodplain and provincially significant wetlands.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

N/A

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

Currently, funds have been approved for the closure of the landfill site in the amount of $900,000 and for the stormwater management controls in the amount of $1.1 million. It is critical that the city secures approval for Option 7 in order to stay within approved funding. As noted in the discussion section of this report, many of the other options would result in total expenditures far in excess of approved funding.

Any supplementary funding needs ultimately required for the two projects will have to be considered as part of the 2019 budget deliberation process

9) **LEGAL IMPLICATIONS :**

As noted above, the Department is required to secure approval from the MECP for a landfill closure plan for the Notre Dame site. Additionally, it is necessary to secure approval to address the uncontrolled water discharge into the landfill site that is currently occurring. These requirements are spelled out in the Provincial order.

10) **RISK MANAGEMENT :**

It is critical that the municipality work closely with the MECP to ensure that a reasonable and defensible solution is achieved to address the closure of the landfill site and the Caron stormwater discharge.

11) **STRATEGIC IMPLICATIONS :**

Working closely with the MECP to attain a mutually satisfactory compromise that addresses the formal closure of the Notre Dame Landfill site and the stormwater discharge from Caron St is consistent

with the Planning and Growth Management strategic priorities contained in the City's recently approved Strategic Plan.

12) **SUPPORTING DOCUMENTS:**

Attachment 1- key plan of area affected by the report

Attachment 2- MOECC letter dated August 15, 2018

ATTACHMENT 2

Ministry of the Environment, Conservation and Parks
Eastern Region
Ottawa District Office
Cornwall Area Office
113 Amelia St
Cornwall ON K6H 3P1
Fax: (613) 933-7402
Tel: (613) 933-7404

Ministère de l'Environnement, de la Protection de la nature et des Parcs
Direction régionale de l'Est
113 rue Amelia
Cornwall ON K6H 3P1
Télécopieur: (613) 933-7402
Tél:(613) 933-7404

Ontario

August 15, 2018

Mr. Julien Lenhart
Director of Infrastructure and Planning
The Corporation of the City of Clarence-Rockland
1560 Laurier Street
Clarence-Rockland, ON K4K 1P7

Mr. Lenhart,

RE: Ministry Review of May 2018 Notre Dame Landfill Closure Plan/Stormwater Management Preliminary Design
Reference Number 6870-A5NJZX

The Ministry has had an opportunity to review the submission entitled Notre Dame Landfill Closure Plan/Stormwater Management Preliminary Design ('Report') dated May 10, 2018 and prepared by WSP on behalf of the City of Clarence-Rockland. This Report was submitted following direction provided by myself on behalf of the Ministry in a letter dated January 24, 2018.

This e-mail serves to follow up on the Ministry's general position regarding the options presented in the above-noted submission to resolve the current situation, being a former landfill site located on a property which currently receives uncontrolled stormwater runoff from roads and a fully built-out subdivision, discharging to a provincially significant wetland. Seven options are presented in the above-noted submission; the Report explains that the preferred approach (as 'Option 7') involves no pond construction, but rather capping of the existing landfill and use of the remaining available (floodplain) area in lieu of quantity control, and with two oil water separators providing quality control of the incoming subdivision stormwater only. To be clear, the Option 7 does not involve waste removal from the former landfill area, quantity control or effluent quality control.

In general, the Ministry is not convinced that enough support is provided by the above-noted submission to satisfy itself that Option 7 presented in the Report best addresses the root issue: improves the current situation by mitigating existing and future off-site environmental impairment. Note that off-site environmental impairment is based on the Ministry's review of the data collected by WSP, not WSP's interpretation of the data presented in the reports the Ministry reviewed (as detailed in my January 2018 letter). Despite an option that conforms to the Ministry's Sewage Design Guidelines being the Ministry's preferred approach, the following

questions and comments were raised during the Ministry's review that must be addressed in a revised submission, should the Option 7 be pursued:

- Option 7 may only be acceptable if it is proven that other options are not reasonable (not only from an economic perspective, but also environmentally, operationally etc.). Support for this option must include, at a minimum, examples of what measures of quantity control were explored, how this option is environmentally protective compared to others that are provided in guidance, how will it be achieved (e.g. capping material, monitoring, will leachate be managed or why is it not required, how is risk presented by presence of the landfill site eliminated?).
- To address the concerns raised in the Report related to the floodplain, compare the loss to the floodplain and implications on downstream properties, ecosystems and significant species under the following scenarios:
    - Option 7 presented in the Report;
    - Option 7 plus capping the waste in place, both of the east and west portions of the WDS;
    - removing wastes and creating a stormwater management facility that is capable of addressing stormwater quality and quantity; and
    - any other options or variations of the above options that may be presented.
- Capping the landfill will reduce the precipitation from migrating through the landfill but will not stop water interaction from the ponded water when the area is periodically flooded; this is why waste removal in any area where there is a proposed stormwater management facility is preferred.
- If wastes remain in place, wastes should be isolated as much as possible from precipitation, flooding and from interacting with stormwater, on both the west and east portions of the current waste disposal site.
- The municipality needs to re-examine options to provide quantity control; not enough support is presented to conclude the only feasible option is no quantity control.
- The municipality needs to provide options for quality control of effluent or present a rationale for no quality control at the discharge point.
- Technical feedback from the Ministry of Natural Resources on the proposal regarding floodplain and provincially significant wetland impacts should be obtained and provided in writing as part of the resubmission.

In your resubmission, please also include a statement as to whether the Environmental Assessment Act applies to your SWMF undertaking.

The resubmission is required to be made by no later than December 31, 2018.

Following resubmission, the document will be reviewed by the Ministry and based on the content, you will be directed by this office to prepare a workplan to finally address outstanding compliance issues (i.e. undertake an EA, apply for an ECA and construct sewage works and implement closure plan under an ECA, Order or other instrument).

As you are aware, I am beginning maternity leave next week, so please address your resubmission to my supervisor, Michael Seguin, who will reassign it to my replacement.

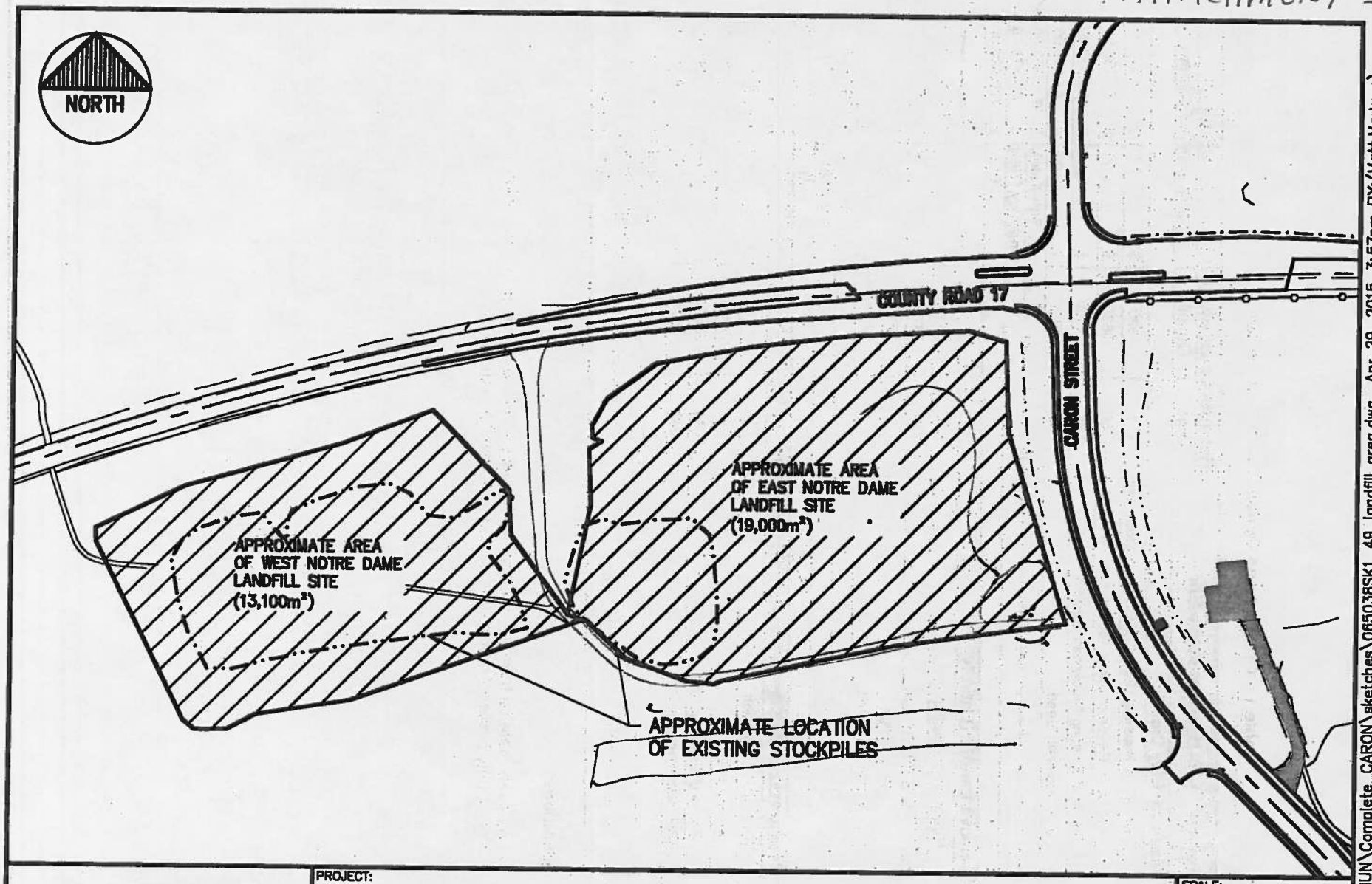
Your ongoing commitment to the resolution of this matter is appreciated. Please do not hesitate to contact Michael Seguin at 613-933-2375 should you have any questions or concerns.

Yours truly,

Melissa Lee
Senior Environmental Officer
Cornwall Area Office

File Storage Number: SI RU CR NO 110

ATTACHMENT 1



WSP
1224 GARDINERS ROAD, SUITE 201
KINGSTON, ONTARIO
CANADA K7P 0G2
PHONE: 613-634-7373 FAX: 613-634-3523
WWW.WSPGROUP.COM

PROJECT: CARON STREET EXTENSION

TITLE: NOTRE DAME LANDFILL SITE LIMITS

SCALE: 1:2000

DATE: APRIL 27, 2015

PROJECT NO: 111-55504-00

DRAWING NO: SK1.49

M:\2008\065038\MUN\Complete_CARON\sketches\065038SK1_49_landfill area.dwg Apr 29, 2015-3:57pm BY:(Matt.Markem)

ATTACHMENT 2

City of Clarence-Rockland
Council/Board Accounts Payable Report by Department
December 8th, 2018 to January 12th, 2019

	DPT CODE	Department Name	Vendor Name	Invoice Number	Invoice Description	GL Account	GL Account Name	Amount
1	25	TAXES RECEIVABLE	CANADIAN TIRE PROPERTIES INC	7JAN2019	MPAC ADJUSTMENT PROP.TAX ROLL 021 003 21810	1-1-0025-0115	Temporary Adjustments - Taxes	92,357.75
2	65	PAYABLES - PAYROLL	GREAT-WEST LIFE ASSURANCE COMP	28DEC2018 DIV1	PREMIUMS POLICY 136826 DIV 1	1-2-0065-0251	G.W.L.	27,340.73
3	65	PAYABLES - PAYROLL	GREAT-WEST LIFE ASSURANCE COMP	28DEC2018 DIV3	PREMIUMS POLICY 136826 DIV 3	1-2-0065-0251	G.W.L.	55,190.76
4	65	PAYABLES - PAYROLL	MINISTER OF FINANCE/EHT	17DEC2017	PAY 25 & 26	1-2-0065-0242	Employer Health Tax	19,349.82
5	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	17DEC2018	PAY 26	1-2-0065-0243	Income Tax	54,806.49
6	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	17DEC2018	PAY 26	1-2-0065-0244	C.P.P.	13,419.14
7	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	3JAN2019	PAY 1	1-2-0065-0243	Income Tax	50,412.73
8	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	3JAN2019	PAY 1	1-2-0065-0245	E.I.	11,422.18
9	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	3JAN2019	PAY 1	1-2-0065-0244	C.P.P.	31,310.44
10	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	5DEC2018	PAY 25	1-2-0065-0245	E.I.	5,064.90
11	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	5DEC2018	PAY 25	1-2-0065-0243	Income Tax	62,951.82
12	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	5DEC2018	PAY 25	1-2-0065-0244	C.P.P.	15,495.20
13	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	17DEC2018	PAY 26	1-2-0065-0243	Income Tax	9,103.29
14	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	17DEC2018	PAY 26	1-2-0065-0244	C.P.P.	6,974.16
15	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	3JAN2019	PAY 1	1-2-0065-0243	Income Tax	9,861.11
16	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	3JAN2019	PAY 1	1-2-0065-0244	C.P.P.	7,391.72
17	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	5DEC2018	PAY 25	1-2-0065-0244	C.P.P.	6,761.24
18	65	PAYABLES - PAYROLL	RECEIVER GENERAL - CANADA REVE	5DEC2018	PAY 25	1-2-0065-0243	Income Tax	19,118.31
19	65	PAYABLES - PAYROLL	WORKPLACE SAFETY & INSURANCE B	16DEC2018	ADJUSTMENTS & PREMIUM CHARGES ACCNT 1624385	1-2-0065-0252	W.C.B.	29,688.11
20	65	PAYABLES - PAYROLL	WORKPLACE SAFETY & INSURANCE B	17DEC2018	REPORT PREMIUM 1-31 DEC/18 ACCNT 1624385	1-2-0065-0252	W.C.B.	19,787.74
21	70	GUARANTY DEPOSITS PAYABLE-PLANNING	LALONDE SERGE & SOPHIE	2017-415	REMB. DEPOT DE PERFORMANCE 2017-415	1-2-0070-0262	Performance Deposits	5,000.00
22	70	GUARANTY DEPOSITS PAYABLE-PLANNING	L & Z TRINITY FOOD LTD.	21DEC2018	RELEASE GUARANTY DEPOSIT (McDONALDS)	1-2-0070-0264	Guaranty Deposits - Planning	21,838.10
23	1113	Elections - Materials	INTELIVOTE SYSTEMS INC.	CLRC-20181108-F	eVOTE SERVICES-2018 MUNICIPAL ELECTIONS-FINAL	1-4-1113-4160	Contract	19,631.79
24	1323	Computers - Materials	INTEGRA NETWORKS CORPORATION	IN19304	VMWARE VCENTER SERVER & SUPPORT NOV/18-NOV/19	1-4-1323-3651	Software Licences & Renewals	5,415.00
25	1324	Computers - Contracted Services	INTEGRA NETWORKS CORPORATION	IN19323	I.T. SUPPORT NOV/18	1-4-1324-4154	Contract - Consultant	12,185.36
26	1340	Facilities	LAMARCHE ELECTRIC	13023	CC ARENA & MUN. GARAGE STANDBY GENERATORS	2-4-1340-9159	Clarence Creek City Hall	24,508.84
27	2140	Fire Buildings	HYDRO ONE NETWORKS INC.	62031487	CONNECTION FEE 1550 LAURIER ST.-ROCK. FIRE STN	2-4-2140-9221	Rockland Fire Station Expansion	19,586.58
28	2140	Fire Buildings	HYDRO ONE NETWORKS INC.	62044734	CONNECTION FEE 2130 LAVAL-BOURGET FIRE STN	2-4-2140-9897	Fire Station #1 - Bourget	10,927.87
29	2354	O.P.P. - Contracted Services	MINISTER OF FINANCE	111721181315038	MCSCS-OPP (LSR) NOV/18	1-4-2354-4170	O.P.P. Services	279,087.00
30	2354	O.P.P. - Contracted Services	MINISTER OF FINANCE	112211180935049	MCSCS-OPP (LSR) OCT/18	1-4-2354-4170	O.P.P. Services	279,087.00
31	3110	Public Works - Administration	LAMARCHE ELECTRIC	13023	CC ARENA & MUN. GARAGE STANDBY GENERATORS	2-4-3110-9626	Mun. Garage	24,508.83
32	3200	Street Construction	J.F. SABOURIN AND ASSOCIATES I	18S11-00225	FLOODPLAIN IMPACT ASSESSMENT NOV/18	2-4-3200-9279	Pond Caron	5,598.42
33	3200	Street Construction	STANTEC CONSULTING LTD	1327112	SNOW DISPOSAL FACILITY TO NOV2/18	2-4-3200-9275	Snow dump land	5,376.25
34	3200	Street Construction	STANTEC CONSULTING LTD	1328557	TRANSPORT MASTER PLAN TO NOV2/18	2-4-3200-9898	Master Transportation Study	8,726.99
35	3240	Bridges repairs	HP ENGINEERING	918270	DESIGN-REPLACEMENT OF 4 CULVERTS TO NOV30/18	2-4-3240-9189	Vinette East	10,796.59
36	3240	Bridges repairs	HP ENGINEERING	918270	DESIGN-REPLACEMENT OF 4 CULVERTS TO NOV30/18	2-4-3240-9194	Laurier	5,398.29
37	3240	Bridges repairs	HP ENGINEERING	918270	DESIGN-REPLACEMENT OF 4 CULVERTS TO NOV30/18	2-4-3240-9572	Landry	5,398.01
38	3240	Bridges repairs	HP ENGINEERING	918273	CULVERTS BUTLER/LEGAULT TO NOV30/18	2-4-3240-9073	Ponceaux Bulter - Legault	12,712.50
39	3240	Bridges repairs	STANTEC CONSULTING LTD	1329531	MATERIALS TESTING BASELINE CULVERT TO NOV2/18	2-4-3240-9193	Baseline	5,348.29
40	3240	Bridges repairs	STANTEC CONSULTING LTD	1329545	MATERIALS TESTING LEGAULT/BUTLER TO NOV2/18	2-4-3240-9073	Ponceaux Bulter - Legault	11,699.46
41	3324	Brushing, tree triming - Contracts	JUILLET DENIS	0687	TREE CUTTING (LEMAY CIRCLE)	1-4-3324-4200	Contracts	5,819.50
42	3454	Sidewalk - Asphalt Roads - Contracts	CENTENNIAL CONSTRUCTION ROCKLA	874	RE-CONSTRUCTION SIDEWALKS	1-4-3454-4200	Contracts	6,312.50
43	3813	Street lights - Materials	HYDRO ONE NETWORKS INC.	200070197756 18DEC18	HYDRO	1-4-3813-3300	Hydro	17,445.21
44	7423	Arena - Clarence - Materials	AQUA-DRAIN SEWER SERVICES INC.	60132	PUMPING SEPTIC TANK, INSTALL SEWAGE PUMP (CC ARENA)	1-4-7423-3070	Building Maintenance	6,605.38
45	7423	Arena - Clarence - Materials	HYDRO ONE NETWORKS INC.	200090056585 31DEC18	HYDRO	1-4-7423-3300	Hydro	9,068.97
46	7550	Arena - Clarence-Rockland	LRL ASSOCIATES LTD	009189.01-1	AUDIT UPDATE & ASSESSMENT-JML ARENA 1JUL-30SEP/18	2-4-7550-9892	Jean-Marc Lalonde Arena	18,457.42
47	7550	Arena - Clarence-Rockland	LRL ASSOCIATES LTD	009189.03-1	RENOVATION COST ESTIMATE-JML ARENA AUG1/18-OCT6/18	2-4-7550-9892	Jean-Marc Lalonde Arena	9,000.00
48	9323	Sewers Treatment - Materials	TERRAPEX ENVIRONMENTAL LTD.	CO676.00-1	GW MONITORING BIIOSOLIDS LAGOON	1-4-9323-3478	Monitoring - Lagoon	6,699.72
49	65	PAYABLES - PAYROLL	CUPE - LOCAL 503	17DEC2018	PAY 25 & 26	1-2-0065-0254	Union Dues	5,658.66
50	65	PAYABLES - PAYROLL	OMERS	17DEC2018	PAY 25 & 26	1-2-0065-0250	O.M.E.R.S.	120,904.50
51	1224	City Clerk - Materials	FRANK COWAN COMPANY LIMITED	IN000008173	CLAIM P1711776 (L02-BAR)	1-4-1224-3390	Liability Claims	23,011.91
52	1320	Computers	DUQUETTE ELECTRIQUE LTEE.	10831	BACKUP GENERATOR INSTALLATION (415 LEMAY)	2-4-1320-9580	General IT - 2015	15,751.32
53	1320	Computers	GEOWARE INC.	00011967	PHASE 6 & 7 DEPLOYMENT, PROJECT CLOSURE	2-4-1320-9627	Landfill Site	8,960.89
54	1323	Computers - Materials	CDW CANADA INC.	QCV9577	22X ADOBE ACROBAT RENEWAL	1-4-1323-3651	Software Licences & Renewals	5,202.09
55	1323	Computers - Materials	WORKTECH INC.	RI-743318	PEARL WORKTECH RENEWAL JAN1/19-DEC31/19	1-4-1323-3651	Software Licences & Renewals	7,871.02
56	1363	Human Ressources - Materials	PCI - PERRAULT CONSEIL INC.	20478	INTERNAL EQUITY NON UNIONIZED JOBS	1-4-1363-3380	Legal Fees	5,740.13
57	1500	Transfers	COMTES-UNIS PRESCOTT-RUSSELL	4DEC2018	4e VERSEMENT IMPOSITION GENERAL 2018	5-4-1500-5000	Transfers UCPR	2,931,446.50
58	2140	Fire Buildings	ASCO CONSTRUCTION LTD.	26NOV2018	PP #6 BOURGET & ROCKLAND FS/EMS	2-4-2140-9897	Fire Station #1 - Bourget	214,074.88
59	2140	Fire Buildings	ASCO CONSTRUCTION LTD.	26NOV2018	PP #6 BOURGET & ROCKLAND FS/EMS	2-4-2140-9221	Rockland Fire Station Expansion	120,078.22
60	2500	Transfers	UPPER CANADA DISTRICT SCHOOL B	4DEC2018	4th INSTALLMENT SCHOOL SUPPORT ALLOCATION	5-4-2500-5000	Transfers - EP	734,965.00
61	3110	Public Works - Administration	FLEMING COMMUNICATIONS INC.	DS-IN000044858	FIBRE OPTIC CABLING (417 LEMAY)	2-4-3110-9626	Mun. Garage	5,410.83
62	3200	Street Construction	ATREL ENGINEERING LTD.	1807752	VERDON SUBDIVISION SEPT23/18-NOV24/18	2-4-3200-9196	Verdun	34,905.70
63	3200	Street Construction	ATREL ENGINEERING LTD.	1807779	EDWARDS ST. REHABILITATION OCT21/18-NOV24/18	2-4-3200-9262	Edwards	11,903.19
64	3200	Street Construction	ATREL ENGINEERING LTD.	1807784	WATERMAIN REPLACEMENTS OCT21/18-NOV24/18	2-4-3200-9668	Laurier	10,331.14
65	3240	Bridges repairs	1351150 ONTARIO INC. - ARNCO C	2018-833132	PP #5 LEGAULT NORTH CULVERT REPLACEMENT	2-4-3240-9073	Ponceaux Bulter - Legault	6,102.00
66	3240	Bridges repairs	1351150 ONTARIO INC. - ARNCO C	2018-833133	PP #5 BUTLER - REPLACEMENT OF CULVERTS	2-4-3240-9073	Ponceaux Bulter - Legault	6,102.00
67	3240	Bridges repairs	SYNEX CONSTRUCTION LIMITED	5	PP #1 CULVERT REPLACEMENT-BASELINE	2-4-3240-9193	Baseline	167,493.76
68	3260	Storm Sewers	1351150 ONTARIO INC. - ARNCO C	2018-833134	PP #1 CLARK RD. DITCH REHABILITATION PHASE 2	2-4-3260-9300	Clark	103,469.58
69	3260	Storm Sewers	1351150 ONTARIO INC. - ARNCO C	2018-833135	CLARK RD. DITCH REHABILITATION PHASE 2	2-4-3260-9300	Clark	9,190.00
70	3260	Storm Sewers	ATREL ENGINEERING LTD.	18077631	DITCH WORK-CLARK RD. SEPT23/18-OCT20/18	2-4-3260-9300	Clark	8,238.83
71	3260	Storm Sewers	WSP CANADA INC.	0040769	C-R STORMWATER MASTER PLAN SEP30/18-NOV17/18	2-4-3260-9278	Storm Sewer Master Plan	20,850.76
72	3500	Transfers	CONSEIL DES ÉCOLES PUBLIQUES D	4DEC2018	4e VERSEMENT SUPPORT SCOLAIRE	5-4-3500-5000	Transfers - FP	137,698.00
73	3543	Gravel resurfacing - Materials	P.B. PAVING & LANDSCAPING LTD.	7180	ASPHALT ST-FELIX , VINETTE & ROLLIN (URBAN STORM)	1-4-3543-3425	Materials	5,380.55
74	3620	Guide Rails	LANDROCK EXCAVATION INC	3558	PP #2 ST-JEAN SIDEWALKS & STREETLIGHTS	2-4-3620-9195	St-Jean	26,008.46
75	3620	Guide Rails	LANDROCK EXCAVATION INC	3558 PO356	PP #2 ST-JEAN SIDEWALKS & STREETLIGHTS	2-4-3620-9195	St-Jean	16,620.37
76	3710	Street Lights	GUILLEVIN INTERNATIONAL CIE/CO	2010-566337	1267X PHOTOCELL CONTROL LED	2-4-3710-9439	Streetlights	11,356.05
77	3710	Street Lights	GUILLEVIN INTERNATIONAL CIE/CO	2010-567064	696X PHOTOCELL CONTROL LED	2-4-3710-9439	Streetlights	13,842.05
78	3710	Street Lights	GUILLEVIN INTERNATIONAL CIE/CO	2010-572088	777X ARCH-AF24 LEDS	2-4-3710-9439	Streetlights	152,554.24

	DPT CODE	Department Name	Vendor Name	Invoice Number	Invoice Description	GL Account	GL Account Name	Amount
79	3710	Street Lights	GUILLEVIN INTERNATIONAL CIE/CO	2010-572089	490X ARCH-AF24 LEDS	2-4-3710-9439	Streetlights	96,205.38
80	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300393147	BULK SAFE-T-SALT	1-4-3713-3425	Materials	22,458.09
81	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300393416	BULK SAFE-T-SALT	1-4-3713-3425	Materials	25,867.88
82	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300393921	BULK SAFE-T-SALT	1-4-3713-3425	Materials	27,193.01
83	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300394196	BULK SAFE-T-SALT	1-4-3713-3425	Materials	25,593.16
84	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300394454	BULK SAFE-T-SALT	1-4-3713-3425	Materials	18,987.25
85	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300398729	BULK SAFE-T-SALT	1-4-3713-3425	Materials	10,266.16
86	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300401023	BULK SAFE-T-SALT	1-4-3713-3425	Materials	10,298.49
87	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTÉE / K&S WIN	5300401477	BULK SAFE-T-SALT	1-4-3713-3425	Materials	13,410.22
88	3713	Snow Plowing & Salting - Materials	K&S SEL WINDSOR LTEE / K&S WIN	5300401890	BULK SAFE-T-SALT	1-4-3713-3425	Materials	9,389.94
89	4500	Transfers	CDSBEO	4DEC2018	4th INSTALLMENT SCHOOL SUPPORT ALLOCATION	5-4-4500-5000	Transfers ES	173,684.00
90	5500	Transfers	C.S.D.C.E.O.	4DEC2018	4e VERSEMENT SUPPORT SCOLAIRE	5-4-5500-5000	Transfers - FS	587,158.00
91	7250	Parks	LACROIX EXCAVATION INC.	1004	LAVIGNE NATURAL PARK PARKING	2-4-7250-9182	Lavigne	13,899.00
92	7250	Parks	ZAMBONI COMPANY LTD	098721	TRACTOR MOUNT ZAMBONI FOR EXTERIOR	2-4-7250-9878	Ice Resurfacer	13,375.00
93	7433	Recreational Complex - Materials	DUQUETTE ELECTRIQUE LTEE.	10663	COMPLEX - LIGHT POST REPAIR	1-4-7433-3070	Building Maintenance	7,101.15
94	7434	Recreational Complex - Contracts	YMCA-YWCA	004390	ADMIN FEES NOV/18	1-4-7434-4290	Contract - Rec. Complex - YMCA	10,000.00
95	8113	Planning & Zoning - Materials	J.L. RICHARDS & ASSOCIATES LTD	84711	IN-HOUSE PLANNING SERVICES OCT/18	1-4-8113-3165	Consultant	7,593.60
96	8113	Planning & Zoning - Materials	J.L. RICHARDS & ASSOCIATES LTD	84713	IN-HOUSE JUNIOR PLANNING SERVICES OCT/18	1-4-8113-3165	Consultant	8,008.88
97	8323	Drainage - Materials	LEROUX CONSULTANT	2018-1103	DRAINAGE SUPERINTENDENT FEES NOV/18	1-4-8323-3210	Engineering - Drainage	6,642.59
98	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL	2-4-9100-9260	Bourget W/M Loop	257,109.46
99	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18 PO312	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL CCO8	2-4-9100-9260	Bourget W/M Loop	49,798.83
100	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18 PO313	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL CCO9	2-4-9100-9260	Bourget W/M Loop	48,242.62
101	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18 PO328	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL CCO11	2-4-9100-9260	Bourget W/M Loop	41,358.08
102	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18 PO329	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL CCO12	2-4-9100-9260	Bourget W/M Loop	49,789.15
103	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18 PO336	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL CCO10	2-4-9100-9260	Bourget W/M Loop	7,274.60
104	9100	Water	STP EXCAVATION & CONSTRUCTION	3161 31OCT18 PO337	PP #5 WATERMAIN LOOPING LANDRY/RUSSELL CCO15	2-4-9100-9260	Bourget W/M Loop	5,073.81
105	9100	Water	STP EXCAVATION & CONSTRUCTION	3176	PP#6 WATERMAIN LOOPING LANDRY/RUSSELL	2-4-9100-9260	Bourget W/M Loop	108,766.87
106	9100	Water	STP EXCAVATION & CONSTRUCTION	3176 PO337 CCO15R-1	PP#6 WATERMAIN LOOPING LANDRY/RUSSELL CCO15R-1	2-4-9100-9260	Bourget W/M Loop	5,073.81
107	9100	Water	STP EXCAVATION & CONSTRUCTION	3176 PO409 CCO17	PP#6 WATERMAIN LOOPING LANDRY/RUSSELL CCO17	2-4-9100-9260	Bourget W/M Loop	9,647.62
108	9100	Water	STP EXCAVATION & CONSTRUCTION	3176 PO409 CCO18	PP#6 WATERMAIN LOOPING LANDRY/RUSSELL CCO18	2-4-9100-9260	Bourget W/M Loop	22,941.87
109	9100	Water	STP EXCAVATION & CONSTRUCTION	3176 PO412 CCO19	PP#6 WATERMAIN LOOPING LANDRY/RUSSELL CCO19	2-4-9100-9260	Bourget W/M Loop	9,943.01
110	9100	Water	STP EXCAVATION & CONSTRUCTION	3176 PO412 CCO20	PP#6 WATERMAIN LOOPING LANDRY/RUSSELL CCO20	2-4-9100-9260	Bourget W/M Loop	8,313.98
111	9114	Water Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000106694	ROCK WT-CHEMICAL PUMPS NOT WORKING	1-4-9114-4620	Contract - OCWA - Repairs & Maintenance	8,200.24
112	9114	Water Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000106696	ROCK WT-REPLACE VALVES TO FILTERS	1-4-9114-4620	Contract - OCWA - Repairs & Maintenance	10,426.62
113	9114	Water Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000108138	ROCK WT-TOSHIBA FLOW METER	1-4-9114-4620	Contract - OCWA - Repairs & Maintenance	9,834.08
114	9114	Water Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000108742	OPERATIONS & MAINT NOV/18	1-4-9114-4610	Contract - OCWA - Basic Maintenance	48,267.27
115	9115	Streets	ATREL ENGINEERING LTD.	1807784	WATERMAIN REPLACEMENTS OCT21/18-NOV24/18	2-4-9115-9194	Laurier	15,554.22
116	9115	Streets	ATREL ENGINEERING LTD.	1807784	WATERMAIN REPLACEMENTS OCT21/18-NOV24/18	2-4-9115-9198	Pouliotte	6,514.23
117	9124	Water Distribution - Contracts	ONTARIO CLEAN WATER AGENCY	INV000106700	ROCK WD-3rd PARTY NACE L3 CERTIFIED ASSESSMENT	1-4-9124-4620	Contract - Repairs & Maintenance	9,509.41
118	9124	Water Distribution - Contracts	ONTARIO CLEAN WATER AGENCY	INV000106701	ROCK WD-HYDRANT VALVE REPAIRS	1-4-9124-4620	Contract - Repairs & Maintenance	18,598.68
119	9124	Water Distribution - Contracts	ONTARIO CLEAN WATER AGENCY	INV000106704	ROCK WD-WATER SERVICE REPAIRS	1-4-9124-4620	Contract - Repairs & Maintenance	8,743.43
120	9124	Water Distribution - Contracts	ONTARIO CLEAN WATER AGENCY	INV000108742	OPERATIONS & MAINT NOV/18	1-4-9124-4610	Contract - OCWA - Basic Maintenance	14,704.18
121	9124	Water Distribution - Contracts	P.B. PAVING & LANDSCAPING LTD.	7177	ASPHALT PATCHES (WATER REPAIRS)	1-4-9124-4620	Contract - Repairs & Maintenance	17,788.80
122	9300	Sewers	R.V. ANDERSON ASSOCIATES LIMIT	65762	SEWAGE PLANT UPGRADES OCT27/18-NOV30/18	2-4-9300-9271	Pre Screening Bar System	15,834.18
123	9314	Sewers Collection - Contrated Services	ONTARIO CLEAN WATER AGENCY	INV000106616	ROCK WWC-CLEAN BASKET AT SPS NO.1	1-4-9314-4620	Contract - OCWA - Repairs & Maintenance	17,028.59
124	9314	Sewers Collection - Contrated Services	ONTARIO CLEAN WATER AGENCY	INV000106652	ROCK WWC-SEWER BACK-UP 1091 LAURIER, REPAIRS	1-4-9314-4620	Contract - OCWA - Repairs & Maintenance	21,269.28
125	9314	Sewers Collection - Contrated Services	ONTARIO CLEAN WATER AGENCY	INV000108152	ROCK WWC-CLEAN BASKET AT SPS 1	1-4-9314-4620	Contract - OCWA - Repairs & Maintenance	8,651.46
126	9314	Sewers Collection - Contrated Services	ONTARIO CLEAN WATER AGENCY	INV000108153	ROCK WWC-INSTALL PANEL'S PUMP, INSPECT GRAVITY SEWER	1-4-9314-4620	Contract - OCWA - Repairs & Maintenance	6,513.14
127	9314	Sewers Collection - Contrated Services	ONTARIO CLEAN WATER AGENCY	INV000108742	OPERATIONS & MAINT NOV/18	1-4-9314-4610	Contract - OCWA - Basic Maintenance	20,219.32
128	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000106630	ROCK WWT-CHEMICALS ODOUR CONTROL	1-4-9324-4620	Contract - Repairs & Maintenance	6,619.39
129	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000106631	ROCK WWC-ANNUAL MAINT. SBR NO.2	1-4-9324-4620	Contract - Repairs & Maintenance	19,148.01
130	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000106635	ROCK WWT-ANNUAL MAINT SBR NO.3	1-4-9324-4620	Contract - Repairs & Maintenance	7,209.32
131	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000106637	ROCK WWT-GENERATOR REPAIRS, EMERGENCY CALLS	1-4-9324-4620	Contract - Repairs & Maintenance	14,646.69
132	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000108145	ROCK WWT-DE-CHLORINATE THE PLANT	1-4-9324-4620	Contract - Repairs & Maintenance	20,513.39
133	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000108148	ROCK WWT-UNIVERSAL PUMP, VALVES	1-4-9324-4620	Contract - Repairs & Maintenance	8,472.37
134	9324	Sewers Treatment - Contracted Services	ONTARIO CLEAN WATER AGENCY	INV000108742	OPERATIONS & MAINT NOV/18	1-4-9324-4610	Contract - OCWA - Basic Maintenance	45,489.11
135	9514	Garbage Collection - Contracts	TOMLINSON ENVIRONMENTAL SERVIC	0000265393	RESIDENTIAL CURSIDE WASTE NOV/18	1-4-9514-4200	Contracts	46,981.52
136	9514	Garbage Collection - Contracts	TOMLINSON ENVIRONMENTAL SERVIC	0000265396	IC & I COMMERCIAL WASTE NOV/18	1-4-9514-4200	Contracts	15,436.79
137	9534	Recycling - Contracts	TOMLINSON ENVIRONMENTAL SERVIC	0000265397	IC & I COMMERCIAL RECYCLING NOV/18	1-4-9534-4200	Contracts	6,401.95
138	9534	Recycling - Contracts	TOMLINSON ENVIRONMENTAL SERVIC	0000265407	RESIDENTIAL CURBSIDE RECYCLING NOV/18	1-4-9534-4200	Contracts	79,280.73
						Invoices Paid Greater/Equal to $ 5,000		**8,579,492.05**
						Invoices Paid Less/Equal to $4,999		**539,859.23**
						MasterCards December/18		**11,916.32**
						Grand Total AP Council Report-January 21st, 2019		**9,131,267.60**

Transactions de carte de crédit
Décembre 2018

#	Détenteur de carte	Date	Marchant	Description	GL	Montant	Sous total par carte
1	BOUCHARD, ANNE MORRIS	31/12/2018	APL*ITUNES.COM/BILL	ICLOUD MONTHLY SUBSCRIPTION IPAD DAYCARES	1-4-6113-3435	$1.46	
2	BOUCHARD, ANNE MORRIS	10/12/2018	EDU-CHILD CARE LICENSI	RENOUVELLEMENT LICENCE 2019 GARDERIE SACRE-COEUR	1-4-6113-3392	$200.00	**$201.46**
3	BOUCHER, PIERRE	06/12/2018	IKEA OTTAWA	STORAGE FURNITURE	1-4-1343-3070	$400.02	
4	BOUCHER, PIERRE	18/12/2018	TECHNOLOGIA	REFUND-TRAINING CANCELLED (C.SARAULT)	1-4-1105-3743	-$1,075.02	
5	BOUCHER, PIERRE	13/12/2018	WAL-MART #1060	BOARDROOM DECORATION	1-4-1343-3070	$339.89	**-$335.11**
6	COLLIER, HELEN	06/12/2018	FRIENDLY RESTAURANT	DOWNTOWN REVITALIZATION MEETING 5;30PM	1-4-1223-3440	$265.75	
7	COLLIER, HELEN	03/12/2018	LAVIOLE FLOWERS	FLEURS - DEPART DE LA CONSEILLERE KRYSTA SIMARD	1-4-1123-3675	$40.00	
8	COLLIER, HELEN	08/12/2018	MILANO PIZZA	PIZZAS - CHRISTMAS PARTY DECEMBER 8 2018	1-4-1223-3440	$119.78	
9	COLLIER, HELEN	06/12/2018	PORTER AI	COUNCIL ANDRÉ J LALONDE - ROMA CONFERENCE 2019 EXPENSE	1-4-1123-3160	$263.15	
10	COLLIER, HELEN	06/12/2018	PORTER AI	CAO H COLLIER - ROMA CONFERENCE 2019 EXPENSE	1-4-1223-3160	$263.15	
11	COLLIER, HELEN	24/12/2018	TIM HORTONS 1492 QTH	CAO COFFEE VISIT WITH OPERATORS DEC 24 2018	1-4-1223-3440	$44.05	**$995.88**
12	DESNOYERS, FREDERIC	04/12/2018	ROMA	ROMA CONFERENCE - HELEN COLLIER	1-4-1223-3160	$621.50	
13	DESNOYERS, FREDERIC	04/12/2018	ROMA	ROMA CONFERENCE - ANDRÉ LALONDE	1-4-1123-3160	$621.50	
14	DESNOYERS, FREDERIC	04/12/2018	ROMA	ROMA CONFERENCE - GUY DESJARDINS	1-4-1123-3160	$621.50	
15	DESNOYERS, FREDERIC	04/12/2018	ROMA	ROMA CONFERENCE - MICHEL LEVERT	1-4-1123-3160	$621.50	**$2,486.00**
16	KEHOE, ROBERT	03/12/2018	GABRIEL PIZZA 304	MEAL-STAFF WORKING LATE	1-4-1233-3440	$23.45	**$23.45**
17	LALONDE, GERALD	15/12/2018	AMZN MKTP CA*M28VE64G0	CELL PHONE CASE	1-4-1363-3500	$56.62	
18	LALONDE, GERALD	13/12/2018	LINKEDIN 4294861134 LN	AD FOR JOB POSTING CHIEF INFORMATION OFFICER	1-4-1363-3005	$135.20	
19	LALONDE, GERALD	21/12/2018	MUNICIPAL WORLD	AD FOR JOB POSTING MANAGER OF ENG & OP	1-4-1363-3005	$484.77	
20	LALONDE, GERALD	05/12/2018	ONTARIO PUBLIC BUYERS	ONTARIO PUBLIC BUYERS 2019 MEMBERSHIP	1-4-1233-3435	$259.90	**$936.49**
21	OUELLET, MONIQUE	19/12/2018	AMCTO	TRAINING MARYSE	1-4-1224-3743	$406.80	**$406.80**
22	ROUSSELLE, YVES	11/12/2018	HYDRO ONE	927 ST-JEAN, ROCKLAND-CONNECTION DUPLEX	2-4-3620-9195	$1,308.81	
23	ROUSSELLE, YVES	12/12/2018	MOE-HWIN WEB	MINISTRY OF ENVIRONMENT HWIN	1-4-3143-3270	$11.26	
24	ROUSSELLE, YVES	06/12/2018	MTO RUS - SERVICEONTAR	VEHICLE 2320	1-4-3143-3770	$32.00	
25	ROUSSELLE, YVES	07/12/2018	OTTERBOX/LIFEPROOF	HOLSTER CASE	1-4-3123-3425	$66.23	
26	ROUSSELLE, YVES	13/12/2018	OTTERBOX/LIFEPROOF	HOLSTER CASE	1-4-3123-3425	$66.15	
27	ROUSSELLE, YVES	18/12/2018	OTTERBOX/LIFEPROOF	REFUND-RETURN 2 HOLSTER CASE	1-4-3123-3425	-$46.65	**$1,437.80**
28	ROY, YVES	20/12/2018	BATL	TEAM BUILDING EVENT	1-4-2413-3660	$392.78	
29	ROY, YVES	04/12/2018	BATL-AXE THROWING	TEAM BUILDING EVENT	1-4-2413-3660	$100.00	
30	ROY, YVES	21/12/2018	BATL-AXE THROWING	REFUND - TEAM BUILDING EVENT	1-4-2413-3660	-$100.00	
31	ROY, YVES	18/12/2018	MUNICIPAL LAW ENFORCEM	CANINE FOUNDATION TRAINING SESSION	1-4-2413-3660	$1,000.00	**$1,392.78**
32	VILLENEUVE, MARIO	14/12/2018	CANADIANASSOCIATIONOFF	CAFC MEMBERSHIP DUES M.VILLENEUVE	1-4-2113-3160	$316.40	
33	VILLENEUVE, MARIO	19/12/2018	M M FOOD MARKET #187	REFUND - FF APPRECIATION NIGHT	1-4-2113-3440	-$112.00	
34	VILLENEUVE, MARIO	19/12/2018	M M FOOD MARKET #187	FIREFIGHTER APPRECIATION NIGHT	1-4-2113-3440	$779.06	
35	VILLENEUVE, MARIO	03/12/2018	MTO RUS DRIVER CERT PR	DRIVER TRAINING	1-4-2113-3175	$120.00	**$1,103.46**
36	WILSON, BRIAN	04/12/2018	#547 MARK'S	SAFETY SHOES/BOOTS	1-4-2123-3585	$160.44	
37	WILSON, BRIAN	04/12/2018	#547 MARK'S	CLOCKS FOR MED BAGS	1-4-2123-3675	$129.56	
38	WILSON, BRIAN	13/12/2018	#7886 2749 LAURIER ST	10X CAR WASH - CAR 1	1-4-2153-3760	$126.09	
39	WILSON, BRIAN	11/12/2018	CANADIAN STANDARDS ASS	CSA 282-15 DOWNLOAD	1-4-2113-3675	$209.05	
40	WILSON, BRIAN	17/12/2018	CANADIANASSOCIATIONOFF	2019 ANNUAL MEMBERSHIP	1-4-2113-3435	$316.40	
41	WILSON, BRIAN	12/12/2018	CRIMESCENE DOT COM	EVIDENCE BAGS	1-4-2123-3175	$380.59	
42	WILSON, BRIAN	13/12/2018	GEZELLIG	MEETING WITH CHIEF AYOTTE (OFS)	1-4-2113-3440	$75.94	
43	WILSON, BRIAN	20/12/2018	HOLIDAY INNS	ANDREW BLAIR - OFC 1-4-2234-4203	1-4-2234-4203	$162.63	
44	WILSON, BRIAN	21/12/2018	HOLIDAY INNS	INVOICED TWICE IN ERROR (REFUND IN JAN/19) 1-4-2234-4203	1-4-2234-4203	$162.63	
45	WILSON, BRIAN	18/12/2018	IHS GLOBAL INC.	CAN ULC S515 STANDARD ON FIRE APPARATUS	1-4-2123-3675	$416.93	
46	WILSON, BRIAN	17/12/2018	INT*IN *ONTARIO MUNICI	2019 MEMBERSHIP FEE-ONTARIO MUNICIPAL MANAGEMENT INSTITUTE	1-4-2113-3435	$145.00	
47	WILSON, BRIAN	19/12/2018	MIKE DEAN S FOOD STORE	FF APPRECIATION NIGHT	1-4-2113-3440	$57.51	
48	WILSON, BRIAN	17/12/2018	ONT ASSOC OF FIRECHIEF	2019 ANNUAL MEMBERSHIP FEE	1-4-2113-3435	$288.15	
49	WILSON, BRIAN	14/12/2018	SHAWARMA AND GRILL ROC	MEETING WITH INSP. DUVAL (OPP)	1-4-2113-3440	$28.48	
50	WILSON, BRIAN	13/12/2018	SP * WWW.HARDCASES.CA	CASES FOR FIRE INVESTIGATION KITS	1-4-2123-3175	$495.95	
51	WILSON, BRIAN	11/12/2018	SWEET BASIL	MTG W/DIV CHIEF WOOSLEY & DEPUTY CHIEF GILLESPIE (OFS)	1-4-2113-3440	$71.87	
52	WILSON, BRIAN	14/12/2018	WAL-MART #1060	MEDICAL BAG SUPPLIES	1-4-2123-3230	$40.09	**$3,267.31**
	Total					$11,916.32	**$11,916.32**

Clarence-Rockland

REPORT N° 2019-005

Date	15/01/2019
Submitted by	Carole Normand
Subject	Tax reduction under Sections 357-358 of the Municipal Act
File N°	F23 Write-Offs

1) **NATURE/GOAL :**
In accordance with sections 357 & 358 of the Municipal Act, Council is required to approve of refunds, reductions or cancellations of taxes.

2) **DIRECTIVE/PREVIOUS POLICY :**
N/A

3) **DEPARTMENT'S RECOMMENDATION :**

BE IT RESOLVED THAT Council hereby adopts tax reductions in the amount of $1,110.25 City's share, being applications under sections 357 & 358 of the Municipal Act, against all lands concerned, as described in Schedule "A" to Report No. FIN2019-005.

QU'IL SOIT RÉSOLU QUE le Conseil adopte les réductions de taxes au montant de 1 110,25 $, étant la part de la Cité en vertu des sections 357 & 358 de la Loi sur les municipalités, contre les propriétés foncières décrites dans la cédule « A » du rapport numéro FIN2019-005.

4) **BACKGROUND :**

Council have been receiving these reports and under the Municipal, Council is required to approve of the Tax write-offs under section 357 & 358.

5) **DISCUSSION :**
Staff will report on an as needed basis on tax write-offs.

6) **CONSULTATION:**
N/A

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

N/A

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

The following summarizes the write-off budget:
The City's budget for tax write-offs was approved for 2019 at $125,000. As of January 15th 2019, the City has $0.00 in write-off charges. The City's share in this report is of $1,110.25. This additional write-off will not exceed the approved budget

9) **LEGAL IMPLICATIONS :**
N/A

10) **RISK MANAGEMENT :**
N/A

11) **STRATEGIC IMPLICATIONS :**
N/A

12) **SUPPORTING DOCUMENTS:**
Schedule « A » Tax Reduction under Sections 357 & 358 of the Municipal Act

ANNEXE "A"											
MUNICIPALITY OF CLARENCE-ROCKLAND						**2015**	**2016**	**2017**	**2018**		
FILE # F23 WRITE-OFFS					**RT**	**0.00658015**	**0.00640614**	**0.00654455**	**0.00660409**		
					FT	**0.00164504**	**0.00160154**	**0.00163614**	**0.00165102**		
TAX REDUCTION UNDER SECTION 357 AND 358 OF THE MUNICIPAL ACT					**COM**	**0.00948199**	**0.00923124**	**0.00943069**	**0.00951648**		
TAX ROLL	**MUN. ADDRESS**	**APPLICATION #**	**YEAR**	**# DAYS**	**OLD TAX CLASS**	**CVA**	**NEW TAX CLASS**	**CVA**	**CVA CHANGE**	**ADJ AMOUNT MUN**	**REASON**
									-		
016-009-05500	CH DROUIN	2018-46	2018	161	RT	(373,500)	RT	371,038	(2,462)	-7.17	DEMOLITION
016-010-00200	1086 JOANISSE	2018-54	2018	69	RT	(250,000)	RT	116,000	(134,000)	-167.29	DEMOLITION
									-		
016-021-19820	586 DE LA BAIE	2018-53	2018	81	CT	(226,500)	CT	160,083	(66,417)	-140.26	DEMOLITION
021-004-10100	2387 ALBERT	2018-52	2018	92	RT	(226,000)	RT	111,000	(115,000)	-191.43	RAZED BY FIRE
021-005-03200	845 CARON	2018-56	2018	57	RT	(196,500)	RT	138,421	(58,079)	-59.90	DEMOLITION
									-		
	854 LAURIER	2018-47	2016	184	RT	-145000	RT	117,000	(28,000)	-90.42	DEMOLITION
		2018-48	2017	365	RT	-153000	RT	121,000	(32,000)	-209.43	
			2018	365	RT	-162000	RT	125,000	(37,000)	-244.35	
						(1,732,500)		1,259,542	(472,958)	-1110.25	

Clarence-Rockland

REPORT N° PRO2019-003

Date	10/01/2019
Submitted by	Mario Villeneuve
Subject	Nomination of 9 volunteer firefighters
File N°	H11 INC

1) **NATURE/GOAL :**
For Municipal Council to accept the nomination of 9 new volunteer firefighters to the fire department.

2) **DIRECTIVE/PREVIOUS POLICY :**
None

3) **DEPARTMENT'S RECOMMENDATION :**
BE IT RESOLVED that Municipal Council hereby accepts the hiring of Kevin McKenzie, Steven Saumier, Jordan Legros, Audrey-Ann Robinson, Claudie Latulippe-Morin, Eric Boyer, Michael Clement, Casey Gentile and Nikolas Dupuis, as volunteer firefighters, effective January 21st, 2019; and

BE IT FURTHER RESOLVED that the said firefighters be subject to a mandatory probation period of one year once all of their mandatory training is completed; and

BE IT FINALLY RESOLVED that the said firefighters' salary be established at the probationary wage as established in the collective agreement, as recommended.

QU'IL SOIT RÉSOLU QUE le conseil municipal accepte l'embauche de Kevin McKenzie, Steven Saumier, Jordan Legros, Audrey-Ann Robinson, Claudie Latulippe-Morin, Eric Boyer, Michael Clement, Casey Gentile et Nikolas Dupuis, à titre de pompier volontaire, effectif le 21 janvier 2019; et

QU'IL SOIT ÉGALEMENT RÉSOLU QUE ces pompiers soient en probation obligatoire pour une période d'un an suite à la complétion de la formation requise; et

QU'IL SOIT FINALEMENT RÉSOLU QUE le salaire de ces pompiers soit établi au salaire probatoire établi dans la convention collective, tel que recommandé.

4) **BACKGROUND :**
None

5) **DISCUSSION :**

As a result of our recruitment program, we have received several applications for candidacy. Given that four (4) of the candidates, Kevin McKenzie, Audrey-Ann Robinson, Claudie Latulippe-Morin and Eric Boyer have already completed the required recruit training and that they have successfully obtained several recognized accreditations in the fire service, the executive committee of the fire services has agreed to allow them to join our team after an orientation session. These candidates have been exempted from the regional recruitment program as they have already successfully completed basic firefighter training which meets the National Fire Protection Association Firefighter level 1 and level 2 (NFPA 1001).

The other recruits, Steven Saumier, Jordan Legros, Michael Clement, Casey Gentile and Nikolas Dupuis will have to complete the NFPA 1001 Firefighter Level 1 and the NFPA 1072 Hazmat Core and Operations courses and a First Responder (FR) course before they can start responding to calls and participate in regular training sessions. These recruits will then have 2 years to complete their NFPA 1001 Firefighter Level

6) **CONSULTATION:**

None

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

None.

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

The positions are within the staffing limits established by Council and are filling vacancies within the fire department.

9) **LEGAL IMPLICATIONS :**

None

10) **RISK MANAGEMENT :**

None

11) **STRATEGIC IMPLICATIONS :**

None

12) **SUPPORTING DOCUMENTS:**

On file with Human Resources.

Club Lions Clarence Creek Inc.

16-1875 Beauchamp, Clarence Creek, ON K0A 1N0
Email: clublionscc@gmail.com
613-488-3012

Le 6 janvier 2019.

Mme Monique Ouellet
Greffière
Cité Clarence-Rockland
1560 rue Laurier
Rockland (Ontario)
K4K 1P7

Madame Ouellet,

La présente a pour but de vous aviser que le Club Lions de Clarence Creek Inc. tiendra son 48ème carnaval du 8 au 17 février 2019.

Auriez-vous donc l'obligeance de nous envoyer une lettre dans laquelle le Carnaval de Clarence Creek 2019 est désigné comme étant d'envergure municipale tel qu'exigé par les règlements sur l'obtention de permis de boisson.

Espérant que le tout est à votre entière satisfaction, une réponse le plutôt possible serait grandement appréciée.

Je vous prie d'accepter,, mes salutations distinguées.

Bien à vous,

Lion Nicholas Lavoie
Président du 48 ème Carnaval de Clarence Creek

Nota : **Notre réussite est signe de la participation de chacun d'entre nous.**

Clarence-Rockland

REPORT N° HR 2019-01

Date	07/12/2018
Submitted by	Chantal Vachon
Subject	Health and safety policy
File N°	HR 2019-01

1) **NATURE/GOAL :**

The City of Clarence-Rockland is accountable to create a safe environment for council, employees, contractors and members of the public. This duty includes ensuring that we have health and safety policy that is reviewed every year.

2) **DIRECTIVE/PREVIOUS POLICY :**

As per our terms of references, the health and safety policy needs to be reviewed every year. The last revision of the policy dates from 2007.

3) **DEPARTMENT'S RECOMMENDATION :**

WHEREAS the Council of the City of Clarence-Rockland acknowledges the importance of Health and Safety in the conduct of its operation and business and recognizes that accidents and injuries can be prevented;

WHEREAS Council accepts the responsibility to ensure compliance with legislation and to participate in all activities aimed at improving Health and Safety;

BE IT RESOLVED THAT Municipal Council hereby adopts the 2019 Health and Safety policy; and

BE IT FURTHER RESOLVED THAT the Occupational Health and safety Policy statement dated 2007 be repealed.

ATTENDU QUE le Conseil de la Cité de Clarence-Rockland reconnait l'importance de la santé et sécurité dans la conduite de ses opérations et de ses affaires et reconnait qu'il est possible de prévenir accidents et les blessures;

ATTENDU QUE le Conseil accepte la responsabilité de veiller au respect de la législation et de participer à toutes les activités visant à améliorer la santé et sécurité;

QU'IL SOIT RESOLU QUE le Conseil municipal adopte la politique 2019 matière de santé et sécurité; et

QU'IL SOIT AUSSI RESOLU QUE l'énoncé de la politique sur la santé et la sécurité au travail daté 2007 soit abrogé.

4) **BACKGROUND :**

The City's Human Resources policies have been designed to create a culture of inclusion, fairness, transparency and consistency. They provide a description of the City's obligations and responsibilities to its employees and serve to ensure that employees receive equal treatment regardless of where in the City they work. Policies provide guidance to managers and Human Resources staff in determining the appropriate course of action when dealing with specific issues. The City's policies also provide critical guidance to our employees on a myriad of workplace issues. These include expectations regarding professional conduct and responsibility for contributing to a safe and healthy workplace.

5) **DISCUSSION :**

As per occupational health and safety legislation across Canada, employers have a duty to provide a safe work environment and take all reasonable precautions to protect the health and safety of employees and others in the workplace.

6) **CONSULTATION:**

The Health and Safety policy been reviewed, discussed with Legal Counsel and Directors

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

N/A

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

N/A

9) **LEGAL IMPLICATIONS :**

N/A

10) **RISK MANAGEMENT :**

The Health and Safety policy will provide staff and managers a clear guideline to work within.

11) **STRATEGIC IMPLICATIONS :**

N/A

12) **SUPPORTING DOCUMENTS:**

- Politique sur la santé et sécurité 2019– Ontario
- 2019 Health and Safety policy – Ontario
- Occupational Health and Safety Policy Statement
- Énoncé de politique concernant la santé et sécurité au travail

Clarence Rockland

Politique sur la santé et la sécurité – Ontario

Intention

La Cité de Clarence-Rockland reconnait son obligation légale de prendre toutes précautions raisonnables pour protéger les employés, entrepreneurs, bénévoles, visiteurs et toute autre personne sur les lieux. Protéger les employés contre les blessures ou maladies professionnelles découlant d'accidents ou d'incidents demeure un objectif prioritaire. Nous déploierons tous les efforts nécessaires pour assurer un milieu de travail sécuritaire et sain pour tout le personnel. Nous croyons que tous accidents sont évitables et que la participation active à tous niveaux permettra d'éviter les accidents. Les superviseurs et travailleurs doivent s'abstenir de tout geste ou toute activité qui pourrait compromettre la santé et la sécurité d'autrui et s'efforcer de réduire les risques de blessure.

Nous nous engageons à favoriser un milieu de travail sain et sécuritaire pour tous nos employés, entrepreneurs, bénévoles et visiteur. Dans le cadre de cet engagement, nous élaborerons, mettrons en œuvre et ferons respecter les politiques et procédures qui favorisent et procurent un milieu de travail plus sain et plus sécuritaire. Nous comprenons l'importance de la sécurité, du bien-être et de la productivité de nos employés et cherchons à éliminer les risques de blessure et de méfait par négligence en milieu de travail.

La présente politique décrit les responsabilités de tous les partis dans le maintien d'un milieu de travail sain et sécuritaire. La Cité de Clarence-Rockland agira conformément à la réglementation applicable en matière de santé et sécurité au travail.

Lignes directrices

Communication

La Cité de Clarence-Rockland encourage une communication ouverte sur les questions en matière de santé et sécurité. La communication ouverte est essentielle pour offrir un milieu de travail productif et sans accidents.

- Les employés qui expriment ou identifient une préoccupation en matière de santé et de sécurité ne feront pas l'objet d'actes de représailles ou de vengeance.
- Les commentaires en santé et sécurité seront examinés par le service des ressources humaines et une enquête sera menée pour chacun des dangers réels ou potentiels signalés.
- Les employés devraient informer leur superviseur ou le service des ressources humaines de tout élément qui, selon eux, présente un danger potentiel ou réel en milieu de travail.
- Ces signalements peuvent être transmis par écrit ou verbalement et peuvent être anonymes, si souhaité.

Responsabilités

Les employés doivent :

- définir une stratégie efficace pour gérer les préoccupations de la Cité en matière de santé et sécurité au travail;

Clarence Rockland

- répartir et gouverner correctement les ressources de manière à répondre aux besoins des employés en matière de santé et de sécurité, tout en s'assurant de respecter les obligations juridiques de la Cité;
- favoriser une culture de sécurité au travail en faisant preuve d'un esprit de leadership adéquat;
- procéder à un examen annuel des politiques pour en assurer la conformité et l'efficacité et y apporter des changements au besoin;et
- fournir à tous les partis intéressés une copie de tous les ordres ou rapports remis à l'employeur par un inspecteur du Ministère du Travail et informer le Comité de santé et sécurité la Cité de tout incident au travail ayant entraîné une blessure, la mort ou une maladie professionnelle.

Les gestionnaires et superviseurs doivent :

- contribuer à l'élaboration, la mise en œuvre et l'application des politiques et procédures de la Cité;
- promouvoir en tout temps la santé et la sécurité en fournissant des directives, des renseignements, de la formation et de la supervision pour assurer le rendement sécuritaire des employés;
- utiliser le processus d'identification des dangers, de gestion des risques et d'enquêtes sur les incidents;
- mener des inspections sur la santé et la sécurité au travail afin d'identifier et de maîtriser tous les dangers potentiels pour les employés;
- être tenus responsables de la santé et la sécurité des travailleurs sous leur supervision;
- veiller à ce que la machinerie et l'équipement soient sécuritaires et que les employés travaillent conformément aux pratiques et procédures de travail sécuritaires établies;
- veiller à ce que les employés reçoivent la formation adéquate concernant leurs tâches professionnelles afin d'assurer leur santé et leur sécurité; et
- tenir des réunions sur la santé et la sécurité.

Le service des ressources humaines doit :

- créer des liens avec les organismes gouvernementaux afin d'assurer la conformité du milieu de travail en matière de santé et de sécurité;
- conseiller la direction sur les questions propres aux politiques en matière de la santé et sécurité;
- coordonner les inspections en santé et sécurité, puis effectuer les suivis nécessaires pour assurer l'application des mesures correctives requises;
- élaborer des pratiques exemplaires qui appuient un solide programme en santé et sécurité;
- concevoir et définir les rapports d'accident et d'incident, ainsi que les procédures d'enquête;
- tenir à jour les connaissances sur les règlements en matière de santé et de sécurité tel que prescrit au niveau local, provincial, et fédéral;
- concevoir et définir les politiques et procédures de l'entreprise associées aux questions en matière de santé et sécurité au travail; et
- examiner les tendances en matière de blessures et maladies, puis identifier les zones problématiques et les solutions.

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Les employés doivent :

- respecter les politiques et procédures en matière de santé et sécurité au travail;
- aviser les gestionnaires de toutes les préoccupations en matière de santé et sécurité, de façon à ce qu'elles puissent être adressées dans les meilleurs délais;
- protéger leur santé et leur sécurité en travaillant conformément à la loi et aux pratiques et procédures de travail sécuritaires définies par la Cité;
- porter l'équipement de protection individuelle requis, au besoin; et
- signaler à leur gestionnaire ou au service des ressources humaines les conditions non-sécuritaires ou potentiellement dangereuses, sans crainte de représailles.

Tout le personnel doit :

- suivre une formation sur la santé et la sécurité au travail;
- exercer ses fonctions de façon à favoriser un milieu de travail sécuritaire, conformément à toutes les pratiques et procédures de sécurité;
- signaler les incidents, blessures ou dangers potentiels, conformément aux procédures de la Cité;
- signaler tous les actes de violence ou de harcèlement au travail;
- promouvoir un milieu de travail sécuritaire; et
- connaître le plan d'urgence affiché qui détaille les procédures de l'établissement concernant les incendies, conditions météorologiques ou urgences médicales.

Les membres du comité mixte sur la santé et la sécurité doivent ou le représentant en santé et sécurité doit :

- s'engager à améliorer les conditions de santé et de sécurité en milieu de travail;
- favoriser et sensibiliser à l'importance de la santé et sécurité au travail;
- reconnaître et identifier les risques et dangers en milieu de travail;
- formuler des recommandations pour administrer les risques et dangers;
- effectuer des inspections régulières en milieu de travail et formuler des recommandations écrites;
- développer et mettre en œuvre des programmes de prévention des accidents et de santé et de sécurité;
- écoutez les plaintes, préoccupations et suggestions des employés;
- participer aux enquêtes et requêtes en santé et sécurité;
- conseiller sur des questions propres à la santé et sécurité, notamment l'équipement de protection individuelle nécessaire;
- tenir des registres précis et détaillés des quasi-accidents, accidents et blessures;
- promouvoir et assurer le respect des réglementations en matière de santé et sécurité;
- surveiller l'efficacité des politiques et programmes existants en matière de santé et sécurité et participer à la mise en œuvre des améliorations; et
- assister aux réunions régulières du comité.

Structures de signalement

Toute préoccupation ou tout quasi-accident doit être signalé au Comité ou représentant en santé et sécurité de même qu'au responsable concerné. Les employés qui expriment ou identifient un problème en santé et sécurité ne feront pas l'objet d'actes de représailles ou de vengeance.

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Advenant une situation d'urgence, les employés doivent immédiatement signaler l'incident à l'agent du service des ressources humaines. L'intervention nécessaire dépendra de la gravité de l'incident et de son impact sur la santé et la sécurité des employés, visiteurs et biens.

Une urgence se définit par des conditions dangereuses qui menacent des personnes ou biens. Ceci comprend le feu ou la fumée; une catastrophe naturelle ou intempérie; un incident chimique, biologique ou radiologique; et une défaillance structurale.

Reconnaissance et accord

Je, , reconnais avoir lu et compris la politique sur la santé et sécurité de la Cité de Clarence Rockland. Je consens à adhérer à la présente politique et veillerai à ce que les employés qui travaillent sous ma direction y adhèrent également. Je comprends que si j'enfreins les règles ou procédures en vertu de la présente politique, je pourrais faire l'objet de mesures disciplinaires pouvant aller jusqu'à mon congédiement.

Nom : _____

Signature : _____

Date : _____

Témoin : _____

Clarence Rockland

Health and Safety Policy - Ontario

Intent

The City of Clarence-Rockland acknowledges it has a statutory duty to take all reasonable precautions to protect employees, contractors, volunteers, visitors, and all other individuals' onsite. Protecting employees from injury or occupational disease from accidents or incidents is a continuing objective. We will make every effort to provide a safe and healthy work environment for all staff. We believe all accidents are preventable and active participation at all levels will help ensure accidents are avoided. Supervisors and workers must refrain from any actions or activities that could jeopardize the health and safety of others and must work to reduce the risk of injury.

We are committed to promoting a safe and healthy workplace for all emploeyes, contractors, volunteers, and visitors. In pursuit of our commitment, we will develop, implement, and enforce policies and procedures that promote and provide a healthier, safer work environment. We understand the importance of safety to the well-being and productivity of our employees, and strive to safeguard the workplace from injury and malfeasance through negligence.

This policy outlines the responsibilities of all parties in maintaining a safe and healthy work environment. The City of Clarence-Rockland will act in compliance with all applicable workplace health and safety legislation.

Guidelines

Communication

The City of Clarence-Rockland encourages open communication on health and safety issues. Open communication is essential to providing an accident-free and productive work environment.

- Employees who voice or identify a health and safety concern will not be subject to reprisal or retaliation.
- Health and safety comments will be reviewed by human resources and will initiate an investigation on each reported or potential hazard.
- Employees should inform their supervisor or human resources of any matter they perceive to be an actual or potential workplace hazard.
- Communication can be written or verbal, and may be anonymous, if so desired.

Responsibilities

<u>Employers will:</u>

- Supply an effective strategy to manage the occupational health and safety concerns of the City.
- Allocate and govern resources properly to achieve the health and safety requirements of employees and those policies comply with the City's legal obligations.
- Foster a workplace culture of safety with appropriate leadership.
- Review policies annually for compliance and efficiency, and revise where necessary.

Clarence Rockland

- Provide all relevant parties with a copy of all orders or reports issued to the employer by a Ministry of Labour inspector and inform the Health and Safety committee of any work-related incidents involving injury, death, or occupational illness.

Managers and supervisors will:

- Help develop, implement, and enforce City policies and procedures.
- Continually promote health and safety awareness with instruction, information, training, and supervision to ensure the safe performance of employees.
- Use the process of hazard identification, risk management, and incident investigation.
- Perform occupational health and safety inspections of the workplace to identify and control any and all hazards to employees.
- Be accountable for the health and safety of employees under their supervision.
- Ensure that machinery and equipment are safe and that employees work in compliance with established safe work practices and procedures.
- Ensure that employees receive adequate training in their specific work tasks to protect their health and safety.
- Conduct health and safety meetings.

Human resources will:

- Liaise with government agencies to ensure workplace health and safety compliance.
- Advise management on safety and health policy issues.
- Coordinate health and safety inspections, and follow up to ensure the completion of necessary corrective actions.
- Develop best practices that support a strong health and safety program.
- Design and develop accident and incident reports and investigation procedures.
- Maintain an up-to-date knowledge of applicable health and safety regulations as mandated locally, provincially, or federally.
- Design and develop company policies and procedures related to workplace safety and health issues.
- Review injury and illness trends, and identify problem areas and solutions.

Employees will:

- Comply with occupational health and safety policies and procedures.
- Notify managers of any health and safety concerns, so they may be dealt with promptly.
- Protect their own health and safety by working in compliance with the law, safe work practices, and procedures established by the City.
- Use appropriate personal protective equipment as required.
- Report unsafe or potentially hazardous conditions, without fear of reprisal, to their manager or human resources.

All staff will:

- Complete required occupational health and safety training.
- Perform duties in a manner conducive to a safe workplace, following all safety practices and procedures.
- Report any incident, injury, or hazard as outlined in City procedures.
- Report any acts of violence or harassment in the workplace.

Clarence Rockland

- Promote a hazard-free workplace.
- Learn the posted emergency plan detailing the facility's procedures pertaining to fire, weather, or medical emergency.

Joint health and safety committee members or health and safety representative will:

- Commit to improving health and safety conditions in the workplace.
- Stimulate and raise awareness of health and safety issues in the workplace.
- Recognize and identify workplace risks and hazards.
- Develop recommendations to address risks and hazards.
- Conduct regular workplace inspections and make written recommendations.
- Develop and implement accident prevention and health and safety programs.
- Listen to employee complaints, concerns, and suggestions.
- Participate in health and safety inquiries and investigations.
- Advise on health and safety matters, such as personal protective equipment.
- Maintain accurate and detailed records of near misses, accidents, and injuries.
- Promote and monitor compliance with health and safety regulations.
- Monitor the effectiveness of existing health and safety programs and policies, and assist with the implementation of improvements.
- Attend regular committee meetings.

Reporting Structures

Any concerns or near misses should be reported to the health and safety committee or representative and the appropriate manager. Employees who voice or identify a health and safety concern will not be subject to reprisal or retaliation.

If an emergency occurs, employees must immediately report the incident to the Human Resources Officer. Appropriate responses will be dictated by the severity of the event and its effect on the health and safety of employees, visitors, and property.

An emergency is any number unsafe conditions that pose a threat to people or property. This includes fire or smoke; natural disaster or severe weather; chemical, biological, or radiological incidents; and structural failures.

Acknowledgement and Agreement

I, , acknowledge that I have read and understand the Health and Safety Policy of City of Clarence Rockland. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face disciplinary action up to and including termination of employment.

Name: _____

Signature: _____

Date: _____

Witness: _____

CITÉ DE CLARENCE-ROCKLAND

ÉNONCÉ DE POLITIQUE CONCERNANT LA SANTÉ ET LA SÉCURITÉ AU TRAVAIL

Le Conseil de la Cité de Clarence-Rockland reconnaît l'importance de la santé et de la sécurité dans la gestion et la conduite de ses activités et affaires, et admet que les accidents et les blessures peuvent être prévenus.

Le Conseil assume la responsabilité d'assurer l'observation de la législation et accepte de participer à toutes les activités visant à améliorer la santé et la sécurité.

Le Conseil s'engage à fournir à son personnel un milieu de travail sain et sécuritaire en jouant un rôle prépondérant et en appuyant tous les programmes concernant la santé, la sécurité et la prévention des incendies tout en respectant l'environnement.

La Corporation de la Cité de Clarence-Rockland exige que ses cadres soient responsables et garants de la santé et de la sécurité ainsi que de la réalisation de ses objectifs. Cette philosophie implique une façon méthodique de réduire et même d'éliminer les risques présents dans les d'activités courantes, et de diminuer certains incidents malencontreux, particulièrement ceux dont il pourrait en résulter une blessure ou une maladie.

La Corporation de la Cité de Clarence-Rockland tient chacun responsable de respecter les normes et règlements et de se comporter de façon à assurer sa sauvegarde, ainsi que celle de ses collègues et des biens de la Cité.

La Cité reconnaît que seuls l'apport et la participation active de tous peuvent garantir un niveau d'excellence en matière de santé et sécurité.

Signature du maire

Le 12 avril 2007
Date

Notez bien : La version française de cet énoncé est fournie à titre de référence et d'information. Cependant, toute interprétation juridique, ou autre, sera fondée sur la version originale anglaise.

CITY OF CLARENCE-ROCKLAND

OCCUPATIONAL HEALTH AND SAFETY POLICY STATEMENT

The Council of the City of Clarence-Rockland acknowledges the importance of Health and Safety in the conduct of its operation and business and recognizes that accidents and injuries can be prevented.

The Council accepts the responsibility to ensure compliance with legislation and to participate in all activities aimed at improving Health and Safety.

The Council is dedicated to providing a safe and healthy working environment for all employees through active leadership and support of health, safety, fire prevention, and security programs, while paying due regard to the environment.

The Corporation of the City of Clarence-Rockland required that all levels of management be responsible and held accountable for Health and Safety and the attainment of its goals. This philosophy involves a systematic approach to eliminating or reducing risks to operations, downgrading incidents, and in particular, incidents resulting in injury or illness.

The Corporation of the City of Clarence-Rockland requires that everyone accept the responsibility of compliance with established rules and regulations and conduct themselves in such a manner that as individuals they safeguard themselves, their fellow employees and the City's assets.

The City of Clarence-Rockland recognizes that excellence in Health and Safety can only be achieved through the support and active participation of everyone.

Mayor's Signature

April 12, 2007
Date

Clarence-Rockland

REPORT N° 2019-02

Date	16/01/2019
Submitted by	Chantal Vachon
Subject	2019 Social Media Policy
File N°	2019-02

1) **NATURE/GOAL :**
In accordance with Occupational Health and Safety Act, and in protecting City employees from harm and harassment in the workplace, the City of Clarence-Rockland created a social media policy.

"Social media" refers to forms of electronic communication through which users create online communities to share information, ideas, personal messages and other content" (Merriam-Webster Dictionary). These include but are not limited to Facebook, Twitter, LinkedIn, Snapchat, and Instagram. This policy covers all of them.

2) **DIRECTIVE/PREVIOUS POLICY :**
The City of Clarence-Rockland currently doesn't have a social media policy.

3) **DEPARTMENT'S RECOMMENDATION :**
WHEREAS the Council of the City of Clarence-Rockland acknowledges the importance of a Social Media policy and recognizes that such a policy needs to be implemented;

BE IT RESOLVED THAT Municipal Council hereby adopts the 2019 Social Media Policy.

ATTENDU QUE le conseil de la cité de Clarence-Rockland reconnaît l'importance d'une politique relative aux médias sociaux et reconnaît qu'une telle politique doit être mise en œuvre;

QU'IL SOIT RESOLU QUE le Conseil municipal adopte la politique d'usage personnel des médias sociaux 2019.

4) **BACKGROUND :**
The City's Human Resources policies have been designed to create a culture of inclusion, fairness, transparency and consistency. They provide a description of the City's obligations and responsibilities to its employees and serve to ensure that employees receive equal treatment regardless of where in the City they work. Policies provide guidance to managers and Human Resources staff in determining the

appropriate course of action when dealing with specific issues. The City's policies also provide critical guidance to our employees on a myriad of workplace issues. These include expectations regarding professional conduct and responsibility for contributing to a safe and healthy workplace

5) **DISCUSSION :**

The City of Clarence-Rockland strives to maintain a positive image in the community, and has adopted this policy to ensure that our staff members are aware of their responsibility to maintain a positive image as a representative of our organization. The City of Clarence-Rockland employees and volunteers who maintain personal social media pages (for example, Facebook, LinkedIn, personal blog, Twitter, Instagram) are expected to comply with the guidelines set out within this policy.

Staff continue to act as representatives of this organization outside of regular business hours, and should conduct themselves appropriately.

6) **CONSULTATION:**

The Social Media policy been reviewed, discussed with Legal Counsel and Directors

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

N/A

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

N/A

9) **LEGAL IMPLICATIONS :**

N/A

10) **RISK MANAGEMENT :**

The Social Media policy will provide staff and managers a clear guideline to work within.

11) **STRATEGIC IMPLICATIONS :**

N/A

12) **SUPPORTING DOCUMENTS:**

- 2019 Social Media Policy
- Politique d'usage personnel des médias sociaux 2019

Politique concernant l'usage des médias sociaux à des fins personnelles

Intention

La Cité de Clarence-Rockland s'efforce de maintenir une image positive au sein de la communauté et a adopté la présente politique pour veiller à ce que notre personnel soit conscient de ses responsabilités visant à maintenir une image positive à titre de représentant de notre organisme. Les employés et les bénévoles de la Cité de Clarence-Rockland qui ont des pages personnelles sur les médias sociaux (p. ex., Facebook, LinkedIn, blogue personnel, Twitter, Instagram, etc.) doivent se conformer aux lignes directrices énoncées dans la présente politique.

Nous tenons à rappeler que les employés agissent comme représentants de la Cité en dehors des heures normales de travail et doivent se comporter de façon appropriée.

Définitions

Médias sociaux : types de communication électronique qui permettent aux utilisateurs de créer des communautés en ligne pour partager de l'information, des idées, des messages personnels et d'autre contenu. Parmi ceux-ci, notons, sans pour autant s'y limiter, Facebook, Twitter, LinkedIn Snapchat et Instagram.

Lignes directrices générales

Les employés de la Cité de Clarence-Rockland qui ont des pages ou des comptes personnels sur les médias sociaux doivent se conformer aux présentes lignes directrices en ce qui concerne leur association avec la Cité de Clarence-Rockland. Les employés seront tenus responsables de ce qu'ils écrivent ou affichent sur les pages de médias sociaux ou Web. Des déclarations incendiaires, des remarques non professionnelles ou dénigrantes au sujet de l'organisme ou de ses employés, clients ou fournisseurs peuvent entraîner des mesures disciplinaires pouvant aller jusqu'au congédiement.

Les employés doivent suivre les lignes directrices ci-dessous lorsqu'ils publient ou font des déclarations sur tout site de média social, public ou privé.

Nous nous attendons à ce que les employés se conduisent de façon professionnelle pendant et en dehors des heures de travail. Lorsqu'un employé s'associe publiquement à la Cité, tout le matériel associé à sa page peut porter atteinte à la Cité. Veuillez noter que des commentaires, photographies, liens déplacés doivent être évités.

Les publications composées de ce qui suit ne seront pas tolérées et la personne qui les aura publiées sera assujettie à des mesures disciplinaires :

- Des renseignements exclusifs ou confidentiels propres à la Cité;
- Des déclarations discriminatoires ou des commentaires harcelant ou intimidant concernant des collègues, la direction, des clients ou des fournisseurs; et
- des déclarations diffamatoires au sujet de la Cité, de ses employés, de ses clients, de ses concurrents ou de ses fournisseurs.

Lorsqu'un employé mentionne la Cité, il doit inclure un avis de non- responsabilité en stipulant que les opinions exprimées sont les siennes et ne représentent aucunement les positions, les stratégies ou les opinions de la Cité.

Il est interdit aux employés qui utilisent ces sites d'y diffuser toute information organisationnelle privée ou tout commentaire négatif concernant l'organisme.

Il est interdit aux employés de la Cité de Clarence-Rockland de s'exprimer au nom de l'organisme, de divulguer des renseignements confidentiels, de partager des nouvelles ou de communiquer à titre de représentant de l'organisme sans autorisation préalable pour agir comme représentant désigné de la Cité.

L'usage personnel des médias sociaux ne doit pas entrer en conflit avec l'une des politiques existantes de la Cité de Clarence-Rockland.

Il est interdit aux employés d'utiliser les médias sociaux pendant les heures normales de travail. Les employés doivent limiter leur usage aux pauses officielles (p. ex., pauses repas). L'usage des médias sociaux ne doit pas avoir un effet négatif sur la productivité ou l'efficacité de l'employé. Comme l'accès à Internet est surveillé à la Cité de Clarence-Rockland, veuillez prendre note qu'une utilisation excessive des médias sociaux pour des raisons personnelles constitue une appropriation illicite du temps et des ressources de la Cité et peut être assujettie à des mesures disciplinaires.

Les politiques de la Cité de Clarence-Rockland gouvernent l'usage des documents protégés par droits d'auteur, des logos de la Cité et d'autres formes de marques et d'identités qui s'appliquent aux communications électroniques. Il est interdit aux employés d'utiliser le matériel protégé de la Cité de Clarence-Rockland, dont les documents protégés (droits d'auteur, marques et logos de la Cité), sans autorisation expresse écrite préalable.

La Cité de Clarence-Rockland interdit formellement l'utilisation des ressources informatiques appartenant à la Cité pour des téléchargements ou des téléversements illicites de documents protégés par droits d'auteur sans autorisation expresse écrite préalable d'un détenteur du droit d'auteur.

La présente politique n'a pas été conçue pour empiéter sur la vie privée de nos employés ou nuire à leur liberté d'expression. Elle a été conçue pour assurer que l'image et la marque de la Cité de Clarence-Rockland sont maintenues, tout comme la santé et la sécurité des employés.

Les employés doivent se conformer à ces lignes directrices, qu'elles mentionnent la Cité par son nom ou non. Même si le nom n'est pas mentionné dans une publication, il est possible qu'un lien puisse être établi avec la Cité de Clarence-Rockland, ce qui peut avoir un impact négatif sur la réputation de la Cité. Lorsqu'un lien peut être établi entre une publication négative ou incendiaire et la Cité, même si elle n'est pas mentionnée directement, l'employé coupable peut être assujetti à des mesures disciplinaires.

Tout employé qui omet de suivre les lignes directrices établies dans la présente politique peut être assujetti à des mesures disciplinaires pouvant aller jusqu'au congédiement.

<u>Usage par un client</u>

Les employés doivent également être conscients qu'un grand nombre de clients et individus présents sur les lieux de la Cité utilisent fréquemment des téléphones cellulaires et d'autres

dispositifs pour prendre des photos ou vidéos. Les employés doivent toujours représenter la Cité de Clarence-Rockland de manière positive et professionnelle pour qu'aucune image négative ne soit publiée sur les sites de médias sociaux des clients ou des visiteurs.

Les employés qui sont photographiés ou enregistrés lorsqu'ils agissent de façon inappropriée ou non professionnelle peuvent être assujettis à des mesures disciplinaires pouvant aller jusqu'au congédiement.

Reconnaissance et acceptation

Je, (nom de l'employé), reconnais avoir lu et compris la politique concernant l'usage des médias sociaux à des fins personnelles de la Cité de Clarence Rockland. Je consens à adhérer à la présente politique et veillerai à ce que les employés qui travaillent sous ma direction y adhèrent également. Je comprends que si j'enfreins les règles ou procédures en vertu de la présente politique, je pourrais faire l'objet de mesures disciplinaires pouvant aller jusqu'à mon congédiement.

Nom : _____

Signature : _____

Date : _____

Témoin : _____

Social Media Personal Use Policy

Intent

The City of Clarence-Rockland strives to maintain a positive image in the community, and has adopted this policy to ensure that our staff members are aware of their responsibility to maintain a positive image as a representative of our organization. The City of Clarence-Rockland employees and volunteers who maintain personal social media pages (for example, Facebook, LinkedIn, personal blog, Twitter, Instagram) are expected to comply with the guidelines set out within this policy.

Staff continue to act as representatives of this organization outside of regular business hours, and should conduct themselves appropriately.

Definitions

Social media: "Forms of electronic communication through which users create online communities to share information, ideas, personal messages and other content" (Merriam-Webster Dictionary). These include but are not limited to Facebook, Twitter, LinkedIn, Snapchat, and Instagram.

General Guidelines

The City of Clarence-Rockland employees who maintain personal social media pages or accounts must comply with the following guidelines as they relate to their association with The City of Clarence-Rockland. Employees will be held accountable for what they write or post on social media or webpages. Inflammatory comments or unprofessional or disparaging remarks made about the organization, its employees, customers, vendors may result in disciplinary action up to and including termination.

Employees should follow the guidelines below when making posts or comments on any social media site whether public or private.

Employees shall conduct themselves professionally both on and off duty. Where an employee publicly associates with the City, all materials associated with their page may reflect on the City. Please be advised that inappropriate comments, photographs, links, an so on should be avoided.

Posts involving the following will not be tolerated and will subject the individual to discipline:

- Proprietary and confidential City information;
- Discriminatory statements or comments of a harassing or bullying nature regarding co-workers, management, customers, or vendors; and
- Defamatory statements regarding the City, its employees, customers, competitors, or vendors.

Where an employee mentions the City, they must include a disclaimer stating that any opinions expressed are the employee's own and do not represent the City's positions, strategies, or opinions.

Employees who use these sites are prohibited from publishing any private organizational information or any negative comments regarding the organization therein.

The City of Clarence-Rockland employees are prohibited from speaking on behalf of the organization, releasing confidential information, releasing news, or communicating as a representative of the organization without prior authorization to act as a designated City's representative.

Use of personal social media may not conflict with any existing policies of the City of Clarence-Rockland whatsoever.

Employees are prohibited from using social media during regular working hours; employees should limit use to official breaks (for example, eating periods). The use of social media must not harm user productivity or efficiency. As Internet access at the City of Clarence Rockland is monitored, please be advised that excessive use of social media for personal reasons is a misappropriation of City time and resources, and may be subject to disciplinary action.

The City of Clarence-Rockland policies governing the use of copyrighted materials, corporate logos, and other forms of branding and identity apply to electronic communications. Employees are prohibited from using the City of Clarence Rockland protected materials (copyright material, branding, or logos) without prior express written permission.

The City of Clarence-Rockland strictly prohibits the use of City-owned computer resources for illegal downloading or uploading of copyrighted materials without express written permission and authorization from the copyright holder.

This policy is not intended to interfere with the private lives of our employees, or impinge on their freedom of speech. This policy is designed to ensure that the image and branding of the City of Clarence-Rockland are maintained, as well as the health and safety of employees.

Employees should abide by these guidelines whether they mention the City by name or not. Even if the name is not mentioned in a post, it is possible a link can be made back to the City of Clarence-Rockland which can negatively affect the City's reputation. Where a link can be made between a negative or inflammatory post and the City, even if not named directly, the employee may be subject to disciplinary action.

Any employee who fails to follow the guidelines set out in this policy may be subject to disciplinary action up to and including termination of employment.

Customer Use

Employees should also be aware that many customers and persons present on City's property frequently use mobile phones and other devices to take photographs or make recordings.

Employees should always represent the City of Clarence-Rockland positively and professionally so negative images are not posted on social media sites of customers or visitors.

Employees who are photographed or recorded acting inappropriately or unprofessionally may be subject to disciplinary action up to and including termination or employment.

Acknowledgement and Agreement

I, (Employee Name), acknowledge that I have read and understand the Social media policy of the City of Clarence Rockland. I agree to adhere to this policy and will ensure that employees working under my direction adhere to this policy. I understand that if I violate the rules set forth by this policy, I may face disciplinary action up to and including termination of employment.

Name: _____

Signature: _____

Date: _____

Witness: _____

Clarence-Rockland

RAPPORT N° LOI2019-01-01

Date	11/01/2019
Soumis par	Martin Irwin
Objet	Demande de reconnaissance de la Ligue de Pickleball de Clarence-Rockland
# du dossier	A09 PIC

1) NATURE / OBJECTIF :

Les Service communautaires ont reçu une demande de la Ligue de pickleball de Clarence-Rockland afin d'être ajoutée à la liste des organismes sans but lucratif reconnus par la Cité de Clarence-Rockland.

2) DIRECTIVE/POLITIQUE ANTÉCÉDENTE :

Le point 4.3.1 de la politique OSBL indique que « le directeur apportera une recommandation au conseil municipal afin de placer le nom de l'organisme / du groupe sur la liste des OSBL reconnue par la Cité. »

3) RECOMMANDATION DU SERVICE :

QU'IL SOIT RÉSOLU QUE le comité plénier recommande au conseil municipal d'accepter la demande de la Ligue de pickleball de Clarence-Rockland d'être reconnue à titre d'organisme sans but lucratif afin qu'elle soit ajoutée à la liste d'organisme à but non-lucratif reconnu dans la politique de location de salles communautaires, tel que recommandé.

BE IT RESOLVED THAT the Committee of the Whole hereby recommends that Municipal Council accepts the Clarence-Rockland Pickleball League's request to be recognized as a non-profit organization in order to added to the list of non-profit organizations in the Community Hall rental policy, as recommended.

4) HISTORIQUE :

La ligue de Pickleball de Clarence-Rockland a été créé en 2017 et s'est donnée comme mission de faire la promotion et assurer le développement du sport de pickleball auprès de la population de Clarence-Rockland.

La ligue de Pickleball de Clarence-Rockland contribue au plaisir, au maintien de bonnes habitudes de santé et à l'engagement social de ses membres qui ont l'opportunité de jouer à un niveau compétitif ou purement récréatif. La ligue est responsable de fournir les equipements necessaires pour le jeu ainsi que d'offrir à ses membres la formation sur les règlements et les techniques du pickleball.

5) **DISCUSSION :**

Être reconnu comme organisme à but non lucratif permettra à la ligue de profiter de tarifs préférentiels pour la location d'installations municipales, ce qui lui donnera ainsi la possibilité de continuer d'offrir ses activités à des coûts modérés à ses membres.

La politique existante donne aussi un accès gratuit aux organismes locaux pour une soirée de reconnaisse et/ou une activité de levée de fonds dans nos salles communautaires deux fois par année. Les organismes reconnus sont tous des groupes communautaires qui, en grande partie, organisent des activités pour la communauté.

6) **CONSULTATION :**
N/A

7) **RECOMMANDATION OU COMMENTAIRES DU COMITÉ :**
N/A

8) **IMPACT FINANCIER (monétaire/matériaux/etc.) :**
N/A

9) **IMPLICATIONS LÉGALES :**
N/A

10) **GESTION DU RISQUE (RISK MANAGEMENT) :**
N/A

11) **IMPLICATIONS STRATÉGIQUES :**

La section 2.6 – Programmation des activités récréatives du Plan directeur des parcs et loisirs de la Cité de Clarence-Rockland (p. 43) cite qu'« il y a une occasion d'étendre la programmation des activités récréatives (…) afin d'élargir l'accès local. »

12) **DOCUMENTS D'APPUI:**
Demande - Ligue de pickleball.pdf
Politique-OSBL_NPO.pdf

Annexe A – Formulaire de demande de reconnaissance d'un organisme sans but lucratif

Clarence Rockland

CITÉ DE CLARENCE-ROCKLAND
- SERVICES COMMUNAUTAIRES -

FORMULAIRE DE DEMANDE DE RECONNAISSANCE D'UN ORGANISME SANS BUT- LUCRATIF (OSBL)

This form is also available in English

Section 1 : PROFIL DE L'ORGANISME

Nom de l'organisme :
Ligue de Pickleball de Clarence-Rockland

Adresse (siège social):	Ville:	Province:	Code postal:
3094 Cercle Lemay	Rockland	Ontario	K4K 1A9

Personne-ressource :	Titre :
Gilles Brunet	Directeur

Adresse courriel :	N° de téléphone :	N° de télécopieur :
gillespatsy64@gmail.com	613 809-0494	

Votre organisme offre quel(s) type(s) de service(s)?

- ☐ Humanitaire
- ☐ Éducatif
- ☑ Récréatif
- ☐ Communautaire
- ☐ Culturel
- ☑ Sportif
- ☐ Social
- ☐ Autres: _____

Votre organisme est-il reconnu en tant qu'organisme de bienfaisance auprès du gouvernement?

☐ Oui ☑ Non

Si oui, avez-vous ajouté une preuve de reconnaissance en annexe à cette demande de reconnaissance?

☐ Oui ☐ Non

Nombre d'années en activité :

- ☑ 0 à 3 ans
- ☐ 3 à 5 ans
- ☐ 5 à 10 ans
- ☐ plus de 10 ans

Veuillez décrire en détail la nature de votre organisme (p.ex., mandat, mission, responsabilité, etc.):

La ligue de Pickleball de Clarence-Rockland est une organisation autonome gérée par un conseil d'administration composé de bénévoles ayant à coeur le développement et la promotion du pickleball. Notre ligue a été créé en 2017 et s'est donnée comme mission de faire la promotion et assurer le développement du sport de pickleball auprès de la population de Clarence-Rockland. La ligue de Pickleball de Clarence-Rockland contribue au plaisir, au maintien de bonnes habitutes de santé et à l'engagement social de ses membres qui ont l'opportunité de jouer à un niveau compétitif ou purement récréatif. La ligue est responsable de fournir les équipements nécessaires pour le jeu ainsi que d'offrir à ses membres la formation sur les règlements et les techniques du pickleball.
Le conseil d'administration est composé d'un président et de 6 directeurs/trices.

Veuillez décrire en détail le genre d'activité que vous organisez (p.ex., fréquence, public cible, etc.) :

Le pickleball comporte des éléments de tennis, badminton et de ping pong et est accessible à tous les groupes d'âge. Étant un nouveau club et en développement; notre public cible sont les joueurs âgés de 18 ans et plus. La majorité de nos membres sont âgés de plus de 55 ans et utilisent ce sport pour maintenir une bonne forme physique. En 2017, notre ligue comptait 78 membres ; depuis le début de notre nouvelle saison en novembre 2018 nous avons plus de 87 membres. Les membres ont l'opportunité de pratiquer ce sport quatre fois par semaine; les mardis matins, les mercredis en soirée, les jeudis après-midi et les dimanches matins.
Cette diversité dans les journées donne accès au jeu de pickleball aux personnes retraitées et aux personnes non-retraitées. On retrouve des adeptes de tous les niveaux d'habileté, les joueurs de niveaux élevés offrent des formations aux débutants afin de maintenir l'intérêt du jeu.
La ligue organise un tournoi amical à la fin de saison.

Veuillez décrire comment la reconnaissance en tant qu'OSBL vous aidera à atteindre vos objectifs / mission :

La reconnaissance de la ligue de Pickleball de Clarence-Rockland à titre d'organisme sans but lucratif assurera une activité physique et sociale ainsi que la pratique d'un sport abordable pour ses membres. Étant une nouvelle ligue, il est important de maintenir des taux raisonnables afin de s'assurer que toutes personnes intéressées au pickleball puissent pratiquer un sport qui n'est pas un fardeau financier pour eux. La ligue réussira à recruter plus de membres avec un frais d'inscription raisonnable et pourra avoir les fonds nécessaires pour faire l'achat et le maintien des équipements de jeu. Le Pickleball offre une nouvelle activité physique pour les résidents de Clarence-Rockland, surtout pour les personnes de 55 ans et plus; ce groupe d'âge tient de plus en plus à demeurer actif et pratiquer ce sport dans leur municipalité. Des taux préférentiels assureront la viabilité et la longévité de la ligue de Pickleball de Clarence-Rockland.

Veuillez inscrire toutes les activités pour laquelle du soutien sera demandé :

La ligue de Pickleball de Clarence-Rockland serait grandement reconnaissante que la Cité de Clarence-Rockland accepte la location de l'aréna Jean-Marc Lalonde à un taux préférentiel et de bien reconnaître notre ligue à titre d'organisme à but non-lucratif.
Le conseil d'administration est prêt à fournir à la Cité de Clarence-Rockland tous documents requis pour cette approbation(minutes des réunions, les états financiers)

Veuillez cocher, quelle(s) forme(s) de soutien vous sera le plus utile :

☑ Taux préférentiel de location ☐ Prêt d'équipement ☐ Soutien technique ☐ Programme de soutien financier

Section 2 : DÉCLARATION ET SIGNATURE

Attention : L'inscription volontaire de faux renseignements sur ce formulaire peut entraîner la cessation et l'exclusion de toute forme de soutien de la part de la Cité de Clarence-Rockland

L'organisme / le groupe s'engage à :

a) avertir la Cité de Clarence-Rockland s'il y a des changements dans les informations fournies ci-haut (p.ex., mandat, adresse, etc.) ou s'il cesse ses activités;
b) utiliser les avantages accordés à un OSBL afin d'offrir un service à la communauté;
c) ne pas utiliser le soutien fourni par la Cité au bénéfice des membres de l'organisme seulement;
d) remettre à la Cité de Clarence-Rockland les rapports financiers des activités ayant eu recours à une forme de soutien, si la Cité l'exige;
e) placer le logo de la Cité de Clarence-Rockland sur l'ensemble des documents publicitaires relié aux activités ayant reçu un soutien;

Je suis autorisé(e) à agir au nom de l'organisme et confirme que les renseignements inscrits sur ce formulaire sont complets et exacts.

Signature :	Titre :	Date :
X	Président	le 20 novembre 2018

Clarence Rockland

CITY OF CLARENCE-ROCKLAND
- COMMUNITY SERVICES -

APPLICATION FORM

FOR RECOGNITION AS A NON-PROFIT ORGANIZATION (NPO)

Ce formulaire est également disponible en français

Section 1 : ORGANIZATION'S PROFILE

Name of organization:

Address (head office):	City:	Province:	Postal Code:
		Ontario	

Contact person:	Title:

Email address:	Telephone number:	Fax number:

What type(s) of service(s) does your organization offer?

- ☐ Humanitarian
- ☐ Educational
- ☐ Recreational
- ☐ Community
- ☐ Cultural
- ☐ Sport
- ☐ Social
- ☐ Other: _____

Is your organization recognized as a charity by the Government?

☐ Yes ☐ No

If yes, have you included supporting documents (attached to this application) that prove recognition?

☐ Yes ☐ No

Number of years active:

- ☐ 0 to 3 years
- ☐ 3 to 5 years
- ☐ 5 to 10 years
- ☐ over 10 years

Please describe, in detail, the nature of your organization (ex, mandate, mission, responsibility, etc..):

Please describe, in detail, the kind of event you are organizing (ex, frequency, target audience, etc..):

Please describe how recognition as a NPO will help you to achieve your goals/mission:

Please list all activities for which support is requested:

Please check off, what (s) form (s) of support will be most useful:

☐ Preferred rental rate ☐ Equipment loan ☐ Technical support ☐ Financial support

Section 2 : DECLARATION AND SIGNATURE

Attention: Knowingly providing false information on this registration form may result in the cancelation and retraction of any form of support from the City of Clarence-Rockland

The organization/group agrees to:

a) notify the City of Clarence-Rockland if there are changes to the information provided above (ex, office, address, etc..) or it the organization/group stops its activities;
b) use the advantages provided to itself as a NPO to provide a service to the community;
c) not to use the support provided by the City for the exclusive benefit of the organization's members;
d) submit to the City of Clarence-Rockland financial activity reports pertaining to the form of support provided, as requested by the City;
e) place the City of Clarence-Rockland's logo on all promotional materials related to the activities for which support has been received;

I am authorized (e) to act on behalf of the organization and confirm that the information on this form is complete and accurate.

Signature:	Title:	Date:
X		

Clarence-Rockland

REPORT N° INF2019-002

Date	21/01/2019
Submitted by	Infrastructure and Planning
Subject	Wastewater Master Plan Phase 1
File N°	

1) NATURE/GOAL :

The purpose of this report is to recommend the direct appointment of Jacobs to an upset limit of $75,000 to undertake Phase 1 of a Wastewater Master plan update to support the City's current Development Charge By-law review

2) DIRECTIVE/PREVIOUS POLICY :

N/A

3) DEPARTMENT'S RECOMMENDATION:

WHEREAS there is a requirement for the City to update its current Development Charge Bylaw by no later than February, 2020; and

WHEREAS there is a necessity to undertake Master Servicing Studies to identify growth related impacts for key municipal infrastructure; and

WHEREAS the Master Servicing Studies for transportation, storm, and the water infrastructure are currently underway; and

WHEREAS there is an outstanding requirement to initiate the Master Servicing Study for wastewater;

BE IT RESOLVED THAT the provisions of the City's Procurement Policy and Procedures be waived in order to retain Jacobs to an upset limit of $75,000 to complete Phase 1 of the Wastewater Master Plan as recommended in Report No. INF2019-002; and

BE IT FURTHER RESOLVED THAT this project be funded from the Sanitary Sewer Development Charges Reserve.

4) BACKGROUND :

The following provides an overview of the sanitary system updates that have been undertaken since 2009:

- update of the City's Wastewater System Master Plan undertaken by Jacobs (formerly known as CH2M Hill) in 2009.

- capacity and condition assessment of existing pumping stations by WSP in 2014.

- the capacity of the trunk sanitary sewers from Laurier Street to Pumping Station #1 were examined by Jacobs (formerly CH2M Hill) in March, 2016

The Development Charges Act (DCA) requires a municipality to update its Development Charge Bylaw (and associated master servicing studies) at least once every five years. The City's current Development Charge Bylaw (By-Law No. 2015-13) was formally adopted by Council on January 26, 2015 with an effective date of February 1, 2015. It is, therefore, necessary that the City update this By-Law by no later than February 1, 2020 in order to ensure that the municipality can legally continue to collect development charges in support of growth.

In the Spring,2018, Council formally approved development growth projections for the years 2019-2043. These projections are critical to assess the ability of current infrastructure to support anticipated growth over this time period. The master servicing studies will determine the need, cost and timing to (a) expand existing infrastructure and (b) construct new infrastructure to support anticipated growth in the approved planning time period.

As of the writing of this report, consultants have been retained to undertake the master servicing studies for transportation, storm and water infrastructure. Preliminary findings from these studies will be available by the end of February, 2019.

5) DISCUSSION :

In order to ensure that the City has a comprehensive set of master servicing studies for all infrastructure that is impacted by growth , it is necessary to retain a consultant to undertake Phase 1 of the Wastewater Master Plan.

The draft 2019 Capital Works Budget has identified $200,000 to conduct a sanitary sewer master plan upgrade. This study will serve to update the Sanitary Master Plan for the City of Clarence-Rockland and, more, specifically, for the Rockland area and that utilizes the municipal wastewater collection and treatment systems. The master plan will help to ensure orderly development and provide a clear overview for DC funded or partially funded projects.

It is acknowledged that formal approval of the capital budget is not likely to occur until February, 2019. In view of this timing, retaining a consultant to undertake the wastewater master plan update, would not take place until March, 2019 which would result in a substantial delay to identify and cost wastewater growth needs.

In order to expedite the assessment of wastewater master servicing needs, staff recommends that Section 18.4 of the Procurement Policy (requiring approval by the Manager of Supply and City Council) be invoked to allow the direct assignment of Phase 1 Wastewater Master Servicing update to Jacobs to an upset limit of $75,000.

Jacobs (formerly CH2M Hill) has an extensive history with respect to the City's wastewater infrastructure. They were involved with the development and modelling of the 2009 and 2013 wastewater studies. Their familiarity with the City's wastewater network will ensure that growth related impacts will be identified and costed within the same timeframe as the transportation, storm and water infrastructure updates.

The scope of work for Phase 1, Wastewater Master Servicing update is summarized as follows:

- collection and review of previous background studies, as built drawings etc.
- SCADA data from wastewater treatment plant and pump stations will be assessed to determine current and historical system flows
- development of an all-pipes hydraulic model of the collection system
- update of existing pumping station capacities
- development of wastewater generation rates using population and employment projections
- development of a hydraulic model of the collection system. Existing wastewater flows will be updated and future flows determined based on growth projections
- determination of infrastructure upgrade requirements to support growth. Upgrade recommendations will be identified, costed and timing of implementation determined
- a proposal will be prepared for Phase 2 of the project once field testing and monitoring plans have been developed and the scope of field testing work has been confirmed

Council's approval of the $75,000 for Phase 1 represents a pre-commitment against the $200,000 capital program identified in the 2019 draft budget.The Phase 1 update will develop Terms of Reference for the balance of the 2019 Master Servicing Study which will be the subject of a subsequent staff report.

Funding Approval Options For Consideration:

Since full funding for the wastewater Master servicing study is included in the City's 2019 draft capital budget, there are three options available to fund and advance Phase 1 of the study. They are as follows:

Option 1:2019 Capital Budget Approval:

This option would defer the initiation of Phase 1 update until the City's 2019 Capital Works program has been approved by Council. This would result in an substantial delay in identifying growth related wastewater impacts for the current development charge study update.

Option 2: Preapproval of $200,000 Master Plan Update:

This option assumes Council approval of the full $200,000 on January 21, 2019 and concurrence to make a direct appointment to Jacob. If approved, staff could initiate the Phase 1 update immediately which would result in identifying growth related works at the same time as the other master servicing studies (tentatively scheduled for end of February, 2019).

This would be the most cost-effective scenario due to potential economies of scale associated with the size and cost of the undertaking.

Option 3: Phase 1 Update Preapproval -$75,000

This option assumes Council approval of $75,000 for the Phase 1 wastewater update. Growth related impacts would be identified and costed within the same timeframe as master servicing studies that are currently underway. Additional costs may; however, be incurred to complete the balance of the master servicing update due to lost economies of scale.

Having assessed the pros and cons of each option, staff recommends that Council adopt Option 3.

6) CONSULTATION:

N/A

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

N/A

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

Monies for Option 3 (in the amount of $75,000) would funded from the Sanitary Development Charge Reserve Fund.

9) LEGAL IMPLICATIONS :

The City must ensure that a revised Development Charge Bylaw is approved by Council by no later than February 1, 2020 otherwise, the City will not be unable to legally collect development charges for growth related infrastructure impacts.

10) RISK MANAGEMENT :

Refer to **9)Legal Implications**.

11) STRATEGIC IMPLICATIONS :

The Development Charge Bylaw update process supports the objective of Financial Stability as identified in Council's Strategic Plan

12) SUPPORTING DOCUMENTS:

N/A

Clarence-Rockland

REPORT N° PRO2019-001

Date	21/01/2019
Submitted by	Brian Wilson
Subject	Enbridge Pipelines Grant for Carbon Monoxide Pulse Oximeters
File N°	Click here to enter text.

1) **NATURE/GOAL :**
For Council to approve the receipt of grant funding from Enbridge and the purchase of three (3) carbon monoxide pulse oximeters for use by the Clarence-Rockland Fire Department.

2) **DIRECTIVE/PREVIOUS POLICY :**
None.

3) **DEPARTMENT'S RECOMMENDATION :**
THAT Council accept the grant of $7,500 from Enbridge Pipelines, which was provided towards the purchase of three (3) carbon monoxide pulse oximeters; **AND**

THAT Council authorize the Fire Chief to proceed with the purchase of three (3) carbon monoxide pulse oximeters at a total price of $9,480 (+HST); **AND**

THAT the balance of the funding for this purchase to be funded from the Fire Department's 2019 operating budget.

QUE le conseil accepte la subvention de 7 500 $ d'Enbridge Pipelines, qui a été accordée pour l'achat de trois (3) oxymètres de pouls au monoxyde de carbone; **ET**

QUE le conseil autorise le chef des pompiers à procéder à l'achat de trois (3) oxymètres de pouls au monoxyde de carbone au coût total de 9 480 $ (+ TVH); **ET**

QUE la balance du financement de cet achat provienne du budget de fonctionnement 2019 du service des incendies.

4) **BACKGROUND :**
According to statistics from the Ontario Association of Fire Chiefs, approximately 50 people die each year from carbon monoxide poisoning across Canada, with an average of 11 each year in Ontario.

The Clarence-Rockland Fire Department responds to numerous carbon monoxide related incidents every year, several of which are found to have higher than normal levels of carbon monoxide present. Carbon

monoxide is also present in all fires, and therefore firefighters have an increased risk of exposure to this toxic gas.

Technology exists, since roughly 2005, to detect the presence of carbon monoxide in patients using non-invasive light waves administered through a small finger clip attached to a patients finger. This is very similar to pulse oximetry, which has been used in pre-hospital care for many years, however basic pulse oximeters cannot distinguish between O2 (oxygen) and CO (carbon monoxide) and therefore CO poisoning might be missed in patient diagnosis. The paramedic service of UCPR does not have the ability to detect carbon monoxide in patients, as this is not a requirement of the Ministry of Health for land ambulance providers. Currently the only way for a patient in Clarence-Rockland to be checked for CO poisoning would be to have a blood sample analyzed in a laboratory.

There is only one provider of non-invasive carbon monoxide pulse oximetry equipment, which makes it very expensive when compared to a standard pulse oximeter. Masimo has been making stand-alone units for over a decade, and they also provide circuit boards that can be installed in several higher end cardiac monitors for both pulse oximetry and carbon monoxide pulse oximetry.

5) **DISCUSSION :**

Given the price of carbon monoxide pulse oximetry equipment, the fire department chose to apply for a grant from Enbridge Pipelines in the hopes of obtaining funding to purchase these life-saving pieces of diagnostic equipment.

Because carbon monoxide is the result of incomplete combustion, and because Enbridge Pipelines provides natural gas that can sometimes be used in faulty equipment leading to the buildup of carbon monoxide in homes, this grant application was felt to be closely aligned with Enbridge's services.

In March 2018, a grant application was submitted to Enbridge Pipelines under their Safer Community Grant Program, in the amount of $10,000 towards the purchase of three (3) carbon monoxide pulse oximeters.

In October 2018, the department received notification from Enbridge that they were unable to support our grant request in 2018 due to an overwhelming number of applications. Subsequent to that email notification, the Fire Chief received a call from an Enbridge representative to say that they still wanted to fund the project, but would have to wait and see if there was funding still available closer to the end of the year. If it could not happen in 2018, they would carry forward the application to 2019.

In December 2018, the Fire Chief was contacted again by the Enbridge representative to advise that Enbridge did have some funding leftover at the end of the year, and that while they would not be able to honour the full amount of the grant request, they were happy to be able to provide $7,500 towards this equipment purchase.

6) **CONSULTATION:**
None.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**
None.

8) **FINANCIAL IMPACT (expenses/material/etc.):**
The balance of the purchase of these devices would come out of the 2019 operating budget of the fire department and is not anticipated to have any other financial impact.

9) **LEGAL IMPLICATIONS :**
None.

10) **RISK MANAGEMENT :**
None.

11) **STRATEGIC IMPLICATIONS :**
These devices, and the ability to detect carbon monoxide in someone's bloodstream, is not otherwise available within Clarence-Rockland. These devices will continue to put the Clarence-Rockland Fire Department at the leading edge of providing life safety services to residents of the City.

12) **SUPPORTING DOCUMENTS:**
Product Information Sheet – Masimo Rad-57 CO Pulse Oximeter
Quote – Masimo Rad-57 CO Pulse Oximeter

Rad-57® Pulse CO-Oximeter®

Featuring Masimo SET® Measure-through Motion* and Low Perfusion™ Pulse Oximetry with Upgradeable rainbow SET™ Technology

- SpO2 — Oxygen Saturation*
- PR — Pulse Rate*
- Pi — Perfusion Index
- PVi® — Pleth Variability Index
- SpHb® — Total Hemoglobin
- SpMet® — Methemoglobin
- SpCO® — Carboxyhemoglobin
- SpOC™ — Oxygen Content

Features

- Continuous monitoring in a portable, handheld device
- Quick and easy to use
- Rugged and lightweight, ideal for field or hospital settings
- Low Signal I.Q.® (SIQ) indicator identifies conditions of low measurement confidence
- Up to 72 hours of trending memory

Masimo

Options & Accessories

> Masimo **EMS rainbow® patient cables**, built to withstand the rugged use cases commonly found in Emergency Medical Service (EMS) settings, feature:

- Increased cable diameter (5.9 mm) compared to standard rainbow® cables (4.2 mm).
- Stronger resistance to common cleaning agents as a result of new jacket material.
- Enhanced tensile strength through the use of integrated Kevlar.
- Greater resistance to kinking breakages.

rainbow® RC-1 EMS Patient Cable
> PN 4480

> **Protection+ for Rad-57**

- Covers entire cost of repair or replacement, beyond the one-year parts and labor warranty
- Available in 1, 2, 3, 4, and 5 year plans
- For additional sensor and cable options, visit **Masimo.com**

Kit Configurations

Rad-57 is available in a variety of configurations and kits, including:

Description	PN
Rad-57 SpO2 Only - Option for Upgradeable rainbow® Parameters	9216-U
Rad-57 Kit with SpCO Option, Adult rainbow® Sensor, RC-01 Cable, and Red Carry Case	3734
Rad-57 Kit with SpCO Option, Adult and Pediatric rainbow® Sensors, RC-01 Cable, and Red Carry Case	3735
Rad-57 with SpCO and SpMet Options, Adult rainbow® Sensor, RC-01 Cable, and Red Carry Case	3736
Rad-57 Kit with SpMet Option, Adult and Pediatric rainbow® Sensors, RC-01 Cable, and Red Carry Case	3737

rainbow® RC Cable
> 1 ft – PN 2405
> 4 ft – PN 2406

rainbow® DCI® Adult Sensor
> PN 2696

rainbow® DCI-P Pediatric Sensor
> PN 2697

Rad-57 with EMS Carrying Case
> PN 2208

Rad-57 Specifications

ACCURACY (A_{RMS})[1]

Oxygen Saturation (%SpO2) Accuracy Range	**70–100%**
No Motion Adults/Pediatrics/Infants	2%
Motion Adults/Pediatrics/Infants/Neonates	3%
Low Perfusion Adults/Pediatrics/Infants/Neonates	2%
Pulse Rate (PR) Accuracy Range	**25–240 bpm**
No Motion Adults/Pediatrics/Infants/Neonates	3 bpm
Motion Adults/Pediatrics/Infants/Neonates	5 bpm
Low Perfusion Adults/Pediatrics/Infants/Neonates	3 bpm
Total Hemoglobin (SpHb) Accuracy Range	**8–17 g/dL**
Adults/Pediatrics	1 g/dL
Carboxyhemoglobin (%SpCO) Accuracy Range	**1–40%**
Adults/Pediatrics/Infants	3%
Methemoglobin (%SpMet) Accuracy Range	**1–15%**
Adults/Pediatrics/Infants/Neonates	1%

PHYSICAL CHARACTERISTICS

Dimensions	6.9" x 3" x 1.4" (17.5 cm x 7.6 cm x 3.6 cm)
Weight (With Batteries)	13 oz
Display Type	LED

BATTERIES

Type	4 AA Alkaline
Capacity	Up to 10 hours[2]

ENVIRONMENTAL

Operating Temperature	0–129°F (-18–54°C)
Atmospheric Pressure	500–1,060 mbar

COMPLIANCE

EMC Compliance	EN60601-1-2, Class B
Equipment Classification	IEC 60601-1-1
Type of Protection	Internally Powered (Battery Powered)
Degree of Protection	Type BF-Applied part
Mode of Operation	Continuous

[1] A_{RMS} Accuracy is calculated based upon measurement values that are statistically distributed; approximately 68% of the measured values fell within ± the A_{RMS} value when compared to the reference device in a controlled study.
[2] This represents approximate run time at lowest indicator brightness, using new, fully charged batteries. * Masimo SET® Measure-through Motion technology includes SpO2 and PR.

SpHb, SpCO, and SpMet monitoring with Rad-57 is not intended to replace laboratory blood testing. Blood samples should be analyzed by laboratory instruments prior to clinical decision making. Masimo devices with SpCO monitoring are not intended to be used as the sole basis for making diagnosis or treatment decisions related to suspected carbon monoxide poisoning; it is intended to be used in conjunction with additional methods of assessing clinical signs and symptoms.

Caution: Federal (USA) law restricts this device to sale by or on the order of a physician. See instructions for use for full prescribing information, including indications, contraindications, warnings, and precautions.

Masimo U.S.
Tel: 1 877 4 Masimo
info-america@masimo.com

Masimo International
Tel: +41 32 720 1111
info-international@masimo.com

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60102/PLM-10151B-0818

QUOTATION

Masimo Canada ULC, 4878 Levy Street, Saint-Laurent, Quebec H4R 2P1 Canada
Tel: 1-888-336-0043. Fax: 1-877-338-9337. Email: canada-service@masimo.com

Quote Number	00222843	Created Date	18/12/2018
		Expiration Date	31/01/2019

Attn

Account Name	Clarence - Rockland Fire
Shipping Address	1560 Laurier Rockland Ontario K4K 1P7 Canada

Masimo is pleased to provide the following quotation:

Quote Line Items

Product Code	Product	Line Item Description	Sales Price	Quantity	Total Price
2296	CARBOXYHEMOGLOBIN SATURATION (SpCO)		CAD 2,100.00	3.00	CAD 6,300.00
9216	KIT, RAD-57, HANDHELD		CAD 500.00	3.00	CAD 1,500.00
2696	RAINBOW DCI, SpO2/SpCO/SpMet, 1/BX	No charge promotion	CAD 0.00	1.00	CAD 0.00
2696	RAINBOW DCI, SpO2/SpCO/SpMet, 1/BX	Buy 2 get 1 free	CAD 840.00	2.00	CAD 1,680.00

Totals

Total Price	CAD 9,480.00
Grand Total	CAD 9,480.00

Purchase Order:
Purchase Orders must include a copy of this quotation or reference the quotation number above. Purchase Orders must be signed and dated and sent or faxed to the above address with Attention to Order Entry.

Payment Terms:
Net 30 Days with approved credit.

Delivery:
3-4 weeks after receipt of order unless otherwise noted.

Warranty:
12 months for software and serial numbered capital equipment from date of delivery.
12 months for reusable sensors and accessories from date of delivery.
90 days for disposable sensors from date of delivery.
12 months for Rainbow cables and sensors from date of delivery.

VAT:
Prices quoted do not include VAT

Patrick Desmarais

QUOTATION

pdesmarais@masimo.com

(604) 754-0308

TERMS AND CONDITIONS OF PURCHASE

TERMS AND CONDITIONS: The terms and conditions control the purchase of the products and services set forth in this Quotation. These Terms and Conditions may not be waived or modified except in writing by Masimo.
TECHNICAL INFORMATION: All technical specifications, drawings, notes, instructions or information referred to on the face of this Quotation or contained in attachments or exhibits hereto are deemed to be incorporated by reference and Buyer expressly acknowledges that it has received and read said referenced information.
PRICE AND DELIVERY: Masimo shall furnish the products or services in accordance with the price and delivery schedule stated herein.
PACKAGING AND SHIPPING: Masimo shall be responsible for packaging, marking and shipping the products in accordance with good commercial practices and all applicable laws. An itemised packing list shall accompany each shipment.
DELIVERY AND RISK OF LOSS: DDP shipment origin (Incoterms® 2010).
PAYMENT: Payment terms are net 30 days from shipment date. Service charges of 1 1/2 % per month or the maximum rate permitted by law, if lower, may be charged on past due amounts. Masimo reserves the right to make partial deliveries. The carrier shall not be construed to be an agent of Masimo. Masimo shall not be held responsible for delays by carrier to make deliveries for any cause.
WARRANTY: Masimo warrants for the applicable warranty period as follows: (1) all products delivered hereunder are free from defects in design, material and in workmanship; (2) all software will perform substantially as labeled in the directions for use; (3) all services are performed in a good and workmanlike manner; (4) Masimo has good title to the products and has conveyed such title to buyer and (5) the products or services purchased hereunder conform to the applicable specifications, drawings or samples or other description referenced herein. Unless otherwise indicated in the instructions for use accompanying the product, the warranty period is 1 year from delivery for pulse oximeters and software; for reusable sensors, batteries, cables and other accessories, the duration of the warranty is 6 months; and for disposable sensors, the warranty period is 90 days. The duration of warranty on Rainbow cables and sensors in the Fire/EMS market will be 1 year. The product warranty is subject to all restrictions and exclusions listed in the directions for use. THE FOREGOING WARRANTY IS IN LIEU OF AND EXCLUDES ALL OTHER EXPRESS OR IMPLIED WARRANTIES, ARISING BY OPERATION OF LAW OR OTHERWISE, AND NO OTHER WARRANTIES EXIST, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. MASIMO WILL NOT BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, EXPENSES, LOST PROFITS, OR OTHER DAMAGES ARISING OUT OF THE USE OR INABILITY TO USE THE EQUIPMENT AND SOFTWARE, EVEN IF MASIMO HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

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COMPLIANCE WITH LAWS: Masimo warrants that in performance of a Purchase Order it has complied with or will comply with all applicable laws, regulations and ordinances.
RELATIONSHIP BETWEEN PARTIES: Nothing in this Quotation shall be construed as creating any partnership, joint venture, or agency between the parties.
NOTICES: All notices shall be in writing and delivered either by hand, facsimile, e-mail or certified mail at the addresses set forth herein.
ACKNOWLEDGEMENT AND ACCEPTANCE: The issuance of this Quotation to Buyer constitutes an offer expressly limited to the terms contained herein. Buyer acknowledges that the terms of its purchase order are not part of the agreement. Masimo reserves the right to revoke this offer at any time prior to its acceptance, which shall only be by either the placement of an executed Purchase Order or the delivery and acceptance of conforming products to Buyer. These terms and conditions contain the entire understanding between Masimo and Buyer; supersede all prior understandings, written or oral, regarding the subject of this Agreement; and may only be amended, modified or superseded by a written agreement signed by

Masimo and by Buyer.

ENBRIDGE

Enbridge Pipelines Inc.
10201 Jasper Avenue, PO Box 398
Edmonton, AB T5J 2J9

000088
CITY OF CLARENCE ROCKLAND
1560 RUE LAURIER
ROCKLAND ON K4K 1P7
CANADA

INFORMATION

Date:	2018/12/05
Cheque No. **N° du chèque:**	2084020267
Vendor No. **N° du vendeur:**	26757
Document No. **N° du document:**	964142

INVOICE DATE DATE DE LA FACTURE	INVOICE NUMBER N° DE FACTURE	REFERENCE NUMBER N° DE RÉFÉRENCE	GROSS AMOUNT MONTANT BRUT	DISCOUNT AMOUNT MONTANT D'ESCOMPTE	NET AMOUNT MONTANT NET
2018/11/20	20-NOV-2018	20-NOV-2018	7,500.00		7,500.00
ATTN:TEISHA KAISER CALGARY 29014B SAFE COMMUNITY: EQUIPMENT					
				TOTAL	**7,500.00**

900TDP0001 DETACH AND RETAIN THIS STUB FOR YOUR RECORDS / DETACHER ET RETENIR LE TALON POUR VOS DOSSIERS 900TDBNA.002390.NO_INS_courier_1.NO_ENV.E.pulls/000088/000088/i

ENBRIDGE

Enbridge Pipelines Inc.
10201 Jasper Avenue, PO Box 398
Edmonton, AB T5J 2J9

TD Bank
148 Edmonton Centre
Edmonton, AB T5J 2Y8
82389-004

2084020267

PAY / PAYEZ

SEVEN THOUSAND FIVE HUNDRED DOLLARS AND ZERO CENTS CANADIAN FUNDS ONLY

Date 2018 12 05
YYYY MM DD

TO THE ORDER OF / A L'ORDRE DE

CITY OF CLARENCE ROCKLAND
1560 RUE LAURIER
ROCKLAND ON K4K 1P7
CANADA

$*****7,500.00

CAD

AUTHORIZED SIGNATURES / SIGNATURES AUTORISÉES

⑈2084020267⑈ ⑆01489⑉004⑆ ⑉20451⑈

Clarence-Rockland

RAPPORT N° FIN 2018-049

Date	21/12/2018
Soumis par	Frédéric Desnoyers
Objet	Online credit card payments
# du dossier	F04 Banking

1) **NATURE / OBJECTIF :**
Le but de ce rapport est d'obtenir l'autorisation de signer l'entente avec Paymentus pour avoir un service de paiement en ligne par carte de crédit et de présenter les prochaines étapes pour les services en ligne.

2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**
N/A

3) **RECOMMANDATION DU SERVICE:**
Que le Conseil autorise le trésorier à signer l'entente de service de paiement en ligne par carte de Crédit avec Paymentus.

That Council authorize the Treasurer to sign the agreement for online payments by credit card with Paymentus.

4) **HISTORIQUE :**
En octobre 2018, un groupe de travail a été formé incluant :
- Comtés Unis de Prescott Russell
- Municipalité de Russell
- Canton de Hawkesbury Est
- Ville de Hawkesbury
- Canton d'Alfred et Plantagenet
- Canton Champlain
- Cité de Clarence-Rockland.

Le but de ce groupe de travail était de trouver un fournisseur de service de paiement en ligne par carte de crédit.

Les plateformes de 3 fournisseurs ont été évaluées avec une liste de critères. Seul le fournisseur Paymentus a été retenu étant donné leurs standards très élevés. Toutes les municipalités incluses dans le groupe de travail ont démontré un intérêt pour aller de l'avant avec ce fournisseur.

5) **DISCUSSION :**
Actuellement, plusieurs méthodes sont déjà disponibles telles que les paiements en ligne par l'intermédiaire d'une institution financière.

Toutefois, le département vise toujours à améliorer ses services en ligne.
L'amélioration des services en ligne a été divisée en 2 grandes étapes. La première étape consiste de rendre possible les paiements en ligne par carte de crédit. La deuxième étape rendra possible la création de comptes en ligne pour consulter les balances de comptes et les factures.

Étape 1 : Paiement en ligne par carte de crédit
Paymentus a été retenue pour rendre disponible le paiement en ligne par carte de crédit. Le seul frais facturé par la compagnie est un frais de 2.5% sur la valeur des transactions, facturé directement à l'utilisateur (résident). Plusieurs municipalités utilisent déjà leur service, tel qu'Ottawa.
Paymentus offre aussi le paiement par carte de crédit par téléphone où un service bilingue est offert 24h/7. La plateforme est aussi accessible sur téléphone intelligent. Depuis 2004, leur plateforme en ligne a été accessible 100% du temps.

Pour commencer, le paiement en ligne par carte de crédit sera disponible pour les 4 services suivant :
- Taxes foncières
- Eau & Égouts
- Frais de garderies
- Permis d'affaires

Le temps d'implantation prévu est de 90 jours, le service devrait donc être disponible à la fin mai 2019.

Étape 2 : Consultation de compte en ligne et envoi électronique des factures.
Afin de permettre la consultation de compte en ligne et l'envoi de facture électronique, un logiciel informatique devra être acheté. De plus, il est possible qu'un investissement supplémentaire dans l'infrastructure informatique, tel que l'achat de serveur, soit nécessaire. Cette étape apporte une complexité informatique beaucoup plus élevée, ainsi le projet est repoussé jusqu'à l'embauche du nouvel agent en chef de l'informatique.
Puisque le projet est toujours préliminaire et que les coûts ne sont pas encore totalement analysés, celui-ci n'a pas été inclus dans le budget 2019. Si le département est prêt à procéder avec ce projet en 2019, un rapport sera préparé avec une proposition budgétaire.

6) **CONSULTATION :**

N/A

7) **RECOMMANDATION OU COMMENTAIRES DU COMITÉ :**
N/A

8) **IMPACT FINANCIER (monétaire/matériaux/etc.):**
Il n'y a aucun impact financier pour la municipalité d'accepté le contrat de Paymentus. Il n'y a aucuns frais d'implantation et aucuns frais annuels pour la municipalité. Par contre, les résidents utilisant le service, doivent payer des frais de 1.5%-2.5% de la valeur de la transaction qui est payée par carte de crédit. Ces frais sont clairement affichés avant de procéder avec la transaction.

9) **IMPLICATIONS LÉGALES :**
N/A

10) **GESTION DU RISQUE (RISK MANAGEMENT) :**
Paymentus est une agence ayant des standards de sécurité informatique très élevé. Ceux-ci ont une cote de niveau 1 au niveau de la certification PCI (Payment Card Industry Data Security Standard), étant le niveau le plus élevé.

11) **IMPLICATIONS STRATÉGIQUES :**
Offert le paiement par carte de crédit est simplement une nouvelle option de paiement à distance. Ainsi le but est toujours d'augmenter la satisfaction des résidents avec une diversité d'option de paiement.

12) **DOCUMENTS D'APPUI:**
Annexe A : Entente avec Paymentus

Paymentus

MASTER SERVICES AGREEMENT

Client:	City of Clarence- Rockland
Client Address:	1560 Laurier Street, Rockland, Ontario K4K 1P7
Contact for Notices to Client:	Frederic Desnoyers
Estimated Yearly Bills / Invoices:	25,000

This Master Services Agreement ("Agreement") is entered into as of the Effective Date below, by and between the Client identified above ("Client") and **Paymentus (Canada) Corporation**, a Nova Scotia unlimited liability company, with a principal place of business in Ontario ("Paymentus").

WHEREAS Paymentus desires to provide and Client desires to receive certain services under the terms and conditions set forth in this Agreement. Paymentus provides electronic bill payment services to utilities, municipalities, insurance and other businesses.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby covenant and agree as follows. This Agreement consists of this signature page, General Terms and Conditions, and the schedules listed below:

Schedule A: Paymentus Service Fee Schedule

Schedule B: Paymentus Service Fee Schedule, Additional Services

This Agreement represents the entire agreement between the parties with respect to its subject matter and supersedes all prior written or oral agreements or understandings related to its subject matter and may be changed only by agreements in writing signed by the authorized representatives of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives.

Client:	**Paymentus:**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Paymentus

GENERAL TERMS AND CONDITIONS

1 Definitions:

For the purposes of this Agreement, the following terms and words shall have the meaning ascribed to them, unless the context clearly indicates otherwise.

1.1 "**Agreement** "or "**Contract**" shall refer to this Agreement, as amended from time to time.

1.2 **"Approved Payment Types"** shall mean credit and debit means of payment, such as Visa, MasterCard, Discover, E-check (Interac Online) and other payment methods as deemed necessary by Paymentus, except as excluded on Schedule A.

1.3 "**Average Bill Amount**" shall mean the total amount of Payments processed through Paymentus in a given month divided by the number of the Payments for the same month.

1.4 "**Effective Date**" shall be the last date upon which the parties signed this Agreement. The Agreement will not be effective against any party until that date

1.5 "**Excess Payment Amount"** shall mean the total amount of the Payment Amount paid with Non-Qualified Cards that exceeds 5% of the total Payment Amount processed in a calendar month.

1.6 **"Fee Assumptions"** shall mean information used to calculate the Paymentus Service Fee, including the projected Average Bill Amount, projected payment method mix (credit vs debit vs e-check) and that the total number of Payments and the total Payment Amount collected each month from the use of Non-Qualified Cards shall be under 5% of the total of each per month.

1.7 **"Initial Setup"** shall mean the first personalization and activation of the standard service as specified during the implementation process.

1.8 "**Launch Date**" shall be the date on which Client launches the Services to the Users.

1.9 **"Non-Qualified Cards"** shall mean (i) cards that are so-designated by a Paymentus Authorized Processor or card association, which are generally issued for business use and (ii) cards that do not qualify for reduced interchange fees under programs that Client may be participating in. These high-cost cards may include corporate cards, purchase cards, business cards, and travel and entertainment cards.

1.10 "**Payment**" shall mean payment by a User through the Platform for Client's services, Client's bills, or other amounts owed to Client.

1.11 **"Payment Amount"** shall mean the amount of a Payment.

1.12 **"Paymentus Authorized Processor"** shall mean a Paymentus authorized merchant account provider and payment processing gateway.

1.13 "**Reversed or Charged-back Transactions**" shall mean cancelled transactions due to User error, or a User's challenge to Payment authenticity (eCheck returns or credit/debit card chargebacks).

1.14 "**Services**" shall mean the performance of the payment and related services by Paymentus as set forth in Section 2 of this Agreement.

1.15 "**User**" shall mean the users of Client's services.

2 Description of Services to be Performed

2.1 Scope of Services

Paymentus shall provide Users the opportunity to make Payments by Approved Payment Types. Payments may be made by Interactive Telephone Voice Response System ("IVR") or secure Internet interface provided at the Paymentus web site or

other websites that are part of Paymentus' Instant Payment Network ("Websites"), collectively referred to as the ("System" or "Platform"). Paymentus will be the exclusive provider to Client of services included in the Services.

2.2 Professionalism

Paymentus shall perform in a professional manner all Services required to be performed under this Agreement.

3 Compensation

3.1 No Fee Installation

Paymentus will charge no fees related to the Initial Setup of either or both of the Web and IVR interfaces to its standard service.

3.2.1 Paymentus Service Fee

Paymentus will charge each User or Client a Service fee for each Payment ("Paymentus Service Fee") as provided in Schedule A. If so provided in Schedule A, the Paymentus Service Fee is to be collected in addition to the corresponding Payment as part of the transaction.

For each Payment, the Paymentus Service Fee will be collected and Paymentus will pay the corresponding processing and related fees of the Approved Payment Types ("Transaction Fees") except for fees related to Reversed or Charged-back Transactions.

A schedule of Paymentus Service Fees is attached as Schedule A. The Paymentus Service Fee is based on the Fee Assumptions. Client shall be billed additional Paymentus Service Fees equal to 3.5% of the Excess Payment Amount for each month during which there is an Excess Payment Amount. Paymentus may amend Schedule A upon prior written notice to Client if a change is caused by changes in the card or payment system rules or changes in credit card fees or if the Fee Assumptions prove to have been materially incorrect. The amended Service Fee shall take effect 30 days after written notice to Client.

4 Payment Processing

4.1 Integration with Client's Billing System

At no charge from Paymentus to Client, Paymentus will develop one (1) file format interface with Client's billing system using Client's existing text file format currently used to post payments to Client's billing system. Client will be responsible to provide Paymentus with the one file format specification and will fully cooperate with Paymentus during the development of the said interface. If Client chooses to create an automated file integration process to download the posting file, due to Paymentus security requirements, Client will use Paymentus specified integration process. Paymentus platform is an independent full service fully hosted platform per PCI-DSS requirements for a fully hosted solution. As such, Paymentus platform does and can function independent of any billing system integration. A payment posting file can be emailed or downloaded from Paymentus Agent Dashboard. If Client chooses to have Paymentus platform integrated with its billing system, Paymentus offers two options:

(i) Paymentus standard integration specification that Client can use to integrate its billing systems with Paymentus platform ("Standard Integration"); or

(ii) Paymentus to either customize or configure its platform to integrate with Client using file specification or APIs supported by Client's billing system ("Client Specific Integration").

If Client chooses Standard Integration, Paymentus agrees to fully cooperate with Client and provide its specification to Client. Paymentus also agrees to participate in meetings with Client's software vendor to provide any information or clarifications needed to understand Standard Integration. Paymentus agrees to provide all integration/interface specifications within 30 days from the Effective Date. Client will take commercially reasonable steps to develop the integration within 60 days from the date on which Client has received all integration specifications from Paymentus.

If Client chooses Client Specific Integration, Paymentus agrees to develop that integration at no charge to Client, provided however, Client agrees to fully cooperate with Paymentus and cause its software vendors and other service providers to fully cooperate with Paymentus. Client agrees to provide all specifications required for Client Specific

Integration. Client further agrees to participate in testing with Paymentus and if needed, cause its billing software vendors and other service providers to participate in testing. Client agrees to provide or make available all integration/interface specifications within 30 days from the Effective Date. Paymentus will take commercially reasonable steps to develop the integration within 60 days from the date on which Paymentus has received all the integration specifications from Client or its vendors.

Parties agree that if the parties do not cooperate fully, it can lead to each party being unable to perform its duties to deliver the integration in time.

Based on Client's use of Paymentus platform and respective modules selected under this Agreement, Paymentus will require the following integration points:

(i) For one-time Payment Module:

a. Customer Information – Text File or Real-time

b. Payment Posting – Text File or Real-time

(ii) For Recurring Payment Module

a. Text File

(iii) For E-billing Module

a. Billing Data - Text File or Real-time link to billing data

(iv) For Outbound Notification

a. Audience File – Text File for customer engagement messages

Each of these can be based on Standard Integration or Client Specific Integration.

The Initial Setup for the Web or IVR interface will be considered complete when the first Standard Integration or Client Specific Integration, as applicable, is completed such that Paymentus and Client are able to exchange files relevant to that interface, as contemplated in this Section 4.1. In the event the Services are implemented without integration, the Initial Setup will be considered complete when a User is able to access the Paymentus website or IVR to process a payment.

4.2 Enhancements

The parties agree that the Services are provided on a "platform as a service" basis, and not as a result of custom software development. Paymentus' standard Platform will be personalized to achieve certain additional functional requirements of Client, as clarified and agreed during implementation ("Enhancements"). Enhancements may include some or all of the features included in any technical requirements or similar document provided to Paymentus. The parties will fully co-operate with one another to: a) ensure that requirements with respect to Enhancements are clarified as needed; b) accept Paymentus proposed reasonable alternatives to achieve Client's functional objectives within the limits of the Paymentus platform; and c) accept Paymentus' reasonable estimates of time for completion, designs and plans with respect to agreed Enhancements. There will be no fee charged by Paymentus to Client for Enhancements, provided Paymentus designs and plans are accepted by Client. If the Services are to be offered at multiple locations, or if the Services include multiple Enhancements, the parties will agree to a phased implementation.

4.3 PCI Compliance

For PCI Compliance, Client has two options for using Paymentus platform:

(i) Paymentus Fully Hosted Solution; or

(ii) Any other configuration

To substantially reduce or eliminate any PCI compliance risks and to render all Client systems out of scope from PCI compliance requirements, Client agrees to use Paymentus' fully hosted service where Paymentus uses its own platform to capture Payments and to manage the entire (end to end) user experience from the following channels for Payment acceptance: Web, Mobile, IVR, POS devices operated by Client's employees (per Paymentus recommended setup), recurring payments, Ebill Presentment ("Paymentus Fully Hosted Solution"). If Client chooses any other integration, such as third party web pages integrated with Paymentus APIs, third party gateway pages, or its own IVR systems or other POS or customer self-service solutions, or a cashiering module from a third

party, Client expressly agrees that Client shall not be exempt from PCI requirements and shall be liable for any data breaches occurring on its own systems as Client recognizes that Client systems are participating in the transactions and are in scope for PCI compliance. Under those circumstances, Paymentus shall not be responsible for any PCI obligations outside of Paymentus own platform and Paymentus expressly disclaims any PCI or security obligations related to Client systems or any third party systems that participate in the payment transactions that are outside of Paymentus Platform.

Paymentus highly recommends that Client uses Paymentus Fully Hosted Solution to substantially reduce its PCI compliance and data breach risks.

If Client chooses to use any other option other than Paymentus Fully Hosted Solution, Client agrees and warrants that Client shall remain PCI compliant throughout the term of this Agreement. For clarity, just because Client uses PCI compliant applications, such as its billing software, it does not eliminate the need for Client to be PCI compliant. Per PCI requirements, if a party's systems participate in processing, or accepting or storing card transactions, that party is required to be PCI compliant as the systems are in scope.

4.4 Explicit User Confirmation

Paymentus shall confirm the dollar amount of all Payments, and when paid by the User, the corresponding Paymentus Service Fee to be charged to a card and electronically obtain the User's approval of the charges prior to initiating card authorizations transaction. Paymentus will provide User with electronic confirmation of all transactions.

4.5 Merchant Account

Paymentus will arrange for Client to have a merchant account with the Paymentus Authorized Processor for processing and settlement of the card transactions.

4.6 Card Authorization

For authorization purposes, Paymentus will electronically transmit all card transactions to the appropriate card-processing center, in real time as the transactions occur.

4.7 Settlement

Paymentus together with its authorized card processor shall forward the payment transactions, and when paid by User, the corresponding Paymentus Service Fee to the appropriate card organizations for settlement (other than the Paymentus Service Fee) directly to Client's depository bank account previously designated by Client (hereinafter the "Client Bank Account"). When as provided in Schedule A Client pays the Paymentus Service Fee, Paymentus will invoice Client and debit the fees from Client's account on a monthly basis.

Paymentus together with Paymentus Authorized Processor will continuously review its settlement and direct debit processes for its simplicity and efficiencies. Client and Paymentus agree to fully co-operate with each other if Paymentus were to change its settlement and invoicing processes.

4.8 Reversed or Charged-back Transactions

With respect to all Reversed or Charged-back Transactions Client authorizes Paymentus and Paymentus Authorized Processor (and/or the respective card organizations) to debit the Client Bank Account for the Payment Amount and Paymentus shall refund to the card organization for credit back to the User the corresponding Paymentus Service Fee, if any.

Paymentus together with Paymentus Authorized Processor will continuously review its processes for Reversed or Charged-back Transactions, for simplicity and efficiencies. Client and Paymentus agree to reasonably co-operate with each other if Paymentus requires any change to its settlement and invoicing processes for these transactions.

5 General Conditions of Services

5.1 Service Reports

Paymentus shall provide Client with reports summarizing use of the Services by Users for a given reporting period.

5.2 User Adoption Communication by Client

Client will make Paymentus' Services available to its residential and commercial Clients by different means of Client communication including a) through bills, invoices and other notices; b) by providing IVR

and Web payment details on Client's website including a "Pay Now" or similar link on a mutually agreed prominent place on the web site; c) through Client's general IVR/Phone system; and d) other channels deemed appropriate by Client.

Paymentus shall provide Client with logos, graphics and other marketing materials for Client's use in its communications with its users regarding the Services and/or Paymentus.

Both parties agree that Paymentus will be presented as a payment method option. Client will communicate the Paymentus option to its end residential and commercial Clients wherever Client usually communicates its other payment methods.

5.3 Independent Contractor

Client and Paymentus agree and understand that the relationship between both parties is that of an independent contractor.

5.4 Client's Responsibilities

In order for Paymentus to provide the Services outlined in this Agreement, Client shall co-operate with Paymentus by:

(i) Entering into all applicable merchant card, cash management, electronic payment origination, or kiosk agreements.

(ii) Keeping throughout the duration of this Agreement a bill payment link connecting to Paymentus System at a prominent and mutually agreed location on Client's website. The phone number for IVR payments will also be added to the web site. Client will also add the IVR payment option as part of Client's general phone system.

(iii) Sharing User Adoption marketing as described in Section 5.2.

(iv) Launching the Service within 30 days of the merchant account setup.

(v) Dedicating sufficient and properly trained personnel to support the implementation process and its use of the Services in compliance with all laws applicable to its use of the Services.

(vi) Providing Paymentus with the file format specification currently used to post payments to the billing system to allow Paymentus to provide Client with a posting file for posting to Client's billing system.

(vii) Fully cooperating with Paymentus and securing the cooperation of its software and service providers and providing the information required to integrate with Client's billing system.

6 Governing Law

This Agreement shall be governed by the laws of the province of Ontario, without giving effect to any principles of conflicts of law.

7 Miscellaneous

7.1 Authorized Representative

Each party shall designate an individual to act as a representative for the respective party, with the authority to transmit instructions and receive information. The parties may from time to time designate other individuals or change the individuals.

7.2 Notices

All notices of any type hereunder shall be in writing and shall be given by Certified Post or a national courier or by hand delivery to an individual authorized to receive mail for the below listed individuals, all to the following individuals at the following locations:

To Client

C/O:
Address:
Email:

To Paymentus

C/O: President and CEO
Address: 17-30 West Beaver Creek
Richmond Hill, ON L4B3K1
Email: ceo@paymentus.com

Notices shall be declared to have been given or received on the date the notice is physically received. Any party by giving notice in the manner set forth herein may unilaterally change the name of the person to whom notice is to be given or the address at which the notice is to be received.

7.3 Interpretation

It is the intent of the parties that no portion of this Agreement shall be interpreted more harshly against either of the parties as the drafter.

7.4 Amendment of Agreement

Modifications or changes in this Agreement must be in writing and signed by the parties to this Agreement.

7.5 Severability

If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this Agreement, and this Agreement shall be read as if said word, sentence or paragraph did not exist.

7.6 Attorney's Fees

Should any litigation arise concerning this Agreement between the parties hereto, the parties agree to bear their own costs and attorney's fees.

7.7 Confidentiality

Client will not for any purpose inconsistent with this Agreement disclose to any third party or use any confidential or proprietary non-public information it has obtained during the procurement process or during the term of this Agreement about Paymentus' business, including the terms of this Agreement, operations, financial condition, technology, systems, know-how, products, services, suppliers, clients, marketing data, plans, and models, and personnel. Paymentus will not for any purpose inconsistent with this Agreement or its privacy policy in effect from time to time disclose to any third party or use any confidential User information it receives in connection with its performance of the services.

7.8 Intellectual Property

In order that Client may promote the Services and Paymentus' role in providing the Services, Paymentus grants to Client a revocable, non-exclusive, royalty-free, license to use Paymentus' logo and other service marks (the "Paymentus Marks") for this purpose only. Client does not have any right, title, license or interest, express or implied in and to any object code, software, hardware, trademarks, service mark, trade name, formula, system, know-how, telephone number, telephone line, domain name, URL, copyright image, text, script (including, without limitation, any script used by Paymentus on the IVR or the Website) or other intellectual property right of Paymentus ("Paymentus Intellectual Property"). All Paymentus Marks, Paymentus Intellectual Property, and the System and all rights therein (other than rights expressly granted herein) and goodwill pertain thereto belong exclusively to Paymentus.

7.9 Force Majeure

Paymentus will be excused from performing the Services as contemplated by this Agreement to the extent its performance is delayed, impaired or rendered impossible by acts of God or other events that are beyond Paymentus' reasonable control and without its fault or judgment, including without limitation, natural disasters, war, terrorist acts, riots, acts of a governmental entity (in a sovereign or contractual capacity), fire, storms, quarantine restrictions, floods, explosions, labor strikes, labor walk-outs, extra-ordinary losses utilities (including telecommunications services), external computer "hacker" attacks, and/or delays of common carrier.

8 Indemnification

8.1 Paymentus Indemnification and Hold Harmless

Paymentus agrees to the fullest extent permitted by law, to indemnify and hold harmless Client and its governing officials, agents, employees, and attorneys (collectively, the "Client Indemnitees") from and against all third-party liabilities, demands, losses, damages, costs or expenses (including reasonable attorney's fees and costs), incurred by any Client Indemnitee as a result or arising out of (i) the willful misconduct or negligence of Paymentus in performing the Services or (ii) a material breach by Paymentus of its covenants.

8.2 Client Indemnification and Hold Harmless

Client agrees to the fullest extent permitted by law, to indemnify and hold harmless Paymentus, its

affiliates, officers, directors, stockholders, agents, employees, and representatives, (collectively, the "Paymentus Indemnitees") from and against all third-party liabilities, demands, losses, damages, costs or expenses (including without limitation reasonable attorney's fees and expenses) incurred by any Paymentus Indemnitee as a result or arising out of (i) the willful misconduct or negligence of Client related to the Services or (ii) a material breach of Client's covenants.

8.3 Warranty Disclaimer

Except as expressly set forth in this Agreement, Paymentus disclaims all other representations or warranties, express or implied, made to Client or any other person, including without limitation, any warranties regarding quality, suitability, merchantability, fitness, for a particular purpose or otherwise of any services or any good provided incidental to the Services provided under this Agreement.

8.4 Limitation of Liability

Notwithstanding the foregoing, Paymentus shall not be liable for any lost profits, lost savings or other special, indirect or consequential damages, even if it has been advised of or could have foreseen the possibility of these damages. In no event will Paymentus be liable for any losses or damages resulting from the acts, omissions or errors of third parties or of Client. Paymentus' total liability for damages for any and all actions associated with this Agreement or the Services shall in no event exceed the specific dollar amount of the Paymentus Service Fee paid to Paymentus for the particular payment transaction which is the subject matter of the claim of damage.

9 Term and Termination

9.1 Term

The term of this Agreement shall commence on the effective date of this Agreement and continue for a period of 5 (five) years ("Initial Term") from the Launch Date. Services under this Agreement shall begin within 30 days of the merchant account setup.

At the end of the Initial Term, this Agreement will automatically renew for successive three (3) year periods unless either Client or Paymentus provide the other party with not less than 6 (six) months prior written notice before the automatic renewal date that it elects not to automatically renew the term of this Agreement.

9.2 Material Breach

A material breach of this Agreement shall be cured within 90 days ("Cure Period") after a party notifies the other of the breach. In the event the material breach has not been cured within the Cure Period, the non-breaching party can terminate this Agreement by providing the other party with a 30 days' notice.

9.3 Upon Termination

Upon termination of this Agreement, the parties agree to cooperate with one another to ensure that all Payments are accounted for and all refundable transactions have been completed. Upon termination, Paymentus shall cease all Services being provided hereunder unless otherwise directed by Client in writing.

Paymentus

Schedule A – Paymentus Service Fee Schedule (Convenience Fee)

Paymentus Service Fee charged to the User will be based on the following table:

Payment Type	Paymentus Service Fee
- Property Tax - Water & Sewer - Business Licences - Daycare fees Average Payment Amount: : - Property Tax : $3,500 / annually - Water & Sewer : $250 / quarterly - Business Licences : $100 / annually - Daycare fees : 400$ - 1000$ / monthly	• 2.5% for Credit Cards (VISA, MasterCard Logos) • 1.5% for Debit Cards (VSA, MasterCard Logos)

Reversed or Charged-back Transaction fee to Client will be: $9.95 per item.

Note: Maximum Amount per Payment is $10,000. Multiple payments may be made.

The Paymentus Service Fee will be collected in addition to the end-user bill payment total. Paymentus may apply different limits per transactions for user adoption or to mitigate risks.

Paymentus

Schedule B – Paymentus Service Fee Schedule, Additional Services

Paymentus Enterprise Communication Manager (ECM)

Paymentus Enterprise Communications consists of outbound IVR (Integrated Voice Response – automated phone messaging), email, and SMS (Short Message Service – Text Messaging).

There is no charge by Paymentus to Client for the infrastructure enabling these services.

The fee to Client is charged on a per use basis, as follows:

- ☐ Up to__500_ monthly messages (IVR and Email) per month: No Charge
- ☐ In excess of Allotted Messages per month:
  - $0.12_ per IVR message
  - $0.5_ per Email message
- ☐ Implementing Client's customization of the outbound message: No Charge
- ☐ SMS Outbound Message $0. 12 per message (Available Upon Request)

RÈGLEMENT DE ZONAGE Nº 2019-XX

Amendant le Règlement de zonage nº 2016-10

Corporation de la Cité de Clarence-Rockland

1262 rue Alma

rédigé par

Cité de Clarence-Rockland
1560, rue Laurier
Rockland (Ontario)
K4K 1P7
(613) 446-6022

ZONING BY-LAW NO. 2019-XX

Amending Zoning By-Law No. 2016-10

The Corporation of the City of Clarence-Rockland

1262 Alma Street

prepared by

City of Clarence-Rockland
1560 Laurier Street
Rockland, Ontario
K4K 1P7
(613) 446-6022

LA CORPORATION DE LA CITÉ DE CLARENCE-ROCKLAND

RÈGLEMENT N° 2019-XX

RÈGLEMENT AMENDANT LE RÈGLEMENT DE ZONAGE N° 2016-10;

ATTENDU QUE le Règlement de zonage n° 2016-10 réglemente l'utilisation des terrains, la construction et l'utilisation des bâtiments et structures sur le territoire de la Cité de Clarence-Rockland; et

ATTENDU QUE le Conseil de la Corporation de la Cité de Clarence-Rockland considère qu'il est opportun d'amender le Règlement de zonage n° 2016-10, tel qu'il suit;

PAR LA PRÉSENTE, le Conseil de la Corporation de la Cité de Clarence-Rockland donne force de loi à ce qui suit:

Article 1: La propriété située au 1262 rue Alma, identifiée sur la cédule "A" ci-jointe, et faisant partie du présent règlement, sera la propriété concernée par le présent règlement.

Article 2: La cédule « B » du Règlement de zonage n° 2016-10, est par la présente amendée, en modifiant de *« Zone Résidentielle Urbaine de Densité 1 – (R1) »*, ***à*** *« Zone Résidentielle Urbaine de Densité 2 – (R2) »*, tel qu'identifiée à la cédule « A » ci-jointe, et faisant partie intégrante du présent règlement.

Article 3 : Le présent règlement entrera en vigueur à la date de son adoption par le Conseil sous réserve de l'approbation du Tribunal ou suite à la date limite pour le dépôt des avis d'opposition, selon le cas.

FAIT ET ADOPTÉ EN RÉUNION PUBLIQUE, CE 21ÈME JOUR DE JANVIER 2019.

Guy Desjardins, maire	**Monique Ouellet, greffière**

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NO. 2019-XX

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2016-10;

WHEREAS Zoning By-Law no. 2016-10 regulates the use of land, and the use and erection of buildings and structures in the City of Clarence-Rockland; and

WHEREAS Council of the Corporation of the City of Clarence-Rockland considers appropriate to amend Zoning By-Law No. 2016-10, as described;

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

Section 1: The property described as 1262 Alma Street in Rockland, identified on Schedule "A" attached to and forming part of this by-law shall be the lot affected by this by-law.

Section 2: Schedule "B" of Zoning By-Law No. 2016-10 is hereby amended by changing the zoning from "Urban Residential First Density (R1) Zone" **to** "Urban Residential Second Density (R2) Zone", as identified on Schedule "A" of the map attached hereto and fully integrated as part of this by-law.

Section 3: This by-law shall become effective on the date of passing hereof, subject to the approval of the Tribunal or following the last date for filing objections as the case may be.

DATED AND PASSED IN OPEN COUNCIL, THIS 21ST DAY OF JANUARY 2019.

Guy Desjardins, Mayor	**Monique Ouellet, Clerk**

NOTE EXPLICATIVE

But et effet du Règlement

La propriété concernée par cette modification au Règlement de zonage n° 2016-10 est décrite comme étant le 1262 rue Alma.

La modification a pour objet de changer la catégorie de zonage de la propriété en question, de *« Zone Résidentielle Urbaine de Densité 1 – (R1) »*, ***à*** *« Zone Résidentielle Urbaine de Densité 2 – (R2) »* afin de permettre une habitation jumelée, telle qu'illustrée sur la carte ci-jointe.

Pour tous renseignements supplémentaires relativement à cette modification au Règlement de zonage n° 2016-10, veuillez communiquer avec le département d'infrastructure et d'aménagement du territoire, à l'Hôtel de Ville de la Cité de Clarence-Rockland, 1560, rue Laurier, ou par téléphone au numéro (613) 446-6022.

EXPLANATORY NOTE

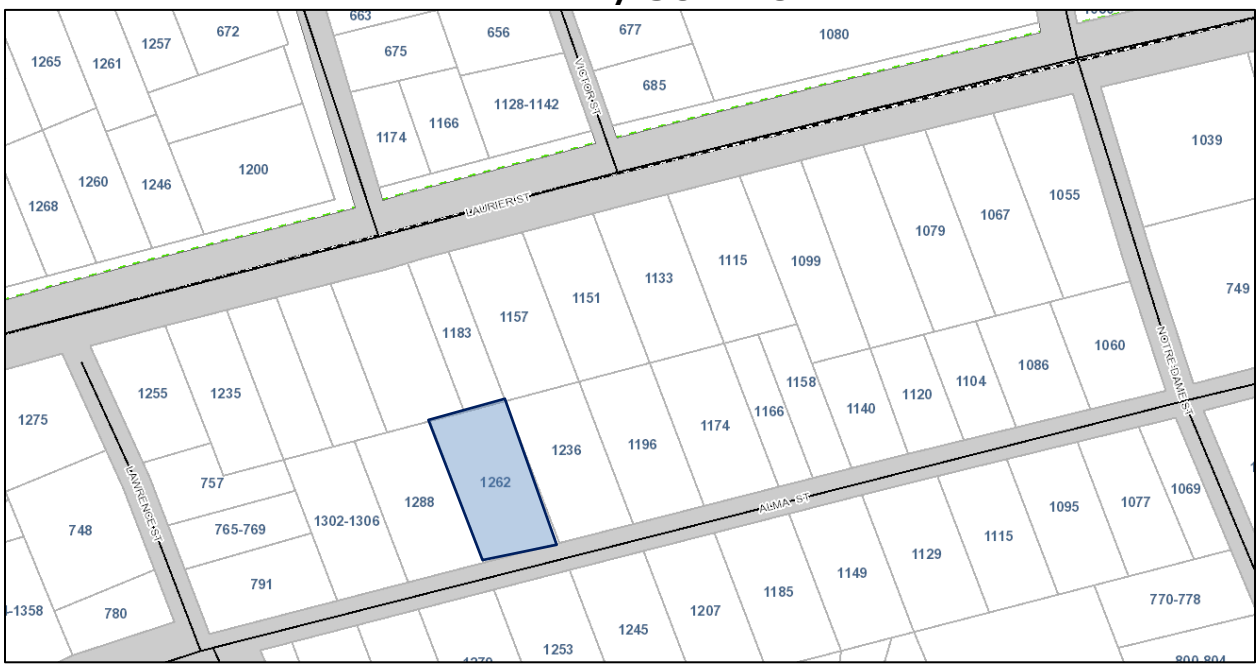
Purpose and Effect of By-Law

The property affected by this amendment to Zoning By-Law No. 2016-10 is described as 1262 Alma Street.

The purpose of the amendment is to change the zoning category of the affected property, from "Urban Residential First Density (R1) Zone" **to** "Urban Residential Second Density (R2) Zone" in order to permit the use of a semi-detached dwelling on the property, as shown on the attached map.

For further information concerning this amendment to Zoning By-Law No. 2016-10, you can contact the Infrastructure and Planning Department at the Clarence-Rockland Town Hall, 1560 Laurier Street or by telephone at (613) 446-6022.

ANNEXE « A » / SCHEDULE "A"



De / From (R1) à / to (R2)

Terrain touché par ce règlement Area affected by this by-law Changement de zonage /Zone change de/from R1 à/to R2 Certification d'authenticité Certificate of Authentification Ceci constitue le plan Annexe «A» du Règlement de zonage nº 2019-XX, adopté le 21 janvier 2019. This is plan Schedule "A" to Zoning By-Law No. 2019-XX, passed the 21ST, day of January, 2019. **Guy Desjardins, Maire / Mayor**	Plan Annexe «A» du règlement nº 2019-XX Schedule "A" to By-Law No. 2019-XX 1262 rue Alma Street Cité de Clarence-Rockland City Préparé par/prepared by Cité de Clarence-Rockland City 1560, rue Laurier Street Rockland, Ontario K4K 1P7 Pas à l'échelle/Not to scale **Monique Ouellet, Greffière / Clerk**

Clarence-Rockland

REPORT N° AMÉ-19-07-R

Date	21/01/2019
Submitted by	Tyler Duval
Subject	Zoning Amendment 1262 Alma
File N°	D-14-516

1) **NATURE/GOAL :**
The purpose of this report is to present an amendment to the Zoning By-law 2016-10 of the City of Clarence-Rockland for a property described as Lot 90 Plan Bell 1908 (1262 Alma Street).

2) **DIRECTIVE/PREVIOUS POLICY :**
N/A

3) **DEPARTMENT'S RECOMMENDATION :**
THAT the Planning Committee recommends to Council to amend Zoning By-Law 2016-10, in order to change the zoning category of the property located at 1262 Alma Street from "Urban Residential First Density (R1) Zone" to "Urban Residential Second Density (R2) Zone", in order to permit the use of semi-detached dwelling on the property, as recommended by the Infrastructure and Planning Department.

QUE le Comité d'aménagement recommande au Conseil Municipal d'approuver le règlement modifiant le Règlement de Zonage 2016-10 afin de changer le zonage de la propriété au 1262 rue Alma de « Zone Résidentielle Urbaine de Densité 1 – (R1) », à « Zone Résidentielle Urbaine de Densité 2 – (R2) », afin de permettre une habitation jumelée sur le terrain, tel que recommandé par le Département d'infrastructure et aménagement du territoire.

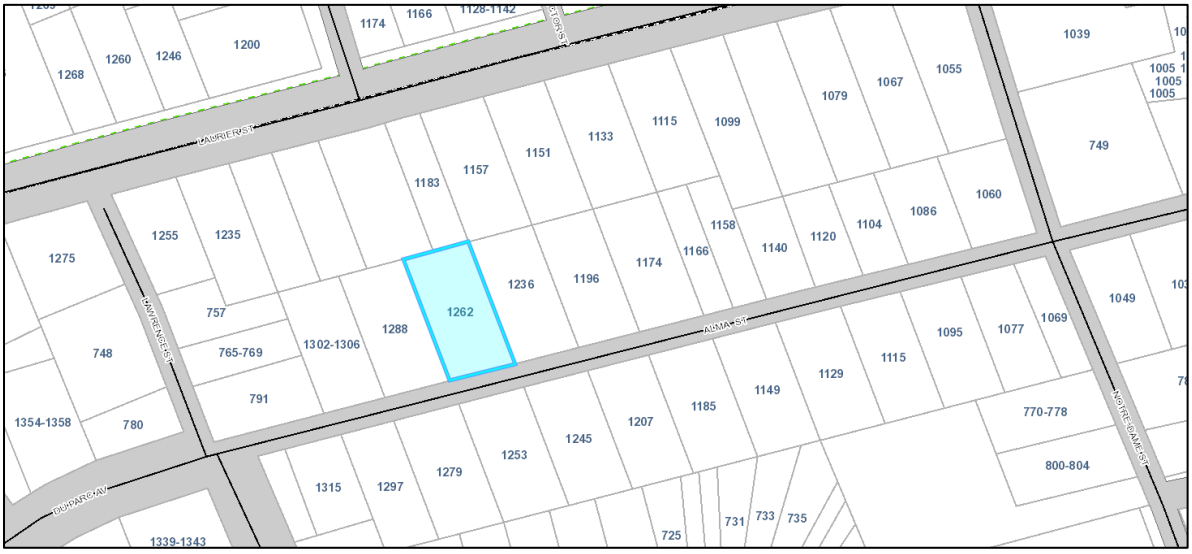
4) **BACKGROUND :**
On December 11th, 2018, an application was submitted by Estelle and Michel Bernard to amend the Zoning By-law 2016-10. The property is described as being 1262 Alma Street (see figure 1). A single detached dwelling and accessory building are located on the property.

The purpose of the application is to change the zoning of the property from "Urban Residential First Density (R1) Zone" to "Urban Residential Second Density (R2) Zone". Should the proposed by-law amendment by adopted, the property owner intends to use the lot for a semi-detached dwelling.

The application was deemed complete on December 12th, 2018. A notice of public meeting was sent to different agencies and to the property owners within 120 meters of the subject property on

December 14th, 2018. A sign was requested in order to be posted on the property.

Figure 1: Location of the subject property



5) **DISCUSSION :**

PROVINCIAL POLICY STATEMENT

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The vision for Ontario's land use planning system as mentioned in Part IV of the PPS indicates that the wise management of development may involve directing, promoting or sustaining development, and as such, long-term gains should take precedence over short-term gains.

Firstly, Section 1.1.1 entitled *Managing and directing land use to achieve efficient and resilient development and land use patterns* provides a framework to sustain Healthy, liveable and safe communities by:

a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;

b) accommodating an appropriate range and mix of residential, (including second units, affordable housing and housing for older persons) […];

[…]

d) avoiding development and land use patterns that would prevent

the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;

e) promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;

[…]

g) ensuring that necessary infrastructure, … and public service facilities are or will be available to meet current and projected needs.

Secondly, section 1.1.3.1 stipulates that *"Settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted."*

Also, section *1.1.3.2* stipulates that *"Land use patterns within settlement areas shall be based on:*

a) densities and a mix of land uses which:
   1. efficiently use land and resources;
   2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion; and
   3. minimize negative impacts to air quality and climate change, and promote energy efficiency;

b) a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3 […]."

Section 1.4.1 (Housing) further adds that *"to provide for an appropriate range and mix of housing types and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:*

a) maintain at all times the ability to accommodate residential growth for a minimum of 10 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and

b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a 3 year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans;"

Furthermore, section 1.4.3 states that a range and mix of housing types shall be provided by:

" *[…]*

c) *directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs; and*

d) *promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed".*

The proposed development is consistent with the policies of the PPS as it will promote a range and mix of residential units and will be on full municipal services.

OFFICIAL PLAN OF THE UNITED COUNTIES OF PRESCOTT AND RUSSELL

The property is identified under the "*Urban Policy Area*" designation on Schedule "A" of the Official Plan of the United Counties of Prescott and Russell. This designation applies to Towns or Villages with a population of 1000 or more which have been developed on full municipal services. It is intended that this area is to absorb a significant part of future growth in the United Counties.

This designation supports diversified mixed communities offering a range of housing types. As such, the proposed Zoning By-law amendment is in line with these policies.

OFFICIAL PLAN OF THE URBAN AREA OF THE CITY OF CLARENCE-ROCKLAND

The subject property is located within the "*Low Density Residential"* designation on Schedule "A" of the Official Plan of the Urban Area of the City of Clarence-Rockland. This designation permits single detached dwellings, semi-detached dwellings, and duplex dwellings.

As such, the proposed Zoning By-law amendment is in line with these policies.

CITY OF CLARENCE-ROCKLAND ZONING BY-LAW 2016-10

The subject property is located within the "Urban Residential First Density (R1) Zone" however the proposed zoning amendment would change the zone to "Urban Residential Second Density (R2) Zone".

The R2 Zone permits semi-detached, duplex and linked dwellings,

along with the other residential uses of the R1 Zone.

The proposed use of the lot for semi-detached dwellings will require 10 metres of frontage per dwelling unit. The lot currently has 22.5 metres of frontage along Alma Street and could therefore accommodate the proposed use without requiring any site-specific provisions.

6) **CONSULTATION:**
A notice of acknowledgement of a complete application for a zoning by-law amendment was sent to all property owners within 120 metres, to relevant public agencies and City departments on December 14th, 2018. Further, a public notice was placed on site on December 14th, 2018.

A public meeting of the Planning Committee was held on January 9th, 2019 at which time no comments were received.

The City did receive comments from Mr. André Sarault, which indicated that Alma Street should be a one-way since it is not large enough for two cars to pass.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

United Counties of Prescott and Russell: No comments.

City of Clarence-Rockland Departments
Building Department: No comments.
Community Services: No comments.
Finance Department: No objection.
Protectives Services: No concerns
City Engineer: No comments

8) **FINANCIAL IMPACT (expenses/material/etc.):**
N/A

9) **LEGAL IMPLICATIONS :**
N/A

10) **RISK MANAGEMENT :**
N/A

11) **STRATEGIC IMPLICATIONS :**
N/A

12) **SUPPORTING DOCUMENTS:**

By-law

ZONING BY-LAW NO. 2019-02

Amending Zoning By-Law No. 2016-10

The Corporation of the City of Clarence-Rockland

prepared by

City of Clarence-Rockland
1560 Laurier Street
Rockland, Ontario
K4K 1P7
(613) 446-6022

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NO. 2019-02

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2016-10;

WHEREAS Zoning By-Law no. 2016-10 regulates the use of land, and the use and erection of buildings and structures in the City of Clarence-Rockland; and

WHEREAS the Council of the Corporation of the City of Clarence-Rockland considers appropriate to amend Zoning By-Law No. 2016-10, as described;

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

Section 1: Replace the term "secondary dwelling units" to "second units" throughout the document.

Section 2: Replace the term "medical marihuana production facility" to "cannabis production facility" throughout the document.

Section 3: Section 1.8.3 b) delete the words "a condition or final" within the 1st sentence.

Section 4: Section 2.5 add the following after 2.5 d): "e) Notwithstanding the provisions of Section 2.5 above, where agriculture is a permitted use but the lot is subject to a holding provision, agriculture may be permitted but does not include the erection of any buildings or structures".

Section 5: Part 3 Definitions; revise the definition of "Building Height" by replacing "at the base of a main wall" for "at the base of the front wall".

Section 6: Part 3 Definitions; add a definition for "cannabis" which reads:

"means any plant of the genus Cannabis; including:

(a) any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;

(b) any substance or mixture of substances that contains or has on it any part of such a plant; and

(c) any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained."

Section 7: Part 3 Definitions; Add a definition for "cannabis production facility" which reads:

"means the medical and non-medical commercial production, cultivation, synthesis, harvesting, altering, propagating, processing, packaging, storage, distribution or scientific research of cannabis or cannabis products as permitted by the Access to Cannabis for Medical Purposes Regulations (ACMPR) and the Cannabis Act S.C. 2018, c.16, and any subsequent regulations or acts which may be enacted henceforth, but excludes the growing of cannabis by an individual for their personal use and consumption."

Section 8: Part 3 Definitions; Add a definition for "cannabis products" which reads:

"means plant material from cannabis and any products that include cannabis or cannabis derivatives, intended for human use or consumption."

Section 9: Part 3 Definitions; delete and replace the definition of "group home" as follows:

"means a supervised residential use building in which up to ten persons, exclusive of their dependants and of any staff, live as a group in a single housekeeping establishment, and where residents require support or supervision on a daily basis, but excludes correctional facilities and emergency shelters."

Section 10: Part 3 Definitions; Delete the definition for a "medical marihuana production facility".

Section 11: Part 4.1 Accessory Uses, Buildings and Structures; Delete the words "any exterior side lot line and 3.5 meters for" from Section 4.1 e) ii and delete and replace the last section with "shall not exceed 3.8 meters in height in urban residential zones, 5.0 meters in community residential zones and shall not exceed 6.0 meters in height in rural and agricultural zones."

Section 12: Table 4.6 Boarding Kennel Provisions; delete specific provisions which were based on the number of dog runs and apply new provisions for a boarding kennel (which includes related facilities) as such:

(a) Minimum width of a lot containing a kennel shall be 80 m
(b) Minimum area of a lot containing a kennel shall be 4 ha

(c) No change
(d) No change
(e) No change
(f) No change
(g) Minimum separation areas between a kennel and residential use shall be 100 m

Section 13: Add a new Section 4.8 "Cannabis Production Facility" and adjust the subsequent numbering. New Section 4.8 "Cannabis Production Facility" reads:

"a) A cannabis production facility:

i. must be a listed permitted use in the zone it is located in and must comply with the provisions of that zone;

ii. must be located completely within a building;

iii. must not have any outside storage; and,

iv. must be set back a minimum of 150 metres from a lot line abutting a lot zoned or used for residential purposes, daycare, community centre, school, religious institution, public park or playground."

Renumber the sections that follow accordingly.

Section 14: Replace the word "Schedule" for "Map" throughout the document when referring to the Zoning Maps.

Section 15: Section 4.16 Group Homes (formerly 4.15), delete former Sections 4.15 b), c) and d) and renumber accordingly.

Section 16: Section 4.23 Intensive Livestock Operations (formerly 4.22) delete reference to "St. Pascal Baylon" and "Forest Hill" from former Section 4.22 c).

Section 17: Delete former Section 4.25 "Medical Marihuana Production Facility".

Section 18: Section 4.41 Second Units (formerly secondary dwelling unit) delete item 4.41 a) i. and renumber the following section adding the word "and" after the new section 4.41 a) i).

Section 19: Adding a new Section 4.41 b) which reads: "b) Where a second unit is located in an ancillary structure, it must meet the accessory use, building and structure provisions of this By-law" and renumbering the following section.

Section 20: Section 4.42 a) add the words "requiring a land use amendment" before the words "will be prohibited in the following locations".

Section 21: Section 4.42. a) add the three following bullets at the end of this section:

"• within 20 metres of a Class I industrial use
• within 70 metres of a Class II industrial use
• within 300 metres of a Class III industrial use"

Section 22: Section 4.42 b) replace with the following: "b) The minimum separation distance for any lands where a Class I, II or III industrial use requires a land use amendment are reciprocal for a sensitive land use."

Section 23: Section 4.42 c) delete the words "the continued operation of".

Section 24: Section 4.44.1 b) change the number "30.0 m" for "120.0 m".

Section 25: Section 4.44.1 d) delete the last sentence which reads: "A minor variance could be approved to reduce this setback where supported by an Environmental Impact Study per Section 5.6 of the UCPR OP" and add the following sentence at the end of this item: ", or any other distance as approved in writing by the South Nation Conservation."

Section 26: Section 4.44.1 e) is to be replaced with the following: "e) Along the shorelines of the Ottawa River, buildings or structures including a sewage disposal system shall be setback 30.0 m from the high water mark, or any other distance as approved in writing by the South Nation Conservation."

Section 27: Section 4.44.1 add a new subsection f) which reads: ""f) Notwithstanding d) and e) above, additions and accessory structures that do not exceed 24 square metres in area within the 30-metre setback are permitted as long as they are located no closer than the principal building to the watercourse or waterbody" and renumber the section accordingly.

Section 28: Section 4.45 Shipping Containers, add the two following uses to Section 4.45 b): "iii. Emergency service facility" and "iv. Ecotourism facility" and renumber section accordingly.

Section 29: Section 4.45 b) add the following "and Section 4.33 Outside Storage" at the end of the last paragraph.

Section 30: Section 4.47 Sight Triangle add a new item which reads "d) Where a lot abuts a sight triangle, the front yard setback and exterior yard

setback shall be measured from the imaginary projection of these two lot lines."

Section 31: Add a new section to 4.51 which reads: "4.51.5 Temporary Accommodation

a) In any zone, temporary accommodation may be permitted for a maximum period of two years and only while a valid building permit for such construction remains in force. Temporary construction facilities and/or accommodations shall comply with the provisions of the zone."

Section 32: Table 5.2.1 Ratios of Minimum Number of Parking Spaces, add a new row which reads: "Convenience store 1.0 per 30.0 m2 of net floor area" under the heading "Retail Uses".

Section 33: Section 5.3 Accessible Parking Spaces, delete table 5.3.1 Minimum Number of Accessible Parking Spaces and replace with the following table:

Table 5.3.1: Minimum Number of Accessible Parking Spaces	
Total Number of Parking Spaces in all Parking Areas on the Lot	**Minimum Number of Accessible Parking Spaces Required / Type**
12 parking spaces or fewer	1 Type A
13 to 100 parking spaces	4% of the total number of *parking spaces* in the *parking area*
101 to 200 parking spaces	1, plus 3% of the total number of *parking spaces* in the *parking area*
201 to 1,000	2, plus 2% of the total number of *parking spaces* in the *parking area*
More than 1,000	11, plus 1% of the total number of *parking spaces* in the *parking area*

Section 34: Table 5.3.2: Dimension of Accessible Parking Spaces; change the required widths for Type A and Type B from 3.9 m and 2.7 m to 3.4 m and 2.4 m, respectively.

Section 35: Add item b) to Section 5.3.2 which reads: "b) A Type A accessible parking space must have signage that identifies the space as "van accessible". Renumber section accordingly.

Section 36: Add the following sentence to former Section 5.3.2 d) now Section 5.3.2 e) which reads: "The accessible path must be marked with high tonal contrast diagonal lines and lead to a barrier-free curb cut."

Section 37: Table 5.9.1 Required Widths of Landscaping, add the word "other" to the second column dealing with any industrial zone for it to read: any other zone...

Section 38: Table 6.1.2 Zone requirements in the Residential First Density General (R1) Zone; change the heading of the column from "Detached Dwelling" to "Residential Uses".

Section 39: Section 6.1.4 Temporary Use Zones delete item a) as it has expired. The Zoning map will also be modified to reflect this change.

Section 40: Section 6.3.3 Special Exception Zone (s) add the following item (iv) with reads "Lot Width: 7 metres / DU".

Section 41: Table 6.5.2 add "Group Home and "Retirement Home" to the column with the use Detached dwelling."

Section 42: Section 6.6.3 Special Exception (l) RV2-12, correct the reference from RV2-9 to RV2-12.

Section 43: Section 10.1.1 add "cannabis production facility" as a permitted use under the Employment Uses heading.

Section 44: Section 12.1.1 Additional Regulations for Permitted Uses replace item (9) with the following: "(9) Uses subject to footnote (9) includes a new or expanded intensive livestock operation (an intensive livestock operation is considered as being those farms with more than 150 livestock units), provided that the following conditions are met: That Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act, be received by the municipality;

b. That appropriate manure storage facilities be constructed in accordance with the approved Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act;

c. That the manure storage and livestock facilities conform to the Minimum Distance Separation formulae, as amended from time to time.

d. That the intensive livestock operation is not within 500 metres of the Rockland Urban Area or the Villages of Clarence Point, Clarence Creek, Bourget, Hammond, or Cheney."

Section 45: Section 12.2.2 Additional Regulations, add a new item 3. which reads: "3. On-farm diversified use(s) may not occupy more than 2% of the total area of a lot producing a harvestable crop on which it is located, to a maximum of one hectare or 10,000 m^2. This includes all areas of new buildings or structures, including setbacks, outside storage, landscaped areas, berms, well and septic systems, laneways, parking, etc. that may be associated with the on-farm diversified use(s). In addition, the buildings must not occupy more than 30 per cent of the 2% lot coverage cap. Where the use is located within an existing building the area of the use is reduced by 50% (i.e. converted barn,

within a dwelling); this reduction does not apply to parking or outside storage areas."

Section 46: Section 13.1.1 Permitted Uses, add the use "Stormwater Management Facility" under the heading Open Space Uses.

Section 47: Section 13.1.1 Additional Regulations for Permitted Uses add a new item (5) which reads:

"(5) New or expanded intensive livestock operations may be permitted by site-specific zoning by-law amendment provided that the following conditions are met:
a. That a Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act, be received by the municipality.
b. That appropriate manure storage facilities be constructed in accordance with the approved Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act;
c. That the manure storage and livestock facilities conform to the Minimum Distance Separation formulae, as amended from time to time.
d. That the intensive livestock operation is not within 500 metres of the Rockland Urban Area or the Villages of Clarence Point, Clarence Creek, Bourget, Hammond, or Cheney."

Section 48: Section 16.1.3 Special Exception (a) CON-2 and (b) CON-3 add "shipping container" as a permitted use.

Section 49: Section 17.1.1 add Additional Regulations (1) for permitted conservation and public park uses.

Section 50: Section 21.1.1 add "Stormwater management facility" as a permitted use under the heading Open Space Uses.

Section 51: Add Section 1.6 (d) to read as follows:

(d)Every such penalty described above is subject to the provisions of Section 67 of the Planning Act, 1990, as amended, and will change from time to time in accordance with the said Act.

i. Every person who is convicted of an offence under this By-law is liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, Chap. P.33, as amended.

Section 52: Subject to the giving of notice of passing of this by-law, in accordance with Section 34(18) of the *Planning Act*, R.S.O. 1990 as amended, this by-law shall come into force on the date of passing by the Council of the Corporation of the City of Clarence-Rockland where no notice of

appeal or objection is received, pursuant to Section 34(21) of the *Planning Act*, R.S.O. 1990 as amended.

DATED AND PASSED IN OPEN COUNCIL, THIS 21st DAY OF JANUARY 2019.

Guy Desjardins, Mayor	**Monique Ouellet, Clerk**

EXPLANATORY NOTE

Purpose and Effect of By-Law

The City of Clarence-Rockland had completed a comprehensive review and update of the municipality's Zoning By-law in May 2016. This review process was intended to implement the Official Plan of the Urban Area of the City of Clarence-Rockland, the Bourget Official Plan, the United Counties of Prescott and Russell Official Plan, as well as update the zoning regulations to meet current trends in planning.

The Department brought forward a report recommending corrections to the Zoning By-law, 2016-10, which were mostly technical in nature under By-law 2017-53. The purpose of the current by-law is to correct certain technical problems in the application or enforcement of the Zoning By-law as well as identify certain areas that require minor revisions since the last update.

For further information concerning this amendment to Zoning By-Law No. 2016-10, you can contact the Infrastructure and Planning Department at the Clarence-Rockland Town Hall, 1560 Laurier Street or by telephone at (613) 446-6022.

ANNEXE « A » / SCHEDULE "A"

No maps as it applies to the entire City of Clarence-Rockland

Clarence-Rockland

REPORT N° AMÉ-19-08-R

Date	21/01/2019
Submitted by	Marie-Eve Bélanger
Subject	Zoning Anomalies By-law
File N°	D-14-513

1) NATURE/GOAL :

The City of Clarence-Rockland had completed a comprehensive review and update of the municipality's Zoning By-law in May 2016. This review process was intended to implement the Official Plan of the Urban Area of the City of Clarence-Rockland, the Bourget Official Plan, the United Counties of Prescott and Russell Official Plan, as well as update the zoning regulations to meet current trends in planning.

A technical anomalies by-law was brought forward in 2017 to make certain corrections which were mostly technical in nature.

The Department is bringing forward this report recommending minor revisions to the Zoning By-law, 2016-10, which are mostly technical in nature. The purpose is to correct certain technical anomalies in the application or enforcement of the Zoning By-law identified since the 2017 anomalies by-law as well as introduce minor revisions.

2) DIRECTIVE/PREVIOUS POLICY :

N/A

3) DEPARTMENT'S RECOMMENDATION :

THAT the Planning Committee recommends to Council to approve the proposed amendments to the Zoning By-law 2016-10 of the City of Clarence-Rockland, in order to resolve technical anomalies and make certain corrections in the by-law as detailed in the proposed By-law 2019-02.

QUE le comité d'aménagement recommande au conseil d'approuver les modifications au Règlement de zonage 2016-10 de la Cité de Clarence-Rockland, afin de régler certaines anomalies techniques trouvées dans le texte du règlement ainsi que d'y apporter certaines corrections telles qu'elles sont décrites dans le Règlement No. 2019-02 proposé.

4) BACKGROUND :

The Department has been working with the new Comprehensive Zoning By-law 2016-10 since May 2016. A technical anomalies by-law was completed in 2017 to correct certain technical anomalies in the application or enforcement of the Zoning By-law. The Department is bringing this report

forward recommending minor revisions, which are mostly technical in nature.

5) **DISCUSSION :**

The recommended amendments are intended to correct certain anomalies or technical errors/omissions in the text of the Zoning By-law as amended by Council as well as make certain minor revisions. The items mentioned in Document 1 will correct these errors and anomalies and bring forward minor revisions. The Department feels that the changes are necessary in order to address certain technical problems, changes in legislation and/or resolve specific matters that will help in the application or enforcement of the Zoning By-law.

Document 1: Details of proposed amendments to address certain anomalies and make certain corrections to the City of Clarence-Rockland Zoning By-law, 2016-10.

Issues No.	Reference	Proposed Amendments	Objective
1.	Various sections	Replace the term "secondary dwelling units" to "second units".	To change terminology to be consistent with province.
2.	Various sections.	To change references from "medical marihuana production facility" to "cannabis production facility" throughout the By-law.	To change terminology to be consistent with government terminology (also no longer just for "medical purposes."
3.	Part 1 Administration	To remove "a condition or final" from Section 1.8.3.	Conditional or final not required when discussing Site Plan Approval.
4.	Part 2 Establishment of Zones	To add item e) to Section 2.5 under Holding Zones which reads: "Notwithstanding the provisions of Section 2.5 above, where agriculture is a permitted use but the lot is subject to a holding provision, agriculture may be permitted but does not include the erection of any buildings or structures."	To add agriculture (without buildings or structures) as a permitted use on lands under a holding provision.

5.	Part 3 Definitions	To modify the definition of "building height" to change the word "main" to "front".	To be consistent with terminology.
6.	Part 3 Definitions	To add a new definition: "cannabis means any plant of the genus Cannabis; including: (a) any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not; (b) any substance or mixture of substances that contains or has on it any part of such a plant; and (c) any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained."	To be consistent with Health Canada terminology.
7.	Part 3 Definitions	To add a new definition: "cannabis production facility means the medical and non-medical commercial production, cultivaton, synthesis, harvesting, altering, propagating, processing, packaging, storage, distribution or scientific research of cannabis or cannabis products as permitted by the Access to Cannabis for Medical Purposes Regulations (ACMPR) and the Cannabis Act S.C. 2018, c.16, and any subsequent regulations or acts which may be enacted henceforth, but excludes the growing of	To be consistent with Health Canada terminology.

		cannabis by an individual for their personal use and consumption.”	
8.	Part 3 Definitions	To add a new definition: “cannabis products means plant material from cannabis and any products that include cannabis or cannabis derivatives, intended for human use or consumption.”	To be consistent with Health Canada terminology.
9.	Part 3 Definitions	To replace the definition of “group home” with a new definition. *“Group Home means a supervised residential use building in which up to ten persons, exclusive of their dependants and of any staff, live as a group in a* single housekeeping establishment*, and where residents require support or supervision on a daily basis, but excludes correctional facilities and emergency shelters.”*	To be consistent with recent studies and human rights tribunal rulings.
10.	Part 3 Definitions	Delete the definition “medical marihuana production facility”.	
11.	Part 4 General Provisions	Section 4.1 Accessory Uses, Buildings and Structures, delete Section 4.1 e) ii. And replace with the following: “ii. accessory buildings or structures of more than 10 m2 other than accessory residential wind turbines shall not be located closer than 1.2 meter to any interior side lot line, rear lot line or main building, shall not be located closer than 3.5 meters to a rear lot line of a through lot, and shall not exceed 3.8 meters in height in urban residential	To revise the height of accessory buildings and structures in urban areas, community areas, and rural / agricultural areas associated with a residential use as per Council’s resolution 2018-234.

		zones, 5.0 meters in community residential zones and shall not exceed 6.0 meters in height in rural and agricultural zones."	
12.	Part 4 General Provisions	Section 4.6 Boarding Kennel. Line a) in table, delete reference to 'dog runs' and delete reference to 120 m. Line b) in table, remove reference to 0.8 ha. Line g) revise separation distance to 100 m (no longer based on dog runs but the overall facility).	To remove specific requirements based on the number of dog runs and apply revised provisions for a boarding kennel and related facilities.
13.	Part 4 General Provisions	Add a new Section 4.8 "Cannabis Production Facility" with the following provisions: "a) A cannabis production facility: i. must be a listed permitted use in the zone it is located in and must comply with the provisions of that zone; ii. must be located completely within a building; iii. must not have any outside storage; and, iv. must be set back a minimum of 150 metres from a lot line abutting a lot zoned or used for residential purposes, daycare, community centre, school, religious institution, public park or playground." Renumber the sections that follow accordingly.	To be consistent with Health Canada terminology and approach to retail separation distances.
14.	All	Replace the word "Schedule" for "Map"	To be consistent.

		throughout the document.	
15.	Part 4 General Provisions	Section 4.16 Group Homes. Delete items b), c), and d) which imposed separation distances.	To be consistent with recent studies and case law from Human Rights Tribunal decisions.
16.	Part 4 General Provisions	Section 4.23 remove reference to "St. Pascal Baylon" and "Forest Hill"	These are not identified 'villages' on the zoning maps.
17.	Part 4 General Provisions	Section 4.25 Delete provisions associated with "medical marihuana production facility".	Medical marijuana production facility has been replace with cannabis production facility.
18.	Part 4, General Provisions	Section 4.41 Second Units (formerly secondary dwelling unit) delete item 4.41 a) i. and renumber the following section adding the word "and" after the new section 4.41 a) i).	To be consistent with regulations that apply to second units.
19.	Part 4, General Provisions	Section 4.41 Second Units add item b) which reads: "b) Where a second unit is located in an ancillary structure, it must meet the accessory use, building and structure provisions of this By-law."	To clarify which provisions apply in these situations.
20.	Part 4, General Provisions	Section 4.42 Separation Distances. Add the words "requiring a land use amendment" to item a).	To clarify that the separation distances only apply at time of land use amendment.
21.	Part 4, General Provisions	Add the following three bullets to item 4.42 a) under "Separation Distances": "• within 20 metres of a Class I industrial use • within 70 metres of a Class II industrial use • within 300 metres of a Class III industrial use"	To include the MOE Land Use Compatibility Separation distances in the by-law rather than by reference to.
22.	Part 4,	Section 4.42 c) delete the	To clarify that the

	General Provisions	words “the continued operation of”.	separation distances only apply at time of land use amendment.
23.	Part 4, General Provisions	Section 4.42 c) remove reference to “the continued operation of” before the words “the industrial or aggregate use.”	To clarify that there are reciprocal separation distances and not only for ongoing industrial or aggregate uses.
24.	Part 4, General Provisions	Part 4 General Provisions: Section 4.44.1 Setback from Waterbodies and Watercourses, revise 4.44.1 b) to change the reference from “30.0 m” to “120.0 m”.	To be consistent with UCPR policy.
25.	Part 4, General Provisions	Part 4 General Provisions: Section 4.44.1 d) delete the last sentence which reads: “A minor variance could be approved to reduce this setback where supported by an Environmental Impact Study per Section 5.6 of the UCPR OP” and add the following sentence at the end of this item: “, or any other distance as approved in writing by the South Nation Conservation.”	To provide an alternative to requiring a minor variance or rezoning for existing lots that cannot meet the 30 m setback to waterbodies or watercourses.
26.	Part 4, General Provisions	Section 4.44.1 e) is to be replaced with the following: “e) Along the shorelines of the Ottawa River, buildings or structures including a sewage disposal system shall be setback 30.0 m from the high water mark, or any other distance as approved in writing by the South Nation Conservation.”	To be consistent with UCPR OP policy dealing with setbacks to Ottawa River.
27.	Part 4, General Provisions	Part 4 General Provisions: Section 4.44.1 Setback from Waterbodies and	To provide an opportunity for small additions

		Watercourses add a new section f) which reads: "Additions and accessory structures that do not exceed 24 square metres in area within the 30-metre setback are permitted as long as they are located no closer than the principal building to the watercourse or waterbody." Renumber section accordingly.	and accessory uses to existing uses that are within 30.0 m of a watercourse or waterbody.
28.	Part 4 General Provisions	Add uses "emergency service facility and ecotourism facility" to item 4.45 b)	To clarify that shipping containers can be used as accessory uses for emergency service facility and ecotourism facility uses.
29.	Part 4, General Provisions	Add "and Section 4.33 Outside Storage" at the end of Section 4.45 b)	To confirm that shipping containers are considered as storage uses and need to also comply with Section 4.33 Outside Storage requirements.
30.	Part 4, General Provisions	Add "d) Where a lot abuts a sight triangle, the front yard setback and exterior yard setback shall be measured from the imaginary projection of these two lot lines." to Section 4.47 Sight Triangle.	To provide clarity on the way setbacks are to be measured where a sight triangle abuts a lot.
31.	Part 4, General Provisions	Add a new Section 4.51.5 dealing with temporary accommodation which reads: "Temporary Accommodation a) In any zone, temporary accommodation may be permitted for a	To provide for temporary accommodation during construction.

		maximum period of two years and only while a valid building permit for such construction remains in force. Temporary construction facilities and/or accommodations shall comply with the provisions of the zone."	
32.	Part 5, Parking, Stacking, Loading and Landscaping Provisions	Table 5.2.1 Ratios of Minimum Number of Parking Spaces. Add a column for "convenience store" which requires "1.0 per 30.0 m2 of net floor area" for parking.	To add parking provisions for a convenience store use.
33.	Part 5, Parking, Stacking, Loading and Landscaping Provisions	Table 5.3.1 Minimum Number of Accessible Parking Spaces revise the table to read:	To be consistent with recent regulations.

Table 5.3.1: Minimum Number of Accessible Parking Spaces

Total Number of Parking Spaces in all Parking Areas on the Lot	**Minimum Number of Accessible Parking Spaces Required / Type**
12 parking spaces or fewer	1 Type A
13 to 100 parking spaces	4% of the total number of *parking spaces* in the *parking area*
101 to 200 parking spaces	1, plus 3% of the total number of *parking spaces* in the *parking area*
201 to 1,000	2, plus 2% of the total number of *parking spaces* in the *parking area*
More than 1,000	11, plus 1% of the total number of *parking spaces* in the *parking area*

34.	Part 5, Parking, Stacking, Loading and Landscaping Provisions	Table 5.3.2 Dimensions of Accessible Parking Spaces, change the required width from 3.9 to 3.4 and 2.7 to 2.4 for Type A and Type B spaces, respectively.	To be consistent with recent regulations.
35.	Part 5, Parking, Stacking, Loading and Landscaping Provisions	Add a new section b) to Section 5.3.2 which reads: "b) A Type A accessible parking space must have signage that identifies the space as "van accessible".	To be consistent with recent regulations.
36.	Part 5,	Section 5.3.2 e) add the	To be consistent

	Parking, Stacking, Loading and Landscaping Provisions	following sentence: "The accessible path must be marked with high tonal contrast diagonal lines and lead to a barrier-free curb cut."	with recent regulations.
37.	Part 5, Parking, Stacking, Loading and Landscaping Provisions	Table 5.9.1 Required Widths of Landscaping, Row 6 "Industrial Zones" add the word "other" so it reads: "Any other zone other than Waste Management (WM) Zone or any Mineral Aggregate Zones".	To clarify provision.
38.	Part 6, Residential Zones	Table 6.1.2 (R1) Zone - change the heading "Detached Dwelling" for "Residential Uses".	To clarify which provisions apply to the various uses under the residential use column.
39.	Part 6, Residential Zones	Section 6.1.4 Temporary Use Zones delete item a) as it has expired.	No longer applicable.
40.	Part 6, Residential Zones	To modify Special Exception Zone 6.3.3 s) R2-19 to add the following provision: "(iv) lot width: 7 m/DU".	The previous exception did not include provisions dealing with lot width.
41.	Part 6, Residential Zones	Table 6.5.2 (RV1) Zone, add the uses group home and retirement home under the "Detached Dwelling" column.	To clarify the zone provisions for these specific uses.
42.	Part 6, Residential Zones	Section 6.6.3 Special Exception (l) RV2-12, correct the reference from RV2-9 to RV2-12.	Technical correction.
43.	Part 10, Industrial Zones	Section 10.1.1, add "cannabis production facility" as a permitted use under the category Employment Uses.	To add cannabis production facility as a permitted employment use within the General Industrial (MG) Zone.
44.	Part 12,	Section 12.1 General	To clarify

	Agricultural Zones	Agricultural (AG) Zone, under Section 12.1.1 under Additional Regulations for Permitted Uses delete bullet (9) and replace with the following: "Uses subject to footnote (9) includes a new or expanded intensive livestock operation (an intensive livestock operation is considered as being those farms with more than 150 livestock units), provided that the following conditions are met: a. That Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act, be received by the municipality; b. That appropriate manure storage facilities be constructed in accordance with the approved Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act; c. That the manure storage and livestock facilities conform to the Minimum Distance Separation formulae, as amended from time to time. d. That the intensive livestock operation is not within 500 metres of the Rockland Urban Area or the Villages of Clarence Point, Clarence Creek, Bourget, Hammond, or Cheney.	provisions around intensive livestock facilities.
45.	Part 12, Agricultural	Section 12.2 Restricted Agricultural (AR) Zone, add	To clarify provisions around

	Zones	a new zone requirement under Additional Requirements for Zone Requirements Table 12.2.2 which reads: "3. On-farm diversified use(s) may not occupy more than 2% of the total area of a lot producing a harvestable crop on which it is located, to a maximum of one hectare or 10,000 m2. This includes all areas of new buildings or structures, including setbacks, outside storage, landscaped areas, berms, well and septic systems, laneways, parking, etc. that may be associated with the on-farm diversified use(s). In addition, the buildings must not occupy more than 30 per cent of the 2% lot coverage cap. Where the use is located within an existing building the area of the use is reduced by 50% (i.e. converted barn, within a dwelling); this reduction does not apply to parking or outside storage areas.	on-farm diversified uses.
46.	Part 13, Rural Zones	Under Section 13.1.1 Permitted Uses in the Rural (RU) Zone, add "stormwater management facility".	To add the use stormwater management facility within the rural zones.
47.	Part 13, Rural Zones	Under Section 13.1.1 Additional Regulations for Permitted Uses, delete and replace item (5) to read: "(5) New or expanded intensive livestock operations may be permitted by site-specific zoning by-law amendment provided that the following conditions are met: a. That a Nutrient	To clarify under what conditions an intensive livestock operation could be permitted.

		Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act, be received by the municipality. b. That appropriate manure storage facilities be constructed in accordance with the approved Nutrient Management Record of Approval, if one is required by the Nutrient Management Act, 2002 and regulations made under that Act; c. That the manure storage and livestock facilities conform to the Minimum Distance Separation formulae, as amended from time to time. d. That the intensive livestock operation is not within 500 metres of the Rockland Urban Area or the Villages of Clarence Point, Clarence Creek, Bourget, Hammond, or Cheney."	
48.	Part 16, Conservation Zone	Under Section 16.1.3 Special Exceptions (a) CON-2 and (b) CON-3 Zones, add "shipping container" to the list of permitted uses	To clarify that shipping containers can be used as accessory buildings within these two Conservation Exception Zones.
49.	Part 17, Wetland Zone	Under Section 17.1.1 Permitted Uses add additional regulation (1) to conservation use and public park use.	To clarify that existing uses are recognized in wetland zones however new buildings are not permitted.
50.	Part 21, Parks and Open Space Zone	Under Section 21.1.1 add "stormwater management facility" to the list of	To clarify that a stormwater management

		permitted uses.	facility can be permitted within a parks and open space (OS) zone.
51.	Part 1.6 Penalties	(d)Every such penalty described above is subject to the provisions of Section 67 of the Planning Act, 1990, as amended, and will change from time to time in accordance with the said Act. i. Every person who is convicted of an offence under this By-law is liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, Chap. P.33, as amended.	To confirm that the City can use Set Fines for zoning violations.

6) **CONSULTATION:**
The public meeting was held on January 9, 2019. No comments were received from the public.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**
No comments were received from the public.
The Planning Committee recommended the approval.
The Department added Section 51 above in order to be able to obtain approval from the province to use set fines for zoning violations.

8) **FINANCIAL IMPACT (expenses/material/etc.):**
N/A

9) **LEGAL IMPLICATIONS :**
N/A

10) **RISK MANAGEMENT :**
N/A

11) **STRATEGIC IMPLICATIONS :**
N/A

12) **SUPPORTING DOCUMENTS:**

By-law 2019-02

CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NO. 2019-03

BEING A BY-LAW TO AUTHORIZE THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND TO SIGN AN AGREEMENT WITH THE ONTARIO YOUTH WELLNESS HUB WITH REGARD THE RENTAL OF THE CHAMBERLAND CENTER AT 1517 LAURIER STREET, ROCKLAND.

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 Corporation of the City of Clarence-Rockland intends to sign an agreement with the Ontario Youth Wellness HUB;

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

1. **THAT** Municipal Council hereby authorizes the Director of Community Services to sign a rental agreement with the Ontario Youth Wellness HUB to occupy the premises of the Northern part of the Chamberland Centre located at 1517 Laurier Street, Rockland for the period from January 1, 2019 to March 31, 2021.

2. **THAT** the agreement 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 21ST DAY OF JANUARY 2019.

_____	_____
GUY DESJARDINS, MAYOR	MONIQUE OUELLET, CLERK

Clarence-Rockland

CORPORATION
de la Cité de / of the City of
CLARENCE-ROCKLAND

ENTENTE – CARREFOUR BIEN-ÊTRE POUR LES JEUNES DE L'ONTARIO – CHAMPLAIN EST – SITE ROCKLAND

Entente faite ce _____ jour de _____ 2018

Entre **LA CORPORATION DE LA CITÉ DE CLARENCE-ROCKLAND**
(Reconnue sous la Cité)

Et **CARREFOUR BIEN-ÊTRE POUR LES JEUNES DE L'ONTARIO – CHAMPLAIN EST – SITE ROCKLAND**
(Reconnue sous le Carrefour)

QU'IL SOIT RÉSOLU que le Conseil municipal accepte que le Carrefour loue les locaux de la partie Nord du Centre Chamberland situé au 1517 Laurier, Rockland pour la période du 1er janvier 2019 au 31 mars 2021 à un taux de 415$ par mois selon les termes établis ci-dessous.

QU'IL SOIT RÉSOLU que le conseil municipal accepte que le Carrefour puisse louer la partie Sud du Centre Chamberland au taux préférentiel de 5.80$/heure pour un nombre approximatif de 862 heures par année (5 000$/année).

TERMES DE RÉFÉRENCE

Conseil municipal

Membre élu par la population de la Cité de Clarence-Rockland siégeant au sein du Conseil municipal de la Corporation de la Cité de Clarence-Rockland.

La Carrefour

Regroupement dont le leadership local principal inclut des membres des institutions suivantes :

- Valoris pour enfants et adultes de Prescott-Russell
- Cornwall Community Hospital
- Hôpital général de Hawkesbury et district

Centre Chamberland

Édifice érigé sur la propriété située au 1517 rue Laurier, appartenant à la Corporation de la Cité de Clarence-Rockland. Le centre Chamberland est divisé en deux sections :

- Secteur Nord : Section d'environ 900 pieds carrés anciennement occupé par la télé communautaire locale ainsi que la salle de bain individuelle qui est uniquement accessible par la porte extérieure sur le côté Sud du bâtiment.

- Secteur Sud : Section d'environ 1200 pieds carrés qui sert présentement de centre communautaire pour les résidents de Clarence-Rockland

IL EST ENTENDU QUE les termes suivants seront respectés pour la durée de l'entente:

DURÉE DE L'ENTENTE :

1- **QUE** le Carrefour occupe les locaux du secteur Nord du centre Chamberland, du 1er janvier 2019 au 31 mars 2021 inclusivement.
   a. Ce contrat non contraignant est valide cette durée avec la possibilité de renouvellement.

2- **QUE** le Carrefour devienne locataire privilégié des locaux du secteur Sud du centre Chamberland situé au 1517 Laurier, Rockland pour la période du 1er janvier 2019 au 31 mars 2021 inclusivement. Le Carrefour bénéficiera d'un taux de location préférentiel pour les heures utilisées dans le secteur Sud.
   a. Ce contrat non contraignant est valide pour cette durée avec la possibilité de renouvellement.

3- **QUE** la Cité se garde le droit de mettre fin à la présente entente selon un préavis de 60 jours.

4- **QUE** la présente entente peut être modifiée avec l'accord des deux parties.

ASPECT FINANCIER :

5- **QUE** le Carrefour assume tous les coûts suivants :

a. 100% des dépenses opérationnelles du Carrefour tel que le téléphone, le câble, l'internet, la papeterie, l'équipement, les salaires, etc.

b. 100% des frais reliés à l'entretien ménager du secteur nord centre Chamberland.

c. 100% des frais reliées aux travaux de maintenance dans la section Nord due à la négligence du Carrefour sur la plomberie, le système électrique, le système d'alarme, l'éclairage, etc.

d. Les frais mentionnés ci-haut seront en vigueur à partir du 1er janvier 2019.

6- **QUE** le Carrefour débourse un loyer au montant de 415$ par mois pour l'accès exclusif à la section Nord du Centre Chamberland pour la durée de l'entente.

7- **QUE** le Carrefour soit le locataire privilégié de la Section Sud du Centre Chamberland au taux préférentiel de 5,80$/heure pour approximativement 18 heures par semaine, lors des semaines d'opération du Carrefour.

8- **QUE** la Cité facture mensuellement le Carrefour pour les frais tel qu'indiqué aux sections 6 et 7 de la présente entente.

RÉNOVATION / RÉPARATION:

9- **QUE** le Carrefour soit responsable de tous les frais associés à la rénovation / réparation ou à la modification des locaux du secteur Nord du Centre Chamberland.

10- **QUE** si le Carrefour désire effectuer des travaux de rénovation/réparation du secteur Sud, il doit envoyer une demande par écrit aux Services communautaires. Les Services communautaires regarderont par la suite à la possibilité de compléter les travaux demandés.

11- **QUE** le Carrefour s'engage à faire approuver tous projets de rénovation par un représentant municipal avant d'entreprendre les travaux.

ASSURANCES :

12- **QUE** tous les organismes qui composent le Carrefour fournissent une preuve d'assurance responsabilité civile d'une valeur de 5 millions de dollars. La preuve doit clairement démontrer que la Cité de Clarence-Rockland soit assurée additionnelle et qu'elle convienne aux exigences du courtier d'assurance de la municipalité.

13- **QUE** le Carrefour assume toute responsabilité en cas de bris ou de vol de leur équipement.

ACCÈS AUX LOCAUX

14- **QUE** la Cité se garde le droit d'accéder dans tous les locaux en tout temps afin d'y faire une inspection sur préavis de 24 heures dans la mesure du possible.

_____
Le Carrefour (représenté ici par Valoris pour enfants et adultes de Prescott-Russell)

_____
Date

_____
Titre

_____ _____
Pierre Boucher Date
Directeur des Services communautaires

Clarence-Rockland

RAPPORT N° LOI2018-12-01

Date	17/12/2018
Soumis par	Jean-Luc Jubinville
Objet	Entente de location – Carrefour bien-être pour les jeunes de l'Ontario - Champlain Est – Site Rockland
# du dossier	Cliquez ici pour entrer du texte.

1) **NATURE / OBJECTIF :**

Le but de ce rapport est d'obtenir l'approbation du conseil municipal afin de signer une entente entre le Carrefour bien-être pour les jeunes de l'Ontario - Champlain Est – Site Rockland et la Cité de Clarence-Rockland pour la location des locaux du centre Chamberland.

2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**

ATTENDU QU'il y a un besoin flagrant de services en matière de santé mentale, de toxicomanie et d'activités socio récréatives pour les jeunes de la région de Prescott-Russell ; et

ATTENDU QUE l'Hôpital communautaire de Cornwall, l'Hôpital général de Hawkesbury & District et Valoris ont préparé une proposition afin de financer un Carrefour bien-être pour les jeunes des comtés de Prescott et Russell et Stormont Dundas Glengarry ; et

ATTENDU QU'un projet de la sorte permettrait de combler le manque de services dans la région, assurerait le bien-être et empêcherait l'isolement des jeunes de nos communautés rurales et urbaines ;

QU'IL SOIT RÉSOLU QUE la Cité de Clarence-Rockland appuie la proposition de l'Hôpital communautaire de Cornwall, l'Hôpital général de Hawkesbury & District et de Valoris afin d'implanter un Carrefour bien-être pour les jeunes des comtés de Prescott et Russell et Stormont Dundas Glengarry ; et

QU'IL SOIT RÉSOLU QUE la Cité de Clarence-Rockland s'engage à travailler avec les partenaires des projets afin de faciliter un accès à un lieu physique pour le site de Clarence-Rockland, sans appui financier supplémentaire.

3) **RECOMMANDATION DU SERVICE :**

ATTENDU QUE le conseil municipal a adopté la résolution 2017-263 mandatant les Services communautaires à travailler avec les partenaires du Carrefour bien-être afin de trouver un endroit propice au projet dans la Cité ; et

ATTENDU QUE suite à une évaluation des locaux disponibles, les Services communautaires et les partenaires du Carrefour ont déterminé que le Centre Chamberland serait l'endroit le plus approprié pour établir le Carrefour ;

QU'IL SOIT RÉSOLU QUE le comité plénier recommande au conseil municipal d'adopter un règlement afin d'autoriser la signature d'une entente avec le Carrefour bien-être pour les jeunes de l'Ontario - Champlain Est – Site Rockland pour la location de la partie Nord du Centre Chamberland situé au 1517 Laurier, Rockland pour la période du 1er janvier 2019 au 31 mars 2021 à un taux de 415$ par mois, ainsi que de la partie Sud du Centre Chamberland au taux préférentiel de 5.80$/heure pour un nombre approximatif de 862 heures par année (5 000$/année), et selon les termes établis dans l'entente proposée.

WHEREAS the Municipal council adopted a resolution 2017-263 that mandates the Community Services to work with the Youth Wellness Hub partners in order to find an appropriate place to establish the hub; and

WHEREAS an assessment was made of all the available space and the Community Services and Youth HUB partners determined that the Chamberland Center would be the most suitable space to establish the Youth Wellness Hub;

BE IT RESOLVED THAT the Committee of the Whole hereby recommends that Municipal Council adopts a by-law to authorize the signature of an agreement with the Ontario Youth Wellness Hub for the rental of the north portion of the Chamberland Center located at 1517 Laurier street, Rockland for the period of January 1, 2019 to March 31, 2021 at a rate of $ 415 per month, as well as the south portion of the Chamberland Center at a preferential rate of $5.80 / hour for an approximate number of 862 hours per year (total of $5,000 per year), in accordance with the terms established in the proposed agreement.

4) **HISTORIQUE :**

Voici en ordre chronologique les étapes ayant mené au présent rapport :

- Décembre 2017 : Les partenaires du Carrefour approche les Services communautaires afin de voir à la possibilité d'établir un

Carrefour bien-être dans un des locaux appartenus par la municipalité.

- Janvier 2018 : Par l'entremise de la résolution 2017-263, le conseil municipal mandate les Services communautaires de trouver un local adéquat pour le Carrefour bien-être.

- Printemps 2018 : Le centre Chamberland est identifié comme endroit idéal pour l'établissement du Carrefour bien-être.

- Été 2018 : Rédaction de l'entente de location par la municipalité.

- Automne 2018 : Révision de l'entente par les partenaires du Carrefour.

- Décembre 2018 : Rapport au conseil municipal afin d'approuver l'entente de location pour le Carrefour bien-être.

5) **DISCUSSION :**

Division du centre Chamberland : Le centre Chamberland est situé au 1517 rue Laurier. Le centre est divisé en deux sections :

- Secteur Nord : Section d'environ 900 pieds carrés anciennement occupée par TVC22 et qui est actuellement inoccupée.

- Secteur Sud : Section d'environ 1200 pieds carrés qui sert présentement de centre communautaire pour les résidents de Clarence-Rockland.

Location du secteur Nord : Comme le secteur Nord est présentement inoccupé le Carrefour peut utiliser cette section du bâtiment de façon permanente. Selon la proposition du Carrefour ces locaux serviront de lieux de rencontre entre des professionnels de la santé et les adolescents utilisant le Carrefour. Le loyer demandé et approuvé par le Carrefour est de 415$ /mois pour toute la durée de l'entente.

Location du secteur Sud :

a. *Utilisation par le Carrefour :* Le secteur Sud est présentement utilisé comme centre communautaire. Le Carrefour désire utiliser cette section assez régulièrement pour leurs activités hebdomadaires avec les utilisateurs de leurs services.

b. *Utilisation par la communauté vs Carrefour :* Le secteur Sud restera disponible pour des locations pour les gens de la communauté. Le Carrefour suivra les procédures de location en place afin de louer le centre selon leurs besoins.

c. *Coûts de location – Taux préférentiel :* Le cout actuel de location du centre Chamberland est un taux fixe de 80$ pour un évènement indépendamment de sa durée. Ce taux ne convient pas aux besoins du Carrefour considérant que la plupart de leurs activités seront sûr de courtes périodes de temps mais à répétitions. Selon une première ébauche des horaires d'activités, ils prévoient utiliser la salle pour un total de 862 heures annuellement. Ils ont toutefois un budget restreint de 5000$ pour cette partie du projet. Le Carrefour demande donc un taux préférentiel de 5.80$/h afin de pouvoir offrir le plus de programmation possible tout en respectant leur budget.

Services offerts par le Carrefour : Le Hub offrira des services en matière de santé mentale, de toxicomanie et d'activités socio récréatives spécifiques aux adolescents de la région. Une lacune au niveau de ces services chez les jeunes a été identifiée à travers la province.

Entente : Tous les détails du partenariat peuvent être trouvés dans l'entente mis en pièce jointe à ce rapport.

6) **CONSULTATION :**
N/A

7) **RECOMMANDATION OU COMMENTAIRES DU COMITÉ :**
N/A

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

Terme financier de l'entente : Tel qu'indiqué dans l'entente les termes suivants seront respectés :

- le Carrefour assume tous les coûts suivants :

a. 100% des dépenses opérationnelles du Carrefour tel que le téléphone, le câble, l'internet, la papeterie, l'équipement, les salaires, etc.
b. 100% des frais reliés à l'entretien ménager du secteur nord du centre Chamberland.
c. 100% des frais reliées aux travaux de maintenance dans la section Nord due à la négligence du Carrefour sur la plomberie, le système électrique, le système d'alarme, l'éclairage, etc.
d. Les frais mentionnés ci-haut seront en vigueur à partir du 1er janvier 2019.

- le Carrefour déboursera un loyer au montant de 415$ par mois plus TVH pour l'accès exclusif à la section Nord du Centre Chamberland pour la durée de l'entente.

- le Carrefour soit le locataire privilégié de la Section Sud du Centre Chamberland au taux préférentiel de 5,80$/heure pour approximativement 18 heures par semaine, lors des semaines d'opération du Carrefour.

- la Cité facturera mensuellement le Carrefour pour les frais tel qu'indiqué.

Impact opérationnel : La signature de cette entente devrait réduire le déficit opérationnel de du centre Chamberland d'environ 4 000$ à 5 000$ annuellement pendant la durée de l'entente.

Augmentation annuelle du loyer : Les Services communautaires se sont entendu avec le Carrefour sur un loyer fixe pour les trois prochaines années. Il n'y aura donc aucune augmentation du taux durant la durée du contrat. Les Services communautaires jugent que la demande du Carrefour est justifiable considérant qu'ils investirons des sommes importantes d'argent afin de rénover la partie Nord du centre. Les rénovations resteront la propriété municipale à la fin de l'entente.

9) **IMPLICATIONS LÉGALES :**
N/A

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

L'entente sera révisée par les avocats municipaux avant la signature finale.

11) **IMPLICATIONS STRATÉGIQUES :**

La section 3.4 du plan directeur des Loisirs et des parcs nous indiquent que nous devrions :

> *Encourager une vie saine et active pour les enfants et les jeunes en offrant une gamme de services récréatifs. Cela devrait accorder la priorité au développement des programmes offerts aux adolescents (de 13 à 18 ans).*

Les activités offertes par le Carrefour toucheront directement les adolescents entre 13 et 18 ans de la région.

12) **DOCUMENTS D'APPUI :**
- Entente entre le Carrefour bien-être HUB Jeunesse et la Cité.pdf
- Règlement 2018-xx

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NUMBER 2019-05

A BY-LAW TO PROVIDE FOR INTERIM TAX LEVIES FOR THE YEAR 2019 FOR THE CITY OF CLARENCE-ROCKLAND.

WHEREAS section 317 of the *Municipal Act*, R.S.O. 2001, C.25, as amended, provides that the council of a local municipality, before the adoption of estimates for the year under section 290, may pass a by-law levying amounts on the assessment of property in the local municipality ratable for local municipality purposes;

AND WHEREAS the Council of this municipality deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

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

In this by-law the following words shall be defined as:

"Collector" shall mean the Tax Collector of the Municipality;

"Minister" shall mean the Minister of Finance;

"MPAC" shall mean the Municipal Property Assessment Corporation;

1. The amounts levied shall be as follows:

   For the Residential, Pipeline, Farmland and Managed Forest property classes there shall be imposed and collected an interim levy of 50% of the total taxes for municipal, county and school purposes levied on in the year 2018.

   For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of 50% of the total taxes for municipal, county and school purposes levied on in the year 2018.

2. For the purposes of calculating the total amount of taxes for the year 2019 under paragraph 1, if any taxes for municipal, county and school purposes were levied on a property for only part of 2018 because assessment was added to the collector's roll during 2018, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal, county and school purposes had been levied for the entire year.

3. The provisions of the by-law apply in the event that assessment is added for the year 2019 to the collector's roll after the date this by-law is passed and an interim levy shall be imposed and collected.

4. All taxes levied under this by-law shall be payable into the hands of the Collector in accordance with the provisions of this by-law.

5. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. The penalty shall be one and one-quarter percent (1¼%) of the amount in default on the first day of default and on the first day of each calendar month during which the default continues, but not after the end of 2019.

6. The interim tax levy imposed by this by-law shall be paid in two installments due on the following dates:

   One-half (½) thereof on the 28th day of February of 2019;

   One-half (½) thereof on the 30th day of April of 2019.

7. The Collector may mail or cause to be mailed to the address of the residence or place of business of each person taxed under this by-law, a notice specifying the amount of taxes payable.

8. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Collector's roll under section 340 of the *Municipal Act*.

9. The subsequent levy for the year 2019 to be made under the *Municipal Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.

10. The provisions of s.317 of the *Municipal Act*, as amended apply to this by-law with necessary modifications.

11. The Collector shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that the acceptance of such part payment shall not affect the collection of any percentage charge imposed and collectable under section 5 of this by-law in respect of non-payment or late payment of any taxes or any installment of taxes.

12. Nothing in this by-law shall prevent the Collector from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.

13. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.

14. This by-law shall come into force and take effect on the day of the final passing thereof.

DONE AND PASSED IN OPEN COUNCIL THIS 21ST DAY OF JANUARY 2019.

_____	_____
Guy Desjardins, MayoR	Monique Ouellet, Clerk

RAPPORT N° 2019-004

Date	15/01/2019
Soumis par	Carole Normand
Objet	Adoption règlement taxes intérimaire 2019
# du dossier	F22 Taxes

1) **NATURE / OBJECTIF :**
Pour permettre la perception des taxes avec l'utilisation d'une facturation intérimaire.

2) **DIRECTIVE/POLITIQUE ANTÉCÉDENTE :**
En vertu de la *Loi sur les Municipalités*, une Municipalité locale peut, adopter un règlement prévoyant le prélèvement des sommes à l'égard de l'évaluation des biens situés dans la Municipalité qui sont imposable à ses fins. La facturation intérimaire est égale à 50% des taxes de l'année précédente.

3) **RECOMMANDATION DU SERVICE:**
QU'IL SOIT RÉSOLU que le Règlement 2019-XX, étant un règlement pour autoriser le prélèvement de taxe intérimaire pour l'année 2019, soit adopté.

BE IT RESOLVED THAT By-law Law No. 2019-XX, being a by-law to provide for interim tax levies for the year 2019, be adopted.

4) **HISTORIQUE :**
Chaque année un règlement est présenté au Conseil Municipale afin d'autoriser le prélèvement de la taxe intérimaire. Ces fonds sont nécessaires afin de permettre d'opérer la Municipalité.

5) **DISCUSSION :**

La facturation intérimaire permet au Trésorier d'envoyer ou faire envoyer par la poste, à l'adresse domiciliaire ou au lieu d'affaires de chaque personne visée par l'impôt payable; Autorisé le Trésorier à accepter des paiements en tout ou en partie au titre de l'impôt payable et à donner des reçus selon les montants reçus; Elle permet aussi d'imposer une pénalité en cas de défaut de paiement ou de paiement tardif de tout impôt par rapport aux dates de versement ou le versement est exigible.

En 2018, le prélèvement des taxes municipales, scolaires, et du comté de Prescott-Russell se chiffraient à 37, 235,842$. Le règlement qui vous est présenté aujourd'hui devrait nous permettre de prélever un montant de plus de 18, 617,921$ payable en deux (2) versements égaux, la dernière journée ouvrable de février et d'avril 2019.
La facturation intérimaire permet de maintenir une meilleure situation de trésorerie.

6) **CONSULTATION :**
n/a

7) **RECOMMANDATION OU COMMENTAIRES DU COMITÉ :**
n/a

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

Le règlement permet de recevoir les montants nécessaires de trésorerie pour permettre à la Municipalité d'effectuer ses opérations.

9) **IMPLICATIONS LÉGALES :**
n/a

10) **GESTION DU RISQUE (RISK MANAGEMENT) :**
n/a

11) **IMPLICATIONS STRATÉGIQUES :**
n/a

12) **DOCUMENTS D'APPUI:**
Règlement proposé pour la taxation intérimaire

CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW 2019-XX

BEING A BY-LAW TO PROVIDE THAT SUB-SECTION 5 OF SECTION 50 OF THE PLANNING ACT, R.S.O. 1990, CHAPTER P.13, AS AMENDED, DOES NOT APPLY TO PART OF LOT 1, REGISTERED PLAN 50M-308, IN THE CITY OF CLARENCE-ROCKLAND, IN THE COUNTY OF RUSSELL, DESIGNATED AS PART 1 ON PLAN 50R-10048.

WHEREAS Sub-Section 5 of Section 50 of the *Planning Act,* R.S.O. 1990, Chapter P.13, as amended, provides that all lands within a Plan of Subdivision are subject to part-lot control; and

WHEREAS the Council of a municipality may, under Sub-Section 7 of Section 50 of the *Planning Act,* R.S.O. 1990, Chapter P.13, as amended, enact a by-law to provide that Sub-Section 5 of Section 50 of the *Planning Act*, R.S.O. 1990, Chapter P.13, as amended, does not apply to such lands as are designated in the by-law; and

WHEREAS Part 1 on Plan 50R-10048 contains stormwater management infrastructure which the City of Clarence-Rockland wishes to protect and maintain,

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

1. **THAT** subject to section 3 hereof, Sub-Section 5 of Section 50 of the *Planning Act,* R.S.O. 1990, Chapter P.13, as amended, does not apply to the following lands:

   a) Part of P.I.N. 69060-1348, being that portion of Lot 1, Registered Plan 50M-308, designated as Part 1 on Plan 50R-10048 and further designated as Parcel 'A' for the purpose of this by-law;

   all in the City of Clarence-Rockland, in the County of Russell and registered in the Land Titles Office for the Land Titles Division of Russell (No. 50).

2. **THAT** this By-law shall take effect upon approval thereof by the Council of the Corporation of the City of Clarence-Rockland and in compliance with the requirements of the *Planning Act,* R.S.O. 1990, Chapter P.13, as amended.

3. **THAT** further subdivision or severance of the aforementioned Parcel 'A' beyond that permitted by paragraph 1 is prohibited.

4. This By-law shall expire and be of no further force and effect, if not registered on title, as of the XXth day of January, 2021.

READ, PASSED AND ADOPTED BY COUNCIL, THIS XXTH DAY OF JANUARY, 2019.

Guy Desjardins, Mayor	**Monique Ouellet, Clerk**

PLAN 50R-10048

RECEIVED AND DEPOSITED

April 27, 2012

"T. Corvinelli"
REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF RUSSELL NO. 50.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

Apr. 27, 2012

BRIAN J. WEBSTER
ONTARIO LAND SURVEYOR

PARTIALLY COMPILED EASEMENT PLAN OF

PART OF LOTS 1, 2, 3, 14, 15, 16, 17, 18, 19, 20, 35, 36, 39, 40, 42, 43, 45, 46, 49, 50, 53, 54, 56, 57, 59, 60, 62, 63, 65, 66, 73, 74, 75, 87, 89, 90, 93, 94, 96, 97, 98, 99, 100, 101, 104, 105, 107, 116, 117, 119, 120, 121, 122, 123, 124, 125, 126, 128, 129, 131, 132, 137, 138, 141, 142, 145, 146, 150, 151, 153 TO 163 BOTH INCLUSIVE, 168, 169, 175, 176, 178, 179, 180, 184, 185, 186, 188, 189, 195, 196, 197, 201, 202, 203, 207, 208, 209, 212, 213, 215, 216, 218, 219, 224, 225, 226, 229, 230, 231, 232, 233, 234, 235, 236, 237, 240, 241, 267, 268, 273, 276, 277, 278 AND 279
REGISTERED PLAN 50M-308
CITY OF CLARENCE-ROCKLAND
COUNTY OF RUSSELL

STANTEC GEOMATICS LTD.

2012

SCALE 1:1000 METRES
0 25 50 75 100 125 METRES

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

SURVEYOR'S CERTIFICATE:
I CERTIFY THAT :
THIS PLAN IS AN ACCURATE COMPILATION BASED ON DATA DERIVED FROM REGISTERED PLAN NO. 50M-308.

DATED : Apr 27/12

BRIAN J. WEBSTER
ONTARIO LAND SURVEYOR

PLAN OF SURVEY OF

PART OF BLOCKS 280 AND 281
REGISTERED PLAN 50M-308
CITY OF CLARENCE-ROCKLAND
COUNTY OF RUSSELL

STANTEC GEOMATICS LTD.

2012

SCALE 1:1000 METRES
0 25 50 75 100 125 METRES

METRIC
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

BEARING NOTE
BEARINGS ARE GRID BEARINGS AND ARE DERIVED FROM THE CAN-NET VRS NETWORK AND ARE REFERRED TO THE CENTRAL MERIDIAN 76° 30' WEST LONGITUDE, ZONE 9 OF THE ONTARIO 3° M.T.M. COORDINATE SYSTEM NORTH AMERICAN DATUM 1983 ADJUSTMENT.

DISTANCES ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 1.0000066.

COORDINATES ARE IN METRES AND WERE DERIVED FROM GPS OBSERVATIONS USING THE CAN-NET NETWORK AND REFERRED TO THE ONTARIO COORDINATE SYSTEM M.T.M. NAD83 (ORIGINAL) ZONE 9.

COORDINATE VALUES ARE TO URBAN ACCURACY IN ACCORDANCE WITH O.REG 216/10.

- POINT A NORTHING 5045385.72, EASTING 399533.20
- POINT B NORTHING 5045472.62, EASTING 399751.38

CAUTION: COORDINATES CANNOT IN THEMSELVES BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THE PLAN.

SURVEYOR'S CERTIFICATE:
I CERTIFY THAT :
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 24th DAY OF APRIL, 2012.

DATED : Apr 27/12

BRIAN J. WEBSTER
ONTARIO LAND SURVEYOR

PLAN OF SURVEY SCHEDULE

PART	PART OF LOT/BLOCK	REGISTERED PLAN	PART OF PIN	AREA (m²)
112	280	50M-308	69060-1627	84.1
113				83.9
114				83.7
115				83.5
116				83.4
117				55.8
118	281		69060-1628	174.5
119				93.4

PARTS 112 TO 117 BOTH INCLUSIVE COMPRISE PART OF PIN 69060-1627
PARTS 118 AND 119 COMPRISE PART OF PIN 69060-1628

COMPILED PLAN SCHEDULE

PART	PART OF LOT	REGISTERED PLAN	PART OF PIN
1	1	50M-308	69060-1348
2	2		69060-1349
3	3		69060-1350
4	14		69060-1361
5	15		69060-1362
6	16		69060-1363
7	17		69060-1364
8	18		69060-1365
9	19		69060-1366
10	20		69060-1367
11	35		69060-1382
12	36		69060-1383
13	39		69060-1386
14	40		69060-1387
15	42		69060-1389
16	43		69060-1390
17	45		69060-1392
18	46		69060-1393
19	49		69060-1396
20	50		69060-1397
21	53		69060-1400
22	54		69060-1401
23	56		69060-1403
24	57		69060-1404
25	59		69060-1406
26	60		69060-1407
27	62		69060-1409
28	63		69060-1410
29	65		69060-1412
30	66		69060-1413
31	73		69060-1420
32	74		69060-1421
33	75		69060-1422
34	87		69060-1434
35	89		69060-1436
36	90		69060-1437
37	93		69060-1440
38	94		69060-1441
39	96		69060-1443
40	97		69060-1444
41	98		69060-1445
42	99		69060-1446
43	100		69060-1447
44	101		69060-1448
45	104		69060-1451
46	105		69060-1452
47	107		69060-1454
48	116		69060-1463
49	117		69060-1464
50	119		69060-1466
51	120		69060-1467
52	121		69060-1468
53	122		69060-1469
54	123		69060-1470
55	124		69060-1471
56	125		69060-1472
57	126		69060-1473
58	128		69060-1475
59	129		69060-1476
60	131		69060-1478
61	132		69060-1479
62	137		69060-1484
63	138		69060-1485
64	141		69060-1488
65	142		69060-1489
66	145		69060-1492
67	146		69060-1493
68	150		69060-1497
69	153		69060-1500
70	154		69060-1501
71	155		69060-1502
72	156		69060-1503
73	157		69060-1504
74	158		69060-1505
75	159		69060-1506
76	160		69060-1507
77	161		69060-1508
78	162		69060-1509
79	163		69060-1510
80	175		69060-1522
81	176		69060-1523
82	179		69060-1526
83	180		69060-1527
84	184		69060-1531
85	185		69060-1532
86	186		69060-1533
87	195		69060-1542
88	196		69060-1543
89	201		69060-1548
90	202		69060-1549
91	207		69060-1554
92	208		69060-1555
93	212		69060-1559
94	213		69060-1560
95	215		69060-1562
96	216		69060-1563
97	225		69060-1572
98	226		69060-1573
99	229		69060-1576
100	230		69060-1577
101	232		69060-1579
102	233		69060-1580
103	236		69060-1583
104	237		69060-1584
105	240		69060-1587
106	241		69060-1588
107	273		69060-1620
108	276		69060-1623
109	277		69060-1624
110	278		69060-1625
111	279		69060-1626
120	151		69060-1498
121	155		69060-1502
122	156		69060-1503
123	168		69060-1515
124	169		69060-1516
125	178		69060-1525
126	179		69060-1526
127			
128	188		69060-1535
129	189		69060-1536
130	196		69060-1543
131			
132	197		69060-1544
133			
134	202		69060-1549
135	203		69060-1550
136			
137	208		69060-1555
138	209		69060-1556
139	218		69060-1565
140	219		69060-1566
141	224		69060-1571
142	225		69060-1572
143			
144	230		69060-1577
145			
146	231		69060-1578
147	234		69060-1581
148	235		69060-1582
149	267		69060-1614
150	268		69060-1615

PARTS 71 AND 121 COMPRISE PART OF PIN 69060-1502
PARTS 72 AND 122 COMPRISE PART OF PIN 69060-1503
PARTS 82, 126 AND 127 COMPRISE PART OF PIN 69060-1526
PARTS 88, 130 AND 131 COMPRISE PART OF PIN 69060-1543
PARTS 90, 133 AND 134 COMPRISE PART OF PIN 69060-1549
PARTS 92, 136 AND 137 COMPRISE PART OF PIN 69060-1555
PARTS 97, 142 AND 143 COMPRISE PART OF PIN 69060-1572
PARTS 100, 144 AND 145 COMPRISE PART OF PIN 69060-1577

LEGEND & NOTES : (IF APPLICABLE)

■	DENOTES FOUND MONUMENTS	SG	DENOTES STANTEC GEOMATICS LTD.
□	DENOTES SET MONUMENTS	OU	DENOTES ORIGIN UNKNOWN
IB	DENOTES IRON BAR	MEAS.	DENOTES MEASURED
SIB	DENOTES STANDARD IRON BAR	P	DENOTES REGISTERED PLAN 50M-308
SSIB	DENOTES SHORT STANDARD IRON BAR	PROP	DENOTES PROPORTIONED
CC	DENOTES CUT CROSS		
N&W	DENOTES NAIL & WASHER		
WIT	DENOTES WITNESS		

LEGEND & NOTES : (IF APPLICABLE)

1. THE PERPENDICULAR WIDTHS OF ALL PARTS ARE NOT TO SCALE
2. ALL PARTS LIE WHOLLY WITHIN THE LIMITS OF LOTS AND HAVE PERPENDICULAR WIDTHS OF 1.20 M, 1.50 M, 2.40 M, 3.00 M, 4.50 M AND 5.00 M SHOWN THUS :
1.20 1.50 2.40 3.00 4.50 5.00
3. ALL PREVIOUSLY UNDEFINED LIMITS ARE PARALLEL WITH EXISTING LIMITS AND ARE PRODUCTIONS THEREOF AND INTERSECT AT COMMON POINTS.

FROM THE OFFICE OF
Stantec
STANTEC GEOMATICS LTD.
Ontario Land Surveyors
OTTAWA – ONTARIO
(613)722-4420 FAX (613)722-0769
"E"-Mail: brian.webster@stantec.com
Website: www.stantec.com

P.M.: FP	DRAWN: CEC	CHECKED: BM	FIELD: AL	JOB NO.: 161612404-120

161612404-120-MorrisVillage_Ph4-rev2.dwg

W:\active\161612404_spacebuilders_morris village phase4_fp\compiled easement plan\dd\dwg

REPORT N° AMÉ-19-02-R

Date	06/12/2018
Submitted by	Claire Lemay
Subject	Part-Lot Control – Spacebuilders – Part 1 Plan 50R-10048 (Diamond Street)
File N°	D-12-113

1) **NATURE/GOAL :**
Spacebuilders Ottawa Ltd. has submitted a request to the City of Clarence-Rockland to remove Part-Lot Control to allow for the creation of a new parcel, part of Lot 1 of plan 50M-308, which will be transferred to the City for municipal Infrastructure. This parcel will have frontage on Diamond Street.

2) **DIRECTIVE/PREVIOUS POLICY :**
N/A

3) **DEPARTMENT'S RECOMMENDATION :**
WHEREAS Part 1 on Plan 50R-10048 contains stormwater management infrastructure which the City of Clarence-Rockland wishes to protect and maintain,

BE IT RESOLVED THAT By-law 2019-XX, being a By-law for the designation of lands not subject to part-lot control, for part of Lot 1 Plan 50M-308, located within Morris Village, Rockland, be adopted.

ATTENDUE QUE la Partie 1 sur le Plan 50R-10048 contient des infrastructures de gestion des eaux pluviales que la Cité de Clarence-Rockland désire protéger et maintenir,

QU'IL SOIT RÉSOLU QUE le règlement 2019-XX, étant un règlement relatif à la désignation de terrains non assujettis à la réglementation de parties de lots, applicable à une partie du Lot 1 du plan 50M-308, localisé à l'intérieur du Village Morris à Rockland, soit adopté.

4) **BACKGROUND :**
As part of the stormwater management design of Stage 4 of Morris Village, the 100 year overland flow route for a portion of the development is intended to cross over a portion of Lot 1 on Plan 50M-308, being Part 1 on Plan 50R-10048. This property is adjacent to a pathway and surrounded by residential lots. There is currently a hydro easement on this property. In order to prevent interference to the grading of this important piece of infrastructure, the developer intends to separate Part 1 of plan 50R-10048, containing the municipal

infrastructure, from the remainder of Lot 1 plan 50M-308, which is to be developed for residential use. The developer intends to install a fence along the new property line in order to ensure that the new residents of Lot 1 plan 50M-308 (1001 Diamond Street) do not alter the landscaping and grading of the new parcel, which is to be transferred to the City.

5) **DISCUSSION :**

The application is for the removal of part-lot control under Subsection 7, Section 50 of the Planning Act, R.S.O 1990. C. P. 13, as prescribed by Subsection 4 of Section 50 of the Planning Act. Subsection 7 states that:

"**designation of lands not subject to part-lot control** – Despite subsection (5), the council of a local municipality may by by-law provide that subsection (5) does not apply to land that is within such registered plan or plans of subdivision or parts of them as are designated in the by-law."

This allows Council, by passing a By-law, to approve the creation of a new parcel on part of Lot 1, Plan 50M-308 as shown on the registered plan 50R-10048, prepared by Stantec Geomatics Ltd., dated April 27th, 2012.

The department has reviewed the submitted reference plan to ensure the conformity with the Zoning By-law and the plan is acceptable for approval.

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 :**

N/A

10) **RISK MANAGEMENT :**

N/A

11) **STRATEGIC IMPLICATIONS :**

N/A

12) **SUPPORTING DOCUMENTS:**

Plan 50R-10048
By-law 2019-XX

RÈGLEMENT DE ZONAGE N° 2019-XX

Amendant le Règlement de zonage n° 2016-10

Corporation de la Cité de Clarence-Rockland

Chemin Clark
Partie du lot C Concession 3

rédigé par

Cité de Clarence-Rockland
1560, rue Laurier
Rockland (Ontario)
K4K 1P7
(613) 446-6022

ZONING BY-LAW NO. 2019-XX

Amending Zoning By-Law No. 2016-10

The Corporation of the City of Clarence-Rockland

Clark Road
Part of Lot C, Concession 3

prepared by

City of Clarence-Rockland
1560 Laurier Street
Rockland, Ontario
K4K 1P7
(613) 446-6022

LA CORPORATION DE LA CITÉ DE CLARENCE-ROCKLAND

RÈGLEMENT N° 2019-XX

RÈGLEMENT AMENDANT LE RÈGLEMENT DE ZONAGE N° 2016-10;

ATTENDU QUE le Règlement de zonage n° 2016-10 réglemente l'utilisation des terrains, la construction et l'utilisation des bâtiments et structures sur le territoire de la Cité de Clarence-Rockland; et

ATTENDU QUE le Conseil de la Corporation de la Cité de Clarence-Rockland considère qu'il est opportun d'amender le Règlement de zonage n° 2016-10, tel qu'il suit;

PAR LA PRÉSENTE, le Conseil de la Corporation de la Cité de Clarence-Rockland donne force de loi à ce qui suit:

Article 1: La propriété décrite comme étant une partie du lot C, concession 3 et identifiée à la cédule «A» ci-jointe, et faisant partie du présent règlement, est le terrain concerné par ce règlement.

Article 2: La cédule « A » du Règlement de zonage n° 2016-10, est par la présente amendée en modifiant de *« Zone rurale (RU) »* à *« Zone rurale – Exception 53 (RU-53)»*, tel qu'identifiée à la cédule « A » ci-jointe, et faisant partie intégrante du présent règlement.

Article 3: L'article 13.1.3 (aaa) du Règlement de zonage n. 2016-10, est par la présente ajoutée et se lit comme suit :

« (aaa) <u>RU-53, Partie du Lot C, Conc. 3, chemin Clark</u>

Nonobstant toute disposition contraire en vertu du présent Règlement en ce qui a trait aux terrains zonés RU-53, ceux-ci doivent être utilisés conformément aux dispositions ci-après :

(i) Seulement les usages suivants sont permis :

- Habitation saisonnière
- Exploitation forestière

(ii) Les bâtiments existants suivants sont permis :

- Une habitation saisonnière avec superficie de plancher au rez-de-chaussée de 70m^2
- Une deuxième habitation saisonnière avec superficie de plancher au rez-de-chaussée de 92m^2
- Une structure accessoire aux habitations saisonnières avec superficie de plancher au rez-de-chaussée de 86m^2

- Une structure accessoire à l'usage d'exploitation forestière avec superficie de plancher au rez-de-chaussée de 163m^2

(iii) En plus des usages et bâtiments cités ci-haut, les bâtiments suivants sont aussi permis :

- Un conteneur d'expédition ou une structure accessoire conformément aux dispositions de l'article 4.1 du présent règlement.

(iv) Le droit-de-passage établi par ordre de la cour le 3 août 2018 satisfait les exigences de l'article 4.13 (h) du présent règlement par rapport à l'accès à une voie privée. »

Article 4: Le présent règlement entrera en vigueur à la date de son adoption par le Conseil sous réserve de l'approbation du Tribunal ou suite à la date limite pour le dépôt des avis d'opposition, selon le cas.

FAIT ET ADOPTÉ EN RÉUNION PUBLIQUE, CE 21IÈME JOUR DE JANVIER 2019.

Guy Desjardins, maire	**Monique Ouellet, greffière**

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NO. 2018-110

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2016-10;

WHEREAS Zoning By-Law no. 2016-10 regulates the use of land, and the use and erection of buildings and structures in the City of Clarence-Rockland; and

WHEREAS the Council of the Corporation of the City of Clarence-Rockland considers appropriate to amend Zoning By-Law No. 2016-10, as described;

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

Section 1: The property described as part of Lot C, Concession 3, identified on Schedule "A" attached to and forming part of this by-law shall be the lot affected by this by-law.

Section 2: Schedule "A" of Zoning By-Law No. 2016-10 is hereby amended by changing the *"Rural (RU) Zone"* to *"Rural – Exception 53 (RU-53) Zone"* on Schedule "A" of the map attached hereto and fully integrated as part of this by-law.

Section 3: Section 13.1.3 (aaa) of the Zoning By-law No. 2016-10 is hereby added and reads as follows:

"(aaa) <u>RU-53, Part of Lot C, Conc. 3, Clark Road</u>

Notwithstanding the provisions of this By-law to the contrary, on the lands zoned RU-53, the following provisions shall apply:

(i) Only the following uses are permitted:

- Seasonal dwelling
- Forestry operation

(ii) The following existing buildings are permitted:

- A seasonal dwelling with ground floor area of 70m^2
- A second seasonal dwelling with ground floor area of 92m^2
- An accessory structure to the seasonal dwelling use with ground floor area of 86m^2
- An accessory structure to the forestry operation use with ground floor area of 163m^2

(iii) In addition to the uses and buildings cited above, the following buildings are also permitted:

- A shipping container or accessory structure in conformity with the provisions of section 4.1 of this by-law.

(iv) The private right-of-way established by court order on August 3rd, 2018 satisfies the requirements of section 4.13 (h) of this by-law for access to a private road"

Section 4: This by-law shall become effective on the date of passing hereof, subject to the approval of the Tribunal or following the last date for filing objections as the case may be.

DATED AND PASSED IN OPEN COUNCIL, THIS 21ST DAY OF JANUARY, 2019.

Guy Desjardins, Mayor	**Monique Ouellet, Clerk**

NOTE EXPLICATIVE

But et effet du Règlement

Le but du présent règlement consiste à modifier le Règlement de zonage n° 2016-10, afin de changer la catégorie de zonage de « Zone rurale (RU) » à « Zone rurale – exception 53 (RU-53) ». L'amendement aura l'effet de permettre les bâtiments et usages existants sur le terrain et de reconnaitre le droit-de-passage existant qui donne accès au terrain.

Pour tous renseignements supplémentaires relativement à cette modification au Règlement de zonage n° 2016-10, veuillez communiquer avec Mme Claire Lemay, urbaniste municipale du Service d'infrastructure et aménagement du territoire à l'Hôtel de ville situé au 1560, rue Laurier ou par téléphone au numéro (613) 446-6022, poste 2267.

EXPLANATORY NOTE

Purpose and Effects of this By-Law

The purpose of the by-law is to amend Zoning By-Law No. 2016-10 in order to change the zoning category from "Rural (RU) Zone" to "Rural – Exception 53 (RU-53) Zone". The amendment has the effect of permitting the existing buildings and uses on the property and recognizing the existing right-of-way giving access to the property.

For further information concerning the amendment to Zoning By-Law No. 2016-10, you may contact Mrs. Claire Lemay, Municipal Planner for the Infrastructure and Planning Department, at the Town Hall, 1560 Laurier Street or by telephone at (613) 446-6022, ext. 2267.

CÉDULE « A » / SCHEDULE "A"

De / From (RU) à / to (RU-53)

Terrains(s) touché(s) par ce règlement Area(s) affected by this by-law Changement de zonage /Zone change de/from RU à/to RU-53 Certification d'authenticité Certificate of Authentification Ceci constitue le plan Cédule «A» du Règlement de zonage n° 2019-XX, adopté le 21 janvier 2019. This is plan Schedule "A" to Zoning By-Law No. 2019-XX, passed the 21st day of January, 2018. **Guy Desjardins, Maire / Mayor**	Plan Cédule «A» du règlement n° 2019-XX Schedule "A" to By-Law No. 2019-XX Part of Lot C, Concession 3 Partie du lot C, concession 3 Cité de Clarence-Rockland City Préparé par/prepared by Cité de Clarence-Rockland City 1560, rue Laurier Street Rockland, Ontario K4K 1P7 Pas à l'échelle/Not to scale **Monique Ouellet, Greffière / Clerk**

Clarence-Rockland

REPORT N° AMÉ-19-03-R

Date	14/12/2018
Submitted by	Claire Lemay
Subject	Zoning By-law Amendment – Jacques Rochon – Part of Lot C, Concession 3
File N°	D-14-514

1) **NATURE/GOAL :**
The purpose of this report is to present a proposed amendment to the Zoning By-law 2016-10 of the City of Clarence-Rockland for a property described as Part of Lot C, Concession 3.

2) **DIRECTIVE/PREVIOUS POLICY :**
N/A

3) **DEPARTMENT'S RECOMMENDATION :**
WHEREAS a number of buildings and structures have been built on the property known as Part of Lot C, Concession 3, which has access to the end of Clark Road via a private right-of-way;

THAT Municipal Council adopt by-law 2019-XX, amending Zoning By-Law 2016-10, in order to change the zoning category of the property from "Rural (RU) Zone" to "Rural – Exception 53 –(RU-53) Zone", in order to permit the existing buildings and structures on the property, as recommended by the Infrastructure and Planning Department.

ATTENDUE QUE plusieurs bâtiments et structures ont été construites sur le terrain identifié comme étant une partie du lot C, concession 3, qui a accès à la fin du chemin Clark par un droit-de-passage privé;

QUE le Conseil Municipal adopte le règlement 2019-XX modifiant le Règlement de Zonage 2016-10 afin de changer le zonage de la propriété de « Zone rurale (RU) » à « Zone rurale – Exception 53 (RU-53) », afin de permettre les bâtiments et structures existantes sur le terrain, tel que recommandé par le Département d'infrastructure et aménagement du territoire.

4) **BACKGROUND :**
The City of Clarence-Rockland Building Services staff became aware in 2016 of the illegal construction of a cottage and a detached garage on the subject property. This building was built without a building permit and contrary to Zoning By-law regulations. A Stop Work Order and an Order to Comply were issued by the City of Clarence-Rockland Building Services in March 2016. Multiple inspections were completed by City of Clarence-Rockland Building Services staff throughout 2016.

Staff from the City of Clarence-Rockland Infrastructure and Planning Department held several meetings and phone calls with the property owner to discuss the situation and how it might be resolved. In June 2016, the City of Clarence-Rockland Planning Services sent a letter to the property owner, informing him of the reasons why the illegally constructed buildings were not in conformity with the City's Zoning By-law and explaining the need to obtain a legal access to the property which would satisfy the requirements of the Zoning By-law for access to a private road.

A second letter was sent in October, 2016, establishing the further steps that were required to be taken in order to allow the issuance of a building permit.

Following receipt of these letters and further discussions with City staff, up until August 2018, the property owner sought legal advice and proceeded with the steps required in order to obtain a legal right-of-way from Clark Road to the subject property.

5) **DISCUSSION :**

There are a number of buildings currently on the subject property. These are:

- A cottage, constructed circa 1979 (22' x 34'). This structure may benefit from legal non-conforming status, however, no concrete evidence of its legality has been found.
- A second cottage (40' x 23'). This structure was built illegally without a building permit having been obtained.
- An accessory structure (40' x 23').
- A garage, used for storage of equipment and a workshop related to a forestry use (35' x 50').

The property does not have access to a public road. There is an existing easement, which has been used, according to the owner, for three generations of his family. The right-of-way was legally established by court order in August 2018.

The purpose of this proposed amendment is to render the existing buildings in conformity with the by-law, thus enabling the Chief Building Official to issue a building permit for the buildings, which were constructed illegally in order to resolve the ongoing situation. The property owner has also requested that a shipping container, to be used for the storage of firewood, be permitted on the property. The proposed amendment would also recognize the right-of-way as an existing private road, thereby allowing the construction and use of buildings on the existing lot.

Provincial Policy Statement
According to section 1.1.5.2 of the Provincial Policy Statement 2014, limited residential development is permitted on rural lands. Section 1.1.5.4 states that: "Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure." This means that the existing uses of the property are consistent with the Provincial Policy Statement, but that further development of the property should be discouraged because there is no access to a public road and the City has no intention of adding a public road access to this property.

Official Plan of the United Counties of Prescott and Russell
The subject property is located within the Rural Policy Area according to Schedule A of the Official Plan of the United Counties of Prescott and Russell. Low-density residential uses as well as resource-related uses such as forestry are permitted.

Existing private roads are identified on Schedule D of the Official Plan of the United Counties, and new private roads are defined in section 3.3.6. The private road which provides access to the subject property is not identified on Schedule D, nor does it match the definition of new private roads contained in the policies of Section 3.3.6.

City of Clarence-Rockland Zoning By-law 2016-10
The subject property is located within the "Rural (RU) Zone" according to Schedule A of the City of Clarence-Rockland Zoning By-law. Low density residential uses are permitted, however a seasonal dwelling is not included in the list of permitted uses for the zone. A forestry operation is a permitted use.

Section 4.13 of the City of Clarence-Rockland Zoning By-law requires that lot frontage on a public road, or on a private road in the case of existing lots, is required in order to erect or use a building or structure on that lot. Section 4.13 (h) reads as follows:

> "For a lot that legally existed on the effective date of this By-law, the lot has access to a private road that legally existed on the effective date of this By-law"

A private road is defined in the City of Clarence-Rockland Zoning By-law as:

> "an easement, right-of-way or roadway that is used by vehicles and is maintained by a condominium corporation or other private owner providing access to individual freehold lots."

The subject property has access to a private road, as defined in the Zoning By-law. This private road was legally recognized by court order on August 3rd, 2018, however, the private road existed and was used for many decades prior to that date.

The proposed amendment to the City of Clarence-Rockland Zoning By-law is consistent with the Provincial Policy Statement. Although the proposed amendment technically does not conform to the Official Plan of the United Counties of Prescott and Russell because the private road providing access to the subject property is not identified on Schedule D, the general intent of the Official Plan to allow development only on existing lots with access to existing private roads is respected, because the private road was in existence for many decades before being legally recognized in 2018.

6) **CONSULTATION:**

A notice of acknowledgement of a complete application for a zoning by-law amendment was sent to all property owners within 120 metres and to relevant pubic agencies and City departments on November 9th, 2018. A public notice was placed on site on November 14th, 2018. A public meeting of the Planning Committee was held on the 5th of December, 2018, which served to collect comments from the public. No oral submissions were made during the public meeting.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

Planning Committee Recommendation :

WHEREAS a number of buildings and structures have been built on the property known as Part of Lot C, Concession 3, which has access to the end of Clark Road via a private right-of-way;

THAT the Planning Committee recommends to Council to amend Zoning By-Law 2016-10, in order to change the zoning category of the property from “Rural (RU) Zone” to “Rural – Exception 53 –(RU-53) Zone”, in order to permit the existing buildings and structures on the property, as recommended by the Infrastructure and Planning Department.

ATTENDUE QUE plusieurs bâtiments et structures ont été construite sur le terrain identifié comme étant une partie du lot C, concession 3, qui a accès à la fin du chemin Clark par un droit-de-passage privé;

QUE le Comité d’aménagement recommande au Conseil Municipal d’approuver le règlement modifiant le Règlement de Zonage 2016-10 afin de changer le zonage de la propriété de « Zone rurale (RU) » à « Zone rurale – Exception 53 (RU-53) », afin de permettre les bâtiments et structures existantes sur le terrain, tel que recommandé par le Département d’infrastructure et aménagement du territoire.

United Counties of Prescott and Russell:
Nous avons révisé la demande et le jugement du dossier cité en rubrique.

L'article 7.4.4 du Plan officiel des CUPR précise les critères à considérer lors d'un changement de zonage. L'article 3.3.6 précise que les nouveaux aménagements ne sont permis que sur les lots existants ayant façade sur des chemins saisonniers et des chemins privés. Le projet proposé ne rencontre pas la description d'un chemin privé ni d'un chemin saisonnier selon le Plan officiel des CUPR, car un droit de passage n'est pas considéré comme une catégorie de chemin.

Selon l'information trouvée sur le site de MPAC, le chalet saisonnier semble avoir été construit en 1979. Par conséquent, nous vous invitons à considérer les articles 7.3.2 et 7.3.3 du Plan officiel des CUPR puisque la propriété sujette à la demande pourrait bénéficier d'un droit légal non conforme. Seulement vos dossiers peuvent confirmer ou infirmer ce statut. Si tel est le cas, nous sommes d'avis que la nouvelle catégorie de zonage devra se limiter à autoriser les bâtiments et les usages existants afin de se conformer aux politiques du Plan officiel des CUPR.

City of Clarence-Rockland Departments:
Protective Services: private road access to be maintained for emergency vehicles (heavy trucks).
Public Works: City public works are not responsible for maintenance of the private road.
Community Services: No comments.
Finance: No objection.

External Agencies: No comments.

8) **FINANCIAL IMPACT (expenses/material/etc.):**
N/A

9) **LEGAL IMPLICATIONS :**
N/A

10) **RISK MANAGEMENT :**
N/A

11) **STRATEGIC IMPLICATIONS :**
N/A

12) **SUPPORTING DOCUMENTS:**
By-law 2019-XX

RÈGLEMENT DE ZONAGE N° 2019-XX

Amendant le Règlement de zonage n° 2016-10

Corporation de la Cité de Clarence-Rockland

1884 chemin Henrie
Partie du lot 8 Concession 5

rédigé par

Cité de Clarence-Rockland
1560, rue Laurier
Rockland (Ontario)
K4K 1P7
(613) 446-6022

ZONING BY-LAW NO. 2019-XX

Amending Zoning By-Law No. 2016-10

The Corporation of the City of Clarence-Rockland

1884 Henrie Road
Part of Lot 8, Concession 5

prepared by

City of Clarence-Rockland
1560 Laurier Street
Rockland, Ontario
K4K 1P7
(613) 446-6022

LA CORPORATION DE LA CITÉ DE CLARENCE-ROCKLAND

RÈGLEMENT N° 2019-XX

RÈGLEMENT AMENDANT LE RÈGLEMENT DE ZONAGE N° 2016-10;

ATTENDU QUE le Règlement de zonage n° 2016-10 réglemente l'utilisation des terrains, la construction et l'utilisation des bâtiments et structures sur le territoire de la Cité de Clarence-Rockland; et

ATTENDU QUE le Conseil de la Corporation de la Cité de Clarence-Rockland considère qu'il est opportun d'amender le Règlement de zonage n° 2016-10, tel qu'il suit;

PAR LA PRÉSENTE, le Conseil de la Corporation de la Cité de Clarence-Rockland donne force de loi à ce qui suit:

Article 1: La propriété décrite comme étant une partie du lot 8, concession 5, partie du 1884 chemin Henrie, et identifiée à la cédule « A » ci-jointe, et faisant partie du présent règlement, est le terrain concerné par ce règlement.

Article 2: Les cédules « A » et « C » du Règlement de zonage n° 2016-10, sont par la présente amendée en modifiant de *« Zone résidentielle de village de densité 1 – aménagement différé (RV1-h) »* à *« Zone rurale (RU) »*, tel qu'identifiée à la cédule « A » ci-jointe, et faisant partie intégrante du présent règlement.

Article 3: Sujet à l'avis d'adoption de ce règlement conformément aux dispositions de l'article 34(18) de la *Loi sur l'aménagement du territoire*, L.R.O. 1990 tel qu'amendé, le présent règlement entrera en vigueur à la date de son adoption par le Conseil de la Corporation de la Cité de Clarence-Rockland sous réserve des deux dispositions suivantes :

a) L'entrée en vigueur de l'amendement au Plan Officiel des Comtés Unis de Prescott et Russell à l'égard de la même propriété; et de

b) L'approbation du Tribunal si un avis d'appel ou d'objection est reçu ou suite à la date limite pour le dépôt des avis d'opposition conformément à l'article 34(21) de la *Loi sur l'aménagement du territoire*, L.R.O. 1990 tel qu'amendée.

FAIT ET ADOPTÉ EN RÉUNION PUBLIQUE, CE 21IÈME JOUR DE JANVIER 2019.

Guy Desjardins, maire	**Monique Ouellet, greffière**

THE CORPORATION OF THE CITY OF CLARENCE-ROCKLAND

BY-LAW NO. 2018-110

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 2016-10;

WHEREAS Zoning By-Law no. 2016-10 regulates the use of land, and the use and erection of buildings and structures in the City of Clarence-Rockland; and

WHEREAS the Council of the Corporation of the City of Clarence-Rockland considers appropriate to amend Zoning By-Law No. 2016-10, as described;

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

Section 1: The property described as part of Lot 8, Concession 5, part of 1884 Henrie Road, identified on Schedule "A" attached to and forming part of this by-law shall be the lot affected by this by-law.

Section 2: Schedules "A" and "C" of Zoning By-Law No. 2016-10 are hereby amended by changing the *"Village Residential First Density - holding (RV1-h) Zone"* to *"Rural (RU) Zone"* on Schedule "A" of the map attached hereto and fully integrated as part of this by-law.

Section 3: Subject to the giving of notice of passing of this by-law, in accordance with Section 34(18) of the *Planning Act*, R.S.O. 1990 as amended, this by-law shall come into force on the date of passing by the Council of the Corporation of the City of Clarence-Rockland subject to the following two provisions:

a) The coming into force of the amendment to the Official Plan of the United Counties of Prescott and Russell with regards to the same property; and

b) If a notice of appeal or objection is received, the approval of the Tribunal or where no notice of appeal or objection is received, pursuant to Section 34(21) of the *Planning Act*, R.S.O. 1990 as amended.

DATED AND PASSED IN OPEN COUNCIL, THIS 21ST DAY OF JANUARY, 2019.

Guy Desjardins, Mayor	**Monique Ouellet, Clerk**

NOTE EXPLICATIVE

But et effet du Règlement

Le but du présent règlement consiste à modifier le Règlement de zonage n° 2016-10, afin de changer la catégorie de zonage de « Zone résidentielle de village de densité 1 – aménagement différé (RV1-h) » à « Zone rurale (RU) ». L'amendement aura l'effet de retirer la propriété visée du village de Clarence Creek.

Pour tous renseignements supplémentaires relativement à cette modification au Règlement de zonage n° 2016-10, veuillez communiquer avec Mme Claire Lemay, urbaniste municipale du Service d'infrastructure et aménagement du territoire à l'Hôtel de ville situé au 1560, rue Laurier ou par téléphone au numéro (613) 446-6022, poste 2267.

EXPLANATORY NOTE

Purpose and Effects of this By-Law

The purpose of the by-law is to amend Zoning By-Law No. 2016-10 in order to change the zoning category from "Village Residential First Density (RV1-h) Zone" to "Rural (RU) Zone". The amendment has the effect of removing the subject property from the village of Clarence Creek.

For further information concerning the amendment to Zoning By-Law No. 2016-10, you may contact Mrs. Claire Lemay, Municipal Planner for the Infrastructure and Planning Department, at the Town Hall, 1560 Laurier Street or by telephone at (613) 446-6022, ext. 2267.

CÉDULE « A » / SCHEDULE "A"

De / From (RV1-h) à / to (RU)

Terrains(s) touché(s) par ce règlement Area(s) affected by this by-law Changement de zonage /Zone change de/from RV1-h à/to RU Certification d'authenticité Certificate of Authentification Ceci constitue le plan Cédule «A» du Règlement de zonage n° 2019-XX, adopté le 21 janvier 2019. This is plan Schedule "A" to Zoning By-Law No. 2019-XX, passed the 21st day of January 2019. **Guy Desjardins, Maire / Mayor**	Plan Cédule «A» du règlement n° 2019-XX Schedule "A" to By-Law No. 2019-XX Part of Lot 8, Concession 5 Partie du lot 8, concession 5 Cité de Clarence-Rockland City Préparé par/prepared by Cité de Clarence-Rockland City 1560, rue Laurier Street Rockland, Ontario K4K 1P7 Pas à l'échelle/Not to scale **Monique Ouellet, Greffière / Clerk**

Clarence-Rockland

REPORT N° AMÉ-19-04-R

Date	15/12/2018
Submitted by	Claire Lemay
Subject	Zoning By-law Amendment – Suzanne & Jean-Marie Godin – 1884 Henrie Road
File N°	D-14-515

1) **NATURE/GOAL :**
The goal of this report is to present a Zoning By-law Amendment in order to bring the property located on the edge of the boundary of the village of Clarence Creek into the Rural area and outside the village boundary. The application for an amendment to the City of Clarence-Rockland Zoning By-law is concurrent with an application to amend the Official Plan of the United Counties of Prescott and Russell for the same purpose.

2) **DIRECTIVE/PREVIOUS POLICY :**
N/A

3) **DEPARTMENT'S RECOMMENDATION :**
WHEREAS the property identified as 1884 Henrie Road is located on the edge of the village of Clarence Creek,

AND WHEREAS the Official Plan of the United Counties of Prescott and Russell does not permit development on private services within a village where municipal water is available,

AND WHEREAS the City of Clarence-Rockland does not have the intention of bringing the municipal water system in Clarence Creek to Henrie Road within the foreseeable future,

THAT Municipal Council adopt By-law 2019-XX, amending Zoning By-law 2016-10, in order to change the zoning category of the property from "Village Residential First Density - holding (RV1-h) Zone" to "Rural (RU) Zone" in order to permit development on private well and septic system.

ATTENDUE QUE la propriété identifiée comme le 1884 chemin Henrie est situé à la périphérie du village de Clarence Creek,

ET ATTENDUE QUE le Plan officiel des Comtés unis de Prescott et Russell ne permet pas le développement sur services privés dans un village qui est desservi par l'eau municipale,

ET ATTENDUE QUE la Cité de Clarence-Rockland n'a aucune intention d'apporter le service d'eau municipale de Clarence Creek au chemin Henrie dans le futur proche,

QUE le Conseil Municipal adopte le règlement 2019-XX modifiant le Règlement de Zonage 2016-10 afin de changer la catégorie de zonage de la propriété de « Zone résidentielle de village de densité 1 – aménagement différé (RV1-h) » à « Zone Rurale (RU) » afin de permettre le développement sur puits et système septique privés.

4) **BACKGROUND :**

On November 1st, 2018, an application was submitted by Suzanne Godin and Jean-Marie Godin to amend the Zoning By-law 2016-10. The application was deemed complete on November 2nd, 2018. Mr. Jean-Marie Godin and Mrs. Suzanne Godin, are the owners and residents of 1884 Henrie Road. They had applied for consent to sever a new lot in 2010. The approval of this application for consent (B-CR-033-2010) was impossible at the time because one of the required conditions was that the new lot be connected to the municipal water system, which does not extend to Henrie Road. After waiting many years for the City to bring the municipal water to Henrie Road, the property owners have decided to pursue an Official Plan amendment and Zoning By-law amendment in order to take their property outside of the boundary of the village of Clarence Creek, thereby enabling the Committee of Adjustment to approve the creation of a new lot without a connection to municipal water.

5) **DISCUSSION :**

Provincial Policy Statement 2014:

The village of Clarence Creek is a settlement area as defined in the Provincial Policy Statement. According to the policies of section 1.1.3 of the PPS, development, intensification, and redevelopment, including a mix of densities and land uses, are recommended within settlement areas. The effective use of infrastructure and public service facilities should be promoted, and unnecessary public expenditures minimized. Development within settlement areas is to occur in an orderly progression, with new development taking place adjacent to the existing built-up area.

Given that the pace of development in Clarence Creek is fairly slow, it will be many years before development, in the form of plans of subdivision, reaches the property at 1884 Henrie Road.

Figure 1 below shows the location of the subject property in relation to the boundary of the village of Clarence Creek, on Schedule "A" of the Official Plan of the United Counties of Prescott and Russell. The settlement area of the village of Clarence Creek is shown in pink, the rural lands in orange, and the agricultural lands in white. The subject

property is highlighted in red. As is clear from the parcel fabric, there remains a lot of developable land within the village boundary, which is located much closer to the existing built-up parts of the village than the subject property.

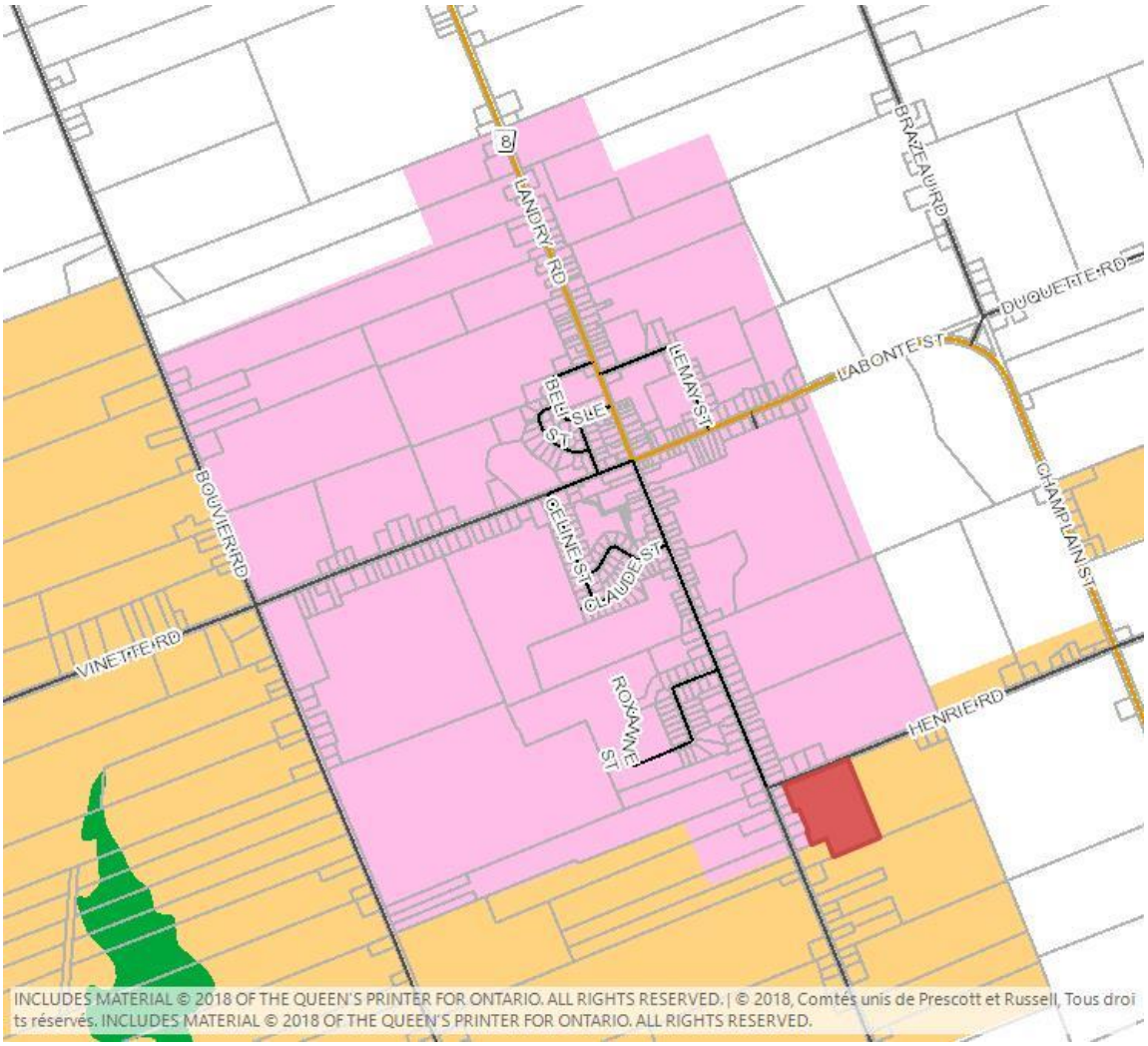


Figure 1: Location of the subject property

Official Plan of the United Counties of Prescott and Russell:
The majority of the subject property is located within the Community Policy Area of the village of Clarence Creek according to Schedule "A" of the Official Plan of the United Counties of Prescott and Russell. A small portion at the south of the lot is within the "Rural Policy Area". The property owners have submitted a concurrent application in order to request a change of designation in the Official Plan of the United Counties from "Community Policy Area" to "Rural Policy Area".

Within the "Community Policy Area", section 2.3.5 of the Official Plan indicates that: "Development on private services in partially serviced communities shall not be permitted without an amendment to this Official Plan." Within the "Rural Policy Area", section 2.5.2, policy 6 of the Official Plan indicates that: "Residential development in the Rural

Policy Area shall generally proceed on the basis of private water and waste water systems."

City of Clarence-Rockland Zoning By-law 2016-10:
The majority of the subject property is currently within the "Village Residential First Density - holding (RV1-h) Zone" according to Schedule C of the City of Clarence-Rockland Zoning By-law. A portion at the south of the property is located within the "Rural (RU) Zone", as indicated on Schedule A of the Zoning By-law. The existing residential use is permitted in both zones. No new residential development is permitted within the RV1-h zone unless the development is connected to municipal water.

The proposed Zoning By-law Amendment is consistent with the Provincial Policy Statement. If the concurrent amendment to the Official Plan of the United Counties of Prescott and Russell is approved, the proposed amendment to the Zoning By-law of the City of Clarence-Rockland must be approved in order to ensure conformity of the Zoning By-law with the Official Plan. Likewise, if the amendment to the County Official Plan is refused, the concurrent amendment to the Zoning By-law would not conform to the Official Plan.

6) **CONSULTATION:**
A notice of public meeting was sent to different agencies and to the property owners within 120 meters of the subject property and a sign was posted on the property.

The Planning Committee held a public meeting on December 5th, 2018, at which time no public comments were made regarding this proposed amendment.

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**
Planning Committee Recommendation :

WHEREAS the property identified as 1884 Henrie Road is located on the edge of the village of Clarence Creek,

AND WHEREAS the Official Plan of the United Counties of Prescott and Russell does not permit development on private services within a village where municipal water is available,

AND WHEREAS the City of Clarence-Rockland does not have the intention of bringing the municipal water system in Clarence Creek to Henrie Road within the foreseeable future,

THAT the Planning Committee recommends to Council to amend Zoning By-law 2016-10, in order to change the zoning category of the property from "Village Residential First Density - holding (RV1-h) Zone" to "Rural (RU) Zone" in order to permit development on private well and septic system.

ATTENDUE QUE la propriété identifiée comme le 1884 chemin Henrie est situé à la périphérie du village de Clarence Creek,

ET ATTENDUE QUE le Plan officiel des Comtés unis de Prescott et Russell ne permet pas le développement sur services privés dans un village qui est desservi par l'eau municipale,

ET ATTENDUE QUE la Cité de Clarence-Rockland n'a aucune intention d'apporter le service d'eau municipale de Clarence Creek au chemin Henrie dans le futur proche,

QUE le Comité d'aménagement recommande au Conseil Municipal d'approuver le règlement modifiant le Règlement de Zonage 2016-10 afin de changer la catégorie de zonage de la propriété de « Zone résidentielle de village de densité 1 – aménagement différé (RV1-h) » à « Zone Rurale (RU) » afin de permettre le développement sur puits et système septique privés.

Comments from other departments and agencies :
No comments/no objections from other departments.
No comments from external agencies.

8) **FINANCIAL IMPACT (expenses/material/etc.):**
N/A

9) **LEGAL IMPLICATIONS :**
N/A

10) **RISK MANAGEMENT :**
N/A

11) **STRATEGIC IMPLICATIONS :**
N/A

12) **SUPPORTING DOCUMENTS:**
By-law 2019-XX

CORPORATION OF THE CITY OF CLARENCE-ROCKLAND
BY-LAW 2019-04

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 JANUARY 21, 2019.

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 21ST DAY OF JANUARY, 2019.

Guy Desjardins, Mayor	Monique Ouellet, Clerk